

# Lakeridge Middle School Home of the HAWKS



Lakeridge Middle School  
5909 Myers Road East  
Bonney Lake, WA 98391  
*Steve Fulkerson – Co-Principal*  
*Toby Udager – Co-Principal*

Main office: 891-5100  
Attendance: 891-5110  
Counseling Office: 891-5111

Website: <http://www.sumner.wednet.edu/ourschools/lakeridge/>

## *This agenda belongs to:*

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/TOWN \_\_\_\_\_ ZIP CODE \_\_\_\_\_

PHONE \_\_\_\_\_

STUDENT NO. \_\_\_\_\_



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## Lakeridge Mission Statement

Working together to prepare all students for their future in an emotionally safe, socially civil, and academically productive environment.

## **Guidelines for Success**

**Lakeridge Guidelines for Success** will enhance our strong community. Acting with PRIDE ensures success for today and the future. Lakeridge is the home of Hawk PRIDE. Our school's mascot represents our spirit and "can do" attitude.



## ***HAWK PRIDE***

**At Lakeridge, we recognize that certain character traits contribute significantly to student success. Students at Lakeridge receive positive recognition for exhibiting the character traits in Hawk PRIDE.**

Students will receive a PRIDE recognition certificate for demonstrating Hawk PRIDE characteristics. Once students earn a Pride Recognition Certificate in each of the five PRIDE characteristic areas, they will receive a Hawk PRIDE bracelet.

- Preparation:** Be prepared for class everyday. Bring materials and an open mind.
- Respect:** Be polite and courteous
- Integrity:** Do the right thing even when no one is watching.
- Determination:** Be relentless in your efforts for personal growth.
- Excellence:** Strive for excellence everyday.

**“Responsibility is the key to success.”**

### **Equal Opportunity**

The Sumner School District complies with all federal and state rules and regulations and does not discriminate on the basis of race, color, national origin, gender, or disability in education programs, services and activities. Inquiries regarding compliance and/or grievance procedures may be directed to the school district's Title IX/RCW 28A.640 officer and/or the, Section 504/ADA coordinator, in writing at 1202 Wood Avenue, Sumner, or by telephone (253) 891-6000.

# Lakeridge at a Glance

Hours:            School start time:            7:35  
                      School dismissal time:        2:20

                      Wednesday late start time:    9:05

Office Hours:        7:00 am – 3:30 pm

School Colors:      Royal Blue, Columbia Blue, and White

Mascot:              Hawk

## Lakeridge's FiSH! Philosophy

Lakeridge has adopted the FiSH! Philosophy to create a learning environment that is responsive to the unique needs of young adolescents. This philosophy helps students and teachers build effective relationships, establish individual accountability and provide an emotionally and physically safe atmosphere of engagement and fun. This philosophy is based on four components: **Be There, Choose Your Attitude, Make Their Day,** and **Play.**

- **Be There**— Be There is all about focus and respect. You physically show respect to someone else when you ignore distractions and give someone your full and undivided attention.
- **Choose Your Attitude**—We can't control what happens to us, but we do have a choice about how we respond. By accepting responsibility for the attitude we choose, we also empower ourselves to change it.
- **Make Their Day**—Too often we ask, "What have you done for me lately?" instead of "How can I make your day?" If we turn the focus around and do little things to make others feel good, we can have a powerful, positive impact on the people in our lives.
- **Play**—This does not mean goof off, but it does mean bring a light-hearted spirit to life. Think about how much little kids learn by exploring, experimenting, playing. Why shouldn't we all approach life with the same curiosity and interest? Besides, it is more fun!

## General Information

**ASB** - The Lakeridge ASB is the student government organization at LMS. The Student Council is composed of elected officers. They meet regularly to make decisions about student activities such as dances, clubs, assemblies and other facets of student life at Lakeridge.

### **2009-2010 ASB Officers**

- |                         |                         |
|-------------------------|-------------------------|
| • <b>President</b>      | <b>Sidney Roberts</b>   |
| • <b>Vice President</b> | <b>Annisha Bonville</b> |
| • <b>Treasurer</b>      | <b>Alex Denzinger</b>   |
| • <b>Secretary</b>      | <b>Amy Ramirez</b>      |

## **ASB Cards**

- Students are encouraged to buy a Lakeridge Associated Student Body (ASB) card as soon as possible. For a small fee this card has many discount benefits for a variety of school functions. Students who want to be involved in sports or clubs must purchase a card.
  - The cost is \$15.00.
  - An ID card, without ASB membership, is issued free of charge.
  - In order to replace an ASB card, students must pay \$2.00 in the main office.

## **COUNSELING OFFICE**

### **Counselors**

- Counselors are available to assist students with such issues as problem solving, making good choices, healthy relationships, academic planning, and conflict resolution. Stop by the Counseling Office before school or during lunch and fill out a request to meet with your counselor. If an emergency should develop, stop by during passing time or ask your teacher for a hall pass.

### **Scheduling a Parent/Teacher Conference**

- Anytime a parent/guardian would like to meet with all of their student's teachers, call 891-5111 to schedule an appointment. Conferences occur before and after school.
- If you wish to meet with an individual teacher, please call 891-5100 to either speak to or leave a message for that teacher.

### **Grades:**

At Lakeridge we use a "standard" grading system to compute grade point averages:

A = 4.0	A- = 3.7	B+ = 3.3
B = 3.0	B- = 2.7	C+ = 2.3
C = 2.0	C- = 1.7	D+ = 1.3
D = 1.0	F = 0.0	NC = 0.0

### **Progress Reports and Report Cards:**

- Students are graded on a semester system. Students will receive two progress reports during each semester.
- On-line progress reports: To access on-line progress reports, you need to know your student's 6-digit number, which is the district number located in the upper right hand corner of your student's class schedule.
  - Step 1: Type **www.sumner.wednet.edu**
  - Step 2: Click on "our schools" and select Lakeridge Middle School
  - Step 3: At the LMS website, click on "on-line student progress reports."
  - Step 4: Follow the directions at the top of the page

### **Visitors:**

- Parents or guardians are always welcome at Lakeridge. In the interest of student safety, please make sure to first check in at the Front Office and obtain a Visitor's Pass.
- If a parent/guardian would like to visit a classroom, please schedule a time with a building administrator in advance. We generally require 24 hour advance notice prior to parent visitation of classrooms. Student visitors are not permitted at any time during school hours. Former students who wish to visit staff are encouraged to do so after regular school hours and still must check in at the front office to obtain a Visitor's Pass.

## **General Expectations**

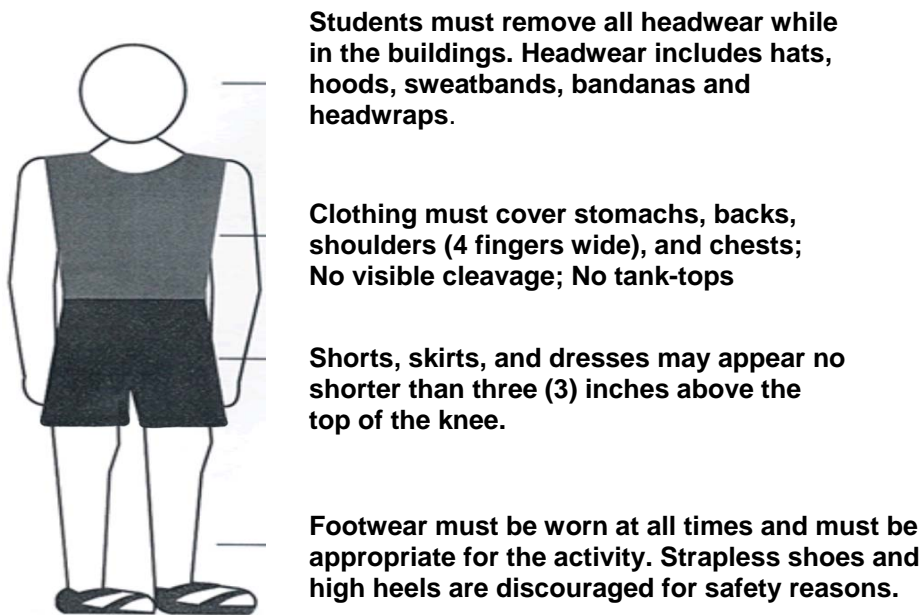
In accordance with Washington State Law, these rules, regulations and resulting discipline for Lakeridge Middle School have been developed and reviewed by administration, staff, and parents. It is the responsibility and duty of each student at Lakeridge to pursue his/her studies and comply with the written rules of Lakeridge Middle School and the Sumner School District.

### **Appearance/Dress Guidelines**

Styles and fashions are continually changing, and student attitudes and behaviors are influenced by both how much body is revealed and by printed statements and symbols found on clothing.

#### **Appropriate Attire:**

In order to facilitate learning for all students, we require that student dress and appearance follow health and safety standards and not cause disruption to the learning environment. Appropriate attire is expected at all times while on school grounds and at all school sponsored activities. Appropriate headwear may be worn for after school events.



All dress requirements must be met in all positions (sitting, standing, bending, reaching) while attending school.

- Undergarments must be covered.
- Holes, tears, mesh or other see through materials in garments may not be in areas that clothing is required to cover.
- Clothing that promotes drugs, alcohol, tobacco, weapons, violence, is sexually suggestive, displays inappropriate pictures or writing, or is worn in a manner identified as gang related is prohibited. Sleep/beach wear is not appropriate school dress.
- Jewelry that can pose a safety hazard is prohibited.
- Wearing of sunglasses is not permitted in the school building.

**Students who do not follow these guidelines will be asked to change their clothing, cover up, or go home if necessary. Further disciplinary action may follow for repeated offenses.**

## ***Attendance***

Consistent attendance is essential for academic progress and is of great importance for a student's academic and occupational success. Attendance will be taken daily and records kept in the office. Most classroom experiences cannot be duplicated on an individual basis; an absent student loses the experience of lecture, discussion and participation.

### **Arrival at School:**

- Classes are from 7:35 am to 2:20 pm. Please do not come before 7:10 am. If there are special circumstances that demand an earlier arrival, please remain in the foyer unless you have arranged to meet with a particular teacher before school. Lakeridge students are not permitted to drive to school.
- Bus drivers will review bus rules and regulations. All school rules apply while on the bus as well as at the bus stop while coming to and from school. Students who fail to follow the rules may be disciplined and/or excluded from riding the bus.

### **Departure from School:**

- Lakeridge is a closed campus. Students who leave school grounds without permission will be considered truant. Parents/guardians must sign a student out from school in the attendance office.
- The school day ends at 2:20 PM and all students are to be out of the building and off-campus at 2:35 PM unless under the direct supervision of a staff member. If a student attends an after school event, he/she must remain at the event and not wander around the campus.
- If students wish to ride another bus or get off at a different stop, their parent/guardian must provide a written note or telephone call to the attendance office before school or during lunch. Bus passes will only be issued between the beginning of school and the end of lunch.

**ABSENCES: Absence from school shall be classified as either an excused absence or an unexcused absence/truancy.**

### **Excused Absences:**

- An absence is granted for personal illness or injury, serious family illness, quarantine, death in the family, or absences which are due to extraordinary or unusual circumstances, after the parent/guardian provides notification of the dates and reasons for the missed days. Suspension from school is an excused absence. Court appearance, religious observance and school-related field trips are also excused absences. It shall be the responsibility of the parent and/or student to schedule medical, dental, or legal appointments during non-school hours whenever possible. However, if attending a medical appointment, bring verification from the medical provider. Excused absences shall not be permitted if deemed to cause a serious adverse effect upon the student's educational progress. (RCW 28A.225.010 (d))
- Certain educational experiences are unique and it may not be possible to replicate them. An alternative assignment of equal value may be provided if possible. Make-up work will be provided by the teacher for an excused absence at the request of the student or parent/guardian.
- Excused absences shall require notification from the parent or guardian by phone or written note within 48 hours of the student's return to school.
- If you are late to school or have been absent, please bring a note from your parent/guardian to the attendance office when you enter the building. All absences will be considered unexcused until excused by a parent/guardian. Please call the attendance office regarding any questions about absence.

### **Unexcused Absences (Truancy):**

- Students are expected to attend assemblies, class meetings, and all scheduled classes or events each day. A student whose absence is not excused shall experience the school consequences of his/her unexcused absence, and teachers are not obligated to provide make-up work. A student is considered truant who misses any or all of a school day without the school's permission and without the parent's prior knowledge.

### **Becca Bill:**

- After seven unexcused absences in one month or ten in one school year, we are required by the state to file a truancy petition with the Juvenile Court System. A pattern of truancy is considered a criminal offense by the courts and consequences can include time at Remann Hall, a fine of \$25.00 for each absence, and/or required community service for both the parent and student.

### **Tardies:**

- It is vital to a good education that students are in class on time. A student will be marked as tardy if he/she arrives at the workstation after class begins. Excessive tardiness will be cause for disciplinary action. Teacher will notify parents/students if additional tardy expectations are in place. Tardiness may negatively affect the student's grades.
- Tardies are tracked on a six week basis. Students who are consistently late will receive the following consequences:
  - First – Fifth tardy: warning issued
  - Sixth tardy: lunch detention
  - Tenth tardy: after school detention/parent contact
  - Fifteen or more tardies: Administrative consequences apply

### **Admit Slips:**

- If you are tardy or late to school at any time during the day, you must obtain an admit slip from the office prior to going to class.

### **Pre-arranged Absences:**

- In some cases, certain experiences may provide students with valuable educational exposure, which the school cannot duplicate and should not be denied the student. In all such cases, prior arrangements with the school, a minimum of 24 hours, are to be made for the length of the absence and the student is required to complete coursework for credit or grade.

### **Assignments and Make-up Work:**

- It is the responsibility of the parent and student to request make-up work from the teacher regarding assignments missed during an excused absence. Students who need assignments due to a short-term absence should contact the office, which will request work from the student's teachers. Assignments can be picked up 24 hours after the request. If a student becomes seriously ill or homebound, the school will assist the parent/guardian to arrange for home tutoring. If a student is confined to home or hospital for an extended period, whenever practical, the school will arrange for the student to complete assignments off campus upon request.

### **Excused Absence Pattern:**

- Doctor's notes may be required if a student does not attend school regularly. A parent conference with the student, counselor, and an administrator will be schedule to develop an Attendance Contract.

### **Late Arrival/Early Dismissal:**

- Because schools are held liable for student safety, any time a student arrives late to school or leaves early from school, he/she must check in and out through the office. Students may not leave campus without prior approval.

### **Late Arrival/Early Dismissal continued...**

- Arrangements for an early dismissal need to be taken care of before school. A note from a parent/guardian is required. Once the early dismissal has been arranged, you will be given a pass to get out of class and meet your parent in the front of the building. This helps us prevent classroom interruptions.

### **After School Activities Participation:**

- You must attend school all day, in order to attend or participate in an activity/event on that day. Time missed must be excused by an administrator. Pre-arranged medical appointments and family emergencies are the only exceptions. Participants in co-curricular activities need to review their Code of Conduct Training Rules.
- All school rules apply at after school or school-sponsored activities such as athletic events, dances, or concerts.

### **Assemblies:**

Courtesy, respect, appreciation and safety are expectations for all school assemblies. Being polite and showing appreciation in the appropriate manner sends a very positive message to the assembly performers. When attending school assemblies, all students are expected to:

- Leave backpacks and school supplies in the classroom (unless otherwise directed)
- Report directly to the assembly and sit in assigned areas with your classroom teacher
- Be attentive, courteous, respectful, and appreciative to the performers as well as peers
- Applaud at appropriate times

### **Athletics:**

Lakeridge's athletic department supports the overall Sumner School District program which strives to meet two objectives: student participation and quality athletic teams. Lakeridge competes in the Plateau League with Enumclaw, Orting, and White River schools. To participate in a sport, students must:

- Pay a \$15.00 athletic participation fee per sport. The fee will be waived or reduced for students who qualify for free and reduced-price lunch programs. Fees will be collected at the school during athletic clearance and registration.
- Earn a minimum grade point average of 2.0 the prior formal grading session to the season
- Maintain a minimum grade point average of 2.0 and no failing grades throughout the season
- Athletes maybe required to complete weekly tracking sheets
  - If you fail to turn in your weekly tracking sheet, you will not be able to participate in scheduled contest(s) for the following week
  - If athletes fall below a 2.0 grade point average, or one or more F's, they may participate in practices under the conditions of an academic waiver, but may not participate in contests
- Purchase an LMS A.S.B. card
- Have a completed Sumner School District Physical and Participation Form that require a doctor's signature, parent or guardian permission and an insurance waiver which is valid for 24 months
- Be in good standing regarding fees/fines and equipment
- Student athletes receiving levels will be disciplined as follows:
  - Level One = Warning/coach phones home
  - Level Two = Suspended from one contest/coach phones home
  - Level Three = Code of conduct review and possible dismissal from team

Student athletes receiving discipline referrals will be subject to administrative discipline which may lead to progressive discipline and/or removal from the team.

**Bicycles/Skateboards:**

- Students may ride bicycles to school and must lock them in the racks provided at the west end of the building. Do not bring skateboards to school.

**Cell Phones and other Electronic Devices:**

- Students may only use cell phones and other electronic devices before and after school. Students may not use cell phones, electronic communication and/or entertainment devices during the school day. Cell phones must be turned off and out of sight. Progressive discipline up to and including confiscation and/or suspension will apply.
- Electronic devices include, but are not limited to: iPods, MP3 players, palms, headphones, Bluetooth earpieces, etc. Calculators being used for anything other than calculation will be considered an electronic device. The school will not assume responsibility if electronic devices are damaged, lost or stolen at any time. The school will not be able to investigate damage, lost or stolen personal electronic devices.

**Clubs:**

- Students have a wide variety of ways to be involved in extra-curricular activities at Lakeridge. Students must purchase an ASB card to participate in club activities.

**Computers:**

- School computers are available for student use provided students have signed an "Acceptable Use Policy" on file in the main office. Students who fail to follow the Sumner School District's rules for Internet and E-mail may face disciplinary action.

**Emergency Drills:**

- Fire, earthquake, and security drills will be held throughout the school year. Teachers will explain the procedures for leaving the building in a safe and orderly fashion.
- When an alarm sounds, students should line up and follow the lead of their teacher.
- Exit quickly and quietly according to the plan posted in the room.
- Students must always be attentive and ready for any change of directions given by their teachers or other staff members.

**Food:**

- Consumption of all food and drink is limited to the cafeteria. Consumption of food or beverages is not permitted in gymnasium or hallways
- Some teachers may allow water in a clear plastic container in their classroom and a teacher may allow for a healthy snack. In such cases, students must transport allowed items to only that class and not have them visible outside the classroom, i.e. the hallway.

**Gym Guideline (P.E. Uniforms):**

- Student PE uniforms are available for purchase online for \$15 a set. This includes a T-shirt and shorts.



### Hawk Organizers:

- One of the most important skills students learn at Lakeridge is how to organize school materials. Middle school students must carry materials to and from school and from class to class, so organizational skills are needed. The Sumner School District supports homework as an extension of classroom learning. The purchase of a Hawk Organizer will assist in organizing and tracking assignments.
- The cost of a Hawk Organizer is \$5.00. All students are required to have a student planner in every class, every day. ***Please see the main office for student handbook information if another organizer will be used.***

### Health Room:

- Students who become ill during the school day must obtain a pass from their teacher to go to the health room, located in the front office. Students leaving school due to illness must be signed out through the health room.

### Honor Roll:

- Students who earn a grade point average of 3.5 or above qualify for the Honor Roll.

### Identification:

- To ensure campus safety, students are required to identify themselves correctly when asked to do so. District staff are identified by district issued identification badges.

### Language:

- Students are expected to use appropriate language at all times during the school day and at school-sponsored events. Inappropriate language will result in disciplinary action.

### Lockers:

- At the beginning of the school year each student may be assigned an individual locker in which to store his or her belongings. The following suggestions should help students prevent locker problems:
  - Do not tell anyone your combination
  - Do not change lockers
  - Do not store money or valuables in your locker. The school is not responsible for lost, stolen, or damaged goods belonging to students.
  - Please do not put pictures, stickers, or pennants on lockers. Writing on lockers is not permitted.
  - Students are responsible for the care of the locker assigned to them.
  - Do not share your locker with other students
  - Lockers are school property and may be inspected at anytime.
  - You are responsible for all belongings.

### Medication:

- Any and all medication, including prescription as well as “over-the-counter” drugs, must be kept in the Health Room in the front office. A “Physician’s Order for Medication at School” must be filled out and kept on file in the Health Room. Medication going home must be picked up by the parent or guardian in the front office.
- **Both prescription drugs and “over-the-counter” drugs are considered controlled substances.** Students possessing, using, or distributing these drugs are subject to disciplinary action.

### **Personal Property:**

- The school is not responsible for the damage or loss of any items of personal property at school. Do not leave personal items unsecured and please leave valuables and large amounts of cash at home. Electronic equipment such as pagers, personal stereos, CD/mp3 players, and electronic games are not permitted at school and may be confiscated.

### **Personal Protection Devices:**

- Sumner School District policy prohibits students under the age of 14 from possessing a personal protection spray device, including mace, pepper mace, or pepper gas while at school or at school sponsored activities. Students who are 14 through 17 years of age may possess a personal protection spray device only if they have written parental permission to do so on record with the Sumner School District. Students who unlawfully possess, discharge, or distribute a personal protection spray device will be subject to discipline.

### **Searches:**

- Locker searches and clean-outs will take place periodically during the school year. Students, lockers, and book bags may be searched by the principal or his/her designee if there is reason to believe that a search will yield evidence of the student's violation of the law or school rules.
- Strip searches are not carried out by any Sumner School District staff. The rights of individuals are conscientiously protected, and state laws regarding student searches are carefully observed.

### **School Dances:**

School dances are privileges earned through responsible behavior. All school rules apply during these and other after school events. In addition, students are held to the following expectations:

- Eligibility: Students must be in "good standing" at LMS to attend. Good standing includes, but is not limited to, such considerations as regular daily attendance, getting to classes on time, passing at least four classes, good conduct with few disciplinary concerns, and no outstanding fees or fines.
- Only LMS students are allowed to attend after school dances.
- Buy your ticket when they go on sale! Tickets are not on sale the day of the dance or at the door. Plan ahead.
- Moshing, head banging, slam dancing, dirty dancing, freak dancing, piggy-back riding and other unsafe behavior will result in time-out or removal from the dance. Additional consequences may also be given.

### **Telephones:**

- Classroom telephones are not for student use. Office telephones are available for student use by permission only.
- Cell phones are not to be used or be visible during school hours.

### **Technology:**

#### **Acceptable Use Policy:**

- ❖ To have access to the Internet, students, staff, and parents agree to follow the standards set in the Sumner School District's Acceptable Use Policy. It contains guidelines that must be followed. Copies are posted around the building and are available in the Front Office. Take time to review this information. If you have any questions, make certain you ask a staff member for clarification before you hit that "Return" button or give the mouse a click. A violation of the Acceptable Use Policy will result in progressive discipline.

## **Students Rights and Responsibilities**

**Lakeridge Middle School is committed to establishing an emotionally safe, socially civil, and academically productive learning environment. The Lakeridge Guidelines for Success “Hawk PRIDE” program is designed to promote safe and civil learning characteristics throughout the building**

### **Rights of Students:**

1. Receive a meaningful education, consistent with district and state goals that will be of value to them for the rest of their lives.
2. Expect the maintenance of high educational standards in the district.
3. Physical safety, safe building, sanitary facilities and protection of personal property.
4. Consult with teachers, counselors, administrators and other school personnel.
5. Free election of their peers in student government. All students have the right to seek and hold office subject to the provisions of ASB constitutions.
6. Representation on advisory committees (ASB rep assembly) affecting students and student rights.
7. Review (with authorized person) their own cumulative academic folder at reasonable times during school hours.
8. Be involved in school activities provided they meet the reasonable qualifications of the sponsoring organizations.
9. A relevant education consistent with the stated district goals.
10. Know the requirements of the course of study and to know on what basis the grade will be determined.
11. Be free from unlawful interference in pursuit of an education while in the custody of the Sumner School District.

### **Student Responsibilities:**

1. Pursue their course of studies.
2. Attend school daily and to be on time to all classes.
3. Be aware of all rules governing student behavior and conduct themselves accordingly.
4. Express their opinion and ideas in a respectful manner so as not to libel or slander others.
5. Dress in a manner appropriate for the school setting.
6. Conduct themselves in a manner that will not disrupt their education or the education of others around them.
7. Respect the rights of others and exercise self-discipline in observing and adhering to established rules and regulations.
8. Follow established procedures in seeking changes in those policies, rules or regulations which affect them and with which they disagree.
9. Identify themselves upon request to any school district personnel or authorities in the school building, on school grounds, at school-sponsored events or on school buses.
10. Comply with reasonable requests of school employees in the performance of their duties.

### **Student Management:**

**At Lakeridge Middle School, we believe the most appropriate student management approach is to be proactive to help our students understand that all choices result in natural and logical consequences. Our goals are to enable students to take responsibility for their actions, increase their capacity for making choices and to keep them connected and contributing members to our school community. The above goals will establish a positive, safe, and caring environment for all.**

## **Lakeridge Progressive Discipline System:**

At Lakeridge, we practice **progressive discipline**, which means that students receive increasingly severe consequences for repeated misbehaviors. The purpose of progressive discipline is for students to learn self-management strategies and behaviors. All staff at Lakeridge implement and support a building – wide student discipline program in order to maintain a consistent and equitable approach toward student behaviors and associated consequences.

### **Step 1: Teacher Interventions**

- Reviews class expectations – identifies inappropriate behavior(s)
- Conferences with student – issues verbal warning
- Redirects behavior – removes student from seat, activity or class for a “time out”
- Contacts parent(s) / guardian(s) by phone, mail or e-mail
- Contacts guidance office for additional information
- Assigns after school or before school detention
- Issues a step 1 discipline referral to office for step 2 interventions (if above interventions are unsuccessful)

### **Step 2: Counselor or Campus Security Officer Interventions**

- Meeting with the counselor to problem solve
- Conference with student to create a plan for success
- Contact parent(s) / guardian(s) by phone, mail or e-mail
- Assigns lunch detention or administrative after school detention
- Issues a step 2 referral to assistant principal for a step 3 intervention (if above interventions are unsuccessful)

### **Step 3: Administrator Interventions**

- Student Conference
  - Assigns in-school suspension (up to 3 days out of class where misbehavior occurs)
  - Conducts a step 3 readmit conference with student, parent, teacher prior to return to class
  - Implements a behavior plan for student, including natural consequences for continuing misbehavior (i.e. short – term suspension, long – term suspension, emergency expulsion)
- **Multiple Level Three’s:** Should a student not follow the readmit plan, or become involved in other conduct situations, he or she will be suspended until a plan for success can be developed by the parent and student, and is approved by the teacher(s) and the administrator.
- **Continued Concerns:** Repeated level three situations will result in progressively longer out-of-school suspension.

## **Progressive Disciplinary Consequences:**

Students are responsible for their behavior on school premises or off school premises at any school-sponsored activity. This includes in route to and from school, as well as while students are or should be in attendance during the school day. In the event a student commits a violation of exceptional misconduct, consequences listed in the following will be assigned.

- **Detention:**
  - **After school detention** can be assigned by a staff member or administrator. The student will be advised of the after school detention at least 24 hours in advance. It is the student's responsibility to inform parents, have the detention slip signed, and returned to the appropriate teacher. Failure to return a detention slip or to serve an assigned detention may result in additional detentions, or suspension.
  - **Lunch detention** is assigned for attendance issues (tardies, unexcused absences), hallway infractions, or by an administrator for a rule violation. Students are responsible for attending lunch detention when it is assigned. Failure to serve lunch detention will result in additional detentions or suspension.
- **Work Detail:** student is assigned to assist with custodial chores during one or more class periods, after school, or on a non-school day.
- **In school suspension:** student is removed from class and assigned to the In School Suspension room for one or more periods of the school day.
- **Short-term suspension:** student is suspended from all classes, school, and district activities for up to 10 days.
- **Long-term suspension:** student is suspended from all classes, school, and district activities for up to 90 days.
- **Emergency Expulsion:** student is suspended from all classes, school, and district activities until a decision is made regarding a suspension or expulsion.
- **Expulsion:** student is suspended from all classes and school and district activities for an indefinite period

## **Exceptional Misconduct:**

Exceptional misconduct is very serious. Within the Sumner School District Student Discipline Policies and Regulations Manual, "exceptional misconduct" includes, but is not limited to, the following: weapons violations, possession of drugs/alcohol or drug paraphernalia, being under the influence of drugs or alcohol, fighting, harassment/intimidation/bullying, extortion, gang activities, refusing to comply with a reasonable request, interference by force or violence with any school employee, use or possession of tobacco, possession of fire starters/explosive devices, disrupting the educational process or violation of Title 9 or 9A of the Revised Code Of Washington.

Our District's 'Student Discipline Policies and Procedures' can be obtained on the Sumner SD website ([www.sumner.wednet.edu](http://www.sumner.wednet.edu)), or in our school's front office. A summary of these policies was mailed to homes this fall in the Sumner SD 2009-10 calendar

## **Gun Free Schools Act**

### **Gun Free Schools Policy:**

- Firearms/weapons, explosives, or items that could be used as weapons, are not allowed in school, at school-sponsored activities, on school grounds, facilities, or school provided transportation. This includes knives of any kind, guns of any type, or simulated guns, numchucks and brass or metal wrist/arm covers.

### **Gun Free Schools Policy continued...**

- Demonstration speeches in classes cannot include showing any of the above and use of any weapon in a school play (i.e. drama) must be cleared with the principal. Students may not possess mace or pepper spray products unless they have previously submitted the completed Personal Protection Spray form to their counselor. Those students who unlawfully possess or discharge a personal protection device will be subject to discipline for weapons.

### **Gun Free Schools Notification:**

- In the event a student brings a firearm to school (anywhere on school grounds, school provided transportation or at any school event) a one year mandatory expulsion will be imposed. Expulsions may be modified on a case-by-case basis by the Superintendent. Law enforcement and parents will be notified when any firearm incident occurs.

**FIREARMS AND WEAPONS ANONYMOUS CALLER HOTLINE 1-800-862-4867**

### **Safe & Drug Free Schools:**

- The unlawful possession, use or distribution of illicit drugs and alcohol by students on school grounds and school transportation, or as part of any school activities - including field trips - is prohibited.
- Disciplinary sanctions which will be imposed (details about discipline are in the Sumner School District Student Discipline Policies and Regulations handbook available from the Superintendent's Office).
- Counseling is available through our District's Student Assistance Program. Please contact your guidance counselor for assistance.
- Compliance with these standards of conduct is mandatory.

### **Tobacco:**

- By order of RCW 70.155.080, use and/or possession of tobacco in any form is not permitted on school campus or school property, including the bus loading zone. Tobacco paraphernalia will not be allowed. Disciplinary sanctions will be imposed on students who use, possess, transmit or sell tobacco products (any form) or tobacco paraphernalia (including lighters).

### **Tobacco Free School Policy:**

- Use of tobacco is prohibited on school grounds.
- Disciplinary sanctions will be imposed on students who use and/or possess tobacco on school grounds or at school events.

### **Discipline Expectations:**

#### **Arson:**

- Starting or setting fires or explosive devices will result in disciplinary action and notification to appropriate law enforcement agencies.

#### **Assault/Causing Injury:**

- Using physical violence has no place in student life at Lakeridge. Threatened or attempted use of force or violence upon another person. Law enforcement agencies will be contacted regarding assaults or serious threats by students.

#### **Criminal Acts as Defined by Law:**

- Any criminal acts will be reported to appropriate law enforcement agencies.

### **Dangerous Behavior (Safety Violation):**

- Anything that is disruptive in nature, obscene, considered a health hazard, safety problem, or that interferes with the learning environment is not allowed (*administrators will make final determination*).
- Clothing choices, accessories, backpack messages, etc. that communicate a message referring to hate groups, racial concerns, gang membership, anarchy or harassment are not allowed.
- Studded/spiked items (i.e. collars, gloves, wrist bands, etc.) are not allowed.
- Paintballs and/or paintball guns are not allowed on campus.
- Laser pens are not allowed on campus.
- Horseplay/Games where students inflict physical pain on another person or themselves.

### **Dangerous weapons:**

- Students will not carry onto or possess on school premises, school-provided transportation, or at school sponsored activities any firearm, nun-chu-ka sticks, throwing stars, air gun of any type, or any other object used as a weapon or defined by law. Students will also not display firearm look-alikes.
- It is prohibited for any person to carry onto school premises, school transportation, or areas or facilities being used for school purposes, any firearms or dangerous weapons as defined in RCW 9.41.250 and REC 9.41.280.

### **Defiance/Disrespectful Behavior:**

- Willful refusal of direction and disrespectful behavior directed toward a staff member. Students must obey the lawful instructions of school personnel.

### **Disruptive Behavior:**

- Behavior that obstructs/interferes with the educational process. Students are expected to follow all classroom rules and procedures.

### **Fighting:**

- An exchange of blows (hitting, slapping, pushing, or shoving), or the act of quarrelling involving bodily contact. Fighting is prohibited and serious fights could result in arrests. Students who instigate fights, but are not actively involved (carry rumors, put others up to fighting, and carry information back and forth between individuals who subsequently fight) will also face disciplinary action.

### **Gang Activity:**

- Students will not engage in gang activity on school grounds. Exhibiting any behaviors, clothing, bandanas, writing, or symbols related to gang/hate group activity or involvement (including "Wanna Be" actions). Such examples could be student behavior, clothing, jewelry, color blocking), accessories, notebooks with graffiti/drawings/tags, signing, symbolism representing the gang affiliation will not be tolerated on school grounds or school sponsored events.

### **Hazing:**

- Any activity expected of someone joining a group that humiliates, degrades, abuses or endangers regardless of the person's willingness will not be tolerated.
- Hazing can also take the form of "toughness" games/activities where students intentionally inflict physical pain or discomfort to each other.

**Harassment, Intimidation, and Bullying (HIB):** Lakeridge Middle School is committed to providing a safe and civil learning environment that is free from harassment, intimidation, and bullying (HIB). All students learn how to report and identify harassment/bullying through classroom presentations. These training sessions occur twice a year, once in the fall and again in the spring. Posters are also displayed throughout the building to serve as reminders for a bully-free environment. Forms to report harassment can be found in the counseling and main offices.

- In accordance with state law (RCW #28A.320.128 & WAC #180-40) our school does not tolerate student harassment in any verbal, nonverbal, written, electronic or graphic form. Examples include name-calling, threats, hazing and initiations, obscene gestures, racial, ethnic, religious, or cultural slurs, degrading sexual remarks, or third party harassment. Any incident of harassment is taken seriously and a written report should be filed immediately with an administrator. Retaliation for reporting will not be tolerated.
- Students may use informal procedures to report and resolve complaints of harassment, intimidation or bullying. Complaints must be appropriately investigated and handled consistent with due process requirements. Informal reports may be made, orally or in writing, to any staff member, although staff shall always inform complainants of their right to, and the process for, filing a formal complaint.
- Students may initiate a formal complaint of harassment, intimidation or bullying, even if the informal complaint process is being utilized. All formal complaints shall be in writing. The formal complaint process is detailed in the Sumner School District Student Discipline Policies and Regulations handbook available from the Superintendent's office.

**Inappropriate Student Writing/Expression:**

- Possession of inappropriate writings and/or note writing that contains references to sex, violence, drugs, gang affiliation or drawings or pictures that are disruptive to the learning environment is prohibited on campus.
- Progressive disciplinary consequences will apply.

**Plagiarism/Cheating:**

- To plagiarize is to copy and use the ideas or writings of another as one's own. Cheating on tests, copying homework from other students deprives students an opportunity to learn. Cheating may also include stealing work from other students and submitting that work as your own. Students caught plagiarizing and/or cheating will be subject to administrative consequences and a loss of credit on the assignment.

**Public Display of Affection (PDA):**

- PDA of an intimate nature is inappropriate at school and will result in school discipline. A few examples of PDA are, but are not limited to: kissing and intimate hugging.

**Safe & Drug Free Schools:**

- The unlawful possession, use or distribution of illicit drugs and alcohol by students on school grounds and school transportation, or as part of any school activities - including field trips - is prohibited.
- Disciplinary sanctions which will be imposed (details about discipline are in the Sumner School District Student Discipline Policies and Regulations handbook available from the Superintendent's Office).
- Counseling is available through our District's Student Assistance Program. Please contact your guidance counselor for assistance.
- Compliance with these standards of conduct is mandatory.

### **Substance Possession/Use/Trafficking**

- Students will not possess, use, transmit, or be under the influence of alcohol, drugs, controlled substances of any kind (other than those obtained and properly used pursuant to a valid prescription); or those purported to be the same including but not limited to imitation controlled substances and/or related drug paraphernalia on schools grounds, at school sponsored activities (including field trips), either on or off school grounds, in route to and from school, as well as while students are or should be in attendance during the school day. Compliance with these standards of conduct is mandatory, violation will result in suspension with notification of parents and law enforcement as well as a drug screening for re-admittance. Counseling is available in our District's Student Assistance Program.

### **Tardiness:**

- Tardy to class or school without an excuse will result in a Lunch Detention. Persistent tardiness may result in additional disciplinary action.
  - First – Fifth tardy: warning issued
  - Sixth tardy: lunch detention
  - Tenth tardy: after school detention/parent contact
  - Fifteen or more tardies: Administrative consequences apply

### **Trespass:**

- Students are not to be on School District property unless they are participating in a supervised activity. Students violating this expectation would be considered guilty of trespassing and would be subject to disciplinary consequences.

### **Truancy:**

- Any student who has an unexcused absence for all or any part of the school day will be considered truant and subject to school discipline. State law requires that an attendance petition be filed with the Prosecutor's Office if a student is chronically truant from school.

### **Theft/Stealing:**

- Unauthorized taking of property from another person, or receiving and/or possessing such property. If you find something, bring it immediately to an adult in the Front Office.

### **Threats:**

- Threats of violence or destruction, whether verbal, nonverbal, in writing, electronic or graphic, are not allowed and may result in expulsion

### **Vandalism:**

- Defacing, misusing, damaging, or destroying school property or property belonging to a staff member, student, school employee or contractor is prohibited and will result in school discipline. In addition, students will be held financially responsible for any damages.

### **CONSEQUENCES:**

- Consequences assigned to inappropriate behavior will be based on the nature and seriousness of the inappropriate behavior as well as the number of previous misbehaviors made by the student. Students who transfer from another district/building will continue their progressive consequence steps.
- A suspension of any type will cancel participation in after school events on that day. Athletes and extra-curricular participants who are suspended will need to meet their specified eligibility and training requirements prior to their return.

*Our District's "Student Discipline Policies and Procedures" can be obtained on the Sumner SD website ([www.sumner.wednet.edu](http://www.sumner.wednet.edu)), or in our school's front office. A summary of these policies was mailed to homes this fall in the Sumner SD 2009-10 calendar.*