



Dear SFIS Family,

Welcome Back! We have missed our students and on behalf of the staff, we thank you for allowing us to be a part of their life's. I am happy to say that this group of students has been one of the most welcoming and happy right out the gate. They have a lot of hellos and smiles which has really helped make that "home" atmosphere take root quickly. I know you're proud of them.

An important reminder, the Friday academic class schedule for most weeks, with a few exceptions, allows for an early release for students at 2:00pm. For September, the following Fridays: Sept. 6th and Sept. 13th are early release days. The available Rail Runner times are 2:52pm and the 4:20 pm departure trains for those two days in September. Please call your students SLA or RA each week by Thursday, to authorize your student(s) to ride the Friday train home. We appreciate your cooperation and thank you for respecting this initial waiting period while everything settles at the dorm from the beginning of the year.

The off-campus self-sign out privilege for juniors and seniors will be starting on Wednesday, September 4th, 2024. We have included the policies and procedures with this letter, which have been updated from last school year, along with a copy of the off-campus permission form, if you had not filled one out on check-in day for your student. HSSL will hold a required session related to "Safety While Off-Campus" for all juniors and seniors who have been approved by their parent/guardian to use the Off-Campus Self Sign-Out privilege. We respectfully request your support by having a conversation with your student about proper conduct in public and what they can do to keep themselves safe while off-campus. Remind them of the core values we hold as SFIS families and students and that they should represent our school with integrity.

September 27th is Scheduled Parent/Teacher Conferences, with no classes taking place on that day. HSSL recommends that it would be the perfect opportunity to take your student(s) home a day early on the 26th. This recommendation is only if your student(s) are not scheduled for a conference. We will remain open for those students who have a scheduled conference, 7-day students, and student-athletes with a weekend game/meet planned.

Residential Count Week starts September 29th to October 16th. This three week period is of the highest importance to our Student Living (SL) program because it dictates the amount of funding SFIS receives related to the SL program in future years. We request that you please take note of this critical time, and do your best to support the entire SL program by making sure your student(s) are present in the dorm each day. To kick-off the start of Residential Count Week, we will host our annual Open House on Sunday, September 29th, 2024. Specific details will be shared as we get closer. Thank you to each of you who attended last year, it's because of you and your students we have been successful.

This newsletter is HSSL's way of having more communication with our Parents and Guardians each year. We have included the September Activity Calendar, which has everything going on at the High School Student Living. Martina Valdo, MSSL Coordinator, will send a newsletter and calendar on behalf of Middle School Student Living, if it has not arrived already by this letter's publication.

If you have any questions or concerns, please do not hesitate to contact any of our Student Living Staff, including myself. I can be reached at my office number (505) 216-7307, my cell phone number (505) 490-5990, or via email at ltromero@sfis.k12.nm.us.

Sincerely,
Leslie Romero
Student Living Director



SFIS 2024-25 Off-Campus Procedures and Policies

Juniors & Seniors who are eligible (details below) have the privilege of the self sign-out on Wednesday's.

Students **MUST** meet the following criteria to be eligible for self sign-out:

- Students must have completed the Off-Campus Safety Presentation offered by Student Living.
- Students must not have any major violations, or *commit a crime while using their Self Sign-Out Privilege*, in the current academic year. Doing so will result in their Self Sign-Out Privilege being revoked without the ability to get it reinstated in the current academic year.
- Students cannot be on any restrictions, including In-Dorm.
- Students must be in good-standing across all Student Living Expectations: curfew checks, rooms checks, & morning routines.
 - No recent dorm behavior referrals, at least 1 week prior.
- Students must have a minimum 2.5 GPA.
- Must have a current **Off-Campus Permission Form** and current **Hold Harmless Form** on file.
- A student's Off-Campus Privilege may be revoked temporarily at Student Living Advisor's (SLA) discretion.

The off campus self sign out schedule is as follows:

- Once-a-week (Wednesday) High School Juniors & Seniors are permitted to walk off-campus of their own accord during the self sign-out period.
- Off Campus Hours are from 3:40 PM and ends at 6:00 PM. ***Times are subject to change due to seasonal changes.***
- Students have from 3:40 PM to 3:55 PM to sign-out, students cannot Self Sign-Out after 3:55PM.
- Students must return to their assigned dorm and sign-in by 6:00PM.
- Students must use the North Gate to leave campus. Students can return to campus through any of the school entrances/exits. Students are highly encouraged to use the "buddy system." Students should NOT jump any of the school's perimeter fences.
- Any student who is absent and/or tardy when signing back-in from Off Campus Self Sign-Out will have their off-campus privileges revoked.
- Off-campus privileges may be canceled at the director's discretion.

Students that had a major violation or substance abuse violation in the prior academic year must have completed all of their disciplinary sanctions before being able to use their Self Sign-Out Privilege, this does include finishing any assigned Strict Probation period.

Students are not allowed to use rideshare applications such as Uber, Lyft, etc.

Students are not allowed to drive their own vehicles during off-campus self check-out, additionally students are not allowed to receive rides from other students and/or other non-SFIS individuals during self sign-out time.

Only department approved drivers and vehicles are able to transport students during self sign-out time when available.

Students who do not comply with these rules will have their Off-Campus Self Sign-Out privileges revoked. Privileges will not be reinstated during the academic year in which the violation occurred.

Courteous behavior must be exercised by all students while off campus and out in the community. Students must observe all city and state laws.



**SANTA FE INDIAN SCHOOL
HIGH SCHOOL STUDENT LIVING PROGRAM
2024-2025 SCHOOL YEAR**

OFF-CAMPUS AUTHORIZATION AND CONSENT FORM

STUDENT INFORMATION

Student Name

Mobile Number

PARENT CONTACT

Name

Home

Work

Mobile

GENERAL INFORMATION

Wednesday is the designated "Off-Campus Day" for High School students in the 11th to 12th grades.

STUDENT RESPONSIBILITIES

This privilege will be granted to students based on the following conditions:

- Student is in good standing with overall dormitory behavior, i.e. cooperation with assignments, responsibilities and attitudes, and maintaining room cleanliness, etc.
- Student is not on probationary status with reference to rule infractions (SR&R).
- Student is in Good Academic Standing.
- Student can not go off campus if they are in after-school detention and/or required classes.

The following rules must be observed for students to retain their off-campus privileges:

- Student must sign out properly between 3:40-3:55 PM.
- Student must sign out with a friend (can be from other dorms).
- Student is required to sign back into the dorm by 6:00 PM.
- Student must conduct themselves in a positive manner and adhere to school rules while off-campus.
- Student can not ride in unauthorized vehicles on or off-campus, including services like LYFT and UBER, etc.

If a student violates any of the above conditions, it will jeopardize their off campus privileges.

This privilege is granted provided parents consent and give their approval. **NOTE: There is no adult supervision while your child is off campus.**

Parent/Guardian and Student Initial:

PARENT CONSENT/LIABILITY RELEASE

- ☐ I give my permission for my student to go "Off Campus" on Wednesdays unsupervised.
- ☐ I understand that my student must adhere to the off-campus responsibilities in order to earn & keep this privilege.
- ☐ I hereby release SFIS, Inc., its officials and employees from any liability should my student use their Off-Campus Privilege, as detailed in this document. Furthermore I understand that SFIS, Inc. WILL NOT assume any liability for the students' actions, incidents, and/or injuries as they conduct themselves off-campus, as detailed in this document..

Off-Campus:

YES	My student is allowed/not allowed to go off-campus.
NO	

Public Transportation:

YES	My student is allowed/not allowed to use the city buses (public transportation).
NO	

Parent Initial: _____

SIGNATURES

_____	_____
Student	Date
_____	_____
Parent/Legal Guardian	Date
_____	_____
Student Living Director	Date

SFIS Student Living Information for Parents/Guardians

WEEKDAY MORNING CHECK-IN TIMES: 6:00AM TO 7:00AM

**AFTER 7:00AM STUDENT MUST LEAVE PERSONAL BELONGINGS IN
ROTUNDA - CHECK IN AT ACADEMICS**

NO CHECK-INS/OUTS FROM 10:00PM TO 6:00 AM

High School

A-WING GIRLS

1ST FLOOR:

2ND FLOOR:

3RD FLOOR:

PHONE NUMBER

505-989-6361

505-989-6362

505-989-6363

B-WING BOYS

1ST FLOOR:

2ND FLOOR:

3RD FLOOR:

505-989-6364

505-989-6365

505-989-6366

POD C

505-989-6310

Middle School

A-WING GIRLS

1ST FLOOR:

2ND FLOOR:

PHONE NUMBER

505-989-6314

505-989-6317

B-WING BOYS

1ST FLOOR:

2ND FLOOR:

HSSL Front Desk

505-989-6329

505-989-6344

505-989-6380

