

# New Plymouth Middle School



# Student Handbook 2020-2021

Exemplary education through  
community and school

This handbook is subject to change.

# Contents

SCHOOL HOURS	6
BELL SCHEDULE	6
RESPONSIBILITIES OF STUDENTS	7
STUDENT CODE OF CONDUCT – DISTRICT POLICY #540	7
VIOLENCE IN SCHOOLS	7
HARASSMENT	7
FIGHTING	7
VULGAR/ABUSIVE LANGUAGE OR ACTS	8
NPMS DRESS CODE	8
GANG APPAREL/ACTIVITIES	9
WRITING ON ONESELF	9
DRUG, ALCOHOL AND TOBACCO POLICY	9
DISCIPLINE/DUE PROCESS	10
AFTER-SCHOOL DETENTION	12
IN-SCHOOL SUSPENSION	12
OUT-OF-SCHOOL SUSPENSION	12
ATHLETICS	13
HOMEWORK	13
EXTRACURRICULAR	13
GUIDANCE	13
CLASS CHANGES	14
LOCKER	14
VALUABLES	14
TELEPHONE – CELL PHONES	14
ITEMS IN CLASSROOMS	15
BOOKS AND OTHER SCHOOL ISSUED EQUIPMENT	15
LOST AND FOUND	15

TRANSPORTATION AND BUS CONDUCT ..... 15

ASSEMBLIES ..... 16

DANCES ..... 16

PHYSICAL AFFECTION ..... 16

NON-STUDENT LOITERING ..... 16

CLOSED CAMPUS ..... 16

SCHOOL NURSE ..... 16

MEDICATIONS .....  
17

AR READING Rewards ..... 17

SCHOLASTIC DISHONESTY ..... 17

GUM – CANDY ..... 17

ALL SPORT AWARD ..... 17

ATTENDANCE ..... 18

ABSENCES ..... 18

TARDIES/ Tardy Rewards ..... 19

CHECKING OUT ..... 19

TRUANCY ..... 19

SEMESTER TESTS ..... 19

SUMMER SCHOOL FAQ .....  
20

RETENTION FAQ ..... 20

HARASSMENT REPORTING FORM ..... 21

SCHOOL  
POLICIES.....  
.....22

STUDENT HANDBOOK ACKNOWLEDGEMENT  
FORM.....57

# INTRODUCTION

---

August 2020

Dear Pilgrim Community:

Welcome to New Plymouth Middle School. The beginning of a new school year can raise a number of questions and concerns. A goal at New Plymouth Middle School is to provide a safe, productive, and engaging environment focused on learning. The information contained in this handbook is to help accomplish that goal. This handbook will help you understand NPMS student rights and responsibilities; it will support you in organizing your class work and activities and provide guidance on attendance procedures, grading policies, school calendar, athletics, and disciplinary consequences. I encourage you to read through this handbook so it can help lead to success in the classroom. I am looking forward to a great school year. It is great to be a Pilgrim!!

Sincerely,

Joe Hally, Principal

New Plymouth Middle School

# CONTACT INFORMATION

---

New Plymouth Middle School  
4400 Southwest 2<sup>nd</sup> Avenue  
New Plymouth, Idaho 83655  
Telephone - 208-278-5788  
Fax – 208-278-3773  
<http://www.npms.npschools.us>

## Staff Contact

Staff may be contacted by email. You may also call the main office and we will ask the teacher to contact you during the staff member's prep period.

Staff	Role	E-mail
Mr. Barker	PE/ART	barkerd@npschools.us
Ms. Dakan	English/Literature	dakanh@npschools.us
Ms. Doyle	Science	doylet@npschools.us
Mrs. Cowgill	Math/Computers	cowgillw@npschools.us
Mr. Crockett	Spanish/Keyboarding	crocketts@npschools.us
Mrs. Gustin	Head Secretary	gustink@npschools.us
Mr. Gasparotti	Math	gasparottir@npschools.us
Mr. Hartshorn	Counselor	hartshornr@npschools.us
Mr. Hally	Principal	hallyj@npschools.us
Ms. Jensen	Library	jensenc@npschools.us
Mrs. Davis	Head Cook	
Mr. Knapp	6 <sup>th</sup> Grade/SS	knappt@npschools.us
Mr. Lamitina	Health/PE	lamitinab@npschools.us
Ms. McDonald	Special Education	mcdonaldt@npschools.us
Mr. Mefford	Social Studies	meffordc@npschools.us
Ms. Powers	English	powersj@npschools.us
Ms. Stallions	Math/etc.	stallionsf@npschools.us

Mr. Wilson  
Ms. Zimmerman

English/Literature  
Band/Choir

wilsonr@npschools.us  
zimmermans@npschools.us

# WELCOME

---

## SCHOOL HOURS

Students should not arrive early or remain late, unless involved in scheduled supervised activities. Any student arriving at school before 8:00 a.m. will be assigned to the gym. They are to bring something to study. No student will arrive before 7:30 a.m.

- 7:30 a.m. School building opens
- 4:00 p.m. School closes
- 7:45 a.m. – 3:45 p.m. Office hours

## BELL SCHEDULE

Period	Start	End
1	8:07	8:58
2	9:02	9:53
3	9:57	10:48
4	10:52	11:43
<b>Lunch</b>	<b>11:48</b>	<b>12:18</b>

5	12:22	1:12
6	1:16	2:06
7	2:010	3:00

# CODE OF CONDUCT

---

## RESPONSIBILITIES OF STUDENTS

1. RESPECT TEACHERS AND STAFF
2. RESPECT YOUR SCHOOL
3. RESPECT YOUR PEERS
4. RESPECT THE PROPERTY OF OTHERS

## STUDENT CODE OF CONDUCT – DISTRICT POLICY #540

Students are expected to conduct themselves in such a manner as not to interfere with the orderly operation of the educational program. The building principals are directed to establish reasonable, and age-appropriate, rules necessary to maintain orderly conduct in the school. Any rules established by the principal must be published in the student handbook, (each of which is subject to school board approval), or otherwise distributed so as to provide adequate notice to all students.

The principal may suspend or recommend expulsion of a student who engages in one or more of the following specific activities while in school buildings, on school grounds, in school vehicles or during a school sponsored activity. Suspension or expulsion shall be mandatory for serious violations in school building or on school property.

1. Causing or attempting to cause damage to school property or stealing or attempting to steal school property of value.
2. Causing or attempting to cause damage to private property or stealing or attempting to steal private property.
3. Commission of any act which if committed by an adult would be robbery or assault as defined by state law.
4. Violation of criminal law which has an immediate effect on the school or on the general safety or welfare of students or staff.

5. Violation of district policy or building regulations.
6. Violation of the district's policy on dangerous weapons in the schools or on school grounds.
7. Violation of the district's alcohol use/drug use policy. Expulsion shall be mandatory for sale of drugs or controlled substances, in accordance with state law.
8. Violation of the district's smoking and use of tobacco policy.
9. Violation of the district's policy on sexual harassment.
10. Throwing objects unless part of a supervised school activity that can cause bodily injury or damage property.
11. Directing profanity, vulgar language, or obscene gestures toward other students, school personnel or visitors to the school.
12. Engaging in verbal abuse, i.e. name calling, ethnic or racial slurs, or derogatory statements addressed publicly to others that precipitate disruption of the school program or incite violence.
13. Committing extortion, coercion or blackmail, i.e., obtaining money or other objects of value from an unwilling person or forcing an individual to act through the use of force or threat of force.
14. Lying or giving false information, either verbally or in writing, to a school employee or other personnel authorized to work in the school.
15. Scholastic dishonesty, which includes but is not limited to cheating on a test, plagiarism or unauthorized collaboration which another person in preparing written work.
16. Continued willful disobedience or open and persistent defiance of proper authority.
17. Behavior which is detrimental to the welfare, safety, or morals of other students or school personnel.
18. Repeated interference with the school's ability to provide educational opportunities to other students.

## **VIOLENCE IN SCHOOLS**

Making violent remarks or even joking remarks about violence will not be taken lightly or tolerated. Making a threat is an act of violence that can get you in trouble. Saying you are going to kill someone at school could get you suspended from school and arrested.

## **HARASSMENT/BULLYING**

Harassment and/or bullying in any form is not tolerated. The following are some examples of inappropriate behavior:

- Obscene or suggestive remarks, jokes or insults;
- Name calling and other abusive language;
- Disrespect;
- Implied or intended threats;
- Physical or verbal hazing;
- Inappropriate touching
- Comments that are demeaning to any group or person.



This kind of behavior will not be tolerated on school grounds.

All concerns of harassment should be reported promptly to a teacher and to the main office. A harassment concern form is available at the main office. A copy of the harassment concern form may also be found at the end of this handbook. A full investigation will be conducted immediately and confidentially, and an appropriate action will be taken.

## **FIGHTING**

In the event ANY student (regardless of fault) is involved in physical fighting or extreme verbal abuse, that student will be immediately suspended for at least one school day on a first offence. A second offense will result in a three day suspension and a 3rd offense will result in a 5 day suspension and possible school district action.

## **VULGAR/ABUSIVE LANGUAGE OR ACTS**

Vulgar/Abusive acts or language will not be tolerated in our school. Students displaying these tendencies will be suspended. Example: pulling down your pants (mooning someone) or someone else's.

## **NPMS DRESS CODE**

The Board of Trustees believes that the parent and student should select appropriate attire for school. Appropriate clothing for class or any school activity must be reasonable, safe, clean and decent. An individual's dress and personal appearance should reflect a sensitivity and respect for others. The fact that the school will permit a wide variety of school clothing does not mean that all styles are deemed appropriate.

It is the opinion of the Board of Trustees that student attire has a direct effect upon the educational environment and upon the individual student's ability to function at an optimum level within his/her classes. Therefore, clothing or styles that show bare midriffs, sagging pants that reveal any undergarments, revealing tank tops, shorts that are inappropriate in length, and any inappropriate symbols or headgear of any type are not permitted. Attire that depicts or advocates illegal substances for youth, such as tobacco, alcohol, drugs or weapons is not acceptable. Also, clothing that has a sexual theme or connotation is not acceptable. Any manner of grooming or apparel that denotes membership in or affiliation with any unauthorized group, gang, hate group, or racial prejudice will not be allowed.

The following attire is not acceptable: (not a comprehensive list)

- Shorts or skirts that are shorter than than fingertip length
- Pants with holes that are above the fingertip length criteria (*see first bullet point*)
- Biking-style shorts, leggings, yoga, or compression pants unless with appropriate length (mid-thigh) skirt or dress
- Clothing with obscene/indecent language, sayings, or pictures

- Clothing depicting illegal substances for teens, such as tobacco, alcohol, drugs or weapons
- Chains, and or any kind of chain necklaces
- Sunglasses in the building at any time
- Hats must be removed upon entering the building and no hats may be worn in the building until 3:05. After 3:05 hats may be worn.
- Tank tops or Tops that are low-cut under the arms or in front
- Undergarments showing
- Spaghetti straps/halter tops/crop tops or shirts that expose a bare midriff
- Hats or bandanas
- Ball bearing type necklace
- Sagging or baggy pants
- Dog collar type or studded belts, necklaces, or bracelets
- Trench style coats of any kind
- Spikes in clothing or as piercings
- Hanging belts
- Belt buckles that are gang or drug related including 8-balls.
- Clothing revealing cleavage
- Clothing resembling pajamas
- See-through, sheer items

Attire for physical education classes will be full cut t-shirts with sleeves and basketball style shorts (or similar styles) which come to the knee. No running shorts. Failure to comply with school dress code will result in a request by Principal to correct the violation immediately. Student may return to class as soon as the matter has been corrected. If the student refuses to correct the matter then the student will be suspended for the remainder of the day. Dress for extracurricular activities will adhere to the same dress code and should be at least school dress or better. Extra-curricular activities in which the team uniform does not comply with the dress code will be acceptable after school hours and during the activity. The respective sponsor and administration shall outline required dress for the students' participation in activities that are in any way representative of the individual school or community.

## **GANG APPAREL/ACTIVITIES**

The school district will not allow any individual or group to engage in any behavior that is considered disruptive, harmful, criminal, or that advocates hatred or discrimination toward other individuals, nor will any display of symbols, mode of dress, or any activity related to this type of behavior be permitted. Symbols related to gang behavior are not allowed.

Students that have been found to be associating themselves in anyway with any gang will not be allowed to wear red, blue, or pink, and will be limited to certain attire. These are just a few but they are constantly changing. We stay in close contact with law enforcement professionals specializing in gang related behavior.

## **WRITING ON ONESELF**

Writing on one's hands or other places on the skin will not be allowed. Please be advised should this happen you will be asked to wash it off.

## **DRUG, ALCOHOL AND TOBACCO POLICY**

Students attending school in this district will not use, possess, sell, buy, or distribute drugs, including alcohol, tobacco, controlled substances, or related paraphernalia, on school premises. A full copy of the district policy #551 can be read by selecting the link on our middle school website. We also have a copy in our office.

## **DISCIPLINE/DUE PROCESS**

---

***Expulsion, police citation, safe school assessment, and/or extended out of school suspension may be recommended on the first offense for the offenses listed below. Parent conferences will be required. All discipline is handled on a case by case basis.***

**Alcohol and/or Dangerous or Imitation Drugs:** Using, possessing, selling, distributing or being under the influence of alcohol, drugs, (including look-a-likes), other intoxicants or possessing any drug paraphernalia or the glorification of use of illegal substances. A dangerous drug is defined as any drug obtained with or without a prescription that has been used in a manner dangerous to the health of the user.

**Arson:** Starting a fire at school or using fire to destroy or attempt to destroy property.

**Assault:** Intentionally or recklessly causing physical injury to another.

**Bullying:** The habitual badgering and physical or emotional intimidation of others.

**Extortion:** Obtaining money, goods or favors from another person by threat or intimidation.

**Fighting:** Provoking a fight or causing physical injury to another person through a hostile physical encounter. Fighting is defined as any physical contact that might result in injury to another person. The use of physical force is never appropriate at school. Students must walk away from conflicts that could lead to fighting.

**Disorderly Conduct:** Purposeful disruption or obstruction of the normal functioning of school through violence, defiance, force, noise, coercion, threats, intimidation or other aggressive behaviors.

**Theft:** Taking, giving or receiving property that does not belong to you or being in the possession of a stolen item or property reported as lost or missing.

**Sexual Harassment:** It may be verbal, visual, written or physical in nature.

**Unlawful Entry:** Forceful unauthorized or illegal entrance onto school grounds or into school buildings or classrooms (including searching or looking into faculty desks, closets or files).

**Vandalism:** Damaging or defacing (including graffiti) school or private property, lockers, walls, bathrooms, etc. Altering material that does not belong to you including computers, computer programs and disks. The student and the parents of the student may be liable for the amount of assessed damages.

**Weapons:** Possession, handling, use of or transmission of any object that is considered a weapon (including look-a-likes). Weapons include but are not limited to firearms, knives (all kinds), metal knuckles, clubs, poisons, or explosives of any kind. Potentially dangerous objects such as bats, slingshots, chemicals of any kind and fireworks will also be considered weapons.

***The following behaviors may result in detention, loss of privileges and/or suspension on the first offense; serious or repeated offenses may result in recommendation for expulsion. Parents will be contacted when any of these infractions occur.***

**Cheating/Plagiarism:** Using unauthorized material for a test, quiz or assignment; presenting material that is not your own work; talking for any reason during an examination; looking in the direction of another student's paper during an exam; or providing answers to someone is strictly prohibited. No credit will be given for any exam, quiz, assignment or project on which a student cheated.

**Defiance of Authority:** Refusal to follow the reasonable requests of staff. This includes inappropriate or rude behavior including body language, gestures, passive-resistive behavior and lying.

**Dress Code Violations:** Attire must follow the dress code.

**Forgery:** Willful use of a forged document including signing a parent's or staff member's name to a note, pass or referral.

**Gambling:** To wager money or anything of value on the outcome of a game, contest or other event.

**Harassment/Intimidation:** Includes verbal, physical, or written abuse which insults, ridicules, threatens, bullies or otherwise torments another person. This includes cyberbullying, and inappropriate use of technology.

**Inappropriate Displays of Affection:** This includes kissing, extended hugging and other inappropriate displays.

**Inappropriate Behavior in the Classroom:** Any behavior that interferes with the learning process or interrupts the right of another student to learn or a teacher to teach.

**Lewd Conduct/Obscenities:** Use of profane language or gestures.

**Littering:** Failing to dispose of trash in the proper manner.

**Lying:** Making a false or misleading statement.

**Tobacco:** The use and/or possession of tobacco in any form is strictly prohibited.

**Unauthorized Personal Belongings**

## **AFTER-SCHOOL DETENTION**

Any teacher may assign after-school detention as long as the teacher is handling the detention and the student is given one day's notice. In cases of extreme difficulty in serving the detention, the teacher will make an effort to work with the student if the student approaches the teacher in a pleasant manner and discusses the problem with the teacher.

## **LUNCH DETENTION**

Any teacher may assign lunch detention for inappropriate behavior in class, homework not completed, and/or missing assignments in the class. The purpose of lunch detention is to allow students to complete assignments, quizzes, and tests. Students may also be assigned to write sentences for inappropriate behavior in a class.

## **IN-SCHOOL SUSPENSION**

In-school suspension may be used in place of out-of-school suspension by the administration. Upon successful completion of in-school suspension, a student may return to classes.

## **OUT-OF-SCHOOL SUSPENSION**

Students suspended from school for any reason may be permitted to make up work at the principal's discretion. The ability to make up work is not guaranteed. All assignments missed will result in a zero for days or periods missed. Days missed because of suspension will be counted as unexcused and be counted toward the nine (9) days allowed each semester. (This may include a period, a day, or up to five days).

# MISCELLANEOUS POLICIES

---

## ATHLETICS

Guidelines dealing with eligibility and training rules for athletics will be handed out to parents and athletes at the beginning of each athletic season during a parent-athlete-coach meeting so they will understand the philosophy and expectations of each coach. No student will practice or check out any gear until all of the following are handled:

- ASB card purchased
- Interim questionnaire/athletic rules/insurance waiver on file
- Current physical on file
- All money owed to the school paid
- A signed and notarized drug policy form on file

## HOMEWORK

Homework should be expected in every core class but it should not exceed ten minutes times the number of their grade level – see examples:

10 minutes X the 6<sup>th</sup> grade is 60 minutes

10 minutes X the 7<sup>th</sup> grade is 70 minutes

10 minutes X the 8<sup>th</sup> grade is 80 minutes

## EXTRACURRICULAR

In order to practice or play in a scheduled game a student must be in attendance the entire day. Arrangements must be made in advance for exceptions. In order to be eligible for extracurricular activities a student must:

- Pass at least 6 classes the previous semester
- Purchase an ASB Card prior to first scheduled game/event/competition
- Be in attendance the entire school day or have a pre-arranged notification to the office

- Abstain from the use of alcohol, tobacco, profanity, or drugs
- Abstain from participating in any activity that will disrupt the regular school program or that will dishonor the school

## **GUIDANCE**

Any student wishing to confer with the counselor should feel free to stop at the guidance center at any time and schedule an appointment.

## **CLASS CHANGES**

New Plymouth Middle School has a focus of maintaining equal class sizes and developing classes that promote an environment for learning. Given these two focuses, class schedule change requests can be made, but are not guaranteed.

## **LOCKER**

Each student is assigned one locker and that student must provide their own lock. For the security of your locker contents, do not give anyone your locker combination and do not trade lockers. Lockers should be kept neat and clean at all times and should not be slammed, kicked or otherwise abused. Lockers should remain locked at all times when not in use. The school is not responsible for items left in lockers. Locker inspections will be made periodically. Students who fail to care for their lockers will be subject to disciplinary action and charged for the damages.

## **BACKPACKS**

Due to safety, all backpacks are required to be kept in a locker during school hours. No backpacks shall be allowed in the classroom.

## **VALUABLES**

Students are strongly discouraged from bringing valuables including iPods, cell phones, expensive items, etc. to school. Students who bring valuables to school do so at their own risk. The school is not responsible for any lost or stolen items.

## **TELEPHONE – CELL PHONES**

Classroom and office phones are not for student use except for emergencies.

Students are advised not to bring their cell phones to school. If a student has a cell phone at school, it may be used during passing periods, before school, and after school. Cell phones ARE

NOT to be brought inside of a classroom. This includes even if the cell phone is on silent or vibrate.

If a cell phone is confiscated:

1<sup>st</sup> Offense: The cellphone will be held by the principal until the end of the day. A parent may collect it at the end of the day.

2<sup>nd</sup> Offense: The student will be required to turn it into the office during school hours for five school days. An additional five days with your phone in the office during school hours will be added for each additional offence. The student will also receive disciplinary action for repeated violation of school rules.

If the student's cell phone continues to be a disruption that impacts a student's ability to learn, the student will receive further disciplinary action and a conference will take place with the student, guardian/parent, and principal.

## **ITEMS IN CLASSROOMS**

Any items not needed in a classroom that causes a problem will be taken by the teacher and turned into the office. Those items turned in will be kept for five school days, second offense will be ten days, at which time they may be claimed. Such items will include: radios, CD players, I Pods, tape players, beepers, candy, pop, fidget spinners, etc.

## **SELLING OF ITEMS/GOODS**

No student will sell any goods/items on school grounds for personal profit.

## **BOOKS AND OTHER SCHOOL ISSUED EQUIPMENT**

Books and any other equipment issued to you, or you have checked out, are to be properly cared for. The student will be required to pay for lost or damaged books and equipment. Books or backpacks left in the hallways or classrooms will result in a noon detention until the third time. From that time on, each time will result in after school detention for each offense, and noon detention every day until the after school detention is completed.

## **LOST AND FOUND**

Take care of your possessions and mark them so they may be identified. The lost and found barrel is located next to the counselor's office. Check with the secretary for small items.

## **TRANSPORTATION AND BUS CONDUCT**

This service is provided by the school district and is a privilege, not a right. Students are expected to conduct themselves as ladies and gentlemen on school buses at all times. Rules for bus conduct



are posted on each bus, in the teacher's handbook, and given out by the bus driver. All students riding on the bus shall follow these rules. Only students assigned to a bus will be permitted to ride the bus unless approved by the bus driver and principal, or transportation director. Students are under the direct authority of the bus driver at all times while riding the bus. Extracurricular and athletic trips are under the supervision of the teacher, coach, and bus driver.

## **ASSEMBLIES**

We have established a tradition for being an attentive, courteous audience. We are known for our high standard of behavior during plays, sports and assemblies. This means that the responsibility for maintaining these traditions rests with each and every student within the school.

## **DANCES**

Student Council will coordinate with the principal to schedule and organize school dances. No dance shall be scheduled past 8 PM. Dances are intended for NPMS 7<sup>th</sup> and 8<sup>th</sup> grade students only. All school rules, as usual, are in effect at all or any school function. At school dances students will not be permitted to go and come while the dance is underway.

## **PHYSICAL AFFECTION**

School is not the place for public expression of physical affection between students. Any expression of affection will result in a warning being given for the first time and suspension for any times thereafter.

## **NON-STUDENT LOITERING**

To help protect student and school property from disruptive activity, school officials must have immediate knowledge of any persons who are not members of the staff or student body inside a building or on the school property. Students not attending our school are not allowed on campus at any time without permission from the office.

1. Due to space limitations and the fact that we have nothing for them to do; student visitors will not be allowed.
2. Arrangements for visits by adults need to be made through the office. Parents are welcome to visit classrooms but should check with the office first.

## **CLOSED CAMPUS**

The campus for students will be closed. Once students arrive at school they will not be allowed to leave until the end of the day. Students needing to go home for lunch may be excused with a note from their parents.

## **SCHOOL NURSE**

The school nurse will be available periodically each day. All medication, including Tylenol, will only be handed out under the direction of the school nurse.

## **MEDICATIONS**

Non-prescription medication must be brought to school in the original container with a note signed by the parents. . Prescription medications must be brought to school in the prescription bottle with a note signed by the doctor and parent. Upon arrival at school, students must bring all medications to the office.

## **AR READING Rewards**

Students who meet their AR goals each semester may attend AR Reward Activities. Traditionally the 1<sup>st</sup> Semester AR Reward is a ski trip and the 2<sup>nd</sup> Semester AR Reward is a day at Wahooz. These are subject to change based on availability. AR goals are set by grade level teachers for each term.

## **SCHOLASTIC DISHONESTY**

Any student caught in a scholastic dishonest event, which includes but is not limited to cheating on a test, plagiarism or unauthorized collaboration with another person in preparing written work, will get a warning and earn a Zero for the assignment. Students that are identified in a second or subsequent event could receive an “F” for the semester in that class. (Subsequent event(s) may be a different class).

## **GUM – CANDY**

Gum is permitted at school as long as it is disposed of appropriately and does not become a distraction. Students who abuse this privileged are subject to disciplinary action. Teachers have the right to create no gum zones in their classrooms.

## **ALL SPORT AWARD**

To be eligible for the All Sport Award the student must participate in each sport that is offered at the school. Boys must participate in Football/Cross Country, Wrestling, Basketball, and Track. Girls must participate in Volleyball/Cross Country, Basketball, and Track. The student will not be eligible for this award if they quit a sport.

# ATTENDANCE

---

## ATTENDANCE

The purpose of New Plymouth Middle School's attendance policy is to place primary responsibility for attendance upon the student. Students are expected to attend classes regularly and to be on time in order to benefit maximally from the instructional program and to develop habits of punctuality, self-discipline, and responsibility. Students must be in regular attendance if they are to derive benefits from educational activities.

Continuity in the learning process is seriously disrupted by excessive absences. In most situations, the work missed cannot be made up adequately. Students who have good attendance generally achieve higher grades, enjoy school more, and are more employable after leaving high school. For these reasons, a student must satisfy two basic requirements in order to earn class credits:

1. Satisfy academic requirements
2. Exhibit good attendance habits (as stated in this policy)

This policy permits a student to accrue a total of nine (9) absences per semester per class. Absence from class for any reason including illness, school activities, or a family convenience shall be counted as one of the nine days. Except in extraordinary cases, as determined by the local Board of Trustees, credit will not be given to any student in a subject when the student was not in attendance at least 90% of the time that subject was being taught. Students exceeding the allowable number of absences may petition the school for credit in those classes from which credit was withheld. Petition forms will show the specific days the student was absent. When the form is completed, the Board of Trustees will review it. Petitions for credit must be filed within two (2) weeks following the semester in which credit was withheld. Petitions submitted after this time will not be considered. Students may petition the board only 2 times in grades 7-12 unless a serious problem exists.

## ATTENDANCE AWARDS

Any student with no more than 2 absences in each class period per quarter will qualify to go on the Attendance Awards Trip. Absences regarding exceptional circumstances must be cleared with the principal to qualify for the attendance awards trip.

## ABSENCES

When a student is absent, the parent needs to call the office between 8:00 a.m. – 3:45 p.m. and let the secretary know of the absence. Should they be unable to do so, you will need to bring a note from your parent upon your return to school. It is the responsibility of the student and parent to make arrangements with the teacher of any work that needs to be completed during the absence.

## TARDIES

A tardy is defined as the appearance of a student beyond the scheduled time that a class begins. If the student arrives in the first 15 minutes of the class, he/she shall be considered tardy. A student arriving after this time will be considered absent. Anyone, receiving a total of 6 tardies per class will have to take the semester finals. Once a student reaches six tardies he/she will serve one hour after school as assigned. If students do not serve detention at the assigned time the time will be doubled. Failure to serve the doubled time will result in a one day suspension to home.

## CHECKING OUT

Students will provide a signed note from their parent/guardian that will be given to the secretary or the parent/guardian will call the New Plymouth Middle School Office.

## TRUANCY

A truancy occurs when the student is absent without the consent of the parent(s), guardian(s), or school officials on the basis of a class, a portion of the school day, or the entire school day.

### The truancy policy is:

- The first offense: The parents are notified. The student will be given 5 hours after school detention to be completed that week.
- The second offense: Parents are notified, required to attend a conference, the student is given 10 hours after school detention, and will be suspended for one day.
- The third offense: Parents are notified, required to attend a conference, and the student is suspended for three days.
- The fourth offense: Parents are notified and expulsion proceedings are initiated.

Any truancy will result in loss of the privilege to attend the quarter activity.

## SEMESTER TESTS

Semester tests will be given the last two days of each semester in all classes. Students absent three or less days in a class, or who have less than six tardies in a class, will be excused from the semester test in that class and are not required to come to school during that testing period. Should you be required to test by absences or tardies it will count towards your grade. If you do not test when required, it will be counted in as a zero.

# SUMMER SCHOOL/RETENTION

---

## SUMMER SCHOOL FAQ

**Q. Who is required to attend summer school?**

**A.** Students are required to attend summer school if:

1. He/she has failed 3 or more semester classes, the student is required to attend summer school or be retained. That means if the student has 3 or more “F” grades, he/she must attend summer school.
2. He/she has failed both semesters of the same academic content area class. For example, if the student fails 1st Semester English and 2nd Semester English, the student is required to take summer school.

**Q. What happens if a student is required to attend summer school and opts not to attend?**

**A.** The student will be retained.

## RETENTION FAQ

**Q. What is the NPMS policy about retention?**

**A.** NPMS board policy #609 states:

**New Plymouth Middle School students shall pass a minimum of 80% of their credits in order to be promoted to the next grade level. New Plymouth Middle School students will not be allowed to lose a full year of credit in one academic area (i.e. a student would not be able to fail a full year of math). Students not meeting credit requirements will be given an opportunity to recover credits during the extended year in order to be eligible for promotion to the next grade level.**

Since NPMS students are enrolled in 14 credits throughout the year, they must pass at least 12 of their credit classes to meet the 80% minimum requirement.

**Q. What do you mean by a semester class?**

**A.** Semester classes are transcribed grades. They are not progress reports. There are two semesters per year. A first semester class is considered a separate class from a second semester class even if they are both

the same content.

**Q. What if I get an “F” in an academic class 1st semester and a “B” in the same academic content area in the 2nd semester? Do you average those out?**

**A.** Each class is considered a separate class. Grades are not averaged between semesters. If a student earned an “F” 1st semester, he/she will keep that “F” even if the student earns a “B” second semester.

**Q. Which classes are considered academic classes?**

**A.**

- English
- Social Studies (World History, US History, Western Civ., etc)
- Math (Pre-Algebra, Algebra 1a, Algebra 1b, Algebra 2)
- Science

## HARASSMENT REPORTING FORM

### New Plymouth Middle School

Date Filed: \_\_\_\_\_

Student Complainant: \_\_\_\_\_

Aggressor(s): \_\_\_\_\_

Date of Incident(s): \_\_\_\_\_

Description of Incident(s): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Previous Steps Complainant Has Taken: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Witness(es): \_\_\_\_\_

\_\_\_\_\_

---

### For School Use Only

Received by: \_\_\_\_\_ Date Received: \_\_\_\_\_

Forwarded to: \_\_\_\_\_ Date Received: \_\_\_\_\_

Follow up: \_\_\_\_\_

## STUDENT HANDBOOK ACKNOWLEDGEMENT FORM

### **New Plymouth Middle School 2020-2021**

Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

First Period Teacher: \_\_\_\_\_

### **Acknowledgement of Receipt**

Please complete and sign this form to acknowledge that you have received and have had the opportunity to review the important information contained in the New Plymouth Middle Student Handbook. Additional copies of the NPMS handbook are available on the NPMS website as well as at the New Plymouth Middle School office.

I have received and reviewed the 2020-2021 New Plymouth Middle School Handbook.

Print Parent/Legal Guardian Name: \_\_\_\_\_

Signature of Parent/Legal Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

Print Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\*\*Please return this form by Wednesday, August 26, 2020 to your child's 1st period teacher.\*\*\***