



JASPER MIDDLE SCHOOL STUDENT HANDBOOK 2017-2018

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JASPER MIDDLE SCHOOL

2017-2018 ACADEMIC/CONNECTIONS DAILY SCHEDULE

| 6 th Grade | | |
|-----------------------|-------------------|--------|
| 8:30-9:33 | 1st | 63 min |
| 9:33-9:37 | transition | 4 min |
| 9:37-10:22 | 1st connection | 45 min |
| 10:22-10:26 | transition | 4 min |
| 10:26-11:11 | 2nd connection | 45 min |
| 11:11-11:15 | transition | 4 min |
| 11:15-12:18 | 3rd | 63 min |
| 12:18-12:22 | Transition to 4th | 4 min |
| 12:24-12:54 | Lunch | 30 min |
| 12:56-1:59 | 4th | 63 min |
| 1:59-2:03 | transition | 4 min |
| 2:03-3:06 | 5th | 63 min |
| 3:06-3:10 | transition | 4 min |
| 3:10-3:40 | Cares/Clubs/ELT | 30 min |

| 7 th Grade | | |
|-----------------------|-----------------|--------|
| 8:30-9:33 | 1st | 63 min |
| 9:33-9:37 | transition | 4 min |
| 9:37-10:40 | 2nd | 63 min |
| 10:40-10:44 | transition | 4 min |
| 10:44-11:47 | 3rd | 63 min |
| 11:50-12:20 | Lunch | 30 min |
| 12:20-12:25 | transition | 5 min |
| 12:25-1:28 | 4th | 63 min |
| 1:28-1:32 | transition | 4 min |
| 1:32-2:17 | 1st connection | 45 min |
| 2:17-2:21 | transition | 4 min |
| 2:21-3:06 | 2nd connection | 45 min |
| 3:06-3:10 | transition | 4 min |
| 3:10-3:40 | Cares/Clubs/ELT | 30 min |

| 8 th Grade | | |
|-----------------------|-----------------|--------|
| 8:30-9:33 | 1st | 63 min |
| 9:33-9:36 | transition | 3 min |
| 9:36-10:39 | 2nd | 63 min |
| 10:39-10:42 | transition | 4 min |
| 10:42-11:15 | 3rd | 33 min |
| 11:17-11:47 | Lunch | 30 min |
| 11:47-11:51 | transition | 4 min |
| 11:51-12:36 | 1st connection | 45 min |
| 12:36-12:40 | transition | 4 min |
| 12:40-1:25 | 2nd connection | 45 min |
| 1:25-1:29 | transition | 4 min |
| 1:29-1:59 | 3rd | 30 min |
| 1:59-2:03 | transition | 4 min |
| 2:03-3:06 | 5th | 63 min |
| 3:06-3:10 | transition | 4 min |
| 3:10-3:40 | Cares/Clubs/ELT | 30 min |

| Connections | | |
|-------------|-----------------|--------|
| 8:30-9:33 | Planning | 63 min |
| 9:33-9:37 | transition | 4 min |
| 9:37-10:22 | 1st connection | 45 min |
| 10:22-10:26 | transition | 4 min |
| 10:26-11:11 | 2nd connection | 45 min |
| 11:11-11:15 | Transition | 4 min |
| 11:15-11:47 | Lunch | 32 min |
| 11:47-11:51 | Transition | 4 min |
| 11:51-12:36 | 1st connection | 45 min |
| 12:36-12:40 | transition | 4 min |
| 12:40-1:25 | 2nd connection | 45 min |
| 1:25-1:29 | transition | 4 min |
| 1:32-2:17 | 1st connection | 45 min |
| 2:17-2:21 | transition | 4 min |
| 2:21-3:06 | 2nd connection | 45 min |
| 3:06-3:10 | transition | 4 min |
| 3:10-3:40 | Cares/Clubs/ELT | 30 min |



Pickens County School District 2017-2018 Calendar

Board Approved
November 10, 2016

| | 2017 | | | | | | | 2018 | | | | | | | |
|------------------|------|--|--|--|--|--|--|-----------------|-----------------------------|--|--|--|--|--|--|
| July | | | | | | | | January | | | | | | | |
| 4 | | | | | | | | 1-5 | School Holiday | | | | | | |
| 25-28 | | | | | | | | 5 | Inservice | | | | | | |
| 31 | | | | | | | | 8 | Students Return to School | | | | | | |
| August | | | | | | | | 12 | Report Cards | | | | | | |
| 1 | | | | | | | | 15 | Martin Luther King Holiday | | | | | | |
| 31 | | | | | | | | February | | | | | | | |
| September | | | | | | | | 9 | Progress Reports | | | | | | |
| 4 | | | | | | | | 19-23 | Winter Break | | | | | | |
| 18-22 | | | | | | | | 21-23 | Potential Incentive Weather | | | | | | |
| October | | | | | | | | | Make-up Days for Students | | | | | | |
| 10 | | | | | | | | March | | | | | | | |
| 13 | | | | | | | | 16 | End of 3rd 9 Weeks | | | | | | |
| November | | | | | | | | 23 | Report Cards | | | | | | |
| 7 | | | | | | | | April | | | | | | | |
| 10 | | | | | | | | 2-4 | Spring Break | | | | | | |
| 20-24 | | | | | | | | 20 | Progress Reports | | | | | | |
| December | | | | | | | | May | | | | | | | |
| 22 | | | | | | | | 25 | Last Day of School | | | | | | |
| 25-29 | | | | | | | | 26 | Graduation Day | | | | | | |
| | | | | | | | | 28 | Memorial Day | | | | | | |
| | | | | | | | | 29-31 | Post Planning | | | | | | |
| | | | | | | | | June | | | | | | | |
| | | | | | | | | 1 & 4 | Potential Incentive Weather | | | | | | |
| | | | | | | | | | Make-up Days for Teachers | | | | | | |
| | | | | | | | | | Potential Incentive Weather | | | | | | |
| | | | | | | | | | Make-up Days for Students | | | | | | |

| Month | S | M | T | W | T | F | S |
|------------------|----|----|----|----|----|----|----|
| JULY | | | | | | | 1 |
| | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| | 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| | 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| | 30 | 31 | | | | | |
| AUGUST | | | | | | | |
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | 29 | 30 | 31 | | | | |
| SEPTEMBER | | | | | | | |
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | 29 | 30 | | | | | |
| OCTOBER | | | | | | | |
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | 29 | 30 | 31 | | | | |
| NOVEMBER | | | | | | | |
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | 29 | 30 | | | | | |
| DECEMBER | | | | | | | |
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | 29 | 30 | 31 | | | | |
| JANUARY | | | | | | | |
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | 29 | 30 | 31 | | | | |
| FEBRUARY | | | | | | | |
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | 29 | 30 | | | | | |
| MARCH | | | | | | | |
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | 29 | 30 | 31 | | | | |
| APRIL | | | | | | | |
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | 29 | 30 | | | | | |
| MAY | | | | | | | |
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | 29 | 30 | 31 | | | | |
| JUNE | | | | | | | |
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | 29 | 30 | | | | | |

Note: All holidays/breaks are subject to revision due to incentive weather or unforeseen circumstances.

Welcome You to Jasper Middle School!

We are certainly pleased that you are part of the Jasper Middle School family. Our goal is to effectively address the academic and developmental needs of *each* student while inspiring all students to develop a desire to learn and be independent and responsible citizens. We strive to maintain an atmosphere of mutual respect, high expectations, and outstanding achievement. As students grow and mature, they must be increasingly responsible and accountable for their actions. We focus on each individual student as you would at your home.

We ask for your support in helping us provide the best possible school environment. Your administration, Principal Anita Walker & Assistant Principal, Duane Cronin welcome you to YOUR school. If we can be of service, please call on us---we are always here to help.

Anita Walker, Principal

A MIDDLE SCHOOL STUDENT'S DAY

Each student at Jasper Middle School is part of a grade level of students and teachers. Each grade level will consist of several general education teachers, with the number of teachers determined by grade-level enrollment.

At some point in the day, all students travel as a grade level to "connections" classes. These classes consist of art, agricultural technology, computer technology, general music, band (year long course), chorus (year long course), and physical education, and health. Students rotate connections classes every semester, thereby experiencing four connections classes by the end of the year. The exceptions to this is for students taking band or chorus which requires a year-long commitment.

It is our hope and desire that all parents understand that middle school years can be challenging for students and parents alike. This necessitates a working relationship among the student, parents, and teacher. We are determined to make the process of maturation and growth positive and productive for all stakeholders.

We hope that each student has an opportunity to work hard and feel successful while at JMS. We are a staff that truly enjoys working with middle school students and understands their unique differences from all other stages of development.

GRADING SYSTEM

- A = 90-100
- B = 80-89
- C = 70-79
- F = Below 70

NO PASS / NO PARTICIPATION: GR. 6-8

Students participating in competitive interscholastic activities shall pass three (3) academic subjects in the semester immediately preceding participation. For the purpose of eligibility, connections classes will be combined and counted as one (1) class. Competitive interscholastic activities are any school-sponsored programs involving competition between individuals or groups representing two or more schools. Cheerleading is included in this definition.

Classwork/Homework

Homework is assigned as extra practice for home on standards previously taught. Work not completed during class may also become homework. Please make sure your child completes all assignments. This is crucial for meeting the expectations of the class. Students will have the opportunity to record assignments in their grade level folder. Parents/Guardians may check the Infinite Campus Parental Portal to view grades on assignments. Contact the central registration office if you need assistance with the parent portal at 706-253-1772.

CONFERENCES

Parents requesting teacher conferences may do so by contacting the teacher through voicemail or email. Most conferences at Jasper Middle School include the entire team of academic teachers and the connection teacher if desired.

ADMINISTRATIVE CONFERENCES

Parents requesting administrative conferences with the principal and/or assistant principal may do so by calling the school and setting up an appointment. The school administrators value their interaction and time with teachers, students, and parents collectively. Our goal is to be available for all of our stakeholders in order to promote communication among school staff, students, and parents. We realize that administrative parent conferences are a valuable communication tool at JMS. **In order to effectively devote our time and resources to your individual issues, we ask that parents call ahead to schedule an appointment when needing to meet with an administrator in person. This will allow us to devote our best use of resources and time to your issue.** If you believe your issue may be addressed over the telephone, please call us and we will return your call as soon as possible.

ATTENDANCE

There is a direct correlation between academic performance and student attendance. Chronic tardiness to school and truancy are not acceptable behaviors. Upon returning to school after being absent, students should bring a note from home or a doctor's office explaining the absence. Students must attend at least one-half of the academic day to be counted present. **Students checking in at or before 12:05 P M. will be considered present.** It is vitally important that parents make every effort to have their children attend school and avoid all absences that are not absolutely necessary. Unexcused tardies, early checkouts, and unexcused absences will result in consequences.

MAKE-UP WORK

Following a documented excused absence, a student will have **three (3) school days** to request make-up academic assignments from teachers. Teachers will have three (3) school days to provide the requested make-up assignments. Teachers may initiate the make-up assignments and may also require alternative assignments from students who have been absent.

TEXTBOOKS

Once textbooks, agendas, and instructional materials, paid for by public funds, are issued to a student, the responsibility for the return of these materials to the school for further use shall be the total responsibility of the student and his/her parents/guardians.

When textbooks, library books, or other instructional materials are not returned to the school in a form suitable for continued use, it shall be the responsibility of the student and his/her parents/guardians to reimburse Jasper Middle School for the **replacement cost** of the textbook, library book, or other instructional materials.

MESSAGES TO STUDENTS

Students will not be called out of class for messages or phone calls unless there is a situation deemed an emergency by an administrator or counselor. It is the student's responsibility to listen to all morning and afternoon announcements.

Students are not permitted to use school phones unless it is an emergency. **Please make arrangements for rides and after school activities before sending your child to school.** If transportation method changes during the day, please make every effort to call the school by 3:00 pm.

Deliveries to Students

Delivery of flowers, balloons, and other gifts to students will not be permitted. This applies to Valentine's Day as well.

LOCKERS

Lockers are the property of the school and **CAN BE SEARCHED AT ANY TIME** without the student's knowledge and/or presence. Students are to share a locker with other students **only** if instructed to do so by a teacher. Students are encouraged to keep their locker locked and to protect their locker combination at all times. Students **should not** give out this combination to other students. (Students are not allowed to bring locks from home to place on their hall lockers.

BOOK BAGS AND SUPPLIES

Students are permitted to carry book bags to school. Book bags must be able to fit into a locker. On the first day of school, students should bring the typical school supplies (paper, pencils, pens, etc.). Individual teachers will let their students know if any special supplies are required.

ARRIVAL

Car riders will be dropped off in the back parking lot and buses will be in the front parking lot. Cars will enter the back lot via AW Lawson near the tennis courts and barn.

Car riders may enter the building at 7:30 A.M. If morning tutoring begins, car riders may be required to attend tutoring from 7:30-8:00 A M. Bus riders will be dropped off beginning at 8:00 A M. Seventh and eighth grade students will be housed in the gym, and 6th grade students will be in the cafeteria until released for class at 8:20 A M. Students must go directly to their locker and then class. Attendance will be taken at 8:30 A.M.

DISMISSAL

Students are dismissed at approximately 3:40 P.M. or as soon as buses arrive. **This is usually a little later during the first week of school.** Students attending after-school activities must remain in their last block classes until released for the activity. After-school detention students will go directly to ASD when walkers and riders are dismissed. **Students who walk home must have written parent/guardian permission.**

CHECKING OUT

If a student needs to be checked out during the school day, a parent or other adult listed in the school data-base must come to the front office to sign the student out. A valid ID may be required when picking up a student. **ONLY PERSONS LISTED IN THE STUDENT INFORMATION SYSTEM WILL BE ALLOWED TO CHECK THE STUDENT OUT OF SCHOOL.** Every effort should be made not to check students out during the day.

CAFETERIA

Every effort is taken to make our cafeteria lunches tasty and nutritious. We encourage all students to eat in the cafeteria on a daily basis. Applications for free and reduced price lunches will be provided to all students. This

form should be returned to the lunchroom manager as soon as possible. The cost for a basic lunch is \$2.25 (reduced-\$.40), which includes milk. Fruit juices, Power Aid, and icecream can be purchased separately. Breakfast can be purchased for \$1.25(reduced-\$.30).

Money (or checks) can be sent and applied to each child's account from which daily lunches will be deducted. No change will be given if checks are sent; money will be put into the student's lunch account. Students who forget their lunch money will be offered a peanut butter and jelly sandwich. Parents may create an online account for breakfast/lunch by going to www.mypaymentsplus.com. We encourage parents to come and eat with their child(ren). Parents may bring outside food for their child only.

STUDENT CLUBS

Students will be offered a variety of clubs to join and opportunities to try out for specific teams. Please refer to the Pickens County schools Student Code of Conduct for a detailed listing of clubs offered at Jasper Middle School.

VISITORS

JMS welcomes visitors to our school! Please come by and have lunch with your child or volunteer in some capacity. Anyone visiting the school must report to the front office to sign in and receive a visitor's pass.

NURSE

Our nurse is on campus from 8:00 A.M. to 3:00 P.M. to dispense student medications, assist with first aid in the event of an injury, and call parents in the event of illness. The school nurse will send a student home if he/she has a temperature equal to or greater than 100 degrees, or if he/she has been vomiting or other infectious symptoms exist. Strict county guidelines are enforced regarding the proper handling of medication. Should your child need medication during school hours, feel free to call the school nurse during her work hours.

MEDICATION

When at all possible, we encourage you to schedule your child's medication so that it may be given at home under your direct supervision. However, we realize that this is not always possible.

Prescription medicine is given with written parental request if it is in the original prescription bottle with a prescription label accompanied by a specific time line for administration.

Over-the-counter medication is given with written parental request if it is in the original container and accompanied by the name of the medication and a specific time line for its administration.

IF MEDICATION OF ANY KIND IS NEEDED AT SCHOOL, A PARENT/GUARDIAN MUST DELIVER IT. The medication can be brought to the school nurse or left in the school office. Students are NOT to be in possession of any form of medication during the school day except as provided by state law. Please refer to the Pickens County Code of Conduct regarding more information concerning medications.

JASPER MIDDLE SCHOOL COUNSELING PROGRAM.

The Guidance Department of Jasper Middle School is an integral component of the total school curriculum. Through individual counseling, group and classroom guidance, and consultation with parents, staff, and community support agencies, the guidance staff provides students with opportunities for social, personal, educational, and career development.

Objectives:

Students will develop an understanding of the relationship between educational achievement and career planning.

Students will develop skills in career planning.

Students will become more aware of the importance of personal responsibility and good work habits.

Students will improve their skills in interpersonal relations.

Students will develop an enhanced awareness of themselves.

The guidance program is developmental and comprehensive in nature. The program provides sequential activities designed to address the needs of all students by helping them to acquire competencies in career planning and exploration, knowledge of self and others, and academic development.

Jana M. Champion is the Guidance Counselor at JMS for all three grade levels.

Expectations, Functions, and Policies of the JMS Guidance Department:

Classroom Guidance: Large group guidance sessions offer the best opportunity to provide guidance to the largest number of students in our school. Counselors first work with students in large groups because it is the most efficient use of time. Counselors develop and present special guidance sessions which give attention to particular development issues or areas of special concern for the students in our school.

Small Group Counseling: Small group counseling involves the counselor working with two or more students together. Group size generally ranges from five to eight members. Groups may be growth centered, where general topics are related to personal or academic development, or problem centered, where attention is given to particular concerns or problems.

Individual Guidance Services: Individual counseling is a personal and private interaction between counselor and student in which they work on a problem or topic of interest. A face-to-face meeting with the counselor provides the student maximum privacy in which to freely explore ideas, feelings, and behaviors. Counselors establish trust and build a helping relationship with their students. Students must complete a referral form to meet with the counselor. Should another peer or staff member believe that a student would benefit from meeting with the counselor, then he or she must also complete the referral form.

Referrals for Guidance Services: The student can be referred for guidance services by parents, JMS staff members, self-referral, and even by other peers in certain situations. Referrals can pertain to concerns about the student's personal/social needs, academic needs, and/or career planning concerns. School Counseling services are not meant to be a substitute for disciplinary intervention, unless requested by administration only. The referring individual must indicate if the student's needs are low, high, or an emergency. The counselor sees students in the order in which the referral is received unless an emergency arises. During periods in which there are high volumes of referrals being sent to the counselor, the counselor will see the referrals in a triage form in which emergency referrals take priority over all other referrals. Emergency referrals are only referrals in which the harm to others, harm to self, suicidal ideation, and/or abuse are suspected. All other referrals are not deemed an emergency and should not be marked as such. High referrals are those in which the student's needs are at high risk of interfering with his or her well-being and educational experience such. Low referrals refer to those that often revolve around troubled peer relations.

Visits with the Counselor: Students will be called to the counselor's office in the order in which referrals were retrieved and not simply upon receipt of a referral, unless an emergency arises. Due to the often high volume of referrals received, the counselor attempts to see those referred within two school days of receiving the referrals if possible. It is encouraged that students not be directly sent to the counselor without the counselor being notified so that there is always knowledge and supervision of the student's location at JMS.

Counselor Absence: During times in which the counselor is otherwise occupied or not present on campus, any and all emergency referrals from the JMS staff, peers, and/or parents should be re-directed to administration. All other referrals will be addressed as soon as possible once the counselor returns to campus.

School Counseling Expectations: The school counselor is not employed as a therapist nor licensing clinician. Therefore, the school counselor does not practice therapy in the school setting. School counselors can only practice that in which he or she is trained to do so. Although school counselors do not practice therapy in the

school setting, there is much therapeutic value to what they do. Should the counselor recognize that a student would benefit from individual counseling, then he or she will contact the family about why and provide a list of local mental health agencies for the student's guardian(s).

Harm to Self or Others Policy: In any situation that involves a student making comments revolving around suicidal ideation, self-harm, harming others, or being a victim of abuse, will be viewed as an emergency and addressed as such. Aside from being the victim of abuse, all other emergency situations will follow the JMS policy which involves contacting the guardian(s) of the student and informing them of the situation, the guardian coming to JMS to sign the county wide Parental Acknowledgement Form as well as to pick up the student, and in most cases, being encouraged to see an appropriate licensed professional to ethically and professionally evaluate the severity of the situation. The JMS Counselor, nurse, administration, and school social worker reserves the right to deem whether or not an individual must provide medical documentation from a doctor, therapist, licensed clinician, and/or the Emergency Room in order to return to school. This policy is in place first and foremost for the safety and well-being of the concerning student as well as the staff and student body at JMS. Being that all of the JMS staff are trained as mandated reporters and it is state law to do so, any suspicion or report of abuse and/or neglect of an individual will be referred to a local agency.

Consultation: The counselors also serve as consultants to assist people in working more effectively with others. Consultation helps individuals think through problems and concerns, acquire more knowledge and skill, and become more objective and self-confident. Consultation can take place on an individual basis, in groups, or through staff-development activities.

Career Planning Conferences: All eighth grade students and their parents are invited to attend individual career planning conferences. These conferences are designed to review the student's academic performance and career plans. An Individual Graduation Plan (IGP) is developed during this conference.

Weekly Guidance Announcements: Guidance activities and special programs are listed on the weekly agenda. Announcements will also be made via the morning announcements.

504 Accommodation Plan: Section 504 of the Rehabilitation Act of 1973 is a Federal civil rights law protecting the rights of individuals with disabilities. A 504 Accommodation Plan indicates the student's medical/psychological disability and how the disability impacts major life activities. From this information a Team determines appropriate services/accommodations to meet the student's educational needs. The services/accommodations are listed on the students 504 Accommodation Plan. Each teacher receives a copy of the student's plan and must make the required accommodations to be in compliance with the federal law. The counselors or school psychologist can assist in answering questions regarding implementing the plan in the classroom.

Supervision of the Guidance Program

The principal will serve as the overall supervisor of the entire guidance program.

ER-Emergency Response Consultation Request

Teacher/Staff work with students on a daily basis and may be the first person to notice a change in the student's behavior such as these early warning signs:

Social withdrawal

Excessive feelings of isolation and being alone

Excessive feelings of rejection

Being a victim of violence

Feelings of being picked on and persecuted
Low school interest and poor academic performance
Expression of violence in writings and drawings
Uncontrolled anger
Patterns of impulsive and chronic hitting, intimidating, and bullying behaviors
History of discipline problems

FIELD TRIPS / SCHOOL EVENTS

Field trips and school events are part of the instructional process and are considered a privilege. Individual students or groups of students whose behavior is not acceptable or who have had numerous discipline actions may lose the privilege of attending field trips and school events. Also, the school administration reserves the right to refuse students' participation in these events as a form of discipline for misbehavior or other criteria deemed appropriate by the school administration.

Students will not be allowed to participate in overnight field trips if they are assigned either OSS or more than one stay of ISS. Students going on day long field trips who have been assigned OSS or more than one stay in ISS will be required to have a parent/guardian attend the field trip with them. Students may not be allowed to attend the field due to an AST. In certain school-wide, grade-level, or club sponsored field trips, including, but not limited to, Savannah, St. Simons Island, and Chattanooga; additional discipline criteria will be in effect. *NOTE: These guidelines are minimum requirements. Each grade-level may impose more restrictions as necessary.*

RETENTION AND PROMOTION

Placement decision for *all* students will be based on a totality of evidence, including grades, a variety of assessments, progress on goals, and teacher input, and monitored by principals at each school.

MIDDLE SCHOOL RULES

All policies and discipline procedures outlined in the *Pickens County Student Code of Conduct* will be followed. It is the responsibility of each student to read the offenses and dispositions outlined in the county handbook. Policies may be amended as Jasper Middle School and/or the Pickens County Board of Education deems necessary. Below are a few rules/procedures which might not be specifically addressed in the Pickens County Student Code of Conduct..

1. Proper respect for others, their belongings, the school building, and school property is required at all times.
2. The dress code will be enforced.
3. Students must not act in a manner that interferes with the learning environment or the teacher's ability to conduct class.
4. Students may not buy or sell any items or solicit any money while at school. An exclusion to this is a school fundraiser.
5. Gambling is not permitted.
6. Students must have pass when not being in the classroom.
7. Students are expected to walk (not run) in the hallways, the cafeteria, and other parts of the building. Students are to remain quiet when walking as a group in the hallways as not to disturb the learning process.

8. **Cell phones and other electronic devices (including I-Watches) MUST be kept in the student's locker unless the teacher has requested the device to be used in class for instruction or it is a schoolwide Device Day. Phones will be confiscated when out at inappropriate times. The first time the parent will be asked to pick the phone up at the end of the day. Subsequent times will result in the phone being confiscated for 30 days to possibly the remainder of the school year.**
9. Each student is expected to be in school on time, properly prepared (paper, pencil, homework, etc.), and ready to learn.
10. Any items that are found must be turned in to a teacher or the office. Do not keep something that is not yours. Each student is responsible for keeping up with his/her belongings.
11. **Silence** must be maintained during fire drills, tornado drills, and all other emergency situations for safety reasons, including daily announcements.
12. **It is the responsibility of students and parents to make sure students have a ride home after school or any school activity (on or off campus). Students who are not picked up promptly following an activity may not be allowed to attend future after school events.**
13. No food or drink in gym or classrooms except water that is in a transparent bottle.

Positive Behavior Incentives

Jasper Middle School is working harder to implement positive behavior. We want to reward the students who are acting appropriately and encourage those who are not to do so. We will be using **Dragon Dollars** as an incentive. Students may purchase various items using their Dragon Dollars. Below is a list of incentives. Please realize this is a work in progress and some incentives will be added while others might be removed until we determine which the best are.

- Locker passes
- Sit with a friend at lunch
- Go to the front of the lunch line
- Free ice cream
- Athletic event and dance tickets
- Lunch brought in the last Friday on month
- Computer time in media center
- Ticket to game room
- Eat lunch outside

Students will be able to earn an opportunity to go to the positive behavior celebration each nine week period by having good behavior. Students who have had no office referrals resulting in Saturday school, ISS or OSS or more than 5 entries in Educator's Handbook for the nine week period will earn participation in the celebration.

BUS RULES AND CONDUCT

Maintaining proper conduct on the school bus is vitally important to the safety of all who ride the school bus. Riding the school bus is a privilege, not a right. Responsibility for conduct on the bus will be the joint responsibility of the student, the parent, the bus driver, and school officials. Jasper Middle School students must observe the following rules of conduct. **Please review the Pickens County Student Code of Conduct regarding Bus Discipline and School Bus rules.**

SPECIAL BUS PERMISSION

Students will only be allowed to ride school system transportation to their permanent designated bus stop. No other changes will be accepted per school system policy. Questions may be directed to the Pickens County Schools Transportation Department.

WALKING TO/FROM SCHOOL

Walking to and from school is permitted **only** with a signed parent permission form. Forms can be obtained from the main office. The school system and its assigns may not be held responsible or liable for student safety while walking to or from school.

DRESS CODE

We are aware that Jasper Middle School students desire to show good taste and personal pride in their grooming and dress habits. Appropriate dress for all students is important if we are to have the proper educational atmosphere at school. Students who do not wear appropriate clothes to school will need to change or be sent to ISS. **Leggings may be worn if the top worn with them comes to the end of the fingertips when the arms are extended downward by the side.** Please refer to the Pickens County Schools Student Code of Conduct for more information regarding dress code.

JASPER MIDDLE SCHOOL Library Media Center

The JMS Library program is here to support our community of learners (both teachers and students) with exceptional print and digital resources, information literacy instruction and assistance with many aspects of being part of our JMS family. We promote and encourage reading for pleasure and lifelong learning.

Students are welcomed in the Library Media Center during the school day, and before school on certain days as pre-arranged with the media staff. Small groups and individuals are required to have a pass from a teacher. The media specialist and media assistant are available to help with use of technology, locating and using information for assignments, and finding books for pleasure reading.

Books may be checked out for two weeks at a time and renewed as needed. Students are responsible for taking care of the books they check out from the Library Media Center and returning them on time and in good condition. If students have overdue books, checkout privileges will be suspended until overdue materials are returned. If materials are lost or damaged, the student is responsible to pay current replacement cost. While in the Library Media Center, students are expected to maintain a respectful environment for working on assignments and reading. For more information and links to important Internet sites, please visit our web site at <http://jaspermidmedia.weebly.com>

SCHOOL CLOSINGS

In the event of severe weather conditions or mechanical breakdowns, school may be closed or starting time delayed. The same may also necessitate early dismissal. School closing, delayed starting time, or early dismissal will be announced over radio stations WYYZ=1490 AM, WLJA 101.1 FM, and TV channels 2, 5, & 11. The information can also be accessed via the county website (pickenscountyschools.org). If parent phone contact information is up-to-date with the school, you will be notified by automated phone message of any school closings.

Attendance

For Jasper Middle School students to get the best results from their academic endeavors, they should make every effort to be present in class every day. There are times when missing class cannot be avoided, thus it is imperative that all parents familiarize themselves with school board policy regarding school attendance. Please refer to the Pickens County Schools Student Code of Conduct regarding specific items related to Attendance Policies and Procedures.

County Tobacco Policy

The Pickens County School Board recognizes that the use of tobacco products is a health, safety, and environmental hazard for students, employees, visitors, and school faculties. The Board acknowledges that adult employees and visitors serve as role models for students and that the Board's acceptance of any use of tobacco products implies school approval, if not endorsement, of such use. In addition, the Board recognizes that it has an obligation to promote positive role models in schools and promote a healthy learning environment, free from unwanted smoke for the students, employees, and visitors to the school campus.

No student, staff member or school visitor is permitted to use any tobacco product, including ecigarettes, at any time, including non-school hours 24 hours per day, 7 days per week while: In any building, facility, or vehicle owned, leased, rented or chartered by the Pickens County School System; On any school grounds and property – including athletic fields and parking lots – owned, leased, rented or chartered by the Pickens County School System; or At any school-sponsored or school-related event on-campus or off-campus. Volunteers and visitors on school property will be reminded of this policy in a tactful and courteous manner and will be asked to adhere to this policy. Any employee who violates or permits a student to use tobacco products will be subject to appropriate disciplinary action, including reprimand, suspension with or without pay or termination.