



SMS Academic Honor Statement
Spartans are always honest and truthful!

On my honor, I will maintain the highest standards of honesty, integrity and personal responsibility. This means I will not lie, cheat, or steal and as a member of this academic community, I am committed to creating an environment of respect and mutual trust.

Welcome to Salida Middle School - The HOME of the SPARTANS!

We are glad you are here, and we want you to work with your teachers and all other staff to have an outstanding school year!

By using **THIS PLANNER**, you can track not only your class work and homework, but also improve your organization and ultimately improve your performance in middle school!

Here's what you should do:

- Keep this planner with you at ALL times! You will need it as a **HALL PASS** whenever you leave the classroom.
- Write down your **HOMEWORK** and other **ASSIGNMENTS** every day, from every class!
- Write down calendar events like tests, dances, concerts, games, and when homework is due.
- Talk to your parents about your life at school and show them your planner. Have them sign it daily.

If you stay on top of your "game" by being organized, you will have much more success and much more fun at school. **Welcome back to school!**

**Things you need to know about
Being an SMS Spartan**

Morning Routine

Spartans pride themselves on being organized!

Doors open at 7:30. Breakfast is served from 7:30 until 7:50. You may be in the commons until 7:50 and nowhere else in the building without prior permission. Classes begin at 8:00 every day Monday through Thursday.

SMS prides itself on healthy lifestyle practices, so please plan to keep a water bottle at school to use in class. Staying hydrated is important and helps your brain and body function properly. SMS students and staff have daily access to filtered, fresh, water-fountain systems as well as freshly-made infused fruit water. Please enjoy!

Lockers

Spartans keep their valuables safe and secure

You will be assigned a locker at the beginning of the school year. The lockers are the property of Salida Middle School and may be inspected by the Administration at any time. You may be charged for damages you do to your locker, and severe damage may result in suspension of locker privilege. **Keep your combination private!** Don't even give it to your friends. **Please do not share your locker!**

Attendance

Spartans pride themselves on being in school and on time!

Good attendance is necessary for you to do your best in school and in life. Showing up on time every day is a great way to start! If you have to be absent, a parent needs to call the Middle School office by 8:00 a.m. to let us know (530-5302). Students will be considered unexcused unless parents call in or send a note the following day. **If you miss 4 days in a month, or 10 during the semester, you are considered habitually truant** (Colorado Revised Statute 22-33-107) **and the district may take action through the court system.**

Make up work

Spartans always get the work completed

It is the responsibility of the student to pick up any make up assignments permitted on the day returning to class. There shall be one day allowed for make up work for each one day of absence.

Make up work shall be provided for any class in which a student has an excused absence or has missed due to a suspension.

Tardy Policy

Spartans believe that being on time is important

Classes begin at 8:00 sharp! You must be in class and ready to go by 8:00 am! IF YOU ARE LATE TO SCHOOL, PLEASE CHECK IN AT THE OFFICE!

- Remember, the kitchen will close its doors before the first bell at 7:50. Finishing your breakfast will not be an excuse to be late to period 1.
- All students are expected to be on time to class every period. Salida Middle School does not use bells, so it is imperative that you are in class prior to the start time of that period.
- Absences and tardies do impact grades and eligibility, so please be on time.

Lunch

Spartans pride themselves on healthy eating & healthy living!

You may bring your lunch from home or eat hot lunch in our award-winning cafeteria. You will be issued an ID number that you will use as your lunch code. Lunch accounts must be kept current. There should be no charging of meals; however, you can pre-pay online for all lunch costs at <https://www.myschoolbucks.com/login/getmain.do?action=home>. Free and reduced lunch applications are available in the main office or the cafeteria of the school. Please ask.

You may not leave school grounds at lunch time except to go out with your parents. Please remember that under no circumstance will you be allowed to take a friend with you if you leave.

Library

Middle School students are allowed to check out books for two weeks and magazines for one week. If a student has an overdue book or magazine, they will not be allowed to check out any other materials until the item is returned. If a student loses a library book, they will be charged for the replacement of the book. Report cards may be held until the situation is remedied.

Access to Infinite Campus

(Parent and Student information website)

Parents and Students! You have access to student grades and attendance 24 hours a day online. Please use Infinite Campus to help keep on top of grades, classwork, missing assignments, and attendance.

The Infinite Campus Parent Portal is a free online service used by many parents in the district. It allows you to look up assignments, grades, and attendance in each class. This is all done through the Internet, so you must have that capability on your computer or cell phone. ***Come into the office here at the middle school, and we will give you the form to sign up!***

Spartan Code of Conduct – How you should behave in and around our school

Student Dress Code

Spartans always dress appropriately!

It is essential that your clothing does not create a distraction to the learning environment. The following guidelines will help you know what is/is not acceptable here at SMS:

- You must wear shoes and undergarments.
- Caps, hats, bandanas, hoods, and sunglasses may not be worn in the building. They must be kept in your locker. You may take hats/sunglasses outside at lunch if you bring them to the commons. **You will not be allowed to go back to a room or locker to get them.**
- Shorts & skirts must be mid-thigh and below the arm and finger tips in length and allow for a normal range of motion/movement.
- BOYS – no sleeveless or mesh shirts.
- GIRLS – no midriff blouses, mesh shirts, tube tops, or tank shirts/spaghetti straps (not measuring at least 1.5 inches in width).
- You may not show your stomach, cleavage, or any parts of your underwear.
- No sagging/baggy clothes will be allowed.
- Pajamas and slippers are NOT appropriate school wear.
- No chains or dog collars.
- No clothing, paraphernalia, grooming, jewelry, hair coloring, accessories, or body adornments that are or contain any advertisement, symbols, words, slogans, patches, or pictures that:
 - Glorify the use of drugs, violence, alcohol, or tobacco,
 - Are sexually suggestive or gang-related, or
 - Have profane wording or otherwise disrupt the teaching-learning process.

Any student deemed in violation of the dress code shall be required to change into appropriate clothing or make arrangements to have appropriate clothing brought to school immediately.

Extra-Curricular Activities

Eligibility

You are encouraged to participate in athletics and other extra-curricular activities, clubs and events. Activities include but are not limited to school-sponsored athletics, clubs, and extracurricular activities such as dances, fun nights, and other after-school events. You must stay eligible in order to participate. Eligibility is calculated every week.

- A student **failing any class** and/or having **two (2) or more D grades** weekly is **ineligible for one full week**. Eligibility is run each Tuesday and runs from Wednesday until Tuesday of the following week.

Attendance

At SMS we realize that there are times when a student's own doctor or dentist appointments cannot be controlled by the parents. For this reason we will, in certain cases, consider these situations as extenuating and the parameters of what is and is not acceptable are described below.

- If a student has **his or her** doctor/dentist appointment (not somebody else's in the family) during school time, they must be in attendance for **at least 3 periods of the day in order to participate** in a practice or a game that day (unless the team leaves too early for 3 periods to be completed). **If they do not meet that requirement, they will not be allowed to practice/play, and they also will not be allowed to go and watch the practice or the game.**
- Realize that most coaches have the stipulation that if you miss a practice, you sit out the next game.
- If the student has an out-of-town doctor/dentist appointment that will cause him or her to miss the majority of the day (not able to be at school for at least 3 periods), they will need to notify the coach 1 week in advance **and bring a copy** of the appointment card or a note from the doctor or dentist **before** they will be allowed to practice or play.
- If a student will miss a practice or game due to a conflict with a school-sponsored activity or function (for example: student council trip, history club trip, honor band, class field trip), they will be considered **excused**.
- Any special situations that do not fit into the above descriptions will be handled on a case-by-case basis by the building administration.
- No allowance will be made for any student who has an early morning practice and then misses some or all of school. Athletes are expected to be in their 1st hour class after an early morning practice and remain in school for the full day.

Please remember that participation in these activities is a **privilege, not a right**. The opportunity to participate in extracurricular activities should always be viewed as being in addition to their education.

Other "Spartan" Expectations for Safety in our School

Spartan Bicycles and **Spartan Skateboards** may NOT be used during the school day on school grounds. Bicycles must be locked up outside at the bike racks. Skateboards must be placed on rack in commons area. Skateboards may not be in the hallways or classrooms or carried from class to class.

Possession and/or use of tobacco, alcohol, or drugs are absolutely prohibited and will result in suspension and possible citations and expulsion. Lighters are not allowed at school.

Carrying, bringing, using, or possessing any dangerous weapons in any school building, school grounds, school vehicle, or at any school-sponsored activity is prohibited. Violation of this policy requires that the proceedings for suspension and possible expulsion of the students involved shall be initiated immediately by the principal.

Fighting of any kind will not be tolerated and will result in an out-of-school suspension and possibly in criminal charges being pressed. You can even be suspended for trying to get others to fight, so DON'T DO IT!

Bullying Activity

Spartans pride themselves on being Up-Standers!

Bullying is *prohibited* on district property, at district or school-sanctioned activities and events, when students are being transported in any vehicle dispatched by the district or one of its schools, or off school property when such conduct has a nexus to school or any district curricular or non-curricular activity or event. **Don't do it! Be an UP-STANDER.**

Bullying is the *repeated* use of coercion or intimidation to obtain control over another person or to cause physical, mental or emotional harm to another person. Bullying can occur through written, verbal, or electronically-transmitted expression or by means of a physical act or gesture. Bullying is prohibited against any student for any reason, including but not limited to any such behavior that is directed toward a student on the basis of his or her academic performance or any basis protected by federal and state law, including disability, race, creed, color, sex, sexual orientation, national origin, religion, ancestry, or the need for special education services, whether such characteristic(s) is actual or perceived.

A student who engages in any act of bullying, and/or a student who takes any retaliatory action against a student who reports in good faith an incident of bullying, is subject to appropriate disciplinary action including but not limited to suspension, expulsion, and/or referral to law enforcement authorities.

The Board of Education supports a secure school climate, conducive to teaching and learning, that is free from threat, harassment, and any type of bullying behavior. The purpose of policy JICDE is to promote consistency of approach and to help create a climate in which all types of bullying are regarded as unacceptable.

The complete Board Policy JICDE can be found on line at:

<http://z2.ctspublish.com/casb/Z2Browser2.html?showset=salida-casb>

Student Services – Things that can help you at our school

Counseling

Counseling provides an opportunity for students to learn to make better decisions, improve personal skills, and overcome blocks to personal effectiveness.

In a personal interaction with the school counselor, students are encouraged to explore and express feelings, examine beliefs, and reflect on patterns of behavior and work toward making healthy changes.

Possible reasons to see the school counselor:

Friends/peer pressure	Bullies/harassment	Anger management
Unhappy/depressed	Gossip/rumors	Suicidal thoughts
Conflict with a teacher	Family troubles/worries	Attendance/tardy
Conflict with friends	Grades	Use of alcohol or drugs

Many students worry about whether the information shared with the counselor will be kept confidential. The counselor realizes that this may be a concern and assures you that your confidentiality is of the highest priority. The counselor reserves the right to consult with other professionally competent persons when this is in the best interest of students.

No information about students will be shared without informed consent. Confidentiality will be maintained except where there is clear and present danger to the students and others.

Medical Services/Medication

If it becomes necessary for a student to take any form of medication (prescription or non-prescription), **a special form** must be signed by a doctor and a parent. Most area doctors have these forms in their offices; make sure you ask for one. All medication must be brought to the office, **not kept in lockers**. Prescription medications must be brought to the school in the original bottle as filled by the pharmacist.

We do have a licensed registered Nurse who works at both SHS and SMS daily. We ask that students NOT come to the nurse without a pass from class unless one of the seven major reasons (7 B's) to go to the Nurse's Office occurs:

- Bleeding (beyond a Band-Aid fix)
- Burning up (fever)
- Broken bones
- Barfing
- Bump on head
- Blood sugar issues (if diabetic)
- Breathing problems

Student Use of Electronic Communication Devices

The Board of Education recognizes that electronic communication devices can play a vital communication role during emergency situations. However, ordinary use of electronic communication devices in school situations disrupts and interferes with the educational process and is not acceptable. For purposes of this policy, "electronic communication devices" include cell phones, beepers, pagers, walkie-talkies, and any other telecommunications device that emits an audible signal, vibrates, displays a message, or otherwise summons or delivers a communication to the possessor.

It is the student's responsibility to ensure that the device is turned off and out of sight during unauthorized times. Violation of this policy and/or use that violates any other district policy shall result in disciplinary measures and may result in confiscation of the electronic communication device. Confiscated devices shall be returned to the student only after a conference with the parent/guardian, student and school personnel.

Electronic communication devices with cameras are prohibited in locker rooms, bathrooms, or other locations where such operation may violate the privacy rights of another person.

Spartans are:

up **Standers**
Prideful
Academically Focused
Respectful
Truthful
Accepting
Neighborly
Supportive

