

# BARRINGTON MIDDLE SCHOOL

## HANDBOOK



2009/2010

Barrington Middle School - 261 Middle Highway - Barrington, RI 02806

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Revised 10/7/08

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August 31, 2009

Dear Students,

Welcome to a new school year, a new beginning for all of you. The middle school years are one of great change for you physically, emotionally, socially, and intellectually. As such, you can expect these years to be challenging for you and especially rewarding as well. Along the way, there will probably be “missteps”; times when you wished you had made better choices. I hope you will learn as much from those choices as you learn from the good choices you make. Take advantage of the opportunities that are available for you to grow, both academically and personally. Most of all, remember that your school is more than programs - - it is many people working cooperatively together to achieve common goals.

Enjoy your year here! I hope it will be rewarding for you in all ways.

Warm regards,

Richard K. Wheeler, Jr.

## STAFF LIST 2009/2010

### Principal

Richard K. Wheeler, Jr.

### Assistant Principal

Wendy S. Parente

### 6<sup>th</sup> Grade

#### **RAZMATAZZ CLUSTER**

Julie Abbruzzi	8
Rebecca Ferry	12
Joseph Pirraglia	7

#### **SILVER CLUSTER**

Angela DeFreitas	5
Jennifer Scott	10
Greg Simkins	6
Traci Taglione	9

#### **YELLOW CLUSTER**

Mark Aubin	1
Melissa Bento	2
Chris Millard	4
Julia Texeira	3

#### **RAINBOW CLUSTER:**

##### **ART**

Rebekah Salter	200
Kristen Costa	202

##### **FAMILY and CONSUMER SCIENCE**

Marlene Prichard	204
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##### **MUSIC**

Dail Bienkiewicz	Band Rm.
Kerri Thurber	Chorus Rm.

#### **SPECIAL EDUCATION:**

Staff	203
Denise Andreozzi	302
Jodi Cabral	301
Marianne Combies	204C
Colleen Deluski	218
Donna deChauny	110
Jennifer Perreira	220
Allison Pomeranz	205B

**Speech:** Tracy Slye

#### **Reading Specialist**

Rose Gillooly	215
Diana Ouellette	215

### 7<sup>th</sup> Grade

#### **AQUA CLUSTER**

Peter McFarland	13
Connie Oswald	14
Mary Roberts	15

#### **BLUE CLUSTER**

William Barrass	222
Anthony Borgueta	114
Patricia Fedeli	207
Nancy Lloyd	224

#### **ORANGE CLUSTER**

Leah Allard	201
Peter Blasi	113
Kristin Poland	208
Karen Watson	206

##### **HEALTH**

Justine Boisvert	211
Jane Iodice	213

##### **LIBRARIAN**

Nancy Maddocks	
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##### **FOREIGN LANGUAGE**

Caroline Conaty	209
Elaine Dickervitz	11
Donna Dimery	

#### **TEACHER ASSISTANTS:** Laurel Anderson, Karen Blasbalg,

Patty Charette, Paula Landry, Dawn Marcello, Linda Marshall, Eileen Oakland, Paula Peloquin, Emmie Safford.

**ESL:** Peter Ansel

**Secretaries:** Beverly Chittim, Sally Collins, Tracy Griot, Caron Martin

**Library Assistant:** Ellen Kellner

**Guidance:** Lori Mason, Sandy McCauley, Natalie Stein

**Psychologist:** Amy Sattel

**Student Assistance:** Courtney Canario

**School Nurse:** Grethe Cobb

**Social Worker:**

**Custodians:** Fred Costa, John Ferreira, John Furtado, Jose Pimentel

Robert Windley, John Wilcox

**Volunteer Coordinator:** Tracy Orchard

**Adaptive Physical Education:** Camila DiMarco

## SCHOOL CALENDAR 2009/2010

### REPORT CARDS

November 13th  
January 29th  
April 9th  
June 18th

### SPORTSNIGHTS

September 25  
October 30 (Halloween Happening)  
November 20  
January 22  
February 26 (Valentine's Dance)  
March 19  
April 9  
May 21  
June 11 (Grades 5 & 6 Only)

### OPEN HOUSE

September 24, 2009

### SCHOOL PICTURES

October 14, 2009

### QUINTA SCHEDULE

QUINTA 1) 8/31 thru 10/23 36 days  
QUINTA 2 10/26 thru 12/18 36 days  
QUINTA 3 12/21 thru 2/26 36 days  
QUINTA 4 3/01 thru 4/28 36 days  
QUINTA 5 4/29 thru 6/18 36 days

### PTO MEETINGS

September 14  
October 19  
November 9  
December 7  
January 11  
February 8  
March 8  
April 12  
May 10  
June 7

### ONE AMAZING NIGHT

May

### CAREER DAY

May

### AWARD DAYS

June

### 8<sup>TH</sup> GRADE BAY QUEEN CELEBRATION

June 15, 2010

### PTO BOOK FAIR

September 23, 24, and 25th

## THE CLUSTER SYSTEM

The Middle School has three grades: 6, 7, and 8 with each grade divided into 3 large groups called clusters. In assigning students to clusters, the goal is to balance each cluster as to the total number of students, the number of girls and boys, and in the range of ability levels.

The clusters have been given names of colors. Grade 6 has the Razzmatazz, Silver, and Yellow Clusters, Grade 7 the Aqua, Orange, and Blue, clusters while Grade 8 has the Green, Purple, and Red clusters. In each cluster there are three or four teachers who work very closely as a team.

Several clusters are called looping clusters. Students in these clusters are with the same cluster for two consecutive years. The following clusters are looping:

Blue	8 ↔ 7
Red	7 ↔ 8
Aqua	6 ↔ 7
Razzmatazz	7 ↔ 6

All allied arts teachers (art, music, technology, family and consumer science, library, physical education and health) are assigned to the Rainbow Cluster.

The cluster teams meet regularly for planning sessions; to confer with the principal or with the guidance counselors on matters related to student welfare; to confer with the special education staff; to share information and concerns with each other; and to participate in individual whole-cluster conferences with parents.

This year, students in Grade 6 will receive instruction in five major subject areas: Reading, Language Arts, Mathematics, Science and Social Studies. The children will also work with the Rainbow Cluster teachers on a regular basis: Health, Guidance, Library Science, Art, Music, Family and Consumer Science, Technology, Keyboarding, and Physical Education.

Students in Grades 7 and 8 will receive instruction in four major subject areas (Language Arts, Mathematics, Science, and Social Studies) and Skills. Skills classes rotate quarterly and involve literature, interdisciplinary instruction, health-related skills, computer skills, and study skills, with some students involved in reading skills. Students are required to select one course in either Spanish or French for two consecutive years. Students also take part in other Rainbow Cluster subjects Art, Technology, Family and Consumer Science, Physical Education, Health, and Music.

## **THE SIX-DAY SCHEDULE SYSTEM**

This year you will follow a six-day flexible modular schedule. Your Rainbow Cluster classes (foreign language, art, music, human services, library, technology, materials lab., physical education, and health) will meet the same time on each of the days you are assigned them. Your cluster teachers will determine the schedule for the rest of your classes. For example, your cluster teachers may decide to have Math for 35 minutes and Science for 1 hour on "Day 1", and then have Math for 1 hour and Science for 35 minutes on "Day 2". This flexibility will allow your cluster to plan a variety of activities without disrupting your schedule. It appears to be complicated, but it really works well.

Plans are made within each cluster to have flexible grouping for instruction. This means that the teachers may bring together students who would normally be in a social studies class and other students who would normally be in a science class, to have them engage in an interdisciplinary study. Other groupings could be arranged to meet some purposeful academic goal that might be appropriate to all subject matter areas. Because flexible grouping is such a large part of the planning for the school as a whole, the flexible schedule eliminates the need for a formal bell ringing system. It is important to remember that you are assigned to the teachers of your cluster, not necessarily to a particular class.

## **STUDENT PROTECTION**

The Middle School is concerned about the safety of all students. Parents who wish to excuse their children from school need to provide their child with a note from home and be prepared to show proper identification when excusing their child from school. All notes need to be brought to the office at the start of each school day. Families with special concerns or requests pertaining to custody issues should provide the office with a copy of custody documents or restraining orders.

## **STUDENT PICTURES**

In the fall, a photographer contracted by the school takes pictures of all students. Arrangements for payment of the photo package can be made. Parents receive information in advance to inform them of the procedures and date of the taking of the pictures. Pictures are taken of all students for the yearbook. Also, throughout the year student pictures may be placed in the newspaper, on school web sites and video taped providing an opportunity for the school to enhance its communication with the community. If you do not want your child's picture in the yearbook, submitted to the press, placed on the school's web sites or video taped please write a letter addressing this to the principal by September 12, 2009.

**(Refer to Barrington Public Schools District Policies page 34 in the student handbook)**

## **STUDENT RECORDS**

Authorized persons must request student records in writing to the principal. A viewing date and time will be scheduled within ten days of receipt of the written request. A school district representative will be present during the viewing. Photocopying of documents can be arranged for a \$.15 per page fee. Documents are **not** allowed to leave the viewing room. The Barrington School District's Student Record policy is available upon request in the central office.

**(Refer to Barrington Public Schools District Policies page 33 in the student handbook)**

## **ARRIVAL AND DISMISSAL**

The school building is open at 7:30 a.m. Children who do not take a bus should be sure to plan their arrival time accordingly. Buses arrive at intervals beginning at 7:15. The children disembark near the entrance and go immediately to the cafeteria where they congregate and wait for the 7:35 entry announcement. No one may go to a classroom or to his or her lockers before 7:35.

Dismissal is at 2:05 except for those who have after school commitments. Students who walk home or who ride a bicycle, exit at the same time as bus passengers. All students are expected to leave school grounds at dismissal, except those who remain after school for extra help or school related activities. Those students who remain will be under the direct supervision of a teacher until students are called for the late bus departure at 3:25 p.m. Students who have not remained for a school related activity and have not been under the supervision of a teacher will be denied the privilege of taking the late bus and will have to make their own arrangements for transportation home

## **HOMEROOM AND ANNOUNCEMENTS**

Morning activities in the homeroom include a salute to the flag, attendance check, announcements, distribution and collection of home communications, and the gathering of materials needed for the day. Announcements over the public address system are usually made during homeroom periods and again at the close of school. Important information is found in the daily bulletin, which goes to each class on completion of the morning attendance check. Also check our website for school information and activities at [www.barringtonmiddle.org](http://www.barringtonmiddle.org).

## **ATTENDANCE**

The importance of regular daily attendance cannot be overstated. Studies have clearly indicated that there is a positive correlation between good attendance and academic success. Classroom activities that take place at Barrington Middle School are a vital part of the teacher-student learning process. A day out of class can never be recaptured. Thus, attendance at each assigned class period is imperative. We reward perfect attendance through recognition at our annual awards assembly.

**Parents are asked to call the school when an absence is anticipated. (247-3160).**  
**Calls should be made before 8:30 a.m.**

## **TARDINESS**

At the Middle School students are expected to be in their homerooms by **7:45 a.m.**, any student not in his or her homeroom by this time is considered tardy. Students arriving to school after 7:45 a.m. are to report directly to the office. Students are allowed four tardies to homeroom per quarter. On the fifth and subsequent tardy to school the student will be assigned office detention.

## **EXCUSED TARDINESS TO SCHOOL**

In order for tardiness to school to be excused, the reason must be communicated by the parent or guardian and accepted by the school administration. Some examples of valid reasons for tardiness to school are personal illness, family emergency, religious holiday or a doctor's appointment. Examples of invalid reasons for tardiness to school are completing school assignments, oversleeping, missing the bus, waiting for a ride and the like. Communication to the office intended to excuse such tardiness must be received no later than 8:30 AM the following morning.

## **EARLY DISMISSAL FROM SCHOOL**

Barrington Middle School recognizes its responsibility for providing effective safeguards to insure the safety and well being of all pupils entrusted to its care. It is further realized that a need exists for parents to be able to have a student excused from school for valid reasons. To insure that parents are availed of this opportunity, while at the same time guarding against unauthorized persons utilizing the procedure, the school will excuse a child from school only under the following guidelines:

1. Parents wishing to have their youngsters excused from school are requested to submit a written note specifying the date, time, and reason for the request.
2. Immediately upon arrival at school, students are to submit the note to the school office.
3. The names of such students will be placed on the daily attendance bulletin.
4. Youngsters, at the time indicated on the note, will be released from class to report to the Main Office prior to leaving school.
5. Parents are required to call for their child personally at the Main Office for the purpose of identifying themselves.
6. In an emergency, when a note has not been provided and parents have requested via a verified telephone call to have their child excused from school, the principal or his designee shall make a decision depending on the nature of the emergency. In all situations, the parent or a designated person must call for the child at the assigned area within the school. A form of positive identification will be required.
7. Parents who are not able to personally call for their children should designate in the "excuse note" the person, by name, to which the school may release the child. A form of positive identification will be required.
8. In cases of divorce, separation, etc., the school will accede only to the request of the individual legally entrusted with the care of the child.
9. Permission will not be given for a student to walk home or to an appointment alone irrespective of parental consent.

## **PARTICIPATION IN EXTRACURRICULAR ACTIVITIES**

In order to participate in any of the extracurricular activities sponsored by the Barrington Middle School, students must be present in school during the day. Students must be in attendance for a total of four periods of school in order to participate in any extracurricular activity.

## **MAKE-UP WORK**

Make-up work is granted to students whose absence either from school or class has been excused. The student has "twice the number of (school) days absent" in which to work at catching up to the pace of the class. This is understood to mean that the child will exert whatever extra effort is required to catch up "as soon as possible". There should not be a minimum expenditure of energy with the idea of taking advantage of the full grace period. The teachers will provide extra help but will carefully monitor the catching-up process.

Due to the extraordinary number of families who take students out of school for family vacations, the following guidelines are in place:

1. The student must request work prior to leaving school for the vacation. The request must be in writing by the parents and be presented at least one week before the absence. A request made in less than one week's time will be honored only at the teacher's discretion. A request made the day before the absence will not be honored. All requests for work should be made at the office and the office will send the requests to the teachers.
2. The work will be handed in on the day of return. Failure to do so will result in loss of credit.
3. Any long-term assignment that would have come due during the non-attendance must have been completed and handed in "before" the student leaves.

## **HANDICAPPED ACCESS**

The elevator is available for use by handicapped students and those who are temporarily unable to use the stairways. Students needing to use the elevator should obtain a key from the guidance office. There are ramps leading to all rooms and facilities. Wheelchairs are stored at strategic locations in the building.

## **COMPUTER ROOM**

The computer program at the Middle School involves students on a formal and informal basis. Through a series of "capsules" at the different grade levels, the student gains experience in word processing, graphics, and general data retrieval. Students may be given passes to work independently in the computer room under the supervision of a staff member.

## **THE PRESENTATION ROOM**

The presentation room is used for Guidance, group sessions and many cluster audiovisual presentations.

## **ELECTRONIC DEVICES**

MP3 players (iPods), pagers, cell phones, and other electronic equipment are not to be operated in the building during school hours without the permission of a building administrator. Their use is a disruption to the educational process. Students operating such devices will have their equipment confiscated.

For student's first offence, the equipment will be confiscated and returned at the end of the day. For the second and each subsequent offense, the equipment will be confiscated and returned only after a parent / guardian has been contacted.

## **VALUABLES**

It is not wise to bring valuable items to school because of the possibility that they may be lost. Valuables that are brought should be easily identified or have the student's name attached. Large amounts of money should not be brought to school.

## **LOST AND FOUND**

The "lost and found" section in the office is the first place to look for misplaced items. They are kept there for a lengthy period and are then donated to a charitable organization.

## **TEXTBOOKS AND SUPPLIES**

Because of the nature of our program students will not necessarily receive textbooks in every subject and the textbook for any one subject may change from time to time depending on the type of learning activity.

The materials and textbooks that are loaned to the students by the Barrington School Committee are without charge. Teachers distribute necessary textbooks during the first few days of school and, at the end of the year; all textbooks will be returned to the teachers.

All students are expected to cover textbooks and to replace the book cover if it becomes worn. If a textbook or library book is misused, a fine will be imposed. If it is lost, it is to be paid for according to the following schedule:

A New Book.....	100% of cost price
Good Condition.....	80% of cost price
Fair Condition.....	60% of cost price
Poor Condition.....	25% of cost price

A student will not be issued a new book until the lost or damaged one is paid for. If, at a later time, a book is found, the money will be returned.

All students should write their names and homeroom numbers inside the front cover of all books.

## PROPERTY AND EQUIPMENT

School property, the equipment and materials that are used by students in the course of their work, including textbooks, are to be kept in good condition. It is expected that they will not be marked, defaced, or damaged. The same is true of the school building and its furniture. Any defacement or destruction of school property through acts of carelessness or vandalism will call for heavy penalties and restitution.

In addition, students are expected to share in keeping rooms, cafeterias, corridors, and lavatories clean, safe, and comfortable.

## LOCKERS AND SCHOOL LOCKER POLICY

All students are assigned a locker and are issued the combination. The student is advised **not** to give the combination to anyone; **not** to share the locker; to be sure that it is locked after each use; and to use the same care and follow the same rules in using the gym locker.

The instructions for the combination are:

- Turn right two or more whole turns and stop at \_\_\_\_\_.
- Turn left one whole turn past the above number and stop at \_\_\_\_\_.
- Now turn right and stop at \_\_\_\_\_.
- Lift locker handle!

The "School Locker Policy" adopted by the Barrington School Committee states:

Lockers, both student and employee, in the school are and remain the property of the Town of Barrington and are in the care, custody and control of the Barrington School Committee. These lockers maybe only used for items related to and for schoolwork. Items that may be stored include outer coats, books, school supplies, etc. No illegal, controlled substances such as alcohol, or non-prescribed drugs, and no prohibited articles such as weapons of any kind whatever may be stored in school lockers. The school administration in each of the public schools has the right and responsibility to search lockers when there are reasonable grounds to believe that prohibited articles may be contained therein and to confiscate such articles. Every effort will be made to have the student or employee present except in circumstances where either (a) the student or employee is unavailable; or (b) having the student or employee present might jeopardize the safety or welfare of those present in the school building, then the student or employee will be notified by the following school day.

## BICYCLES and Etc.

All students must wear approved bicycle helmets as outlined in the Rhode Island General Laws. Students will not be able to secure their bicycles on school property if they do not have the necessary safety helmets. Bicycle racks are provided outside the school. Bikes must be left in the racks for the entire school day. It is the student's responsibility to see that the bike is locked at all times. The use of in line skates, scooters and skateboards are **not** permitted on school grounds.

## **HEALTH, ACCIDENTS, MEDICATION**

Although every attempt is made to prevent accidents, with such a large population of students and adults, they do occur. If a student is injured, he/she must report the injury immediately, regardless of how minor, to the teacher in charge.

In case of injury or illness during the school day, the student should ask the teacher for a pass to the nurse. If the nurse decides that a student should go home, she will make arrangements. Under no circumstances is a student permitted to leave school without proper permission.

The school nurse is the "on the scene" guardian of student and employee health. Besides being available for the treatment of illness and injury, she maintains health profile records on each student, organizes and supervises vision and hearing tests, assists the doctors in giving physical examinations, and screens the students for incidence of scoliosis.

The school health policy requires special permission for use of any medications by students. If your child has medications prescribed by a physician, arrangements must be made with the school nurse for dispensing during school time. **You and your child's physician** will be required to sign a consent form.

The school nurse will then make arrangements with the student regarding the time he or she is to come to the office. This medication will be supplied by parents in the original properly labeled pharmacy bottle.

**Teachers cannot be required to supervise or administer medications (This includes over the counter medications).**

**OCCASIONALLY STUDENTS ARE TREATED WITH MEDICATIONS AT HOME FOR CONDITIONS SUCH AS ALLERGIES, EPILEPSY OR OTHER PROBLEMS. IT IS IMPORTANT FOR THE NURSE TO BE NOTIFIED SO THAT SHE CAN ALERT THE TEACHER IN CASE OF ANY UNTOWARD REACTIONS DURING THE SCHOOL DAY.**

Effective 7/2000, Rhode Island State Rules and Regulations permit students to self-carry and self-administer a day's supply of medication during an **off-site school sponsored activity (e.g. field trip)**. This medication must be supplied by the parent in the original properly labeled pharmacy bottle.

## **EMERGENCY INFORMATION FORMS**

At the beginning of the school year students will bring home emergency information forms to be filled out and signed by parents.

## **SCHOOL INSURANCE**

As a service to the student, the school makes available low-cost accident insurance. The school however, accepts no responsibility as to the coverage of the insurance and is in no way connected with the Company.

## **HIV INFECTED POLICY**

The Barrington School Department has adopted a policy on HIV infected students and employees from the Rhode Island Department of Elementary and Secondary Education. This policy is available through the principal and/or school nurse teacher in each school building.

**(Refer to Barrington Public Schools District Policies page 33 in the student handbook)**

## **BACKPACKS**

Due to the growing number of medical concerns resulting from the heavy weight of the students' backpacks, students are not to carry their backpacks in school during the school day. Students will still be able to carry their backpacks to and from school, however; the backpacks must be placed in their locker before homeroom.

## **SCHOOL LUNCH PROGRAM**

This year there will be three lunch periods at the Middle School.

<b><u>GRADE</u></b>	<b><u>STUDENTS</u></b>	<b><u>TIME</u></b>
6 (Cafeteria)	RazzMaTazz, Silver, Yellow	11:12 – 11:33
7 (Cafeteria)	Aqua, Blue, Orange	11:38 – 11:59
8 (Cafeteria)	Green, Purple, Red	12:04 – 12:25

Chartwells School Dining Services provides our lunch program. Free and reduced lunches must be applied for each year according to the state guidelines. Pupils who bring bag lunches may purchase milk.

In the lunchroom, prearranged seating may take place for a short time at the beginning of the school year so that the supervisors can get familiar with all of the children. Unless it creates disorder, students are generally allowed to choose their own seating arrangement.

As they pass through the corridors after lunch, students are urged to be especially quiet so as not to disturb the many classes in session.

## **CORRIDOR TRAFFIC REGULATIONS**

Students in the seventh and eighth grade are restricted from entering the sixth grade corridor located between room 1 and room 8 including the two science labs off the main corridor.

To avoid confusion and injury and to make sure all students get to class on time, the following rules will apply:

1. Before leaving a classroom or activity during class time, be sure to get a corridor pass from the teacher or staff member.
2. Stay to the right, especially on stairways and keep moving to the next scheduled class or activity --- avoid running, hanging around, pushing and talking too loudly.
3. During passing, pay attention to all directions given by a teacher or staff member.

## **FIRE DRILLS**

Fire and other emergency drills and lockdowns at regular intervals are required by law and are an important safety precaution. A fire evacuation plan, evacuation plan, and lockdown plan are posted in each room. Students should study the plans and become familiar with them. It is essential that when the first signal is given, everyone obeys promptly and clears the building by the prescribed route as quickly and quietly as possible in an orderly fashion.

No one is permitted to talk during drills and everyone must remain away from the building until the signal to re-enter is given by the principal or his authorized representative.

## **DRESS**

Parents should be involved in **setting standards** of dress and grooming for their children. However, if the student, by dress or grooming is interfering with the educational process or is not dressed conducive to the activity engaged in, appropriate action, involving the parents, will be taken.

Some guidelines to follow are:

1. Clothing should be neat and clean.
2. Shoes and other footwear that can damage floors or that might be hazardous (sandals) are unacceptable.
3. The content of patches or inscriptions on outer clothing should not be offensive.
4. For health considerations, coats or heavy jackets are not to be worn in the classroom.
5. Shorts are allowed but discouraged during cold weather.
6. Hats will not be worn in the school building.

**(Hats taken by teachers will be labeled and kept in the teacher's possession until the end of the day). See "Defiance of Authority" guidelines for repeated occurrences.**

**(Refer to Barrington Public Schools District Policies page 32 in the student handbook)**

## **GUIDANCE**

Guidance services are available to every student in the Middle School. These services include assistance with advice on personal, school, social, career information, educational planning, study help, interpretation of test scores, or any other question, which a student or his parent would like to discuss.

Guidance counselors prepare a regular schedule of student conferences and group sessions, meet daily with cluster teachers, arrange for parent conferences and work systematically with all academic and special education personnel.

## STUDENT ASSISTANCE COUNSELOR

The Student Assistance Counselor at the Middle School is available for students to discuss alcohol and drug related issues in a confidential setting.

**Students may initiate conferences with Guidance Counselors and the Student Assistance Counselor and are encouraged to do so.** From time-to-time a classroom teacher or the principal/assistant principal may recommend that a student visit a counselor for short-term or timely assistance or support.

## REPORTING PUPIL PROGRESS

In addition to direct communication through parent conferences, there are two formal reports on pupil progress:

1. **The Grade Report** is sent home four times per year, unless your child's teacher offers an alternative Report Card. The marking system contains two categories. They are scholarship and a combination of effort and citizenship. Letter grades with "plus" (+) and "minus" (-) qualifiers are based on the following:

"Scholarship"

A+ (100 -97)	C+ (79 – 77)	F (59 and Below)
A (96 - 93)	C (76 – 73)	M Medical
A- (92 -90)	C- (72 - 70)	I Incomplete
B+ (89 – 87)	D+ (69 – 67)	
B (86 – 83)	D (66 – 63)	
B- (82 – 80)	D- (62 – 60)	

The teacher also has an opportunity to provide additional comments that serve as specific descriptors of pupil behavior.

A section is provided on the report, to be detached, which parents are required to sign and return to the school.

**iPARENT INFORMATION is available on-line using the password the school department has provided for you.** This program will allow you to view your child's grades on a daily basis.

## MUSIC

In addition to general music classes, the Middle School provides instrumental training for students in grades 6-8. Provision is made for the purchase or rental of equipment, and band practice time is provided in the schedule. Students in all grades may join the chorus, which also meets on a regular basis throughout the cycle.

Music programs are presented at various assembly programs throughout the year. Band and chorus members participate in solo and ensemble presentations and in the All- State Competition.

## **LIBRARY**

A wide variety of carefully selected print and non-print resources are available in the school library for individual and group use. Students may use the Library as often as necessary for independent reading, enrichment, research, or simply to do some constructive browsing. During the school day, students may visit the library with signed passes from their teacher. It is not unusual for teams of students to be sent to the Library where they are expected to be quietly productive. A book may be taken out for three weeks, and, if at the end of that time the student still requires its use, it may be renewed. Written and oral reminders are regularly given to students who have overdue material. Students cannot check out new books if they have any overdue books. All BMS students sign the "Internet Acceptable Use Policy" and are expected to follow its terms when they use library computers. Food, drinks, and the use of personal electronic devices e.g., iPods, cell phones, etc. are not permitted in the library at any time. Repeated violation of library rules will result in possible denial of library privileges. The Library is open after school Monday through Thursday until 3:15 for school work, group projects, quiet reading, and general circulation. However, it is closed after school on the second Wednesday of each month due to faculty meetings.

## **SCHOOL SPIRIT**

Pride in the school, respect for classmates, teachers and for the student himself, are essential to good school spirit. A Middle School youngster should be interested in everything that goes on in school, should be proud of its accomplishments and reputation, participate in its activities and contribute his/her best to the whole school program.

## **SOCIAL ACTIVITIES**

Throughout the year, dances may be held for 7th and 8th graders. They are always chaperoned by several teachers and the administrators. 6th grade students may attend dances with written permission from parents or guardians. They are held from 7:00-9:00 p.m. in the cafeteria and soft drinks and snacks are available. Dress is expected to be appropriate for the activity and "dating" is not encouraged.

Sports nights are held for all students at intervals throughout the year. They take place from 7:00-9:00 p.m. in the gym areas where various games and activities take place. This coed activity is also monitored by staff and is always well attended.

All social affairs are restricted to Barrington Middle School students. Under special circumstances, the administration may allow guests from other schools if they are in grades 6, 7, or 8. A guest form may be requested from the office and must be submitted to the principal at least 24 hours before the event. To attend any after school activity students must have been present during the school day.

No guests will be allowed to attend school dances such as the 8<sup>th</sup> grade dinner dance.

Parents should do their best to pick their child up on time. (Sportsnights always end at 9:00 p.m.)

Students who have received an out of school suspension may not participate in social activities while on suspension.

## **PHYSICAL EDUCATION**

In the six-day cycle, 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> graders have physical education on three days. The gymnasium will be used for both boys and girls with suitable locker and shower facilities available. In conformity with Title IX regulations, physical education is a co-educational activity for appropriate sports. During the relevant season, the students are involved with soccer, flag football, field hockey, softball, tennis, badminton, handball, pickleball, and a variety of physically active new games to promote physical fitness.

The rules and regulations that are the student's guide to the policies and recommendations of the physical education program are:

1. All students will be assigned a locker, no sharing of lockers will be allowed. **Lockers can only be secured by a combination lock brought from home.**
2. Jewelry or watches are not allowed to be worn during class. Students must lock all clothing, jewelry, books, etc. in their lockers.
3. Students must change their clothes for class and wear the proper attire expected for a physical education class. Shorts, T-shirts, sweatpants and sweatshirts are acceptable.
4. Students will not be allowed to participate unless they wear sneakers. **NO EXCEPTIONS!**
5. Cleats are not allowed in physical education classes.
6. Students are to remain in the locker rooms until dismissed. Students are not allowed in the locker room except during their assigned class, unless they have a pass.
7. Students who need to be excused by the nurse must first get a pass from their physical education teacher.
8. If you are injured during physical education class, please make sure you inform your instructor so that an accident report can be filled out.
9. Students who are not prepared for class, this includes proper clothing and sneakers will receive an after school Physical Education make up or an office referral.
10. Inappropriate language and behavior will not be tolerated in physical education class.
11. Make up procedures - will follow student handbook (Nurses notes). A 100-word paper selected by the teacher, which has relevance to the missed class, will equal credit for one class.

- 12 Any student who is excused from physical education for a medical reason must have a Doctor's note stating the dates to be excused. During this time a unit related project would be assigned.
13. Students need to be in the locker room on time or will be reported to the office.

## **PARENT TEACHERS ORGANIZATION**

Successful cooperation and understanding between the home and school are the goals of the Middle School PTO. Its work is vital to the overall success of the school. Parents are urged to join the PTO and to participate in its many interesting, informative, exciting and worthwhile events.

## **ENRICHMENT CLUBS**

Several classes and activities are held throughout the year at the close of each regular school session. A student may have the opportunity to register for a variety of classes, which might include: Music, Ceramics, Art, Computer Training (Beginning, Intermediate, and Advanced), Martial Arts, Cooking, and several other enrichment activities. Courses are contingent upon enrollment and sign up information is provided in the daily bulletin and in the school newsletters. The late bus is available for students in this program.

## **STUDENT GOVERNMENT**

The Middle School Student Council, whose membership is voluntary, serves as a vehicle for expression of student opinion, participating in extra-curricula and social affairs, and for auxiliary service to the school. Any student wishing to be a member may do so by attendance at the first three meetings. Students plan social events (sportsnights, spirit weeks, dances, etc.), fundraising events (for scholarship, school beautification, etc.), community service (tutoring, school projects, environmental club), and other activities. Democratic principles, planning, and the representative process are learned and appreciated.

## **PROMOTION POLICY**

Promotion is based on the recommendation of the cluster teachers, the assigned guidance counselor, and the administration after a thorough evaluation of achievement and growth throughout the school year. Student's who have not demonstrated the skills needed to advance to the next grade level will be identified for grade retention. A district wide summer program is available for students who need further academic assistance during the summer. The Guidance Department can be contacted for further information.

## **INTERNET USE**

Students are responsible for their actions on school computer networks just as they are in the classrooms or in school hallways. The network is provided for students to conduct research and communicate with others. Access to network services is provided to students who agree to act in a considerate and responsible manner. Students are responsible for complying with district standards and honoring the agreements they have signed. *Parental permission is required for all students.* Beyond the clarification of such standards, the district is not responsible for restricting, monitoring or controlling the communications of individuals utilizing the network.

*Network storage areas will be treated like school lockers. Network administrators may review files, communications and sites visited to maintain system integrity and insure that users are using the system responsibly. Users should not expect that files stored on district servers will be private. The district will not be held liable for any lost, damaged or unavailable information due to technical or other difficulties. The full policy is available upon request.*

## **SCHOOL COMMITTEE POLICY ON STUDENT BEHAVIOR**

The Barrington School Committee recognizes the complexity of problems, which may be associated with student behavior. The foundation of this policy is based on respect. Respect evolves from staff and students making a concerted effort to conform to modes of acceptable behavior commonly deemed necessary for social order. The district's concern is for the well-being and best interests of young people at all times, while at the same time recognizing its obligation to the staff, parents, and community to maintain a safe and orderly learning environment. As a part of such an obligation, it is, at times, necessary that various types of disciplinary action, including suspension and/or expulsion, be recommended in cases related to student behavior. All constitutionally protected rights under this policy will be followed.

The administration will develop procedures for cases involving unacceptable student behavior. These procedures will be distributed to all students at the beginning of each school year. Such procedures will include codes of behavior dealing with student conduct during school, on school transportation, or while off school property. Each school will have a student handbook/code of behavior, and any changes to such must be approved by the Superintendent.

**(Refer to Barrington Public Schools District Policies page 34 in the student handbook)**

## **BARRINGTON MIDDLE SCHOOL PHILOSOPHY ON BEHAVIOR**

We believe that the Barrington Middle School is a place where students can learn to become responsible adults by making appropriate choices while understanding all behaviors has consequences.

### **WE BELIEVE**

1. A middle school child is basically good. "No one sets out to be bad."
2. All behavior is purposeful. This means that each person is "doing the best he/she can" to meet his/her needs at this time.
3. A middle school child can learn a better way to meet his needs.
4. A middle school child needs to be able to make choices even in a setting, which limits freedom.

5. A middle school child will not change if there is nothing in it for him/her.
6. By changing behavior, we will change thinking and attitudes.
7. An environment, which reinforces positive behavior, facilitates change more than one, which focuses on negative behavior.
8. Misbehaviors (poor choices) are not sins.

## **DISCIPLINE VS. PUNISHMENT**

For a successful learning environment school/home must:

1. Be a safe place.
2. Consist of people who know the rules.
3. ... understand why rules exist.
4. ... understand the consequences of not following the rules.

Discipline is taking natural consequences in order to modify poor behavior.

Punishment is enforcing rules with pain or the threat of pain. The Middle School avoids this method.

Let us run the kind of home and school where people care about each other because it makes a better community.

### **MISBEHAVIORS ARE NOT SINS.**

### **DIFFERENCES BETWEEN THE TERMS DISCIPLINE AND PUNISHMENT**

<b>PUNISHMENT</b>	<b>DISCIPLINE</b>
Expresses power of personal authority. Is usually painful and based on retribution or revenge (what happened in the past) is arbitrary.	Based on logical consequences. Expresses the reality of the social order (rules which must be learned in order to function adequately). Concerned with what will happen now, the present.
Is imposed (done to someone). The punisher assumes responsibility.	The individual must assume responsibility.
Options for the individual are closed.	Options are always kept open so individual can choose to improve his/her behavior.
A teaching process, which usually reinforces failure identity. Essentially negative and short term, without sustained personal improvement.	An active teaching process involving close, sustained, personal involvement. Emphasizes teaching the student more appropriate ways to act that will result in more successful behavior.
Open or concealed anger.	Friendly, Firm but fair.
Easy or expedient.	Difficult and time consuming.

To assist students in identifying inappropriate behavior, the administration has listed the most common problematic areas.

## PROBLEM AREAS

TERM	DEFINITION
SUBSTANCE ABUSE	See Policy - Page 25
WEAPONS	See Policy - Page 26
ELECTRONIC DEVICES	Use or possession of MP3 players, pagers, cell phones, video games, IPODS, etc.
DISRUPTIVE BEHAVIOR	Conduct that presents a danger to persons or property or interrupts the orderly educational procedure of the school.
DEFIANCE OF AUTHORITY	Refusal to comply with reasonable requests of personnel or rude and discourteous behavior.
SAFETY	Engaging in or threatening to engage in behavior which would cause physical or emotional harm; fighting, running, throwing articles, shoving, rowdiness and roughhousing, etc.
TARDINESS	Arriving late to class or school.
UNEXCUSED ABSENCE	Any absence, which has not been both, excused and/or approved by the appropriate school official.
DEFACEMENT OF PROPERTY	Destroying or mutilating school or personal property.
THEFT	Stealing or attempting to steal.
EXTORTION	Obtaining money or property by force of threats.
SMOKING	The use or possession of tobacco of any kind.
UNAUTHORIZED ARTICLES	Lighters, matches, explosives, drugs, alcohol, and any disruptive/annoying device, which could cause physical or emotional harm.
FORGERY	Writing or using the signature or initials or another.
OVERDUE OBLIGATIONS	Homework, library books, progress reports, and parental/clerical communications.
INAPPROPRIATE DRESS	Failure to conform to reasonable standards of modesty, cleanliness, safety, and good taste. (Pg. 13)
GAMBLING	Participating in games of chance for the purpose of exchanging money or personal property.
ACADEMIC DISHONESTY, INCLUDING PLAGIARISM	See Policy – Page 28

## **DISCIPLINARY ACTIONS**

Students who may unfortunately become involved in areas of "problem behavior" will be subject to disciplinary restraints. Depending upon the incident and the conditions, one or more of the following actions will be taken by school officials.

<b>"INFORMAL TALK"</b>	A staff member will talk to the pupil to reach an agreement regarding future behavior.
<b>"CONFERENCE"</b>	A formal conference with a school official during which the student agrees to correct his behavior.
<b>"TEACHER DETENTION"</b>	The teacher requires that the student report after school to personally satisfy an obligation. Failure to appear will result in a telephone communication to parents by the teacher and may result in an additional detention assignment.
<b>"OFFICE DETENTION"</b>	The student has committed an offense that goes beyond the supervisory limits of the classroom teacher. The duration is at the discretion of the administrators. Failure to appear will result in a parent communication and a double detention assignment. The second incident calls for the imposition of In-School Suspension.
<b>"LOSS OF PRIVILEGE"</b>	The student may be denied participation in extra-curricular activities such as dances, sportsnights, and other extended day activities; may be removed from the dining room for an extended period of time for a variety of infractions; may be denied the opportunity to participate in assembly and lecture programs; or may be denied the use of the school bus as noted in the Bus Safety Code.
<b>"IN-SCHOOL SUSPENSION"</b>	The student is closed from one or more classes but remains at school and is expected to complete the day's assignments. If imposed for more than one consecutive day the parent is notified.
<b>"SUSPENSION"</b>	Removal from school for 1 to 5 days. The parent is notified immediately. A letter citing all details is sent to the parent and the School Superintendent. The student is readmitted only after a parent conference.
<b>"EXCLUSION"</b>	Exclusion is the responsibility of the School Committee and its designee, the School Superintendent.

N.B. When appropriate the parent is notified by telephone, personal contact or letter. A conference may be conducted in the presence of the student.

**PROBLEM AREAS AND RELATED DISCIPLINARY ACTION**

BEHAVIORAL EVENT		ACTION TO BE TAKEN	
PROBLEM AREA	Range	First Occurrence	Repeated Occurrence
Disruptive Behavior	Minimum	Informal Talk	Parent Involvement
	Maximum	In-School Suspension	Suspension
Defiance of Authority	Minimum	Detention	Parent Involvement
	Maximum	Suspension	Suspension
Safety	Minimum	Detention	Parent Involvement
	Maximum	Suspension	Suspension
Tardiness	Minimum	Conference	Parent Involvement
	Maximum	Detention	In-School Suspension
Unexcused Absence	Minimum	Detention	Loss of Privilege
	Maximum	Suspension	Suspension
Destruction or Defacement	Minimum	Parent Involvement	
	Maximum	Suspension	
Theft	Minimum	Parent Involvement	
	Maximum	Suspension	
Electronic Devices	Minimum	Informal Talk	Parent Involvement
	Maximum	Detention	In-School Suspension
Extortion	Minimum	Parent Involvement & Detention	
	Maximum	Suspension	

## PROBLEM AREAS AND RELATED DISCIPLINARY ACTION

BEHAVIORAL EVENT		ACTION TO BE TAKEN	
Problem Area	Range	First Occurrence	Repeated Occurrence
Forgery	Minimum	Parent Involvement, Conference & Detention	
	Maximum	In-School Suspension	Suspension
Gambling	Minimum Maximum	Informal Talk Conference	Parent Involvement Suspension
Inappropriate Dress	Minimum Maximum	Informal Talk Conference	Parent Involvement Suspension
Overdue Obligations	Minimum Maximum	Informal Talk Detention	Parent Involvement Detention
Unauthorized Articles	Five Day Suspension		
Academic Dishonesty Including plagiarism	See Policy Page 28		
Bullying	See Policy Page 29		
Sexual Harassment	See Policy Page 27		
Smoking	See Policy Page 25		
Substance Abuse	See Policy Page 25		
Weapons	See Policy Page 26		

**NB.:** The duration of each detention, in-school suspension, or suspension period is at the discretion of the principal or his designee. School officials may need to notify the appropriate police authorities if a problem area also violates state law. These consequences are consistent with requirements of Rhode Island General Laws 16-2-16 and 16-2-17, the policies and regulations of the Barrington School Committee, and with the decision of the U.S. Supreme Court, which provides for procedural due process.

**Notification:** Students will be given the opportunity to notify their parents by phone when required to serve a detention session.

## **BUS SAFETY CODE**

Safety and efficient transportation of students requires the maximum cooperation of parents, educators, and bus personnel. Any student action or demeanor which deviates from civil practices of boarding, riding or exiting buses must be reported, in writing, to the principal of the pupil's building. Types of inappropriate behavior are listed below:

1. The bus driver is in complete charge of the bus and its students with safety as his/her primary concern. Pupils must obey the bus driver promptly and willingly. Failure to do so will result in disciplinary action (Steps 1-3).
2. Fighting, roughhousing and any other actions, which are threats to safety, will result in mandatory disciplinary action (Steps 1-4).
3. Language must conform to the standards of public decency. Failure of students to obey this request will result in disciplinary action (Steps 1-3).
4. Students are not to litter the bus nor throw objects out of the windows as stipulated by state law. Disciplinary action is mandatory (Steps 1-4).
5. All riders must keep head, hands, and arms inside the bus at all times in accordance with state law. Mandatory disciplinary action for violation is required (steps 1-4).
6. Students must remain seated until the bus reaches its destination. Violation is subject to disciplinary action (steps 1-3).
7. Students may be assigned seats, if necessary, following an infraction of the bus safety code. Violation or failure of students to obey this request will result in disciplinary action (steps 1-4).
8. Smoking of any substance on the school bus is an automatic violation of the bus safety code. Violation is subject to disciplinary action (steps 1-4).

The sequence of disciplinary action is solely the responsibility and authority of the school principal. In **less** serious violations or in normal sequence of discipline, the following steps will be observed:

**First Offense: A warning and school detention.**

**Second Offense: A three (3) day suspension off the school bus.**

**Third Offense: A ten (10) day suspension off the school bus.**

**Fourth Offense: Loss of bus privileges for entire school year.**

All violations will be turned in to the principal on the approved referral form. The students will have the opportunity to exercise all due process rights as in accordance with the school behavior code. All provisions of the school behavior code are applicable while students are riding the bus.

## **SUBSTANCE ABUSE POLICY**

### **Students First Offense:**

The student will be issued a minimum five (5) day suspension from school. A parent conference will be scheduled with school administrators. If the parent(s) and student meet with school administrators during the first two (2) days of suspension, the suspension may be reduced to three (3) days, depending on the severity of the offense.

- Suspension from participation in and attendance at any extracurricular activities for a minimum of one (1) calendar week.
- A referral will be made to the school counselor.
- Students participating in extracurricular activities and/or holding leadership positions are also subject to the provisions outlined in the Code of Conduct for Student Athletes and/or any other school rules governing those activities.
- A consideration by the Superintendent of Schools will be made for referral to the School Committee for expulsion.

In case of a criminal offense, any physical evidence and the student's name will be forwarded to the Barrington Police Department.

### **Subsequent Offenses:**

- The student will serve a minimum of ten (10) days suspension from school. A parent conference will be scheduled with school administrators.
- Suspension from participation in and attendance at any extracurricular activities for a minimum of two (2) calendar weeks.
- A referral will be made to the school counselor.
- Students participating in extracurricular activities and/or holding leadership positions are also subject to the provisions outlined in the Code of Conduct for Student Athletes and/or any other school rules governing those activities.
- In the case of a criminal offense, any physical evidence and the student's name will be forwarded to the Barrington Police Department.
- A consideration by the Superintendent of Schools will be made for referral to the School Committee for expulsion.

**Our schools will provide counseling referral, without disciplinary action, to any student voluntarily seeking substance abuse treatment. Through our educational programs and working cooperatively with parents, our goal is to provide the information and knowledge that will enable our students to make substance abuse prevention decisions.**

**(Refer to Barrington Public Schools District Policies page 31 in the student handbook)**

# **WEAPONS POLICY**

## **POLICY STATEMENT**

The purpose of this policy is to provide a school environment that is conducive to learning. The underlying belief of this policy is that all children have the right to be educated in a safe and nurturing environment.

## **DEFINITIONS**

**WEAPONS**: The term “weapons” shall include the following enumerated items: any loaded or unloaded firearm (e.g., pistol, etc.); any knife (e.g., Bowie, Dirck, lock-blade, hunting pen, pocket, switchblade, utility, etc.); any martial arts device (e.g., Chinese Stars, nunchauu, etc.); any razor (e.g. straight, regular, retractable, etc.); any defensive weapon (e.g., gas repellent, mace, stun-gun, etc.) or any tool or instrument which school administration could reasonably conclude as being capable of inflicting bodily harm (e.g., blackjack, chain, club knuckles, night stick, pipe, studded bracelet, etc.); or which by virtue of its shape or design gives the appearance of any of the aforementioned (e.g. air pistol, air rifle, BB gun, etc.)

**ASSAULT**: Assault is defined as an act of physical violence or an aggravated threat of physical violence by a student on another student(s) or staff member(s). When considering what constitutes aggravated assault, the factors to be weighed include: age of student(s) involved, seriousness of bodily injury, the state of mind of the individual(s) involved and any other factors deemed relevant to the school principal or their designee.

**SUSPENSION**: Suspension is defined as that act by a school administrator or by a school committee that remove a student from school for a specified period of time, not more than 180 days. A short-term suspension is removal from a school for ten days or less and may be imposed by a designated school official. A long-term suspension is removal from a school for more than ten days and must be approved by the school committee.

**POLICE INVOLVEMENT**: In all cases involving weapons or aggravated assault in school or on school grounds, local police shall be called, and all confiscated weapons are to be turned over to the police department. A log of all confiscated weapons will be kept by school administrators and will be available for review by the local police department.

**ENFORCEMENT OF ZERO TOLERANCE FOR WEAPONS POLICY**: Any student found to be in possession of a weapon, or involved in an aggravated assault, will immediately be suspended. The appropriate authority will make the decision regarding the length of a student’s suspension. Any student suspended from school cannot participate in school functions or be on school premises.

**(Refer to Barrington Public Schools District Policies page 32 in the student handbook)**

## **SEXUAL HARASSMENT POLICY**

It is the policy of the Barrington School Department to maintain an educational and working environment free of sexual harassment in any form. Supervisors, administrators, and all other employees, as well as students, are absolutely prohibited from engaging in sexual harassment of school department employees, students, and visitors.

Any act or pattern of sexual harassment in the Barrington School Department is unacceptable and may be the basis for discipline up to and including expulsion.

Every employee is responsible for reporting to his/her supervisor or the Superintendent, or his/her designee, any incident of sexual harassment that he/she is subjected to, witnesses, or learns of. Every student is responsible for reporting to his/her teacher, principal, or other trusted adult within the Department any incident of sexual harassment that he/she is subjected to, witnesses, or learns of.

**(Refer to Barrington Public Schools District Policies page 31 in the student handbook)**

**DEFINITION:** Unwelcome advances, request for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment. Sexual harassment may also include explicit sexual propositions, sexual innuendo, suggestive jokes about gender specific traits, foul or obscene language or gestures, displays of foul or obscene printed or visual material and physical conduct such as patting, pinching, or brushing against another's body.

**STUDENT REPORTING:** After reporting sexual harassment by a student, the teacher, principal, or other trusted adult must promptly inform the building principal and superintendent, or his/her designee. The appropriate person(s) will thoroughly investigate the report as promptly as possible, keeping the matter confidential as is practical. After investigation, they will take whatever action is necessary to remedy any harm done by a proven incident and the complaining student shall be notified of the action taken. All investigations of sexual harassment involving students shall take into consideration the age of the students to cooperate fully with any investigation under this policy. Parents of the students involved in incidents of sexual harassment shall be advised of any investigation as appropriate.

## **ACADEMIC DISHONESTY**

Barrington Middle School believes strongly in the values of truth, integrity, personal accountability, and respect for the rights of others. Consequently, the staff promotes an environment that fosters integrity and honorable conduct. This task requires a shared responsibility among administrators, faculty, students, and parents for maintaining an atmosphere in which personal accountability is valued. For honest evaluation of student progress to be in place, we must work to ensure that we have honest work by each learner.

Academic dishonesty, including plagiarism, occurs when a student obtains or assists another student in obtaining credit for work which is not their own. In accordance with our philosophy, students are expected to follow rules prohibiting dishonest academic behavior and to resist peer pressure to violate Barrington Middle School's standards. Whenever students have a question about academic procedures, or any procedure, they should ask their teachers, counselors, or administrators for clarification. Examples of academic dishonesty may include, but are not limited to, the following:

- unauthorized communication with another student during an assessment;
- copying material from another student during an assessment;
- submitting a paper or project which is not the student's work;
- copying another person's assignment;
- allowing another student to copy one's assignment;
- changing answers and seeking credit on an assignment after the work has been graded and returned;
- copying computer files or data created by others and claiming them as one's own;
- any other violation that constitutes plagiarism.

### **Students First Offense:**

When a teacher finds reason to believe a student or group of students has violated this policy, the following will occur:

- The teacher will share his/her observation with the student and the principal or assistant principal.
- Any work submitted by a student in which he or she has cheated will receive a grade of zero. The student will be required to redo the work or an alternate assignment as determined by the teacher. Credit for the alternate assignment may be reduced. The amount of the reduction will be determined by the building administrator.
- The student will be referred for extended office detention.

### **Subsequent Offenses:**

Consequences for any offense beyond the first or a more serious initial offense shall be determined at the time of the incident.

## **BULLYING POLICY**

“...bullying disrupts a school’s ability to educate students and threatens public safety by creating an atmosphere in which such behavior can escalate into violence...**All students have a right to work and study in a safe, supportive environment that is free from harassment, intimidation and bullying.**”  
(RI HB-5919)

- At Barrington Middle School we promote socially responsible behaviors which foster a safe environment.
- We do not tolerate harassment, intimidation or bullying, as defined by an imbalance of power characterized by repeated exposure to negative, hurtful and/or aggressive actions on the part of one or more students.
- We believe that there should be inevitable, predictable and escalating consequences for acts of harassment, intimidation or bullying.

Reporting of any instance of harassment, intimidation or bullying can be done by telling an administrator, guidance counselor, or any other trusted adult. Reporting can also be done by confidentially emailing the appropriate Guidance Counselor at LastNameFirstInitial@bpsmail.org Follow-up to reports will be promptly provided by an appropriate staff member.

### **Bullying Prevention Rubric**

<b>Behavior</b>	<b>1<sup>st</sup> Reported Offense</b>	<b>Repeated Offenses</b>
<b>Verbal or Written Bullying</b> (including electronically transmitted messages): Teasing, Name calling, harassment, intimidation and ostracism  <b>Physical</b> Pushing, hitting, tripping, stealing, damaging personal property	Conference with teacher or counselor, warning, incident recorded by a school administrator	Same as 1 <sup>st</sup> Reported Offense plus any combination of the following: Parent Notification, Referral for Office Detention, <b>Pro-Social Activity*</b> , Loss of privileges, in-School Suspension, <b>“Know-Thyself” Assessment*</b> , loss of Lunchroom for 1 week, Parent Student Conference, Out-of-School Suspension

\*Pro-Social Activity An activity which helps the student learn and develop behaviors that exhibit empathy, compassion and understanding of individual differences. It can be a reading, writing or other behavioral activity.

\*\*"Know-Thyself" Assessment A self-assessment of the student's own behavioral styles used to promote understanding of themselves and how their behaviors affect others.

**(Refer to Barrington Public Schools District Policies page 31 in the student handbook)**

# **BARRINGTON PUBLIC SCHOOLS DISTRICT POLICIES**

## **NON DISCRIMINATION**

Barrington Public Schools does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, sexual orientation, gender identity or expression, citizenship, or status as a disabled veteran, or Vietnam-era veteran with respect to access to, the provision of, or employment in its educational services, programs and activities, including admissions, athletics and other District programs. Any person aggrieved by a violation of this Policy may file a complaint with the Nondiscrimination Compliance Officer, Dr. Betty A. Calise, Barrington Public Schools, 283 County Road, Barrington, RI 02806, 401.245.5000 or may also file a complaint with the following: The Rhode Island Commission for Human Rights, 180 Westminster Street, Providence, RI 02903; The Equal Employment Opportunity Commission, One Congress Street, Boston, Massachusetts 02114; Office of Civil Rights, U.S. Department of Education, 140 Federal Street, Boston, MA 02110. The full policy is available upon request.

## **SUBSTANCE ABUSE**

The Barrington School Committee is obligated under law and committed in principle to providing a drug and alcohol free school and work environment. Learning is a thinking process, and drugs interfere with thinking, reduce academic achievement, and have serious health and life-threatening consequences. Therefore, it is the Committee's intention to send a clear message to the staff, students, parents, and citizens of Barrington that the following are strictly prohibited: possession, consumption, being under the influence of, and/or distribution, other than as prescribed by a physician for personal use, of controlled substances or drugs and/or other intoxicants at or during any school, school related or School Committee sponsored activity, whether held on school property or at locations off school property. Furthermore, the Committee encourages all staff to become actively involved in enforcing this policy and its regulations. The full policy is available upon request.

## **HARASSMENT, INTIMIDATION OR BULLYING**

No student, school employee, volunteer or other member of the school community shall at school personally engage in, nor solicit and/or encourage any other individual to engage in, any action of harassing, intimidating and/or bullying any other student. The full policy is available upon request.

## **SEXUAL HARASSMENT**

It is the policy of the Barrington School Department to maintain an educational and working environment free of sexual harassment in any form. Supervisors, administrators and all other employees, as well as students, are absolutely prohibited from engaging in sexual harassment of School Department employees, students and visitors. Any act or pattern of sexual harassment by a student(s) in the Barrington School Department is unacceptable and may be the basis for discipline up to and including expulsion. The full policy is available upon request.

## **DRESS GUIDELINES**

The Barrington Public Schools recognizes that individual student dress is primarily a parental responsibility. Student dress should reflect concern for health and safety of the student and others. When the dress of an individual student constitutes a health problem, seems to be unsuitable for school wear, is a physical danger to any person, or when the student's manner of dress or grooming causes a disruption or disturbance, administrators shall take appropriate action to correct the situation.

Inappropriate items for the school day include but are not exclusive of the following:

1. Clothing, apparel, or jewelry that by words, signs, pictures, or any other combinations thereof, advocate or promote sexual activity, violence, death, suicide, or the use of tobacco, alcohol or drugs, or demean, degrade, or intimidate another because of race, sex, sexual orientation, religious persuasions, national origin, disability, or signify gang membership.
2. Apparel that reveals or exposes the midriff/lower back or sides of the upper body or torso and/or undergarments.
3. Any clothing of transparent material through which underwear or any type of undergarment may be seen.
4. Clothing which does not cover backs, clothing which exposes cleavage, halter tops, tank tops with open sides, spaghetti strap tops, and muscle/tank shirts.
5. Skirts, dresses and shorts which are excessively short (mid-thigh or longer is acceptable).

Students may be required to wear certain types of clothing while participating in physical education classes, technical education, extracurricular activities, or other situations where special attire may be required to ensure the health or safety of the student. Individual building requirements are to be considered to be applicable and in addition to those found here in. Students and their parents should make themselves aware of the requirements of each building which serves those students.

## **WEAPONS/VIOLENCE**

The purpose of this policy is to provide a school environment that is conducive to learning. The underlying belief of this policy is that all children have the right to be educated in a safe and nurturing environment. Therefore, each school shall enforce the following policy of zero tolerance for weapons and violence: Any student found to be in possession of a weapon, or involved in an assault, as defined herein, shall immediately be suspended in accordance with applicable due process provisions. During this suspension, the District shall take the necessary steps in determining any additional action, which may include long-term suspension. The full policy is available upon request.

## **LASER POINTERS**

The laser pointer has become a common presentation tool in recent years. Despite their size, availability and common battery-power, there is a potential for eye damage if used improperly. Since the administration is interested in the safety of all students, the use of laser pointers is forbidden without prior permission of the building administrator(s).

## **BUS TRANSPORTATION**

Safety and efficient transportation of students requires the maximum cooperation of parents, educators, and bus personnel. Any student action or demeanor which deviates from civil practices of boarding, riding or exiting buses must be reported, in writing, to the building administrator(s). The bus driver is in complete charge of the bus, with student safety being his/her primary concern. Types of inappropriate behavior are as follows:

- Fighting, roughhousing, and any other actions, which are threats to safety.
- Inappropriate language.
- Littering or throwing objects out of the windows.
- Standing or climbing on seats.
- Smoking or using substances.

These behaviors are subject to disciplinary action. The sequence of disciplinary action is solely the responsibility and authority of the building administrator(s).

All riders must keep their hands, head, and arms inside the bus at all times. Students may be assigned seats, if necessary, following an infraction of the bus safety code. Violation or failure of students to obey this request will result in disciplinary action.

### Sequence of Discipline

1. **First Offense:** A warning
2. **Second Offense:** A three (3) day suspension off the school bus.
3. **Third Offense:** A five (5) day suspension off the school bus.
4. **Fourth Offense:** A ten (10) day suspension off the school bus.
5. **Fifth Offense:** Suspension from the school bus for the remainder of the semester

## **VIDEOTAPING ON SCHOOL BUSES**

The School Committee, after having carefully weighed and balanced the rights of privacy of students and drivers/monitors with the district's duty to ensure discipline, health, welfare and safety of staff and students on school transportation vehicles authorizes the use of video cameras on its transportation vehicles. The full policy is available upon request.

## **ACCESS TO STUDENT RECORDS**

All requests to view student records must be submitted in writing to the building administrator(s) by authorized persons. A viewing date and time will be scheduled within ten days of the written request. A school district representative will be present during the viewing. Photocopying of documents may be arranged for a \$.15 per page fee. Documents may not leave the viewing room. The full policy is available upon request.

## **HIV**

The Barrington School Department has adopted a policy on HIV infected students and employees from the Rhode Island Department of Elementary and Secondary Education. The policy is available through the building administrator(s) and/or school nurse teacher in each school building.

## **VIDEOTAPING AND PICTURES**

To be more responsive to the community, the School District allows videotaping within the schools. Videotaping provides positive opportunities for the schools to enhance their communications with the community. In granting selected permission, the videotaping must contribute to the learning activity and not be disruptive to the school's educational climate. Parents who prefer that their child NOT be in any pictures should notify the building administrator(s) in writing by September 12.

## **INTERNET USE**

Students are responsible for their actions on school computer networks just as they are in the classrooms or in school hallways. The network is provided for students to conduct research and communicate with others. Access to network services is provided to students who agree to act in a considerate and responsible manner. Students are responsible for complying with district standards and honoring the agreements they have signed. *Parental permission is required for all students.* Beyond the clarification of such standards, the district is not responsible for restricting, monitoring or controlling the communications of individuals utilizing the network.

*Network storage areas will be treated like school lockers.* Network administrators may review files, communications and sites visited to maintain system integrity and insure that users are using the system responsibly. *Users should not expect that files stored on district servers will be private.* The district will not be held liable for any lost, damaged or unavailable information due to technical or other difficulties. The full policy is available upon request.

## **STUDENT BEHAVIOR**

The School Committee recognizes the complexity of problems which may be associated with student behavior. The foundation of this policy is based on respect. Respect derives from administration, staff and students making a concerted effort to conform to modes of acceptable behavior commonly deemed necessary for social order. The District's primary concern is for the well-being of every child at all times, while at the same time recognizing its obligation to the staff, parents, community, and student body as a whole to maintain a safe and orderly learning environment. As a part of such an obligation, it is, at times, necessary that various types of disciplinary action, including suspension and/or expulsion, be administered. It shall be the policy of the District to protect all constitutional and other legal rights in this process.

The Administration shall develop Codes of Behavior for purposes of identifying unacceptable student conduct and a Statement of Procedures for the handling of cases involving violations of such Codes of Behavior and Statements of Procedures. These Codes of Behavior and Statements of Procedures shall be distributed to all students at the beginning of each school year. Such Codes of Behavior shall address and deal with matters relating to, without limitation, student conduct during school, on school transportation, or while attending any school sponsored or related activity, whether held on or off school property. The full policy is available upon request.

## HOMework GUIDELINES

Barrington Middle School teachers will help you develop the responsibility needed to be prepared for learning each day. Being a successful learner involves self-discipline and organization. Good study habits are extremely important. Here are some hints to help you do well in school.

NOTE: In order to be successful at Barrington Middle school, you will need to read on a daily basis. Reading should occur in and out of school. Text should be both teacher and self-selected from a variety of genres.

- Teachers will work together with you to set academic goals. Write them down and return to them often. Work hard to achieve those goals by budgeting your time wisely.
- Your teacher will have you copy your assignments into your agenda/planner each day.
- Time will be provided each day for you to clarify any questions you may have about your assignments **before** leaving class.
- Refer to your agenda when you are packing your bag at the end of the day to ensure you have the necessary materials.
- Everyone has a peak learning time. Figure out when you are most alert during your after school time and plan to work on your assignments then.
- Be sure to complete assignments in a place that is well lit, quiet, and gives you access to materials you might need (including writing instruments, art supplies, dictionary, computer, etc.)
- Avoid unnecessary interruptions.
- Study for the length of time you can remain focused. Take a break, do something active to increase blood flow to your brain, and return to your unfinished task with new energy.

If you are experiencing difficulty in a subject or on a particular assignment, or if you have been absent, seek extra help from your teachers. Teachers stay after school for extra help sessions on Monday, Tuesday and Thursday unless they have other district obligations. Extra help sessions will be arranged at times that are convenient for you and your teacher.

At times, a teacher will make arrangements for you to stay for additional help if it is apparent that you are having difficulty. This is not to be thought of as a punishment.

The amount of homework varies somewhat from teacher to teacher, subject to subject, and grade to grade. All assignments will have educational value and none will be given for punishment or as busy work. In cluster meetings your teachers discuss the type and amount of work assigned by their cluster colleagues and try to adjust assignments to avoid overloads.

Homework and practice will give you opportunities to deepen your understanding and proficiency with content being learned. Research on homework tells us some things about homework and practice. First, in general, students at the middle level should be assigned more homework than those at the elementary level and less than those at the high school level. Second, your parents should be minimally involved in your homework. Third, teachers should communicate the purpose of homework and comment on it. And fourth, when learning a skill, you need a great deal of practice in order to achieve mastery.

Homework is serious business. It is a respected and traditional educational function for several reasons:

1. *to give you the opportunity to review your work and practice what you have learned.*  
Homework assigned to provide practice is usually associated with learning a skill as opposed to learning information. When practice is the purpose of homework, it is important that you have a good understanding of what you have learned. You should understand it well enough to do it without needing help from you parents. Homework assigned as practice commonly increases your speed and accuracy relative to the skill you are learning. Homework will help you to work toward improving speed and internalizing a skill.
2. *to prepare students for a new topic*  
When homework is assigned to prepare you for a new topic, the goal is to help you access prior knowledge about the topic. This type of homework assignment requires a different focus from you than is required to practice a skill to improve speed and accuracy. These homework assignments might ask you to reflect on what you have learned from other classes, from reading, and from other experiences.
3. *to elaborate on introduced material*  
Homework assignments that ask you to build upon a topic you are studying might require you to conduct research, compare items, develop support for an argument, or show your knowledge in a graphic organizer.

### ***Average Amount of Homework by Grade***

Research supports between 10-12 minutes per grade for each grade a student has attended school.

Sixth graders should expect 60 – 72 minutes of homework per night.

Seventh graders should expect between 70 – 84 minutes of homework per night.

Eighth graders should expect 80 – 96 minutes of homework per night.

These times are estimates and are used as guidelines by teachers.

### ***Weekends, long weekends, school vacations:***

- No more than one night's equivalent of homework will be assigned over weekends or long weekends. Assignments given over long weekends will not be due until the day after school resumes. Students should select one night during the weekend that they will work on homework.
- No homework will be assigned over school vacations. Any long term homework which is due after a school vacation week must be assigned at least one week prior to a school vacation week and will not be due for at least five school days after a school vacation week. Students should plan accordingly to avoid having to work on long term assignments during school vacations.
- No tests will be given on the day school resumes after a long weekend or school vacation.

***Announced Assessments:***

Due to the many unified arts (world language, health, art, computer technology, etc.) and cluster classes (math, science, social studies, language arts, skills) that students at Barrington Middle School take, it may be necessary to have more than one announced assessment (quiz, test, district assessment, etc.) on the same day.

Cluster teachers will work together to avoid giving tests on the same day. However, it may be necessary to have two announced cluster assessments on the same day in addition to announced unified arts assessments at certain times of the year such as during mid-term and final exam weeks.

***What should you do if you do not understand your homework?***

Always notify your teacher before leaving class, if you do not understand your assigned homework.

If you realize, after arriving home, that you do not understand your homework assignment, you should make a serious and sustained attempt at completion. Your parent may attach a note to your work indicating that the assignment could not be completed because you did not understand it or because you worked more than the expected time for homework by grade (see above). This does not apply to long term assignments that have been left to the “last minute”. When working on long term assignments it is important that students apply the time management skills learned in school.

***Consequences for failure to hand in daily homework:***

If you fail to hand in daily homework on time you will receive 50% credit if it is handed in one day late. Daily homework handed in more than one day late will receive no credit without approval from your teacher. Students who fail to hand in homework on time will stay with their teacher for extra help after school on Monday, Tuesday and Thursday as needed. (Sixth grade students, however, will receive up to 75% credit for homework handed in one day late for the first semester of sixth grade. During the second semester sixth graders will receive 50% credit for homework handed in one day late.)

Your homework average will be worth 10% of your grade each quarter. It will be graded for completion/effort for nightly assignments and your teacher will review homework on the day that it is due, whenever possible.

Requests to limit homework will be considered when your teachers and guidance counselor determine that adjustments need to be made.

If you are out **more** than one day, your parents may request work by phoning the office (247-3160) prior to 8:30 on the second day of absence. If your teachers feel you will be able to complete work at home, without having been in class, they will send it to the office where it may be picked up by your parent at 2:15.

## **PROCEDURES FOR ADDRESSING CONCERNS**

Parents who wish to communicate their concerns to school officials will benefit by following the proper, most efficient, and most economical path of resolution. Obviously, the parent will bring routine concerns to the teacher. If the resolution is not satisfactory, the guidance department should be contacted. If the resolution is still not satisfactory, the building principal should be contacted.

If the concern is not satisfactorily handled, the parent is requested to contact the appropriate School Department Staff member.

### **SCHOOL DEPARTMENT STAFF**

Robert McIntyre	- Superintendent	245-5000
Dr. Betty A. Calise	- Assistant Superintendent	245-5000
Ronald Tarro	- Director of Finance	245-5000
Susan Healey-Mills	- Director of Special Ed.	247-3145
Tracy Orchard	- Volunteer Coordinator	247-3148

### **ADDITIONAL PHONE DIRECTORY**

Barrington High School	
Principal	247-3150
Guidance	247-3154
Nurse	247-3155
Middle School	247-3160
Hampden Meadows	247-3166
Nayatt	247-3175
Primrose Hill	247-3170
Sowams	247-3180
Community School	245-0432
East Bay Mental Health (Adams-Farley Center)	431-9870
Public Library	247-1920