



STUDENT CONDUCT POLICY

General Conduct Policies

Students are expected to conduct themselves within the bounds of acceptable behavior and appearance, as defined in this catalog and judgment of the School Director. Those who do not conduct themselves in this manner may be subject to disciplinary action, up to, and including termination. Violation of civil law will be reported to the appropriate authorities.

Conduct violations on campus that may result in disciplinary action or termination include, but are not limited to:

- Unlawful possession, use, distribution, or attempted unlawful possession, use or distribution, of drugs and/or alcohol.
- Destruction or damage of personal or school property
- Reckless driving or parking violations on campus
- Hazing of students or initiation that is dangerous, harmful, or degrading
- Disruption or obstruction of instruction, classroom activity, research, administrative activity, or other school activity on campus (this includes tardiness, talking in class, making noise, etc.)
- Forceful or illegal entry into any area of the school property
- Cheating or stealing
- Distributing or posting of materials, publications, leaflets or other printed materials without prior permission from the school administration
- Soliciting or other commercial activities without the school's permission
- Disobedience or insubordination to faculty or staff
- Fighting or abusive behavior towards others
- Possessions of firearms, fireworks, explosives, or any other weapons
- Illegal activities or other actions deemed inappropriate by the School Director
- False alarms or threats
- Sexual harassment of any kind
- Use of cell-phones and headphones is prohibited in all classes
- All sexual contact on school premises is considered sexual harassment, and is prohibited. Violators are subject to disciplinary action up to and including termination or expulsion.
- Violations of civil rights on campus that reflect unfavorably on the school may also be grounds for suspension or termination

Students suspended or terminated for disciplinary reasons will not be permitted on the school grounds without prior written approval by the School Director. Suspended or terminated students who are allowed to reenter may do so at the start of the next grading period.

Students suspended or terminated for violating this conduct policy, may appeal the school's action.

Note: Although, concealed weapons may be allowed in Texas, they are not allowed on the campus of Valley Grande Institute for Academic Studies.

Student Parking

Parking is provided for all registered students. There are two parking areas, one parking area is on the north side of the main school building. The other larger parking area is across from the school building on the corner of 4th St. and Nebraska St. All parking permits must be displayed in the left-hand corner of the automobile's rear window.

Automobiles without valid permit stickers may be towed away at the owner's expense.

General Dress Code

Dress codes are in place so that students, during their training, can understand and learn how to meet the dress standards of their profession. Clinical facilities are particular and very strict about student dress and make no exceptions. The school dress code complies with most clinical facility requirements.

- Allied Health students and Nursing students are required to wear their designated uniforms while attending class and also during their clinical externship. The instructor will monitor students dress.
- Students must maintain proper personal grooming and hygiene.
- Students must wear their ID's at all times, including externship.
- Jewelry must be limited to wedding sets only. Large stones are discouraged, as they may cause injury to patients. Rings, bracelets, neck chains (except Med/Alert), friendship bands, necklaces, or other jewelry are not permitted during class or externship. Earrings may be worn but small studs only, limited to one stud per lobe. This applies to both male and female students. Nose rings, eyebrow rings, lip-rings, or tongue rings are not allowed.
- The student must wear a clean, neat professional hairstyle. Hair must be kept clean and well groomed, above the collar and away from the face at all times; hair color must be conservative and professional and not meant to attract negative attention. Hair rubber bands, bobby pins, etc. must be compatible to the hair color. Ribbons, colored barrettes, hair clips and head bands are **NOT** acceptable. Hair should be neatly arranged in such a manner as to not extend over the shoulder onto the patient or student's face, no loose ponytails or braids. All loose hair, including pony tails, must be restrained in a bun (men/women), and bangs will be worn above the eye brows. Male students must keep beards and mustaches clean and neatly trimmed, or be clean shaven, Hair clips, hair scrunchies, and barrettes should be as close to hair color as possible. Students in violation of any aspect of this policy will be dismissed from their class or clinical site. The incident will be documented and an absence will be recorded.

For all male students, hair must be kept short and trimmed; long hair is contained, neatly arranged in such a manner as to not extend over

the shoulder onto the patient or student's face. Loose ponytails or

braids will not be allowed. In addition:

- Gum chewing is not allowed during any class, lab or clinical session.
- Overbearing perfume and heavy make-up are not allowed.
- Only clear nail polish may be worn. Nails must be kept short and clean. Acrylic or sculptured nails are not allowed.
- It is unprofessional to wear uniforms while shopping, visiting or attending errands.

Students will not be allowed to attend class, lab, or clinical if they fail to comply with the dress codes, and will be marked absent.

Additional Dress Code for Vocational Nursing

- White uniforms provided by the student must be worn to class and lab sessions. Stretch pants, sweat pants, t-shirts and double knit fabrics are not acceptable. The uniform design must be approved by the Vocational Nursing Department. Female students will need to purchase an approved white nursing cap (117#) to be worn at graduation.
- White uniforms are worn to all externships and must be clean and in good repair. Undergarments must be white or flesh colored.
- White nursing shoes with white socks or white hose are worn at all externship sites. No color-trimmed socks or colored tennis shoes may be worn.
- Name badges are supplied by the school and must be worn at all times, in class and to externship sites. It must be worn face out and clearly visible.

Additional Dress Code for Allied Health Students

- Students shall not wear shoes that are “open”, such as sandals. Students will wear white or black professional shoes or tennis shoes.
- School approved scrubs will be worn at all times to class and externships. Scrubs will always be clean and pressed.
- Students will not be allowed to attend class, lab or externship if they fail to comply with the dress code, and will be marked absent.