

El Camino High School Handbook



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Introduction

Welcome to El Camino High School! We're thrilled to have you as part of our community. This handbook is here to guide you through the policies, procedures, and expectations that help make our school a supportive and thriving place for learning. Inside, you'll find important information designed to set you up for success and help you navigate your academic journey with confidence.

We kindly ask that all students and their parents or guardians take the time to review this handbook thoroughly. It will be a valuable resource as you start the year, and we'll also cover key points during our student and parent meetings. If you have any questions, feel free to explore the relevant sections or reach out to our dedicated El Camino staff—we're here to help!

What is El Camino High School?

El Camino High School is a continuation high school committed to helping students recover credits and earn a California high school diploma. We provide students with opportunities to earn credits through direct instruction and the online credit recovery program, Edgenuity.

At El Camino, we believe that every student deserves the chance to reach their fullest potential—intellectually, socially, emotionally, and physically. Achieving this goal requires a strong partnership between home and school, built on mutual understanding and a shared commitment to the responsibilities each party holds in the learning process.

Our primary goal is to help students build foundational skills in mathematics, reading, and writing to enhance their academic abilities, empowering them to achieve ongoing success. Our educational approach is designed to support a variety of learning styles, blending the guidance and support students need with opportunities for greater independence, preparing them for future success.

El Camino Staff

El Camino is proud to have a team of skilled, dedicated, and certified educators who bring expertise to the classroom. Our teachers are certified by the state of California and are committed to student success.

El Camino Team Contact Information

- Administrator: AnnaMaria Young - Email: AnnaMaria_Young@crpusd.org
- Teacher: Katy Starr - Email: Katy_Starr@crpusd.org
- Teacher: Dominic Yarbrough - Email: Dominic_Yarbrough@crpusd.org
- Teacher: James Slade - Email: James_Slade@crpusd.org
- Instructional Assistant: Rocio Lopez

Programs and Services

At El Camino High School, we are committed to addressing the unique challenges faced by our diverse student population. To support their success, we offer a variety of programs and services tailored to meet individual needs. These efforts align with our mission to foster academic achievement and prepare students for the evolving demands of the 21st century.

In partnership with students, we help them prepare for their future by:

- Developing personalized post-secondary education plans.
 - Offering credit recovery options to keep students on track for graduation.
 - Assisting with application processes for selective enrollment schools and colleges.
 - Providing letters of recommendation for college and scholarship applications.
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Advisory

The El Camino High School staff is dedicated to helping students succeed academically while working toward personal and career goals. Our program includes:

- **Monitoring Credit Recovery Plans** to keep students on track for graduation.
- **Identifying individual learning styles** to promote self-advocacy and personal growth.
- **Ongoing academic support** to address any challenges.
- **Character development** to help students grow as responsible, resilient individuals.
- **Guidance with postsecondary goals** to help students achieve their future aspirations.

Individual Learning Plan (ILP)

Every student at El Camino will work with staff to create a personalized Individual Learning Plan (ILP), outlining the courses necessary for high school graduation. This plan will be reviewed and adjusted as needed to align with the student's evolving academic and career goals.

Family Engagement

At El Camino, we recognize the importance of family involvement in student success. Your voice and input are essential to our school community, and we encourage you to become actively engaged. We invite parents and guardians to participate in the following committees and activities:

- School Site Council / Title I Involvement
- Parent/Teacher/Student Meetings
- Observation and Shadow Sessions
- Monthly Check-ins with Assistant Principal Young
- Classroom Enrichment Events

Work Experience Eligibility

Attendance - Must exceed 85% positive attendance/participation in the school year or time in which the student would like to submit hours for work experience consideration.

Behavior - The student must be in good standing behaviorally to participate.

Credit Type - Students must require Elective Credit.

Submit an [Application](#)

Credit Calculation

- **20 Total Hours = 1 High School Elective Credit**
 - Up to 20 credits in a school year, up to 40 over the course of high school
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Monitoring Student Progress

The success of our students relies heavily on the partnership between students, parents, and teachers. Parents and guardians play a critical role in their child's academic progress. We encourage parents to regularly monitor their child's academic performance and stay informed about their progress. By actively engaging with teachers and tracking academic achievements, parents help ensure students stay on the path to success.

El Camino Curriculum Materials & Computer Hardware

El Camino provides all necessary learning materials, including school-issued Chromebooks, access to school printers, and all required textbooks and curricular supplies. These materials are property of the school and must be maintained in good condition. Students and their families are responsible for the repair or replacement of any lost, stolen, or damaged school property.

Student Acceptable Use Policy

Students must use school computers and technology resources responsibly, always demonstrating respect for others. The following guidelines apply:

- **Respectful Use:** Students may not use offensive, profane, or disrespectful language.
- **Academic Integrity:** Plagiarism, including copying content from the Internet or other students, is prohibited.
- **Email and Communication:** Email is not private; students should be mindful of what they send.
- **Personal Information:** Students must not post personal information online, including addresses, phone numbers, or images.
- **Unauthorized Access:** Gaining unauthorized access to any computer system is illegal.
- **System Integrity:** Damaging or disrupting school systems or equipment is prohibited.

- **Illegal Activities:** Students must not use El Camino equipment for illegal activities.
 - **Cyberbullying:** Students are prohibited from using technology to harm, intimidate, or bully others.
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Cell Phone Use

Use of Cell Phones and Personal Electronic Devices

In the ever-evolving world of technology, we understand students may want to bring personal electronic devices to school. However, to ensure an optimal learning environment, the use of smartphones and other mobile devices is strictly limited during the school day.

General Guidelines

Students are strongly discouraged from bringing valuable electronics to school due to the risk of loss, damage, or theft. CRPUSD schools are not responsible for lost, stolen, or damaged items.

In Every Classroom, With Every Teacher:

- Cell phones must be turned off and stored in the designated classroom cell phone caddy or case at the start of class.
- Earbuds or headphones may not be worn or used during instructional time unless specifically directed by the teacher.
- Phones may be used only during designated breaks or for specific, teacher-approved activities.
- Cell phones are not permitted on bathroom breaks during class.
- Cell phones may not be used as substitutes for school-issued Chromebooks during class time.
- Teachers may allow phone use for time-limited, instructional purposes at their discretion.

Student Expectations

- Silence and store your phone in the designated classroom caddy at the start of class.
- Bring your charged Chromebook to school daily.
- Leave your phone in the caddy when taking a bathroom break during class.

Consequences for Violations

In-Class Violations:

- **First Offense** – Verbal warning from the teacher.
- **Second Offense** – Teacher assigns detention and contacts parent/guardian.
- **Third Offense and Beyond** – Referral to assistant principal. A parent conference may be scheduled, and the phone will be stored in the main office until the end of the day.

Out-of-Class Violations (e.g., bathroom use during class):

- Phones will be confiscated and stored in the main office until the end of the school day. Parent/guardian will be contacted.

Refusal to Comply

If a student refuses to hand over their device when requested by school staff, a program administrator will collect it. The device will only be returned to a parent or guardian.

Privacy and Recording

Recording devices (including phone cameras and voice recorders) may not be used without prior administrative approval. To protect student and staff privacy, no images or recordings taken on campus may be shared on social media or online without explicit permission from school administration.

Attendance

Regular attendance is crucial for academic success. Students are expected to attend school every day and be on time for all classes and activities.

Cheating and Plagiarism

El Camino takes cheating and plagiarism seriously. Cheating includes copying another student's work or allowing others to copy your work. Plagiarism involves using someone else's ideas or writings as your own. Violations will result in appropriate consequences.

2025 - 2026 El Camino Bell Schedule

	Monday - Friday	
1st Period	8:45 - 10:25	100 minutes
Break	10:25 - 10:35	10 minutes
2nd Period	10:35 - 12:05	90 minutes
3rd Period	12:05 - 12:45	40 minutes

Octomester Schedule

Our continuation school operates on an octomester system instead of traditional semesters or quarters. The school year is divided into eight short terms called *octomesters*. During each octomester, students typically take 2–3 classes and can earn up to 11 credits per term.

This schedule allows students to focus on fewer classes at a time and to recover credits more quickly.

Octomester Dates (2025–26):

- Octo 1: August 13 – September 10
- Octo 2: September 11 – October 13
- Octo 3: October 14 – November 12
- Octo 4: November 13 – January 4
- Octo 5: January 5 – February 3
- Octo 6: February 4 – March 22
- Octo 7: March 23 – April 26
- Octo 8: April 27 – June 3

Student Expectations Matrix El Camino High School

	What We Expect You TO DO	What We Expect You NOT TO DO
Classroom	<ul style="list-style-type: none"> Be on time Follow the teacher's directions Do your best Be kind to others 	<ul style="list-style-type: none"> Do not distract yourself or others Do not disrupt the teacher's lesson Do not be late
Academics	<ul style="list-style-type: none"> Complete and turn in your assignments Ask for help if you need it Check Google Classroom daily Check your graduation progress weekly 	<ul style="list-style-type: none"> Do not give up Do not skip class
Cell Phones	<ul style="list-style-type: none"> Silence and store cell phones in the classroom caddy at the beginning of class Leave phone in caddy during bathroom break 	<ul style="list-style-type: none"> Do not take phones on bathroom breaks Do not take pictures of anyone without consent
Bathrooms	<ul style="list-style-type: none"> Use the bathroom for toilet use and personal hygiene only One person per stall Limit use to 3–7 minutes Report concerns immediately 	<ul style="list-style-type: none"> Do not socialize or hang out Do not go in the first or last 10 minutes of class Do not enter stalls with others
Hallways, MU & Quad	<ul style="list-style-type: none"> Walk calmly Use appropriate language and volume Follow staff directions Throw away your trash 	<ul style="list-style-type: none"> Do not run, shout, or make loud noises Do not disrupt classrooms Do not litter Do not cut in line
At Dismissal	<ul style="list-style-type: none"> Go home or work, or study in a classroom Use free time for HW and studying 	<ul style="list-style-type: none"> Do not hang out on campus Do not disrupt classrooms
Bikes, Skateboards, & Scooters	<ul style="list-style-type: none"> Walk bikes, skateboards, or scooters on campus Lock them in designated racks only 	<ul style="list-style-type: none"> Do not ride bikes, skateboards, or scooters on campus Do not leave unlocked
University Square	<ul style="list-style-type: none"> Stay inside businesses if eating there 	<ul style="list-style-type: none"> Do not loiter outside businesses during school hours Do not park at the square
Speech & Language	<ul style="list-style-type: none"> Use respectful language Report hate speech 	<ul style="list-style-type: none"> Do not use hate speech, profanity, or offensive or language Do not use the n-word in any form
Solving Conflicts	<ul style="list-style-type: none"> Resolve conflicts peacefully Seek help from staff if needed Walk away from confrontations Mind your own business 	<ul style="list-style-type: none"> Do not confront others Do not join groups moving toward conflict Do not spread rumors
Dress Code	<ul style="list-style-type: none"> Wear tops & bottoms that cover private areas Shoes are required 	<ul style="list-style-type: none"> Do not wear items with violence, drugs, profanity, hate speech or that represent gangs Do not wear bathing suits or red/blue rosaries

Online	<ul style="list-style-type: none"> • Report cyberbullying immediately • Use digital platforms respectfully • Protect others' privacy 	<ul style="list-style-type: none"> • Do not post harmful or false content • Do not create fake profiles or spread hate • Do not share inappropriate content
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I acknowledge that I have read and agree to the policies and expectations outlined in this Student Handbook for El Camino High School

Student Signature_____

Parent Signature_____

