



STERLING MIDDLE SCHOOL STUDENT HANDBOOK

1177 Pawnee Avenue
Sterling, CO 80751
Telephone: 970-522-1041 Fax: 970-522-0209

Mr. Robert Hall - Principal

Mr. Mike Holloway – Dean of Students

Ms. Wendy Lozier – Student Services Coordinator

Mr. Doug Holloway - Athletic Director

The purpose of this handbook is to provide information regarding Sterling Middle School, as well as our school's rules and procedures. RE-1 Valley School District policies and regulations (including but not limited to those in the District's Student Rights & Code of Conduct booklet) also apply at SMS and are controlling over our rules and procedures if there is any inconsistency or conflict. Although this handbook may reference certain District policies and regulations, the actual language of the referenced policies and regulations is controlling over the language in this handbook.

Sterling Middle School

ROBERT HALL, PRINCIPAL
MIKE HOLLOWAY, DEAN OF STUDENTS

1177 PAWNEE AVENUE
STERLING, COLORADO 80751
(970) 522-1041

Dear Students and Parents,

Welcome to the 2018 – 2019 school year! I would like to welcome back our returning 7th and 8th grade students, and our new 6th grade students, as well as, all other new students to Sterling Middle School. Each year, we strive to improve our ever changing program and build off our successes. As in the past, our goal is to exceed our previous years' accomplishments in all academic subjects. This goal can be achieved with your continued support. We value your input and look forward to a quality home/school relationship.

Our goal is for all students to achieve academic success. This is only possible if students and parents share the responsibility for student achievement with us. I encourage students to be prepared for class each day, participate, become involved in our school, stay organized and give their best. At Sterling Middle School, interacting in a respectful manner is an expectation of everyone. I ask students treat everyone as they would like to be treated, respecting others and their belongings. At the beginning of the school year, staff will review with students what is expected from them in terms of behavior. The Sterling Middle School "Code of Conduct", as well as, many other items relating to SMS can be found on our schools website <http://www.re1valleyschools.org/sms> or on our Facebook Page. With everyone's support and compliance, our students and teachers will be able to work in an environment that encourages learning and academic growth.

All students at SMS will have the following academic classes: Math, Language Arts, Science and Social Studies. Students will also have a variety of electives to choose from: Technology Education, Computer Applications, Physical Education, Choir, Music, Band, Art, and World Language.

Students also have a wide range of extra-curricular activities. 7th and 8th Grade students may participate in: Jazz Band, Jazz Choir, Cross Country, Football, Volleyball, Basketball, Wrestling and Track. 6th Grade students may participate in Children's Chorale, Jazz Band and Cross Country. We encourage all students to participate in as many of these as they can. We find that when students are participating in an extra-curricular activity, they tend to do better in school.

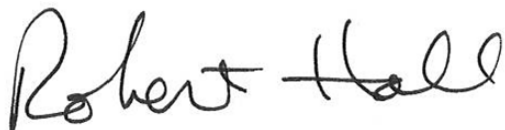
It is important that parents stay involved with their child's education. I encourage you to establish early positive communication with your child's teachers. I also encourage parents to log onto the Parent Portal in Infinite Campus to review your child's academic progress. There is a link on our web site. Please feel free to contact the school at any time should you have any questions or concerns.

If your child is absent, please call the school at (970)522-1041. If we do not receive a phone call, a School Messenger call will contact you approximately 10:30AM and 2:15PM. For security reasons all doors are locked during the school day. Parents/visitors will need to buzz the office and let the office staff know their name, reason for the visit and their destination. A parent/guardian must sign the student out of school when leaving for an appointment or illness.

Breakfast is served each morning beginning at 7:30AM. The first bell rings at 7:45AM and all students are to be in their first class at 7:50AM. Our school day ends at 3:45PM. The East parking lot is reserved for teacher parking and bus drop off/pick up. Parents dropping off/picking up students are to use the front parking lot. Please follow the designated drop off/pick up procedures to ensure student safety.

We are looking forward to a wonderful year at Sterling Middle School!!

Sincerely,



Robert Hall, Principal

THE SCHOOL DAY

Sterling Middle School will be in session from 7:45AM to 3:45PM. The building will be open at 7:30AM for all students. All students must be out of the building by 4:00PM unless they are involved in after-school activities under a teacher or coach's supervision.

ATTENDANCE REGULATIONS

Absence: Regular attendance is the responsibility of every parent/guardian who has a student attending Sterling Middle School. Parent/guardian should call the office as early as possible to report a student absent on all days the student will not be in attendance. If there is an absence with consecutive days, please call *each* day to excuse your student.

Appointment/Illness: Parent/guardian is reminded to call the school ahead of time to check a student out for appointments. We encourage you to make appointments on Mondays to lessen the amount of class time missed. Parent/guardian must also come into the school to sign their student out. Students are not permitted to leave the school grounds at any time during the school day without permission from the office or nurse. If you must leave the building because of illness or any other emergency, you must check out at the office or nurse. Failure to follow the proper procedure will be considered an unexcused absence.

Truancy: Truancy is an absence without the knowledge and consent of the student's parent/guardian or the school administration. Students truant from school will be assigned makeup time to detention equal to the amount of time missed. Approval by parent/guardian does not necessarily constitute an excused absence. SMS will enforce Compulsory School Attendance Laws in compliance with Colorado Revised Status 22-33-104. Attendance letters will be sent out at intervals. The attendance officer may initiate truancy court proceedings after 20 days.

Tardy: Students who arrive late to school are to report to the office for a tardy slip before reporting to class. If a student is late to class unexcused, he/she will be given a tardy slip by the teacher.

Pre-excused Absence: When a student is going to be absent for reasons other than illness, parent/guardian is expected to notify the office either by sending a written note to the office or calling the office to notify them of the day(s) the student will be gone. A homework assignment sheet will then be given to the student to take around to collect his/her assignments before they are scheduled to be gone.

Participation in extracurricular school activities is not allowed on day of absence unless approved by administration.

STUDENT HOMEWORK POLICY

Students will be allowed to make up missed assignments or tests. Parents should call the front office or email teachers directly to request homework for students. Regardless of the number of days of absence, students will have two school days to make up homework.

Tutoring is available before and after school, three days a week, (Tue-Thurs).

HALL PASSES

Students are not allowed out of classrooms during the first and last 10 minutes of each class period. No student will be in the hall during regular class time without a hall pass issued by the teacher in charge of the student during that time. This will include trips to the restroom, library, nurse, and/or office, as well as to any place other than the room to which the student has been assigned.

TRANSPORTATION

RE-1 Valley provides busing to and from schools. To make arrangements and/or to get more information on routes, please call the Bus Barn at (970) 522-3027.

To keep our buses running on schedule and to prevent accident or injury to riders or others, it is necessary for us to have rules governing use of the buses. Parents and students should understand and abide by the following rules:

1. Observe same conduct as in the classroom.
2. Be courteous.
3. Use no profane language.
4. Do not eat or drink on the bus.
5. Keep the bus clean.
6. Cooperate with the driver.
7. Do not smoke.
8. Do not be destructive.
9. Stay in your seat.
10. Keep head, hands, and feet inside the bus.

The following will be the disciplinary action policy for students who receive bus referrals:

1st Offense — Administrative warning

2nd Offense — Two (2) week bus suspension

3rd Offense — Two (2) weeks or more bus suspension.

If you miss the bus (it leaves without you after school), report immediately to the middle school office and/or inform the principal or assistant principal.

SCHOOL FACILITIES

A student body is judged by the way school property is kept. We should be proud of our building, grounds, and equipment. Let us all cooperate to keep it that way. Let us not litter, deface, damage, or destroy.

The throwing of rocks, snowballs, or balls of any kind is not permitted anywhere in the vicinity of the buildings where damage to school property or personal injury could result.

STUDENT COUNCIL

The Sterling Middle School Student Council is the guiding force of the self-government practiced at the school. The group is made up of elected representatives from each grade (6th, 7th, and 8th). The Student Council is the student's voice on student affairs and can be effective only if the student makes opinions known through elected representatives.

GUIDANCE AND COUNSELING

In an effort to have every student feel that his/her education is our prime concern, it is our endeavor to keep the counselor's office doors open to student at all times so that little problems may be handled before they become big ones. Parents are encouraged to call upon the principal/assistant principal or counselor at any time if there is some concern or question regarding school policy or your child's welfare. Call (970)522-1041 for an appointment.

GRADING PROCEDURES

Grading procedures are designated to be simple and fair to all students. This is done so that both student and parent will understand what the grade means as compared with other students of similar ability. Grades are recorded and report cards are distributed at the end of each quarter (nine weeks). The semester grades are recorded permanently in the student's personal file. Each semester is 18 weeks. Grades issued at Sterling Middle School are:

| | | | |
|----|-------------|----|------------|
| A | 92.5 to 100 | A- | 89.5 to 92 |
| B+ | 86.5 to 89 | B | 82.5 to 86 |
| B- | 79.5 to 82 | C+ | 76.5 to 79 |
| C | 72.5 to 76 | C- | 69.5 to 72 |
| D+ | 66.5 to 68 | D | 62.5 to 66 |
| D- | 59.5 to 62 | F | Below 59.5 |

Teachers are to inform you by progress reports about a student's impending failure. Progress reports are to be sent during the fifth week of each quarter to all students who are doing poor or failing work in a class or classes.

Parents are strongly encouraged to access their student's grades, assignments, attendance and teacher's comments via the district's Parent Portal. Access is simple and results are timely. Visit the Sterling Middle School's website for instructions or contact the school office for assistance.

PROMOTION POINT SYSTEM

Points must be earned toward promotion to the next grade.

PARENT CONFERENCES

Parents are welcome and encouraged to come to school to talk with teachers. Appointments must be made to coincide with the teachers' schedule. This should be done through the office or e-mail. Call (970)522-1041 or e-mail a teacher to set up a conference.

STUDENT FEES

A registration fee of \$25.00 is required for all students at Sterling Middle School. Additional fees may be added to cover costs for certain activities at registration and/or during the school year.

CAFETERIA INFORMATION

Breakfast: Breakfast will be offered at Sterling Middle School between 7:30AM. and 7:45AM. Free and reduced prices will be in effect, and good behavior at breakfast is expected with consequences being a loss of the privilege. It is not a required program.

Lunch: The Sterling Middle School campus will be "closed" during the lunch hour. Students will be expected to eat lunch in the Sterling Middle School cafeteria. They may participate in the hot lunch program or bring a sack lunch. Milk or juice may be purchased in the lunch line for those students bringing sack lunches. **Students may leave campus only with a parent or pre-approved adult and must return within their allotted lunch time. Returning late constitutes an unexcused tardy and detention assigned.**

After finishing lunch, students may go outside to a designated area during warm weather or to the gymnasium for lunchtime activities during inclement weather. All students must return to class when the bell rings.

REMEMBER: Students are not permitted to leave the campus without parent during lunch period. Parent must sign their student in/out in the office.

Students may pay for their lunch in the lunch line. No more than five (5) lunches may be charged by students. Alternate lunches may be served if this occurs.

SAFETY, FIRE & SEVERE WEATHER

DRILLS

Fire and tornado drills are arranged to help prevent injuries and deaths in the case of an emergency. Students should learn the safety drill procedures and instructions of each of their classes. Each teacher will have a posted exit procedure on the bulletin board or wall in the classroom and will give specific instructions for rapid, safe, primary, and secondary exits when the alarm is given.

CODE OF CONDUCT

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

1. Causing or attempting to cause damage to school property or stealing or attempting to steal school property of value.
2. Causing or attempting to cause damage to private property or stealing or attempting to steal private property.
3. Causing or attempting to cause physical injury to another person except in self-defense.
4. Violation of criminal law that has an immediate effect on the school or on the general safety or welfare of students or staff.
5. Violation of district or building regulations.
6. Violation of the district's policy on dangerous weapons in the schools. Expulsion will be mandatory for carrying, bringing, using or possessing a dangerous weapon without the authorization of the school district, according to state law, and infractions will be reported to law enforcement authorities.
7. Violation of the district's alcohol use/drug abuse policy. Expulsion will be mandatory for sale and/or distribution of drugs or controlled substances, according to state law, and infractions will be reported to law enforcement authorities.
8. Violation of the district's smoking and use of tobacco policy.
9. Throwing objects without specific approval by the school that can cause bodily injury or damage property.
10. Directing profanity, vulgar language or obscene gestures toward other students, school personnel or visitors to the school.
11. Engaging in verbal abuse, i.e., name calling, ethnic, racial or gender slurs, or derogatory statements addressed publicly that precipitate disruption of the school program or incite violence.
12. Committing extortion, coercion or blackmail, i.e., obtaining money or other objects of value from an unwilling person or forcing an individual to act through the use of force or threat of force.
13. Lying or giving false information, either verbally or in writing, to a school employee.
14. Scholastic dishonesty which includes, but is not limited to, cheating on a test, stealing a test, plagiarism, unauthorized collaboration with another person in preparing school work, or unauthorized access or modification of any school records. These are considered serious offenses and should be referred to school administration.
15. Continued willful disobedience or open and persistent defiance of proper authority.
16. Any sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature.
17. Behavior on or off school property that is detrimental to the welfare, safety or morals of other students or school personnel.
18. Repeated interference with the school's ability to provide educational opportunities to other students.
19. Gang-related behavior that includes gang-identifiable dress, symbols and/or paraphernalia.
20. Engaging in "hazing" activities, i.e., forcing prolonged physical activity, forcing excessive consumption of any substance, forcing prolonged deprivation of sleep, food, or drink, or any other behavior which recklessly endangers the health or safety of an individual for purposes of initiation into any student group.
21. Engaging in bullying activities, defined as any verbal or written expression, physical act or gesture that is intended to cause distress upon one or more students in the school environment. Anti-bullying discussions include all students. Copies of Code of Conduct are given to each student annually.
22. Safe2tell.org or 1-877-542-SAFE

CONSEQUENCES

Students who have violations against the code of conduct face the range of consequences (minimum to maximum) listed below.

- A. **INFORMAL TALK**—A school official (teacher, administrator, or counselor) will talk to the student and try to reach an agreement regarding how the student should behave.
- B. **CONFERENCE**—A formal conference is held between the student and one or more school officials. During this conference, the student must agree to correct his/her behavior.
- C. **PARENT INVOLVEMENT**—Parents are notified by telephone, personal contact or letter. A conference may be conducted among the student, his/her parent(s), appropriate school personnel, and any other individuals concerned.
- D. **DETENTION**—Detention is 4:00 to 5:00 PM Tuesday thru Thursday for disciplinary purposes. The students assigned detention will be given twenty-four (24) hours' notice to provide their own transportation. Failure to attend detention sessions as scheduled will result in additional time. Pupils are required to bring study materials with which to work quietly when assigned detention.*Two(2) morning detentions can be scheduled in place of one (1) afternoon detention.

- E. **IN-SCHOOL SUSPENSION**—A student placed on in-school suspension will be removed from his/her normal classes to a semi-isolation area for the purpose of modifying his/her behavior. Regular classroom assignments will be given to the student to work on. Credit will be given for all assignments completed and returned to the teacher during in-school suspension. Any student assigned in-school suspension will not be counted absent from school. Students assigned to in-school suspension will leave their cellphones with the principal, to be returned to the student at the end of the day.
- F. **SUSPENSION (UP TO 10 SCHOOL DAYS)**—The student is informed that he/she is subject to a suspension. During an out of school suspension, a student is not to be on any school grounds in the district. A student who is suspended from school (out-of-school) may receive reduced credit for missed work.
- G. **EXPULSION**—The Board of Education authorizes the expulsion of students. The student is informed that he/she is subject to expulsion. The student is afforded the appropriate due process procedure. Following this procedure, and after appropriate review, if the Superintendent of Schools determines that the expulsion is appropriate, he/she will make that recommendation to the Board of Education with whom the authority for expulsion rests. An expulsion from school may be appealed to the Board of Education through the Superintendent of Schools.

GENERAL SCHOOL RULES

1. The Board of Education recognizes that cell phones and pagers can play a vital communication role during emergency situations. However, the ordinary use of cell phones and pagers in school situations can be disruptive to the educational environment and is not acceptable. For purposes of this policy, “electronic communication devices” include cell phones, beepers, pagers, walkie-talkies and any other telecommunication device that emits an audible signal, vibrates, displays a message or otherwise summons or delivers a communication to the possessor.
Students may carry cell phones and pagers but these devices must be turned off and put away during instructional time inside school buildings, on school buses, at school-sponsored activities and on field trips. In these locations, cell phones and pagers may be used only during emergencies. For purposes of this policy, “emergency” shall mean an actual or imminent threat to public health or safety, which may result in loss of life, injury or property damage.
Electronic communication devices with cameras are prohibited in locker rooms, bathrooms, buses, hallways or other locations where such operations may violate the privacy rights of another person.
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 will result in disciplinary measures and confiscation of the cell phone or electronic communication device. Confiscated cell phones and electronic communication devices shall be returned to the student only after a conference with the parent/guardian, student and school personnel. The building principal or designee may also refer the matter to law enforcement, as appropriate.
Individual schools may determine in conjunction with Building Accountability Committees, that students may not carry cell phones or electronic communication devices inside school buildings, on school buses, at school-sponsored activities or on field trips.
The district shall not be responsible for loss, theft, or destruction of electronic communication devices brought onto school property
2. **Backpacks:** Students will not be allowed to carry full-sized back packs from class to class. They must be stored in your locker.
3. **Buying or Selling:** No items are to be bought or sold without the consent and approval of the principal's office.
4. **Telephone Calls:** The telephone in the office is for emergency use only. Students may use this phone only after obtaining administrative permission. Use of cell phones during school hours, in or out of the building, is prohibited. This includes taking pictures or texting. Phone calls for illness are to be made through the nurse or office; personally calling or texting via cell phone to parents is not allowed.
5. **Remaining on School Grounds:** Once you arrive at school, you are to remain until you leave for home.

STUDENT DRESS CODE GUIDELINES

A safe and disciplined learning environment is essential to a quality educational program. District-wide standards on student attire are intended to help students concentrate on schoolwork, reduce discipline problems, and improve school order and safety. The Board recognizes that students have a right to express themselves

through dress and personal appearance; however, students shall not wear apparel that is deemed disruptive or potentially disruptive to the classroom environment or to the maintenance of a safe and orderly school. 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. In this case, there shall be no further penalty.

If the student cannot promptly obtain appropriate clothing, on the first offense, the student shall be given a written warning and an administrator shall notify the student's parents/ guardians. On the second offense, the student shall remain in the administrative office for the day and do schoolwork and a conference with parents/guardians shall be held. Classes missed as a result of the second offense are considered excused absences. On the third offense, the student may be subject to suspension or other disciplinary action as outlined in the school discipline code.

Guidelines and Unacceptable Items

Students are expected to dress appropriately for all school activities. Individual students and his/her clothing, jewelry, etc. must be clean. To avoid injury and/or diseases, shoes, sandals, or boots must be worn in the building. A decent coverage of the body is expected. Beachwear is inappropriate. Undergarments, e.g., sports bras, bra straps, and boxers should be covered by clothing.

The following items are deemed disruptive to the classroom environment or to the maintenance of a safe and orderly school and are not acceptable in school buildings, on school grounds, or at school activities:

1. Shorts, dresses, skirts or other similar clothing shorter than mid-thigh length
2. Sunglasses and/or hats worn inside the building
3. Sheer, tight or low-cut clothing (e.g., midriffs, halter tops, backless clothing, tube tops, garments made of fishnet, mesh or similar materials, muscle tops, etc.) that bares or expose traditionally private parts of the body including, but not limited to, the stomach, buttocks, back and breasts
4. Tank tops or other similar clothing with straps narrower than 1.5 inches in width
5. Any clothing, paraphernalia, grooming, jewelry, hair coloring, accessories, or body adornments that are, or contain any advertisement, symbols, words, slogans, patches, or pictures that:
 - Refer to drugs, tobacco, alcohol, or weapons
 - Are of a sexual nature
 - By virtue of color, arrangement, trademark, or other attribute denote membership in gangs which advocate drug use, violence, or disruptive behavior
 - Are obscene, profane, vulgar, lewd, or legally libelous
 - Threaten the safety or welfare of any person
 - Promote any activity prohibited by the student code of conduct
 - Otherwise disrupt the teaching-learning process

Consequences

Regular classroom grades will not be affected by dress code violation. The staff will make interpretation of these standards. Disciplinary action will include the following:

1. Notification of violation to the student by teacher.
2. Referral to administrative staff.
3. Change clothes before reentering class. Absence from class is excused, but makeup is required.
4. Parent notification.
5. Parent conference, suspension, or expulsion reserved for repeat offenders.

Exceptions

Appropriate athletic clothing may be worn in physical education classes. Clothing normally worn when participating in school-sponsored extracurricular or sports activities (such as cheerleading uniforms and the like) may be worn to school when approved by the sponsor or coach.

Building principals, in conjunction with the school accountability committee, may develop and adopt school-specific dress codes that are consistent with this policy.

Modifications of dress code at the school level shall be brought to the attention of Board of Education before implementation and adoption in the school handbook.

DRUG AND ALCOHOL USE BY STUDENTS

For purposes of this policy, controlled substances include but are not limited to narcotic drugs, hallucinogenic or mind-altering drugs or substances, amphetamines, barbiturates, stimulants, depressants, marijuana, anabolic steroids, any other controlled substances as defined in law, or any prescription or non-prescription drug, medicine, vitamins or other chemical substances not taken in accordance with the Board policy and regulations on administering medicines to students. This policy also includes substances that are represented by or to the student to be any such controlled substance or what the student believes to be any such substance, including controlled substance analogs.

LOST AND FOUND

The school cannot be responsible for lost or stolen property, including any electronics, but every effort is made to assist students in recovery of lost items. A lost and found department is maintained in front of the office area.

VISITORS TO SCHOOL

The school policy is to accept only those visitors who have legitimate business to attend to at the school. All visitors and guests must register in the office, after gaining entry through the locked main security doors. Parents are always welcome.

HEALTH REQUIREMENTS

No student will be permitted to attend or continue to attend any school in this district without meeting the legal requirements for immunization against disease unless the student has a valid exemption for health, religious, personal, or other reasons as provided by law.

Students who do not submit a certificate of immunization or present a valid exemption will be denied admission to school until such certificate of exemption is received.

MEDICATION PROCEDURES

Students will not be permitted to take medication while at school unless such medicine is given to them by a school employee designated by the school principal acting under specific written request of the parent or guardian and under the written instructions of the student's physician.

When such a request is made by a parent or guardian, a full release will be required from the responsibilities pertaining to the administration and consequences of such medication must also be presented to the principal by the student's parent or guardian.

All medications must be properly identified and in its original pharmacy labeled container.

No Sterling Middle School staff member may issue aspirin/Tylenol to any student unless there is a statement of permission signed by the parent/guardian filed in the nursing office.

BICYCLES AND SKATEBOARDS

Students who ride bicycles to school must observe all safety rules for riding bicycles. Bicycle racks are provided and bicycles only must be parked there in an upright position. (Lock your bicycle to the bicycle rack so there will be no opportunity of having someone borrowing it or stealing it.) Bicycles and skateboards are not to be ridden on school grounds or sidewalks at any time. All bicycles are to be licensed with the City of Sterling. The school is not liable for loss or damage to bicycles/skateboards.

LIBRARY

Students are encouraged to use the library for reference work. There are special rules for reference books, magazines, and reserved books. Learning to use the library and observing its rules helps develop good citizenship. Fines are charged for materials overdue and lost.

LOCKERS

Student lockers are assigned at the beginning of the school year. It is the responsibility of the student to keep the locker clean and free of excess paper and waste. Students are cautioned to keep only the necessary school material and wraps in the lockers in order to conserve space. Also, it is important that students never bring any more than a minimum amount of money to school. The School District is not liable for any lost or stolen items that students choose to bring onto school grounds. All items brought to school will be done so at the student's own risk. (Any student caught rummaging in another's locker or caught in a theft shall receive immediate and severe disciplinary action.) Students may not transfer from their assigned locker to another without permission.

Locks will be provided to students to place on their physical education lockers. Only school-owned locks are to be used. You are always asked to keep your locker locked for the safe keeping of your own school materials. In the event that you should lose your lock, you will be charged to replace it.

School locks and lockers are the property of the school district and for the use of the student. The lockers may be subject to search by school officials anytime without prior notice and as a due process in search for stolen school property, alcohol, tobacco, drugs, or other materials which are not the rightful possession of students or violate district guidelines.

TEXTBOOKS

When a textbook is issued, it is the student's responsibility for the year. If a textbook is lost, the student will acquire another one by purchasing it in the office. Damages to textbooks will result in a fine assessment at the end of the year.

INTERSCHOLASTIC ATHLETICS

All Sterling Middle School students are invited and encouraged to enroll and participate in the interscholastic athletic programs. These sports are offered throughout the school year to boys and girls in the 7th and 8th grades.

BOYS: Football, basketball, wrestling, cross country* and track.

GIRLS: Volleyball, basketball, cross country* and track.

(*6th grade may participate in cross country)

PHYSICAL EDUCATION

Each student is expected to dress for each class period and participate in activities. Towel service is provided for each student. Be sure that your name is placed on all gym clothes and shoes.

STUDENT INSURANCE

Sterling Middle School students are offered low cost accident insurance through the school as a service to the students. Students are not required to purchase it. Neither the school nor anyone connected with it profits in any way from the plan. The school only registers the students. All premiums are forwarded to the company. All claims and inquiries should be made directly to the insurance company.

Payment of medical bills for students injured on school property or when engaged in school-sponsored activities will be the responsibility of the parents or the student's insurance company.

All students participating in sports must purchase insurance or present to the school a waiver that absolves School District RE-1 Valley of any liability for accidents. This must be submitted before a student is allowed to practice. Students participating in athletics must show proof they have insurance that covers accidents and may not wish to buy additional insurance.

INJURY AT SCHOOL

When a student is injured, he/she should report this to his/her teacher or coach immediately. The supervising teacher is to file an accident/injury report with the office. An accident report is filed on every case regardless of whether an insurance claim is being filed or not.

LIABILITY OF PERSONAL PROPERTY

RE-1 Valley school District cannot be responsible for, nor can it insure against damages or losses to personal property arising on school property and/or at school-sponsored activities and trips.

EMERGENCY CLOSING

When weather conditions are deemed too hazardous for students to travel to their schools, official notification of school closing will be relayed to parents, students, and school personnel via School Messenger as soon as possible after 6:30 a.m. (and hopefully prior to buses leaving on their routes). Emergency closing notices will be carried via local FM radio stations 97.5, 104.7 & 105.7 or 1230 AM and KOA (850 AM).

Persons are requested NOT to call radio or TV stations or the schools because phone lines will be overloaded with necessary internal calls.

When weather conditions make it necessary for school to dismiss early (before 3:20 p.m.) or a delayed morning start, emergency closing/delayed start notices will be carried via School Messenger, local FM radio stations 97.5, 104.7 & 105.7 or 1230 AM and KOA (850 AM).

Be sure to notify the school if your child is to go somewhere other than home if there is an early dismissal of school. This should be done at the beginning of the current school year to allow the school to have this information on file with each student's records.

STUDENT DUE PROCESS RIGHTS

The constitutional rights of individuals assure them the protection of due process of law. Therefore, a system of constitutionally and legally sound procedures will be observed with regard to admission, special placement, and the administration of discipline in the district schools.

STUDENTS: EQUAL EDUCATION OPPORTUNITY

The district will offer equal educational opportunities to all students without regard to race, color, creed, national origin, sex, marital status, or handicap.

CIVIL RIGHTS STATEMENTS

The RE-1 Valley School District does not unlawfully discriminate on the basis of race, color, national origin, sex, or handicap in admission or access to, or treatment of employment in its educational programs or activities.

TITLE IX REGULATIONS HAVING TO DO WITH DISCRIMINATION

Please contact: Central Administration Office
301 Hagen St
Sterling, CO 80751
970-522-0792

NOTIFICATION OF POLICY

It is the district's policy to comply with Title IX regulations. In the event discrimination (as defined under Title IX

regulations) is alleged, the offended party will first attempt to resolve the problem with the person or persons responsible for the alleged violation.

If the complaint is not satisfactorily resolved by the preceding step, the party against whom the alleged discrimination has occurred may refer the matter to the school Title IX compliance officer for investigation and resolution.

This step must be taken no later than 30 days following the alleged act of discrimination and in writing on forms which may be obtained from the Title IX compliance officer.

If the complaint is not resolved at the Title IX a compliance officer's level, it may be appealed to the superintendent of schools who will investigate it and render a decision. The superintendent's decision may be appealed to the Board of Education in writing. After following these procedures, the Board's decision will be final as far as local district action is concerned.

ELEMENTARY AND/OR SECONDARY
SCHOOL RECORDS RIGHT AND
PRIVACY ACT

On November 20, 1974, the Family Education Rights and Privacy became law. This law 1) guarantees parents the right to see their children's school records, 2) lets parents correct any errors through request or formal hearing if necessary, 3) limits access to school records by outsiders, and 4) requires that parents be informed of the school's record-keeping policy. In order to protect a student's privacy and rights, names and addresses of students shall not be provided for commercial purposes.

EXPECTED POSITIVE BEHAVIORS ("TIGER TRAITS") FOR SMS STUDENTS:

SMS students are expected to behave appropriately in the classroom and all other areas of the school or its properties. Students are expected to act in a manner that reflects respect for themselves, other students, staff members, and school property. All students are expected to cooperate academically and socially to help develop an environment where students can learn and teachers can teach.

POSITIVE EXPECTATIONS:

PROCEDURES FOR ARRIVAL TO AND DEPARTURE FROM SCHOOL

1. Students are to wait outside of the school building by the appropriate door until 7:45 AM, unless given a pass by a teacher or to eat breakfast. Follow directions in cold or inclement weather.
2. Students are to stand away from the doorway to avoid crowding for those needing access to the school.
3. Students are to follow directions of the staff members on supervision of the outside area.

CLASSROOM

1. Show respect.
 2. Follow directions of all adults.
 3. Listen to others.
 4. Show responsibility (be prepared for class by having all materials).
 5. Concentrate and provide effort to complete assignments and activities.
- *Individual classrooms have flexibility to incorporate more specific classroom rules.

HALLWAYS

4. **WALK** on the correct side of the hallways.
5. Keep hands and feet to self.
6. Keep voice at a normal tone or level.
7. Keep hands, books, coats, etc. in your own locker.
8. Close your locker properly. Do not throw your books, materials, etc. in the hall.
9. Keep visitations in the hallway to a minimum.

LUNCHROOM

1. Walk.
2. Visit quietly.
3. Keep it clean.
4. Put away trays and trash.
5. Follow directions of adults.
6. Eat the food you take. **NO FOOD IS TO BE TAKEN OUT OF THE LUNCHROOM.**
7. Policy prohibits bringing lunches in from outside commercial vendors.
8. Exit the lunchroom promptly to allow preparation for the next grade.

RESTROOMS

1. Keep voice at a normal tone or level.
2. Throw away trash in appropriate receptacle.
3. Keep walls, stalls, floors, ceilings, toilets, and sinks clean.

ASSEMBLIES

When a program begins, **STOP** talking and be polite.

1. No talking; listen quietly.
2. Eyes on performers or speaker.
3. Keep hands and feet to yourself.
4. No booing or whistling.
5. Applaud when appropriate.
6. Sit up in an attentive manner with your feet on the floor.