



# GOMPERS PREPARATORY ACADEMY

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## 2025-2026 Academic Year **Annual Notifications**

*of the Rights and Responsibilities of  
Parents/Guardians and Students*

*Gompers Preparatory Academy is required to annually notify pupils, parents, and guardians of their rights and responsibilities, pursuant to California Education Code (EC) 48980.*

Dear GPA Families,

State law requires an annual notification to students, parents, and guardians of their rights and responsibilities pertaining to student education. Please review and keep it as a reference throughout the year. Our website, [www.gompersprep.org](http://www.gompersprep.org), and our [GPA Student Handbook](#), also have valuable information about our school, the various programs we offer, our community initiatives, policies and procedures, and resources for parents.

Gompers Preparatory Academy is dedicated to serving our schoolwide community, fostering high academic standards, ensuring emotional and social growth, and maintaining a safe and secure learning environment for all our students. We strive to achieve academic excellence, build strong relationships with students and families, and develop students with exceptional character through our college prep culture and curriculum.

Your signature in our GPA registration form is an acknowledgment that you have been provided the annual notifications and informed of your rights. It does not provide consent for your child to participate or not participate in any particular program listed within the annual notification.

Some legislation requires additional notification to parents or guardians prior to a specific activity or class during the school year. A separate letter will be sent to parents or guardians prior to any of these specified activities or classes. Students will be excused whenever their parents or guardians submit such a request in writing.

The involvement of parents or guardians in the education of their children is integral to student learning and well-being, and our charter is built on the strong parent partnership we have cultivated over the past 20+ years. This annual notification also contains information about the various ways you can be involved in your child's education.

We thank you for choosing GPA!

# KEY TO ACRONYMS

AR	Administrative Regulations
BP	Gompers Preparatory Board Policy
BPC	California Business and Professions Code
CC	California Civil Code
CCR	California Code of Regulations
CDE	California Department of Education
CFR	Code of Federal Regulations
CIF	California Interscholastic Federation
COE	County Office of Education
EC	California Education Code
FERPA	Family Educational Rights and Privacy Act
FPM	Federal Monitoring Program
GC	California Government Code
GPA	Gompers Preparatory Academy
HSC	California Health and Safety Code
IEP	Individualized Education Program
LC	California Labor Code
LCAP	Local Control and Accountability Plan
OCR	Office for Civil Rights
PC	California Penal Code
USC	United States Code
VC	California Vehicle Code
WIC	California Welfare and Institutions Code

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# CALIFORNIA HEALTHY YOUTH ACT

**Reference:** EC 48980, 51938

The California Healthy Youth Act requires schools to offer integrated, comprehensive, medically accurate, and unbiased sexual health and human immunodeficiency virus (HIV) prevention education at least once in middle school and once in high school. It is intended to ensure that students in grades 7-12 are provided with the knowledge and skills necessary to protect them from risks presented by sexually transmitted infections, unintended pregnancy, sexual harassment, sexual assault, sexual abuse, and human trafficking and to have healthy, positive, and safe relationships and behaviors. It also promotes students' understanding of sexuality as a normal part of human development and their development of healthy attitudes and behaviors concerning adolescent growth and development, body image, gender, gender identity, gender expression, sexual orientation, relationships, marriage, and family.

Parents have the right to:

1. Inspect the written and audiovisual educational materials used in the comprehensive sexual health and HIV prevention education.
2. Request in writing that their child not receive comprehensive sexual health or HIV prevention education, or participate in research on student health behaviors and risks. When a parent does not permit their child to receive such education, the child may not be subject to disciplinary action, academic penalty, or other sanction.
3. Request a copy of EC 51930-51939, the California Healthy Youth Act.
4. Be informed whether comprehensive sexual health or HIV prevention education will be taught by GPA personnel or outside consultants. When GPA chooses to use outside consultants or to hold an assembly with guest speakers to teach comprehensive sexual health or HIV prevention education, be informed of:
  - a. The date of the instruction
  - b. The name of the organization or affiliation of each guest speaker
  - c. The right to receive a copy of EC 51933, 51934, and 51938
5. Receive notice by mail or another commonly used method of notification no fewer than 14 days before the instruction is delivered if arrangements for the instruction are made after the beginning of the school year.

## PARTICIPATION IN STATEWIDE ASSESSMENTS

**Reference:** 5 CCR 852; EC 60615

The California Assessment of Student Performance and Progress (CAASPP) is a system that includes a number of assessments that are administered each spring to students in specified grade levels. These tests were created specifically to gauge each student's performance and progress in English language arts, mathematics, and science. The assessments measure the skills called for by the standards, including the ability to write clearly, think critically and solve problems. CAASPP tests are given statewide and therefore provide an opportunity to measure the skills of all students against the same academic standards.

The CAASPP system consists of the following assessments:

- The Smarter Balanced summative assessments for English language arts and mathematics in grades 3-8 and 11.
- The California Science Tests (CAST) in grades 5, 8, and once in grades 10-12.
- The California Alternate Assessments (CAA) in English language arts, mathematics, and science, administered to students with significant cognitive disabilities who are unable to take the Smarter Balanced summative assessments and the CAST.

Parents may annually submit to the school a written request to excuse their child from any or all parts of the CAASPP assessments for the school year, and such a request shall be granted by the Superintendent or designee. If a parent submits an exemption request after testing has begun, any test(s) completed before the request is submitted will be scored and the results reported to the parent and included in the student's records.

## **IDENTIFICATION AND ASSESSMENTS OF MULTILINGUAL LEARNERS**

***Reference:*** EC 440(b)

### [GPA English Learner Master Plan](#)

Upon enrollment in school, each student's primary language shall be determined through the use of a home language survey. Any student who is identified as having a primary language other than English as determined by the home language survey, and who has not previously been identified as an English learner by a California public school or for whom there is no record of results from an administration of an English language proficiency test, shall be assessed for English proficiency using the Initial English Language Proficiency Assessments for California (ELPAC). The parents of such students shall be notified in writing prior to the administration of the ELPAC.

Administration of the Initial ELPAC, including the use of variations and accommodations in test administration when authorized, shall be conducted in accordance with test publisher instructions and 5 CCR 11518.5-11518.37. Any student with a disability shall take the assessment with the supports and accommodations delineated in the student's IEP or Section 504 plan. If the student is unable to participate in the assessment or a portion of the assessment even with appropriate accommodations, an alternative assessment for English language proficiency shall be administered.

Each year after a student is identified as an English learner and until the student is redesignated as English proficient, the Summative ELPAC shall be administered to the student during a four-month period after January 1 as determined by the CDE.

The following are CDE's parent guides:

- *Understanding the ELPAC* – <https://www.cde.ca.gov/ta/tg/ca/documents/elpacpgtu.pdf>
- *Understanding the Alternate ELPAC* – <https://www.cde.ca.gov/ta/tg/ep/documents/altelpacpgtu.pdf>

## **PREGNANT AND PARENTING STUDENTS**

***Reference:*** EC 222.5

The responsibilities related to pregnancy or parenting and related responsibilities may disrupt a student's education, placing them at higher risk of dropping out of school. GPA supports pregnant and/or parenting students to continue their education by providing them with the opportunity to succeed academically while protecting their health and the health of their children in the following ways:

1. GPA shall not adopt any rule concerning a student's actual or potential parental or family status that treats students differently on the basis of sex.
2. GPA shall not exclude or deny any student from an educational program or activity, including any class or extracurricular activity, solely on the basis of the student's pregnancy, childbirth, false pregnancy, termination of pregnancy, or related recovery; GPA shall treat pregnancy, childbirth, false pregnancy, termination of pregnancy, or related recovery in the same manner and under the same policies as any other temporary disabling condition.

3. GPA may require a pregnant or parenting student to obtain the certification of a physician or nurse practitioner that the student is physically and emotionally able to participate, or continue to participate, in the regular education program or activity.
4. Pregnant and parenting students shall not be required to participate in a pregnant minor program or alternative education program; students who voluntarily participate in an alternative education program shall be given educational programs, activities, and courses equal to those they would have been in if participating in the regular education program.
5. GPA shall provide reasonable accommodations to a lactating student on the school campus to express breast milk, breast-feed an infant child, or address other needs related to breast-feeding. The student shall not be penalized academically and shall be provided with the opportunity to make up any work missed as a result of the student's use of the reasonable accommodations during the school day. Reasonable accommodations include, but are not limited to:
  - a. Access to a private and secure room, other than a restroom, to express breast milk or breast-feed an infant child.
  - b. Permission to bring onto a school campus a breast pump and any other equipment used to express breast milk.
  - c. Access to a power source for a breast pump or any other equipment used to express breast milk.
  - d. Access to a place to store expressed breast milk safely.
  - e. A reasonable amount of time to accommodate the student's need to express breast milk or breastfeed an infant child.
6. A pregnant or parenting student shall be excused from school when the absence is due to the illness or medical appointment of the student's child, including absences to care for a sick child, for which the school shall not require a note from a doctor.
7. During the school year in which the birth of the student's infant takes place, a pregnant or parenting student is entitled to eight weeks of parental leave, which the student may take before childbirth if there is a medical necessity and after childbirth to care for and bond with the infant. If deemed medically necessary by the student's physician, parental leave may be extended beyond eight weeks. Specific to parental leave:
  - a. No student shall be required to take all or part of parental leave.
  - b. GPA's attendance team shall ensure that absences from school, as a result of parental leave, are excused until the student is able to return to the regular school program or an alternative education program.
  - c. Upon return to school after taking parental leave, a pregnant or parenting student is entitled to opportunities to make up work missed during the leave, including, but not limited to, makeup work plans and re-enrollment in courses.
  - d. The pregnant or parenting student may return to the school and the course of study in which the student was enrolled before taking parental leave. A student who chooses not to return to the school in which the student was enrolled before taking the leave is entitled to alternative education options offered by GPA.
  - e. When necessary to complete GPA's high school graduation requirements, a pregnant or parenting student may remain enrolled in school for a fifth year of instruction, unless it has been determined that the student is reasonably able to complete the requirements in time to graduate by the end of the fourth year of high school.

Any complaint alleging discrimination on the basis of pregnancy or marital or parental status, GPA noncompliance with the requirements related to parental leave, or GPA noncompliance with the requirement to provide reasonable accommodations for lactating students shall be addressed through the Uniform Complaint Procedures.

## **NONDISCRIMINATION IN PROGRAMS AND ACTIVITIES**

Gompers Preparatory Academy (“GPA”) is committed to providing equal opportunity in all programs, activities, and employment. GPA does not discriminate on the basis of actual or perceived race, color, ancestry, national origin, nationality, immigration status, ethnicity, ethnic group identification, age, religion, marital status, pregnancy, parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, genetic information, or any other characteristic protected by federal or state law.

This nondiscrimination policy applies to all educational programs and activities, employment practices, admissions policies, scholarship and loan programs, and school-administered programs.

Inquiries regarding Title IX, Section 504, the Americans with Disabilities Act (ADA), or other nondiscrimination laws may be directed to:

Jane Levenson  
Chief of Staff  
Gompers Preparatory Academy  
1005 47th Street, San Diego, CA 92102  
(619) 263-2171  
jleverson@gomperscharter.org

Complaints may also be filed pursuant to the Charter School’s Uniform Complaint Procedures (UCP), available in the school office and on the school’s website.

## **NONDISCRIMINATION IN CHILD NUTRITION PROGRAMS**

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, Gompers Preparatory Academy does not discriminate in the administration of its Child Nutrition Programs on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language) should contact the school office or the California Department of Education.

To file a program discrimination complaint, a complainant should complete Form AD-3027, USDA Program Discrimination Complaint Form, which can be obtained online at:

<https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>

or from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA.

The completed form or letter must be submitted to USDA by:

1. Mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410

## **RIGHTS OF FOSTER YOUTH**

**Reference:** EC 48853.5

A foster child means any of the following:

1. A child who has been removed from their home pursuant to WIC 309.
2. A child who is the subject of a petition filed under WIC 300 or 602, whether or not the child has been removed from their home.
3. A dependent child of the court of an Indian tribe, consortium of tribes, or tribal organization who is the subject of a petition filed in the tribal court pursuant to the tribal court's jurisdiction in accordance with the tribe's law.
4. A child who is the subject of a voluntary placement agreement, as defined in WIC 11400(p).

The following is a brief summary of a foster youth's rights:

1. Right to attend either the "school of origin" or the current school of residence. The school of origin can be the school attended when the student first entered foster care, the school most recently attended, or any school the foster youth attended in the last 15 months. If any dispute arises regarding the request of a foster youth to remain in the school of origin, the foster youth has the right to remain in the school of origin pending resolution of the dispute.
2. Right to immediate enrollment even if the foster youth is unable to produce records normally required for enrollment (*e.g.*, proof of residency, birth certificate, immunization, transcript), does not have clothing normally required by the school (*e.g.*, school uniforms), or has outstanding fees, fines, textbooks, or other monies due to the school last attended.
3. Right to have the foster youth's educational rights holder, attorney, and county social worker notified when the foster youth is undergoing any expulsion or other disciplinary proceeding, including a manifestation determination review for a foster youth who is a student with a disability, prior to a change in the foster youth's placement.
4. Right of the foster youth not to have grades lowered for any absence from school that is due to a verified court appearance or related court-ordered activity, or to a decision by a court or placement agency to change the student's placement, in which case, the grades must be calculated as of the date the student left school.
5. Right to file a complaint through the Uniform Complaint Procedures if there is an allegation that GPA has not complied with requirements regarding the education of foster youth.

To review the standardized notice of foster youth rights, visit <https://www.cde.ca.gov/ls/pf/fy/fyedrights.asp>. For assistance, contact the GPA's foster youth liaison: Ms. Kinyua, [jkinyua@gomperscharter.org](mailto:jkinyua@gomperscharter.org).

## **RIGHTS OF HOMELESS YOUTH**

**Reference:** 42 USC 11432; EC 48852.5

[Education for Homeless Children and Youth Board Policy and Administrative Regulations](#)

The McKinney-Vento Homeless Assistance Act for Homeless Children and Youth entitles all homeless school-aged children to the same free and appropriate public education that is provided to non-homeless students. A homeless youth is defined as a child who lacks a fixed, regular, and adequate nighttime residence and includes children and youth who: are

sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; may be living in motels, hotels, trailer parkers, or shelters; have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings; are living in cars, parks, public spaces abandoned buildings, substandard housing, bus or train stations, or similar settings; or are migratory children who qualify as homeless because of similar living circumstances. To ensure that each school identifies all homeless and unaccompanied youths enrolled at the school, a housing questionnaire is administered at least once a year. The questionnaire can be made available in the primary language of the student's parent or unaccompanied youth upon request.

The following is a brief summary of a homeless youth's rights:

1. Right to attend either the "school of origin" or the current school of residence, and not be required to attend a separate school for homeless children or youth. The school of origin can be the school attended when the student had permanent housing, the school most recently attended, or any school the homeless youth attended in the last 15 months. Transportation may be provided.
2. Right to immediate enrollment even if the homeless youth is unable to produce records normally required for enrollment (*e.g.*, proof of residency, birth certificate, immunization, transcript), does not have clothing normally required by the school (*e.g.*, school uniforms), or has outstanding fees, fines, textbooks, or other monies due to the school last attended.
3. Right to automatically qualify for child nutrition programs.
4. Right to not be stigmatized by school personnel.
5. Right to file a complaint through the Uniform Complaint Procedures if there is an allegation that school has not complied with requirements regarding the education of homeless youth.

Unaccompanied youth who meet the definition of homeless youth are also eligible for rights and services under the McKinney-Vento Act. An unaccompanied youth is defined as a minor who is not in the physical custody of a parent.

GPA's homeless youth liaison is Ms. Kinyua, [jkinyua@gomperscharter.org](mailto:jkinyua@gomperscharter.org).

## SECTION 504

**Reference:** 34 CFR 104.32

Section 504 of the Rehabilitation Act of 1973 is a federal law which prohibits discrimination against persons with a disability. GPA provides a free and appropriate public education (FAPE) to all students regardless of the nature or severity of their disability. In addition, qualified students with disabilities are provided an equal opportunity to participate in programs and activities that are integral components of GPA's basic education program, including, but not limited to, extracurricular athletics, interscholastic sports, and/or other nonacademic activities.

To qualify for Section 504 protections, the student must have a mental or physical impairment which substantially limits one or more major life activity. For the purpose of implementing Section 504, the following terms and phrases are defined below:

1. *Physical impairment* means any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more body systems, such as neurological, musculoskeletal, special sense organs, respiratory (including speech organs), cardiovascular, reproductive, digestive, genito-urinary, immune, hemic, lymphatic, skin, and endocrine.
2. *Mental impairment* means any mental or psychological disorder, such as intellectual disability, organic brain syndrome, emotional or mental illness, and specific learning disability.

3. *Substantially limits major life activities* means limiting a person’s ability to perform functions, as compared to most people in the general population, such as caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, writing, communicating, and working. Major life activities also include *major bodily functions* such as functions of the immune system, special sense organs and skin, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, cardiovascular, endocrine, hemic, lymphatic, musculoskeletal, and reproductive functions, as well as the operation of an individual organ within a body system.

GPA has a responsibility to identify, evaluate, and if eligible, provide students with disabilities the same opportunity to benefit from education programs, services, or activities as provided to their non-disabled peers. Additionally, a parent, teacher, other school employee, student success team, or community agency may refer a student to the principal or Section 504 Coordinator for consideration as a student with a disability under Section 504. If, upon evaluation, a student is determined to be a student with a disability who is eligible for regular or special education and related aids or services, the team will develop a written Section 504 Service Plan specifying the accommodations and supplementary aids and services necessary to ensure that the student receives FAPE.

For additional information about the rights of parents of eligible students, or questions regarding the identification, evaluation, and eligibility of Section 504 protections, please contact your child’s grade level counselor (619) 263-2171.

## **TITLE IX, SEX EQUITY IN EDUCATION ACT**

**Reference:** [Title IX Policy](#), [Title IX Statement](#)

Gompers Preparatory Academy does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX of the Education Amendments of 1972, including in admission and employment. Gompers Preparatory Academy has designated the following individual as its Title IX Coordinator:

Jane Levenson  
Chief of Staff  
1005 47th St., San Diego, CA 92102  
(619) 263-2171  
[jleverson@gomperscharter.org](mailto:jleverson@gomperscharter.org)

To report information about conduct that may constitute sex discrimination under Title IX or make a complaint of sex discrimination under Title IX, please contact the Title IX Coordinator. Inquiries about the application of Title IX may be referred to the Title IX Coordinator or to the Office for Civil Rights in the U.S. Department of Education, or both. Gompers Preparatory Academy’s Title IX Sex-Based Nondiscrimination Policy and Grievance Procedures are available on the school’s website.

## **UNIFORM COMPLAINT PROCEDURES**

**Reference:** 5 CCR 4600-4670

[Uniform Complaint Procedures Policy](#)

GPA has the primary responsibility to ensure compliance with applicable state and federal laws and regulations, including those related to unlawful discrimination, harassment, intimidation, or bullying against any protected group, and all

programs and activities that are subject to the Uniform Complaint Procedures (UCP). The UCP shall be used to investigate and resolve complaints regarding the following programs and activities:

- Accommodations for Pregnant and Parenting Pupils
- Adult Education
- After School Education and Safety
- Agricultural Career Technical Education
- Career Technical and Technical Education and Career Technical and Technical Training Programs
- Child Care and Development Programs
- Compensatory Education
- Consolidated Categorical Aid Programs
- Course Periods without Educational Content
- Discrimination, harassment, intimidation, or bullying against any protected group as identified under EC 200 and 220 and GC 11135, including any actual or perceived characteristic as set forth in PC 422.55, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics, in any program or activity conducted by an educational institution, as defined in EC 210.3, that is funded directly by, or that receives or benefits from, any state financial assistance
- Educational and graduation requirements for pupils in foster care, pupils who are homeless, pupils from military families, pupils formerly in Juvenile Court now enrolled in a school district, pupils who are migratory, and newcomer pupils
- Every Student Succeeds Act
- Local Control and Accountability Plans (LCAP)
- Migrant Education
- Physical Education Instructional Minutes
- Reasonable Accommodations to a Lactating Pupil
- Regional Occupational Centers and Programs
- School Plans for Student Achievement
- School site Councils
- State Preschool
- State Preschool Health and Safety Issues in LEAs Exempt from Licensing
- Student Fees
- And any other state or federal educational program the State Superintendent of Public Instruction (SSPI) or designee deems appropriate.

#### Filing a UCP Complaint

A UCP complaint shall be filed no later than one year from the date the alleged violation occurred. For complaints relating to the LCAP, the date of the alleged violation is the date when the reviewing authority approves the LCAP or annual update that was adopted by GPA.

A student enrolled in any public school shall not be required to pay a student fee for participation in an educational activity. A student fee complaint may be filed with the principal or the Superintendent or designee.

A student fee or LCAP complaint may be filed anonymously, that is, without an identifying signature, if the complainant provides evidence or information leading to evidence to support an allegation of noncompliance.

Copies of the UCP process are available free of charge. To obtain a copy of the complaint form and review additional UCP-related information, go to <https://www.gompersprep.org/>

#### Compliance Officer

Complaints within the scope of the UCP are to be filed with the person responsible for processing complaints: Ms. Levenson, [jleverson@gomperscharter.org](mailto:jleverson@gomperscharter.org)/ 619-263-2171. The compliance officer is knowledgeable about the laws and programs that they are assigned to investigate.

### Notification

GPA's UCP policy and regulations are located in the front office and copies will be made available as requested. Written notification of GPA's UCP is provided annually through the enrollment and hiring processes.

### Appeal

A complainant may appeal the GPA investigation report to the CDE by filing a written appeal within 30 calendar days after receiving the decision. The appeal must be accompanied by a copy of the originally filed complaint and a copy of the investigation report for that complaint. A complainant may also pursue civil law remedies, including, but not limited to, injunctions, restraining orders, or other remedies or orders that may be available under state or federal discrimination, harassment, intimidation or bullying laws, if applicable.

## **ACCESS TO STUDENT MENTAL HEALTH SERVICES**

***Reference:*** EC 49428

### [Behavioral Health Referral Policy](#)

A child's mental health is essential to their social and cognitive development, and to learning healthy social skills and how to cope when there are problems. Mentally healthy children have a positive quality of life and can function well at home, in school, and in their communities. Mental health problems that are not recognized and treated in childhood can lead to severe consequences, including exhibiting serious behavior problems, at higher risk of dropping out of school, and increased risk of engaging in substance abuse, criminal behavior, and other risk-taking behaviors. As such, GPA is committed to promoting the well-being of its students by ensuring that, at least twice a year, students and parents are each provided with information on how to initiate access to available student mental health services at school and/or in the community.

Families are able to access mental health services through our Family Support Center (FSC) on campus. Please reach out to your child's grade level counselor to initiate the process.

## **CONCUSSION AND HEAD INJURIES**

***Reference:*** EC 49475

A concussion is a kind of brain injury. It can be caused by a bump or hit to the head, or by a blow to another part of the body with the force that shakes the head. Concussions can appear in any sport, and can look differently in each person. Most concussions get better with rest and over 90% of athletes fully recover. However, all concussions should be considered serious. If not recognized and managed the right way, they may result in problems including brain damage and even death.

Most concussions occur without being knocked out. Signs and symptoms of concussion may show up right after the injury or can take hours to appear. Even though a traditional brain scan (*e.g.*, MRI or CT) may be "normal", the brain has still been injured. If an athlete suffers another concussion before completely recovering from the first one, this can lead to prolonged recovery (weeks to months), or even to severe brain swelling (Second Impact Syndrome) with devastating

consequences. There is an increasing concern that head impact exposure and recurrent concussions may contribute to long-term neurological problems. One goal of concussion education is to prevent a too early return to play so that serious brain damage can be prevented.

An athlete who is suspected of sustaining a concussion or head injury in an athletic activity shall be immediately removed from the athletic activity for the remainder of the day, and shall not be permitted to return to the athletic activity until the athlete is evaluated by and receives written clearance to return to the athletic activity from a licensed health care provider. If the licensed health care provider determines that the athlete sustained a concussion or a head injury, the athlete shall also complete a graduated return-to-play protocol of no less than seven days in duration under the supervision of a licensed health care provider.

Signs observed by teammates, parents and coaches include:

- Looks dizzy
- Looks spaced out
- Confused about plays
- Forgets plays
- Is unsure of game, score, or opponent
- Moves clumsily or awkwardly
- Answers questions slowly
- Slurred speech
- Shows a change in personality or way of acting
- Can't recall events before or after the injury
- Seizures or "has a fit"
- Any change in typical behavior or personality
- Passes out

Symptoms may include one or more of the following:

- Headaches
- "Pressure in head"
- Nausea or throws up
- Neck pain
- Has trouble standing or walking
- Blurred, double, or fuzzy vision
- Bothered by light or noise
- Feeling sluggish or slowed down
- Feeling foggy or groggy
- Drowsiness
- Change in sleep patterns
- Loss of memory
- "Don't feel right"
- Tired or low energy
- Sadness
- Nervousness or feeling on edge
- Irritability
- More emotional
- Confused
- Concentration or memory problems
- Repeating the same question/comment

Student-athletes and parents are required to review and sign a Concussion Information Sheet as part of their annual sports packet.

Please review the [Concussion Information Sheet](#) from the CIF website, which has the information sheet available in Spanish, as well other resources.

## **HPV IMMUNIZATION**

***Reference:*** HSC 120336

Students are advised to adhere to current immunization guidelines, as recommended by the Advisory Committee on Immunization Practices of the federal Centers for Disease Control and Prevention, the American Academy of Pediatrics, and the American Academy of Family Physicians, regarding full human papillomavirus (HPV) immunization before advancement to the 8<sup>th</sup> grade. HPV vaccination can prevent over 90 percent of cancers caused by HPV. HPV vaccines are very safe, and scientific research shows that the benefits of HPV vaccination far outweigh the potential risks.

## **PRESCRIPTION OPIOIDS**

**Reference:** EC 49476

Prescription opioids can be used to help relieve moderate-to-severe pain and are often prescribed following a surgery or injury, or for certain health conditions. These medications can be an important part of treatment but also come with serious risks, such as risks of addiction and overdose, especially with prolonged use. An opioid overdose, often marked by slowed breathing, can cause sudden death. The use of prescription opioids can have a number of side effects as well, even when taken as directed:

- Tolerance – meaning, the need to take more medication for the same pain relief
- Physical dependence – meaning, having symptoms of withdrawal when a medication is stopped
- Increased sensitivity to pain
- Constipation
- Nausea, vomiting, and dry mouth
- Sleepiness and dizziness
- Confusion
- Depression
- Low levels of testosterone that can result in lower sex drive, energy, and strength
- Itching and sweating

Student-athletes and parents are required to review and sign the Opioid Factsheet as part of their annual sports packet. Please review the CDC [Opioid Factsheet for Patients](#) from the CIF website.

## **SUDDEN CARDIAC ARREST**

**Reference:** EC 33479.3

Sudden Cardiac Arrest (SCA) is not a heart attack. It's an abnormality in the heart's electrical system that abruptly stops the heartbeat. It's caused by an undetected congenital or genetic heart condition. If not properly treated within minutes, SCA is fatal in 92% of cases.

SCA is the #1 killer of student athletes. Up to 72% of SCA are preceded by symptoms, which often go unrecognized, which is why parents and student-athletes thoughtfully completing sports clearance packets and health history forms together is so critical. SCA is also the leading cause of death on school campuses, with 1 in 300 youth having an undetected heart condition that puts them at risk for SCA.

Although SCA happens unexpectedly, some people may have signs or symptoms, such as:

- Fainting (#1 symptom of a potential heart condition)
- Chest pain
- Shortness of breath
- Racing or fluttering of heartbeat (palpitation)
- Dizziness or lightheadedness
- Extreme fatigue (tiredness)

These symptoms can be unclear and confusing in athletes. Often, people confuse these warning signs with physical exhaustion. SCA can be prevented if the underlying causes can be diagnosed and treated.

Coaches have the authority to remove from play a student who exhibits fainting, and potentially for other conditions if they are believed to be cardiac-related. Student-athletes must be evaluated and cleared by a physician, surgeon, nurse practitioner, or physician's assistant to return to play. Student-athletes and parents are required to review and sign an SCA Information Sheet as part of their annual sports packet.

Student-athletes and parents are required to review and sign the Opioid Factsheet as part of their annual sports packet.

Please review the first two pages of the [SCA Fact Sheet](#) from the CIF website.

## PROFESSIONAL QUALIFICATIONS

***Reference:*** ESSA 1112

Parents of students who attend a school receiving Title I funds may request information regarding the professional qualifications of their students' classroom teachers, including, at a minimum, the following:

1. Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
2. Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
3. Whether the teacher is teaching in the field of discipline of the certification of the teacher.
4. Whether the child is provided services by paraprofessionals and, if so, their qualifications.

A school that receives Title I funds will also provide to each individual parent information on the level of achievement and academic growth of their child, if applicable and available, on each of the required State academic assessments, and timely notice that their child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who does not meet applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.

## DANGERS OF SYNTHETIC DRUGS

***Reference:*** EC 48985.5

Fentanyl is a major contributor to drug overdoses in California, including among youth. Fentanyl is an extremely potent and dangerous synthetic opioid, like heroin and morphine, and is laboratory engineered to be about 50 times stronger than heroin. This means even small amounts can lead to a fatal overdose. Fentanyl is powerful and difficult to detect.

People who make or sell drugs sometimes add small amounts of fentanyl to other substances in ways that are not noticeable to the user. Fentanyl is now commonly present in counterfeit pills sold on the internet posing as prescription drugs, such as Oxycodone, Xanax, Percocet, Vicodin, and Adderall. Fake prescription pills are easily accessible and often sold on social media and e-commerce platforms, making them available to anyone with a smartphone, including minors. Pills obtained through social media are especially dangerous and the Drug Enforcement Agency reports that 7 out of every 10 pills confiscated contain enough fentanyl to kill.

Fentanyl misuse may result in an intense, short-term high; temporary feelings of euphoria; slowed respiration and reduced blood pressure, nausea, fainting; seizures or death. Methamphetamine misuse may result in agitation; increased heart rate and blood pressure; increased respiration and body temperature; anxiety and paranoia. High doses can cause convulsions, cardiovascular collapse, stroke or death. Overdose may result in stupor, changes in papillary size, cold and clammy skin, cyanosis, coma, and respiratory failure leading to death. The presence of a triad of symptoms such as coma, pinpoint pupils, and respiratory depression are strongly suggestive of opioid poisoning.

With a fentanyl-poisoned drug supply, avoiding drug use is the surest way to prevent an overdose. The only safe medications are ones that come from licensed and accredited medical professionals.

*\*The CSSP publicly posted in full for security reasons, parents and guardians have the right to request information about the plan and may review non-confidential portions at the school.*

# EMPLOYEE INTERACTION WITH STUDENTS

**Reference:** EC 44050

## [GPA Boundary Policy](#)

Employees, including independent contractors and volunteers, of GPA are expected to maintain the highest ethical standards, exhibit professional behavior, follow GPA's policies and regulations, abide by state and federal laws, and exercise good judgment when interacting with students both within and outside the educational setting. To ensure employees fulfill their obligation to ensure the safety of all students and contribute to a positive school climate, employees shall not engage in unlawful or inappropriate interactions with students and must avoid boundary-blurring behaviors that undermine trust in the adult-student relationship.

Any reports of employee misconduct shall be promptly investigated. Any employee who is found to have engaged in inappropriate conduct in violation of law or GPA policy shall be subject to disciplinary action and, in the case of a certificated employee, may be subject to a report to the Commission on Teacher Credentialing. Immediate intervention shall be implemented when necessary to protect student safety or the integrity of the investigation.

# SAFE STORAGE OF FIREARMS

**Reference:** EC 48986, 49392

There have been many news reports of children bringing firearms to school. In many instances, the child obtained the firearm(s) from home. These incidents can be easily prevented by storing firearms in a safe and secure manner, including keeping them locked up when not in use and storing them separately from ammunition.

Parents are responsible for keeping firearms out of the hands of children and should review this notice and evaluate their own personal practices to assure that every member in the family is in compliance with California law.

- With very limited exceptions, California makes a person criminally liable for keeping any firearm, loaded or unloaded, within any premises that are under their custody and control where that person knows or reasonably should know that a child is likely to gain access to the firearm without the permission of the child's parent, and the child obtains access to the firearm and thereby (1) causes death or injury to the child or any other person; (2) carries the firearm off the premises or to a public place, including to any preschool or school grades kindergarten through twelfth grade, or to any school-sponsored event, activity, or performance; or (3) unlawfully brandishes the firearm to others. (*Note:* The criminal penalty may be significantly greater if someone dies or suffers great bodily injury as a result of the child gaining access to the firearm.)
- With very limited exceptions, California also makes it a crime for a person to negligently store or leave any firearm, loaded or unloaded, on their premises in a location where the person knows or reasonably should know that a child is likely to gain access to it without the permission of the child's parent, unless reasonable action is taken to secure the firearm against access by the child, even where a minor never actually accesses the firearm.
- In addition to potential fines and terms of imprisonment, as of January 1, 2020, a gun owner found criminally liable under these California laws faces prohibitions from possessing, controlling, owning, receiving, or purchasing a firearm for 10 years.
- A parent may also be civilly liable for damages resulting from the discharge of a firearm by that person's child or ward.
- The county or city where the parent resides may have additional restrictions regarding the safe storage of firearms.

The easiest and safest way to comply with the law is to keep firearms in a locked container or secured with a locking device that renders the firearm inoperable.

*\*The CSSP publicly posted in full for security reasons, parents and guardians have the right to request information about the plan and may review non-confidential portions at the school.*

## **ACCESS BY MILITARY RECRUITERS**

***Reference:*** 20 USC 7908

Federal law requires that GPA provides military recruiters access to secondary school students' names, addresses and telephone listings upon request by the military recruiters. A student or parent may request that this information not be released to military recruiters without prior written consent. Such requests must be submitted in writing to your child's grade level school counselor.

## **ACCESS TO STUDENT RECORDS**

***Reference:*** 34 CFR 99.7, 99.37

Access means personal inspection and review, request and receipt, and oral description or communication of any record. A log is maintained in each student's record which lists all persons, agencies, or organizations that have requested or received information from the records and the legitimate educational interest of the requester. The log is only accessible to the parent, a student who is age 16 years or older or who has completed the 10th grade, the custodian of records, and certain state and federal officials.

School officials and employees with legitimate educational interests may access student records without parental consent as long as access to such records is required to fulfill their duties and responsibilities, whether routine in nature or as a result of special circumstances (*e.g.*, working with the student, compiling and analyzing student data, connecting a student to education programs or services). School officials and employees also include contractors, consultants, volunteers, or other parties to whom GPA has outsourced its functions and who perform services for which GPA would otherwise use employees. Upon request from officials of another school, school system, or postsecondary institution in which a student seeks or intends to enroll or is already enrolled, GPA is authorized to disclose educational records without parental consent as long as the disclosure is for purposes related to the student's enrollment or transfer.

A student's citizenship status, immigration status, place of birth, or any other information indicating national origin will not be released without parental consent or a court order.

Parents have the right to:

1. Inspect and review the student's educational record maintained by the school
2. Request that a school correct records which they believe to be inaccurate, misleading, or otherwise in violation of the student's privacy rights (*see notification on "Challenging Student Records"*)
3. Consent to disclosures of personally identifiable information contained in the student's records, except to the extent that state and federal laws authorize disclosure without consent, and request a copy of the records that were disclosed
4. File a complaint with the United States Department of Education concerning an alleged failure by GPA to comply with the provisions of the United States Family Educational Rights and Privacy Act (FERPA) by writing to: Student Privacy Policy Office, U.S. Department of Education, 400 Maryland Ave., SW, Washington, D.C. 20202-4605

When a student turns 18 years of age, all rights regarding student records are transferred from the parent to the student. If the adult student is still claimed by the parent as a dependent for tax purposes, the parent may still access the student's records. Although noncustodial parents are not afforded the rights described above, they have the right to access their student's education records unless that right of access has been limited through a court order.

When prior written consent from a parent is required by law, the parent must provide a written, signed, and dated consent before GPA discloses the student record. Such consent may be given through electronic means in those cases where it can be authenticated. The parent must specify the records that may be disclosed, state the purpose of the disclosure, and identify the party or class of parties to whom the disclosure may be made. Upon request by the parent, GPA will provide the parent a copy of the records disclosed. The written request to access or disclose a student's records must be submitted in written form to the GPA registrar who will, in turn, have five business days from the day of receipt of the request to fulfill the request during regular school hours. Qualified certificated personnel are available to interpret records when requested. Reasonable measures will be taken to prevent the alteration, damage, or loss of records during inspection.

## **CAL GRANT PROGRAM**

***Reference:*** EC 69432.9

A Cal Grant is a California-specific financial aid allocation that does not have to be paid back. To qualify, a student must meet the eligibility and financial requirements as well as any minimum grade point average (GPA) requirements. Cal Grants can be used at any University of California, California State University or California Community College. Some independent and career colleges or technical schools in California also take Cal Grants.

Cal Grant applicants must apply using the FAFSA or CA Dream Act Application by the deadline and meet all eligibility, financial, and minimum GPA requirements of either program. To assist students with the application, all students in grade 12 are automatically considered a Cal Grant applicant and each grade 12 student's GPA will be submitted by the October 1 deadline to the California Student Aid Commission (CASC) electronically by either the school or GPA. A student, or the parent of a student under 18 years of age, may complete a form to indicate that they do not wish for the school to electronically send CASC the student's GPA. Until a student turns 18 years of age, only the parent may opt-out the student. Once a student turns 18 years of age, only the student may opt themselves out, and can opt in if the parent had previously decided to opt-out the student. Notification regarding CASC and the opportunity to opt out of being automatically deemed a Cal Grant applicant will be provided to all students and their parents by January 1 of the students' 11th grade year.

## **PROTECTION OF PUPIL RIGHTS AMENDMENT**

***Reference:*** 20 USC 1232h

The Protection of Pupil Rights Amendment (PPRA) affords parents of elementary and secondary students certain rights regarding the conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include, but are not limited to, the right to:

- Consent before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)–
  1. Political affiliations or beliefs of the student or student's parent;
  2. Mental or psychological problems of the student or student's family;

3. Sex behavior or attitudes;
  4. Illegal, anti-social, self-incriminating, or demeaning behavior;
  5. Critical appraisals of others with whom respondents have close family relationships;
  6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
  7. Religious practices, affiliations, or beliefs of the student or student's parent; or
  8. Income, other than as required by law to determine program eligibility.
- Receive notice and an opportunity to opt a student out of –
    1. Any other protected information survey, regardless of funding;
    2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
    3. Activities involving collection, disclosure, or use of personal information collected from students for marketing or to sell or otherwise distribute the information to others. (This does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions.)
  - Inspect, upon request and before administration or use –
    1. Protected information surveys of students and surveys created by a third party;
    2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
    3. Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

GPA has developed and adopted policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. GPA will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. GPA will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt their child out of participation of the specific activity or survey. GPA will make this notification to parents at the beginning of the school year if GPA has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this direct notification requirement:

- Collection, disclosure, or use of personal information collected from students for marketing, sales, or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with: Student Privacy Policy Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202

## **ANTI-BULLYING AND HARRASSMENT POLICY**

***Reference:*** Education Code (EC) § 234.6

[Student Interaction Policy](#)

EC § 234.6 requires California schools to actively protect students from discrimination, harassment, intimidation, and bullying, especially on the basis of protected characteristics such as race, ethnicity, nationality, religion, disability, gender, gender identity, gender expression, sexual orientation, or association with someone who has one of these characteristics.

The law requires schools to:

- Adopt and publicize policies that prohibit discrimination, harassment, intimidation, and bullying.
- Post notices of these policies on the school's website.
- Provide clear complaint procedures, including how students and families can report incidents.
- Designate a staff member responsible for handling complaints and ensuring compliance.
- Ensure students know their rights and that schools respond promptly and appropriately to complaints.

The purpose of EC § 234.6 is to ensure that all students feel safe, supported, and able to learn in a school environment free from discrimination and harassment.

## **SCHOOL ACCOUNTABILITY REPORT CARD ACCESS**

**Reference:** Education Code §§ 33126 and 35256.

### [SARC](#)

California law requires every public school to prepare and make available a **School Accountability Report Card (SARC)** each year. The SARC provides parents and the public with important information about a school, including student achievement, school climate, teacher qualifications, instructional materials, and fiscal data.

Parents and guardians may access the SARC in the following ways:

- **Online**, through the school's website or the California Department of Education (CDE) SARC web page
- **By request**, in hard copy at the school office at no cost or by directions on how to obtain the report online

Schools are required to notify parents annually of the availability of the SARC and how to access it.

## **COMPREHENSIVE SCHOOL SAFETY PLAN**

**Reference:** Education Code §§ 32280–32289

California law requires every public school to develop, maintain, and annually review a **Comprehensive School Safety Plan (CSSP)**. The plan is designed to create and maintain a safe and orderly learning environment and includes procedures for emergencies and disasters, strategies for preventing violence and bullying, school discipline policies, and coordination with local law enforcement and emergency responders.

The Comprehensive School Safety Plan must be developed with input from school staff, parents, and community members, approved by the school's governing body, and kept on file at the school site. While the plan itself is not publicly posted in full for security reasons, parents and guardians have the right to request information about the plan and may review non-confidential portions at the school.

## **TOBACCO-FREE & DRUG-FREE SCHOOL POLICY**

**Reference:** Education Codes §§ 48901, 48901.5, 48900(c), 48900(d)

California law requires public schools to maintain a Tobacco-Free and Drug-Free School environment to protect student health, safety, and well-being.

### **Tobacco, Vaping, and Nicotine**

All California public school campuses and school-related activities are required to be tobacco-free. This includes the use of cigarettes, cigars, smokeless tobacco, electronic cigarettes, vaping devices, and all nicotine-containing products. The prohibition applies to students, staff, parents, and visitors at all times, including during school hours and at school-sponsored events.

### **Alcohol and Other Controlled Substances**

California schools are also required to prohibit the possession, use, distribution, or being under the influence of alcohol, marijuana, and other controlled substances on school property, on school buses, and during school-sponsored activities. Schools must enforce disciplinary procedures and provide education and prevention efforts to address substance use and abuse.

These policies are intended to ensure a safe, healthy, and drug-free learning environment for all students.

## **ATTENDANCE AND TRUANCY NOTIFICATION**

**Reference:** Education Code §§ 48200–48208, §§ 48260–48273

[Letter to Parents](#), [Student Handbook](#)

California law requires schools to provide annual notice to parents and guardians regarding compulsory education laws and the consequences of truancy. This notification is intended to ensure that families understand their legal responsibility to ensure regular school attendance and the importance of consistent student participation in instruction.

The notice must explain:

- The ages during which students are legally required to attend school
- What constitutes truancy and chronic absenteeism
- Potential interventions and consequences for unexcused absences, including school-based supports, referrals, and legal actions when applicable
- The role of parents and guardians in supporting regular attendance

Schools are required to document that this information has been provided annually, as failure to do so is a common compliance and audit finding.

## **PARENT AND FAMILY ENGAGEMENT POLICY (TITLE I)**

**Reference:** Education Code § 11500, Every Student Succeeds Act (ESSA), Title I, Section 1116

[GPA Title I, Part A, Parent and Family Engagement Policy](#)

Title I schools are required to develop and implement a Parent and Family Engagement Policy to ensure that parents and family members are actively involved as partners in their child's education. This policy is jointly developed with parents and outlines how the school will support meaningful family engagement.

Parents and family members have the right to:

- **Be involved** in the development, review, and revision of the Parent and Family Engagement Policy and Title I programs
- **Request meetings** to discuss their child's education, academic progress, and school programs
- **Access the** which describes shared responsibilities of the school, parents, and students in supporting academic achievement

Schools must distribute the Parent and Family Engagement Policy annually, inform parents of their rights, and make the policy available upon request.

## **IMMIGRATION RELATED PROTECTIONS (AB699)**

**Reference:** Education Codes § 234.7, 234.8, 48985.5

[Know Your Rights, AG Model Policies](#)

California law provides strong protections to ensure that all students, regardless of immigration status, have equal access to a safe and supportive public education. Under Assembly Bill 699 (AB 699), schools must protect student privacy, limit cooperation with immigration enforcement, and inform families of their rights.

Schools are required to provide annual notice to students and families explaining:

- Students' right to attend school free from discrimination, harassment, intimidation, or bullying based on actual or perceived immigration status
- That schools do not collect or share information about a student's or family's immigration status

- That immigration enforcement is not permitted on school campuses without proper legal documentation
- How schools respond if immigration officials request access to campus or student records

## USE OF PESTICIDES

**Reference:** Education Code §§ 17610–17612 (Healthy Schools Act of 2000)

California law requires schools that use pesticides on campus to provide annual notification to parents, guardians, and staff about pesticide use and related health protections. This requirement is intended to ensure transparency and allow families to make informed decisions regarding their child’s school environment.

Schools must:

- Provide annual written notice informing parents and staff that pesticides may be used on school grounds
- Inform parents and guardians of their right to be notified in advance of specific pesticide applications
- Allow parents and staff to register to receive prior notification before pesticides are applied, except in emergency situations
- Post warning signs when pesticides are applied, in accordance with state regulations

These requirements apply if the school uses pesticides and are closely reviewed during compliance and facilities audits. At this time, GPA does not use pesticides in any form on campus.