Peyton Junior and Senior High

Student Handbook



Contact Information

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Table of Content

Welcome to Peyton Junior-Senior High School 5
Our Shared Commitments 6
Our Graduate Outcomes 7
School Information 8
School Leadership 9
School Communication 9
Campus Visitors 10
Deliveries 10
Academics 10
Academic Philosophy 10
Academic Expectations 11
Academic Integrity 11
Grading 12
Report Cards & Progress Reports 12
Recovery Credit 13
Homework 13
Make-Up Work 13
Late Assignments 13
Assessments 14
Schedule Changes 14
Honor Roll Recognition 14
Graduation Requirements 15
Academic Support 15
Student Success 16
Every Student. Every Day. 16
Counseling & Student Support 16
Attendance 18
Every Day Matters 18
Reporting Absences 18
Signing In and Out 19
Excused and Unexcused Absences 19
Tardies 19

Loss of Credit 20
School-Sponsored Activities 20
Living Our Shared Commitments: Code of Conduct: 21
Student Expectations 21
Bullying, Cyberbullying, Harassment, Intimidation, Hate Speech, and Hazing 22
Alcohol, Tobacco, Drugs & Vaping 23
Fighting, Threats, and Physical Aggression 24
Weapons & Dangerous Objects 25
Cell Phones & Personal Devices 26
Technology & Acceptable Use 27
Dress Code 28
Respect for School Property 29
School Bus Expectations 30
Searches of Students and Property 31
Progressive Discipline & Restorative Practices 32
Suspension, Expulsion & Due Process 33
Our Commitment to Every Student 34
Student Life: Extracurricular Activities 35
Participation in Activities 35
Academic Eligibility 36
Attendance & Participation 36
Behavioral Expectations 36
Athletics & CHSAA 37
School Dances 37
Activity Transportation 37
Student Leadership 38
Clubs & Student Organizations 38
Health & Safety 39
Fragrances 39
Student Illness 39
Medical Emergencies 40
Emergency Procedures 40
Student Parking 41

Students Experiencing Homelessness....41
General Safety Procedures....41
Student Records & Privacy....42
Parent and Eligible Student Rights....42
Directory Information....42
Access to Student Records....43

Welcome to Peyton Junior-Senior High School

Welcome to Peyton Junior-Senior High School! We are excited to have you as part of our school community. Our goal is to create a school where every student is anchored, encouraged to grow, and inspired to reach their full potential.

Being anchored means every student has a place where they belong—a place to build meaningful relationships, feel supported, and know they have a home away from home.

We believe students grow when they are challenged to think critically, take risks, discover their passions, and become independent learners. Together, we are committed to helping every student grow into a Purposeful Individual, Powerful Learner, and Productive Citizen.

This handbook outlines our Shared Commitments and explains not only what we expect, but also why those expectations matter. Together, we will create a school that is welcoming, focused on learning, and grounded in belonging.

Thank you for partnering with us to make Peyton Junior-Senior High School a place where every student can thrive.

Michaela Logan
Principal

Our Shared Commitments

At Peyton Junior-Senior High School, our shared commitments guide how we learn, lead, and support one another. They reflect our values and help create a school where everyone can thrive.

Be Anchored

We create a school where everyone belongs. We build meaningful relationships, support one another, and contribute to a welcoming community.

Be Respectful

We treat ourselves, others, and our school with kindness, dignity, and integrity.

Be Responsible

We take ownership of our choices, actions, and learning while striving to do what is right.

Be Ready

We come prepared to learn, participate, persevere through challenges, and grow each day.

Our Graduate Outcomes

At Peyton Junior-Senior High School, we are committed to preparing students for success in school, their careers, and life. Every learning experience, activity, and opportunity is designed to help students grow into:

Purposeful Individuals

Purposeful Individuals demonstrate character, integrity, and resilience. They set goals, make responsible decisions, persevere through challenges, and strive to become the best version of themselves.

Powerful Learners

Powerful Learners are curious, independent thinkers who embrace challenges, ask questions, solve problems, and take ownership of their learning. They understand that growth comes through effort, reflection, and perseverance.

Productive Citizens

Productive Citizens contribute positively to their school, workplace, and community. They demonstrate respect, empathy, leadership, and a commitment to serving others while making a positive impact on the world around them.

These graduate outcomes guide our decisions, shape our expectations, and reflect our commitment to helping every student reach their full potential.

School Information

School Hours

Office Hours:	7:15 a.m. – 4:00 p.m.
School Day:	7:36 a.m. – 3:40 p.m.
Breakfast:	7:00 a.m. – 7:30 a.m.
2 Hour delayed start	9:36 a.m. – 3:40 p.m.

Students should arrive on time and be prepared for learning each day. Regular attendance and punctuality help students stay connected, engaged, and successful.

Delayed Starts, School Closures, and Early Dismissals

Delayed starts, school closures, and early dismissals may occur when weather, road conditions, power outages, or other emergencies create unsafe conditions for students and staff.

When possible, decisions regarding delayed starts or school closures will be made by 6:00 a.m. Families will be notified through Infinite Campus, the Peyton School District website, and other district communication channels. Local media may also be notified.

If an early dismissal becomes necessary during the school day, the school will make every effort to provide families with as much advance notice as possible through Infinite Campus and other district communication methods. Parents and guardians are encouraged to keep their contact information current in Infinite Campus to ensure they receive emergency notifications promptly.

School Calendar

The district calendar, including school holidays, breaks, teacher workdays, and early release dates, is approved annually by the Board of Education. The most current school calendar is available on the district website. Families are encouraged to review the calendar regularly to stay informed of important dates and events throughout the school year. School events, activities, and athletic schedules are communicated through school newsletters, email, and the district website.

School Leadership

Administrative Secretary:	Marla Mockerman	(719) 749-0417
Principal:	Michaela Logan	Ext. 501
Assistant Principal:	Nathan Trice	Ext. 510
School Counselors:	Charine Chase	Ext. 668
	Jamie Justice	Ext. 503
	Alicia Martin	Ext. 507
Athletic Director:	Richard Deems	Ext. 670

School Communication

We believe that strong communication between school and home is essential to student success. Peyton Junior-Senior High School is committed to providing timely and accurate information to students and families.

School information is communicated through a variety of methods, including:

- Infinite Campus (IC)
- Email
- Phone calls and text notifications
- The district and school websites
- School newsletters and announcements

Parents and guardians are encouraged to regularly monitor **Infinite Campus (IC)** for student attendance, grades, schedules, and other important information.

To ensure families receive important school updates and emergency notifications, parents and guardians are encouraged to keep their contact information current in **Infinite Campus**. If your phone number, email address, or mailing address changes, please notify the school office as soon as possible.

Questions or concerns should first be directed to the staff member most closely connected to the situation. If additional assistance is needed, families are encouraged to contact the school administration.

Campus Visitors

The safety and security of our students and staff are a top priority. To help maintain a safe learning environment, all visitors must report to the main office immediately upon entering the building.

All visitors are required to:

- Enter through the designated main entrance.
- Sign in at the main office.
- Present a valid photo ID if requested.
- Receive and wear a visitor badge while on campus.
- Sign out before leaving the building.

Parents and guardians are encouraged to schedule appointments with teachers, counselors, or administrators in advance to minimize disruptions to the instructional day.

Deliveries

Deliveries to students are limited to items dropped off by a parent or guardian. The school does not accept deliveries from restaurants, florists, gift services, or other outside vendors during the school day. If an item is delivered, it may be picked up in the main office at the end of the school day. Students should bring lunch or use school meal services. If a student forgets an item, a parent/guardian may drop it off at the main office.

Academics

Academic Philosophy

Learning is at the heart of everything we do at Peyton Junior-Senior High School. We believe every student has the ability to learn, grow, and achieve success when challenged, supported, and encouraged to do their best.

Our classrooms foster curiosity, critical thinking, creativity, and perseverance. Students are encouraged to take ownership of their learning, embrace challenges, and develop the skills needed to become **Powerful Learners** prepared for success beyond graduation.

We believe success is measured not by comparison to others, but by each student's commitment to growth, effort, and continuous improvement.

Academic Expectations

Students are expected to:

- Attend class regularly and arrive on time.
- Come prepared to learn each day.
- Participate actively in classroom learning.
- Complete assignments to the best of their ability.
- Demonstrate honesty and integrity in all academic work.
- Seek assistance when needed.
- Respect the learning environment and the contributions of others.
- Communicate with teachers when questions or challenges arise.

Academic Integrity

Why It Matters

Learning is about more than earning grades—it's about developing the knowledge, skills, and character needed to succeed in school and in life. At Peyton Junior-Senior High School, we believe integrity is a cornerstone of learning. Honest work builds confidence, strengthens understanding, and prepares students to become **Purposeful Individuals, Powerful Learners, and Productive Citizens**.

Academic integrity means taking pride in your own work, learning from mistakes, and demonstrating honesty in every assignment, assessment, and classroom activity. When students choose integrity, they build trust with their teachers, classmates, and themselves.

Our Expectation

Students are expected to complete and submit their own work unless collaboration has been authorized by the teacher. Academic dishonesty includes, but is not limited to:

- Cheating on assignments, quizzes, or tests.
- Plagiarizing or presenting another person's work as their own.
- Unauthorized use of artificial intelligence (AI), technology, or online resources.
- Sharing answers or allowing others to copy work.
- Falsifying or altering academic records or documents.

Teachers may establish additional expectations for academic integrity within their course syllabi.

How We Respond

When academic dishonesty occurs, staff will work with students to address the situation, reinforce the importance of integrity, and determine appropriate academic consequences and refer the student for disciplinary consequences.

Responses may include loss of credit, reassessment opportunities when appropriate, parent communication, or disciplinary action in accordance with school procedures and district policy.

Grading

Grades communicate a student's progress toward meeting course standards and learning objectives. Teachers will communicate grading expectations, classroom procedures, and course requirements at the beginning of each course. Students and families are encouraged to monitor academic progress through Infinite Campus (IC).

Questions regarding grades should first be discussed with the classroom teacher.

Grading Scale

Peyton Junior-Senior High School uses the following grading scale:

Letter Grade	Percentage
A	90–100%
B	80–89%
C	70–79%
D	60–69%
F	59% and below

Incomplete Grades

An **Incomplete (I)** may be assigned when a student is unable to complete required coursework due to extenuating circumstances, as determined by the teacher and administration.

Students receiving an incomplete grade are expected to complete all required coursework within the timeline established by the teacher or school. If the required work is not completed by the established deadline, the incomplete grade may be converted to the earned grade based on the work completed.

Report Cards & Progress Reports

Report cards are issued at the end of each grading period. Student grades and academic progress are available throughout the school year through Infinite Campus (IC). Families are encouraged to regularly monitor student progress and communicate with teachers if questions or concerns arise regarding academic performance.

Questions regarding grades should first be discussed with the classroom teacher. If additional assistance is needed, students and families may contact the school counselor or an administrator.

Recovery Credit

Peyton Junior-Senior High School provides credit recovery opportunities for eligible students who need to recover academic credit toward graduation.

Credit recovery is intended to help students remain on track for graduation while demonstrating mastery of required course standards. Eligibility, program requirements, timelines, and available recovery options are determined by the school and district.

Students and families interested in credit recovery should contact the school counselor or an administrator to discuss available options and develop an academic plan that supports graduation goals.

Homework

Homework provides students with opportunities to practice skills, reinforce learning, prepare for future instruction, and develop responsibility and time-management skills.

Students are expected to complete assignments on time and communicate with their teachers if challenges arise.

Homework should reinforce learning and help students develop independence, responsibility, and effective study habits.

Make-Up Work

Students who are absent are responsible for communicating with their teachers regarding missed assignments and completing make-up work in accordance with the course expectations outlined by the teacher in the course syllabus.

Students remain responsible for learning the material covered during their absence and should communicate with their teachers promptly upon returning to school.

For validated excused absences**,** students will be allowed one (1) school day to make up work for each one (1) school day of absence**.** For the purpose of make-up work, any portion of a school day missed will count as one (1) school day.

Extended absences may require alternative timelines as determined by the teacher and school administration.

Late Assignments

Students are expected to submit assignments by the deadlines established by their teachers.

Late assignments will be accepted and evaluated in accordance with the course expectations outlined by the teacher in the course syllabus. Students are encouraged to communicate with their teacher as soon as possible if circumstances arise that may affect their ability to meet a deadline.

Assessments

Assessments provide valuable information about student learning, academic growth, and the effectiveness of instructional programs. Classroom, district, and state assessments help teachers identify student strengths, address learning needs, and make informed instructional decisions to support student success.

Students are expected to participate in classroom, district, and state assessments as scheduled.

Parents and guardians have the right to excuse their student from participating in Colorado state assessments. Requests to opt out of state assessments must be submitted **each school year** in accordance with district procedures. Families seeking additional information about state assessments or the opt-out process are encouraged to contact the school or visit the district website.

Schedule Changes

Students are encouraged to carefully consider their course selections during the registration process. Schedule changes are intended to address academic needs and graduation requirements rather than personal preference.

Schedule changes may be requested during the **first two weeks of the school year**. After that deadline, schedule changes will only be considered in extenuating circumstances and with administrative approval. Students should remain in their assigned schedule until an official schedule change has been approved.

Requests for schedule changes will **not** be approved because a student prefers a different teacher or does not like an assigned teacher.

All schedule changes are subject to course availability, graduation requirements, and administrative approval.

Honor Roll Recognition

Peyton Junior-Senior High School recognizes students who demonstrate outstanding academic achievement each semester through the following honors:

Principal's List:

Students earning a semester GPA of 4.00 or higher will be recognized on the Principal's List.

Honor Roll

Students earning a semester GPA of 3.50–3.99 will be recognized on the Honor Roll.

Eligibility Requirements

To qualify for either the Principal's List or Honor Roll, students must:

- Be enrolled as a full-time student at Peyton Junior-Senior High School.
- Be enrolled in at least four (4) high school academic credit-bearing courses that receive letter grades based on the school's academic grading scale.
- Pass/Fail courses are not included in GPA calculations for Honor Roll or Principal's List eligibility.
- Note that one (1) college course is equivalent to two (2) high school credit-bearing courses for Honor Roll eligibility. Students enrolled exclusively in college courses must be taking at least two (2) college courses during the semester to qualify.

Graduation Requirements

Graduation requirements are established by Peyton School District and the State of Colorado.

Students and families are encouraged to review the most current graduation requirements on the district website and to work closely with their school counselor to ensure all requirements are met for graduation and post-secondary planning.

Academic Support

Peyton Junior-Senior High School is committed to supporting the success of every student. We recognize that each student learns differently, and a variety of resources are available to help students achieve their academic goals.

Academic support may include teacher assistance, counseling services, academic interventions, special education services, and other programs designed to meet individual student needs. Students are encouraged to advocate for themselves by communicating with their teachers and seeking assistance before they begin to fall behind.

Please do not hesitate to reach out to your student's teachers, school counselor, or an administrator if you have questions or concerns about your student's academic progress. We believe that strong partnerships between school and home are essential to student success, and we are here to support every student throughout their educational journey.

Student Success

Every Student. Every Day.

At Peyton Junior-Senior High School, we believe every student has the ability to learn, grow, and succeed. Success looks different for every student, but every student deserves to be anchored, supported, challenged, and encouraged throughout their educational journey.

Our goal is to create a school where every student has a place where they belong, build meaningful relationships, and feel valued as members of our school community. When students feel connected, they are more willing to take risks, overcome challenges, and discover their potential.

Success is not measured solely by grades or test scores. It is reflected in a student's growth, character, perseverance, responsibility, and commitment to continuous learning. We encourage students to set goals, embrace challenges, learn from mistakes, and celebrate progress along the way.

Student success is a shared responsibility. Students, families, teachers, and staff each play an important role in creating a positive learning environment where every student can thrive. Through open communication, mutual respect, and strong partnerships, we work together to help students become **Purposeful Individuals, Powerful Learners, and Productive Citizens**.

No student should ever feel they have to navigate challenges alone. Whether a student needs academic support, social-emotional guidance, or encouragement to keep moving forward, our staff is committed to providing the relationships, resources, and support needed for success.

Please do not hesitate to reach out to a teacher, school counselor, or administrator if you have questions or concerns. We are here to partner with you because every student matters, every day.

Counseling & Student Support

At Peyton Junior-Senior High School, we believe every student deserves to be known, supported, and encouraged throughout their educational journey. Our school counselors, teachers, administrators, and support staff work together to help students achieve academic success, develop social-emotional skills, and prepare for college, careers, and life after high school.

Support services may include:

- Academic interventions
- Multi-Tiered System of Supports (MTSS)
- Section 504 accommodations
- Special education services
- Counseling services
- College and career planning

- Referrals to community resources, when appropriate

Support services are provided based on individual student needs and may involve collaboration among school staff, students, families, and outside agencies when appropriate.

If you have concerns about your student's academic, social, emotional, behavioral, or mental health needs, please do not hesitate to contact a teacher, school counselor, or administrator. We believe strong partnerships between school and home are essential to student success, and we are committed to working together to help every student thrive.

Attendance

Every Day Matters

Student success begins with showing up, staying engaged, and taking advantage of the opportunities available each day. Regular attendance helps students remain **anchored** to their learning, their peers, and their school community. Being present each day strengthens relationships, supports academic growth, and creates opportunities to learn, contribute, and succeed.

Students are expected to attend school every day unless they are ill or have an excused absence. Parents and guardians should notify the school office as soon as possible when a student will be absent.

Students are responsible for communicating with their teachers and completing missed assignments following an absence. Expectations for make-up work, assignment deadlines, and classroom procedures are outlined in each teacher's course syllabus.

Truancy and Chronic Absenteeism

Colorado law defines truancy as excessive unexcused absences. A student may be considered **habitually truant** if they accumulate:

- Four (4) or more unexcused absences in one month; or
- Ten (10) or more unexcused absences during one school year.

A student is considered **chronically absent** when they miss **10% or more of the school year**, including both excused and unexcused absences.

Reporting Absences

Parents or guardians should notify the school office as soon as possible when a student will be absent. Absences may be reported by phone or email.

To be considered for an excused absence, documentation from a parent or guardian must be received within ten (10) school days of the student's return. After ten (10) school days, the absence will remain unexcused unless otherwise permitted by school administration. When seeing a doctor, please provide the office with a doctor’s note.

Families are encouraged to monitor attendance through Infinite Campus and contact the school office if they have questions regarding attendance records.

Signing In and Out

If a student needs to leave school early, a parent or guardian must authorize the early release. Parents or guardians may sign the student out in person at the attendance office or provide written or verbal permission for students who drive themselves to school to sign themselves out.

Students will be called from class only after the checkout process has been completed.

Anyone other than a parent or guardian picking up a student must be listed as an authorized contact in Infinite Campus or have prior written or verbal approval from the parent or guardian. A valid photo ID is required before a student will be released. To authorize an older sibling to pick up a student, a copy of the sibling's photo ID must be provided to the school.

Excused and Unexcused Absences

Absences are classified as either excused or unexcused in accordance with district policy and Colorado law.

Examples of excused absences may include:

- Personal illness or medical appointments
- Serious illness or death of an immediate family member
- Pre-approved absences
- School-sponsored activities
- Religious observances
- Other circumstances approved by the principal

Examples of unexcused absences include:

- Absences without parent or guardian notification
- Leaving campus without following proper checkout procedures
- Oversleeping or missing the bus due to avoidable circumstances
- Skipping class or remaining home without parent or guardian knowledge
- Other absences determined by the principal to be unexcused under district policy.

Tardies

Arriving to class on time demonstrates responsibility and respect for the learning environment. Students are expected to be in class and prepared to learn when the bell rings.

Students who accumulate three (3) unexcused tardies during a quarter will be assigned lunch detention. Continued excessive tardiness will result in additional interventions and disciplinary consequences, including parent conferences, behavior plans, or other actions consistent with school procedures.

Students arriving more than fifteen (15) minutes late to class may be counted absent for that class period.

Loss of Credit

Excessive absences may significantly impact a student's ability to successfully complete course requirements. Students who accumulate ten (10) or more absences in a semester in any class, including excused and unexcused absences combined, may be subject to loss of credit, a reduction in grade, or other academic consequences as determined by school administration and district policy.

Students experiencing extenuating circumstances may be considered on a case-by-case basis.

School-Sponsored Activities

Students who miss class to participate in a school-sponsored activity, such as athletic competitions, music performances, academic events, field trips, or other approved activities, are not considered absent. Students are responsible for communicating with their teachers and completing all missed assignments in accordance with course expectations.

To participate in a school-sponsored activity or event, students are expected attend at least one-half of the scheduled school day unless the absence is approved by administration.

Living Our Shared Commitments
Code of Conduct:

Why It Matters

A positive school culture doesn't happen by chance—it is built through the daily choices we make. At Peyton Junior-Senior High School, our Code of Conduct reflects our commitment to creating a school where every student is anchored, feels respected, accepts responsibility, and comes ready to learn.

The expectations outlined in this section are designed to create a safe, welcoming, and productive learning environment for all students. They are intended not only to establish clear expectations, but also to teach responsibility, strengthen relationships, and prepare students to become **Purposeful Individuals, Powerful Learners, and Productive Citizens**.

When students make positive choices, they strengthen our school community. When mistakes occur, we believe they should become opportunities to learn, repair harm when appropriate, and grow. Depending on the circumstances, responses may include restorative practices, interventions, parent communication, and disciplinary consequences consistent with district policy and Colorado law.

Student Expectations

The expectations outlined in this Code of Conduct apply while students are:

- On school property.
- Traveling to and from school on district transportation.
- Participating in school-sponsored activities.
- Representing Peyton Junior-Senior High School at events.
- In any situation where student conduct substantially affects the safety, well-being, or orderly operation of the school, as provided by district policy and Colorado law.

Students are expected to conduct themselves in a manner that supports learning, demonstrates respect for others, protects the safety of the school community, and reflects our Shared Commitments.

The following sections outline specific expectations, student responsibilities, and disciplinary procedures that help maintain a positive learning environment for everyone.

Bullying, Cyberbullying, Harassment, Intimidation, Hate Speech, and Hazing

Why It Matters

Every student deserves to feel safe, respected, and valued at school. A strong sense of belonging helps students build confidence, develop healthy relationships, take academic risks, and reach their full potential. Varies forms of harmful behavior damage that sense of belonging. These behaviors can negatively impact a student's self-esteem, emotional well-being, mental health, attendance, academic success, and overall school experience. They affect not only the individual involved but also the culture of our entire school community.

Expectation

Students are expected to treat others with dignity, kindness, and respect at all times. Bullying, cyberbullying, harassment, intimidation, hazing, discrimination, hate speech, retaliation, or any behavior that creates a hostile or unsafe learning environment will not be tolerated.

Prohibited behaviors include, but are not limited to:

- Physical intimidation, assault, or aggressive behavior.
- Verbal harassment, name-calling, insults, threats, or repeated teasing.
- Social or relational bullying, including intentionally excluding others, spreading rumors, or encouraging others to isolate or target a student.
- Cyberbullying through social media, text messages, group chats, gaming platforms, email, artificial intelligence (AI), or other electronic communication.
- Posting, sharing, forwarding, or encouraging the distribution of embarrassing, harmful, threatening, or humiliating photos, videos, screenshots, or messages involving another person.
- Using hate speech, racial slurs, discriminatory language, or symbols that target a person's race, color, national origin, sex, disability, religion, sexual orientation, gender identity, or any other protected characteristic.
- Hazing or initiation activities that embarrass, humiliate, endanger, or harm another person, regardless of whether participation appears voluntary.
- Retaliating against any student or staff member who reports a concern or participates in an investigation.
- Encouraging, recording, or sharing incidents of bullying or harassment rather than reporting them to a trusted adult.

Students who experience or witness bullying, harassment, intimidation, hazing, discrimination, hate speech, or retaliation are encouraged to report the behavior to a teacher, counselor, administrator, or another trusted adult. Reports will be taken seriously, investigated promptly, and handled in accordance with district policy.

If Expectations Are Not Met

When incidents occur, the school will investigate promptly and take appropriate action. Responses may include restorative practices when appropriate, counseling, parent communication, disciplinary consequences, safety plans, or other interventions designed to protect students and restore a safe learning environment.

Serious or repeated violations may result in suspension, expulsion, or referral to law enforcement in accordance with district policy and Colorado law.

Alcohol, Tobacco, Drugs & Vaping

Why It Matters

At Peyton Junior-Senior High School, we are committed to creating a safe, healthy, and supportive learning environment where every student can thrive. The use or possession of alcohol, tobacco, vaping products, marijuana, illegal drugs, or other controlled substances interferes with learning, jeopardizes health and safety, and impacts the well-being of our entire school community.

Making healthy choices reflects our Shared Commitments to **Be Responsible** by taking ownership of our decisions and **Be Ready** by coming to school prepared to learn each day.

Expectation

Students may not possess, use, distribute, sell, or be under the influence of alcohol, tobacco products, vaping devices, marijuana, illegal drugs, controlled substances, drug paraphernalia, or look-alike substances while on school property, at school-sponsored activities, on school transportation, or in any situation governed by district policy.

This expectation also applies to prescription and over-the-counter medications that are used in a manner inconsistent with school procedures or medical directions.

If Expectations Are Not Met

Violations will be addressed in accordance with district policy and Colorado law. Responses may include parent notification, referral to school support services, disciplinary action, suspension, expulsion, referral to law enforcement when appropriate, and other interventions designed to promote student safety and accountability.

Fighting, Threats, and Physical Aggression

Why It Matters

Every student deserves to learn in an environment where they feel safe, respected, and free from fear. Physical aggression, threats, and violence disrupt learning, damage relationships, and put the safety of our school community at risk.

At Peyton Junior-Senior High School, we believe disagreements should be resolved through respectful communication, problem-solving, and seeking help from trusted adults. Choosing peaceful solutions reflects our Shared Commitments to **Be Respectful**, **Be Responsible**, and **Be Anchored** by protecting the well-being of ourselves and others.

Expectation

Students are expected to resolve conflicts appropriately and refrain from fighting, threatening, intimidating, menacing or engaging in physical aggression.

This expectation includes, but is not limited to:

- Fighting or physical altercations.
- Threatening, intimidating, or menacing another person through words, actions, gestures, or the display of an object or weapon.
- Encouraging, instigating, or provoking a fight.
- Recording or photographing fights or physical altercations.
- Posting, sharing, or distributing photos or videos of fights or violent incidents through text messages, social media, or other electronic platforms.
- Gathering to encourage, promote, or interfere with staff responding to a fight.
- Retaliation against another student.
- Any behavior that creates an unsafe or disruptive school environment.

Students are encouraged to seek assistance from a teacher, counselor, administrator, or another trusted adult when conflicts arise.

If Expectations Are Not Met

Acts of fighting, threats, physical aggression, or participating by recording, posting, or encouraging violent behavior will be addressed promptly to protect the safety of the school community. Depending on the severity of the incident, responses may include restorative interventions when appropriate, parent notification, disciplinary action, suspension, expulsion, referral to law enforcement, or other actions consistent with district policy and Colorado law.

Weapons & Dangerous Objects

Why It Matters

Every student and staff member deserves to learn in an environment where they feel safe, secure, and protected. A safe school allows students to focus on learning, build positive relationships, and feel anchored within our school community.

Maintaining a safe environment is a shared responsibility. Bringing weapons or dangerous objects to school places everyone at risk and is inconsistent with our Shared Commitments to **Be Respectful**, **Be Responsible**, and **Be Anchored**.

Expectation

Students may not possess, use, threaten to use, display, or distribute any weapon, dangerous object, facsimile (look-alike) weapon**,** or explosive device while on school property, at school-sponsored activities, on school transportation, or in any situation governed by district policy or Colorado law.

This expectation includes, but is not limited to:

- Firearms or look-alike firearms.
- Knives or dangerous instruments.
- Explosives, fireworks, ammunition, or incendiary devices.
- BB guns, pellet guns, airsoft guns, paintball guns, or similar devices.
- Tasers, stun guns, or other electronic control devices.
- Chemical sprays or other substances intended to cause harm.
- Any object used or intended to threaten, intimidate, or injure another person.

Students who become aware of a weapon or potential safety concern are **expected** to **immediately** notify a teacher, administrator, school resource officer, or another trusted adult. Reporting a concern is an important way students help protect themselves and others.

If Expectations Are Not Met

Possession, use, display, or distribution of a weapon or dangerous object is a serious violation of school expectations and may result in immediate disciplinary action, including suspension or expulsion, in accordance with district policy and Colorado law. Law enforcement will be notified when required or appropriate.

Cell Phones & Personal Devices

Why It Matters

Being fully present in class helps students stay engaged, participate in learning, and show respect for their teachers and classmates. Limiting distractions allows everyone to make the most of each learning opportunity and supports our Shared Commitment to **Be Ready**.

Expectation

Students are expected to keep cell phones and other personal electronic devices (including smart watches and headphones/ear buds) put away during instructional time unless a teacher has authorized their use for a classroom activity or educational purpose. Students may use personal devices before school, during passing periods, at lunch, and after school unless otherwise directed by a staff member or during a school activity.

Students are expected to use personal devices responsibly and respectfully. The inappropriate use of cell phones or personal devices includes, but is not limited to:

- Recording, photographing, or videoing students or staff members without their knowledge or permission in situations where privacy is reasonably expected or where it disrupts the educational environment.
- Posting, sharing, or distributing inappropriate, harmful, or disruptive content involving students, staff, or the school through social media, group text messages, or other electronic platforms.
- Sending, forwarding, or distributing unlawful, threatening, harassing, or sexually explicit content.
- Using personal devices to bully, intimidate, harass, cheat, or disrupt the learning environment.
- Using personal devices in any manner that violates school rules, district policy, or the law.

The school is not responsible for lost, damaged, or stolen personal electronic devices.

If Expectations Are Not Met

If a student uses a cell phone or personal device without permission, staff may require the device to be put away or confiscate it in accordance with school procedures. Repeated violations may result in additional disciplinary consequences consistent with school and district policy.

Technology & Acceptable Use

Why It Matters

Technology is an essential part of teaching and learning at Peyton Junior-Senior High School. When used responsibly, technology expands opportunities for creativity, collaboration, communication, and critical thinking while preparing students for success in college, careers, and life.

Responsible technology use reflects our Shared Commitments to **Be Ready** by using technology to support learning, **Be Responsible** by acting with honesty and integrity, and **Be Respectful** by using digital tools in ways that protect the privacy, dignity, and rights of others.

Expectation

Students are expected to use district-issued technology, school networks, internet resources, and digital learning platforms responsibly and for educational purposes.

Students are expected to:

- Follow the District's Acceptable Use Policy.
- Use district technology and internet resources to support learning.
- Protect passwords and keep login information confidential.
- Respect the privacy and digital work of others.
- Care for district-issued devices and report damage, loss, or technical concerns promptly.
- Use artificial intelligence (AI) and other technology tools only as permitted by the teacher and in accordance with classroom expectations.
- Communicate appropriately and respectfully through email, messaging platforms, and other digital communication tools.

Students may not:

- Access, create, possess, or distribute inappropriate, offensive, obscene, or illegal material.
- Attempt to bypass district internet filters, security systems, or network protections.
- Access another person's account or share passwords.
- Use technology to bully, harass, threaten, intimidate, or discriminate against others.
- Use technology to cheat, plagiarize, or engage in academic dishonesty.
- Download, install, or use unauthorized software or applications on district devices.
- Intentionally damage, alter, or misuse district technology, equipment, or networks.

If Expectations Are Not Met

Misuse of technology may result in the loss of technology privileges, parent or guardian notification, restitution for damaged equipment when appropriate, disciplinary action, and other consequences consistent with school procedures, district policy, and Colorado law. Illegal activities may also be referred to law enforcement when appropriate.

Dress Code

Why It Matters

At Peyton Junior-Senior High School, we believe the way we present ourselves reflects our Shared Commitments. Dressing appropriately demonstrates respect for ourselves, respect for others, and that we are **Ready** to learn. Our dress code supports a safe, welcoming, and distraction-free learning environment where every student can focus on learning and feel **Anchored** in our school community.

Our Expectation

Students are expected to dress in a manner that is appropriate for a school setting and supports a positive learning environment.

Clothing, accessories, or personal appearance may not:

- Display profanity, hate speech, discriminatory language, or obscene images.
- Promote or advertise alcohol, tobacco, vaping products, marijuana, illegal drugs, or weapons.
- Contain messages or images that are threatening, disruptive, or sexually explicit.
- Create a safety concern in classrooms, laboratories, or other school activities where specific attire is required.

Pajamas, blankets, and sleepwear are not appropriate school attire. Students are expected to dress in clothing that reflects they are **Ready** to learn and participate in the school day.

Students should wear clothing that provides appropriate coverage and allows them to participate safely and comfortably in all school activities.

How We Respond

If a student's attire does not meet school expectations, staff will address the concern respectfully and privately whenever possible. Students may be asked to change into appropriate clothing or contact a parent or guardian if necessary.

Repeated or significant violations may result in disciplinary action in accordance with school procedures and district policy.

Respect for School Property

Why It Matters

Peyton Junior-Senior High School is more than a building—it is our shared home for learning. Every classroom, hallway, bus, athletic facility, textbook, Chromebook, and piece of equipment exists to support student success. When we care for our school and the property of others, we demonstrate pride in our community and help ensure that these resources remain available for everyone.

Respecting school property reflects our Shared Commitments to **Be Respectful** by caring for what has been entrusted to us, **Be Responsible** by accepting accountability for our actions, and **Be Anchored** by taking pride in our school community.

Expectation

Students are expected to respect school property and the personal property of others.

This expectation includes, but is not limited to:

- Treating school buildings, classrooms, furniture, textbooks, Chromebooks, equipment, buses, and athletic facilities with care.
- Respecting the personal belongings of classmates, staff, and visitors.
- Keeping our campus clean by properly disposing of trash and helping maintain a welcoming environment.
- Reporting damaged property or unsafe conditions to a staff member.
- Refraining from vandalism, graffiti, theft, or the intentional misuse of school property.

If Expectations Are Not Met

Students who damage, destroy, misuse, or steal school or personal property may be required to restore or replace the damaged property, make restitution when appropriate, and may face disciplinary consequences consistent with school procedures, district policy, and Colorado law.

Acts of vandalism or theft may also be referred to law enforcement when appropriate.

School Bus Expectations

Why It Matters

The school bus is an extension of the classroom. Every student has the right to travel to and from school in a safe, orderly, and respectful environment. Safe behavior on the bus allows the driver to focus on the road and helps ensure that everyone arrives safely.

Riding the bus is a privilege that reflects our Shared Commitments to Be Respectful by treating others with kindness, Be Responsible by making safe choices, and Be Ready by arriving at school prepared to learn.

Expectation

Students who ride school transportation are expected to:

- Follow the directions of the bus driver and school staff.
- Remain seated while the bus is in motion unless directed otherwise.
- Keep hands, feet, and personal belongings to themselves.
- Use respectful language and behavior.
- Keep aisles clear and emergency exits accessible.
- Help maintain a clean and safe bus environment.
- Enter and exit the bus safely and follow all loading and unloading procedures.

Bus expectations apply to all school transportation, including activity trips, athletic trips, and transportation to Career and Technical Education (CTE) programs.

Students attending CTE programs (at the CTEF building, PPSC, or other campuses) who choose to drive instead of using district-provided transportation must have a completed driver waiver on file with the school office for the current school year. Students who do not have an approved waiver on file may lose the privilege of driving to CTE programs and may be subject to additional disciplinary consequences.

Students may not transport other students to or from CTE programs or other school-sponsored activities during the school day unless specifically authorized by school administration.

If Expectations Are Not Met

Unsafe or disruptive behavior on school transportation, or failure to comply with transportation procedures, may result in parent communication, assigned seating, temporary or permanent loss of transportation privileges, and additional disciplinary consequences consistent with school procedures and district policy. Students whose behavior creates an immediate safety concern may be removed from transportation privileges pending administrative review.

Searches of Students and Property

Why It Matters

Maintaining a safe school environment is a shared responsibility. To protect the safety and well-being of all students and staff, the school may conduct searches when there is reasonable suspicion that school rules, district policy, or the law have been violated.

Our goal is to maintain a learning environment where every student feels **Anchored**, safe, and ready to learn while respecting the rights and dignity of all students.

Expectation

Students should not bring items to school that are prohibited by school rules, district policy, or state law.

Lockers, desks, and other school property remain the property of the school district and may be inspected or searched as permitted by district policy. Personal belongings, including backpacks, bags, and student vehicles parked on school property, may also be searched when there is reasonable suspicion that they contain prohibited, illegal, or dangerous items or evidence of a violation of school rules, district policy, or the law.

If Expectations Are Not Met

If a search results in the discovery of prohibited items, appropriate disciplinary action will be taken in accordance with district policy and Colorado law. Law enforcement may be notified when required or appropriate.

Progressive Discipline & Restorative Practices

Why It Matters

At Peyton Junior-Senior High School, we believe discipline is an opportunity to teach, learn, and grow. Our goal is not simply to assign consequences, but to help students understand the impact of their choices, accept responsibility for their actions, repair harm when appropriate, and develop the skills needed to make better decisions in the future.

Every student deserves the opportunity to learn from mistakes in a safe, supportive, and accountable environment. By working together with students and families, we help students grow into **Purposeful Individuals, Powerful Learners, and Productive Citizens**.

Expectation

Students are expected to follow school expectations and demonstrate our Shared Commitments by being **Anchored, Respectful, Responsible, and Ready** each day.

When expectations are not met, the school will consider the individual circumstances, the severity of the behavior, the student's disciplinary history, and any other relevant factors when determining an appropriate response.

Whenever possible, interventions will focus on teaching appropriate behavior, restoring relationships, and supporting student success while maintaining a safe learning environment.

If Expectations Are Not Met

Responses to student misconduct may include one or more of the following:

- Restorative conversations or conferences
- Parent or guardian communication
- Problem-solving meetings
- Behavioral interventions or support plans
- Loss of privileges
- Detention
- Restitution for damaged property
- In-school suspension
- Out-of-school suspension
- Expulsion, when warranted by the severity of the offense or required by district policy or Colorado law

The school reserves the right to respond to student misconduct based on the nature and seriousness of the incident. Serious violations may result in immediate disciplinary action in accordance with district policy and Colorado law.

Suspension, Expulsion & Due Process

Why It Matters

Our highest priority is maintaining a safe, respectful, and productive learning environment where every student has the opportunity to learn and succeed. While we believe in teaching, restoring relationships, and helping students learn from mistakes, some behaviors require more significant disciplinary action to protect the safety and well-being of the school community.

When serious incidents occur, the school is committed to responding fairly, consistently, and in accordance with district policy and Colorado law. Students and families will be treated with dignity throughout the disciplinary process.

Expectation

Students are expected to follow the Code of Conduct and demonstrate our Shared Commitments by being **Anchored, Respectful, Responsible, and Ready**.

Serious or repeated violations of school expectations may result in suspension, expulsion, or other disciplinary action as outlined in district policy and state law.

Students are entitled to the due process rights provided under district policy and Colorado law.

If Expectations Are Not Met

When suspension or expulsion is being considered, school administrators will review the circumstances of the incident, communicate with the student and family, and follow all applicable district procedures and legal requirements.

Consequences will be determined based on the severity of the behavior, student safety, applicable laws, district policy, and the individual circumstances of the incident.

For complete procedures regarding suspension, expulsion, student rights, and appeals, please refer to the applicable Board of Education policies and Colorado State Laws.

Our Commitment to Every Student

Every day is a new opportunity to learn, grow, and make a positive impact. At Peyton Junior-Senior High School, we believe every student has strengths, every student can learn from mistakes, and every student deserves adults who believe in them.

We are committed to partnering with students and families to build a school where everyone is **Anchored**, every learner is challenged to grow, and every graduate leaves as a **Purposeful Individual, Powerful Learner, and Productive Citizen**.

Thank you for helping us create a school community where every student belongs, every voice matters, and every day is an opportunity to become our best.

Student Life: Extracurricular Activities

Extracurricular Activities

Participation in Activities

Learning extends beyond the classroom. At Peyton Junior-Senior High School, extracurricular activities provide students with opportunities to discover their interests, develop leadership skills, build meaningful relationships, serve others, and strengthen their connection to our school community. Through athletics, clubs, performing arts, and student organizations, students grow as Purposeful Individuals, Powerful Learners, and Productive Citizens.

Participation in extracurricular activities is a **privilege**. Students who choose to participate are expected to represent themselves, their families, their teams, and Peyton Junior-Senior High School with integrity both on and off campus.

Students participating in extracurricular activities are expected to:

- Demonstrate our Shared Commitments by being **Anchored, Respectful, Responsible, and Ready**.
- Maintain academic eligibility and satisfactory attendance.
- Demonstrate positive citizenship, sportsmanship, and leadership.
- Follow the Student Handbook, district policies, team or activity expectations, and all applicable Colorado High School Activities Association (CHSAA) regulations.
- Treat teammates, opponents, officials, coaches, sponsors, staff, volunteers, and spectators with dignity and respect.
- Accept responsibility for their actions and understand that participation in extracurricular activities carries additional expectations.

Students who fail to meet academic, attendance, behavioral, or participation expectations may be subject to restrictions or loss of extracurricular privileges in accordance with school procedures, team or activity rules, district policy, and CHSAA regulations, when applicable.

Academic Eligibility

Participation in extracurricular activities is a privilege that requires students to remain academically eligible. Students in grades 7–12 are expected to maintain satisfactory academic progress and meet all eligibility requirements established by Peyton School District and the Colorado High School Activities Association (CHSAA), when applicable.

To be academically eligible, students must earn a passing grade of at least a **D** in all classes.

Academic eligibility is monitored weekly. Grade reports are reviewed each Monday, and students who are failing one or more classes will be ineligible to participate in extracurricular activities during that week. Eligibility will be reinstated once the student meets the academic requirements the following Monday.

High school students who earn a failing grade in one or more classes at the end of a quarter or semester will be ineligible to participate in extracurricular activities during the following grading period in accordance with district procedures. Students can regain their eligibility the following quarter assuming they are on good academic standing on the regain date.

Students are encouraged to seek assistance from their teachers, counselors, coaches, and families if academic concerns arise so they can remain eligible and successful both in the classroom and in extracurricular activities.

Attendance & Participation

Regular school attendance is essential for participation in extracurricular activities.

Students are expected to attend at least one-half of their scheduled school day of a practice, rehearsal, performance, competition, or activity unless the absence has been approved by school administration.

Students are also expected to attend practices, rehearsals, meetings, and scheduled events consistently. Repeated absences or unexcused missed commitments may affect participation as determined by the coach, sponsor, or administrator.

For a detailed explanation of our attendance policy see the attendance section in the handbook.

Behavioral Expectations

Students participating in extracurricular activities are expected to demonstrate good citizenship and responsible decision-making both during and outside of school-sponsored activities.

Behavior that violates the Student Handbook, district policy, team expectations, or CHSAA regulations may result in disciplinary action and may also affect eligibility to participate in extracurricular activities.

Coaches, sponsors, and administrators may establish additional expectations that support the goals and values of their programs.

Athletics & CHSAA

Interscholastic athletic programs are governed by the Colorado High School Activities Association (CHSAA) in addition to Peyton School District policies.

Student-athletes are responsible for meeting all CHSAA eligibility requirements, including academic eligibility, age requirements, physical examinations, registration requirements, and any additional regulations established by CHSAA.

Participation in athletics also requires students and families to complete all required forms and acknowledgments before the first practice or competition.

Questions regarding athletic eligibility should be directed to the Athletic Director.

School Dances

School dances are intended to provide students with safe, enjoyable opportunities to celebrate school spirit and build positive relationships.

Students attending school-sponsored dances are expected to follow all school rules and demonstrate respectful, responsible behavior throughout the event.

School administrators may establish guest procedures, ticket requirements, dress expectations, and other guidelines for individual dances.

Students who leave a dance may not be readmitted unless approved by school administration. Students who violate school expectations may be removed from the event, and disciplinary consequences may apply.

Activity Transportation

Transportation provided by the school is an extension of the educational environment. Students are expected to follow all school bus expectations while traveling to and from extracurricular activities.

Students are expected to travel to and from school-sponsored activities using district-provided transportation unless alternative arrangements have been approved in advance in accordance with school procedures.

Student Leadership

Participation in extracurricular activities provides opportunities for students to develop leadership, responsibility, teamwork, and service to others.

Students serving in leadership roles—including team captains, club officers, student council members, mentors, and ambassadors—are expected to model positive behavior, demonstrate integrity, and uphold the values and expectations of Peyton Junior-Senior High School.

Leadership is earned through character, responsibility, and service. Students who hold leadership positions may be held to additional expectations established by the sponsoring organization or school.

Clubs & Student Organizations

Peyton Junior-Senior High School encourages students to participate in clubs and organizations that promote leadership, service, personal growth, and school involvement.

All student clubs and organizations must have a school-approved sponsor and receive administrative approval before meeting, recruiting members, or conducting activities on behalf of the school.

Club announcements, posters, flyers, bulletin board displays, and other promotional materials must receive prior approval from the school administration or designated staff member before being posted or distributed on campus.

Student clubs and organizations are expected to operate in accordance with school rules, district policy, and all applicable state and federal laws.

Health & Safety

The safety and well-being of our students and staff are our highest priorities. Peyton Junior-Senior High School is committed to providing a safe, secure, and healthy learning environment where students can focus on learning and personal growth.

Families play an important role in helping us maintain a safe school. We encourage parents and guardians to keep emergency contact information current, communicate important medical information, and partner with the school to support student health and safety.

Whenever possible, medication should be administered at home. When medication must be taken during the school day, it must be administered in accordance with district policy and Colorado law.

Prescription and over-the-counter medications may only be administered when the required authorization forms are on file and in accordance with district procedures. Students should not carry or self-administer medication unless specifically authorized by district policy or an approved health care plan.

School personnel will not provide or administer prescription or over-the-counter medications, including aspirin, acetaminophen (Tylenol), ibuprofen (Advil/Motrin), cough drops, antacids, or other medications, unless the appropriate authorization and documentation have been provided in accordance with district policy.

Questions regarding medication procedures should be directed to the school office or school nurse.

Fragrances

To help maintain a healthy learning environment, students should avoid using aerosol sprays, perfumes, colognes, body sprays, or other heavily scented products at school, as they may trigger allergies or sensitivities in others.

Student Illness

Students who become ill during the school day should report to the school office. Students should not leave campus because of illness without permission from school personnel.

Parents or guardians will be contacted when a student becomes ill or when it is determined that the student should be dismissed from school.

To help prevent the spread of illness, students who have a fever, are vomiting, have diarrhea, or exhibit other symptoms of a contagious illness should remain at home. As a general guideline, students should be fever-free for at least 24 hours without the use of fever-reducing medication and free from vomiting or diarrhea for at least 24 hours before returning to school. Students with

other contagious illnesses should follow the guidance of their healthcare provider and district health procedures before returning to school.

If a student has a communicable disease or other significant health concern, parents or guardians should notify the school as soon as possible so appropriate support and precautions can be implemented.

Medical Emergencies

In the event of a medical emergency, school staff will provide appropriate first aid within the scope of their training and immediately contact Emergency Medical Services (EMS) when necessary.

Parents or guardians will be notified as soon as possible using the emergency contact information on file. It is the responsibility of families to ensure that all emergency contact information remains current throughout the school year.

When emergency medical transportation is required, EMS personnel will determine the most appropriate medical facility based on the student's condition and established emergency protocols. School personnel cannot guarantee transportation to a specific hospital.

School staff will remain with the student until emergency responders assume responsibility and will provide available emergency contact and medical information to EMS personnel.

Emergency Procedures

The safety of our students and staff is our highest priority. Peyton Junior-Senior High School maintains comprehensive emergency response plans and regularly practices emergency procedures to help ensure students and staff are prepared to respond appropriately in the event of an emergency.

Throughout the school year, students and staff participate in a variety of required safety drills, which may include:

- Fire drills
- Lockdown drills
- Secure drills
- Shelter-in-place drills
- Evacuation drills
- Severe weather drills
- Other emergency response exercises as required by district policy and Colorado law

Students are expected to take all safety drills seriously, remain calm, follow staff directions immediately, and avoid behavior that disrupts emergency procedures. Failure to follow directions during a drill or an actual emergency may result in disciplinary action.

In the event of an actual emergency, the school will implement the appropriate emergency response procedures and communicate with families as quickly as practical using the district's established communication systems. Parents and guardians are asked not to come directly to the school unless instructed to do so, as doing so may interfere with emergency response efforts or student reunification procedures.

When necessary, the district will implement student reunification procedures to safely reunite students with their parents or authorized emergency contacts.

Student Parking

Driving to school is a privilege. Students who park on school property are expected to operate their vehicles safely, obey all traffic laws, follow posted signs, and park only in designated student parking areas.

Vehicles parked on school property remain subject to school rules and may be searched when reasonable suspicion exists in accordance with district policy and Colorado law.

The school is not responsible for damage to or theft from vehicles parked on school property.

Students are expected to obtain a parking pass in the front office to park in the student designated parking area.

Students Experiencing Homelessness

Peyton School District is committed to ensuring that students experiencing homelessness have equal access to a free, appropriate public education in accordance with the **McKinney-Vento Homeless Assistance Act**.

Students and families who may qualify for services have rights related to school enrollment, attendance, transportation, and educational support. Families seeking additional information or assistance are encouraged to contact a counselor/administrator.

General Safety Procedures

Students share responsibility for maintaining a safe school environment.

Students are encouraged to report unsafe conditions, safety concerns, threats, suspicious behavior, or potential hazards to a teacher, counselor, administrator, School Resource Officer, or another trusted adult as soon as possible.

See something, say something. Early reporting allows the school to respond quickly, protect students and staff, and maintain a safe and supportive learning environment for everyone.

Student Records & Privacy

Peyton School District maintains student education records in accordance with the **Family Educational Rights and Privacy Act (FERPA)**, Colorado law, and district policy. Student records are confidential and are maintained to support each student's educational program while protecting the privacy of students and families.

Parent and Eligible Student Rights

FERPA provides parents and guardians with certain rights regarding their child's education records. These rights transfer to the student when the student turns 18 years of age or attends a postsecondary institution, at which time the student becomes an **eligible student**.

Parents and eligible students have the right to:

- Inspect and review the student's education records within the time period established by law.
- Request the correction of education records they believe are inaccurate, misleading, or in violation of the student's privacy rights.
- Provide written consent before personally identifiable information is disclosed from education records, except as permitted by FERPA.
- File a complaint with the U.S. Department of Education concerning an alleged failure by the district to comply with FERPA requirements.

Directory Information

Certain student information may be designated as **directory information** and may be released without prior written consent unless a parent, guardian, or eligible student requests in writing that the information not be disclosed.

Directory information may include:

- Student name
- Grade level
- Participation in officially recognized activities and sports
- Dates of attendance
- Honors, awards, and degrees received
- Photographs, videos, or similar images used for educational, informational, or school-related purposes, consistent with district policy

Parents, guardians, or eligible students who do not want directory information released should notify the school in writing in accordance with district procedures.

Access to Student Records

Education records are available only to individuals authorized by law. School officials with a legitimate educational interest may access student records as necessary to fulfill their professional responsibilities.

Parents, guardians, and eligible students who wish to inspect, review, or request copies of education records should contact the school office to submit a request. Requests will be processed in accordance with FERPA, Colorado law, and district policy.

Questions regarding student records or privacy rights may be directed to the school principal or the district office.