



South Middle School



Home of the Trojans

601 West Cumberland Street
Cowan, Tennessee 37318

www.southmiddle.fcstn.net

Phone: 931-967-7355

Fax: 931-967-1413

Principal

Derrick Crutchfield

Assistant Principal

Rhonda Stevens

School Counselor

Laura Ore

Name _____ Grade _____

Period	Room	M, T, Th, Fr	Wednesday	Class	Teacher
1					
2					
3					
4					
5					
6					
7					

School Theme

Excellence in all we do

Vision Statement

Cultivating excellence in every student

Mission Statement

Provide student-centered educational programs that challenge all students to perform at their highest potential academically, physically, and emotionally.

South Middle School

Parent Involvement Policy

The faculty and staff of South Middle School embrace the philosophy that parents and school personnel must work together in order to improve the quality of education for all students. To ensure parents have the opportunity for input into the planning, design, implementation, and evaluation of school programs, including the Title I program, South Middle School will:

- Host an annual meeting during the first month of school. This meeting will provide the following:
 - Explanation of the Title I program and services
 - Information concerning Title I laws, regulations, and guidelines
 - Invitation to serve on the school’s Advisory Team and to make suggestions for the program
 - Distribution of the school’s Parent Involvement Policy to parents
 - Information about the school’s goals
- South Middle School will establish a Parent Advisory Team which will work with the school’s leadership consisting of the school principal, classroom teachers, and Title I director.
- The Parent Advisory Team at South Middle School will meet on an as-needed basis for the purpose of providing input into the planning, implementing, and evaluating of the Title I program on a school-wide basis.
- A parent/student/teacher/principal compact will be reviewed and signed during the open house program and made available at a later time for signatures of parents unable to attend open house.
- Students’ progress will be communicated to parents every three weeks with progress reports and every nine weeks with report cards.
- A parent/teacher conference will be held four times during the 2020-2021 school year.
- Input from parents will be gathered at the beginning and end of the school year by a needs assessment survey.
- A parent information meeting will be held four times (two in the fall and two in the spring).

At South Middle School, we encourage the involvement of parents, and we invite you to share your ideas and concerns with us. By working together, we provide our children with the greatest opportunities for success.

6th Grade Supply List	7th Grade Supply List	8th Grade Supply List
Color Pencils Highlighters Pencils (Mechanical Allowed) 6 Composition Books (Journal) 4 Folders With Pockets (Green, Yellow, Blue, Orange) 2 Glue Sticks Notebook Paper Headphones or Earbuds 1 3-Ring Binder Pencil Pouch (3-Ring)	4 Composition Books 1 1-Inch Binder 4 Glue Sticks 4 Dry Erase Markers Pencils Pencil Pouch Notebook Paper Headphones or Earbuds Color Pencils Hand Held Sharpener	2 1-Inch 3-Ring Binder 2 Packs 5-Tab Dividers 1 Pack Sheet Protectors (20 Count Pack) 5 Composition Books 1 Box Color Pencils 1 Box Fine Tip Markers 1 Pack Red Pens 3 Glue Sticks 2 USB Flash Drives (16 GB) Notebook Paper Highlighters Pencils
The following is not required but would be greatly appreciated:	The following is not required but would be greatly appreciated:	The following is not required but would be greatly appreciated:
Boxes of tissue Hand sanitizer Clorox wipes	Boxes of tissue Hand sanitizer Clorox wipes	Boxes of tissue Hand sanitizer Clorox wipes

August

- 3 - Staff Development Day @ South
- 4 - Administrative Day @ South
- 5 - Abbreviated Day For Students (8:00-9:30) (First Day of School)
- 6 - Staff Development Day @ South
- 7 - First Full Day of School (Fall Semester)

September

- 7 - Labor Day (No School)
- 28 - Parent/Teacher Conferences (3:15-6:15)

October

- 9 - NO SCHOOL
- 12 thru 16 - NO SCHOOL (Fall Break)

November

- 3 - Staff Development @ South
- 25 thru 27 - NO SCHOOL (Thanksgiving Break)

December

- 18 - Abbreviated Day For Students (8:00-9:30)
- 21 thru 31 - NO SCHOOL (Winter Break)

January

- 1 - NO SCHOOL (Winter Break)
- 4 - Staff Development @ South
- 5 - Staff Development @ South
- 6 - First Day of School (Spring Semester)
- 18 - NO SCHOOL (MLK Day)

February

- 15 - NO SCHOOL (Presidents' Day)

March

- 1 - Parent/Teacher Conferences (3:15–6:15)
- 12 - NO SCHOOL
- 29 thru 31- NO SCHOOL (Spring Break)

April

- 1 thru 2 - NO SCHOOL (Spring Break)

May

- 27 - Abbreviated Day For Students (8:00-9:30) (Last day of school)
- 28 - Administrative Day @ South

Grading Periods

- 1st August 5 – October 6
- 2nd October 7 – December 18
- 3rd January 6 – March 16
- 4th March 17 – May 27

Report Cards Distributed

- 1st October 20
- 2nd January 8
- 3rd March 22
- 4th May 27

Regular Bell Schedule (6th and 8th Grade - 7th Grade is five minutes later)

Bell Schedule		PLC Bell Schedule		Activity Bell Schedule	
7:45	To Lockers	7:45	To Lockers	7:45	To Lockers
7:50	To Class	7:50	To Class	7:50	To Class
7:55	Announcements	7:55	Announcements	7:55	Announcements
8:00-8:55	1 Period	8:00-8:50	1 Period	8:00-8:45	1 Period
9:00-9:55	2 Period	8:55-9:45	2 Period	8:50-9:35	2 Period
10:00-10:55	3 Period	9:50-10:40	3 Period	9:40-10:25	3 Period
11:00-11:55	4 Period	10:45-11:35	4 Period	10:30-11:15	4 Period
12:00-12:55	5 Period	11:40-12:30	5 Period	11:20-12:05	5 Period
1:00-1:55	6 Period	12:35-1:25	6 Period	12:10-12:55	6 Period
2:00-3:00	7 Period	1:30-2:30	7 Period	1:00-1:45	7 Period
				1:50-3:00	Activity

One Hour Delay Bell Schedule (6th and 8th Grade - 7th Grade is five minutes later)

Bell Schedule		PLC Bell Schedule		Activity Bell Schedule	
8:45	To Lockers	8:45	To Lockers	8:45	To Lockers
8:50	To Class	8:50	To Class	8:50	To Class
8:55	Announcements	8:55	Announcements	8:55	Announcements
9:00-9:50	1 Period	9:00-9:45	1 Period	9:00-9:40	1 Period
9:55-10:45	2 Period	9:50-10:35	2 Period	9:45-10:25	2 Period
10:50-11:40	4 Period	10:40-11:25	4 Period	10:30-11:10	3 Period
11:45-12:35	5 Period	11:30-12:15	5 Period	11:15-12:10	4 Period
12:40-1:30	3 Period	12:20-1:05	3 Period	12:15-12:55	5 Period
1:35-2:25	6 Period	1:10-1:55	6 Period	1:00-1:40	6 Period
2:30-3:00	7 Period	2:00-2:30	7 Period	1:45-2:25	7 Period
				2:30-3:00	Activity

Two Hour Delay Bell Schedule (6th and 8th Grade - 7th Grade is five minutes later)

Bell Schedule		PLC Bell Schedule		Activity Bell Schedule	
9:45	To Lockers	9:45	To Lockers	9:45	To Lockers
9:50	To Class	9:50	To Class	9:50	To Class
9:55	Announcements	9:55	Announcements	9:55	Announcements
10:00-10:40	1 Period	10:00-10:30	1 Period	10:00-10:35	1 Period
10:45-11:25	2 Period	10:35-11:05	2 Period	10:40-11:15	2 Period
11:30-12:10	4 Period	11:10-11:50	4 Period	11:20-11:55	4 Period
12:15-12:55	5 Period	11:55-12:35	5 Period	12:00-12:35	5 Period
1:00-1:40	3 Period	12:40-1:10	3 Period	12:40-1:15	3 Period
1:45-2:25	6 Period	1:15-1:45	6 Period	1:20-1:55	6 Period
2:30-3:00	7 Period	1:50-2:30	7 Period	2:00-2:35	7 Period
				2:40-3:00	Activity

SOUTH MIDDLE SCHOOL GENERAL INFORMATION

COMMUNICATION BETWEEN SCHOOL AND HOME

The importance of having the correct telephone numbers available at South Middle School cannot be stressed enough. Telephones are the primary contact between the school and parents. If your telephone number changes at any point during the school year, please make every effort to inform the front office so that the changes can be indicated for your student in the appropriate places. Parents have access to their student's grades, discipline, and attendance through Skyward. In order to access this account, you must get your student's confidential number through the SMS front office. Skyward can provide parents who have the computer capability with helpful insight into their child's progress. Please note that grades will be updated often, so Skyward will need to be checked often as well.

SCHOOL HOURS

School hours are from 8:00 until 3:00 (2:30 Wednesdays) each day. Students should not arrive earlier than 7:00 when the doors will be unlocked. Students should not remain on campus later than 3:45 unless they are participating in a supervised school activity. Supervision will not be provided for students before 7:00 or after 3:45. These procedures are designed for the safety and well-being of the students.

CLASS CHANGE PROCEDURES

- All students and staff are encouraged to wear face coverings throughout the day.
- Students are expected to walk on the right side of the hallway and report directly to their next class.
- When students need to use the restroom they will do so quickly and wash hands before going to class.
- At the end of the day students will exit the building quickly and orderly.

CLASSROOM PROCEDURES

- All Students and staff are encouraged to wear face coverings throughout the day.
- Classroom seating will be socially distanced, and as far apart as possible.
- Students are expected to be prepared with all necessary classroom materials since sharing is discouraged.
- Students will not be allowed hall passes during class except for emergencies.

VISITORS

Parents are always welcome at South Middle School. To insure the safety of our students, we ask that all visitors report to the main office immediately upon arrival to request a visitor's pass. All visitors will be processed through the Raptor system. Only visitors with legitimate business at the school will be granted a pass. An administrator may refuse to issue a visitor's pass. To insure school safety, any person found on the school grounds without permission is trespassing and is subject to arrest by police authorities. **South does not allow parents to eat lunch with students.**

SCHOOL ATTENDANCE INFORMATION

When a student is absent from school, he/she is required to bring a written note from a parent/guardian or from another official source (doctor, dentist, court officer, etc.) on the first day that he/she returns to school. The note is to be turned in to the front office before 8:00. The parent/guardian note should contain the student's full name, date(s) and reason for absence, a phone number, and signature of the parent/guardian or another official signature. Only five (5) parent/guardian notes will be accepted for excused absences. If the student fails to bring a note within two days, the absence will be considered UNEXCUSED. A phone call (931-967-7355) from a parent/guardian on the day of the student's absence is appreciated, but it will **NOT** take the place of a written excuse required on the day of the student's return to school. School officials will attempt to report to the parents when a student accumulates three (3) unexcused absences during the school year. Once five (5) unexcused absences have accumulated, all absences will be considered unexcused unless the student submits official documentation from a doctor, dentist, lawyer, judge, etc. The truant officer may be notified when the student has six (6) unexcused absences and a petition to the court may be filed. According to state law, ten (10) total unexcused absences must be reported to the Juvenile Court.

LATE ARRIVAL TO SCHOOL

Students are expected to be in school and in first period class before the 8:00 bell rings. A student who reports to first period class after 8:00 is considered tardy to school. If a student is late to school, a parent/guardian will need to accompany the student to the office to sign the check-in log. The student must get a permission slip to be admitted to class. If the student is tardy for a reason that is considered “excused” appropriate documentation must be presented in order for the tardy to be excused. Excessive school tardiness will be referred to an administrator.

CHECK OUT PROCEDURE

We recommend no checkouts before 8:30 or after 2:30 except in cases of emergency. Students who know in advance that they will need to check out of school should bring a note signed by the parent/guardian which includes the departure time, phone number where parent can be reached, reason for departure, and person who will pick up the student, if different from the parent. The note is to be turned in to the main office before 8:00. The person checking out the student will come to the office to sign the student out. The student will be called to the office to check out when the parent/guardian/designee arrives in the office and ONLY if the name of the person checking the student out is on the Authorization of Release form completed by a parent. Proper identification may be required before a student is released to the person who is picking up the student.

MAKE-UP WORK

It is the **responsibility of the student** to request make-up assignments following absence from any class for any reason. Make-up work must be turned in to the teacher within three (3) days of the student’s return to class unless other arrangements are approved by the teacher. It is very important that students who have missed a class request the make-up assignment immediately upon their return to that class. The make-up work assigned may be similar but different from the assignment that other students completed in class. The teacher may request that make-up tests be completed before or after school. Daily assignments can be found on teachers’ web pages.

CLOSING OF SCHOOL

When severe weather creates hazardous conditions, the regular school schedule may be suspended to ensure students’ safety. It is the guardian’s responsibility to monitor news reports via television and radio stations. The TV and radio stations will be notified as soon as possible when necessary. If school is going to close after classes have started we ask that you do not check out your student. This causes confusion and chaos.

EMERGENCY DRILLS

Emergency drills required by law will be held at regular intervals. Such practice is important and should be approached seriously. Specific instructions for evacuation of the building will be given on the first day of school at the beginning of the fall term, after fall break, after Christmas break, and after spring break.

HEALTH REQUIREMENTS

Immunization: “No Shots, No School”. All students entering for the first time are required to have proof of immunization against diphtheria, pertussis, tetanus, polio, mumps, measles, and rubella.

ILLNESS

If you become ill or injured at school, ask your teacher for a pass to see the nurse. The nurse will contact parents if the student is too ill to remain at school. First-aid supplies are available for emergencies.

MEDICATION

If a student **MUST** take medication while at school, the parent/guardian must obtain a Self-Administration of Medication form from the nurse. Medication must be in the Original bottle or packaging from the pharmacy and must exhibit the name of the student, the date of the prescription, name and strength of the medication, directions for administering, doctor’s name, and pharmacy information. ALL medication (prescription or nonprescription) must be kept in the school clinic or the office. Students are not allowed to bring prescription or nonprescription medications to

school or to have them in lockers, book bags, purses, etc. This includes over-the-counter medicines like Tylenol, Midol, Excedrin, etc. Students who use asthma inhalers or who have other special needs should see the nurse for special permission to carry medications with them. The administration of the medication at the appropriate time will be supervised by the school nurse or designee. Failure to follow the school/school board policy for medication will result in disciplinary action.

BOOK BAGS

Any form of a bag is not allowed in classrooms or in the hallways during school hours unless a student is checking in or checking out. All bags must be kept in the students' locker.

LOCKERS

Each student will be assigned a locker and will be authorized to use that locker only. Lockers must be kept clean and organized and no stickers allowed. It is the student's responsibility to use the locker to store items not in use and to keep the locker locked. South Middle School requests that locks are purchased through the school so that locks can be opened without having to cut the locks off when combinations are forgotten. Locks cost \$5.00 and will be the students to keep at the end of the school year. Lockers are subject to search by school officials in accordance with state law and school board policy.

BUS POLICY

The school bus is an extension of school activity. Therefore, students shall conduct themselves on the bus in a manner consistent with the established standards for safety and classroom behavior. Failure to follow school bus rules may result in suspension from riding the bus. Any student who rides a bus other than the one assigned or who gets off the bus at a different location must give the bus driver a note of authorization from the parent/guardian and approval by the principal/designee. To obtain a bus permit, students must bring a note from a parent/guardian to the office. For questions regarding bus issues, please call the Director of Transportation, Mark Montoye, at 967-0626.

CAFETERIA POLICIES

The South Middle School cafeteria provides breakfast (free to all students) and lunch daily at a very reasonable cost. The Federal Free Lunch Program is available for qualifying students. Students have an assigned lunchroom ID number which will be entered each time they go through the serving line. It is a violation of school and federal law for students to use another student's name or number to obtain a meal. Meals may be paid in advance in the cafeteria or online (<https://www.myschoolbucks.com/>). Students without sufficient money to pay for a meal may charge a regular meal; a la carte items may not be charged. Notifications concerning charges exceeding \$5.00 will be sent out through School Messenger. While in the cafeteria during lunch, students are expected to maintain the same standards of behavior as in other parts of the building. Once seated, students are to remain in their seats except to return trays. Students may not leave the cafeteria without permission until dismissed by their assigned teacher or the cafeteria supervisor. Food and drinks are not to be taken from the cafeteria to the classroom.

CLUBS

South Middle School offers the following clubs for student participation: Beta Club, Student Council, Yearbook, Drama Club, Fellowship of Christian Athletes, and 4-H. Some of the clubs have specific membership requirements and some require a competitive application. Parents may prohibit their children from participating in any clubs or activities by providing written notification to the school.

LOST AND FOUND

Found items should be brought to the office. Students may ask about lost articles there. Students' names should be clearly written in/on jackets, coats, book bags, and other personal items. Students should not bring expensive items, valuables, or large amounts of money to school. Items turned in to the office will be held for a reasonable period of time. Unclaimed items may be donated to a charity.

PAYMENTS AND RECEIPTS

When students have money to turn in at school (for fundraisers, pictures, yearbooks, book sales, athletic supplies, locks, fines, etc.), the money must always be turned in to the teacher, coach, advisor, or staff member who is responsible for the collection. The student will be given a receipt which should be kept in a safe place.

TELEPHONES

Telephones in the front office are for business use only and are not for student use except with permission. If a student becomes sick at school and needs to check out, they must see the school nurse who will contact the parent/guardian. Students will not be called from class to answer phone calls except in extreme emergencies. We will gladly deliver messages from parents to students when necessary.

COMPUTER/CHROMEBOOK AND INTERNET USE

The use of computers/Chromebooks and access to the internet at South is encouraged to enhance specific instructional objectives. The use of the internet must be in support of education and research and consistent with the educational objectives. Before being allowed to use the internet, the student must have on file a signed application for terms and conditions for Use of the Internet. A monitoring and tracking system is in place on every school computer that maintains a cumulative history of accessed Internet sites as well as the user. Students may be banned from the use of school computers/Chromebooks and connective internet services if inappropriate and/or unlawful sites are found to have been accessed. Because of security issues and the risk of infecting the system network, students are not authorized to access personal email accounts at school.

- Every student will be issued their Chromebook to use daily while at South. Students will pick up their Chromebook from the assigned cart and slot before going to 1st period. Students will return the Chromebook to the same location, 7th period class, at the end of the school day.

TEXTBOOKS

Textbooks are the property of the Franklin County Board of Education and shall be returned upon completion of the course or upon withdrawal from a course or from school. Parents are to sign an agreement stating that they will be responsible for the textbooks received and used by their children. Students will be asked to pay for any lost books and for any book damaged to the extent that it is no longer usable.

ACADEMICS BY GRADE LEVEL

6th Grade

English Language Arts
Math
Science
Social Studies
Physical Education
Media Arts

7th Grade

English Language Arts
Math
Science
Social Studies
Physical Education
Media Arts

8th Grade

English Language Arts
Math
Science
Social Studies
Physical Education
General Music

Health
STEM
South 101
Lunch/Activity

General Music
STEM
Typing/Personal Finance
Lunch/Activity

STEM 1
STEM 2
Computer Applications
Lunch/Activity

The Trojan Expectations Matrix

	Classroom	Hallway	Restroom	Cafeteria	Auditorium	Library	Extracurricular	Technology and Phones
Be Respectful	Keep hands, feet, and objects to yourself Use appropriate language and voice level	Keep hands, feet, and objects to yourself Use appropriate language and voice level	Keep hands, feet, and objects to yourself Use appropriate language and voice level	Keep hands, feet, and objects to yourself Use appropriate language and voice level Be kind and courteous to	Keep hands, feet, and objects to yourself Use appropriate language and voice level Follow instructions	Keep hands, feet, and objects to yourself Use appropriate language and voice level	Keep hands, feet, and objects to yourself Use appropriate language and voice level Listen to adults	Get permission before taking pictures and/or videos

	Respond to others respectfully	Be mindful of others learning	Respect others privacy Keep restrooms clean	the cafeteria staff	Be respectful to presenters	Leave food and drinks in locker		
Be Responsible	Bring required materials Take care of personal needs before class Complete and turn in all assignments Be on time to class Follow all classroom procedures	Go directly to your destination Keep hallways and lockers clean and uncluttered Walk safely	Schedule restroom breaks wisely Wash your hands	Clean up after yourself Keep food in the cafeteria Handle food as it was meant to be handled Walk quietly and orderly in line to and from the cafeteria	Enter quickly and quietly Clean up after yourself Leave food and drinks put away	Clean up after yourself Leave equipment the way you found it Use equipment with care	Exhibit an attitude that is a positive representation of the school Report problems to an adult Allows others to listen and learn Remember all school rules apply	Use technology with care Keep up with your own technology Keep only one earbud in
Be Engaged	Extend yourself beyond the minimum Ask for help when needed Share ideas and participate Look at and listen to the speaker	Be mindful of others and their property Stop and listen during an announcement	Keep phones put away Use the restroom quickly and return to class	Be aware of the time Listen and follow instructions	Look at and listen to the speaker Sit in your assigned area Ask appropriate questions	Use technology for academic purposes Report inappropriate content	Participate Be aware of the rules and expectations of your environment Be aware of your surroundings	Use technology for intended purposes as instructed by the teacher Keep phones put away unless used for instruction notify the teacher of inappropriate or emergency issues

SOUTH MIDDLE SCHOOL DISCIPLINE POLICY AND PROCEDURES

South Middle School uses a three (3) strike behavior correction system. Students will cumulate strikes Monday through Friday. Every Monday all students start with zero (0) strikes. If a student cumulates three (3) strikes in a week the student will be given assigned seating during lunch, hallway suspension and activity suspension for two days. The corrective action will be assigned to the student starting the day after the student receives the third strike. The teacher or teachers that gave the strikes to the student will contact the guardian of the student to inform them about the behavior of the student and the corrective action taken. If a student receives a corrective action three (3) times in a nine (9) week grading period the student will serve a corrective action assigned by the administration. The guardian will be contacted by the administration and informed of the behavior and the corrective action taken. The corrective action will be at the discretion of the administration. Corrective action could include In School Suspension, Out of School Suspension, Athletic Suspension, or Alternative School placement.

All strikes will be kept on a spreadsheet shared with all teachers and administration. Teachers will enter the students name, teacher name, date, and student behavior on the spreadsheet. When a parent/guardian is contacted, the teachers will enter the date on the spreadsheet.

Listed below are infractions that a teacher will give a student a strike based on the judgement of the teacher.

*****Cycle runs Monday through Friday*****

- **(HP)** Horseplay - rough, boisterous play
- **(TC)** Tardy to class - delayed or delayed beyond the right or expected time; late
- **(TO)** Throwing objects - propel something with force through the air
- **(FD)** Food - unauthorized food or drink in the classroom
- **(D)** Disruption - disturbance which interrupts a class, event or activity
- **(PDA)** Public display of affection - frontal hugs, kissing, etc.
- **(P)** Profanity - blasphemous or obscene language
- **(DSP)** Destruction of school property - defacing or mistreatment of school property

All discipline is at the discretion of the administration.

CELL PHONE POLICY (School Board Policy 6.312)

Students' use of cellular phones and other communication devices upon entering the school building before 8:00 am is at principal's discretion. After 8:00 am and until 3:00 pm (or when school is officially dismissed), the use of these devices (excluding school issued chromebooks) is prohibited unless the school principal has approved a written request from a:

Teacher for his/her students to use their own devices to enhance learning when the school issued chromebooks are not sufficient; or

Student to self-monitor specific health issues/concerns (must include verification from the medical provider).

For the purpose of this policy, use of such a device means either receiving or sending a message by the emission of an

audible signal or sound, vibration, or visual display. The device is deemed to be 'in use', even if the device is not answered.

Possession of a cellular phone or other communication device is not a violation of this policy (except for elementary school students who are not permitted to have a cell phone at school) if the phone or device is in a purse, pocket, book bag, locker, or automobile and is not in use during the regular school day.

School employees who discover a student using a phone or other personal communication device in violation of this policy shall confiscate the device and submit it to the principal or designee.

Violation of this policy will result in the student's cell phone being confiscated as follows:

1st offense – held for the remainder of the day, to be returned to the student;

2nd offense – held for the remainder of the day, to be returned to the parent/guardian; and

3rd offense – the student is not allowed to have a cell phone for the remainder of the school year.

For subsequent violations or if a student fails to relinquish his/her cell phone to the teacher or principal, the student will be sent to the Alternative School for twenty (20) days; qualifying students, with an IEP, must continue to be served in accordance with the applicable state and federal laws.

Students who use the camera component of the cell phone in an unauthorized manner are subject to additional disciplinary measures, as well as reported to the appropriate law enforcement agency, if deemed appropriate.

This policy shall be included in the Code of Conduct which is on the system's web-site.

The use of cell phones by school level staff members (including substitutes) shall be at the discretion of the school principal – but usage should be limited to very unusual or emergency situations. Usage by an employee should be discrete and brief, not in the presence of students, and not interfering or disrupting instruction time.

DRESS CODE (School Board Policy 6.310)

The Franklin County School System is committed to help create and maintain the very best learning environment possible. A correlation certainly exists between appropriate attire and a positive learning environment.

Any dress or hairstyle that is considered contrary to good hygiene, distracting or disruptive in appearance, detrimental to the educational environment or to the public image of the school shall not be allowed. The administration of the school reserves the right and responsibility to determine whether a student's attire is within the limits of appropriateness for school, decency, and modesty. In matters of opinion, the judgment of the principal/designee shall prevail.

A uniform dress code is in effect at the middle schools and high schools. The uniform dress code will include solid khaki (khaki-colored) pants, skirts, shorts, skorts or capris or appropriately solid-colored jeans, denim skirts, shorts, skorts or capris with no holes. Pants will be belted at the waist when appropriate. Shirts will be collared, or crew

necked, with sleeves. Shirts may be solid-colored or patterned. The only logos that may be on a shirt will be – logos no larger than a six (6) by six (6) inch square. Shirts must completely cover the abdomen, back, shoulders, midriffs, and cleavage. Shirts will be tucked in the pants or skirts or, at the discretion of the school, allowed to be worn on the outside if worn neatly. Spirit wear depicting the school of attendance will be considered appropriate attire.

The following specific expectations have been established to help create and maintain the best learning environment:

1. All clothing must be clean, appropriate for school, and size appropriate. Clothing must not have holes, be cut-off, ripped, or see-through. The only logos allowed must meet the six (6) by six (6) inch square requirement on shirts. Spirit wear is allowed at any time and is identified as any clothing item that displays the student's assigned school's logo or publicizes a class, club or team that is recognized by the assigned school.
2. Shorts, skorts and capris must cover to the top of the knee when standing.
3. If leggings, jeggings, or tights are worn, the student's top or outer garment must cover to the top of the knee when standing.
4. Skirts shall be knee length when the girl is standing erect. Slits in dresses or skirts shall not exceed three inches above the front and/or back of the knee.
5. Pants must be worn above the hip-bone; sagging/bagging is not allowed. At this time, low rider and hip hugger style pants are permissible.
6. All coats, jackets, sweaters, and any other kind of outerwear may be solid-colored or patterned. Outerwear that is spirit wear depicting the school of attendance may be worn.
7. Footwear is required and must be worn; footwear must be safe and appropriate for indoor and outdoor activities. Inappropriate footwear includes, but is not limited to, house shoes/bedroom slippers, and skate shoes.
8. Clothing and accessories including, but not limited to, book bags, backpacks, belt buckles, patches, jewelry, and notebooks must not contain or have printed on them racial/ethnic slurs or symbols, gang symbols/affiliations, or vulgar, obscene, subversive, sexually suggestive language, symbols, or images.

Clothing and accessories such as book bags, backpacks, belt buckles, patches, jewelry and notebooks shall not be derogatory to any individual or groups, or disruptive to the school environment.

Clothing or accessories shall not promote products which students may not legally buy such as alcohol, tobacco, illegal drugs, and controlled substances or promote violence.

9. Items which are prohibited include, but may not be limited to:

- a. Head apparel (hats/caps, scarves, hair picks, stocking caps, hair curlers, the hoods on hoodies or jackets, etc.) inside the school building, except for religious or medical purposes (for which doctor's verification of need is required);
- b. Sunglasses inside the school building, except for health purposes – doctor's verification of need is required;
- c. Visible body piercing jewelry (including tongue piercing) other than earrings (if worn, earrings must not pose a threat to the student's safety nor be disruptive to the peace and good order of the schools);
- d. Large, long, and/or heavy chains (including billfold chains); and
- e. Trench coats, except as needed in very extreme weather.
- f. Tattoos and other similar markings of the skin are discouraged (offensive tattoos must be covered).

The director of schools may allow exceptions for some of the above listed items for special school activities.

Appropriate corrective/disciplinary action will be taken by the school administration if a student comes to school in clothing that is not deemed to be appropriate. Corrective/disciplinary action may include, but is not limited to, calling parents to bring appropriate clothing, detention, in-school suspension and/or other disciplinary action as deemed appropriate. Three dress code violations will result in suspension to the alternative school for no less than twenty (20) days.

The principal's discretion shall prevail in regard to appropriate attire for all after-school activities.

The Board expects the Director of Schools to require all principals and all certificated personnel to enforce the above dress code in a consistent manner.

ZERO TOLERANCE POLICY (School Board Policy 6.309)

In order to ensure a safe and secure learning environment, the following offenses shall not be tolerated:

Weapons & Dangerous Instruments

Students shall not possess, handle, transmit, use, or attempt to use any dangerous weapon on school buses, on school property, or while on school sponsored outings.¹

Dangerous weapons for the purposes of this policy shall include, but are not limited to, a firearm or anything manifestly designed, made, or adapted for the purpose of inflicting death or serious bodily injury or anything that in the manner of its use or intended use is capable of causing death or serious bodily injury.²

Violators of this section shall be subject to suspension and/or expulsion from school.

Firearms

In accordance with state law, any student who brings to school or is in unauthorized possession of a firearm on school property shall be expelled for a period of not less than one (1) calendar year. The Director of Schools shall have the authority to modify this expulsion requirement on a case-by-case basis.⁴

Drugs

In accordance with state law, any student who unlawfully possesses any drug, including any controlled substance, controlled substance analogue, or legend drug on school grounds or at a school-sponsored event, shall be expelled for a period of not less than one (1) calendar year. The Director of Schools shall have the authority to modify this expulsion requirement on a case-by-case basis.⁴

Assault

In accordance with state law, any student who commits aggravated assault⁵ or commits assault that results in bodily injury upon any teacher, principal, administrator, any other employee of the school,

or school resource officer shall be expelled for a period of not less than one (1) calendar year. The Director of Schools shall have the authority to modify this expulsion requirement on a case-by-case basis.⁴

Electronic Threats

In accordance with state law, any student who transmits by an electronic device any communication containing a credible threat to cause bodily injury or death to another student or school employee and the transmission of such threat creates actual disruptive activity at the school that requires administrative intervention shall be expelled for a period of not less than one (1) calendar year. The Director of Schools shall have the authority to modify this expulsion requirement on a case-by-case basis.⁴

Notification

When it is determined that a student has violated this policy, the principal of the school shall notify the student's parent(s)/guardian(s) and the criminal justice or juvenile delinquency system as required by law.⁷



School, Parent and Student Agreement



South Middle School Student Agreement

It is important that I work to the best of my ability. Therefore, I will do the following:

- Read and understand the student handbook.
- Attend school regularly and be on time to classes.
- Go to class with the supplies necessary to participate in my learning.
- Follow all school rules.
- Accept responsibility for completing and turning in all assignments.
- Use my classroom time wisely.

Student Name: _____

Student Signature: _____

South Middle School Parent/Guardian Agreement

I want my child to achieve. Therefore, I will do the following:

- Read and understand the student handbook.
- See that my child is punctual and attends school regularly.
- See that my child has the supplies needed for learning.
- Support the school in its efforts to maintain proper discipline.
- Encourage my child's efforts and be available for questions.
- Establish a regular routine for completing homework
- Provide a quiet, well-lighted place for homework.

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

South Middle School Faculty/Staff Agreement

It is important that students achieve. Therefore, I will do the following:

- Support and encourage parental involvement.
- Provide an environment that allows for positive communication between students, teachers, administration, and parents.
- Provide a challenging, standards based educational program, preparing students for success in high school and beyond.
- Provide a variety of instructional strategies and activities to address the varied learning strengths of our students.
- Provide a nurturing and positive environment in which all students can feel supported and safe emotionally, intellectually, and physically.
- Provide students opportunities to take on more responsibilities and to make increasingly important choices about their own behavior and academics while encouraging integrity and honesty.

South Middle School Signature: _____