Sutter Union High School District
Comprehensive School Safety Plan
2026-2027

2665 Acacia Avenue
Sutter, California 95982
(530) 822-5161

Morgan Nugent, Superintendent
Robert Bennette, Principal

Board of Trustees Members:
Allen Jaynes, Erika Lemenager, Dennis Richardson, Clifton Davis, Doug Ahlers

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Introduction

The Comprehensive School Safety Plan shall provide details on strategies, programs, and procedures to support a safe school environment. The California Education Code sections 32280-32289 outline the requirements for all schools operating any kindergarten and any grades 1 to 12, inclusive, to develop a school safety plan relevant to the needs and resources of that particular school. Requirements are:

- Assessment of school crime committed on school campuses and at school-related functions
- Child abuse reporting procedures
- Disaster procedures
- Suspension and expulsion policies
- Procedures to notify teachers of dangerous pupils
- Discrimination and harassment policies
- School-wide dress code policies
- Procedures for safe ingress and egress
- Policies enacted to maintain a safe and orderly environment
- Rules and procedures on school discipline
- Instructional Continuity

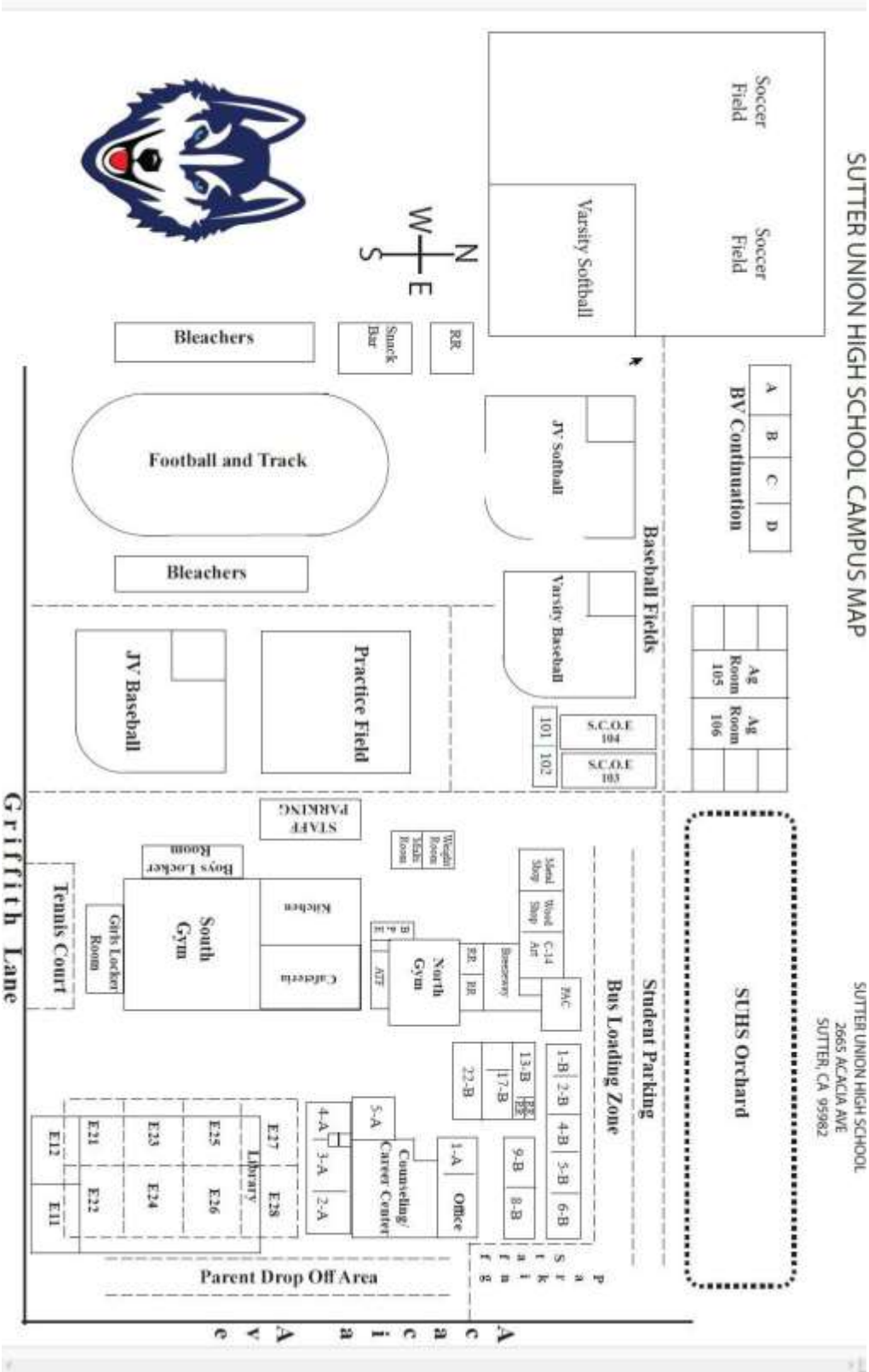
Vision Statement

Sutter Union High School District will inspire and prepare every student for academic excellence, individual achievement, and future success, while maintaining the courage and honor of our traditions.

Mission Statement

Sutter Union High School District's mission is to maximize every student's academic potential, vocational skills, and personal responsibility.

Campus Map


SUTTER UNION HIGH SCHOOL CAMPUS MAP
SUTTER UNION HIGH SCHOOL
2665 ACACIA AVE
SUTTER, CA 95982
Soccer Field
Soccer Field
Varsity Softball
N
W
E
S
Bleachers
Snack Bar
RR
Football and Track
Bleachers
JV Softball
Varsity Baseball
Baseball Fields
BV Continuation
A
B
C
D
Ag Room 105
Ag Room 106
S.C.O.E 104
S.C.O.E 103
101
102
JV Baseball
Practice Field
SUHS Orchard
STAFF PARKING
Weight Room
Multi Room
Metal Shop
Wood Shop
C-14 Art
Storeroom
PAC
RR
RR
Boys Locker Room
Girls Locker Room
Tennis Court
South Gym
Kitchen
Cafeteria
B
P
E
ATF
North Gym
Student Parking
Bus Loading Zone
1-B
2-B
4-B
5-B
6-B
9-B
8-B
13-B
RR
RR
17-B
22-B
5-A
4-A
3-A
2-A
1-A
Office
Counseling/ Career Center
Library
E27
E28
E25
E26
E23
E24
E21
E22
E12
E11
Parent Drop Off Area
Griffith Lane
Acacia Avenue
Pasture
Stockade Fence

Teacher Directory

TEACHER	SUBJECT	ROOM
Mr. Ayotte	World Studies/Am. Gov.	E23
Mr. Bajwa	English	E27
Mr. Barriga	Earth Science/Chem./Phys.	B13
Mr. Benton	World Studies	E21
Mr. Conklin	Math	B1
Mr. Cooper	P.E./Weight Training	Gym
Mrs. Correa	ELD/Spanish	A3
Mr. Curry	Const.Mnft	Woodshop
Mr. Crawford	ROP Public Safety	BV
Mr. Danna	Marketing/Pro Coms	B2
Mrs. Dowden	Agriculture	AG 106
Mrs. Eggers	English /Yearbook	E11
Mrs. Evans	Agriculture	133
Mr. Elford	Math	B5
Mrs. Ernst	Biology	B22
Mr. Ford	History	E24
Mr. Fryan	Weight Training	WT Rm.
Mr. Giampaoli	Sports Medicine	ATF
Mr. Hale	Psychology/Am. Govern.	E25
Mr. Harrison	Digital Art/Drafting	102
Mrs. Henry	Spanish	A5
Ms. Jolley	Special Education	A1
Mrs. Jones	Math	B17
Mr. Mason	IS	BV-B
Mr. McPeters	Spanish	E22
Mr. Morton	English	E12
Ms. Nickel	English	E26
Ms. Ochoa	Para-Education CTE	A4
Mr. Pasquale	Farm Equip/Ag. Mechanics	Metal Shop
Mr. Peterson	Math	B6
Mr. Reynolds	BV/Weight Training	BV/Wt. Rm.
Mr. Tica	Culinary	Cafeteria
Mr. Tuttle	English	E28
Ms. Uppal	Marketing/Frosh. Focus	B8
Mr. Villani	Special Education	A2
Ms. Wickum	P.E.	Gym
Mrs. Wilson	Agriculture	AG 105
Mrs. Zwissig	FBLA/Pers. Finance/Accounting	B9

Sutter Union High School District Safety Committee

Our School Site Safety committee is comprised of the following members:
Principal and or Superintendent
One *SUHSD Teacher*
One *SUHSD Staff* member
Three Parents/Community Members
One SUHSD Student

Object of Plan

- Protect the life and safety of students and staff.
- Provide a framework for staff, students, parents, and community agencies to respond quickly and effectively to emergency situations.
- Protect school property and environment.
- Foster an awareness of the diverse emergency situations that can occur on or near the school campus.
- Facilitate the use of the school as an emergency facility (e.g., shelter site) at the direction of lawful authority.
- Facilitate the resumption of normal school activities in a timely manner.

Proactive Measures

Sutter Union High School District takes proactive measures to protect the safety of all students and staff.

- High school representatives attend safe school training and in-services.
- High school representatives work in close collaboration with local emergency personnel to develop and maintain plans for coping with a variety of emergency response situations.
- Sutter Union High School District's Safety Team works closely with one another, as well as a variety of local agencies, when addressing school safety and/or concerns pertaining to our students' mental health and well-being.
- The Safety Plan is regularly reviewed and updated.
- Utilization of Emergency Preparedness Folder.
- School personnel and students practice emergency drills on a yearly basis.

Actions taken during any type of emergency situation depend largely on the specifics of the incident.

If an incident occurs at school, we ask that parents do not go directly to the school. School staff are prepared to maintain as safe and normal an environment as possible within the school. School is not automatically canceled in emergency situations and may be the safest place for students during certain emergencies.

In times of emergency, various local media will be used to provide information. Parents should:

- Tune into local major radio and television stations.
- Visit the school's website for emergency updates.
- Call the Sutter County Superintendent of Schools Office at (530) 822-2900.
- Listen for all-calls made through the school's Parent Square App for emergency updates. Be sure to listen to the recorded message in its entirety for information.

Release of Students

Students will not be released to parents in an emergency situation if public safety officials have declared that:

- It is dangerous for parents to travel to the school to pick up students.
- The lives of people in the school would be jeopardized by opening the school's doors.
- The school is otherwise restricted by these public safety officials.

Students will be released to parents as soon as public safety officials determine it is safe to do so. Students will only be released to parents or individuals listed on the student's emergency profile. **No student will be released to any individual who is not specifically listed on the emergency profile, including an older sibling.** All adults will be required to show ID when picking up a student.

In accordance with state law (AB 699 and SB 98) and California Ed Code (Sections 234.7 and 66093.3), SUHS will continue to work cooperatively with parents, law enforcement agencies, and government agencies and ensure that communication guidelines are followed by school staff. No student or personal information will be released to anyone other than the student's parent/guardian or those the parent has permitted to check the student out via the emergency contact list, without first contacting the parent/guardian and obtaining their permission. The only exception to this policy would be in response to a judicial warrant, court order, or subpoena.

Promoting a Safe and Secure Learning Environment for All:
https://oag.ca.gov/sites/all/files/agweb/pdfs/bcj/school-guidance-model-k12.pdf

Parents can help by giving the most accurate, up-to-date health and emergency information to the school office. Parents should note that the school's reunification sites are as follows (in case of evacuation and/or if directed by public safety officials to move from the location of the school to an alternate site):

(1) Brittan Elementary School – 2340 Pepper St., Sutter, CA
(2) Sutter Community Church – 2900 Acacia Ave. Sutter, CA

Parents/community members should also note that Sutter Union High School District has a Shelter Agreement with the American Red Cross. The high school has been designated a shelter site by the American Red Cross of Northern California.

If you have any questions about your child and/or about the school's safety and support, or if you have any responses, don't hesitate to contact the school directly at (530) 822-5161.

Discipline Distribution Reports (2026-2027 School Year)

Sutter Union High School District 10/26/2026

2026-2027 **Discipline Distribution Report from 8/12/2026 to 10/26/2026** Page 1

Code # and Name	Total	Grade				Gender			Hispanic/Latino?	Race (Not Hispanic)					
		9	10	11	12	F	M	OGN	Y	100	200	300	400	600	700
18 Fighting	4	3	1	-	-	-	4	0	2	-	1	-	-	-	1
22 Possession of Alcohol	2	-	1	1	-	1	1	0	1	-	-	-	-	-	1
31 Possession/use of Tobacco	2	-	-	2	-	2	-	0	2	-	-	-	-	-	-
41 Bullying (including electronic bu	1	-	-	1	-	1	-	0	-	-	-	-	-	-	1
Totals:	9	3	2	4	-	4	5	-	5	-	1	-	-	-	3

Attendance

Sutter Union High School District 10/26/2026

2026-2027 **Average Daily Attendance (ADA) Summary** Page 1

8/12/2026 - 10/26/2026

School	Average Daily Enrollment	Average Daily Attendance	Average Daily Absences	ADA %
Sutter High-Independent Studies	26.50	25.27	1.23	95.36%
Butte View High School	23.40	20.02	3.38	85.56%
NPS School	1.00	1.00	0.00	100.00%
Sutter Union High School	734.29	697.88	36.40	95.04%

Identifying Safe School Strategies and Programs in Response to Data (Goals)

(1) *Safety on Campus.* Sutter Union High School District will continue to ensure that students feel "safe" on campus. This will be accomplished by developing and implementing a bullying and harassment policy and locker room supervision, by assisting students with conflict resolution and anger management strategies, by continuing to work with staff and Leadership students to provide problem-solving guidance and advice to students, by reviewing and updating the high school's Safety Plan, by putting together a Safety Committee that will meet regularly, creating step-by-step emergency procedures and protocols that staff, students, and parents know and understand, and by practicing these procedures and protocols regularly by carrying out drills throughout the year based on a variety of scenarios.

(2) *Disciplinary Data Reports.* Sutter Union High School District will continue to be proactive in creating a more positive school environment and culture for all students. This will help build positive student and staff morale and relationships by encouraging students, staff, parents, coaches, and community members to set examples and be role models.

(3) *Attendance Data.* Sutter Union High School District will strive to increase its "Percentage of actual" attendance above 95% for all students. This will be accomplished by providing information to students and parents as to the correlation between the lack of attendance and poor grades, by conducting conferences/ meetings with students, parents, and teachers in order to provide information to all parties regarding attendance issues and the path to academic success, by working closely with our Sutter County Intervention & Intervention Programs regarding habitually truant students, by implementing a Saturday School program for students with three or more unexcused absences, and by communicating with parents on an ongoing basis through the parent portal, the Parent Square App, the school website, and letters sent to parents of students with three or more unexcused absences, so that we address attendance concerns early and often.

Child Abuse/Neglect

Reporting Procedures

(1) All teachers, instructional aides, teachers' assistants, classified employees, administrative officers, supervisors of child welfare and attendance, certificated staff, student personnel employees, and school psychologists are required to report suspected child abuse.

(2) A known or suspected instance of child abuse must be reported by telephone immediately to Child Protective Services (CPS) and must provide the following information:
   a. Name of the person making the report
   b. Name of the student
   c. Present location of the student
   d. Nature and Extent of the Injury
   e. Any other information, including information that led that person to suspect child abuse, requested by the child protective agency.

(3) Following the telephoned report, a written report must then be sent within **thirty-six hours** of receiving the information concerning the incident.

(4) Persons observing evidence of suspected child abuse may inform the administration and/or staff designee. Although not required, it is strongly suggested that employees inform the school administration of the incident. Students and parents should also be aware that students may report an instance of child abuse involving themselves or others to their teachers, counselors, or school administration.

Child Protective Services, Sutter County Welfare & Social Services Phone: (530) 822-7227

Staff is notified of the above procedures at required staff meetings and/or as soon as possible after employment. This information is also included in the Faculty Handbook, which is provided to all staff members annually.

Procedures for Supervision and Protection of Pupils

(SB 848 – Education Code 32282)

Supervision of Pupils

The District maintains appropriate supervision of pupils during instructional time, passing periods, recess, meal periods, and school-sponsored activities. Site administrators establish duty schedules and ensure staff presence in designated supervision areas.

Access to campus is monitored through visitor management procedures that require check-in at the school office and authorization prior to entering the school grounds.

Prevention Measures

The District implements hiring and screening practices consistent with state requirements, including fingerprint clearance, background checks, and credential verification before employment.

All employees designated as mandated reporters receive annual training in accordance with the Child Abuse and Neglect Reporting Act (CANRA), including identification of signs of abuse and reporting obligations. Staff are provided with guidance on professional boundaries, appropriate conduct with pupils, and the responsible use of electronic communication.

Reporting Procedures

All mandated reporters shall comply with Penal Code requirements for reporting suspected child abuse or neglect. Reports shall be made immediately or as soon as practicable to the appropriate child protective or law enforcement agency, followed by the required written documentation within statutory timelines.

Employees shall notify site administration that a report has been filed, without disclosing confidential details beyond what is permitted by law. Retaliation against individuals who report suspected abuse in good faith is prohibited.

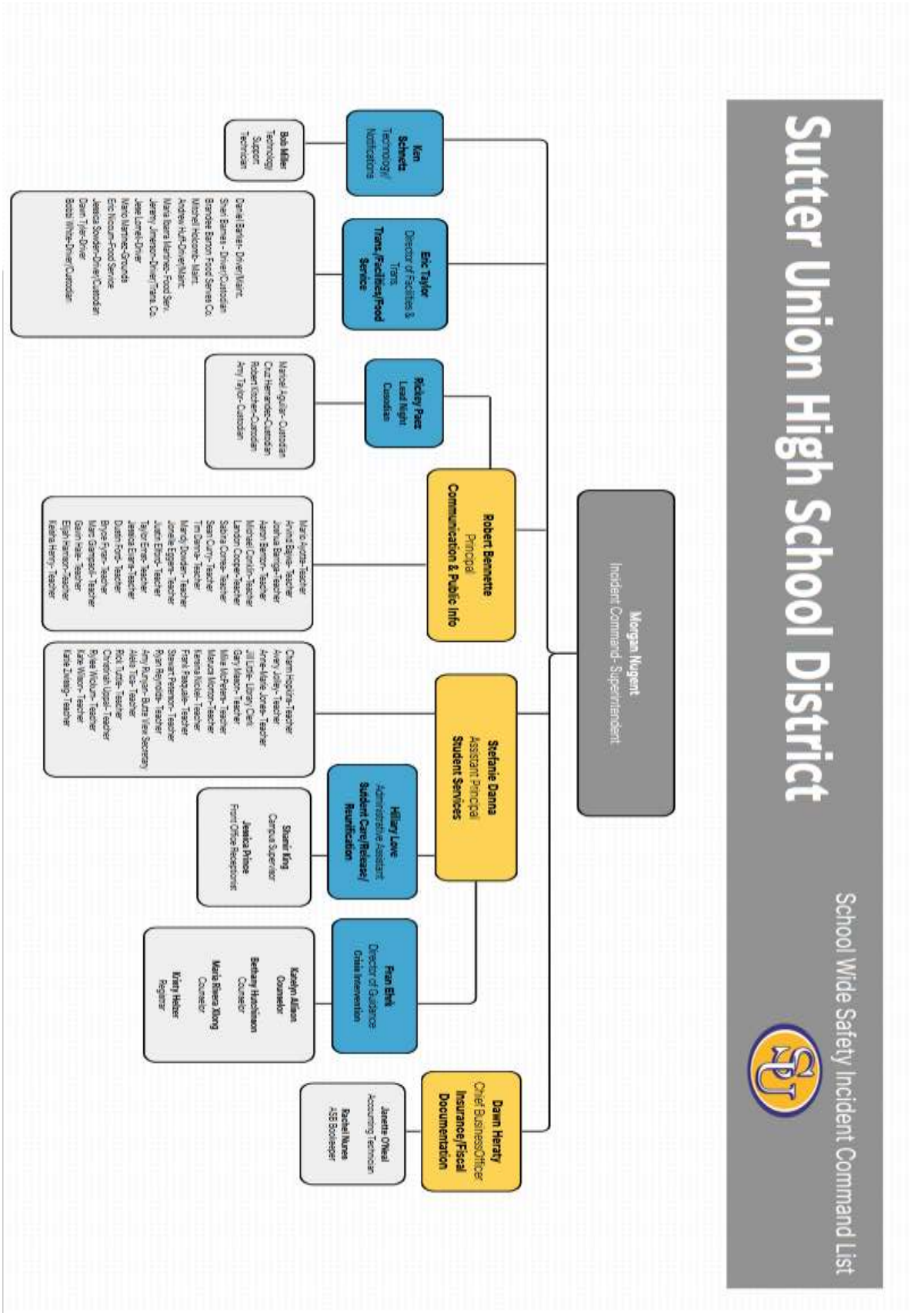
Response and Coordination

Upon receiving information regarding suspected abuse, site administration shall take appropriate steps to ensure pupil safety and shall cooperate fully with law enforcement and child welfare agencies. Allegations involving District employees shall be addressed promptly in accordance with applicable law, Board policy, and collective bargaining agreements.

Annual Review

These procedures are reviewed annually as part of the Comprehensive School Safety Plan update process and revised as necessary to remain consistent with state law and best practices.

Disaster & Emergency Management Organization Chart



Disaster & Emergency Procedures

This section describes the specific procedures school staff will follow during the emergencies listed below:

- Bomb Threat
- Earthquake
- Fire
- Flooding
- Lockdown
- Disaster Procedures for Pupils with Disabilities

It is important to note that school administrators are responsible for the health and safety of students and staff during an emergency. Although the following procedures outline specific actions, school administrators must exercise discretion when implementing standardized procedures and should make modifications as necessary to ensure the health and safety of all personnel during an emergency.

Bomb Threat Drill/Bomb Threat Procedures & Protocols

(1) In the event of a bomb threat, the staff member receiving the threat will follow the high school's bomb threat procedures, as well as notifying administration as soon as they are able to do so.
(2) Administration, staff designee, and/or a public safety official will assume the responsibility for initiating and directing a search and determining the need for evacuation.
(3) If an evacuation is required, a "fire drill" bell will ring, and students will be directed by staff as to the evacuation location. Staff are to follow evacuation routes, unless it is not safe to do so.
(4) Staff members are to take their Emergency Preparedness Folder and Emergency Flip Chart Guide, as well as a class roster with their students' names, in order to be sure that all students assigned to them are accounted for.
(5) Staff will shut off lights, leave windows open, and leave doors unlocked when exiting.
(6) Once at their designated location, staff will take roll and account for their students. They will then hold up the red side of their folder (NO), if all students are not accounted for, or will hold up the green side of their folder (YES), if all students are accounted for.
(7) As administration and/or public safety officials circulate the grounds, they will look for any group/class showing the red side of their folder and assist them in resolving any problems they have.
(8) Administration and/or staff designee will signal an all-clear when safe to do so. Students will then return to their scheduled class. If it is not safe to continue the school day, students will be directed to one or more of the two reunification sites listed previously in this plan. Staff will then release students to their parents, guardians, and/or emergency contacts only.

Earthquake Drill/Earthquake Procedures

(1) If there is an earthquake or an earthquake drill, the signal will be a continuous ringing of the school bell for one minute.
(2) In case of an earthquake and/or drill, staff are responsible for giving the "drop and cover" command, as well as taking immediate action to protect themselves when not supervising students. **Note** that in a real earthquake, there will most likely not be a bell to notify staff due to power outages.
(3) When the shaking from the earthquake ends, students and staff are to evacuate immediately. Follow evacuation procedures by following the posted evacuation map and exit to the designated location.
(4) Staff members are to take their Emergency Preparedness Folder and Emergency Flip Chart Guide with them when evacuating, as well as a class roster with their students' names, in order to ensure that all students assigned to them are accounted for.
(5) Staff will shut off lights, leave windows open, and leave doors unlocked when exiting.
(6) Once at their designated location, staff will take roll and account for their students. They will then hold up the red side of their folder (NO), if all students are not accounted for, or will hold up the green side of their folder (YES), if all students are accounted for. Any group/class showing the red side of their folder will be assisted in resolving any problems they have.
(7) Administration and/or staff designee will signal an all-clear when safe to do so. Students will then return to their scheduled class. If it is not safe to continue the school day, students will be directed to one or more of the two reunification sites listed previously in this plan. Staff will then release students only to their parents, guardians, and/or emergency contacts.

Fire Drill/Fire Procedures

(1) In case of a fire or a fire drill, the fire alarm will sound. This is the signal to evacuate all buildings on campus. The fire alarm is not an optional signal. All buildings must be evacuated as quickly and as orderly as possible.
(2) Follow evacuation procedures by following the posted evacuation map and exit to the designated location.
(3) Staff members are to take their Emergency Preparedness Folder and Emergency Flip Chart Guide with them when evacuating, as well as a class roster with their students' names, in order to be sure that all students assigned to them are accounted for.
(4) Staff will shut off lights, leave windows open, and leave doors unlocked when exiting.
(5) Once at their designated location, staff will take roll and account for their students. They will then hold up the red side of their folder (NO), if all students are not accounted for, or will hold up the green side of their folder (YES), if all students are accounted for.
(6) As administration and/or public safety officials circulate the grounds, they will look for any group/class showing the red side of their folder, and assist them in resolving any problems they have.

(7) Administration and/or staff designee will signal an all-clear when safe to do so. Students will then return to their scheduled class. If it is not safe to continue the school day, students will be directed to one or more of the two reunification sites listed previously in this plan. Staff will then release students only to their parents, guardians, and/or emergency contacts.

Flooding Procedures

As severe weather develops, SUHSD office staff will monitor the weather using any available means and consult with County EMA and the SUHSD Administrator. When it becomes prudent to safely evacuate students, parents will be notified by an all-call home using CatapultConnect. Students will be evacuated to their homes. If the situation does not permit evacuation, students will be kept at school or another safe location.

Administration will consider early dismissal if weather is severe enough, determine transportation for each student, students not able to be transported will be housed in the gym or multipurpose room, keep a record of all students, how and when they left school, will inform the community via all-call, email, and social media if school is canceled prior to the start of the school day, and the Superintendent/principal or their designee will notify local media of the school's closure.

If an early dismissal is ordered, each teacher will escort their students to the gym where they will be divided into groups of three. Teachers will then escort students to the front of the school where they will board a district bus for transfer to the Sutter Fire Department or to another location determined with the help of EMA. The district will notify parents/guardians of the evacuation location through use of the district's all-call system and social media posts. Parents/guardians will be able to reunite with their student at the evacuation center.

Lockdown Drill/Lockdown Procedures & Protocol

Initiate a lockdown for the following reasons:

- Shooting or Violent Crime on Campus
- Major Police Activity on the Streets around the Campus
- Incident on School Grounds that Could Endanger Staff and/or Students
- Criminal Intruder on Campus

Please note that no list can encompass all incidents that may occur on school grounds. Staff should use sound judgment when initiating a lockdown. It is always better to err on the side of caution. In the event of one of the above incidents, and/or any incident that may bring about harm to students and/or staff, a lockdown of the school is to be initiated immediately.

(1) Administration or staff designee will signal the school to go into lockdown by sending out a verbal all-call over the school's speaker system. "Lockdown" will be repeated verbally three times.
(2) Administration or staff designee will then give the order for all staff to initiate lockdown procedures, for all students/classes out on campus to go to the nearest room or building, and will then state once again for lockdown procedures to be followed.
(3) Please note that PE classes, if out on the field, may choose to exit the campus, as long as it is safe to do so, versus coming back toward the main campus in order to lockdown. This will depend on the incident at hand. If PE classes do indeed exit the campus, they will go to one of the reunification sites mentioned previously in this plan. Fairview Church would most likely be the reunification site that they would go to first out of the two listed.
(4) Once the verbal lockdown announcement is made, staff should immediately lock their doors, direct any students they see out on campus to get indoors, close all windows and blinds, instruct students to turn off their cell phones, stay quiet, stay away from any windows and/or glass, get under their desks for additional protection, and listen carefully for further instructions.
(5) Staff are not to open their door for any reason when the high school is on lockdown. If the lockdown is not a drill, administration or staff designee will call 911 immediately after making the verbal announcement.
(6) If a lockdown occurs during lunch or passing period, staff will escort any students they see into the nearest building/classroom, or to one of the two off-campus reunification sites mentioned previously. Please note that the high school has designated the gym as a safe haven for students in situations like this. Lockdown procedures are to be followed.
    a. If individual classes and/or the high school are told to evacuate either by administration and/or law enforcement, staff are to direct students to one of the two reunification sites mentioned previously in this plan.
    b. Staff are to follow evacuation routes, unless it is not safe to do so.
    c. Staff members are to take their Emergency Preparedness Folder with them when evacuating, as well as Catapult EMS App on their phones.
    d. As administration and/or public safety officials circulate the grounds, they will look for any group/class showing the red side of their folder and assist them in resolving any problems they have. Staff will then release students only to their parents, guardians, and/or emergency contacts.
(7) The all-clear signal will be a verbal announcement by administration or staff designee, and will be made if the school was on lockdown and did not evacuate, and if it is safe to do so. Please note that law enforcement or administration may also clear buildings or classrooms. Law enforcement or administration will knock on the door, announce who they are, and then use their keys to enter the building/classroom. Again, do not open the door for anyone, for any reason, while the school is on lockdown.

If the high school is clear to continue with the school day, school will resume as normal. If the school day will not resume, staff will release students to their parents, guardians, and/or

emergency contacts only. This will either take place at the high school itself or one or more of the two reunification sites listed previously, as outlined in this plan. Parents will be contacted by the administration or a staff designee through ParentSquare and will be given further instructions on how best to proceed. As stated previously in this plan, students will not be released to parents during an actual lockdown of the high school. Students will be released only after the campus has been cleared by administration and/or law enforcement and/or from a designated reunification site. As long as it is safe to do so, the high school will keep parents apprised and informed of the situation throughout the lockdown.

Disaster Procedures for pupils with disabilities

Emergency/evacuation procedures for students with special needs:

Teachers and staff who work directly with students with special needs should become familiar with and create accommodations to assist those students during any emergency, including evacuations. Accommodations and procedures should be discussed in both IEP meetings and classroom settings before scheduled emergency drills. Strategies to support students with special needs during an emergency may include:

(1) Teacher/staff member directly assisting students with special needs during emergency procedures.
(2) Create a buddy system for students with special needs.
(3) Class discussion and creation of a protocol on how all students will be supported during emergency procedures. Teachers and staff should be careful to respect confidentiality and ensure it is maintained.

Comprehensive Crisis Response Procedures

Priorities in an emergency:

- Save or Protect Human Lives
- Provide for Needs of Survivors
- Provide Public Information
- Restore Essential Services
- Protect the Environment
- Protect Property

Emergency Supplies and Equipment

Sutter Union High School District will use its own resources and equipment to respond to incidents until incident response personnel arrive. Parent volunteers and community members will assist if called upon and available after an incident occurs.

The following organizations or agencies will be responsible for providing additional resources or

assistance:

- First aid kit and sanitation supplies will be provided by: SUHSD and Local vendors
- Cots and bedding supplies will be provided by: American Red Cross
- Food/water supplies will be provided by: American Red Cross, SUHSD, and Local vendors
- Security will be provided by: Local Police & Sheriff's Department
- Counseling services will be provided by: SUHSD Staff & others as needed

Suspension/Expulsion Procedure

Suspension is defined as removal of a student from ongoing instruction for adjustment purposes. Expulsion is defined as removal of a student from the immediate supervision and control or general supervision of school personnel as provided in Education Code 46300. (BP5144.1)

The Principal or the Assistant Principal may suspend a student from school for a maximum of five consecutive school days for any single cause enumerated on the suspension form. Before suspending a student for any of the reasons starred on "Report on Suspension," the Principal or Assistant Principal shall immediately notify Sutter County Sheriff's Department, who shall initiate investigation of any assault or possession of firearm (as defined in Penal Code Section 240). The Principal or Assistant Principal should detain the student at school, when feasible and without physical force, until a School Resource Officer obtains a statement from the student.

The Administrator shall recommend an investigation and possible expulsion for all of the following acts, unless the Administrator finds and so reports in writing to the Board of Education, that expulsion is inappropriate due to the particular circumstance set out in the report of the incident:

- Causing serious physical injury to another person, except in self-defense
- Assault of any school employee
- Battery of any school employee

The Administrator can recommend expulsion for the following acts:

- Third offense for fighting that inflicts injury in one school year
- Sexual Assault
- Attempts-Sexual Battery
- Sexual Battery
- Possessed, sold, or furnished a weapon including firearms, any knife, explosive or other dangerous object, any object used in a threatening manner, or possession of an imitation firearm
- Alcohol/intoxicants/controlled substance: furnished, sold, possession, use or influence, and/or third offense
- Committed or attempted to commit robbery or extortion

- Product with tobacco or nicotine, fourth offense

All staff are trained on these procedures at scheduled meetings, or as soon as possible after employment. This information is also included in the Faculty Handbook provided to all staff members. Parents receive information in their registration and enrollment packets, during Freshman Orientation, and in presentations, including those made by staff at Back to School Night.

Teacher Notification of Dangerous Students

(1) Upon receipt of information from the court that a student has committed any of the crimes enumerated in Welfare and Institutions Code Section 827, the Placement and Appeals Office will inform the Administrator of information received from the court and the Probation Department, which then needs to be transmitted to staff with direct supervisory or disciplinary responsibility over the minor, in order to enable them to;
    a. work with the student in an appropriate fashion,
    b. avoid being needlessly vulnerable, or
    c. protect other persons from needless vulnerability.

(2) Any information so received by staff shall be confidential and shall not be disseminated further by any staff member.

All Sutter Union High School District staff are notified the next day of any student suspension in their class. Teachers also receive notice containing the names of newly enrolled students who have been suspended.

Bullying and Harassment Policy

Sutter Union High School District believes that all students have a right to a safe and healthy school environment. Sutter Union High School District will not tolerate behavior that endangers any student's safety. A student shall not intimidate or harass another student through words or actions for any reason, including race, religion, or sexual preference. Such behaviors include, but are not limited to: direct physical contact such as hitting or shoving; verbal assaults, such as teasing or name-calling, social isolation or manipulation, and cyber-bullying (whether posted on or off campus).

The individual(s) shall be subject to discipline pursuant to the high school's disciplinary policy if such activity is engaged in: on campus, during school-sponsored activities, including any sports activities, on any district provided transportation or at any official school bus stop, in utilizing school provided or owned/leased electronic computer equipment, or is received with the assistance of school provided owned/leased equipment, and or if the bullying is done electronically outside the normal scope of the school day.

Discrimination and Harassment Policy

Nondiscrimination Harassment

District programs and activities shall be free from discrimination, including harassment, with respect to a student's actual or perceived sex, gender, ethnic group identification race, national origin, religion, color, physical or mental disability, age or sexual orientation.

The Governing Board shall ensure equal opportunities for all students in admission and access to the educational program, guidance and counseling programs, athletic programs, testing procedures, and other activities. School staff and volunteers shall carefully guard against segregation, bias and stereotyping in instruction, guidance and supervision. The district may provide make and female students with separate shower rooms and sexual health and HIV/AIDS prevention classes in order to protect student modesty.

The Board prohibits intimidation or harassment of any student by any employee, student or other person in the district. Staff shall be alert and immediately responsive to student conduct which may interfere with another student's ability to participate in or benefit from school services, activities or privileges.

Students who harass other students shall be subject to appropriate discipline, up to and including counseling, suspension and/or expulsion. An employee who permits or engages in harassment may be subject to disciplinary action, up to and including dismissal.

The Board hereby designates the following position as Coordinator for Nondiscrimination to handle complaints regarding discrimination and inquiries regarding the district's nondiscrimination policies:

Superintendent/Principal or Designee
2665 Acacia Avenue
Sutter, CA 95982
530-822-5161

Any student who feels they are being harassed should immediately contact the Coordinator for Nondiscrimination. Any student who observes an incident of harassment should report the harassment to a school employee, whether or not the victim files a complaint.

Employees who become aware of an act of harassment shall immediately report the incident to the Coordinator for Nondiscrimination. Upon receiving a complaint of discrimination or harassment, the Coordinator shall immediately investigate the complaint in accordance with the grievance procedures specified in AR 5145.7 – Sexual Harassment. Where the Coordinator

finds that harassment has occurred, he/she shall take prompt, appropriate action to end the harassment and address its effects on the victim.

The Coordinator shall also advise the victim of any other remedies that may be available. The Coordinator shall refer the matter to law enforcement where required.

Sexual Harassment

Definition of sexual harassment: a form of sexual discrimination that includes, but is not limited to, unwelcome sexual advances, requests for sexual favors, verbal, visual, or physical conduct of a sexual nature made by someone from or in the education setting.

The District prohibits all sexual harassment, and any sexual harassment that has the purpose or effect of having a negative impact on the student's academic performance, or of creating an intimidating, hostile, or offensive educational environment. The District also prohibits sexual harassment in which a student's grades, benefits, services, honors, program, or activities are dependent on submission to such conduct.

This information is disseminated at staff development held prior to the beginning of School, and is provided in the Faculty Handbook. Additionally, the policy is posted in all classrooms.

Hate Crime Reporting

A hate crime is defined as a criminal act committed, in whole or in part, because of the victim's actual or perceived characteristics, including but not limited to race or ethnicity, national origin, religion, sexual orientation, gender identity or expression, disability, or association with a person or group with one or more of these characteristics. This definition is supported by California Penal Code Sections 422.55, 422.6, 422.7, and 422.75.

To promote awareness and prevention, all school staff will receive annual training on recognizing, responding to, and reporting hate crimes. Students will also participate in age-appropriate educational programs designed to foster respect, tolerance, and understanding among all individuals. Schools will work to cultivate a safe, inclusive, and supportive environment that encourages the open reporting of any suspected hate crimes.

Suspected hate crimes can be reported by students, staff, parents, or community members. Reports may be made in person to any school employee, anonymously through a designated drop-box or online form, or directly by phone or email to the school principal or the district Title IX Coordinator.

Once a report is received, the school will act immediately to ensure the safety of the victim and the broader school community. Law enforcement will be contacted without delay if the incident involves a criminal act. A detailed incident report will be completed, and the Superintendent or their designee will be notified within 24 hours.

The school principal or designee will initiate an investigation within two school days of the report. This process includes interviewing the victim, the accused, and any witnesses while maintaining confidentiality to the extent permitted by law. The investigation must be concluded within ten school days.

If the investigation confirms a hate crime, disciplinary actions will follow in accordance with district policy and Education Code Section 48900. Disciplinary measures may include suspension, expulsion, and/or referral to law enforcement authorities. In addition, support services such as counseling and academic assistance will be provided to those affected.

Parents or guardians of both the victim and the alleged offender will be informed of the incident, investigation results (within legal constraints), and any disciplinary or remedial measures implemented.

All hate crime reports and investigations will be securely documented. The school will review and analyze these incidents quarterly to identify trends and improve prevention strategies.

These procedures will be reviewed and updated annually in alignment with the school's Comprehensive School Safety Plan. A summary of hate crime reports, excluding personally identifiable information, will be included in the annual school safety report submitted to the district.

Dress Code

The Board of Education finds the wearing of gang-related signs, insignia, distinctive modes of dress denoting gang affiliation, and gang-related behaviors by students constitute a substantial disruption of school and school-related activities. Regulation of student dress is necessary for the health and safety of the school environment. In conformance with the District's discipline policy, each school community shall establish a school dress and behavior code that will eliminate gang-related behavior. The wearing of gang attire is not protected under the First Amendment.

The school shall make available resources to assist economically disadvantaged pupils who cannot afford a PE uniform and the school dress code. The school dress code shall not preclude pupils who participate in a nationally recognized youth organization from wearing organization uniforms on days that the organization has a scheduled meeting. The dress code requirements are shared with all staff members at staff development held prior to the beginning of school. Additionally, the dress code is delineated in both the Student Handbook and the Faculty Handbook. Bulletin notices are provided periodically to remind students of appropriate dress and staff is reminded at faculty meetings to enforce the high school's dress code.

Procedures for Safe Ingress & Egress

(1) Site emergency preparedness plans shall include a site map, designating planned evacuation routes, assembly areas, utilities shut-off valves, first aid/supply stations, and designated areas for prolonged student/staff care.
(2) As required by state law, each Principal/Site Administrator shall conduct safety drills (including fire, earthquake/disaster preparedness, bus safety, and lockdown/intruder on campus) and maintain an accurate record of each drill.
(3) All students and staff shall review site evacuation procedures, including primary/alternate routes and assembly areas, assigned responsibilities, and actions to take regularly.

Procedures for a Safe and Orderly Environment Conducive to Learning

(1) Teachers shall be responsible for classroom discipline that will ensure a proper learning environment for all students. Every teacher in the public schools shall hold pupils strictly accountable for their conduct on the way to and from school and during passing periods, breaks, and lunch.
(2) "All pupils shall comply with the regulations, pursue the required course of study, and submit to the authority of the teachers of the schools." (Education Code Section 48908).
(3) Students are to be under the direct supervision of a staff member at all times while in school or while attending a school-directed activity.

School Rules and Procedures for Discipline

(1) It is the Principal's responsibility to maintain good discipline in the school in accordance with the Education Code, California Administrative Code, and District Regulations and Procedures promulgated by the Superintendent for measurement of citizenship and development of good discipline. The Administrator may delegate to any teacher those duties necessary for maintaining good student conduct.
(2) Parents are expected to cooperate with school authorities in maintaining and encouraging proper standards of behavior for students.

Staff are in-service at staff development held prior to the opening of school. Students are provided a Student Handbook with this information. Behavior guidelines and consequences are presented to parents. Information regarding this is provided in every registration and enrollment packet. This is also part of an ongoing dialogue with parents during our School Site Council meetings. The school marquee on Acacia Avenue is used to provide information to the community. The Fire Department visits the school twice a year for fire safety inspections. Sutter Union High School District has collaborated with a variety of groups to ensure that students, parents, and community members are promoting school safety issues.

Access to the School Campus

All visitors are to check in at the Main Office before entering the school. A visitor's badge will be issued once the individual/company's identity has been verified. Visiting classrooms to observe a student requires prior approval (24 hours in advance) from staff and/or administration. Please note that "social" visits are not permitted during school hours, so as not to interrupt classroom instruction.

Sutter Union High School District Opioid Overdose Protocol

1. STEP 1: EVALUATE FOR SIGNS OF OPIOID OVERDOSE
2. STEP 2: CALL 911 FOR HELP
3. STEP 3: ADMINISTER NALOXONE
4. STEP 4: SUPPORT THE PERSON'S BREATHING
5. STEP 5: MONITOR THE PERSON'S RESPONSE

Sutter Union High School District is working towards the Following Goals:

(1) Sutter Union High School District has partnered with Catapult EMS system for an integrated emergency student data information system.
(2) Continue to refine and develop a comprehensive bullying policy to help students feel safer on campus.
(3) Continue to meet with the Safety/Threat Analysis Team for the high school in order to review and update this Safety Plan, as well as to assess individual concerns using the school's Threat Analysis Checklist. If the team determines there is a credible threat, a referral is to be made to Sutter County Probation Department and/or to Sutter-Yuba Mental Health Services, depending on the specifics of the concern. Please note that this is in line with Sutter County's Family Intervention Team (FIT) and Law Enforcement Threat Assessment Protocol.
(4) Continue to work with Law Enforcement on developing Hazmat Procedures and Protocols for school emergencies (i.e., a train derails and results in chemical spillage). Hazmat kits will also need to be ordered and assembled for each classroom/building for staff and/or students to use during a Lockdown and/or a shelter-in-place.
(5) Continue work with Keenan and TSCIG to stay current on emergency preparedness and annually train staff on multiple areas of crisis management and emergency preparedness.
(6) Administration and Law Enforcement will continue to work with all staff on recognizing the warning signs of youth violence.
(7) Continued refinement of emergency procedures, protocols, and evacuation procedures.

Instructional Continuity Plan

(1) Procedures for pupil engagement, as soon as practicable, and no later than five calendar days following the emergency. Procedures shall be designed to establish two-way communication with pupils and their families and identify and provide support for pupils' social-emotional, mental health, and academic needs.

Sutter Union High School District will maintain communication systems that enable two-way communication among the school, staff, and families. Communication will maintain confidentiality as required by FERPA, state law related to the privacy of educational records, and other privacy laws.

Communication with families and the community must take place before, during, and after an emergency.

Before an emergency:

- We will encourage participation in the development of the Comprehensive School Safety Plan
- We will maintain emergency contact information, student release information, and student medical information
- We will let parents know the ways the school will communicate with them in the event of a disaster

During an emergency

- School personnel will engage with educational partners, including students, families, and the community, as appropriate and practicable, through:
    - Text and automated phone calls
    - Email through ParentSquare
    - The district's website: sutterhuskies.com
    - Sutter Union High School's official social media page: https://www.facebook.com/profile.php?id=61593865376598
    - If necessary, we may use media such as radio and/or television news outlets
- If the school must be closed for any reason during an event, we will communicate with families and the community as soon as possible, but no later than five (5) calendar days using the methods listed above.
- Parents and the community will communicate with school staff through email and text.

After an emergency

- We will request feedback on the district's response to the emergency and consider how to integrate that feedback into plan updates after school returns to normal operations.
- We will provide guidance and resources to families for supporting children exposed to trauma.

The Superintendent will notify parents of services for special education students and students in need

of academic and/or mental health services.

- All special education requirements and procedures will be followed.
- The school counselors and special education staff will be responsible for checking in with students on their current case list and delivering services per their IEP for special education.

Additional Student Services

Nutrition Services:

- In the event that the Sutter Union High School District site is unavailable, we will notify parents of food distribution locations.
- Sutter Union High School Homeless Liaison will reach out to families of existing homeless students to coordinate services.
- The SUHSD Superintendent or designee and Homeless Liaison will reach out to the Sutter County Homeless Coordinators to work together to establish and advertise services to Sutter Union High School District students and families.

(2) A plan to provide access to in-person instruction or remote instruction pursuant to Sections 51747 and 51749.5, as soon as practicable, but no later than 10 instructional days following the emergency. The plan may include support for pupils and families to enroll in, or be temporarily reassigned to, another school district, county office of education, or charter school.

If our school site isn't available for in-person instruction, we will:

- Work with local schools or businesses to obtain usable classroom space
- As soon as possible (before 10 school days), we will notify parents of an alternate school location and the date and time classes will resume
- Classes will resume at the alternative site no later than 10 school days following the emergency

* Depending on the timeline needed to begin in-person instruction, students may start on remote learning following the procedures listed below.

When in-person instruction is not feasible and if internet is available, we will:

- Survey families to establish their current connectivity and internet needs
- Obtain internet hotspots and any necessary licenses
- Communicate technology distribution places and times
- Distribute hotspots and schoolwork on the school's website
- Teachers will move to online live instruction through Zoom or a similar platform. Teachers will focus instruction and assessments on identified priority standards.
- Teachers will reach out to families with daily schedules and expectations, including services for daily ELD instruction

When in-person instruction is not feasible, and no internet is available:

- Teachers will prepare paper packets, and the district will use the communication means listed above to announce packet distribution location, dates, and times

(3) Return to Site-based Learning

Sutter Union High School District will return to site-based learning when:

- Evacuation Orders have been lifted
- Power and utilities are functioning
- The air quality is healthy
- We have access to safe and clean water
- The school has access to functioning restrooms
- The campus is free from debris and hazards
- We have the appropriate staffing levels
- We have options for meal service