



Student  
Handbook  
*Girls Division*  
— 2016-2017 —

# Yeshiva of Greater Washington – Tiferes Gedaliah

## MISSION STATEMENT

*We root each student in Torah,  
plant a passion for learning,  
and prepare them for life.*

## VISION STATEMENTS

- We emphasize the primacy of Torah while providing a high-quality general studies education.
- We develop each student’s strengths through a close student/teacher relationship to provide the skills to succeed personally, professionally, and communally.
- We serve as a center of Torah learning for the Greater Washington Jewish Community.

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YESHIVA OF GREATER WASHINGTON – TIFERES GEDALIAH  
◆ GIRLS DIVISION ◆

Dear Talmidos,

Welcome to a new year at the Yeshiva of Greater Washington – Tiferes Gedaliah. We look forward to working with you to ensure a year of religious, academic, and personal growth and accomplishment.

This handbook is written for you, and it outlines the central components of our program and the expectations that we have for our students. There is a strong educational philosophy that underscores every policy and guideline, and it can be summed up with a *possuk* and two *maamarei Chazal*.

*Haadam lo nivra leatzmo.* You are a part of a special community here at YGW, a community characterized by warmth, *achdus*, and *chesed*. Your words and actions can have a significant impact on those around you—your peers and teachers, visitors to our school, our office and custodial staff—and we look forward to seeing the unique and positive imprint that you will make on our school community.

*Uvacharta Bachaim.* Every day, we are faced with choices. The policies and consequences outlined in this book are intended to help you make sound, responsible choices this year, choices that will allow you to maximize your time here and grow to your full potential.

*Ain Hadavar Talui Elah Bi.* You have the opportunity to make this year the best it can be.

These three *pesukim* highlight the three relationships that are at the core of every person's development—our relationship with Hashem, with ourselves, and with the people around us. We look forward to working with you this year in all of these areas. Together we have an opportunity to enhance *kavod Shamayim*, *kavod atzmi*, and *kavod haadam*. May HKB"Y bless all of our efforts on His behalf and may we be *zoche* to a year of learning, *simcha*, and growth.

Rabbi Katz and Mrs. Cortell

**Yeshiva of Greater Washington – Tiferes Gedaliah**  
**Educational Leadership and Faculty**

Rav Ahron Lopiansky  
Rabbi Yitzchak Merkin  
Rabbi Zev Katz  
Mr. Kevin Andersen  
Mrs. Yael Cortell  
Mrs. Chana Biberfeld  
Mr. Wif Petersberger  
Mrs. Aliza Hollander  
Mrs. Sima Jacoby  
Mrs. Arona Hes  
Mrs. Nechama Zakem  
Mrs. Sara Malka Winter

Rosh HaYeshiva  
Headmaster  
Menahel  
Director of GS Curriculum and Instruction  
General Studies Principal  
Learning Specialist, MS Coordinator  
Enrichment Coordinator  
Guidance Counselor, OSP Manager  
College Guidance Counselor  
Seminary Guidance Counselor  
Student Council Faculty Advisor  
Production Faculty Advisor

Mrs. Esther Schwarz  
Mrs. Chana Biberfeld  
Mrs. Aliza Hollander  
Mrs. Yehudis Arzouan  
Mrs. Atara Rosenbaum  
Mrs. Sara Malka Winter  
Mrs. Arona Hes

Head Mechaneches  
7th Grade Mechaneches  
8th Grade Mechaneches  
9<sup>th</sup> Grade Mechaneches  
10<sup>th</sup> Grade Mechaneches  
11<sup>th</sup> Grade Mechaneches  
12<sup>th</sup> Grade Mechaneches

**Limudei Kodesh**

Mrs. Rachie Reingold, Department Chair  
Mrs. Yehudis Arzouan  
Mrs. Rivka Frank  
Mrs. Arona Hes  
Mrs. Sima Jacoby  
Miss Chani Kreiser  
Mrs. Atara Rosenbaum  
Mrs. Devorah Saltzman  
Mrs. Esther Schwarz  
Mrs. Esther Teitelbaum  
Rabbi Zvi Teitelbaum  
Mrs. Sara Malka Winter  
Mrs. Nechama Zakem

**Liberal Arts**

Mrs. Pamela Wolfe, Department Chair  
Mrs. Yael Cortell  
Mr. David Green  
Mr. John Jamele  
Mr. Wif Petersberger  
Mrs. Esther Schwarz

**Ivrit**

Mrs. Yehudit Grun  
Mrs. Esther Bardack  
Mrs. Sara Hyatt

**Math and Science**

Mrs. Yehudis Arzouan  
Mrs. Chana Biberfeld  
Ms. Shoshana Gitlin  
Mrs. Arona Hes  
Mr. Gabriel Izsak  
Mrs. Elise Jacobs  
Dr. Avigayil Shudofsky

**Physical Education**

Mrs. Shera Gaisin

## Academic Program

### 2016-2017 Course Offerings

7th Grade	Sefer Bamidbar Sefer Shmuel B 39 Melachos of Shabbos Parshas Hashavua	Literature and Language Arts Global Studies I Life Science Pre-Algebra Ivrit Physical Education
8th Grade	Sefer Shemos Sefer Melachim A Hamitzvos Parshas Hashavua	Literature and Language Arts Global Studies II Physical Science Pre-Algebra, Algebra 1a, Algebra 1b Ivrit Physical Education
9th Grade	Sefer Shemos Neviim Achronim Sefer Melachim B Hilchos Brachos Machshavas Yisrael Parshas Hashavua	Literature and Language Arts American History I Chemistry Algebra 1a, Algebra 1b Ivrit Physical Education
10th Grade	Sefer Bereishis Neviim Achronim Jewish History Hilchos Shabbos I Beur Tefilah Parshas Hashavua	American Literature American History II* Chemistry General Math II, Geometry Ivrit Physical Education
11th Grade	Sefer Bereishis Hilchos Shabbos II Machshavas Yisrael Parshas Hashavua	World Literature European History* Anatomy and Physiology, Physics* Algebra II/Trigonometry, PreCalculus Ivrit Physical Education
12th Grade	Sefer Bereishis Koheles Tehillim Jewish Life Cycle Parshas Hashavua Halacha	Language and Composition* US Government* Human Geography* Pre-Calculus, Statistics* Physics* Studio Art* Ivrit

\*Starred classes are offered with an AP option.

## High School Graduation Requirements

YGW students must meet the following requirements for graduation unless exceptions are approved by the administration in response to individual student needs and in accordance with state guidelines.

### *Limudei Kodesh*

Chumash	4 credits
Navi	4 credits
Halacha	2 credits
Parsha	2 credits
Additional Limudei Kodesh Course	2 credits

### *General Studies*

English	4 credits
Math	4 credits
History	3 credits
Science	3 credits
Ivrit	3 credits
Additional Science or Social Science Course	1 credit

## Academic and Personal Support

The teachers and staff at YGW are here to help you succeed and develop your potential, both academically and personally. If you feel that you need additional academic support in one or more subjects, please speak first to your teacher. If the concern persists, you may wish to speak with your Mechaneches or with Mrs. Biberfeld, our Learning Specialist.

It is normal to struggle at times with stress and with personal issues, and often it is helpful to talk with an adult who can provide support and guidance. Your Mechaneches is a good resource, as are other teachers with whom you feel a personal connection. Mrs. Hollander, the YGW guidance counselor, is in school every day, and is a highly experienced social worker. Rabbi Katz and Mrs. Cortell also welcome the opportunity to speak with you about any academic, personal, or social issues you may wish to discuss.

## Tracking

We believe that there are educational benefits to both homogeneously and heterogeneously grouped learning experiences, and we offer students a balanced program of tracked and untracked classes. Depending on the needs of the group, we offer Skills, Standard, and Honors level classes in Chumash, Navi, English, History, Science, Math, and Ivrit. Your teachers and administrators consider the needs of each student and, with input from students and their parents, make placement decisions according to where they think each student will learn best.

## Advanced Placement (AP) Courses

Advanced Placement courses offer students an opportunity for students to pursue college-level studies while still in high school and to potentially receive college credit. YGW offers AP courses this year in English Language and Composition, United States History, European History, Physics, United States Government, Human Geography, Statistics, and Studio Art. Placement in AP classes is based upon teacher recommendation, student commitment and willingness to work hard, and demonstrated interest and aptitude.

The AP exams are scheduled by the College Board, usually at the beginning of May. There is a fee, currently \$92 per AP exam. The College Board provides fee waivers for students whose

families qualify on the basis of financial need. For further information, contact Mrs. Jacoby, the school's college guidance counselor.

### **WAU Courses**

Another way that upperclassmen can earn college credit is by successfully completing courses whose curricula have been approved by Washington Adventist University. WAU is a Maryland accredited institution that has been partnering with YGW for over 20 years and whose credits are accepted by all Maryland universities and many out of state colleges. Students in these classes dual register and receive a transcript from WAU at the end of the year. A list of courses, application forms, and fees will be available in October.

### **Elective Courses**

We offer elective courses in the arts, fitness, and Jewish thought. These courses meet twice a week and run on a trimester system, which allows students to participate in up to three different classes over the course of the year. Certain courses have limited enrollment, but students are guaranteed placement in one of their top three choices.

The second semester of electives focuses on performance arts, culminating in our annual student production. Under the leadership of Mrs. Sara Malka Winter, students work together to create an original musical performance involving drama, dance, band, choir, scenery, and tech. It is an opportunity for student leadership, collaboration, innovation, and artistic development. We continue to offer other elective options for students whose interests lie elsewhere.

### **Innovate!**

Do you have a passion that you would love to pursue? Consider joining Innovate!, a new enrichment program led by Mr. Petersberger for high school students who are interested in publishing an original piece of student work. Come with a vision, an enthusiasm for learning and discovery, and some grit-- and be prepared to stretch yourself and reach new horizons. Students on the Innovate! team will meet with Mr. Petersberger during elective periods and have the opportunity to meet with community-based experts in the field. Students must apply to participate.

### **Drop/Add Procedure**

Students who wish to add and/or drop a course should submit a Drop/Add Form to the relevant administrator: Rabbi Katz for Limudei Kodesh and Mrs. Cortell for General Studies classes.

Students may drop or add a course during the first twenty school days. A course dropped later may be designated as a "withdrawal" on transcripts. Although a two-semester course may be dropped after the first semester, the first semester grade will appear on the transcript.

### **Grading**

YGW courses run on a semester system, with grades reported and credits assessed in January and June. Class work, projects, exams, homework, class participation, and attendance all contribute to a student's grade. In courses where a cumulative exam is given, the score on that exam accounts for up to 20% of the semester grade.

A grade of 65 or higher is considered a passing grade. A student who fails a course will not receive course credit toward graduation for that course and may be required to make it up in the summer, either in summer school or via school-approved summer work.

YGW reports both un-weighted and weighted grades to colleges and seminaries. Un-weighted numeric grades for each course are recorded on the student's transcript, as is a weighted grade point average (GPA) on a 4.0 scale. In calculating the GPA, Honors and AP grades are weighted higher by a factor of 0.5.

### **Tests**

We appreciate the demands of a dual-curriculum program and want to set you up for success. To ensure that you have the time and energy to prepare effectively for tests and major assessments, you can expect to have no more than two tests or test equivalents (e.g. a research project, major essay, or presentation) a day. There are also certain "No Test" days blocked out on the school calendar, either before or after a yom tov or a major school event. Tests and other major assignments will be recorded on the testing calendars, which are hung near the student lockers.

### **Cumulative Exams**

A week of final exams is scheduled in January and June. These exams count for 20% of the semester grade. The dates for the exam weeks are listed on the school calendar. Students who miss one exam can make it up on the exam makeup day, the day following exam week. A student who misses more than one exam, either due to illness or other extenuating circumstances, should make arrangements with Rabbi Katz or Mrs. Cortell.

### **School Computers**

You will be given a User ID so that you can use the school computers for academic purposes. You are responsible for all activity under your User ID, and should not share your ID with other students or leave a computer without having logged off. Please refer to the Computer Usage form for a full list of guidelines. You and your parents should sign and return the form by the first day of school.

### **Integrity and Honesty**

While we strive to develop your academic potential, we are always working with you to develop your character. *Chosamo shel Hakadosh Baruch Hu Emes*: honesty and truth will always be more important than attaining a good grade, and it is in this spirit that we create rules and regulations around cheating, to help you develop this middah and support you in making good choices.

We consider any form of cheating or plagiarism to be a serious breach of our school's ethical standards. Cheating includes sharing answers with another student, copying another student's work, bringing notes or other unauthorized materials to an exam, and any other behavior that violates the rules and/or compromises the fairness of an assessment.

Plagiarism entails presenting someone else's work as one's own. This includes:

- a. Copying someone else's homework, essay, or paper.
- b. Copying material from any source (including a book or Internet site) without citation.
- c. Using someone else's words without quotation marks, whether a classmate's or a published author's.
- d. Using someone else's ideas in a paper without giving that source credit.

A student who cheats on an assessment or turns in plagiarized work will earn a zero on the assessment and an incident report will be recorded in the student's file. A second offense will result in a more severe consequence, such as suspension or a loss of course credit. Repeated incidents may result in dismissal from YGW.

## **Student Attendance**

Your presence in our yeshiva matters. Your regular presence in class contributes to your own academic success and enhances the learning experience of your classmates. The following policies are intended to encourage attendance and punctuality so that learning and achievement may be maximized for you and your peers.

### **Late Arrival**

Coming late to school and to class hurts you and those around you. You miss valuable instruction, and your late entry disrupts the lesson and disturbs the class. Please keep in mind that a percentage of your grade in every class reflects your class participation, and you can only participate if you are present. A pattern of excessive lateness may result in disciplinary action.

If you arrive at school after the first period class has begun, you must sign in at the office before reporting to class.

### **Absence**

When you are unavoidably absent or late to school, we ask that your parent call the school office at extension 1500 by 9 a.m. to leave a message with the reason for your absence. Please notify the school office in advance in the case of a planned absence, such as a family *simcha* or a semi-nary or college interview.

Please make every possible effort to schedule non-emergency medical and dental appointments for non-school days, and to avoid scheduling family vacations when school is in session. Excessive absence may result in a loss of credit for the affected course.

### **Make-up Work and Make-up Exams**

It is your responsibility to find out what work has been missed during absences, including tests, quizzes, homework assignments, class work, and class notes.

Make-up exams will be proctored on Tuesdays during lunch. You are responsible to make up missed exams within one week of returning to school after an absence. After one week, a student forfeits the opportunity to take a make-up exam and may receive a grade of zero. In the event of an extended absence involving numerous missed tests, quizzes and assignments, middle school students are encouraged to meet with Mrs. Biberfeld and high school students with Rabbi Katz or Mrs. Cortell to create a schedule for making up missed work.

### **Skipping**

If you are present in school and miss a significant portion of Shacharis or class without a valid excuse, it is recorded as a skip. It is important for your own learning and engagement in our program that this not develop into a pattern.

The first two times this happens, a teacher or administrator will meet with the student to make her aware of the infraction. A student who earns a third skip is required to stay for an after-school detention and pay a \$10 detention supervision fee. If the pattern persists, we will schedule a meeting with the student and her parents to discuss next steps.

## **Early Dismissal**

Students may leave the campus once a parent or guardian has called the school office and left a message explaining the reason for early departure. Students must sign out at the front desk before leaving the premises.

## **Leaving Campus**

Students in grades 7-11 are expected to remain on campus during the school day, and must ask permission from Rabbi Katz or Mrs. Cortell to leave campus for any reason.

Seniors may leave campus during lunchtime provided that they sign out at the front desk and return on time for fifth period. They can walk in groups of two or more to the following places: Goldberg's Bagel Shop, Snider's Supermarket, Seminary Plaza Shopping Center, and Montgomery Hills Park. Students must have permission from Rabbi Katz or Mrs. Cortell to (1) go to any place not listed above, (2) drive during school hours, or (3) leave campus at any time other than lunch. Students who disregard any of these conditions may lose the privilege of leaving campus.

## **School Closings, Late Openings, and Early Dismissals**

At times, emergencies such as severe weather, power failures, or other dangerous conditions disrupt YGW operations, requiring us to cancel school. We formulate an independent policy on school closings, delayed openings, and early dismissals, and will inform you of unanticipated schedule changes via the emergency notification system. For weather-related issues, you may also call the school at 301-962-5111, option 4, or check the school website.

## **Student Life**

The Navi tells us *הגיד לך אדם מה טוב ומה ה' דורש ממך, כי אם: עשות משפט, ואהבת חסד, והצנע לכת עם אלקיך*. As a student in our Yeshiva and as a Bas Yisroel, you are an integral representative of Klal Yisroel, and you embody what it means to walk in the ways of Hashem. The Torah has given us a clear code of conduct that helps us to define and refine the way we develop ourselves and interact with others. These guidelines are at the core of the following section and will help us, together, to create an environment that will allow you and all of us to grow in our Avodas Hashem.

### **Tefillah**

Davening creates a framework for our day by focusing our thoughts on our relationship with Hashem. Attendance is required at Shacharis, which begins in the Davening Room at 8:30 every morning. In an effort to create an atmosphere of seriousness and kedushah, we assign seating and ask that you bring only a siddur and materials needed for davening into the room.

*Brov Am Hadras Melech.* Every student's attendance and engagement at Shacharis improves the davening of the *klal*, and we recognize and honor those students who make a positive impact. Students who make a special contribution to the tefillah environment—by arriving daily at 8:30, serving as *chazanis*, or speaking after davening—are entered into a monthly raffle. Drawings will take place on or around Rosh Chodesh.

We encourage students to daven mincha in the afternoon, and we have an extended afternoon break so that there is enough time to daven and eat a snack or chat with friends. Students can daven in their sixth period classrooms.

We always want to grow and constantly look for ways to enhance the davening experience for our students. We invite you to join our Davening Committee, a leadership team of students and faculty who meet periodically to discuss ways to enhance the school davening experience for all students.

### **Middos and Derech Eretz**

In keeping with the principle that “*Derech erez kadma l’Torah*,” we at YGW seek to create a learning community characterized by warmth, trust and respect. We take pride in the way our students treat and support each other - with sensitivity, inclusiveness, and kindness. Bullying or harassment is rare in our school community and will not be tolerated.

Interactions between students and teachers should reflect a high level of respect and courtesy. We ask that our students stand when a teacher enters the room and address teachers respectfully at all times. Please do not enter the teachers’ lounge except with express permission.

Profane and indecent speech is not acceptable in any venue, inside school or off campus, and may result in disciplinary action.

### **Hallway Conduct**

If you need to take a short break during class time, please be respectful of the teachers and students whose classes are in progress and conduct yourself quietly and with decorum in the hallway.

Students who are excused from a course can work in the library, in Room 122, or in another space approved by an administrator. They may not spend the time in the hallways or other school spaces.

### **Extracurricular Activities**

YGW offers a menu of extracurricular activities that extend the classroom chinuch and offer opportunities for students to engage in chesed and community service, forge meaningful friendships, cultivate organizational and leadership skills, and develop their creative talents. These include visits to and from the Ring House residents; cooking sessions and food packaging for Bikur Cholim of Greater Washington; a student yarchei kallah, Chanukah and Purim mesibos, an after-school winter trip, and an end-of-year Shabbaton; and yemei iyun on different topics throughout the year. We look forward to your participation in these valuable experiences!

Students may participate in extracurricular trips once they have submitted payment and a permission slip. Please contact Rabbi Katz if you have particular needs or questions related to extracurricular costs.

### **Personal Electronics**

Our pocket devices offer us unprecedented convenience and access to people and information, but they can also distract us from those things that are most important - like learning and friendships and introspection. That’s why we do not allow our students to use their cellphones and other pocket devices (IPods, MP3 players, etc.) during school hours. We require that student owned phones and pocket devices be stored in a student’s locker or bag for the entire school day, from 8:30-4:40 on Mondays through Thursdays and from 8:30-12:30 on Fridays.

If a teacher or administrator spots you with a phone or pocket device, you will be given two chances to fix the problem and put your device away. If this happens a third time, you will be required to stay for an after-school detention and pay a \$10 detention supervision fee. If the pattern persists, we will schedule a meeting with you and with your parents to discuss next steps.

Students who have permission from Rabbi Katz, Mrs. Cortell, or Mrs. Biberfeld may use laptops or tablets for classroom use.

### **Dress Code and Uniform**

The following guidelines for dress have been developed with Rav Ahron Lopiansky, our Rosh HaYeshiva, and reflect the psak halacha and minhagim of our yeshiva. We require that our students dress on school premises and school-sponsored transportation, and at all school events so that:

- skirts cover the knees and overlap socks,
- sleeves cover the elbows, and
- necklines cover the collarbone.

Students are required to wear a uniform on campus unless an exception has been communicated from Rabbi Katz or Mrs. Cortell. The uniform guidelines are as follows:

**Skirts and shirts:** All skirts and shirts must be purchased from Fraylich Uniforms. Refer to the order form in the Dress Code on our website for specific colors and styles.

**Sweaters and sweatshirts:** Students may wear any of the YGW sweatshirts to school, or a solid-colored cardigan or zip-up sweatshirt in navy, grey, or black. Non-YGW sweaters and sweatshirts may not have any words or images printed on them. Cardigans and zip-up sweatshirts must be worn with a collared uniform shirt underneath.

**Legwear:** Skirts must overlap socks. Knee socks or tights must be worn with knee-length skirts; crew-socks that cover the ankle may be worn with ankle-length skirts. Leggings may be worn only if they are tucked into a sock or boot.

**Shoes:** Closed shoes or sneakers may be worn to school.

**Fitness clothing:** Loose-fitting pants may be worn during fitness classes and production practice. Pants may not be worn at other times, even under a skirt.

We expect our students to respect our dress code. If a student's clothing does not conform to the school dress code, a teacher or administrator will speak with her and ask her to change into one of the clothing items from the uniform gemach. If this happens a third time, she will be required to stay for an after-school detention and pay a \$10 detention supervision fee. If the pattern persists, we will schedule a meeting with the student and with her parents to discuss next steps.

Students who borrow school-owned clothing are expected to launder them and return them promptly.

## **Our Facility**

### **Lockers**

Each student is assigned a locker at the beginning of the school year. Your locker is your personal space in school and we allow you to decorate it with appropriate pictures according to your style and personality. Please keep your personal belongings inside your locker, not on the floor outside your locker. Please use magnets when hanging photographs, notes, and other such items on your locker since tape and other adhesives will damage the paint.

Students may lock their lockers with a combination lock only if the combination is given to the school office. Key locks may not be used. Students should be aware that, by law, lockers are school property and not the private property of the student. At their discretion, school officials may open and examine the condition and contents of a student's locker.

### **Food**

Eating is permitted in the cafeteria, outdoors on the school grounds, and in the locker hallways. In order to maintain cleanliness and sanitary conditions, you may not bring food into classrooms, the library, or the davening room unless you have permission from a teacher who is present to supervise. We require that you purchase a seal-tight container for food storage to keep in your locker, and that you store large food items (i.e. birthday cakes) in the cafeteria refrigerator.

Food brought in for school events must be *Pareve* or *Cholov Yisroel* so that all students can partake. We request that birthday cakes be eaten in the cafeteria.

### **Respect for School Property**

Students are responsible for maintaining a clean and neat environment throughout the campus. We expect students to clean up after lunch and snacks, and to keep the classrooms, hallways, library, and all public areas and outside spaces free of trash. Students who leave a mess may be asked to clean it up during their free time.

Books or personal belongings left in the hallways or classrooms will be collected by the custodians and stored in Mr. Kurtz's office. Students must pay a \$1 to retrieve lost items.

We understand that doodling can sometimes help a student focus, but artwork on the tables--no matter how artistic--disrespects school property. Any student who damages, defaces, or destroys school property will be subject to disciplinary action and will be responsible for the full cost of repair or replacement.

Students are responsible for treating textbooks and library books with proper care and for returning them on time. They will be charged for the replacement cost of any lost or damaged book.

### **Limited Access**

There are certain areas of the school that have limited access to students. Please read through the following guidelines so that you know where you are and aren't allowed to visit.

Front Office: Students are allowed to visit the front office during scheduled breaks. The front office is off-limits to students during the rest of the school day. A student who has a pressing need to visit the front office during off-hours must present a note signed by a teacher or administrator to Mrs. Lombardo.

Office equipment (computers, copiers, paper supplies, etc.) is not available to students.

Front Lobby: Students may enter and exit through the front doors during lunch and at the beginning and end of the school day. The lobby is off-limits to students at all other times of the day.

Library and Computer Labs: Students are welcome to take advantage of our extensive reference library and fully outfitted computer labs when there is adult supervision in the room. Please remember that both the library and computer labs are food-free zones.

A student who repeatedly brings food into the library or computer labs will be required to stay for an after-school detention and pay a \$10 detention supervision fee. If the pattern persists, she will be required to meet with the principals and with her parents to discuss next steps.

Gym: The gym is available to students during lunchtime, though food and drinks are not allowed. To protect the floors, we expect students to wear rubber-soled shoes whenever exercising or playing a sport in the gym.

Health Room: If you feel sick during the school day, you may ask Mrs. Cortell or Mrs. Biberfeld for permission to lie down in the Health Room. They will sign you in on the student log that is hanging in the room; please sign yourself out when you are ready to return to class.

After Hours: Students are not allowed on campus after school-hours unless they have permission from Rabbi Katz or Mrs. Cortell and supervision from a YGW staff member..

## **School Safety**

### **Student Drivers**

Driving a car is a serious responsibility. Student drivers must submit a Student Driver Contract each year, registering their vehicles with the school office, and adhere to all school and legal regulations stipulated in that contract. These contracts must be submitted during the first week of school.

Students may park in the main lot, accessible from the Torah School, or on the side of the school, beyond the metal fence.

### **Campus Security**

In light of recent events, we have upgraded the level of security in and around our facility. Our objective is to keep you and all students and staff safe. The following guidelines can help us achieve that, but only if we have everybody's commitment. Please remember the following at all times:

1. You may enter and exit the building through the doors at the front and at the carpool lane (next to Rabbi Katz's office). No other doors should be used, except during a safety drill or an emergency, י"ט.
2. Do not prop open an exterior door so that you or someone else can enter the building later.
3. Visitors to the school are required to enter through the front lobby. Students should not open the side or back doors to any visitor, parent, speaker, repair or maintenance staff, etc. Security cameras are monitored at several locations within the building and only authorized personnel can buzz people in.

## **Unauthorized Areas**

The following areas are off-limits to students: Boiler rooms, electrical closets, storage facilities, and lab prep rooms; the staircases, halls, and rooms in the unfinished sections of the buildings; the Board Room, Room 104. Students must have administrative permission to use the elevator and chairlift.

## **Personal Safety**

School should be a safe and comfortable place for every member of our school. In order to protect you and your peers, we have created a Code of Conduct which outlines different behaviors between adults and students that are never appropriate. These behaviors include physical and emotional abuse, neglect, harassment, bullying, emotional manipulation, and any conduct of a sexual or racist nature. If you are interested in seeing the Code of Conduct, you can email Mr. Ely at [dely@yeshiva.edu](mailto:dely@yeshiva.edu).

If you or one of your fellow students experiences any of these inappropriate behaviors, please report it immediately to a school administrator, or, if it's more comfortable for you, you can email the school ombudsman at [ombudsman@yeshiva.edu](mailto:ombudsman@yeshiva.edu).

## **Drugs and Alcohol**

Possession or use of cigarettes, alcoholic beverages, marijuana, and other illegal drugs are strictly forbidden in and out of school. This is crucial for the maintenance of a safe school environment and the observance of federal law and the Torah's command of "*shemartem es nafshosechem.*" Possession or use of these substances will result in strong disciplinary consequences, including possible expulsion from the school and required substance abuse treatment. If you or somebody you know has a problem with drug or alcohol use, please tell someone who can help them. You may be saving someone's life.

To ensure that our school remains drug and alcohol free and to help our students make good choices, the school implements a program of random drug testing. Students and parents are required to sign a permission form allowing the school to perform these tests.

The guidelines outlined in this handbook are in place to help bring out your potential and create an environment that fosters spiritual and intellectual growth. What these rules don't capture is the important role you play in helping us build a *makom kedushah* and a place of learning. We look forward to creating that environment with you this upcoming year.

תפארת גדליה



Passion for Learning  
PREPARATION FOR LIFE

**YESHIVA OF GREATER WASHINGTON – TIFERES GEDALIAH**

**BOYS DIVISION ■ YESHIVA GEDOLAH ■ KOLLEL**

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