

# FRCS MIDDLE SCHOOL STUDENT HANDBOOK

## Home of the Foxes!



### **Health and Wellness**

According to the Greater Good Science Center at UC Berkeley, research suggests that having a caring teacher that empowers students to develop their social emotional intelligence improves student academic performance and overall well-being. At FRCS we strive to develop an environment that cultivates wellness by translating research into action, embracing innovation, and encouraging positive change on the individual and community level. We focus on helping students to develop the habits and mindsets that will empower them to make healthy choices that support optimal physical, cognitive and social/emotional development. We do this by creating opportunities for connection, practice and reflection. We also work to provide lessons and activities that encourage and support healthy lifestyle choices such as eating healthy, being fit, active listening, conflict resolution, stress and time management.

### **ATTENDANCE:**

**TARDY PROCEDURES:** Please make sure your student attends school on time. Students arriving tardy to first period need to come to the attendance office for a tardy slip. Students will only be excused with a note from the parent with a valid excuse (medical appointment, illness, and the like). Oversleeping, car problems, or missing the bus are considered unexcused tardies. Tardies during subsequent class periods will be assigned if your child is not seated in his or her assigned seat when class begins.

Disciplinary consequences will be as follows: Three tardies = 1 detention; up to six tardies can be

cleared by detention. After six tardies a teacher-parent-student conference will be held.

**ABSENCES - 891-3154:** If a student is absent from school for any reason, a note or call from the parent or guardian is required for every day the student is absent. Parents will receive phone calls from our office staff for unverified absences. Parents can leave an explanation with this caller. When a student returns to school without a note or call to the school, the absence will be considered unexcused. After three school days, unverified absences are considered truant. State law stipulates that absences due to illness, quarantine, for purposes of medical, dental, or optometry services, or to attend the funeral of an immediate family member are the only valid reasons for school absences. All other absences will be unexcused. Excessive absences can have a detrimental effect on students' grades.

### **STUDENT DRESS CODE:**

**(Cal. Educ. Code §35183) Student dress has been shown to influence behavior and the learning environment. It is expected that all students shall wear clothes that are clean, appropriate, safe and not disruptive to the teaching and learning process.**

1. There should be adequate coverage of the body, which means that short-shorts, bathing suits, spaghetti straps, single-strap tops, low-cut tops, halter tops, tube tops, undershirts, bare midriffs/crop tops, sheer/lacy garments without a tank top underneath, pajamas, sagging pants, etc.,

# FRCS MIDDLE SCHOOL STUDENT HANDBOOK

## Home of the Foxes!



- are NOT considered adequate coverage. Undergarments of any kind should not be visible. Shoulder straps must be at least 1" wide.
- Shorts, skirts, and dresses with slits may be worn but must be of reasonable length that shall be defined as no shorter than the knuckles on the student's hand when the arm of the student is held straight down. On dresses with slits, the top of the slits must also conform to the length rule.
  - Students should not wear clothing that can be hazardous to them in their school activities, such as lab work, physical education, and art. Grooming and dress which prevent the student from doing their best work because of restricted movement are discouraged, as are dress styles that create a disruption of classroom order.
  - Footwear (shoes or sandals) must be worn at all times. Slippers are not appropriate footwear for school.
  - Hats and headwear on our campus are viewed as protection from the sun during P.E. or outdoor activities. If wearing a hat during class time becomes a distraction it will be confiscated until the end of the day and that student will lose hat wearing privileges.
  - Crude or vulgar lettering or printing, pictures depicting or encouraging drugs, tobacco, alcoholic beverages, racial/ethnic slurs, gang affiliation, or that are sexually suggestive on shirts, sweatshirts, jackets, jewelry, or other wearing apparel are not acceptable.
  - Sunglasses are not to be worn in classrooms.
  - Students will be participating in P.E. daily. They are required to wear tennis/running shoes during P.E. activities. Students must wear their tennis/running shoes to school or bring a pair to change into. They may keep this pair of shoes in their locker. Make sure to include a couple pairs of socks too!
  - P.E. clothes are not to be worn in other classes, except for tennis shoes.

Students and parents are expected to comply with dress standards as they have been established to promote safety and a positive educational environment. Noncompliance by students will result in a possible wardrobe change/conference/disciplinary action.

### **PERSONAL RESPONSIBILITY:**

***STUDENT PLANNERS:*** It is expected that every student at FRCS Middle School have a student planner to be filled out daily in every class, except for P.E. Failure to do so may result in disciplinary action and/or reduction of grade. FRCS has ordered a student planner for every middle school student at no cost to families.

***SUSTAINED SILENT READING (SSR):*** Every student must have a Sustained Silent Reading book in his or her backpack every day. Failure to have a book will result in detention. Books are available in class and may be checked out of the library.

***LIBRARY/TEXTBOOKS:*** Each student will check out textbooks for his or her core classes. These

# FRCS MIDDLE SCHOOL STUDENT HANDBOOK

## Home of the Foxes!



books, as well as any other reading books checked out from the school library, are the student's financial responsibility if not returned. Activities may be withheld for overdue books.

**PERSONAL PROPERTY:** You should assume sole responsibility for loss or damage to any property belonging to you. Large sums of money, jewelry, radios, iPods, cell phones, CD players, cameras, etc., should not be brought to school. Students should write their names on all books, and put identification marks on personal belongings. **DO NOT LEAVE YOUR PERSONAL PROPERTY UNATTENDED!**

**SKATEBOARDS/SCOOTERS/ROLLER BLADES, ETC.** These items must be carried or walked on campus - not ridden. A student should store his or her item in lockers. There's no assumption of liability.

**BICYCLES:** The school provides a bicycle rack for student use. However, the school assumes no responsibility for the bicycles. Students must provide individual locks for their property. Students are requested not to lock up their bikes with other students' bikes. Do not leave your bike in the rack overnight. You are not to ride your bicycle on campus or the adjoining sidewalks at any time. You are to walk your bicycle to the bike racks from the time you reach the school grounds - walk it, lock it, leave it. **WEARING A HELMET IS THE LAW** and will help protect your brain. Helmets are required.

**Backpacks:** are not to be left unattended, even in the classroom, except during lunch.

**Lockers:** No stickers are to be placed on the inside or outside of student lockers. Interior magnets are permissible. No additional 3D stand up objects are allowed in order to leave room for textbooks, so that students do not have to carry heavy textbooks from class to class during the day. Students are to access their lockers between classes during passing times only, they are not to access lockers during class time. Use of school lockers is a privilege that may carry financial obligation by the families if damaged.

**CELL PHONES/ELECTRONIC DEVICES:** Students should not bring cell phones, iPods, iTouch, MP3 players, laser pointers, electronic readers (Kindle/Nook/iPad), or similar devices to school without a need (after school or approved school project). Staff will follow the concept of: "See it, hear it, take it." Students in violation of this policy will have their phone, or device confiscated and turned into the office. A parent(s) will need to come and pick up the device.

Cell phone use at school events after the school day ends is allowed if the student is monitored by a parent/guardian.

**ENERGY DRINKS/SODA:** Students with energy drinks or soda will be asked to dispose of the remaining contents and recycle the can/bottle.

**NO GUM/TOBACCO:** Gum chewing is not allowed on campus at any time. Violations of this policy will result in disciplinary action, i.e., detention or gum cleanup.

# FRCS MIDDLE SCHOOL STUDENT HANDBOOK

## Home of the Foxes!



**SEXUAL HARASSMENT:** Sexual harassment is defined as unwelcome sexual advances, and other verbal or physical conduct of a sexual nature that has the purpose or the effect of unreasonable interference with an individual's educational or work performance or which creates an intimidating, hostile or offending educational environment. Sexual harassment examples include, but are not limited to, the following:

1. Making written, verbal, physical and/or visual contact with sexual overtones.
2. Making reprisals, threats of reprisal, or implied threats of reprisal following a rebuff or harassing behavior.
3. Retaliation for having reported or threatened to report sexual harassment.
4. Continued expressions of sexual interest after being informed that the interest is unwelcome.
5. Engaging in explicit or implicit coercive sexual behavior within the educational environment which is used to control, influence or affect the educational opportunities, grades, and/or learning environment of a student.
6. A pattern of conduct that would cause discomfort and/or humiliation to a reasonable person at whom the conduct was directed.

Sexual harassment is a violation of the law, and students are subject to disciplinary sanctions for this behavior. Complaints are filed with the director. FRCS is committed to providing a safe educational environment for all of our students.

### **Academic Probation/ Failure to Progress**

At times we have regular education students that despite support, modifications, and our usual intervention do not make adequate academic progress. If your student is failing more than one class (and they do not qualify for a 504 or an IEP) we will hold an academic support meeting to discuss options. Various options within our PBIS (Positive Behavior Intervention Support) framework will be explored first. If these are unsuccessful we will refer the student to the SBIT (Student Based Intervention Team) process to determine whether a higher level of services is needed.

**HONOR ROLL:** A student may be eligible for the Honor Roll by achieving a grade point average of 3.50 at the semester.

The point values for grades earned are:

A=4 B=3 C=2 D=1 F=0 Inc=0

The point values of the six marks listed above are used in the computations of grade point averages.

**Plagiarism:** is defined as the practice of taking someone else's work or ideas and passing them off as one's own. This is not allowed at FRCS.

Consequences are as follows:

6th: Teachers are responsible for teaching students what plagiarism and explaining the expectation.

Students who perform plagiarism will be asked to redo the assignment and parents will be contacted.

7/8th: Students who perform plagiarism can redo the assignment, but will only receive no more than half credit. Plagiarized work will be sent home to be signed by the parent or guardian.

# FRCS MIDDLE SCHOOL STUDENT HANDBOOK

## Home of the Foxes!



### **FRCS Dance Information & Rules:**

1. The dances are a privilege.
2. Forest Ranch dances are from 6:30-8:30.
3. Students should have rides planned prior to the dance. Students should plan to leave at 8:30. A telephone is available in case of emergency.
4. When students arrive at the dance, they must enter the dance and stay inside until the dance is over or until their parents come to pick them up. If a student leaves early, the parent must come to the door and get him/her since we will not have supervision in the parking lot for students who might want to wait for their rides prior to the end of the dance.
5. Students are encouraged to dance (in socially appropriate ways), chat with friends, enjoy the music and enjoy snacks. Students should not run, rough house or dance inappropriately.
6. Students who have been assigned either in school or out-of-school suspension since the last school dance cannot attend the next school dance. Students that receive a referral in the weeks leading up to the dance may not be able to attend.
7. Failing grades will prevent a student from participating in a school dance.
8. There will be no promiscuous or provocative dancing. All violators may be asked to call their parents for a ride home. They may be asked to not attend the next school dance or banned from attending any dances at FRCS for the rest of the school year. School dances are for students to socialize with

their peers. The expectation is for everyone to have fun and be safe.

9. Students are expected to comply with directions of teachers and parent chaperones.
10. Students who do not adhere to the rules may be asked not to attend the next dance or banned from attending any dances at FRCS for the rest of the year.

### **FRCS PBIS Program (Student Discipline)**

Our goal at Forest Ranch Charter School is to work together with families to help our students become self-directed, lifelong learners who are compassionate and ethical decision makers. We believe an effective behavior support program should be focused on teaching rather than punishment and rewards. However, part of this program also includes clear procedures and well thought out consequences. The primary focus of our School Wide Positive Behavior Support Program is training our faculty, staff, and volunteers to model and guide our students towards healthy, respectful, and self-directed choices. Learning about Life Skills (patience, perseverance, caring, etc.) and effective communication strategies are an integral part of our program. Therefore, we strive to provide our students with the big picture behind their choices and behaviors. When appropriate and clearly articulated goals are in place, we believe all students succeed. We also believe that high expectations and accountability for one's own actions are a necessary part of learning. Our School Wide Positive Behavior Support Plan has three primary components: Prevention, Strategies for Effectively Managing/Redirecting Inappropriate Student Behavior, and Behavior Support Planning.

# FRCS MIDDLE SCHOOL STUDENT HANDBOOK

## Home of the Foxes!



Students who violate school policy may be assigned consequences appropriate to the violation. Examples are:

- a) School Community service
- b) Call home to parent and/or parent conference
- c) Detention (lunch or after school)
- d) Loss of school-wide student activities (dances, field trips, etc.)
- e) In-School Suspension
- f) Suspension for any offense of CA Ed. Code 48900 (a-r)
- g) Recommendation for Expulsion

Examples for which students may be assigned a specific consequence are: Gum Chewing (EXCEPT

DURING TESTING), Cheating, Class Misconduct, Littering, Out of Class without Permission, Excessive Show of Public Affection, Dress Code Violation, Vandalism, Cell Phone Use, Inappropriate Language, Defiance, Missed Detention/Lunch Intervention, Habitual Profanity, Vulgarity, Sexual Harassment, Bullying - including CyberBullying (Texting/Facebook or other Social Media, Threatening Others, Fighting), Possession of Tobacco and/or Paraphernalia, Possession of, or Under the Influence of Alcohol or Drugs, Possession of and/or, Use of an Object as a Weapon.

When a student is suspended from class, and/or school, make-up work may be provided at the discretion of the individual teacher.

**BE FOXY!**