

# **Gurrie Middle School – Student / Parent Handbook**

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*Gurrie Middle School: Empowering students to pursue their interests, talents and dreams.*

Updated 3-25-14

## **Gurrie Middle School Mission**

Gurrie Middle School: Empowering students to pursue their interests, talents and dreams.

## **HOURS**

8:15am – 3:15pm

## **LUNCH**

All Gurrie Middle School students eat lunch at school. Students may bring a bag lunch or a lunch may be purchased in the cafeteria. Milk may be purchased by students bringing their lunches.

- Students will not be allowed to leave the cafeteria without the permission of the lunchroom supervisor
- The cafeteria will be supervised by Gurrie staff at all times. Any student who is poorly behaved during the lunch hour will be referred to his or her advisor, dean, or the principal by the supervising staff member in the lunchroom
- Students are issued an ID badge at the beginning of the year that they use to purchase a hot lunch. Students can add funds to their card balance throughout the year. Information will be provided at the beginning of each year regarding the use of the ID badge to purchase a lunch

## **VISITORS TO THE BUILDING**

We ask all visitors to check in at the school office upon arriving at school. Parents are always welcome to visit the school with the only requirement being that a visitor checks in at the office, signs in, and secures a “Visitor” pass.

## **ADVISORIES**

The Advisory Program at Gurrie Middle School consists of two teachers for every 22-25 students. This is considered the student’s home room group. At the end of each day, students meet with their advisory during a multi-purpose period. During this time, the advisor may check in with assigned advisees regarding day-to-day concerns. The students will typically receive important information and communications regarding school activities, school expectations and information regarding special activities. In addition, the time will be used to enhance study and organizational skills, provide academic interventions, and for a dedicated advisory time that will focus on affective development of students.

One or two days per week, this multi-purpose period will be used to participate in activities designed to enhance personal responsibility, promotion of cooperation among students on a school wide basis, and to provide opportunities for the development of a positive sense of self. Peer pressure, loyalty among friends, and making choices can be stressful; the advisory program addresses these stressors through role-playing games, and small and large group discussions. This provides students with avenues for exploring ways of handling some difficult issues in a friendly, non-threatening environment. In addition, the advisors act as advocates for their advisees and are a point of contact to parents and students. Advisors are the primary home/school contact.

## **ATTENDANCE**

When a student is absent a parent must phone the school during the morning of the absence ***BEFORE*** 8:30 a.m. “Missing the bus” will not be accepted as an excuse for an absence, and students who have repeated experience of this kind will be asked to make up the time after school. After three days of absence, the principal may request a written excuse from a physician. Parents may request homework when their child’s absence covers two or more days. For shorter absences, students are expected to check their teacher’s website for homework and project information or with a classmate and with each teacher upon return to school. **MAKE-UP HOMEWORK:** After an absence, students are expected to contact each teacher about missing schoolwork. As a general rule, students are allowed one day for make-up work for each day of sickness. In addition, be sure to visit the teacher’s website for information about assignments and upcoming projects. These websites are available through our district site at: [www.d105.net](http://www.d105.net).

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## **TARDINESS**

Any student arriving late to school must report to the office for a tardy slip before he or she may be admitted to class. Students who report tardy to school unexcused will be expected to attend an after school session that day to discuss and plan for timely arrival at school. Anyone reporting late for a class will be disciplined by the teacher concerned. Repeated tardiness will be reported to the Advisor, Dean of Students, or the Principal. Three or more unexcused tardies will disqualify a student from perfect attendance.

## **AFTER SCHOOL EXTRA-CURRICULAR ACTIVITY ON A DAY OF ABSENCE**

A student must be in attendance at least half of the day (including the afternoon) to participate in any extracurricular activity after school. Absences not related to illness may be reviewed by the Principal.

## **VACATION TRIPS DURING THE SCHOOL YEAR ON SCHOOL DAYS AND MAKE-UP WORK**

The school strongly encourages that vacation trips be scheduled only during those times when the school is officially not in session. Make-up work does not adequately substitute for missed class time on regularly scheduled school days. Teachers may not have all assignments available in advance of vacations.

## **STUDENT RECORDS**

In order that the school may prepare the information and records concerned with the transfers in an orderly manner, the parent of the child to be transferred is asked to observe the following.

- Notify the office at least two days before the date the transfer is to take place.
- Furnish the office with the following information: new home address and the name and address of the school to which the student is transferring.

The student will have a clearance sheet signed by each teacher. At the time a student transfers, he will be given a copy of his last report card, a copy of his latest health record and an Illinois State Transfer Form. If a student does not meet his/her obligations (i.e., cafeteria fees, and/or book and library fines), student records will be held until the student is cleared. Standardized test results and original health records will be forwarded upon request by an official of the new school.

## **TRANSFERS FROM THE SYSTEM**

Temporary records of students are kept for seven years following the eighth grade year. A permanent file card with limited information about the student is kept permanently at the District Office.

A parent may see his/her child's school records by making an appointment at the school office. Parents or guardians of any student may also inspect any instructional materials used in the schools. Those materials include textbooks, teacher's manuals, films and tapes. Call the principal's office for an appointment if you wish to view any of these items.

## **CHECKING OUT – CLEARANCE SHEET**

At the end of each school year, students must check out with a clearance sheet. The clearance sheet must be signed by every teacher including cafeteria and library personnel. Any fines or obligations due must be taken care of before the student will be cleared for transfer or promotion.

## **TEXTBOOK RENTAL**

Rental textbooks are furnished to all students by the District #105 Board of Education. When a book is issued to a student he/she is responsible for it. If a book is lost or damaged, the student must pay for the loss or damage. If, at the end of the year, books are marked up or show more than normal wear, students will be fined accordingly. Please take care of your books.

## **SCHOOL NURSE**

The Nurse's Office is located in the southern corridor of our gymnasium. A certified nurse is available to serve Spring Avenue and Gurrie Middle School students. A consultation by phone is an option when nurse's are at another site. Students coming to the office need to obtain a pass from their teacher and report first to the school office. First aid is given for accidents and injuries occurring at school. The nurse is available for health counseling, guidance, and monitoring of medical problems.

Student's health records, which include the required physical exams, immunizations, and special needs, are kept in the health office. Teachers are notified of any health concerns that may affect the student's school performance (if the parent has signed the emergency form allowing this)

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## **MEDICATIONS AT SCHOOL**

**ALL MEDICATIONS MUST BE BROUGHT TO THE SCHOOL OFFICE.** All medications or supplements including over the counter items, require a doctor's order with the student's name and pertinent instructions, signed parental permission, and the medication brought to school in the original pharmacy container. Please note that most medicine that is prescribed three times a day can be given before school, after school, and at bedtime. The same policy applies to food supplements.

## **STUDENTS BECOMING ILL AT SCHOOL**

Students sometimes become ill during the school day. An assessment of their health status is done by the school nurse, health aide, teacher, principal, and/or principal's designee to determine the course of action. Consultation by phone with a nurse is always an option. Plans are in place for emergency situations. Often, vague complaints, such as "not feeling good, headache, or stomach hurts" can be attributed to lack of breakfast, insufficient sleep and/or stress. Generally, the parents are not contacted in these instances and the child improves with a brief rest period, fluids, and a snack if needed. Parents are notified if a pattern develops. Sometimes parents are notified of their child's complaint in order to obtain parental input and to make the decision whether to stay in school or go home.

The parent or emergency person is contacted if school personnel determine that the child should not remain in the school due to a more serious illness or if a child returns to school too soon after an illness. It is the responsibility of the parent to make arrangements to take the student home and seek medical care as needed. Sick children cannot be adequately cared for in the school setting. This practice serves the welfare of the sick child and allows for the control of the spread of infection and disease.

## **LOCKERS**

Care of the lockers is the student's responsibility. No writing of any kind should be done on the inside or outside of lockers. Stickers should not be applied to the inside of lockers. The outside of lockers are not to be decorated for birthdays or other occasions.

## **SO THAT LOSSES MAY BE KEPT TO A MINIMUM:**

- When anything is lost, the student should report this to his or her advisor/teacher/office
- The student should come to the office to inquire about lost articles
- Each student has a locker where their valuables can be kept safely
  - Students should not carry large sums of money and should not leave purses and other valuables in unattended areas, such as locker rooms - *The school is not responsible for personal items*
- A student should never let others know his or her locker combination
- Items prohibited in lockers and at school: permanent markers, weapons, drugs, medications, laser pointers, food supplements, and other items as necessary

## **PARENT/SCHOOL COMMUNICATIONS**

Daily Announcements will be read each morning at the beginning of first period over the intercom. Any student announcements for the bulletin must be cleared through a faculty member or the office.

Each Wednesday, a home-school envelope is sent home via email and with families who request it, a hard copy with a student. This envelope contains current information and important notices for the student's parents. Wednesday envelope materials are also available at our website: [www.d105.net](http://www.d105.net). Once a month, the Tiger Tracks is sent in the home-school envelope (Tiger Tracks is also available on our website). The Tiger Tracks contains articles and information regarding events and the calendar here at Gurrie.

## **LIBRARY/COMPUTER LAB**

The library will be open from 8:00 a.m. to 3:30 p.m., Mon. – Thurs. Students may come to these rooms before classes begin or after school. Students may come to the computer lab for use by students from 7:30 a.m. – 8:10 and from 3:20-4:30 p.m., Monday through Thursday.

The library contains books, reference materials, and periodicals to supplement and enrich the curriculum and to provide recreational reading. Books are loaned for a maximum period of two weeks. A student may take out as many books as he or she can profitably use, subject to a fine (determined by LMS Staff) each day books are overdue. Books may be renewed as needed. Periodicals may be signed out for overuse at the close of the school day. Students are responsible for loss or damage to books.

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## **HOMEWORK LAB**

If a student comes to class and does not have the assignment due that day, or it is not done to the teacher's satisfaction, the teacher will assign that student to Homework Lab on that day (teacher will use discretion assigning students who may not have completed assignments due to illness, family emergencies, or other issues). Homework Lab begins at 3:20 and will end at 4:00 PM, Monday through Friday. There will be a Homework Lab for each grade level and students will be made aware of the supervisors and room location. When students are in Homework Lab, they will be working on missing or incomplete assignments. Students not assigned to homework lab are welcome to attend and take advantage of the study space and support from a staff member.

## **HOMEWORK**

Student planners are issued to all students and are expected to be maintained in good condition. All advisors will instruct students in the correct way to use an assignment notebook. Students are expected to carry their assignment notebook to every class, every day. Parents may review each evening the list of short and long term assignments which their child has recorded. An accurate assignment notebook will assist the student in completing his/her homework. Homework is an important part of skill reinforcement and a student's responsibility toward school.

Parents may request homework through the school office or their advisor when their child's absence covers two or more days. For shorter absences, students can check with a classmate and with each teacher upon returning to school.

Please email your child's advisors for long term absences and always consult the teacher's website for daily assignments and homework ([www.d105.net](http://www.d105.net)).

**MAKE-UP HOMEWORK:** After an absence, students are expected to contact each teacher about missing school work. Planning to stay after school to gather assignments and receive help is a good idea. Teachers in each grade level determine time allowed for make-up work. Usually one day for each day absent.

## **PHONE CALLS AND TELEPHONES**

Telephones in the office or in classrooms are available to students for phoning home or school related business. Students are not to use any telephone without permission from their teacher or school office.

Students may not be called to answer the phone during school hours, except in a serious emergency. Message or requests to call back may be left with the secretary in the office. Such messages will be delivered to the student at the earliest possible time.

Please make every attempt to communicate important information to your student before the school day begins.

## **CELL PHONES**

Every room as well as the office has phones for student use. Students are asked to please check with teachers prior to using room phones to call. During the day, students will not need to have their cell phones with them.

Students may possess cellular radio telecommunications devices at school only if the student's parent or guardian has provided written consent to the school principal. The written consent shall include the reason the parent believes the student should possess the device at school and the telephone number of the device. The school district and its employees are not responsible for lost or damaged cellular radio telecommunications devices.

Students possessing cellular radio telecommunication devices at school shall keep the device off and in their lockers during the regular school day unless:

- The supervising teacher expressly grants permission;
  - Use of the device is provided in a student's IEP
  - The device is needed in an emergency that threatens the safety of students, staff or other individuals.
- Using a cellular telephone, video recording device, personal digital assistant (PDA), or other electronic device in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules. Prohibited conduct specifically includes, without limitation, creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device, or cellular phone. Unless otherwise banned under this policy or by the Building Principal, all electronic devices must be kept powered-off and out-of-sight during the regular school day unless: (a) the supervising teacher grants permission; (b) use of the device is provided in a student's individualized education plan (IEP); (c) it is needed in an emergency that threatens the safety of students, staff, or other individuals.

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Any student who has their cell phone out, or is found to be using the phone during school hours, will give the cell phone to the supervising teacher and it will be sent to the office. Parents will then be required to come to school to pick up the phone at their convenience.

## **E-Readers**

A student will be allowed to bring to school, and use at school, an electronic reader device for the purpose of reading eBooks, as long as a parent or guardian and student agree to the conditions on this form by signing below.

- The content of all eBooks should be developmentally appropriate for the student and suitable for a school setting.
- If the device is lost, stolen, or damaged, District 105 will not be held financially responsible for the replacement or repair of the device.
- Devices that have Wi-Fi capability will not have access to the District 105 wireless network because doing so would be a significant security risk to our network.
- Devices with additional functionality can only be used at school in the capacity as an eReader. Use of other applications and utilities will not be allowed at school. Some examples include e-mail, texting, camera, phone, Internet, or other app usage.
- If any of the above conditions are not met, the device will be taken away from the student requiring a parent/guardian to pick up the device from school and may result in this privilege being revoked.

## **FIELD TRIPS**

Educational field trips provide an excellent means of extending and enriching the educational experience of children. Trips are arranged by the teachers and are planned to correlate with classroom learning activities.

Groups taking trips are accompanied by the teacher, and, if transportation is required, usually go in a school bus. Students demonstrating unacceptable behavior on trips may lose the privilege of attending other trips. Many of our school trips must be earned through good conduct.

Blanket field trip permission forms are available and signed by parent/guardian at registration. If no form is signed at registration, a consent form will be needed for each trip. A reminder about a field trip along with information about such trip will be provided to students and parents prior to the trip.

## **EXTRACURRICULAR ELIGIBILITY**

If a student has a failing grade average in two or more subjects during any two week period he or she will have two weeks to raise the averages for those subjects to passing. If at the end of the two week period he or she still has a failing average in two or more subjects, eligibility will be lost for the remainder of the activity. In the case of year long activities grades will be evaluated on a quarterly basis.

## **ATHLETICS**

During each athletic season, students will usually be involved 5 days a week with practices and scheduled game dates.

Athletic programs offered are:

### **ACTIVITY**

Softball (Boys)  
Basketball (Girls)  
Basketball (Boys)  
IM Flag Football  
IM Floor Hockey  
IM Badminton  
Volleyball (Girls)  
Volleyball (Boys)  
Softball (Girls)  
Cheerleading  
Soccer (Coed)  
Cross Country (Coed)  
Wrestling (Coed)

### **SEASON**

September to Mid-October  
Late September to Mid-November  
Mid-November to Mid-February  
Fall  
Winter  
Spring  
Mid-February to April  
April to Mid-May  
Mid-April to Mid-May  
Mid-November to Mid-February  
April to May  
Fall  
November through Early March

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## **STUDENT ACTIVITY COUNCIL**

The student Council provides for student activities (dances, special events, etc.) and gives students the opportunity to share in the management of student activities. Meetings are held, as needed, during a designated class period.

## **OTHER ACTIVITIES**

Other extracurricular activities to Gurrie students include, but are not limited to:

Band	Think-Quest	Writing Club	Intramurals	Every Monday Matters	FAST
Chess Club	Orchestra	Yearbook	Art Club	Speech Team	Math Club
Choir	Science Club	Sewing Club	Musical	Stage and Sound Crew	Early Act

## **GRADE POINT AVERAGE AND REPORT CARD SYSTEM**

This system is based on a 4 point grading system which is commonly used in many schools. All grades on the report card with the exception of Band and Orchestra are assigned the following ranges. Classes that meet only quarter a year only receive .25 the weight of a full year class.

A+ = 4.25	B+ = 3.25	C+ = 2.25	D+ = 1.25	F = 0
A = 4.0	B = 3.0	C = 2.0	D = 1.0	
A- = 3.75	B- = 2.75	C- = 1.75		

*At the end of each quarter each student's total points are averaged by dividing them by the number of grades given. The result is a Grade Point Average (GPA) with the following ranges.*

A = 4.25 – 3.5
B = 3.49 – 2.25
C = 2.49 – 1.5
D = 1.49 - .5
F = .0

Honor Roll and High Honor Roll will be earned each quarter. In order to earn Honor Roll status a student must have a GPA of 3.0 – 3.49 with no grades below a C. In order to earn High Honor Roll a student must have a GPA of 3.5 or higher with no grade below a B.

## **GURRIE GRADING SCALE**

The Gurrie grading scale is as follows:

90-100% A
80-89% B
70-79% C
60-69% D
59% or below is failing

## **PROCEDURES FOR PROMOTION OR NON-PROMOTION IN GRADE AT END OF YEAR**

The school follows a policy of non-promotion with students who receive failing grades. Parents and students are encouraged to familiarize themselves with these procedures.

- If the advisor has an advisee with a grade point average below 1.5 at the end of any quarter, he or she will advise the student and parent that the student's promotion to the next grade appears to be questionable.
- The principal will then write a letter of concern to the parent and a copy will be sent to the advisor.
- If by the end of the third quarter substantial academic progress has not been made, the grade level team will meet to discuss the student's eligibility for advancement to the following grade.
- At the end of the fourth quarter, any student who has a grade point average less than 1.0 and/or a total of 12 or more quarter grades of "F" will not be eligible for promotion. 12 quarter grades of "F" represent approximately 35% of the total number of quarter grades for the year.

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- e. In cases of possible non-promotion the principal will present a faculty recommendation to the Superintendent to promote or require summer school attendance for non special-ed students. Any 8<sup>th</sup> grader who is required to attend summer school and does not attend consistently will be retained in the 8<sup>th</sup> grade. Any 8<sup>th</sup> grader who is not promoted will not attend graduation, the graduation dance, or the eighth grade class trip.
- f. Parent and student will be advised of a decision prior to June 1. This will be done by the advisor and the principal.
- g. Any 7<sup>th</sup> grader who is not promoted will attend summer school or begin after school tutoring at the beginning of 8<sup>th</sup> grade.
- h. Quarterly grades of students who transfer-in students will be averaged with Gurrie's quarter grades. Eligibility for graduation from 8<sup>th</sup> grade also requires that the student pass tests on the Illinois and U.S. Constitutions unless English proficiency is severely limited.

## **PARENT/TEACHER CONFERENCES**

Student progress is reported to parents in several ways and at various times throughout the year. Report cards are sent home to parents at the end of each 9-week quarter. Also, at the midpoint of each quarter, a progress report is sent home to every parent. At the end of the first and second quarters, parent/teacher conferences are scheduled for all parents. Parents may request a conference at any time during the school year by calling or emailing the teacher. Teachers e-mail addresses are posted on the District 105 Website: [www.d105.net](http://www.d105.net)

## **WEEKLY PROGRESS REPORTS**

A student, teacher, or parent may request a weekly progress report. Where initiated by the teacher, the report will indicate that a student is, or is not, up-to-date in this particular class, and will include a listing of missing assignments.

## **STUDENT DISCIPLINE PLAN**

One of the goals of education is effective citizenship. An effective citizen in a democracy is a responsible, self-disciplined, and considerate person. Accordingly, an objective at Gurrie Middle School is the development of responsibility, self-discipline, and courtesy within each student. It is necessary therefore; that certain responsibilities and behavioral principles be established to assure that a good learning environment is maintained. Each student may then develop a feeling of security, confidence, and fairness in the discipline system and an understanding that the right to learn has been safeguarded. See our PBIS Matrix in your planner and throughout the school for specific expectations for everyone in the building.

## **STUDENT RESPONSIBILITIES – “Be Respectful, Be Ready, Be Safe”**

- Students are to follow directions the first time they are given.
- Students should exercise good judgment and practice good citizenship. Courtesy to all staff members and other students is expected.
- All students are expected to be in their assigned seats, ready to work, when the bell rings. It is each student's responsibility to be in the classroom on time with required materials.
- Each student has a responsibility to know his/her assignments, how they are to be completed, and when they are due. It is the responsibility of each student to check on any work missed while absent.
- Any homework assigned in class is to be completed and turned in at the appropriate time.
- Food in classrooms will only be allowed in accordance with our district allergy / food policies.
- Certain rooms and teachers may have additional rules which will be explained by each teacher. Students will be expected to abide by these rules as well.

At Gurrie Middle School, referrals for student disciplinary action will proceed through the advisor, dean, and/or principal. The student may be referred immediately to the dean or principal at the discretion of the referring staff member. However, each time a student is sent or referred for disciplinary action, the advisor will be presented with a written account of the offense. Such an account may be an informal note, or written on a disciplinary action form. **Three major disciplinary referrals earned within 10 school days will result in a suspension for chronic misbehavior.**

Disobedience or misconduct may occur on school grounds, on a school bus, or at a school function. It may also occur outside the school grounds provided that a direct relationship exists between the conduct of the student and the school's educational function.

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Possible consequences may include reprimands, parent conference (either by phone or at school), detentions, loss of extracurricular privileges, in-school suspensions, out-of-school suspensions, expulsion, or any combination of these or other measures.

Extracurricular participation will be lost for a minimum of 5 days following any suspension.

## **DISOBEDIENCE OR MISCONDUCT LIST**

While this list is not intended to be all-inclusive, it is consistent with District #105 Discipline Policy No. 9.4.1. And prohibits conduct, behavior, or activity which causes or may reasonably lead to substantial disruption of material interfere with student activities or rights of others.

### **Misbehavior, which may have a range of consequences (including suspension):**

- Insubordination to any school personnel, which includes failure to follow directions or follow school wide expectations.
- Possession of, use or distribution of any dangerous substance or weapon including firearms, knives or anything that could be used as a weapon.
- Intimidating or attempting to intimidate students or school personnel, which would include bullying.
- Fighting with or assaulting students or school personnel.
- Intentional damage to or destruction of school property, or property of students or school personnel.
- Verbal abuse or use of profanity or obscenity to students or school personnel.
- Endangering the physical or psychological well-being of the school population by acts such as
  - Improper release of a school fire alarm or tampering with the fire extinguishers.
  - Starting a fire in or to school property or attempting to do so.
  - Setting off explosive devices in or to school property or attempting to do so.
- Repeated incidents of misbehavior including repeated refusal to comply with school expectations.
- Acts which directly or indirectly jeopardize the health, safety and welfare of students or school personnel.

### **Misbehavior, which may merit a suspension:**

- Stealing of school or personal property
- Defacing of school or personal property
- Use of or possession of dangerous drugs or chemicals, cigarettes and alcoholic beverages
- Chronic tardiness to classes
- Chronic failure to bring books and work materials to the classroom
- Failure to observe bus regulations
- Forging, falsifying, altering or illegally possessing school forms, cheating, plagiarizing or otherwise claiming credit for work or ideas not their own
- Other behavior or conduct which is of such gross nature as to the constitute a violation of the spirit or intent of these rules though not explicitly stated above or which in itself is so gross as to constitute on its face gross disobedience or misconduct\

Suspendable disobedience of misconduct shall include, but is not limited to, the above behaviors and any other such conduct as designated by the Board of Education under Policy 9.4.1. Some infractions, according to School Board Policy, may require referral to the appropriate law enforcement authorities

### **Three or more suspensions issued during a school year may result in a recommendation for expulsion to the Board of Education.**

When a suspension is warranted, the principal will follow suspension procedures as outlined in School Board Policy 9.4.1.



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## **PROHIBITED ITEMS**

In addition to items restricted on this page, and in support of several of the policies above which protect the educational environment, the following items are prohibited at school:

- Backpacks should not be used during the school day unless approved by the Principal/Dean of Students
- The operation of any device disruptive to the learning environment
- Permanent markers, aerosol cans, laser pointers
- Skateboards and in line skates
- Backpacks should be stored in lockers during the school day
- Throwing snow is prohibited

## **GUM AND CANDY**

Chewing of gum and eating of candy is normally not allowed in the school building unless:

- With a teacher's permission
- At a sports event
- In the lunchroom.
- Complies with the District 105 Food and Allergy Policy

## **GANG-RELATED ACTIVITY**

Student involvement in gangs or gang-related activities on school grounds or at school-related events, including the display of gang symbols or gang paraphernalia, is strictly prohibited.

Any student who is a gang member or solicits another student to become a member of a gang or who engages in gang-related activities or initiation on school grounds or at school-related events will be subject to suspension and/or expulsion.

## **SEXUAL HARRASSMENT**

Violations of Board of Education Policy on Sexual Harassment are subject to the same range of disciplinary actions described in the Discipline Plan.

## **SCHOOL DRESS CODE**

It is expected that students shall be dressed in an appropriate manner while at school or attending a school or PTO sponsored activity. Appropriate school dress includes clothing, accessories, or hair styles which are not disruptive or distracting to the students and therefore will not interfere with the educational program. Personal attire must be clean and safe so as not to be a hazard to the health and welfare of the student and other students in the school. Gurrie Middle School hopes that parents will take an active part in assisting their children in making intelligent decisions about their appearance in school. **Students with inappropriate clothing will be asked to change. If needed, parents will be contacted to bring a change of clothes or students will be sent home.**

The following guidelines will be used in evaluating student dress. These include but are not limited to:

- Shoes must be worn in the building
- Some departments may require special safety regulations of dress
- Reasonable cleanliness of personal and wearing apparel is expected
- Physical education clothing will be worn only in P.E. classes or at other athletic events
- Footwear or other clothing items which may damage furniture or equipment may not be worn
- Hats, head covering of any kind (except that of established religious groups) and gloves may not be worn in the building
- Wearing of jewelry or clothing which displays obscene, profane, offensive designs or logos, or vulgar language or pictures is prohibited
- Wearing of jewelry or clothing which displays tobacco, alcohol, firearms, or illegal drugs is prohibited
- Wearing of jewelry or clothing that displays gang signs, colors, or symbols is prohibited
- Clothing that is considered too revealing or suggestive in any way is prohibited
- Transparent items, spaghetti strapped tops, tank tops, strapless tops, any clothing exposing a bare midriff, single strapped tops, short shorts (shorts should cover to mid thigh and below), nightwear or items normally worn as undergarments, but displayed as outerwear are prohibited
- Tattoos will require clothing or other coverage if determined to be inappropriate to the school program

***The school principal is the final authority for judging the appropriateness of a student's appearance.***

# Gurrie Middle School – Student / Parent Handbook

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*Gurrie Middle School: Empowering students to pursue their interests, talents and dreams.*

Updated 3-25-14

## **ENTERING OR LEAVING THE BUILDING**

The following rules pertain to students who arrive prior to the opening of school each morning.

- In good weather, students are to enter the building when the bell rings or when teacher's permission is given
- In poor weather, students may enter the building and wait in the lobby for the bell or with a teacher's permission
- If staff members plan to work with students prior to the time of the first bell, the students will be admitted to the building if they carry a pass or a teacher meets them at the door
- Students are requested to go to their lockers and then directly to first period each morning

The following rules pertain to students who are permitted to remain after school in the afternoon

- If a student stays after school, he or she should have the permission of the supervising teacher.
- If a student stays after school, he or she will be expected to take personal belongings to the room he or she is assigned, and then leave the building from the nearest exit to that room.

***NO STUDENT IS TO LEAVE THE SCHOOL BUILDING AT ANY TIME WITHOUT PERMISSION AND OFFICE CLEARANCE.***

## **EXPECTATIONS FOR GURRIE STUDENTS ATTENDING AFTER-SCHOOL ATHLETIC EVENTS**

- Conference games begin at approximately 4:15 p.m. Students choosing to stay as a spectator must arrange transportation in advance
- School rules for student behavior apply at all school functions, including after-school games. (Respect for others, proper language, no hats or caps, good manners)
- Cheering for Gurrie teams is important and encouraged
  - However, courtesy to all is also expected. Any student demonstrating rude behavior will be dismissed from the event by a supervisor, coach or referee. Booing or embarrassing an athlete are some examples of rude behavior.
- Do not participate in cheers which involve stomping on the bleachers
- You are asked to be quiet during all free throws at basketball games
- Students will be required to be seated in the stands at all times while a game is in progress
  - No one should be in the halls, washrooms, or water fountains except during half-time intermissions and between games
- Do not leave trash in the gym or under the bleachers
- **Gurrie students are not to go into the locker rooms for any reason**
  - Keep your coat and books with you. Be aware that on game days for girl's sports, the boy's locker room becomes a visiting girls' locker room at 3:15 p.m. and the reverse of this happens when it's time for boys' basketball.
- **Students should use only the washrooms in the main hall located between the two entrances to the gym**
  - Do not use the washrooms in the locker room
- Coats and books should be brought to the game
  - You may not go back to your locker or anywhere in the hallways
- The office will be locked and the phone will not be available
  - Make arrangements with your parents to pick you up between 6:00 – 6:15 p.m., as the games should be over at that time
- For girls' games, Gurrie students will sit on the South half (girl's side) of the bleachers
  - For boy's games, Gurrie students sit on the North half (boy's side) of the bleachers
  - You must sit in the stands
    - Please do not stand at the side of the bleachers or anywhere on the floor

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## **BUS RIDERS**

The following SCHOOL BUS RULES will be enforced:

- Stay off the roads at all times while waiting for the bus
- Wait until the bus comes to a complete stop before attempting to board it or get off
- Do not move toward the bus at the school loading zone until the bus has been brought to a complete stop
- Keep hands and head inside the bus at all times after entering, and until leaving the bus
- Remember that loud talking and laughing or unnecessary confusion diverts the driver's attention and may result in a serious accident
- Never tamper with the bus or any of its equipment
- Keep the bus and aisles clean and free of clutter
- Do not throw anything out of the bus window
- Do not leave your seat while the bus is in motion

Revised 03-2014

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