

Ness Middle School

3300 Ness Ave. Winnipeg, MB R2Y 0G6
837-1361

Ness Mission Statement

Ness Middle School is devoted to academic excellence, respect for individual rights and differences and development of individual strengths for the improvement of the local and global community.



HOME OF THE KNIGHTS

	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6
Period 1 8:30- 9:10						
Period 2 9:10- 9:50						
Period 3 9:50- 10:30						
	Locker	Break	5 minutes			
Period 4 10:35- 11:15						
Period 5 11:15- 11:55						
Lunch Hour 11:55- 12:56						
Period 6 12:59- 1:40						
Period 7 1:40- 2:21						
Period 8 2:21- 3:12						
DISMISSAL						

BELL SCHEDULE

REGULAR SCHOOL DAY

8:17	Student entry		12:50	Student entry
8:23	Warning bell		12:53	Warning bell
8:26	Opening exercises a.m.		12:55	Opening exercises p.m.
8:30	Period 1		12:59	Period 6
9:10	Period 2		1:40	Period 7
9:50	Period 3		2:21	Period 8
10:30	Locker break		3:12	Dismissal
10:35	Period 4			
11:15	Period 5			
11:55– 12:50 Lunch break				

KNIGHT TIME AND ASSEMBLY MORNINGS (1ST & 3RD TUESDAYS)

8:17	Student entry
8:23	Warning bell
8:26	Opening exercises a.m.
9:30	Period 1
10:00	Period 2
10:30	Period 3
11:00	Locker break
11:05	Period 4
11:30	Period 5
11:55-12:50	Lunch break

STAFF MEETING 1ST & 3RD TUESDAY OF THE MONTH

12:50	Student entry
12:53	Warning bell
12:55	Opening exercises p.m.
12:59	Period 6
1:30	Period 7
2:00	Period 8
2:40	Dismissal

Staff Meetings take place on the first and third Tuesday of each month.

NOTE: Students are dismissed at 2:40 PM on these days.

At Ness Middle School we believe in

RESPECT and RESPONSIBILITY.

RESPECT

Looks like / sounds like	Does not look like / sound like
<ul style="list-style-type: none">• Listening• Raising hand to speak• Sharing• Eye contact• Participating• Nodding• Please/Thank you• Working together• Cooperating	<ul style="list-style-type: none">• Talking out of turn• Interrupting• Sarcasm• Eye rolling• Silent treatment, excluding• Yelling• Name calling, teasing• Hitting/kicking• Intimidation

RESPONSIBILITY

Looks like / sounds like	Does not look like / sound like
<ul style="list-style-type: none">• Being prepared• Being prompt• Homework done• Being in class• Getting caught up on missing work• Getting enough sleep• Eating breakfast/lunch• Taking time for your needs	<ul style="list-style-type: none">• Forgetting supplies• Being late• Incomplete homework• Blaming others• Making excuses/whining• Arguing

RESTITUTION

www.realrestitution.com

Restitution is based on the principle that all behaviour is purposeful. This means, that every behaviour meets a basic need.

The five basic needs are...

Survival:

I survive when I have enough to eat, I get a good sleep and I have clothes to wear. I feel safe when I believe that there are adults that take care of me. I feel safe when no one hurts me.

Fun:

I need to have fun. I feel like I am having fun when I am doing something that I like to do. I can have fun when I play, when I learn and when I do my work.

Achievement:

I need to achieve. I feel proud when I feel important and when I am good at something.

Freedom:

I need to have freedom. I feel like I have freedom when I have choices. I feel free when I can choose what I want to do, how I want to do it and when I want to do it.

Belonging:

I need to belong. I feel like I belong when I am a part of a group and I have friends.



It is my **RESPONSIBILITY** to respond to my needs in a **SAFE** and **RESPECTFUL** manner.

My **BEHAVIOUR** is expected to be **ABOVE THE LINE.**

If it falls below the line, I am **RESPONSIBLE** to create and follow through on a **FIX IT PLAN.**

CODE OF CONDUCT

The St. James-Assiniboia School Division believes that every child can learn if provided with support and encouragement and that parent/guardian engagement in a child's education contributes to the success of our students. Respect, integrity responsibility, consultation and excellence are the core values of the Division, its policies and practices. As such, parent/guardian, students and staff work together in the school setting to ensure success for all learners. In order to achieve our goals, it is expected that everyone involved in the school community will abide by the St. James-Assiniboia School Division Student Conduct Policy, the Public Schools Act and the Codes of Conduct from individual schools. Students are expected to exhibit self-discipline and to be responsible for their behaviour. Responses to behaviour will consider both the circumstances and the needs of the students.

Parent/guardian will be responsible for:

- Honouring their obligations as outlined in the Public Schools Act, the Child and Family Services Act
- Communicating regularly with school personnel regarding the education of their child
- Following established protocols for expressing concerns
- Treating staff and students with dignity and respect at all times
- Ensuring regular and punctual attendance of their child
- Encouraging and support completion of all school assignments

Student will be responsible for:

- Attending school regularly and arriving on time
- Being prepared for all classes by bringing required materials and completing homework assignments
- Completing missed work
- Demonstrating academic integrity (i.e. not plagiarizing)
- Engaging in educational opportunities through active classroom participation
- Being a good citizen
- Expressing themselves using socially acceptable language and behaviour for the school setting
- Respecting the diversity of all people in the school community
- Demonstrating self-discipline, and showing courtesy for all people in the school community
- Showing respect for property, rights and safety of themselves and others
- Resolving conflicts and difficulties through consultation and problem solving
- Complying with the Code of Conduct of the St. James-Assiniboia School Division and its individual schools

Staff will be responsible for:

- Adhering to the policies of the St. James-Assiniboia School Division and to the tenets of the Manitoba Teachers' Society Code of Professional Practice regarding responsible professional behaviour
- Treating parent/guardian, students and staff with dignity and respect at all times
- Establishing and maintaining a safe and caring learning environment conducive to student progress
- Providing an environment that enhances self-esteem
- Communicating information about student progress, attendance and behaviour to students, parent/guardian and administration as appropriate

Behaviour

The St. James-Assiniboia School Division believes that behaviour is purposeful and responses to behaviour will take into consideration both the circumstances of the situation and the needs of the students. Schools will provide reasonable accommodation for students who have exceptional learning needs that affect their behaviour and, in instances of student discipline issues, staff will take into consideration the student's ability to comply and the amount of support required.

- Expected behaviours must be actively taught both at home and school
- The strategies used to develop understanding and respect for the rights of others will vary from student to student
- Discipline is the teaching of appropriate behaviours and promoting the learning of self-management, thereby ensuring student safety

In addressing any misbehaviour, responses shall be:

- Chosen initially to ensure a safe and caring learning environment
- Appropriate for the student's stage of development and considerate of the student's individual needs
- Reasonable, realistic, timely and incorporate supports including positive and preventative approaches and responses
- Reflective of the nature and the severity of the misbehaviour, its frequency, duration and intent

Responses

The following are examples of responses that may be considered in addressing inappropriate behaviour:

- Interviews and conferences that may involve students, staff, parents, division personnel and/or police and other community support agencies
- Development and implementation of a behavioural plan or contract that may include counseling, mentoring or mediation
- Removal from the situation for a period of time
- Restitution
- Withdrawal of privileges
- Making amends either monetarily or through school-based community service
- Required change of location of studies
- Student detention: The student is detained at school and beyond school hours and under supervision. Contact with parent(s)/guardians will be based on the student's age and circumstances. The length of the detention will be determined by the school and will take into consideration the age of the student as well as the individual needs of the student. In the case of students who are transported by school bus, detentions will occur after arrangements for safe transport home occur with parent(s)/guardians.
- Withdrawal from course(s)
- Suspension: In-school or out-of-school JDG-R Student Suspension
- Expulsion: involvement of school administration, superintendent and School Board is required as per JKE Student Expulsion

HARASSMENT Policy Code: GBEA

The St. James-Assiniboia School Division affirms its commitment to maintain a positive learning and working environment that is free from harassment and supports the self-esteem of individuals. Harassment of any individual will not be tolerated. Consequences include:

- a) Warning
- b) Disciplinary Directive
- c) Suspension
- d) Withdrawal

SUSPENSIONS

Suspensions may occur for a variety of reasons including those behaviours which are injurious to oneself and/or to others physically or emotionally. Behaviour which has a negative effect on the climate, morale, and well-being of the school and the students and staff will not be tolerated. Parents will be advised in all instances of suspension. During out-of-school suspensions, students will be forbidden access to the building and grounds and may not participate in extra-curricular activities.

A re-entry conference involving the student, the parent(s)/guardian and the school may be a prerequisite for readmission after suspension. At this conference, the parent(s)/guardian(s) and the student may be asked to agree to the terms and conditions of a re-entry plan. Parent(s)/guardian(s) and the student may be asked to sign this agreement in writing.

SMOKING

There is a no smoking policy on school property in the St. James-Assiniboia School Division. Any student caught smoking on school property will be given a two-day suspension.

STUDENT PROGRESS

The Parent Portal allows parents/guardians access to their child(ren)'s marks at any time. Formal student report cards will be issued three times during the school year in November, April and June. Student-Led Conferences take place twice a year. It is recommended that students attend these conferences. Parents are encouraged to monitor the progress of their child(ren) and contact teachers when there is a need. All teachers are accessible by email.

GUIDANCE & RESOURCE

Guidance

Students may require information or assistance on various matters or concerns. If they do, then the school counselor may be of assistance. The Guidance Counselor has three functions in the school:

1. Classroom Instruction: Students will receive information that will assist him or her with their development to adulthood. Topics such as study programs, AIDS information, drugs and alcohol, careers, high school preparation and family life will be presented.
2. Individual Counseling: Students can make an appointment to see the counselor.
3. Group Counseling: Throughout the year, small groups of students will meet with the counselor to discuss important issues. Examples of this might be peer relationships, anger management or career/high school planning.

Resource

The resource program aims at facilitating and supporting programming for students with exceptional needs within the mainstream of education. Students and/or their parents are invited to seek assistance from the resource staff as the need arises.

STUDENT DRUG AND ALCOHOL ABUSE (Policy Code: JFCI)

The purposes of this policy are:

- a. to ensure that alcohol and drugs are not brought into the school, and
- b. to ensure the safety of our students and staff.

This Policy is organized into three major sections:

1. Prevention programming
2. Intervention for students with identified alcohol or drug problems
3. Disciplinary actions regarding drug and alcohol infractions

Disciplinary Procedures

The use or possession of alcohol and drugs in the school environment will not be tolerated and is a breach of school rules. The procedures provided herein will be applied consistently by all members of the school staff under the direction of the principal.

Consistent with the Canadian Charter of Rights and Freedoms, the schools:

- i. treat all students equally and fairly
- ii. treat all incidents in a professional manner
- iii. react in a manner consistent with the purpose of ensuring the well-being of all students.

In any of the following situations, school personnel should ensure that the student and parent(s) or legal guardian(s) are made aware of the nature and potential consequences of the actions. (Students 18 years of age and older are legally responsible.) At all times, any action taken must first safeguard the life and health of the student(s).

Section 3

Consumption/Suspicion of Alcohol and Other Illicit and Non-Illicit Drugs

The First Infraction

The principal will do the following:

- i. Confiscate any alcohol or other drugs present.
- ii. Contact the parent(s) or legal guardian(s) to advise of the situation and disciplinary procedures.
- iii. Advise the student of the consequences should there be a subsequent infraction.
- iv. Conduct a search of the student's locker and personal effects, if necessary.
- v. Contact the police for assistance or advice, if necessary.
- vi. Arrange for the safe departure of the student from the school property. Assistance may be required from parent(s), emergency contacts or police.
- vii. Arrange for appropriate follow-up with the student and/or parent and legal guardians. This may include referral to school-based and/or community-based counseling services.
- viii. Suspend the student for up to five days and record the student's infraction of the alcohol and drug policy. This may require the parent/guardians to return with the student to school to make a re-entry plan.

Subsequent Infractions

The principal will do the following:

- i. Refer to *First Infractions* list above (i –vii)
- ii. Suspend the student for more than five days, after consultation with the Superintendent or designate.
- iii. Require the student to attend a session and/or subsequent sessions at Addictions Foundation Manitoba or other appropriate agency.

Possession of Alcohol, and Other Illicit Drugs and Non-Illicit Drugs and Drug Paraphernalia

The First Infraction

The principal will do the following:

- i. Confiscate any alcohol, illicit or non-illicit drugs or paraphernalia present.
- ii. Advise the student of the consequences should there be a subsequent infraction.
- iii. Conduct a search of the student's locker and personal effects if necessary.
- iv. Contact the police for assistance or advice, if necessary.
- v. Contact the parent(s) or legal guardian(s) to advise of the situation and disciplinary procedures.
- vi. Arrange a meeting with the parent(s) or legal guardian(s) to share further information and to discuss available school-based and/or community-based counselling services.
- vii. Suspend the student for up to five days, record the student's infraction of the alcohol and drug policy. This may require the parent/guardian(s) to return with the student to school to create a re-entry plan.
- viii. Recommend that the student consult with Addictions Foundation Manitoba or other appropriate agency.

Subsequent Infractions

- i. The principal will do the following:
- ii. Refer to First Infractions list above (i –vi).
- iii. Suspend the student for five days, and request that the Chief Superintendent extend the suspension up to six (6) weeks.
- iv. Require the student to attend a session and/or subsequent sessions at Addictions Foundation Manitoba or other appropriate agency.

Supplying/Selling of Alcohol, Other Illicit and Non-Illicit Drugs and Drug Paraphernalia

The principal will do the following:

- i. Confiscate any alcohol or other drugs or drug paraphernalia present.
- ii. Contact the police.
- iii. Notify the parent(s)/guardian(s).
- iv. Suspend the student for five days, record the student's infraction of the alcohol and drug policy, and, depending on the circumstances; either,
 - a. May request that the Chief Superintendent extend the suspension up to six weeks with earlier return to school possible upon evidence of successful involvement with counselling services with Addictions Foundation Manitoba or other appropriate agency; or
 - b. Request that the Board expel the student.

The school will assist parents, students or legal guardians to arrange for either school-based or community-based assessment or counselling services.

If a school administrator reports a student to the police as a result of alcohol or drug issues, the administrator shall inform the parents that the police have been notified.

WEAPONS AND VIOLENCE IN SCHOOLS (Policy Code: JFCJ)

The Board of Trustees of the St. James-Assiniboia School Division is responsible for ensuring a safe environment for its students, employees, and other people within its jurisdiction.

1. The Board will not tolerate harmful, threatening or actual acts of violence, or other unlawful acts on its property or in its buildings, or vehicles, and will ensure that action be taken against offenders of this policy as appropriate:
 - a. under the Public Schools Act, including suspension and/or expulsion, and/or
 - b. under the Criminal Code and other penal statutes.

2. The Board will not tolerate the possession of weapons by persons, or the presence of weapons on its property, or in its buildings or lockers or vehicles, and will ensure that action be taken against offenders of this policy as appropriate:
 - a. under the Public Schools Act, including suspension and/or expulsion, and/or
 - b. under the Criminal Code and other penal statutes.

Note: As required by Provincial Statute [P.S.A. Section 96 (f)] a teacher shall "... seize or cause to be seized and take possession of any offensive or dangerous weapon that is brought to school by a pupil and hand over any such weapon to the principal who shall notify the parent or guardian warning him that the pupil may be suspended or expelled from the school; . . ."

3. The school principal is expected to exercise his/her judgment in taking the appropriate action in any given circumstance involving violence or weapons.
4. Expulsion from school, by Board Motion, will be considered in cases where students commit harmful, threatening, or actual acts of violence, or other unlawful acts, including bringing weapons to school. Expulsion is here defined as an exclusion from school by Board motion for a period of longer than six weeks. (Exclusion from school for a period under six weeks is defined as a suspension, and does not require Board motion.)
5. If a school administrator reports a student to the police as a result of violence or weapons, the administrator shall inform parents that the police have been notified.
6. If threats are made towards staff, students, parents or community members, the school administrator will request in writing that the police have a 'weapons check' done in the home of the student or individual making the threat. The St. James-Assiniboia School Division Threat Assessment Protocol will be used to assess all threats.

"By regulation under the Public Schools Act (l) the principal has disciplinary control over all pupils of his/her school in their conduct towards one another on their way to and from school, and in districts which provide transportation, the principal has disciplinary authority over the conduct of pupils while they are in conveyance" (i.e. while on the school bus).

BEHAVIOUR TO AND FROM SCHOOL

St. James-Assiniboia School Division Policy JFC-R refers to disciplinary powers of school staff over students on their way to and from school (i.e. no trespassing on private property, behavior on sidewalks and streets, swearing and obscene language etc.) This means that students should exhibit their best behaviour when going to and from school.

SCHOOL DIVISION TEXTBOOKS

Textbooks issued to students are on loan from the School Division, and students are responsible for the care and return of these books. Students will be granted normal wear for a book without penalty. It is expected that a book issued in "new" condition will be returned in "good" condition. If a book is deemed to have unduly deteriorated, students will be required to pay a "book fine" to the school. If a book is lost, students will be assessed an amount equivalent to the reasonable "life expectancy" of the book. The final report card will **not** be issued to any student who has not returned a textbook or has not satisfied his/her obligations for lost or deteriorated texts. This will apply, as well, to library books and fines.

All textbooks must:

- Have the name of the student clearly marked in ink inside the front cover.
- Be locked securely in the student's locker when not in use.

LUNCH TIME

Eating lunch at school is a privilege, **not a right**, and the privilege may be lost if students choosing to eat at school do not adhere to the following:

1. All students staying for lunch must eat in their designated section.
2. A microwave is available to use. For efficiency, please do not send food that requires more than two minutes to heat.
3. Students are expected to clean-up any debris left after eating their lunches.
4. Garbage must be placed in the waste disposal before going outside.
5. Lunch privileges will be suspended or cancelled if behaviour is inappropriate. Students must then find an alternative site for lunch, off school property.
6. Lunch period is from 11:55 a.m.—12:50 p.m. No student will be permitted to leave the lunchroom area without permission of the supervisor.
7. At 12:15 p.m. students must prepare themselves to do one of the following:
 - Be involved in an extra-curricular activity under the supervision of a teacher.
 - Go for extra help for a specific course with the teacher.
 - Participate in intramural activities in the gym.
 - Go to the library to read, to do research, or to study.
 - Go to the 'Homework Club'
 - Enjoy the outdoors.
8. Students who choose to go outside will not be permitted to re-enter until school opens at 12:50 p.m.
9. Hallways must be clear from 12:20 p.m. – 12:50 p.m.

The canteen is open at lunch time and offers a variety of food and drinks that promote healthy lifestyle choices in accordance with the School Division's Nutrition Policy.

If students have signed up for the lunch program and have decided to go home for lunch, they must have parent permission and sign out in the office before leaving.

* Ness is a "**nut friendly**" school – a school which is trying to be peanut free. Please refrain from sending any food containing nuts for the safety of all our students. A lunch zone with table and chairs is provided for students with severe allergies.

ATTENDANCE

ABSENTEEISM: All student absences must be explained by a parental phone call or a note. Attendance is checked in the morning and afternoon, and monitored throughout the day. The parents/guardians of absent students are contacted by telephone as a regular daily office procedure if the parent has not already contacted the school. **Please make it a habit to contact the school as soon as you know that your child will be absent.** Students should be aware that habitual absenteeism will hinder progress and will have a negative effect on achievement. Students who are absent are responsible to contact their peers as to missed notes, assignments, etc. If your child is ill during school hours we will contact a parent/guardian and request that arrangements be made to have him/her go home.

BE ON TIME: Students are expected to arrive at school by 8:19 a.m. in order to prepare for the morning's classes and by 12:53 p.m. for the afternoon's classes. Students must report to their homeroom for attendance by 8:26 a.m. and 12:55 p.m. respectively, or they will be recorded as "late". If the tardiness is without "reasonable justification", the late time is recorded and will be made up after school or at lunch for bus students.

TARDINESS BETWEEN CLASSES: Students who do not arrive on time for their scheduled classes during the school day will be considered "late" and consequently the teacher will deal with the incident as deemed appropriate. If the subject teacher observes a definite pattern of "lates" for a specific student, the teacher will communicate with the student and home.

EARLY DISMISSAL: Students must have a note from a parent or guardian requesting early dismissal during the school day. Parents must sign students out in the office just prior to leaving the building.

PLAGIARISM

Plagiarism is the passing off of someone else's work as one's own. Copying directly from books or Internet sites and handing in exact copies as one's own work is unacceptable and will not be tolerated. Students who plagiarize will be referred to the office and a parent, student, teacher and administrator meeting will occur due to the severity of this infraction.

PROVINCIAL ASSESSMENT POLICY

Based on the new Provincial Assessment Policy K-12 from Manitoba Education, students "are responsible for providing evidence of their learning within established timelines." These expectations are well communicated by the teachers (course outlines, necessity of assignment, rubrics for judging criteria, verbal outlines, web pages, email etc.) to the students and parents. A copy of this policy is available at:
www.edu.gov.mb.ca/k12/assess/pupublications.html.

FIELD TRIPS

Throughout the school year, field trips will be planned for students. Permission slips are required from parents/guardians in order for students to take part in these field trips. Telephone permission for field trips will not be accepted. Informed Consent / Permission Forms for Education Trips must be completed and signed by the parent/guardian prior to the date of the trip.

STUDENT FEES

The student fee has been set at **\$60.00** per student. Families with more than one child attending Ness Middle School will pay **\$60.00** for the first child and **\$40.00** for each additional child.

FEE STRUCTURE

Student Fee.....	\$10.00
Fund Drive.....	\$20.00 (per family)
Yearbook.....	\$15.00
Tech Education.....	\$5.00
Band books / Art supplies	\$10.00
Total for student fees.....	\$60.00

In Practical Arts, project fees to cover supplies and in Physical Education, monies for Ness Middle School team t-shirts, will be collected by the student's teacher/coach during the school year, as required.

AWARDS

At the conclusion of each academic year awards are given out in a variety of categories including arts, athletics, academics and citizenship—as well as scholarships and School Board Cash awards. Ness traditionally has an award ceremony for arts and athletics in mid-June, and an academic awards ceremony at the end of June.

EXTRA-CURRICULAR ACTIVITIES

There are many extra-curricular activities in which students can participate. Past activities include the following: Cross Country, Volleyball, Indoor and Outdoor Track, Basketball, Badminton, Marathon Club, Yearbook, Student Leadership, Science Fair, Tech Club, Art Leaders, Illusion Club, Safe Schools Team, Handball, Bowling, Rock Band and Intramurals.

When special activities are offered during regularly scheduled class time (field trips, dances, staff/student games, etc.), students are expected to remain at school. Study time will be provided for students choosing not to participate in these activities. **Students are not excused from school attendance during these activities, unless written permission is provided prior to the activity.**

PHYS. ED

Physical Education is mandatory for all students and therefore all students must come prepared to take part. Proper attire that is required is a t-shirt, running shoes (no black soles) and shorts or sweats. We strongly recommend that the clothing, etc. is **well labeled** and carried in a gym bag of some kind. Some soft-soled shoes are not acceptable in the gym because they do not provide enough support. Gym shoes that mark the floor and skateboard style shoes will not be permitted.

Students who are unable to take part in Phys. Ed for medical reasons, must have a parent note or medical certificate from a DR. stating the reason. The teacher will find an alternate assignment for injured students as well as students who are not bringing appropriate Phys. Ed. Clothes.

LOCKS AND LOCKERS

Each student will be assigned a locker by the homeroom teacher/advisor. A combination lock will be loaned to the student each year.

- If a lock is misplaced or lost, the student will be assessed a replacement fee of \$5.
- Students may not use their own locks from home.
- Lockers must be locked at all times.
- Students must not share combinations with others.
- Lockers must be kept tidy. (There will be periodic locker inspections and clean ups.)
- Students must open their lockers when asked to do so by a staff member.
- Students will be held responsible for the care of their assigned lockers.
- Students are reminded that lockers are the property of the school. By providing a lock and locker for student use, the school does not relinquish any of its ownership rights.
- School administration may open and inspect any locker at any time.

Access to lockers is restricted to 8:17 a.m.- 8:30 a.m., breaks, 12:51 p.m.- 12:59 p.m. and at dismissal times. During these times, students must assemble the materials they will need until the next permitted time.

The school can not assume responsibility for loss of student property from lockers.

FIRE DRILLS/LOCKDOWNS

Students are required to practice fire drills and lockdowns during the school year. These will be called at certain times by the administration. They may be called with or without warning.

DRESS CODE & ELECTRONICS

The St. James-Assiniboia School Division has a strong commitment to the learning process. Therefore, the Division has a legitimate interest in regulating student attire and appearance during the school day. Students are to dress appropriately at all times. Students may **NOT** wear hats, short shorts, low cut tops, tube tops, tank tops with spaghetti straps, ripped clothing, t-shirts with obscene, violent, suggestive, offensive language or drug connotations or outdoor jackets within the school. Students will be asked to cover up or return home and dress appropriately. iPods, cell phones, jackets and hats are to be placed in the student lockers and may not be used during school hours.

BICYCLES

Bicycles are permitted. Students can safely store their bikes during the school day in the bike corral that is kept locked. Students should still use a lock for added security when they use the bike cage. **The school is not responsible for any damage or theft of bicycles and/or locks.**

SKATEBOARDS/SCOOTERS

Revised Section 2.12 of the Streets By Law, # 1481-77, students are allowed to ride their skateboard or scooter on the sidewalk. Students will be allowed to ride their skateboard or scooter to school. When arriving at school, students are **NOT** allowed to use either on school property. These must be kept in a locker while at school.

The school accepts NO responsibility for lost or stolen items.

NEWSLETTERS

Newsletters are posted on the school website monthly. Weekly bulletins are posted each Monday listing upcoming events

AGENDA BOOK

Students will be using an application on their iPads this year to keep track of homework, tests, assignments and school events. If students prefer to use a notebook to keep track of this, they are welcome to do so and may discuss this with their teacher.

Parents are asked to check this homework journal daily.
Feel free to contact your child's subject teachers when needed.

SIGN OFF

Once you have read this Parent Handbook, please **send your child's homeroom teacher a confirmation e-mail stating that you (parent and child) have read and understand the information provided**

We look forward to a rewarding year with your child.