



עטרת בנות איטא
ATERES BNOS ITA

Parent-Student Handbook
2026-2027

Welcome Message to Students

Dear Students,

It is our pleasure and honor to welcome you to Ateres Bnos Ita, Las Vegas' High School for Girls. You are part of a very special group of girls who are setting the tone and traditions for girls' Chinuch in Las Vegas for many years to come.

Ateres Bnos Ita is dedicated to providing you with an excellent and unique educational experience that will prepare you for the pursuit of higher education in reputable and acclaimed Seminaries and Universities. After four years, you will be given the tools to navigate being Bas Yisroel and Torah Jew in a secular society by developing your *Middos* (personal character), personal growth, commitment to learning and to your communities.

Students are each given individualized attention and are nurtured and encouraged to reach their fullest potential in three crucial areas: character, spirituality, and academics. With our dual curriculum, students are challenged in both Judaic studies and secular studies, while meeting the needs of students on various academic levels so that each student will see success at their own level. In addition to the academic program, Ateres Bnos Ita offers a strong extracurricular program to help our students cultivate their talents and self-esteem, and work together to teach the values of teamwork and respecting others.

One of the hallmarks of Ateres Bnos Ita is the great personal attention and care that each student receives. Our goal is to look at each student as an individual and assist each girl in understanding and reaching personal, academic, and spiritual success. We recognize each individual's uniqueness and strive to help each one of you meet your needs and overcome your challenges so you will be able to graduate and move on in life as a healthy, happy, functioning member of society prepared to contribute to your families, workplaces, and communities.

Welcome and thank you for choosing Ateres Bnos Ita.

Rabbi Chesky Schwartz

Dean

Mrs. Sarah Schwartz

Principal

Welcome Message to Parents

Dear Parents,

You are entrusting us with your most prized possessions, your daughters. They are the future of Klal Yisroel and we are honored that you have entrusted your daughters to us in partnership for this great responsibility.

Our academic goals for your daughter are:

- To receive a well-rounded Torah and Secular education
- To develop a love of learning
- To be able to think critically and analytically and to learn skills for life
- To believe that continual Torah learning and following Mitzvos allow us to connect to Hashem, help us grow and become successful in life
- To receive the tools necessary to graduate and pursue a higher education in any program

Our personal goals for each student are:

- To instill in each student a sense of self-confidence and self-respect, to see that they are each a *Tzelem Elokim*
- To help each student build a relationship with Hashem and understand her role and contribution to *Klal Yisrael*
- To teach each student to love and respect their peers and become a caring and empathetic human being
- To become a leader of one's self and one's community and take responsibility and ownership of one's actions and decisions

In order to achieve these goals and allow our students, your daughters, to grow into committed, *mentchlach*, and academically and personally successful young adults we need your support and partnership. Please encourage your daughters to adhere to the rules and policies of the school. Please encourage them to try to succeed. Please encourage them to grow into their own successful selves. Remember, growth is not instantaneous but a process that takes time, love, and nurturing.

If you ever have any questions or concerns, please do not hesitate to bring them to our attention. However, in order to create a successful learning environment for our students, we ask that any frustrations or concerns you

have be addressed directly to the administration and not be discussed in front of students or community members.

We look forward to your partnership. Wishing you endless *nachas* from your daughters!

Rabbi Chesky Schwartz

Dean

Mrs. Sarah Schwartz

Principal

Mission Statement

Ateres Bnos Ita's mission is to provide our students with an excellent Judaic and Secular preparatory education that inspires our students to focus on personal growth, pursue higher education and be leaders within their communities, all while being committed to a life built on Torah values.

Purpose of This Handbook

The only way to ensure a successful education is by creating a strong partnership between parents and the school - administration and teachers alike. In order to provide clarity on school policies and ensure that everyone is on the same page, this Parent-Student Handbook provides parents and students with information regarding policies, rules, and procedures that will be upheld in the school. As parents and students of Ateres Bnos Ita, you become a member of the school's community and are expected to uphold these guidelines in order to create a cohesive, positive, and productive learning environment. Our goal is to create a positive, rich, exciting atmosphere where our students will grow and flourish in their education and personal growth.

General School Policies

SCHOOL HOURS

Regular attendance is vital to a student's academic success. Classes are held five days a week, Monday through Friday, according to the schedule below:

Monday - Thursday	8:00 AM - 4:35 PM
Friday	8:00 AM - 1:30 PM
	Start of school until Sukkos/After Pesach until end of year
	8:00 AM - 1:00 PM - Sukkos until Pesach

Students are expected to attend school for the full day. On occasion, schedule changes will occur for programs, study days or extracurricular activities. These activities are considered part of the students' regular attendance requirements. If a student misses one of these events, such as Shabbaton or Chagigah, it will be considered a double absence.

ATTENDANCE

On-time and daily attendance are key components of a sound education. Parents should insist on regular school attendance. A student will only be excused from an absence and allowed to make up missed work and assessments if a note is provided from home or a doctor's office with a legitimate reason. These notes must be given in to the administrative office on the day the student returns to school and will only be accepted up to one week after her return. However, should a student miss 15% or some of the amount of time a course meets per semester, the student will fail that course, this includes both excused and unexcused absences, unless under extenuating circumstances. Extenuating circumstances need to be discussed with the administration. Students who have frequent absences, constant and without administrative approval will be at risk of being dismissed from the school.

Absence from school to study for a test or to do work is considered a cut and counts as a double absence. A cut is a serious violation of school policy.

Arrivals after 9:30 AM are not allowed unless the student had an early morning doctor appointment or was feeling extremely ill that morning and received prior administrative approval on that particular morning. Any other extenuating circumstances, including family simchos, require prior administrative approval. To receive approval, a parent should contact the administrative office (office@atereslv.org) and request permission from the Principal for her daughter to be allowed into school at a later time. Please be sure to send the proper documentation upon arrival in order for the absence to be excused.

Students who consistently arrive after 9:30 will no longer be able to use that time allowance.

If a student has an afternoon appointment, she should come to school with a note from a parent and **must request permission from the administration before leaving the school building. A parent must also sign her out in the office before leaving.** If a student leaves the building without permission, it will be considered a cut, and **the student will be at risk of being suspended.** Parents must make every effort to plan medical and dental appointments for their daughters, not during school hours. In the event of extenuating medical circumstances, please contact the Principal to discuss managing the student's medical absences responsibly. Students who are planning on taking drivers ed or driving tests should be sure to schedule it during non-school hours.

Student's attendance can be monitored via our online platform and instructions will be forthcoming on how to set up attendance alerts. Please take all necessary steps to ensure that attendance is not an obstacle for students in the upcoming year. Any concerns can be discussed with the Principal.

PLANNED ABSENCES AND MISSED WORK

Should a family Simcha or unexpected trip arise which requires extended time away from school, parents must contact the Principal well in advance and must receive administrative permission. **This will be the only way students will be allowed to make up any missed work. If the school has not received prior notification, the absence will be unexcused, and the student will not be able to make up work.** Regardless, the student must bring in a note upon the day of their return.

A student who misses an exam as a result of an excused or planned absence is expected to take the examination upon returning to school unless arrangements have been made beforehand with the teacher and approved by the administration. It is the student's responsibility to check with her teachers and on the Student Portal upon her return and make up any missed work.

LATE WORK

Late work will only be accepted up to one week after the due date. Students will immediately be given a zero in Jupiter when an assignment is not turned in on the due date. After one week has passed, the zero in the gradebook cannot be updated.

TARDY POLICY

All students are expected to be in class at the start of class prepared and ready to learn. Three unexcused tardies in a single course count as one unexcused absence. **Students who are more than ten minutes late will be allowed into class but will be marked as Tardy Absent.**

CARPOOLS

Students that are part of a carpool, especially students coming in from Henderson, should please be sure that the carpool arrives by 7:45 AM. School begins exactly at 8:00 AM and timing should be planned accordingly. All students who arrive late because of carpool will be considered unexcused barring extenuating circumstances. For Henderson families, in the event of extenuating circumstances, parents should contact the Principal as soon as possible to let the office know how their daughters are getting to school.

STUDENT DRIVER POLICY

Students may only drive to school with a valid license, insurance, and the following agreement signed by both a parent/guardian, the student, and the administration. Student drivers must arrive at school on time at 8 am.

Student drivers who are late to school more than three times will have their driving privileges revoked.

Keys must be turned in to the front office upon arrival at school and will be returned at the end of the day.

Students may only park in the lot on the Hillshire Drive side of the parking lot to ensure adequate parking for other tenants. Students may not drive at any point during the school day, including during lunch breaks.

Any student driver who leaves early for an appointment may only do so with prior parental notification.

Students who are part of the carpool may not leave early with the driver. Students may only drive to or from school with a Student Driver with prior written permission from a parent or guardian. Students must leave their cars locked at all times. Ateres Bnos Ita is not liable for any theft or damage that may take place on school grounds.

LEAVING EARLY

Students may not leave school before 4:35 PM without parental and administrative permission. If students have an appointment where it's necessary to leave early, **parents must come to the front desk and sign their daughter out.** Upon her return, students must provide a note to be allowed back into class. A student will be at risk of suspension if she leaves campus without following these guidelines.

FOOD ON CAMPUS

All food brought onto campus must be under reliable Kosher certification and be Cholel Yisroel. Only food cooked at the home of a Mechaneches may be served at a school function.

FOOD DELIVERY SERVICES

In order to create a safe, non-pressured environment for all students, to maintain a standard of expectations, and relieve parents of additional financial burdens, students may not use food delivery services (i.e. UberEats, Postmates, GrubHub, direct restaurant delivery services) during school hours. For special occasions, such as class parties, prior permission must be granted from the Administration before orders can be made.

VISITORS ON GROUNDS

All visitors must check-in at the front desk, only after being admitted by a member of the staff. It is expected that all visitors on campus will comply with the school dress code and act with proper decorum on campus.

OFF-CAMPUS

Due to safety and security issues, all students must remain on campus at all times unless given permission by an administrator. The school is legally liable for students' well-being during the school day. Violations will result in either detention or suspension, based on the severity of the violation. Any time a student leaves campus before the end of the school day, she must be signed out by a parent from the office before leaving and sign back in upon her return.

Students will be permitted to either walk around the grounds where permitted or leave to the nearby park during lunch breaks, based on the level of permission granted, only if they have submitted the Off-Campus permission slip signed by their parents at the beginning of the year. Students who return late to school due to being off-campus will result in a loss of privileges.

First Offense - Student will be given a warning, must get a note from the administration, and will be marked tardy for class.

Second Offense - Students will lose off-campus privileges for a week and parents will be notified.

Third Offense - Students' off-campus privileges will be revoked for the duration of the semester and incident will be logged.

During midterms and finals week, students are permitted to leave campus in between exams. Parents must inform the front office if they do not wish to allow their daughter to leave campus.

Parents may not take their daughter out during Off-Campus Lunch Time without signing their daughter out at the front desk, which will be considered as though she was picked up and no longer in school. Parents may not take out any other student whom they are not the legal guardians of.

Technology

Ateres Bnos Ita provides a variety of technology resources (e.g., hardware, software, Internet access, email) to support and enhance students' learning. We are committed to using technology in a way that reflects our school's Torah values, maintains student safety, and supports academic growth.

We recognize the power of technology to open up opportunities for learning and creativity—but we are also acutely aware of the risks it poses when not used properly. Therefore, we have updated our technology policy to reflect both the needs of our students and the input of parents, educators, and digital safety experts.

SCHOOL NETWORK & FILTERING

Ateres Bnos Ita provides Wi-Fi that operates on a whitelist-based filtering system, allowing access only to a curated list of approved educational websites during school hours.

At home, it is the responsibility of each family to ensure that proper Internet filtering is in place. Even innocent searches can expose students to spiritually, emotionally, or psychologically harmful content. The Internet can quickly lead to material that is addictive, distracting, or inconsistent with Torah values. Unfiltered access may expose students to:

- Inappropriate or explicit content
- Harmful social media or cultural influences
- Cyberbullying or online predators

- Academic distractions

For help setting up effective home filters, families are encouraged to contact:

- **Summerlin TAG Office:** lasvegas@tag.org
- **Henderson TAG Office:** newOffice495122538@gmail.com

LAPTOP USE IN SCHOOL

Laptops are optional but recommended for students who would benefit from using them for school-related work. Laptops may only be used when specifically requested by a teacher and must be used either in a classroom where a teacher is present and able to view the screen or in a designated supervised public area. Laptops are not permitted during morning or afternoon breaks. During lunch, they may only be used in an assigned supervised classroom and solely for schoolwork. Any use of a laptop outside of approved times or locations will result in the device being confiscated and returned only after a parent meeting. Additionally, students may not use their laptops in school until the Internet Responsibility Contract is signed by both the student and a parent and submitted to the school.

RESPONSIBLE USE & DIGITAL ETHICS

Respect & Integrity

- All digital communication (email, chat, shared documents, etc.) must reflect respectful and appropriate language.
- Cyberbullying or offensive communication will not be tolerated and may result in disciplinary action.

Academic Honesty

- All work must be original or properly cited.
- Plagiarism, including improper use of online sources, will result in academic consequences.
- Students must follow copyright laws and use only materials they are permitted to access.

AI Usage

- Students may use AI tools (e.g., study assistants, writing aids) only when permitted by the teacher.
- AI is a tool—not a replacement for a student’s own thinking and effort.
- Assignments must reflect the student’s understanding and personal engagement.
- Misuse of AI (e.g., submitting AI-generated work without meaningful contribution) will be treated as academic dishonesty.
- Teachers may use AI-detection and plagiarism tools to verify student submissions.

Security & Privacy

- Students must not access others’ accounts or private information.
- Passwords must be kept private.

- Students may not share personal information (e.g., full name, address, phone number) online.
- Tampering with device settings, installing unauthorized software, or attempting to bypass filters is prohibited.

Administrative Oversight

- All activity on school-monitored platforms (e.g., email, Google Classroom, JupiterEd) may be reviewed by administration.
- Students must cooperate fully with any school request to inspect digital content.

EMAIL & GOOGLE APPS

Ateres Bnos Ita uses Google Workspace for Education, which includes email, calendar, document sharing, and more. These tools are accessible from any device and prepare students for future academic and professional environments.

- School email may only be used for school-related communication and projects.
- Inappropriate or excessive use of school email between students may result in loss of email privileges.
- Google Workspace has privacy protections in place, and more details are available at:
<https://www.google.com/edu/products/productivity-tools/>

ONGOING DIGITAL LITERACY AND SAFETY EDUCATION

Throughout the year, students will receive instruction on:

- Cyber-safety and digital citizenship
- Avoiding plagiarism and maintaining academic integrity
- Responsible use of technology
- Email, portals, typing, and general tech support

Additional guidance is available for students needing individualized support.

A SHARED RESPONSIBILITY

The school's goal is to create a safe, focused, and spiritually uplifting environment—in the classroom and in the digital world. While we know that no policy can fit every situation perfectly, this updated approach reflects extensive community input and thoughtful planning.

This policy will be revisited regularly throughout the year, and we welcome constructive feedback from parents and students to ensure it continues to meet the needs of our school community.

Communication

Ateres Bnos Ita provides a number of ways for parents and students to communicate with our teachers and administration.

EMAIL

Email is always the most efficient way to contact a teacher and/or administrator. All school emails will be provided at the beginning of the school year and will be posted on our website as well.

Ateres Bnos Ita uses Gmail from the Google Apps suite. All team members at the school use this system. Students will receive training using Gmail accounts, along with other tools offered. Students are expected to check their email on a daily basis. All correspondence between students and teachers must take place through the school's email server and not through personal email addresses.

STUDENT PORTAL

Ateres Bnos Ita uses the online student portal JupiterEd. Students and parents will be provided with a login at the beginning of the year. Through this platform, students and parents will be able to monitor grades and progress, monitor attendance, and communicate with teachers and administration. If you need help setting up your account, please contact the school.

PARENT-TEACHER CONFERENCES

Parent-Teacher conferences are scheduled once during the school year. All parents are encouraged to take advantage of this opportunity, as it is a unique opportunity to meet and talk with your daughter's teachers.

You will also receive either a phone call or meeting request from the principal at the beginning and end of each school year to discuss your daughter's progress.

You can also arrange a conference with any specific teacher or the principal at any time by calling the school office. If you would like to talk with the principal or teachers about a problem or concern, please do not hesitate to call the office to schedule a phone call or an in-person conference. If you wish to speak to the teacher directly, please let the office know so that the teacher can call you.

PARENT CONTACT INFORMATION

All parents should make sure the office has a reliable phone number to reach them during school hours. Should a phone number or address change, parents should notify the office immediately. For safety purposes, we must contact parents when a student is absent without notification. When parents go away on a trip, it is very important that the administration knows ahead of time and has a local emergency contact who is easily accessible during emergencies.

CELL PHONE POLICY

Technology today can be a very useful tool but can also be very detrimental. Many studies have shown the dangers and negative effects of cell phones and media, especially for teenagers. While cell phones are strongly discouraged, we understand that a time may arise when parents feel it is necessary for their daughter to have one. Should the event arise, we strongly encourage students to only get cell phones with basic functions like calling and texting. If parents feel strongly about their daughter getting a smartphone, it is strongly recommended that students have some form of a filter on their phone. If parents need help figuring out what device is appropriate for their daughter, please contact the administration for assistance.

Ateres Bnos Ita's policy is to limit the use of cellular phones or any electronic signaling devices by students on campus during normal school hours.

Upon arrival at school, students must turn their phones off or on silent and deposit their cell phones and airpods to the front office. If a cell phone is not put on silent, it will be placed in a secure location and will need to be retrieved at the end of the day. Cell phones that are not handed in by 8 am will be confiscated.

No student should be using her phone during any part of the school day or location in the building.

The first violation will result in the loss of phone for the day and will need to be retrieved by a parent.

A second offense will result in documentation and confiscation of the cell phone for a longer period of time.

A third offense will put the student at risk of suspension and the phone will be confiscated for an extended period of time.

Any iPod, airpods, or other electronic devices seen in the possession of a student during school hours will be confiscated and returned only upon administrative approval. Devices should not be distracting to the educational program in any way.

Please note that smartwatches are not allowed in school.

The school reserves the right to change this policy at any time. Ateres Bnos Ita is not responsible for lost or stolen cellular phones or other personal items of value such as iPods, iPads, Smart Watches, MP3 Players, cameras, electronic games, CD players, laptops, etc.

MESSAGES TO STUDENTS

Personal messages to students, such as carpool changes, appointments, etc, should be communicated directly to a student's cell phone. For any students that do not own cell phones, parents may email the office with the student's name in the subject and the message will be passed along during a break. However, the school strongly requests that parents use discretion when sending messages and only send those that are of utmost importance.

The school will not pull a student out of class unless it's an absolute emergency.

GUEST VISITORS

Students are discouraged from bringing outside guests to school to spend the day, as it is a disruption to the learning process. If a student feels that it is important to have a visitor in school, the visitor may only come with prior approval from the administration.

Academics

Ateres Bnos Ita offers a broad, rigorous program that will enable our students to be prepared for higher education. Our administration and teachers will be available to guide students through the courses that will be most suitable for them. Course changes can only be made with a teacher's advisement and permission from the administration.

GRADUATION REQUIREMENTS

Students must pass all courses to be eligible for graduation. In addition, please note the following:

1. In order to graduate, all courses must be passed with a "D" or higher
2. Students who receive an "F" in any core subject must repeat the course or make up the equivalent units in a school-approved course before matriculating into the next year.
3. All students are required to participate in 10 hours of *Chessed* outside of school per semester.

Judaic Studies			General Studies	
Courses	Requirements		Courses	Requirements
Chumash	4 years		English	4 years
Navi	4 years		Math	4 years
Halacha	4 years		Science	3 years
Mussar and Machshava	4 years		Social Studies/History	4 years
K'suvim	1 year		Hebrew Language	3 years
Jewish History	1 year		Physical Education	2 years
			Health	1 year

GRADES AND REPORT CARDS

Grades

Ateres Bnos Ita will be using a web-based grading system to allow students and parents to check grades, attendance, and homework online at any time. We are still in the process of looking into the best program for our needs and will send out further information once that is in place.

Report Cards

The school year consists of two semesters. Quarterly reports will be sent out to update parents and students on a student's progress. Letter grades are used on all Quarterly and Semester Grade Reports,

Grading will be on the following scale:

A+	100-97%
A	96-93%
A-	92-90%
B+	89-88%
B	87-83%
B-	82-80%
C+	79-78%
C	77-73%
C-	72-70%
D+	69-68%
D	67-63%
D-	62-60%
F	below 60%

Teachers will keep parents informed if students are at risk of failing or are failing the class or if there are any major changes in the student's performance in class. Extra credit will not be given to students at the end of the grading period to boost a student's grade. Students need to be mindful that they are putting in consistent effort throughout the semester so that they will pass each course.

Quarterly grades are not part of a permanent record. They are only progress reports to track how a student is doing up until that point in time. Semester report cards are given out in January and June and are part of a student's permanent record. These grades are cumulative and are reviewed by colleges during the admissions process.

TEST SCHEDULE/POLICIES

The goal at Ateres Bnos Ita is to provide our students with a rigorous and challenging curriculum but without overburdening them. Core classes that meet regularly throughout the week should not schedule tests or quizzes on Friday, unless necessary. Testing is limited to no more than two tests a day and no more than five tests per week. Students will have no more than three tests or quizzes in one day. A quiz is considered an assessment that requires no more than 10 to 15 minutes to study and only takes between 5-15 minutes to take. All other exams will be posted on the school test calendar.

Students who miss an exam due to an excused absence are expected to take the exam immediately upon returning to school. In extenuating circumstances, such as an extended absence due to illness, students should contact the teacher directly to be given an extension. All exams must be made up within one week of returning

to school. If a student misses an exam due to an unexcused absence, she will automatically receive a “0” for that exam.

In all circumstances, it is the student’s responsibility to arrange for make-up exams or completion of any missing work.

MIDTERMS AND FINALS

Midterms and Final take place at the end of the first and second semesters. During this time regularly scheduled classes will not meet. Each exam will be two hours long to provide students sufficient time to complete the exam and to ensure that the tests are comprehensive and provide a sufficient overview of the material covered. These exams count for 10-25% of a student’s semester grade. The percentage will be determined by each teacher and stated clearly in their course syllabus.

Students are required to take their final exams on the scheduled day and time. Please note that makeup exams are only given if a student is sick (with a doctor’s note) or received administrative approval with a compelling reason. All make-up exams will be given at a designated time. Students who miss the set make-up time will not receive another opportunity to make up the exam.

Attendance for Davening during finals is mandatory. Students who are more than five minutes late to Davening on finals days will lose points on their exam. School uniforms must be worn the week of finals.

Student Life

STUDENT STORAGE

Students will be provided with storage space to keep their books and supplies. To ensure the safety of our students and the decorum of the school, students should utilize their provided storage spaces and not leave their backpacks lying around the building.

TEXTBOOKS

Students will be provided with a booklist at the start of the school year. Textbooks will be provided by the school on loan for the duration of the school year. Textbooks should be treated properly and not destroyed or defaced in any way. Students should write their names in the front of their textbooks and keep them in their lockers for access. Ateres Bnos Ita cannot replace lost textbooks; that is the responsibility of the student and her parents. Books left unattended for an extended period will be stored away, and students will need to pay a fee to get them back.

MEDICATIONS

To ensure the safety of our students, medication of any kind will not be dispensed without written permission from parents. Medications must be in their original container and marked with the student’s name. Students’

medical forms should be updated with any relevant information. In addition, over-the-counter medications like Advil or Tylenol will not be dispensed without written parental consent.

EXTRA-CURRICULAR ACTIVITIES

One of the key components of a successful high school experience is the extracurricular program. Therefore, we strongly encourage all students to participate in these activities. These programs and activities are vital to the development of our students' leadership skills and talents and endless amounts of time and effort go into each program. Every student is expected to attend school events.

MERIT PROGRAM

The refinement, respect, and dignity that students display can greatly affect their academic success in a positive manner and can have a ripple effect on their peers.

When a student acts with decorum and self-control, in and out of school, she sends positive messages about who she is and what her goals are. Students are expected to behave as *Bnos Yisroel* and act with regard to the authority of the administration, *Rebbeim*, teachers, and staff. Students are also required to respect school property and their peers.

Students will receive points based on staff input and based on student logs. Exemplary behavior (i.e. excellent display of Middos, going above and beyond to help another, acting with integrity, etc.) will be noted and points awarded. Behaviors that are not in line with school expectations (i.e. disrespect towards teachers or peers, dress code violations, cutting or sleeping in class, disruptions, etc) will result in a loss of points. Additional action may be taken at the discretion of the administration, depending on the severity of the violation.

SCHOOL DECORUM

Students of Ateres Bnos Ita must conduct themselves with dignity at all times during the school day. Therefore, students should be mindful of their actions throughout the day. Every student has the right to learn in a clean and welcoming environment; therefore, students should be mindful of their cleanliness and how they treat the school building.

The school building should be treated with proper respect. Littering will not be tolerated anywhere in the school building - classrooms, hallways, common areas, outside the building, etc. Students may not deface any property, which includes, but is not limited to, desks and personal storage spaces. These items are on loan. If such an incident occurs, the administration reserves the right to take disciplinary action. Parents are financially responsible for any damage to school property.

Hallways must remain clear, and lunch bags and backpacks should be placed in designated locations. Clothing or containers left lying around will be placed in the lost and found, which will be emptied monthly. Books and binders left lying around at the end of the day will be confiscated.

Eating and drinking will not be allowed in classrooms, with the exception of sealed water bottles. The only other exception to this rule is if the teacher is running an event in the class. Chewing gum is never permitted in school.

CLASS PREPAREDNESS

All students are expected to come to class on time, prepared, and ready to learn. Students who do not come with the required material before class will be marked tardy. If this becomes a recurring incident then the administration and parents will be notified so that an action plan can be made with the student.

DISCIPLINE

Teachers reserve the right to set up their own rules in the classroom. Minor infractions in the classroom will be handled by the teacher, including student-teacher infractions or student-student infractions. Teachers reserve the right to log incidents on a need-to-know basis. Should a situation escalate and administrative involvement is necessary, action will be taken to investigate the circumstances of the infraction and appropriate action will be taken. As noted in this handbook, certain circumstances may call for immediate suspension. For the most part, a warning will be given to the student in hopes that better behavior will follow.

Please know that our biggest goal is to try to work with our students to understand why the misbehavior occurred and work as a team to come up with a solution.

Bullying

Ateres Bnos Ita is committed to providing our students with a safe and positive learning environment. Bullying, intimidation, or harassment of any kind will not be tolerated. We will investigate all formal and informal verbal and written complaints of bullying, including threats made online, through texting or social media. Any student who is found to have bullied, harassed, or intimidated another student will be disciplined appropriately.

Inappropriate Language

Inappropriate language, profanity, offensive or extremely rude remarks are not acceptable in Ateres Bnos Ita and there will be zero tolerance for such offenses.

Disruptive Behavior

Any behavior that distracts and detracts from the learning process or infringes on the ability for others to learn is considered disruptive behavior. Such behavior is not tolerated and will be brought to the attention of the administration.

Interaction with Boys

Ateres Bnos Ita strongly discourages any interactions with boys while in high school. Such interactions inhibit a student's ability to grow as a person and can be damaging to students' emotional well-being. Although it is difficult to administer consequences on specific actions, students who interact with boys on a regular basis are not a good fit for our school and will be asked to leave.

ACADEMIC INTEGRITY

Cheating and Plagiarism

Any form of cheating is unacceptable and is a direct violation of Torah values and *Halacha*. Inappropriate behavior during a quiz or test, such as talking, whispering, glancing at another student's work, or using cheat

sheets. Helping others so that they can achieve a grade not earned on an exam, quiz, paper, or homework assignment is also considered cheating. The infraction will be documented in the student's file and parents will be notified. Students who cheat on an exam will automatically fail the test and are at risk for course failure, suspension, or expulsion. The school has the right to notify any future schools or colleges of instances of cheating.

Students should note that all work must be original. Plagiarism or copying another's words or ideas without citing the source is not allowed.

Dress Code

The way one dresses greatly impacts one's ability to be productive and learn. Our dress code is one of refinement and dignity, allowing each student to feel dignified and a proud and valuable member of our school.

The dress code is strictly enforced and uniform infractions will be addressed. Students with repeat infractions may lose privileges and the ability to take leadership roles. Any student who is in violation of the dress code will not be permitted to enter class until the correction has been made. This may involve being sent home to change and infractions resulting in absences or tardies will be marked as unexcused.

In addition, we respectfully request that any mothers or guests that visit the school building or attend school events respect the school's standards of modesty.

UNIFORMS

Shirts

Shirts should be either Blue or French Blue Oxfords from Lands' End. Students have the option of wearing long-sleeve or ¾-sleeve, as well as the option of loose-fitting or darts in the back. Shirts must cover the elbow, stomach, and collarbone at all times. Only the top shirt button is allowed to be open, even with a shell. Shirts should not be so tight as to make the buttons pull in the front.

In order to cover the collarbone, students have two options: either add a snap between the first and second button or students may wear a black or white shell that covers the collarbone.

Skirts

Skirts may either be Black or Navy, knife-pleated skirts, purchased from Fraylich Uniforms or Engelic Uniform Co. Skirts must be at least three inches below the knee and cover the knees when both sitting and standing. Skirts may also not be so long that they sweep the floors.

Sweatshirts

Only school-approved sweatshirts or plain black, navy or gray sweatshirts may be worn. Sweatshirts may not have any other words, images, or logos. Students may order school zip-ups, sweaters, or crew-neck sweatshirts through Fraylich Uniforms, Engelic Uniform Co. or the Lands' End School Store. Any other sweatshirts will be asked to be removed. A school shirt or collar must be worn under a sweatshirt.

Las Vegas weather can get very warm at times. Therefore, students should plan ahead and dress accordingly. Students who claim they are unable to participate in PE or activities because they are dressed too warmly will be marked with an unexcused absence.

Socks

Students' legs must be covered at all times during school. Students may choose to wear stockings, black, navy, gray, or white knee socks, or black leggings and black socks. However, there may not be a gap between the leggings and socks. This applies for crew socks as well. Pajama pants and sweatpants are not allowed under skirts.

Students who are not in compliance with the school dress code will either be asked to go home and change or will have to borrow a uniform from the office.

If a student borrows a shirt/skirt from the office she must sign it out using the signout sheet in the Principal's office and return it cleaned the next day. If not returned clean, the school will charge the student \$5 a day and will not be able to lend out additional items to the student until the item is returned. Students who are given socks will pay \$3. Socks do not have to be returned.

PERSONAL APPEARANCE

In addition to our uniform rules, students are also asked to follow the following personal appearance guidelines:

1. Hair must be worn in a neat and dignified style. Dyed hair is not acceptable if it does not look similar to the student's natural hair color. If a student is found to be in violation of this rule, she will be asked to re-dye her hair back to its original color, and she may not be allowed back in school until the student complies with the request.
2. No body piercings, other than on the earlobe, are allowed.
3. Light makeup is allowed, but the administration reserves the right to give specific instructions when it deems necessary. Nail polish should only be light pastel or neutral colors. Nails should be trimmed to a professional length that does not impede one's ability to work.

As representatives of the school and as dignified Bnos Yisroel, students are encouraged to follow the laws of *Tznius* outside of school as well. Students are encouraged to be mindful when they are out that their knees, elbows, and collarbones are covered.

ROSH CHODESH & OUT-OF-SCHOOL PROGRAMS

Students are expected to respect the school's dress policies both in school and at out-of-school events. Skirts should cover the knees when both sitting and standing. Shirts should cover the collarbone and elbows, and legs must be covered. Pajama pants and sweatpants are not allowed under skirts at school events.

Rosh Chodesh is a special Yom Tov for women, and students are given the opportunity to celebrate by wearing free dress instead of their uniform.

Students who choose not to wear the uniform must dress in a manner that is dignified and in keeping with the laws of modesty. Clothing should be professional wear or Shabbos clothing. The following guidelines apply:

- No denim
- No oversized sweatshirts
- Clothing should be neat, appropriate, and respectful of the day's significance

Students may choose either to dress in honor of Rosh Chodesh or to wear their regular school uniform. Students wearing the uniform must wear it in its entirety, including the collared shirt.

Ateres Bnos Ita is operated as an exempt school under the provision of NRS 394.211 and as such is exempt from the provisions of the Private Elementary and Secondary Education Authorization Act.

Non-Discriminatory Policy Ateres Bnos Ita admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions, general policies, scholarship and loan programs, and other school-administered programs.