

Oakridge Middle School

5657 Oakridge Road

Clover, SC 29710

803-631-8000



Student/Parent Handbook 2018-2019

Principal: Will Largen

Assistant Principals:

Lori-Ann Phelan

Tony Mogavero

This agenda belongs to:

NAME _____

CLASS _____

OAKRIDGE MIDDLE FACULTY & STAFF 2018-2019

Principal

Will Largen

Assistant Principals:

Lori-Ann Phelan

Tony Mogavero

School Counselors

Pat Reid - 6th

Katherine Snyder - 8th

Kristen Meek - 7th

Receptionist

JoEtta Armstrong

Administrative Assistant

Arla McKinney

Attendance Secretary

Sue Hamilton

Bookkeeper

Beth Watts

Nurse

Stacey Rhinehardt

Teacher Assistants

Vickie Brown

Cindy Love

Christine Huston

Teresa Petty

Alison Kingswood

Dawn Walker

Jackie Krashner - Computer

Lauren Selby

Susan Dove

Kelly Bennett

Chanel Mimms

Latrell Delange

ESL: Kathy Martinez

Speech: Nicole Bear

Social Worker:

Brantlee Spurrier

Academic Assistance:

Rhonda Welborn

Technology Specialist

Kitty Tripp

6th Grade

6-1

Augusta Bennett

Andy Carter

Laura Endean

Jeff Rolf

6-2

Julie DeCuir

Stefanie House

Kimberly Cauble

Robin Deyton

6-3

Amber Ballard

Marianna Kaoud

Kristin Dittl

Lisa Morrow

6-4

Jaye Jackson

Erica Fielder

7th Grade

7-1

Renee Callahan

Brooke Nicholson

Donald Pitts

Kathy Miller

7-2

Cassie Neelands

Rachel Blackledge

Jared Williams

Kerrie Goforth

7-3

Rodney Tatum

Emily Elizabeth Talarico

Jessica Taylor

Wendy Howell

7-4

Bridget Styka

Taylor Kelley

8th Grade

8-1

Ariel Fitts

Amber Miller

Byron Roberts

Charlene Walker

8-2

Sandi Weaver

Daniel Kozlowski

Jennifer Dunder

Jessica Bennett

8-3

Catherine Rodgers

Lee Sykes

Lisa Watkins

Amy Bradshaw

8-4

Kristin Hawkins

Jazmine Cloud

Self-Contained/Learning

Disabilities

Madison Grant

Resource:

Renee Gallaway

Debbie Atkins

Jean May

PE/ Health

Trey Harris

Christopher Dunder

Teresa England

Art: Kaitlan Cole

Band:

Phillip Loftis

Chorus: Cory Dover

Media Specialist:

Kathy Corbiere

Assistant:

Magaly Thalacker

Project Lead the Way:

Jackie Osterhout

Spanish: Lynn Decker

French: Jennifer Thompson

Dance: Kristin Weeks

Resource Officer:

Ray Feaster

Cafeteria Manager

Carolyn Langston

Head Custodian: Don Ivey

Custodians:

Ricky Harvell

Debra Overcash

Tina Flora

Shirley Pendleton

Sharon Mackie

Christie Pressley

Gary Hodge

Bill Mauney

Keon Barber

WELCOME TO OAKRIDGE MIDDLE SCHOOL

TO OUR PARENTS AND STUDENTS

The administration, the faculty, and the staff of OAKRIDGE MIDDLE SCHOOL encourage your support and involvement. We feel you have a significant impact on the quality of education your child will receive at Oakridge Middle School. Your participation will encourage a feeling of partnership among you, your child, and the school. With your help and assistance, we can show your child that we are people who care about students both personally and educationally.

We will work hard to communicate about student progress during the school year and about events occurring at our school. Through websites, open house, and parent contacts we want to "bridge the gap" to a more effective partnership among the school, parents, students, and the community.

ADMINISTRATION AND GUIDANCE

PRINCIPAL: Will Largen

6/7th GRADE ASSISTANT PRINCIPAL: Tony Mogavero

6th GRADE COUNSELOR: Pat Reid

6/8th GRADE ASSISTANT PRINCIPAL: Lori-Ann Phelan

7th GRADE COUNSELOR: Kristen Meek

8th GRADE COUNSELOR: A J Johnson

CLOVER SCHOOL DISTRICT TEACHER VALUE STATEMENT

Our value statements define how we as quality educators work with each other and those we serve. These statements reflect our shared beliefs and fundamental assumptions that guide us in our actions.

WE VALUE:

- 1. COMMUNICATION and COLLABORATION** – Providing timely, effective, and open communication throughout our school district and with students, parents, and community is a vital attribute of a successful, professional teacher. Collaborating with others in a common effort that values the contributions of all provides a supportive, collegial working environment.
- 2. COMPASSION and EMPATHY** – Modeling compassion and patience through our actions is vital to building relationships with students, parents and our peers. We care for each other and the students we serve and we lead by example. Empathy and assistance are essential in our relationships with our students and each other in order to achieve our educational goals.
- 3. INTEGRITY and RESPONSIBILITY** -- Behaving in an open, honest, and consistent way is key to establishing relationships. Honoring our commitments and trusting each other to act with integrity and responsibility are integral parts of our profession. Education is a shared responsibility that requires the active involvement and cooperation of teachers, students, parents, the school district, and community.
- 4. RESPECT** -- Respecting, supporting, and valuing each member of our school family encourages open discourse. Different views are shared in a dignified and non-judgmental manner where listening occurs and discussion focuses on the common good. We as professionals respect the chain of command and promote it for our colleagues, our students, our community, and ourselves.
- 5. DIVERSITY** -- Fostering a belief in our students that our diverse community provides them with strengths and opportunities to grow and become contributing members of a global society is critical to their development. Diversity and inclusiveness in our profession are demonstrated in our activities and services.
- 6. POSITIVE ATTITUDE** -- Committing to an enthusiastic, positive attitude and a can-do spirit enhances the learning environment and empowers the school community to achieve mutual goals. We recognize and celebrate the efforts and achievements of our students and staff. To maintain our enthusiasm and positive outlook, we affirm the need for a healthy balance between professional and personal lives.
- 7. QUALITY INSTRUCTION and HIGH EXPECTATIONS** -- Seeking continuous improvement through professional development enables educators to provide quality instruction that is crucial to the academic success of our students. Through high expectations, innovations, and knowledge we provide a foundation for students to grow in a safe, welcoming learning environment.

CLOVER CREATES CHARACTER

We must strive to produce future citizens who are sound of mind, strong in body, and healthy in spirit and heart. We believe that a strong character education program will give students opportunities to grow in these areas. Throughout the year, we will celebrate character traits that focus on the attributes of a High-Flying EAGLE: Empathy, Attitude, Gratitude, Leadership, Empowerment

High Flying Eagle

	<i>School and School Activities</i>	<i>Home and Community</i>
E mpathy	<ul style="list-style-type: none"> • Appreciate others • Foster healthy relationships with others • Use kind words and actions • Respond to people in need • Be helpful to others • Be an active listener and participant 	<ul style="list-style-type: none"> • Value diversity and differences • Stand up for others • Have positive and encouraging social interactions • Use social media for positive interactions • Practice tolerance
A ttitude	<ul style="list-style-type: none"> • Use positive language • Be honest • Look for the best in others • Demonstrate positive school spirit (cheer for the eagles) • Get involved • Set goals & strive for your personal best 	<ul style="list-style-type: none"> • Be truthful and honest • Dress appropriately • Be helpful to others • Plan to arrive in a timely manner • Honor and value all property and equipment
G ratitude	<ul style="list-style-type: none"> • Thank those who keep our school clean and well-maintained • Appreciate educational opportunities • Support and encourage each other 	<ul style="list-style-type: none"> • Show appreciation for community support • Leave surroundings nicer than they were when you arrived • Learn from your mistakes •
L eadership	<ul style="list-style-type: none"> • Contribute to a positive atmosphere • Be courteous • Be a positive role model for others • Lead by example and action • Attend school activities and events 	<ul style="list-style-type: none"> • Build positive relationships in the community • Represent OMS and Clover School District well at community events • Uphold a high standard of conduct
E mpowerment	<ul style="list-style-type: none"> • Start a chain reaction for positive actions • Attend class on time every day • Learn every day • Stand up for others 	<ul style="list-style-type: none"> • Reach out to our community by volunteering • Enrich your worldview • Respond to people in need

CLOVER SCHOOL DISTRICT MISSION STATEMENT

Clover Schools will prepare each child for a successful, productive and responsible future.

OAKRIDGE MIDDLE SCHOOL

Vision Statement

OMS will be a place where students are challenged by rigorous, relevant, and engaging academics, develop good citizenship and are encouraged to explore their personal interests. OMS will build an outstanding relationship among the students, staff, parents, and community.

School Motto Oakridge Means Success

Mission Statement

The mission of OMS, in partnership with parents and the community, is preparing responsible, lifelong learners to be productive and engaged in an ever-changing world by providing quality education in an environment conducive to learning.

Beliefs

We believe the purpose of school is to lead students to reason well, desire knowledge, apply learning to new situations, and accept responsibility for the challenges of today and tomorrow.

We believe all children have the ability to learn more when immersed in a highly engaged environment that values individual growth, daily success, and positive relationships.

We believe the focus of school is to design purposeful, engaging work and to provide relevant experiences that promote success for each student.

We believe that school personnel must form collaborative partnerships with parents and the community to share responsibility for providing students a safe, supportive environment where they can focus on quality work.

We believe in providing employees with encouragement, time, resources, and professional development to meet high expectations for continuous improvement.

"WHAT DO I DO IF I..."

...need to go to morning tutoring?

Students requesting morning tutoring will need a written pass from the teacher. The pass shall state the date and room number where the tutoring will occur. Passes should be obtained at least one day before the tutoring session is to occur.

...am late to school?

Late car riding students must report to the main office to obtain a pass for first period admittance. If you are a breakfast eater, you will be provided time to eat prior to reporting to class.

Late bus riders will also need to obtain a pass for admittance to class. Breakfast will be provided to late bus riders.

...need my assignments if I am absent?

The first step to obtain assignments is to visit your team/teacher Canvas; otherwise, requests for assignments should be made by calling the school office. A twenty-four hour turn around time is needed for assignments requested through the office.

...miss a day of school?

It is important to attend school daily. If you are absent, your parent should provide a written note, or an official doctor's excuse. Policies concerning excused absences are contained in the handbook.

...get sick during the day?

If you become ill at school, you should tell your teacher. Teachers will then determine if you need to see the nurse. The nurse will then determine if parents need to be contacted.

...need to call home during the day?

Only emergency situations will warrant calls home by students. You should first inform your teacher, who will then determine if you need to go to the office. The office staff and/or an administrator will determine if a call is warranted. REMINDER: School Cell Phone Policy

...get hurt at school?

Any injury should be reported to the nearest adult so appropriate attention can be provided. If necessary, the school will call your parents to notify them.

...need to leave school early?

Students cannot leave school grounds without permission from the office. A student requesting early dismissal should:

- 1) Bring a note from parent/guardian stating the time and reason for dismissal. The note should be delivered to the office **prior to the start of school.**
- 2) A student may be signed out by authorized adults. Only persons listed in our database as authorized adults may sign a student out of school.

...need to ride a different bus?

Students are **not** allowed to change buses without approval from transportation. Students are not permitted to change buses to ride home with friends. In case of emergency, parent needs to contact main office.

...am having trouble with a student?

The first step is to keep your cool. Any problems should be taken to your teacher who will determine the next step. The next step will be a visit to your guidance counselor or assistant principal.

...want to bring a visitor to school?

Visitors such as friends or family from out of town cannot come to school with you. Liability and instructional issues prevent our ability to accommodate such requests. However, your parents and/or grandparents are always welcome to visit your school. Any visitors should always sign in the office and obtain a visitor's pass.

...am moving or changing phone numbers?

Parents should notify the office of any changes to a student's data. We need the most accurate contact information at all times.

...am withdrawing from school?

If you are moving to another district or another attendance zone in our district during the school year, your parents must come to the school and complete appropriate withdrawal papers. Any debts must be paid prior to records being forwarded.

...need to bring medicine to school?

If you need to bring a non-prescription, over-the-counter medicine, you will need a note from your parents and the medicine must be in an original container. This note should be checked in with the office at the start of the school day.

...need to see a guidance counselor?

You should report a desire/need to see your grade level guidance counselor to your teacher. Your teacher will help refer you to the appropriate person.

...lose a textbook, workbook, or iPad?

You should report a lost school issued supplies/support materials to your teacher immediately. You are responsible for school issued materials. There is a replacement fee for all school issued materials.

...want my schedule changed?

Schedule changes will not be made except in extreme circumstances. If you have a question about your schedule, you may see your guidance counselor.

GENERAL PARENT AND STUDENT INFORMATION

ADDRESS CHANGES, PHONE NUMBERS, AND WITHDRAWAL

The office should be notified of any change of address or telephone number. The office staff may be contacted by phone or email at: omsfrontoffice@clover.k12.sc.us Students withdrawing from school must report to the office. This must be done on the day before the actual withdrawal date if possible.

AGENDAS

Agenda books will be supplied to all students by the school free of charge; however, a replacement fee of \$5.00 will be charged for additional agendas. Agendas include the student handbook, daily assignment sections, and other necessary items. **Agendas serve as an organizational tool for students and a communication tool with parents.** Agendas will be used daily and should accompany students at all times during the day.

ASSIGNMENTS AND MAKE-UP WORK

It is the **responsibility of students** to get assignments when they are absent from school. Students are encouraged to check teacher's Canvas page to obtain assignments. Students may also call the school. Students who are to be absent from school for three or more days may request assignments through their teachers. **It is requested that the office be given at least twenty-four hours to get the assignments.**

Students will not be excused from work that was assigned during an absence. Likewise, any work missed during a suspension will be expected to be completed.

ATTENDANCE

S.C. State Department of Education Regulation 43-274 says, "a child 6 to 17 years meets definition of truancy when the child has three consecutive unlawful absences or a total of five unlawful absences."

Once a student is determined to be truant, school officials are required to contact the parent/guardian for a conference to develop an intervention plan to improve attendance. The purpose of the plan is to resolve attendance problems without involving the court system. However, continued unlawful absences and non-compliance with the intervention plan, may result in a referral to family court.

For children with chronic illness, parents are asked to complete a Chronic Illness Form. This form is available at your child's school. With physician authorization, you may verify absences by providing a note listing the symptoms requiring your child to stay home from school. It is important for parents to be aware that there are educational options for children who are seriously ill and are unable to attend school for a lengthy period of time in the way of homebound instruction.

The school year consists of 180 school days. To receive credit, students must attend at least 170 days of the school year as well as meet all academic requirements. Students will be expected to attend school regularly and must present a written excuse signed by parent, guardian, physician, or other appropriate person in all cases of absence. The excuse should include the date the excuse is written, the date(s) of the absence(s), the reason for the absence, and the required signature.

Students with absences beyond (10 days) whether lawful (including medical excuses) unlawful or a combination are subject to failure due to absences pending review by the Principal.

Excused absences will be recognized as follows:

- 1) Personal illness of child (includes doctor and dental appointments).
- 2) Serious illness or death of an immediate family member verified by a statement from the parent or guardian.
- 3) Recognized religious holidays of students' faith.
- 4) Extreme hardships, unusual or mitigating circumstances as approved by the principal.
- 5) Activities approved in advance by the principal.

Unexcused absences shall include:

- 1) Students that are willfully absent from school without knowledge of parent or guardian.
- 2) Students who are absent without acceptable cause with the knowledge of the parent or guardian.
- 3) Students whose reasons for absence are not within the prescribed provisions of this policy.

Students are expected to make up all work missed during an absence. See assignments and make-up work.

NOTE: Suspension from school will be classified as unexcused absences, but will not count against the ten day state maximum. Any student missing more than half of any school day for reasons other than school business is not considered present for that full day of school.

AUTOMOBILES, USE OF

Oakridge Middle School students are not allowed to drive and park motor vehicles on school grounds regardless of their status as a licensed SC driver. Parents may bring children to school and pick them up. We ask that visitors use the visitor parking spaces in the front of the building. Please do not park in loading zones.

BOOKBAGS

Book bags are allowed to be taken to and from school. Appropriate locker visits will be set up by teams to allow for materials to be taken to classes.

*******EARLY DISMISSALS*******

A student may be excused to leave the building during school hours for the following reasons:

1. If he/she is so ill that, in the judgment of the staff or administration, the student should be sent home;
2. Dental or doctor appointments;
3. Certain religious activities;
4. When serving as a school representative;
5. If there is an emergency such as a serious accident or an illness, a death, or any other immediate family emergency;
6. Upon parent request:

Students may only leave school with the direct permission of their parents or guardians. The parent or guardian must come into the school office and sign the school log before the student can be dismissed.

THE SCHOOL IS RESPONSIBLE FOR THE SECURITY OF YOUR CHILD. WE CANNOT RELEASE CHILDREN FOR ANY REASON TO ANYONE OTHER THAN THE APPROPRIATE LEGAL GUARDIAN.

A written excuse stating the time and reason for leaving is required in advance for early dismissal. Students are to deliver the note to the attendance office before 8:30 A.M. Student must show green EARLY RELEASE PASS from the Attendance Clerk to his/her teacher at the beginning of class. No student may ever leave school grounds during the school day without permission from the office staff or administration.

- PARENTS MAY NOT CHECK STUDENTS OUT OF SCHOOL AFTER 3:15 PM
- PARENTS MAY NOT CHANGE TRANSPORTATION AFTER 3:15 PM
- NO WRITTEN REQUESTS WILL BE RECEIVED AFTER 3:15 PM

All transportation changes must be submitted to the office in writing at the beginning of the school day.

FEES PAID

All fees and purchases should be paid with correct change, check, or money order. The Clover School District Board Policy allows no change to be kept in the schools; therefore, OMS cannot make change.

COUNSELING SERVICES

Counseling services are available to all students to help increase skills in self-confidence, self-discipline, and self-motivation. Our counselors strive to assist students in adjusting to school transition, peer relationships, personal problems, and academic concerns. This service is available to any student upon request by the student and/or through referrals from teachers and parents. In the fall of the school year, our counselors conduct orientations about available counseling services. Parents are encouraged to visit the school to meet with your grade level counselor to discuss concerns regarding their children.

HALL PASSES

Students must have a pass anytime they leave their designated hallway. This excludes regular class time changes. The student should receive the pass from the teacher's classroom he/she is leaving. If a student is in an area without written permission, consequences will be issued.

HEALTH/P.E. CURRICULUM

Comprehensive health education in grades six, seven, and eight must include studies in community health, prevention and control of disease, consumer health, safety and accident prevention, environmental health, substance use and abuse, growth and development, dental health, nutritional health, mental and emotional health, personal health, and reproductive health education.

COMPREHENSIVE HEALTH EDUCATION means health education in a school setting that is planned and carried out with the purpose of maintaining, reinforcing, or enhancing the health, the health-related skills, and the health attitudes and practices of children and youth that are conducive to their good health and that promote wellness, health maintenance, and disease prevention. It includes age-appropriate, sequential instruction in health education as part of existing courses or as a special course.

REPRODUCTIVE HEALTH EDUCATION means instruction in human physiology, conception, prenatal care and development, childbirth, and postnatal care but does not include instruction concerning sexual practices outside marriage or practices unrelated to reproduction except within the context of the risk of diseases. Abstinence and the risk associated with sexual activity outside of marriage are strongly emphasized.

If at any point in the curriculum the health program conflicts with the family's beliefs, a written statement signed by a student's parent or legal guardian will exempt that student from any portion or all of the units on reproductive health, family life, and pregnancy prevention. No student will be penalized as a result of an exemption.

INTERNET USAGE

The Clover School District recognizes that there are many ongoing educational projects on the Internet which may be used to enhance and stimulate learning. While the Internet provides educational information, it also allows

access to information, images and discussions that are not appropriate for students.

Computers and iPads equipped for Internet access are located at each school and are to be used for **educational purposes only**. School media specialist and teachers are responsible for directly and continuously supervising students who are on the Internet to ensure that content of accessed information is appropriate.

At the beginning of each school year, the district will notify parents of the kinds of Internet supervision and access available at their child's school. At the elementary grades, all Internet access will be directly controlled by the teacher or lab assistant. In grades 6-12, students will be required to read and sign the acceptable use contract provided by the district. This contract must also be signed by the parent/guardian. Only students with signed contracts on file will be allowed to use the Internet connection provided by the school. **Violations of the contract will result in the loss of Internet privileges and disciplinary action.**

LATE ARRIVALS

Students who arrive at school late because of a doctor's appointment or other legitimate reason are required to report directly to the attendance office to sign in. A note is required from the parent or doctor for late arrival.

LOCKERS

Each student will be assigned a locker. Lockers are to be kept neat and orderly. **STUDENTS MUST USE ONLY THEIR ASSIGNED LOCKERS.** Remember that a combination lock is only as secret as the combination. Lockers must be locked at all times. Combinations should not be set on the second number or the last number in an effort to save time. All students should spin the dials on their locks every time they leave the locker.

No decals or stickers of any kind are allowed on lockers. Writing on lockers is strictly prohibited. Removal of these is the responsibility of the student assigned to the locker. No student may change lockers without prior approval. Sharing of lockers is prohibited.

Oakridge Middle School does not assume responsibility for the contents of a student's locker. Lockers are subject to inspection by school personnel at any time. Locker times will be set by individual teams to allow for appropriate materials to be taken to classes.

LOST AND FOUND

Students finding lost articles must bring them to the office where their owners can claim them. The school cannot be held responsible for lost items. Efforts will be made to recover stolen items, but the school will not be responsible for replacing them. **There is no such thing as finding something at OMS. Students who find items on school grounds are responsible for returning those items to the office. To do otherwise is stealing.**

RESIDENCY REQUIREMENTS

The Clover School District will admit any student who lives in the district: with his/her parent or legal guardian (requires court order of guardianship signed by judge), or with an officially recognized foster parent (requires documentation from Social Services), or in accordance with the state affidavit regarding homeless children. **Proof of residency and legal guardianship is required.** Acceptable proof of guardianship includes a court order signed by a judge transferring custody to individual applying to enroll child or evidence that custody proceedings have been initiated. **Notarized letters or other statements from parents assigning custody to relatives, family friends, etc., are not acceptable.** **Two (2) items of documentation for proof of residency in the Clover School District are required annually.** Primary acceptable proofs of residency include the following: 1) recent utility bill showing name and address of parent/guardian; 2) recent tax notice on real property showing name and address of parent/guardian; 3) copy of closing statement on home purchase with address and name of parent/guardian; 3) copy of signed, dated lease agreement from rental company, mobile home park, or similar agent showing name address of parent/guardian. **Secondary** supporting documents may include current drivers' license, tax notice on mobile home, or tax notice on vehicle. If a child and his/her parent live in a residence where utilities, etc., are in someone else's name (grandmother's name), that individual must accompany the parent to the district office with two proofs of residency and sign an official **Statement of Residency** along with the parent. Once a student has been admitted on a statement of residency, the parent/guardian will have 30 days to present proof of residency in his/her name. Failure to do so may result in the dismissal of the student from school. Other types of proof of residency for parents completing a statement of residency might include voter registration cards, bills, bank statements, or other governmental documents showing the address. Students whose parents do not live in the district will not be admitted unless: the district resident with whom the child resides is the child's legal guardian as determined by the court, or the child's situation meets at least one of the conditions stated on the state affidavit of homelessness, or the child in his/her own right owns land in the district assessed at \$300 or more and the parents are willing to pay tuition in an amount equal to the prior year's revenue (including debt service and school operations) less property taxes paid on the land owned by the child. **Students who are found in violation of these requirements may be dropped from the school rolls. SPECIAL NOTICE: The Clover School District will not accept any student who is under expulsion from another school/district.**

REWARDS and INCENTIVES

Students will find that both the school and their teams provide rewards for good behavior and performance. Grade level and school-wide incentives will be held regularly to reward good behavior and academic responsibility. Specific criteria for attendance at these incentives will be communicated to students by the school administration and by their respective teams.

SCHOOL ARRIVAL AND DISMISSAL

- **STUDENTS CANNOT BE DROPPED OFF BEFORE 7:45**
- *There should not be drop off or pickup from parking lot*
- *Students must only be picked up/dropped off at the main entrance. Students CANNOT use the bus loading area or side parking lot for pick up or drop off.*

BUS: Students who ride school buses will be dropped off and picked up at the bus loading/unloading zone located beside the school. Students should be aware of arrival times and be at the loading area promptly after school.

CAR: Students who arrive by car must use the front driveway. Students who depart by car may leave from the front driveway. **No student may be dropped off or picked up on the highway.** Students are expected to load cars immediately. If a car must wait more than 2 minutes, it will be asked to park in a parking space so traffic will not be interrupted. Cars should pull forward as much as possible to load and unload. Students must leave the building by 3:35 each day. If a car rider is not picked up in a timely manner after school, arrangements to ride a bus will be made. **Students may not leave campus then return to catch rides home.** Students must report to the following areas to wait for the bell for classes: 1. Cafeteria 2. Student Lounge

SCHOOL CLOSING OR DELAYED OPENING

Oakridge Middle School uses a phone notification system to relay important information to our parents and students. In the event of any changes to our school day such as a school closing, a delayed opening, or an early dismissal, the phone notification will be put into action and all parents/guardians will be contacted by the school district office and/or the school with a recorded voice message sharing relevant information. A decision is generally made no later than 6:00 A.M. regarding school closing during inclement weather.

Additionally, you may listen for the announcements pertaining to Clover Schools or The Clover School District on the following radio and/or TV stations: WRHI radio Rock Hill, WBZK radio York/Chester, WZXI radio Gastonia, WSOC radio Charlotte, WROQ radio Charlotte, WAGI radio Gaffney, WBTV Charlotte, WSOC Charlotte, and WSPA Spartanburg.

STUDENT RECORDS

The principal is the legal custodian of all student records at his/her school. The school will require prior written consent before information is divulged to third parties. An exception to this rule exists for school district employees who have legitimate interests in viewing the records, as well as officials in other schools in which the student seeks to enroll. Anyone who wants to inspect his/her child's records must make the request to the principal of the school in which the student is enrolled. Any questions about student records and the review/inspection of records and related matters should be addressed to the school principal.

TEXTBOOKS

Students are issued textbooks and iPads free of charge for use with school curriculum. Students are responsible for the care and upkeep of all they are issued. When a student loses a textbook or iPad, he/she is responsible for payment to replace the book/iPad. The student should report to the office when a textbook is lost. When the textbook is paid for, the student will receive a receipt and a new textbook. The receipt should be kept by the student for future use. The only way a student may be excused from responsibility for textbooks is if that student has a valid paid receipt. There are no waivers for lost book fees. Occasionally, unfortunate circumstances arise such as theft or unavoidable loss that cause a student to lose books. These excuses do not waive the student from responsibility for book payments. Lockers should be kept locked; combinations should be kept confidential; books should never be left unattended or loaned to others. Students are also responsible for damage to books. A damaged book will be considered lost. Full payment will be required.

The following list gives replacement cost of all lost textbooks:

Sixth Grade:

ELA: \$35.00
Social Studies: \$50.00
Science: \$65.00

Eighth Grade:

ELA: \$35.00
Social Studies: \$35.00
Science: \$65.00

Seventh Grade:

ELA: \$35.00
Social Studies: \$35.00
Science: \$65.00

Science: \$65.00
Spanish 1 \$20.00
French 1 \$16.00

Math Workbooks for all grade levels - \$20.00 per book. All other workbooks - \$5 replacement fee

iPad charges:

Broken screen (glass only) — \$120
Power, Volume or Home Button — \$60
Power adapter and cord — \$20 /\$10 each

Broken screen (glass & LCD) — \$140
Headphone Jack or Charging Port — \$60
Case — \$25

***Some fees may be covered by the district technology insurance. Please refer to the district Technology**

Acceptance Policy

VISITORS

Visitors on school business are welcome at OMS. Upon entering the building, each visitor should report immediately to the office for a visitor pass. Visitors will be asked to present a valid state issued ID. Visitors will be asked to state the nature of their business and to restrict their visit to those places in the school that are required by the business at hand.

Teachers and students will not be called out of classes unless an emergency exists. Articles and messages to be delivered to teachers and students must be left at the office. The office staff will see that they are delivered with a minimum amount of class interruption. **Balloons, flowers, etc., will not be delivered during the school day.**

Parents are welcome to visit students in their classrooms; however, prior notification and permission is required and classroom visit guidelines must be followed. Visits must not interrupt instructional routines and should be observational in nature.

ACADEMIC INFORMATION

ACADEMIC DISHONEST POLICY

Students found engaging in academic dishonesty will have guardians contacted. Guardians are given the option of student accepting a "O" for the grade or student serving ISS and redoing the assignment for the maximum grade of 70. **This only applies when assignments are eligible under the school's retest policy.**

GRADING SCALE

The following grading is used: 100-90=A, 89-80=B, 79-70=C, 69-60=D, below 60=F. The school reserves the right to modify this scale when it is appropriate to meet student needs. Major grades (Tests/Projects) = 60%, Minor grades (Quizzes/Daily Grades/Homework) = 20%

GIFTED AND TALENTED (GT) PROGRAMS

The Clover School District strives to meet the educational needs of all students. In doing so, the school district has established gifted programs that respond to the unique characteristics of these students. The guidelines and screening procedures for these programs are consistent with the regulations provided by the State Department of Education. The academic program (GT) includes students in grades 3-10. The artistic program (ST-ARTS) includes students in grades 6-8.

Brochures, including detailed information regarding gifted and talented programs, are provided to all students and parents in grades 2-8 at the beginning of each school year. For additional information, contact the GT coordinator at 803-810-8000.

HOMEWORK

Students should keep homework assignments written in their issued student agenda. Assignments can also be checked through each teacher's Canvas page. Please visit these sites for weekly assignments and other instructional information.

HOMEWORK POLICY

We believe that student achievement improves when homework is assigned regularly and when students conscientiously complete it. Further, we believe that well-designed homework assignments relate directly to class work and are an extension of student learning beyond the classroom. Finally, we believe that homework gives students experience in following directions, making judgments, and developing self-discipline and responsibility.

The following homework procedures have been adopted at OAKRIDGE MIDDLE SCHOOL:

1. Reasonable amounts of homework will be given on a regular basis.
2. The student will be responsible for make-up homework.
3. Zeroes can be assigned when students fail to turn in homework.

TEACHER WEBSITES

All teachers and/or teams will have a website communicating team activities, assignments, and other valuable information. Links to Canvas teacher pages can be found through the district and school website. Please visit these sites for weekly assignments and other instructional information.

PARENT INFORMATION CENTER

Located in the main lobby just inside the front doors is the Parent Information Center. This easy access cabinet houses relevant information for students and parents. This information is labeled, and can be taken without a visit into the main office. Examples of information in this cabinet include picture forms, athletics information, academic information, etc.

REPORT CARDS, PROGRESS REPORTS AND PARENT PORTAL

Parents will have grades communicated to them every four and one half weeks throughout the school year through teacher generated reports, official school generated progress reports, and nine weeks report cards. A report will be issued at the midpoint between progress reports and report cards. A progress report will be issued to students in each class at the midpoint of the nine-weeks grading period. A report card will be issued to students in each class at the end of every nine-weeks grading period. Refer to the school calendar for exact dates. The report card must be signed by the parents and returned to school. Parents will receive a Sunday night phone notification message prior to all grade reports being sent home. Parent Portal is an online access for parents to view their child's grades 24/7. The portal will be updated on a weekly basis by teachers.

RETEST POLICY

Students scoring below a 70 on a major test, excluding projects are given the opportunity to retest or earn points to improve the grade as defined by classroom guidelines.

TESTING POLICY

All major tests will be announced at least 3-5 days prior to the date of the test. Major tests are defined as chapter tests, unit tests, or nine-week tests. Teams will devise testing schedules so that no more than 3 major tests occur on the same day.

HEALTH AND HEALTH SERVICES

ACCIDENTS AND FIRST AID

In case of an accident, first-aid will be given by the school nurse or other authorized trained school personnel. In all cases of serious accidents or illnesses, every effort will be made to contact the parent/guardian. If school officials are unable to reach the parent/guardian or the other emergency contact named in the student's record, they will summon emergency medical services (EMS) and notify the parent/guardian as soon as possible.

CLOVER SCHOOL DISTRICT - DHEC School Exclusion List

If your child has one of the conditions or illnesses listed below, please keep him/her home from school. Call your child's school to let them know why your child is absent. Send the appropriate note when your child returns to school. Chicken Pox/Varicella - **Children with chicken pox may return to school with a Parent Note once all of the sores and blisters are dried/scabbed over.**

Diarrhea - Keep your child home if he or she has had 3 or more loose stools in 24 hours or stools with blood or mucus unless your child is known to have diarrhea from a non-contagious condition. Your child can return to school with a Parent Note when the diarrhea has stopped.

Diarrhea from E.coli - If your child has diarrhea from E.coli, he or she can return to school with a Medical Note after laboratory tests show that the infection is over.

Diarrhea from Salmonella or Shigella - Keep your child home until 24 hours after the diarrhea stops. A Medical Note is required to return to school.

Fever - Keep your child home for fever of 101 degrees or higher by mouth or 100 degrees or higher if taken under the arm. Your child can return to school with a Parent Note when the fever is gone.

Fever with Rash or Behavior Change - Take your child to a doctor or clinic for any fever if he or she also has a rash or change in behavior. A Medical Note is required to return to school.

German Measles/Rubella/ 3 day Measles - Keep your child out of school until 7 days after the start of the rash. A Medical Note is required to return to school.

Head Lice – CSD Policy JGCC-R - If a teacher suspects a child of having head lice, he/she will notify the school nurse or principal's designee. If the student has an active infestation, school personnel will notify the parent/guardian by telephone or in writing with recommendations for treatment procedures. Infested students will be sent home. The school will inform parent/guardians, teachers, school nurses and administrators of recommendations for treatment procedures, documentation required for readmission to school, and of availability of vouchers or products through county health departments for eligible families.

The district prohibits a student who is sent home with head lice from returning to school until he/she meets the following conditions: 1)The student shows evidence of treatment as determined by the school; and 2)The student passes a physical screening by the school nurse or principal's designee that shows the absence of head lice.

Students with a second episode of head lice will be sent home until all lice and nits are eliminated. At no time will a student be allowed to return to school without proof of treatment and a screening

Hepatitis A/Yellow Jaundice - Keep children with hepatitis out of school until 7 days after the start of the jaundice. A Medical Note is required to return to school.

Impetigo - If your child has honey-colored crusty sores that cannot be covered, he or she should remain out of school until 24 hours after starting treatment. Your child may return with a Parent Note.

Measles/Red Measles/10 day Measles - Children with measles can return to school with a Medical Note 4 days after the rash begins, if they feel well enough to participate in school activities.

Mumps - Children with mumps can return to school with a Medical Note 9 days after the beginning of swelling.

Rash - Take your child to a doctor if he or she has a rash with fever or behavior change. A Medical Note is required to return to school.

Scabies - Children with scabies should be out of school until treatment/medication has been applied. A Medical Note is required to return to school.

Shingles - Keep children home who have shingles lesions/sores/blisters that cannot be covered. Your child may return to school with a Parent Note.

Strep Throat/Streptococcal Pharyngitis - Your child with "Strep Throat" can return to school 24 hours after starting treatment if he or she has no fever. A Medical Note is required to return to school.

Tuberculosis (TB) - Children with TB should be out of school until the doctor treating the TB says that they are no longer infectious (catching). A Medical Note is required to return to school.

Whooping Cough/Pertussis - Children with whooping cough can return to school with a Medical Note after completing 5 days of appropriate antibiotics.

For further information visit the SC DHEC website www.scdhec.net

DHEC and your school may recommend that your child stay home from school when he/she is exposed to certain

diseases, including *Haemophilus influenzae type B*, *Neisseria meningitidis*, or **Whooping Cough/Pertussis**. Children who have not had all of the recommended immunizations for their age or who have immune system problems will be excluded from school if they are exposed to **Measles, Mumps, Rubella, Whooping Cough/Pertussis**, or other conditions identified by DHEC.

ILLNESS/INJURY

A student who becomes ill at school should get a hall pass from his/her teacher and report to the office. If necessary, the office staff will contact the student's parents to have the student picked up. If the problem is minor, the student may be admitted to the health room for a short period of time. No student may leave school or go into the health room without permission from the office. Students who need ice packs for minor injuries are assisted and returned to class. If the injury is serious, the student's parents will be called. **Students should not bypass the nurse by using their cell phones to text or call parent to pick them up.**

IMMUNIZATION REQUIREMENT FOR SCHOOL ADMITTANCE

No child shall be admitted to any public, private, or parochial school, kindergarten through twelfth grade, or any child development program under the control of the Department of Education without first presenting a valid South Carolina Certificate of Immunization.

A South Carolina Certificate of Special Exemption signed by the principal or his/her authorized representative may be issued to transfer students while awaiting arrival of medical records from their former area of residence or to other students who have been unable to secure immunizations or documentation of immunizations already received. A South Carolina Certificate of Special Exemption may be issued only once and shall be valid for only thirty calendar days from the date of enrollment.

MEDICATION

General Information about Medications

Schools will keep medications in secure locations, such as locked drawers or cabinets.

The school retains the discretion to reject requests for giving or assisting with medication or over-the-counter medicine at school.

All prescribed Schedule II (controlled substances) medications will be given by school personnel.

Grade 6-12: Prescription medications (antibiotics, allergy medications, prednisone, inhalers, EpiPen, insulin), other than Schedule II, can be carried with written parent permission.

The parent/legal guardian will reclaim any unused medications within one week of the termination of treatment or within one week of the last day of school. The school will destroy any unused medications after this time.

Prescription and Over-the-Counter Medications

Prescription Medications: **1) Must** be in original container. **2)** Written permission must contain: a) Student's full name, b) Healthcare provider's name, c) Healthcare provider's signature on prescription medication form, d) Date of the request/termination date for assisting students with medication, e) Name and purpose of medication, f) Dosage, g) Time to be administered

Over-the-Counter Medications: **1) Must** be in original container. **2)** Written permission must contain: a) Student's full name, b) Date of the request/termination date for assisting student with medication, c) Name and purpose of medication, d) Dosage and time to be administered, e) One form per medication must be filled out, f) Grades 6-12 can carry OTC with them but form needs to be on file in Health Room.

MENTAL HEALTH SERVICES

Through a cooperative effort between Clover School District and Catawba Family Center, OMS has the therapeutic services of a mental health counselor. Fees are involved in this service, and are established prior to rendering services. Referrals for these services should be made through the guidance department.

STUDENT INSURANCE

All OMS students are covered under school insurance while at school, on school grounds for school related events, on school related off-campus events, and while representing the school athletics teams. When applicable, school insurance will supplement existing family insurance policies.

CAFETERIA AND LUNCH INFORMATION

LUNCH AND BREAKFAST PRICES

Meal prices for Clover School District for the 2015-2016 school year are as follows:

Breakfast - \$ 1.60 , Lunch - \$ 2.65

The regular lunch is a choice of salads as entrees, other entrees (sandwiches, cheese stix, or etc.), and a selection of sides including vegetables, fruit, fruit juice, and milk. A meal includes one entrée and any selection of sides. Parents have the option of pre-paying their student's account daily, weekly, or monthly. The money is deposited in the student's account and is deducted as the student purchases breakfast, lunch, or special sales items. Checks should be made payable to Oakridge Middle School.

Each student has an individual account and personal identification number. This number is entered each time the student purchases an item. Students must keep this number confidential. Students may not charge meals when out of money. Students who are not allowed to charge meals and do not have money for a lunch will be offered a sandwich and drink. Extra money should be sent from home for snack machine use.

NATIONAL SCHOOL LUNCH/BREAKFAST FREE AND REDUCED PRICE MEALS

Oakridge Middle School will again participate in the National School Lunch/Breakfast Free and Reduced Price Meal Program. In an effort to insure that all eligible families have an opportunity to participate, the following is provided for your information.

1. Your child is eligible for free meals if you now receive Food Stamps or Aid to Families (AFDC).
2. If your total household income is at or below the amount on the Federal Income Chart, your child may receive free meals or reduced price meals.
3. If you have a foster child, that child may be eligible for benefits regardless of your income.

HOW TO APPLY

If your child received free or reduced meals last year, you **MUST** re-apply within ten days to continue for the present year. To receive free or reduced price meals for your child, carefully complete an application and return it to school. If you now receive food stamps or AFDC for your child, the application must have the child's name, your food stamp or AFDC case number, and the signature of an adult household member. If you do not have a food stamp or AFDC case number, the application must have the names of everyone in the household, the amount of income each household member now receives, where the income comes from and how often it is received, and the social security number of either the primary wage earner or the household member who signs the application, or the word "none" if the member does not have a social security number.

VERIFICATION. Your application may be checked by school officials at any time during the school year. You may be asked to send information to prove that your child should receive free or reduced price meals.

FAIR HEARING. If you do not agree with Oakridge Middle School's decision on your application or the results of verification, you may call or write the district office to appeal.

REPORTING CHANGES. If your child receives meals based on income information, you must tell Oakridge Middle School if your household size decreases or if your income increases by more than fifty dollars per month or six hundred dollars per year. If your child receives meals based on AFDC/food stamp information, you must advise the school if you no longer receive AFDC or food stamps for your child.

CONFIDENTIALITY. The information you give on the application will be used only to allow your child to receive free or reduced price meals and to verify eligibility.

REAPPLICATION. You may apply for free and reduced price meals at any time during the school year. If you are not eligible now but have a change such as a decrease in household income, an increase in household size, or you become unemployed or receive food stamps or AFDC for your child, then you may request an application from the school. In the operation of the lunch program, no child will be discriminated against because of race, sex, color, religion, national origin, age, or handicap.

Students on free and reduced lunch cannot charge for extra items above the regular lunch.

STUDENT PROGRAMS AND ACTIVITIES

ATHLETIC ELIGIBILITY

The aim of our inter-school athletic program is to promote healthy competition, develop new relationships, improve playing skills and self-confidence, and create a strong sense of sportsmanship through a series of contests with neighboring schools.

Students must also have parent's permission and a release to participate; they must have an approved valid birth certificate on file at school; and they must have a physical examination by a doctor recorded on the SCHSL physical form dated after April 1. OMS students may also participate on athletic teams at the high school under special circumstances. All OMS athletics teams are subject to try-outs and there will be some students who will not make respective teams. Head coaches are solely responsible for holding fair try-outs and for choosing their teams. Their decisions will be supported by the school administration.

To be academically eligible to try out for athletics, student must meet South Carolina High School League academic requirements. SCSHL states academic requirements for students enrolled in the seventh and eighth grades are: **1.** Students passing the sixth, seventh, and eighth grades by academic promotion (not by social promotion or placement) are considered as having met the requirements for academic eligibility for first semester. **2.** Students in grades seven and eight must be meeting the school district promotion policy at the end of the first semester in order to be eligible second semester. **3.** A seventh or eighth grade repeater shall not be eligible during a school year if academic requirements for promotion were met during the previous year. **4.** A student failing the seventh or eighth grade is eligible during second semester if he has satisfactorily passed first semester work. **5.** Oakridge policy states a student participating on a team during the Fall season must pass all subject area contents or receive a half-game suspension and demonstrate progress in failing subject(s). **6.** Student participating on a team during the Winter or Spring season and receives a failing quarter grade will receive a one game suspension and must demonstrate progress in failing subject(s). **Note:** Home schooled students may participate in athletics if they are zoned to attend Oakridge Middle and meet all requirements.

As representatives of our school, athletes are held to a standard of conduct. If a student receives a LD or ASD, the coach will determine if other consequences are necessary. ISS and OSS infractions may jeopardize a student's ability to participate in athletics through suspensions or dismissals.

There are three sports seasons at OMS: Fall, Winter, and Spring. During the fall season, we offer 7th and 8th grade football, 7th and 8th grade Cheerleading, and 7th and 8th grade volleyball. During the Winter season, we offer 7th and 8th grade Cheerleading (same teams from Fall season), 7th and 8th grade boys and girls basketball, and wrestling. During the Spring season, we offer boy's baseball, girls softball, girls and boys soccer, and track. Information regarding each respective sport will be shared by the head coach at appropriate times throughout the year.

Extracurricular activities are activities performed by students that fall outside the realm of the normal curriculum of the school or district. Such activities are generally voluntary, social, or athletic in nature. Students may organize and direct these activities under faculty sponsorship.

HONOR ROLL

All students who earn 80 or above grade average in Language Arts, math, science, social studies, and all elective classes for the nine-weeks grading period will be named to the OMS Honor Roll. These students' names will be posted in the school and published in *The Herald* and on the school website.

PRINCIPAL SCHOLARS

Students who earn a 90 or above grade average in Language Arts, math, science, social studies and all elective classes for the nine weeks grading period will be named to the Principal Scholars list. These students' names will be posted in the school and published in *The Herald* and on the school website.

Principal Scholars and their parents will be invited to a Principal Scholars' breakfast each of the first three nine weeks. The program will include a breakfast and a presentation of a certificate of recognition for the students' accomplishment.

OAKRIDGE CLUBS

Academic Challenge Team-The Academic Challenge team is a competitive team that answers questions on a broad range of academic subjects. Students learn to work cooperatively in teams and travel to compete with other academic teams in the Olde English Consortium.

Archery-Archery club members are part of the National Archery in The Schools Program. The team practices their archery skills to participate in the regional virtual tournament. If individuals score well enough, they can earn the privilege to participate at the state and/or national level.

Art Club-Art club is an extracurricular group that meets once a month after school to do arts and crafts activities. 6th, 7th, and 8th grade students are welcome to participate with parent and (art) teacher permission and transportation home.

Card Club- Card Club members will meet monthly to play various card games. 6th-8th grade students are welcome to participate

C3Lead Talks - Play on "Ted Talks". This club develops research skills and public speaking skills through the use of technology.

Connects Club The connections club tries to bring special education and general education students together in activities to build connections between the students.

FCA-FCA stands for Fellowship of Christian Athletes, but does not just allow students who are athletes. It is an opportunity for students to fellowship with other Christian students and talk about God's word. Topics such as temptations, peer pressure, choices, and standing up for what you believe in are covered throughout the year. *This program is completely funded by local churches and individuals and it not affiliated with CMS or OMS or CSD in any way.*

Foreign Language Club- Students will explore other languages and cultures of the world.

Board Game Club-The Gaming Club meets once a month in the morning and plays board games and Wii games. Emphasis is placed on strategies and game etiquette.

Gardening Club-This club will meet periodically before/after school to maintain the instructional garden and outdoor classroom area. Maintenance will consist of light pruning, weed removal, and watering as needed.

Giving Back-Is a service learning club that participates with various service projects in the community. The club teaches students about the importance of helping those in need and increases awareness of the diversity of needs in our community. Members of Giving Back have opportunities to help coordinate school wide service projects. During the past three years, Giving Back coordinated Oakridge Middle school-wide projects with Clover Head Start, Duchenne Muscular Dystrophy, Clover Caring Center, Dorothy Day Soup Kitchen, Away Home - Homeless Awareness and the Rock Hill Attention Center.

History Movie Club-Open to sixth graders only, these movies will correlate to sixth grade social studies standards. Students will meet once a month and watch the movies after school while enjoying snacks. Examples include Prince of Egypt, Hercules, and Aladdin.

LEO Club - Leo Club meets once a month in the mornings. Students develop leadership skills and discover how teamwork and cooperation can bring changes to the community.

LEGO Robotics-The LEGO Robotics club allows students to experience the challenge of engineering, while working with the LEGOs that they have always enjoyed. Students work in teams to build, program, and control a

robot constructed out of LEGOs. The program concentrates on team building, presentation skills, and the FLL value of gracious professionalism.

Math Counts-Math Counts is for students who are looking for a challenge that goes beyond what is covered in the classroom. Members of the Math Counts Team meet once a week, either before or after school for about 8 weeks. The Math Counts Club will allow any number of interested students to participate. However, the top 6 members are selected to participate in a competition one day during school, against other York County Schools.

Mock Trial - The Middle School Mock Trial Program is a hands-on exercise in learning about due process. It is a team activity program that incorporates intro to law, forensics or public speaking classes. Students representing attorneys and witnesses for both sides of a fictional case role play that case being tried in court. The students are guided in their case through support of their teacher and attorney coaches. The program teaches the legal process and trial procedure.

Mock Newbery Club-Mock Newbery Award Book Club meets as needed, to discuss contenders for the Newbery Award. Students involved in this group are avid and fast readers-the assignments can be very intense but the rewards are awesome, as in this previous year, when we selected the same book as the "real" Newbery Award Committee.

Moped To Memphis-Moped To Memphis is a club that will raise money and awareness for St. Jude's Children's Hospital. Students will also mail cards and items to the hospital to show their support to the patients and staff. The club will meet at least once a month. All Students are invited to join the club.

National Junior Honor Society-The National Junior Honor Society (NJHS) is a service organization consisting of students who display excellent academic achievement, scholarship, worthy character, positive citizenship and leadership qualities. The purpose of the club is for students to use academic excellence to serve their school and community, as well as themselves.

Oakridge TCG-The Oakridge TCG club is a weekly club for anyone who is interested in various card games such as Pokemon, Magic: The Gathering, and Yu-Gi-Oh. The goal of the club is to provide kids a safe space to enjoy these games while improving social skills and sportsmanship. This year we will host role playing games for anyone that is interested.

OMS Dance Company-The OMS Dance Company is an honors dance group made up of sixth, seventh, and eighth graders. The Dance Company performs at all OMS Dance Concerts and various events in and outside of school throughout the year.

Photography Club-Open to all students who are interested in photography and learning how to master their cameras to create unique and original images. Any camera is welcome, but students who have DSLRs will get more out of participating in this club. The club meets approximately once a month.

Rachel's Challenge Club-Rachel's Challenge Club provides students with an opportunity to spread kindness to others at OMS and in the community. Various activities will be in place throughout the school year. Club members will have a couple of service learning projects, and some of the RC members will be part of the OMS Welcome Committee for new students. The main goal of the Rachel's Challenge Club is to help create a permanent cultural change in our school. Students involved in this club should aim for the following five challenges: 1. Eliminate prejudice 2. Dare to dream 3. Choose positive influences 4. Use kind words, practice simple acts of kindness to get huge results 5. Start a CHAIN REACTION!

Recycling Club-The Recycling Club is responsible for collecting recyclables throughout the school. Students can come in early or stay after school to ensure the recyclables are picked up and put outside for York County to pick up. Recycling club students will appear on the morning news program to inform students of our recycling procedures.

Science Club- The science club explores all aspects of science. Participants enjoy learning about science and the different disciplines of science.

Sign Language Club- learn how to communicate through sign-language

Student Council-Student Council shares interests, concerns, and student ideas with teachers and administration. They help raise funds and collect items for school activities and community projects.

Student Media Advisory Club – Interested 6th-8th grade students will help run the media center in the mornings before school starts. Duties will include working at the circulation desk, shelving books, troubleshooting technology for students and staff, and producing promotional displays.

Talon Group-The Talon Group is a group of 7th and 8th grade chorus members. The students have to audition annually. It is basically an honors chorus. We meet on Tuesday and Thursday mornings before school. This group will most likely compete in a statewide competition this year.

Thread Heads – Learn the art of knitting.

Ultimate Club-Ultimate is a fast-paced, non-contact team sport utilizing a flying disk designed to build hand/eye coordination, speed, agility, and stamina. Though played with a disk, the game combines principles of soccer, football, and basketball. We try to play the mornings a week from 8:00-8:25 and occasionally after school.

Yearbook-The yearbook staff creates the entire yearbook online. They will work together and independently to come up with an overall theme for the yearbook, design a cover, choose color schemes and fonts, scan photos, take digital photographs, create page layouts, and edit pages.

STUDENT BEHAVIOR AND EXPECTATIONS

OAKRIDGE MIDDLE SCHOOL CODE OF CONDUCT

Oakridge Middle School expects all students to observe rules of good behavior. These rules are consistent with school board policies. It is impossible for the school to anticipate every possible situation regarding school discipline. Therefore, the school reserves the right to adopt, adjust or create consequences, within the guidelines of school board policy, as necessary to handle discipline situations. Examples of adjusted consequences may include imposing modified in-school suspension, shortening, lengthening, combining consequences, imposing work details, or adjusting for students with disabilities. The school reserves the right to add, delete, or modify rules when necessary during the course of a school year.

These rules are effective during the following times and in the following places: 1) on the school grounds before, during, and after school hours; 2) on the school grounds at any other time when the school is being used by a group; 3) off the school grounds at any school activity, function, or event; 4) en route to and from school on a school bus or other school vehicle; and 5) at the school bus stop.

NOTE: Each member of the staff of Clover School District Number Two has the authority and responsibility to correct any student at any time and at any and all school functions.

Behavioral Morning/Lunch Detentions-

5-1/2 day ISS..... 10-1day ISS..... 15-3 days ISS..... 20-1 day OSS

HARASSMENT

Any type of harassment (verbal, sexual, threatening, online) will not be tolerated at OMS. Students found guilty of harassment will receive consequences based on severity. This could include anything from a warning to expulsion and arrest. Sexual harassment of students by district employees or other students is prohibited. All students must avoid any action or conduct which could be viewed as sexual harassment. All students will receive an explanation from the school that defines sexual harassment.

Any student who feels he or she has been harassed should file a complaint with the principal. All allegations will be promptly investigated. Students who file a complaint will not be subject to retaliation or reprisals. Students filing fraudulent claims may be subject to disciplinary action.

INTERVIEWS, INTERROGATIONS, AND SEARCHES

No student will be interviewed by anyone from outside the school during the school day without the permission of the principal. Teachers and principals may question students about any matter pertaining to the operation of the school and/or the enforcement of school rules. The questioning will be handled discreetly and under circumstances which will avoid unnecessary embarrassment to the student being questioned. Any student who answers falsely or evasively or who refuses to answer a proper question may be disciplined. School administrators may search any student on campus based upon reasonable suspicion. There is no probable cause standard in public school searches.

When a law enforcement officer finds it necessary to question a student during the school day, the school principal/designee will attempt to contact the parent/guardian and request his/her attendance. If police intend to take a student into custody, they must present an official warrant before arrest. The principal/designee will attempt to contact the parent/guardian and notify him/her of the action.

State law allows school administrators to conduct reasonable searches of the person/property of anyone on school premises. Random drug searches may be conducted by a York County sheriff's deputy drug dog throughout the school year.

NON-STUDENTS ON GROUNDS

The principal is empowered to take appropriate action against non-students who invade the building, grounds, or other school property. Such action will include the right to call in the police authorities and swear out warrants. The authority for such is Article 5, 166-551 of the South Carolina Code of Laws:

Disturbing Schools---It shall be unlawful: (1) for any person willfully or unnecessarily (a) to interfere with or disturb in any way or in any place the students or teachers of any school or college in this state, (b) to loiter around such school or college premises, except on business, without permission of the principal. Any person violating any of the provisions of this section shall pay a fine of not less than ten dollars nor more than thirty days.

ANTI-BULLYING POLICY

The faculty and staff at Oakridge Middle School believe that all students have a right to a safe and supportive school environment. It is our mission to provide quality education in an environment conducive to learning. In order for such learning to occur, the faculty and staff at OMS will not tolerate harassment, intimidation, or bullying. Such behaviors hinder a student from learning and feeling safe. We are committed to fostering a climate that is positive and where respect, tolerance, and acceptance exist.

Definition of Bullying:

Bullying is when one or more students single out another student and deliberately engage in behaviors intended to cause harm. A bully targets the same victim repeatedly over time. Physical harm, emotional distress, social embarrassment, fear, and/or humiliation are results of harassment, intimidation, and bullying behavior. Bullying or harassment that occurs online is called **Cyberbullying**. This can take place in an email, a text message, Instant Messaging, an online game, or comments/images posted on social networking sites. OMS administrators have the right to get involved with cases involving off campus Cyberbullying if it causes disruption in, or interference with, the orderly operation of school.

Examples of Bullying:

- Hitting, pushing, tripping, kicking and etc.
- Intentionally excluding someone from a group.
- Spreading rumors or gossip, either verbally or written
- Teasing someone in a hurtful way.
- Name calling and put-downs.
- Touching someone inappropriately
- Damaging student's property
- Sending inappropriate messages or photos via electronics.

Procedures for Reporting Bullying:

Any student who feels he/she has been subjected to harassment, intimidation, or bullying is encouraged to file a complaint with OMS faculty. Copies of bullying incident reports may be found on the school's website. There are also copies in the front office and in each classroom. All incident reports will be entered in PowerSchool. All reports will be investigated.

Consequences for Bullying:

First report – conference with counselor and administrator, parent contact, possible ISS

Second report – 1 day ISS

Third report – 2 days ISS

Fourth report – 3 day ISS

Fifth report – Referral to Blue Eagle Academy

CELL PHONES & ELECTRONIC DEVICES

A student may possess an electronic device in school as long as the device remains OFF while on campus.

Cell phones may be used before 8:30 and after 3:40 and other designated times announced by the school.

A student in possession of an electronic device in conflict with this policy may have the device confiscated and may be subject to discipline as provided under the district’s code of student conduct. The parent/guardian will be contacted after 1st offense. The student’s parent/guardian **must** pick up the confiscated device from the school at his/her convenience after the 2nd offense, 3rd offense - parent to pick-up device & 1 day of ISS, 4th offense parent to pick-up device & 2 days of ISS, 5th offense- parent to pick up device & 1 Day of OSS. Cellphones should not be used to contact parents during the school day. If a student should need to contact a parent, the student should request to go to the office and call from the school’s phone.

SCHOOL-SPONSORED TRIPS

Students must travel together on school-sponsored transportation for trips. School sponsored trips include fine arts events, athletics, club events, and off campus educational experiences. Students traveling with the group will be under the jurisdiction of the school and must abide by the same rules of conduct and discipline that apply at school, including dress code. Students going on trips must have written permission from home. Off campus educational experiences are designed by teachers and students must meet eligibility requirements related to classroom performance and behavior. The school and/or sponsor reserves the right to deny participation to any student not meeting the shared criteria for said trip.

SEARCH AND SEIZURE

South Carolina Act 373 of 1994 allows principals or their designees to conduct reasonable searches on school property of lockers, desks, vehicles, and personal belongings with or without probable cause. They may also search both the person and the property of persons entering school property.

SOLICITING AT SCHOOL

No student or other individual is allowed to sell any item at school that is not school sponsored or that has not had the approval of the Board of Trustees of the Clover School District. Additionally, no posting or distribution of any non-school related materials is permissible on school grounds.

SCHOOL BUS DISCIPLINE

SCHOOL BUS BEHAVIOR

Bus riding is a privilege and all riders will be expected to behave appropriately toward other riders and their driver. Failure to follow guidelines may result in loss of bus riding privileges temporarily and/or permanently. School bus jurisdiction includes not only the bus itself, but the bus stop.

All Clover School District buses are equipped with video and audio surveillance cameras. Video and/or audio evidence can and will be used as evidence of bus violations and to determine appropriate consequences. However, such evidence is not a requisite for issuing consequences to bus riders.

There are Five (5) General Rules that will be maintained on every school bus:

- 1) Listen to the driver’s instructions
- 2) Remain seated at all times
- 3) No food or drinks on the bus
- 4) Keep hands, legs, arms, feet, and objects to yourself
- 5) Take care of the bus

Drivers will complete a bus referral form for violations of these five rules and forward it to the school office for action.

The following consequences will be issued:

First offense - student conference

Second offense - student conference, parent contact

Third offense - parent conference, 1 day suspension from all buses

Fourth offense- 3 to 5 day suspension from all buses

Fifth offense - 10 day suspension from all buses

Sixth offense - suspension from bus for remainder of year

**Consequences may vary at the discretion of the school administration.

In addition to the Five General Rules, certain violations warrant immediate action and probable suspension from the bus. There is a **severe clause** for the following offenses: 1) failure to comply with request of school official; 2) gross disrespect to riders or driver; 3) fighting or injury to another rider; 4) defacing or vandalizing the bus; 5) tampering with safety equipment or exits; 6) possession of weapons and/or incendiary devices; 7) possession of or being under the influence of drugs and/or alcohol.

DISCIPLINE POLICY

DUE PROCESS

Students are entitled to and will receive proper due process in the handling of all discipline affairs. In most cases, due process will include an opportunity for the student to hear the charges against him and offer an explanation. In more serious cases, specific hearings may be required for the administration of discipline matters.

DRESS CODE

In order to establish and maintain a clean, safe environment that is academically focused, Oakridge Middle School will not permit any student to wear any article of clothing that is distracting, overly suggestive, or so extreme or inappropriate to the school setting that it disrupts the educational process.

The required length of pants, slacks, shorts, skirts, or dresses for students is that they **extend the tip of your fingers with arms at side (*see exception below)**. All tops for all students **must have** sleeves. Tops are not to be cut so low as to expose cleavage or so short as to expose midriffs or lower backs. In fact, tops are required to extend far enough below the beltline so that there is no skin exposed at any point of a student's movement or posture. All pants with exposed waistlines for all students must be worn above the hips. Undergarments should not show when wearing **Lycra workout type pants** (i.e. leggings, jeggings, yoga pants). Also, for safety reasons, pants should not drag the floor or be adorned with metal accessories. Clothing in a state of excessive disrepair and with holes in them intended to expose underclothing or skin in areas already described as prohibited, are not allowed (holes must be below the fingertips). *Athletic shorts will be acceptable on days as deemed appropriate by administration (field day, field trips, etc.).

Jewelry or belts that could be potentially dangerous to others will not be allowed. No studded or spiked wristbands, or collars will be allowed. No wallet chains, or chains of any sort are to be worn. No student will be allowed to wear a hat, hood or other head covering inside the school building, with the exception of designated hat days. Students will not be permitted to wear bandanas on clothing. No pajamas or bedroom shoes will be allowed. Shoes worn at Oakridge Middle School should be sturdy shoes/sandals with traction. For safety reasons, students will not be allowed to wear shoes with retractable skates.

Students may not wear any vulgar, obscene, or otherwise inappropriate symbols, language, or wording on clothing at school or school-sponsored events. This includes clothes that advertise drugs, alcohol, tobacco products, or display sexually inappropriate wording or pictures. Students will not be permitted to wear "message" t-shirts considered to be offensive.

The school administration reserves the right to determine what is appropriate dress or accessory while students are in school. Students who violate the dress code will be referred to ISS where they may change to school issued clothing, phone home for a parent to deliver replacement clothes, or remain in ISS for the duration of the day. In addition, dress code violations will be entered into the school database as discipline infractions.

DISCIPLINE INFRACTIONS

Teachers and staff members will address all Level I misbehaviors with a verbal reprimand/warning and/or by following the school discipline plan. All adults in the building have the authority and expectation to supervise students and appropriately address behavioral issues.

Administrators will handle frequent Level I offenses, and all Level II and Level III incidents and issue appropriate consequences or take appropriate legal action.

Level I – Disorderly Conduct

Disorderly conduct is any activity that impedes orderly classroom procedures, instructional activities, or operations of a school. The teachers of students will handle Level I offenses on team. Teachers/teams will hold their own

lunch detentions, after school or before school detentions, and will have the authority to handle situations as they see fit.

Acts of disorderly conduct may include, but are not limited to the following:

- Cafeteria infractions
- Cell phones in plain view or with power on during school hours
- Classroom disruption
- Horseplay
- Hall infractions including excessive noise
- Locker violations
- Media center infractions
- Out of bounds, including being in another team's area or any unauthorized area
- Physical displays of affection
- Possession of cards, laser pointers, noisemakers, MP3.
- Profanity and obscene gestures
- Rudeness and uncooperative attitude to teacher
- Tardiness

The following guidelines will apply to teacher-based discipline for Level I offenses and will be administered at the teacher's discretion:

- Parent contact by teacher
- Restrictions from programs, events, incentives, and assemblies
- Teacher lunch detention
- Before/after school detention

Failure to comply with team-based discipline consequences may warrant immediate referral to grade level administrator and may result in a greater consequence.

Level I Technology Violations

Includes but not limited to: repeated uncharged device, unprepared for class, careless use and off-task behavior
The following guidelines will apply to teacher-based discipline for Level I offenses and will be administered at the teacher's discretion:

- Verbal redirection
- Student/teacher conference
- Class restriction (Guided Access)
- Alternate assignments
- Detention or ISS with parent contact
- Parent/teacher conference

Level II – Disruptive Conduct

Disruptive conduct consists of activities directed toward persons or property, the consequences of which endanger the health and safety of others. Some disruptive offenses may overlap criminal offenses and warrant both school and legal action.

Offenses of disruptive behavior will be written on a referral form and sent directly to the grade level administrator to be handled. **Only an administrator can issue ISS and OSS** and the parent will be notified when ISS and/or OSS are issued.

These offenses include, but are not limited to:

- Disrespect/Insolence to staff including arguing with, yelling at, challenging authority of, and refusing to obey directives of school personnel
- Dress Code violations
- Excessive violations of Level I offenses
- Failure to obey safety procedures such as throwing rocks or objects
- Fight promotion, threats, and intimidation such as participating in arguments or talk that lead to a fight
- Fighting including unwanted placing of hands, wrestling, grabbing, pushing, shoving, and/or hitting. **No student should ever place their hands on another student in an aggressive manner. Participating in a fight at school will warrant a minimum of three days of OSS, regardless of who initiates the situation**
- Lying including forgery
- Sexual harassment
- Theft of school property or that of teachers and/or other students
- Tobacco possession and use including possession of lighters, vapes, and/or matches. School Board policy will be followed in tobacco infractions.

-Unauthorized class absence including cutting, leaving without permission, or leaving school grounds without permission.

-Vandalism to school property or property of others

Disruptive behavior offenses will be handled by the administrators and may result in either ISS or OSS at the discretion of the administrator. Frequent offenders may receive greater consequences with multiple infractions.

Level II/III Technology Violations

Includes but not limited to: Acceptable Use Policy violations, harmful or malicious activities, sharing or accessing inappropriate materials, inappropriate videos and photos.

Offenses of disruptive or criminal conduct will be written on a referral form and sent directly to the grade level administrator. Only an administrator can assign ISS or OSS and the parent will be notified when ISS and/or OSS are issued.

Your TIP fee may be used if found to be negligent in causing damage to another student's device.

The following guidelines will apply to Level II/III offenses:

- Administrator/student conference
- Suspension
- Restricted device (removal of features)
- Restricted user
- Recommendation for expulsion (make result from major criminal offense)

Level III – Criminal Offenses

Criminal offenses may result in charges being brought against any student choosing to break the law while at school. The school will follow Board Policy whenever possible in determining appropriate school sanctions, and appropriate legal policies will be followed by the courts.

Criminal offenses include, but are not limited to:

- Possession of, use of, intent to distribute, or distribution of narcotics, alcohol, and other illegal substances
- Assault and Battery
- Weapons including any knife of any kind...3-5 day OSS
- Sexual offenses
- Bomb Threats and threats to school personnel
- Extortion
- Arson
- Disturbing school operations

ALCOHOL AND DRUGS – SCHOOL BOARD POLICY

The possession, sale or distribution, or use* in any amount of alcoholic beverages, marijuana, hallucinogenic drugs, or other illegal narcotics, or prescription drugs or drug paraphernalia handled in the school building, on buses, at any school-sponsored events, or during any other time that the student is under the administrative jurisdiction of the school, whether on or off the school grounds, is strictly prohibited.

Penalty for possession and/or use:

A **first offense** shall result in a suspension from school for five school days. The student will be readmitted to school under the conditions prescribed by school board policy.

A **second offense** shall result in an administrative recommendation that the student be expelled from school for the remainder of the school year.

Penalty for sale and/or distribution: This policy includes any item that is represented as an illegal substance.

A **first offense** shall result in an administrative recommendation that the student be expelled from school for the remainder of the school year.

A **second offense** shall result in an administrative recommendation that the student be permanently expelled from school regardless at what point in his school career the second offense occurs.

In addition to disciplinary action which will be taken, it is the policy of this district to report the possession or use, sale and/or distribution of drugs to the appropriate law enforcement agency for prosecution in the criminal courts.

Right to appeal: When an administrative recommendation for suspension or expulsion of the student has been made, the parents or person 'in loco parentis' shall have the right to appeal to the Board of Trustees.

*The term "use" shall be construed to include being under the influence of a controlled substance even though the substance was not consumed while under the jurisdiction of the school.

In addition to disciplinary action that will be taken, the administration reserves the right to notify the appropriate law enforcement agency for prosecution in the criminal courts.

TOBACCO – SCHOOL BOARD POLICY

SC Law requires that any minor in possession of tobacco products at school will be cited by the resource officer housed within our building. The citation may be dropped by the courts with successful completion of the non-smoking class offered by CSD.

First Offense: The student and parents will be notified by an administrator that a parent conference must be held before the student returns to classes. The student will remain in school and follow the normal class schedule for the remainder of that school day. The parent conference can be conducted the same day or the next morning and may be by telephone. The student will be enrolled in anti-smoking class at Keystone Prevention Services and must attend four consecutive sessions, the first with a parent. Any unauthorized absence may result in ISS. A letter outlining the class will be sent home.

Second Offense: The student will be placed in the in-school suspension class for three days and warned that a subsequent offense will result in out-of-school suspension for three days. The parent will be informed in writing. The parent must also return written receipt of the notification of the offense.

Third Offense: The student will receive three days suspension from school. The parent will be notified in writing and will be advised that the next offense will lead to an administrative hearing. The parent must also return written receipt of the notification of the offense.

Fourth Offense: A student will be suspended from school until the parent schedules an administrative hearing. The parent must also return written receipt of the notification of the offense. This hearing must be scheduled within five school days. At this hearing, it will be determined if the student will be referred to the board for expulsion or if the student will return to school on strict probation.

Fifth Offense: The student will be referred to the board for expulsion or other remedial action.

DISTURBING SCHOOLS LAW

The South Carolina Code of Laws 16-17-420 states: "Disturbing Schools---It shall be unlawful: (1) For any person willfully or unnecessarily (a) to interfere with or disturb in any way or in any place the students or teachers of any school or college in this State, (b) to loiter about such school or college premises or (c) to act in an obvious manner thereon: or (2) For any person to (a) enter upon any such school or college premises or (b) loiter around the premises, except on business, without the permission of the principal or president in charge. Any person violating any of the provisions of this section shall be guilty of a misdemeanor and, on conviction thereof, shall pay a fine of no less than one hundred dollars nor more than one thousand dollars or be imprisoned in the county jail for no less than thirty days nor more than ninety days.

CONSEQUENCES

AUTOMATIC CONSEQUENCES

Some specific incidents warrant immediate and automatic consequences. The following situations will receive the automatic consequences stated:

1) **FIGHTING:** OMS strives to maintain a safe learning environment for all students. Physical aggression compromises this effort. Mutual physical aggression, regardless of the instigator, will result in an immediate three (3) day OSS for a first offense. A second offense will result in a five (5) day OSS and a special contract outlining consequences for a third offense. **If a student chooses to retaliate, he/she is accepting the consequence of that choice.**

2) **REFUSAL TO COMPLY:** Uncooperative attitudes in ISS will not be tolerated. Students who will not cooperate with ISS personnel will be sent home and issued one (1) full day of OSS for that school day. ISS assignment must be made up the following day. A second offense will be issued OSS the following day of being sent home.

3) **DISRESPECT TO TEACHER/ADULT:** OMS is adult-directed, and refusal to comply with reasonable adult directives and requests will result in either ISS or OSS depending on severity. The administrator will determine the severity on a case-by-case basis.

4) **WEAPONS, ILLEGAL SUBSTANCES:** Please refer to board policy on pages 19 and 20 outlining specific consequences for offenses.

PARENT CONTACT/CONFERENCES

Parents will be contacted often when a discipline problem occurs involving their child. Teachers will contact parents after each Level I infraction. With a fifteenth infraction, an administrator will contact the parent and a behavior contract may be implemented. Occasionally a parent conference will suffice as a consequence for a discipline problem. More often, a parent conference will be held in addition to the issuance of school consequences. In some

cases, the school will require a parent conference prior to allowing a student to return to school. Please refer to Discipline Policy for more information.

RESTRICTION

Restriction is the denial of a student's privilege to attend any school social activity such as rewards, dances, or school athletic events (including high school events). Restriction is not used to deny participation or membership in extracurricular organizations. Examples of restriction include denying attendance as a spectator at district athletic events, auditorium events, assemblies, etc. Students can also be restricted from attending lunch out or dances. Restriction is imposed at the discretion of the school administration.

LUNCH DETENTION (LD)

Students assigned to lunch detention will report directly to their team teachers at the start of their lunch period. Lunch detentions can be assigned by any adult in the building. The assigning adult will provide a specific location and date to the student being detained. No student will be denied lunch during LD.

STOP

Assignment to STOP is a teacher assigned consequence. STOP is designed to give students an opportunity to be removed from conflicts within the classroom, reflect on their decisions, and allow them to return to their next class. Students will serve STOP time in the ISS room for the remainder of the period in which they were sent.

IN-SCHOOL SUSPENSION (ISS)

Oakridge Middle School provides an in-school suspension program. The basic objective is to keep the student at school and have him/her maintain an academic emphasis. Parents will be notified when a student is placed in ISS. **Only an administrator can place a student in ISS.**

Appropriate assignments are sent to the ISS room by the student's teachers as soon as time permits; however, the timing of an ISS assignment may prevent this from happening. Character Education and behavior modification packets may also be completed by ISS students, and alternate academic assignments may be given. It is the responsibility of the students to complete all work as well as make up any class work missed while in ISS. In addition, students are required to bring all school books and their school notebooks to ISS. When in the ISS program, students will be expected to follow all rules specifically. Any violation of rules could result in having additional days added or OSS.

OUT-OF-SCHOOL SUSPENSION (OSS)

Out-of-school suspension is the short-term removal of a student from school. Students serving OSS may not participate in any school or district event or be on school grounds until their OSS is complete.

EXPULSION

Expulsion is the long-term removal of a student from school, usually for the remainder of the school year. Expulsion is a consequence that can only be imposed by the school board. The school and district administration will conduct all appropriate investigations and hearings and make a recommendation to the school board as to whether or not to expel.

NON-COMPLIANCE OF CONSEQUENCES

Students are expected to comply with all assigned consequences. In the event that a student refuses to comply with consequences issued by the school, the administrators reserve the right to handle noncompliance by assigning alternate consequences of a higher level.

AFTER-SCHOOL DETENTION

Administration or teachers will assign after-school detention (ASD). In the event that a student receives an ASD, he/she will serve the detention the following Tuesday or Thursday after the date received. Students who fail to serve ASD will be given In-School Suspension. It is the **student's responsibility** to inform parents/guardians of the assigned date for the ASD and to arrange transportation

2018-2019 Oakridge Bell Schedule

<u>6th Grade</u>	<u>7th Grade</u>	<u>8th Grade</u>	<u>Exploratory</u>
8:05 selected teachers on duty	8:05 selected teachers on duty	8:05 selected teachers on duty	8:05 selected teachers on duty
8:20 Begin Dismissal	8:20 Begin Dismissal	8:20 Begin Dismissal	0 – 8:30-9:15 HR
0 – 8:30-9:15 HR	0 – 8:30-9:15HR	0 - 8:30-9:15 HR	1 – 9:19-10:04
1 – 9:19-10:17 1 st team	1 – 9:19-10:04 expl/plan	1 – 9:19-10:17 1 st team	2 –10:08-10:53
2 – 10:21-11:20 2 nd team	2 – 10:08-10:53 expl/plan	2 - 10:21-11:19 2 nd team	10:53-11:23 plan/lunch
11:20-11:50 1st LUNCH	3 – 10:57 – 11:55 1 st team	3 – 11:23-12:08 expl/plan	3 – 11:23-12:08
3 – 11:52-12: 50 3 rd team	11:55-12:25 2nd LUNCH	4 – 12:12-12:57 expl/plan	4 – 12:12-12:57
4 – 12:54-1:52 4 th team	4 – 12:28-1:26 2 nd Team	12:57-1:27 3rd LUNCH	12:57-1:56 plan/lunch
5 – 1:56-2:41 expl/plan	5 – 1:30-2:28 3 rd team	5 – 1:30-2:28 3 rd team	5 – 1:56-2:41
6 – 2:45-3:30 expl/plan	6 – 2:32-3:30 4 th Team	6 – 2:32-3:30 4 th team	6 – 2:45-3:30
3:30 – afternoon announcements	3:30 - afternoon announcements	3:30 – afternoon announcements	3:30 – afternoon announcement

The Family Educational Rights and Privacy Act (FERPA)

The **Family Educational Rights and Privacy Act (FERPA)** is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

Parent/Eligible Student Rights

Parents have certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom these rights have transferred are "eligible students."

Parents or eligible students have the right to:

1. Inspect and review the student's education records.

A parent/eligible student wishing to inspect and/or review educational records should make the request to the school principal/designee in writing and identifying the records they wish to inspect. The parent/eligible student has the right to inspect and review the education records within forty-five (45) days after the school receives the request for access. The principal/designee will make arrangements for access and notify the parent or the eligible student of the time and place where the records may be inspected. IF the parent or eligible students requests an explanation or interpretation of the records, the principal /designee will, within the principal's discretion, make arrangements for appropriate staff members to be present. Parents must inform the principal/designee in writing if they have given permission for a representative to inspect/review the records.

The principal/designee may provide a copy of any record requested within a reasonable amount of time. In some instances, a reasonable copying fee may be requested; however, no fee will be charged to search and retrieve the information. The principal/designee is responsible for documenting that access or copies were provided within the established timeframe.

2. Seek amendment of the student's education records that the parent or eligible student believes to be inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

The parent/eligible student seeking to amend must make their request for amendment in writing to the principal/designee of the child's school. The request for amendment must clearly identify the part of the record that the parent/eligible student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA and why it should be changed. The principal and/or other appropriate school district officials will review the request and notify the parents of their acceptance or refusal to amend. If the district accepts the request to amend, the amendment will be made to the educational record and the parents shall be informed of the action. If the request to amend is denied by the school district, the parents will be informed in writing of this refusal and of their right to request a hearing. If, after the hearing, the school district still decides not to amend the record, the parent or eligible student will be allowed to place a statement in the record setting forth his or her views. This statement will remain in the student's record for as long as it is maintained.

3. **Consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.** Schools will treat each student's educational records as confidential and primarily for school use. In most circumstances, schools will obtain written permission from the parent or eligible student in order to release any information from a student's education record. However, the schools/district may disclose student information without parental consent in any instance that FERPA authorizes disclosure without consent, including, but not limited to, the following instances:
 - a. To school officials that have legitimate educational interests in the information. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer or contractor outside of the school who performs an institutional service of function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of personally identifiable information from education records, such as an attorney, auditor, medical consultant, or therapists; a parent of student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his/her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his/her professional responsibility.
 - b. To another school district in which the student seeks or intends to enroll.
 - c. When the information has been designated as directory information. Clover School District discloses directory information without prior parental permission. Directory information includes name, address, telephone number, parents' names, date/place of birth, participation in officially recognized activities and sports, weight/height of members of athletic teams, photographs, dates of attendance, diplomas or certificates and awards received and the most recent previous educational agency or institution attended. Clover School District provides notice of directory information through the district handbook. The school/district will not release directory information to any person or agency for commercial use. Parents/eligible students have the right to refuse to permit the designation of any or all of the categories of personally identifiable information with respect to the student as directory information. To refuse permission for the release of any or all directory information, the parent/eligible student must notify the principal/designee in writing within fifteen (15) days of the annual distribution of notification of privacy rights and must state what information should not be classified as directory information. The notification will become a part of the student's education record. The principal/designee is responsible for notifying appropriate personnel of the request. Please note that this statement within the handbook serves as the annual notice.

d. Other disclosures allowed by FERPA

- To the parents of an “eligible student” (age 18 or enrolled in a postsecondary institution) if the student is a “dependent student” as defined in the Internal Revenue Code.
- To specified official for audit or evaluation purposes. Educational records may be disclosed to authorized representatives of specified federal, state, and local officials and authorities in connection with an audit or evaluation of federal or state supported education programs or the enforcement of or compliance with Federal legal requirements related to those programs.
- To appropriate parties in connection with financial aid for which the student has applied or received.
- To organizations conducting certain studies for or on behalf of the school. Educational records may be disclosed to organizations conducting studies for, or on behalf of, the school in order to develop, validate, or administer predictive tests; administer student aid programs; or improve instruction.
- To accrediting organizations to carry out their accrediting functions,
- To comply with a judicial order or lawfully issued subpoena,
- To appropriate officials in cases of health and safety emergencies, and
- To state and local authorities, within a juvenile justice system, pursuant to specific state law.

4. **File a complaint with the U. S. Department of Education if you believe the requirements of the Family Educational Rights and Privacy Act (FERPA) are not adequately implemented by the District**

Complaints should be submitted in writing to:

**Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-852**

Oakridge Middle School Calendar 2018-2019

Aug 3rd- Back to School Bash
5 pm @ stadium

Aug 16 – 6th, 7th and 8th grade Open House 4-7 pm (drop-in)

Aug 20 – 1st Day of School

Aug 23 - Band Parent Meeting 5:00pm

Aug 28 - School Imp. Council 4p.m.

Aug. 27-Sept. 14 – MAP testing

Sept. 7- Rachel’s Challenge 6th grade

Sept. 4 Refugee Panel Discussion

Sept. 5 Alan Gratz’s visit

Sept. 12 DC Parent meeting 5:30

Sept. 13 Fall Fundraiser Kick-off

Sept. 14 – Fall Pictures

Sept. 14- Fall Sports Pictures

Sept. 7- Fundraiser turn-in date

Sept. 18 – Interim Reports

Sept. 7– 6th grade only “The Energized Guyz; Powered Up!” 9:00 am

Oct. 5– 7th grade ENCORE presentation CSDA

Oct. 9 7th Grade Vision Screening

Oct. 10 - PSAT- 8th Grade

Oct. 12 6th Grade assembly- Resource Force

Oct. 18– NJHS practice 8:00 am

Oct 18- National Junior Honor Society Induction Program 6:00pm

Oct 23- Parent Conferences 4-7 Report cards issued

Oct. 24 - Parent Conferences 4-7 Report Cards issues

Oct. 25 – Parent conference 4-5:30 Report cards issued

Oct. 31 – Make-up Picture Day/Club Pictures

Nov. 1-2, 6-7, 7-8, 8-9 6th grade Camp Thunderbird

Nov. 7 – Mock Trial Competition

Nov. 13 - SIC 4:00 p.m.

Nov. 19- Interim Reports

Nov 28 – 6th-8th Grade Chorus Performance 6:30pm

Nov. 29-Dec 6- Book Fair

Dec. 7 – Winter Sports Pictures

Dec. 6– 6th grade Band Concert 6:00pm

Dec. 12 – 7th & 8th grade Band Concert 6:00 & 7:00 pm

Dec. 19 Spelling Bee

Dec. 19– Winter Dance Showcase 6:00pm

Dec. 21- ½ Day

Dec. 25- Jan 5 - Winter break

Jan. 10 – Report Cards

Feb. 2 – Math Counts

Feb 5- SIC Meeting 4:00 pm

Feb. 5- 8th Grade Junior Scholars Ceremony 6:30

Feb. 11 – Interim Reports

Mar. 5 - District Art Show 7:00

Mar. 8– Spring sports pictures

Mar. 15- Job Shadowing/Career Day

Mar. 12-April 30– Spring MAP testing

Mar. 20 – Spring Pictures

Mar. 21- Battle of the Books

Mar. 26- Report Cards

April 15-22- Spring Break

April 25-26- Rising 9th grade Visit to CHS

Apr. 27 – IGP Day

May 1- Interim Reports

May 2 - 6th grade Spring Band Concert 6:00 pm

May 7-11- BOGO Book Fair

May 7- SIC meeting 4:00 pm

May 8-June 5- State Testing/EOC Testing

May 8- 6th-8th grade Spring Choral Concert 6:30 pm

May 9 – 7th & 8th Grade Spring Band Concert 6:00pm – 7:00pm

May 10 – Rising 6th Grade visit from Bethel, CCES, OES 9:00am

May 17 – Band mouth piece testing- Bethel and OES

May 20 – Band mouth piece testing CCES

May 21- Academic Awards 6:00 pm

May 23 – Spring Dance Showcase 6:00pm

May 30-31- 7th Grade trip to Charleston

May 28-31 – 8th Grade trip to DC

June 3 – 6th Grade Field Day

June 4 – ½ day 7th Grade Field Day

June 5- ½ day 8th Grade Celebration, report cards

June 6- High School Graduation 7:00 pm

Bullying Referral Form – Oakridge Middle School

If you or someone you know has been bullied, fill out this form and turn it in to your school counselor or the front office. All efforts will be made to maintain confidentiality. An investigation will begin within 24 (school day) hours upon receipt of this form.

Date of Referral: ____/____/____

Reporting Person: _____

Name of targeted student(s): _____ **Grade:** _____

Name of student(s) participating in bullying:

On what date did the incident happen? ____/____/____

Where did the incident(s) take place? (Check all that apply)

- | | | | |
|--------------------------------|---|--|---------------------------------|
| <input type="radio"/> Bathroom | <input type="radio"/> Classroom | <input type="radio"/> Hallway | <input type="radio"/> Cafeteria |
| <input type="radio"/> Bus | <input type="radio"/> Off school property | <input type="radio"/> School sponsored event | |

Other: _____

Type of Bullying: (Check all that apply)

- | | | |
|--|--|--|
| <input type="radio"/> Called mean names | <input type="radio"/> Electronic communications | <input type="radio"/> Hit, kicked, punched |
| <input type="radio"/> Racial comments | <input type="radio"/> Sexual comments | <input type="radio"/> Threatened |
| <input type="radio"/> Spreading harmful rumors | <input type="radio"/> Excluding or rejecting student | <input type="radio"/> Took/Damaged possessions |

Other: _____

Description of the incident (give all details):

Have you reported this incident to anyone yet? If so, to whom? (teacher, parent, etc.)

-----**For Office Use Only**-----

Repeat Bullying Offender? Yes No
Referral? Yes No

Date Student/Parent Contact: ____/____/____
Entered in PowerSchool? Yes No