

Important Information for HRMS Students

HRMS Code of Conduct

The Hood River Middle School Code of Conduct is based upon the following principles;

- **Be Safe**
- **Be Responsible**
- **Be Respectful**

Our goal is to create a school community where students and staff are respected and the focus is on learning. Creating a school environment where everyone feels safe and accepted is key to a successful school. HRMS Staff will work at educating students about what being Safe, Responsible, and Respectful will look like in different environments like the halls, bathrooms, classrooms, and the cafeteria. Students will be celebrated for following the Code of Conduct in weekly drawings and quarterly assemblies.

HRMS Code Of Conduct will apply:

- In school buildings
- On school grounds
- In school vehicles/busses
- At all school related events including field trips and sporting events whether such activities are held on school property or off school property:

The following information outlines how you are expected to act in the different areas of our school:

Areas	Responsible	Safe	Respectful
Office	Maintain quiet voices Wait your turn	Keep doorway clear	Ask permission to use the phone Use please and thank You
Hallways, Stairs and Doorways	Maintain quiet voices Respect Hallway Displays Walk at all times	Walk on the right hand side while going up and down stairs Exit and enter using the right hand Doorway Hold the door open for people behind you.	Make room for others to pass. Use trash receptacles Move out of the center of the Hallways.

Areas	Responsible	Safe	Respectful
Bathroom	Keep bathroom time to 4 minutes maximum	Wash hands with soap Report problems to office staff	Dispose of paper towels in trash can Flush toilet
Classroom	Arrive On time Enter quietly Arrive prepared Clean up after yourself Use your planner	Be aware of <u>your</u> space and materials Be aware of <u>others</u> space and materials	Bring a positive attitude Be attentive to the speaker Allow others' contributions and individuality
Cafeteria	Enter and exit through right hand door Eat all food before leaving the cafeteria	Form a single line Wait your turn Walk at all times	Clean up after yourself Help clean space around you Report spills
Recess	Take care of equipment Return equipment	Stay in designated areas only Courtyard Football Field Basketball Courts Upper Flagpole Field	Bring a positive attitude Treat others with respect Be aware of other's space Give everyone the opportunity to play
Auditorium	Enter & Exit quietly with your teacher. 6th East Door 7th South Door 8th West Door Sit in designated area with Homeroom teacher Wait for teachers to dismiss you. Dismiss row by row	Wait your turn when leaving. Walk slowly.	Remove hats Stand for Pledge of Allegiance. Leave backpacks in lockers. Be attentive to the speaker

Areas	Responsible	Safe	Respectful
School Issued Electronic Device	<p>Pick-up device promptly before 1st period</p> <p>Return to docking station at the end each day</p> <p>Only use your own device.</p>	<p>Keep device on your person at all times.</p> <p>Keep device in backpack or binder when not in use.</p>	Use devices for approved school purposes.
Gymnasium/MPR	Only enter gymnasium when adults are present	<p>Obtain permission to use equipment.</p> <p>Play fair and safe</p>	<p>Return equipment</p> <p>Respect personal space</p>
Buses	Arrive to bus on time	Be aware of your space	Line up orderly
Phones	Cell Phones will remain in off position 8:15-3:25 unless designated otherwise by a teacher for instructional purposes.	Cell phones should be stored in off position in your pocket and not visible.	When in the office, ask permission to use cell phone.

Safe	Responsible	Respectful
Leave keyboards attached to ipads unless instructed by a teacher.	Keep your Ipad with you, or in your locker.	Use your Ipad only as instructed by your teacher.
Carry Ipad with keyboard/ case closed.	Return your own device at the end of the day and place in the correct charging slot.	Let an adult know if you are sent disrespectful emails, photos, or messages.
Do not eat or drink around your ipad	During lunch, store Ipads in locker OR, go to library to use your iPad	Only send school related emails.
Do not place Ipads on the ground.	Upon entering your class, place your ipad in the teacher directed location.	Use cameras/video tools appropriately and only with the teacher's and subject's permission.

REPORTING INCIDENTS OR SAFETY CONCERNS:

Hood River School District encourages you to use our statewide school safety reporting system. To submit an incident or safety tip, just use one of the reporting options below (if you are reporting an emergency, please call 911). All tips go immediately to a tip line technician 24 hours a day, seven days a week, 365 days a year. Tips are promptly analyzed and forwarded to designated personnel who can provide further assistance in resolving reported incidents.

TIPS CAN BE SUBMITTED IN A VARIETY OF WAYS



EMAIL

tip@safeoregon.com



CALL OR TEXT

844-472-3367



MOBILE APP



WEB PORTAL

REPORT A TIP ONLINE

BULLY BOXES: BULLY BOXES ARE LOCATED IN THE MAIN HALL, 3RD FLOOR HALL, 6TH GRADE BUILDING AND LIBRARY. THE BOXES ARE ONLY CHECKED ONCE PER WEEK, SO IF YOUR REPORT NEEDS IMMEDIATE ASSISTANCE, OR IS A SAFETY ISSUE, PLEASE USE THE ONLINE REPORTING LISTED ABOVE.

Security of Personal Items

Security of personal items is the responsibility of the student. Students leaving items unsecured in the locker rooms or hallways will be subject to disciplinary action. The school is not responsible for personal items damaged, stolen or lost at school.

Student Lockers

Students may use lockers to store their school supplies, textbooks and personal items for physical education. Each student will be issued lockers for both academic and P.E. use. Lockers remain the property of the school district and may be used by students according to the *Student/School Locker Contract* each student must sign.

Grading Schedule

Students are given grades indicating their level of achievement in the assigned subject.

Grade Grade Points % Correct Description

"A" 4.0 100-90% Outstanding Achievement

"B" 3.0 89-80% Above Average Achievement

"C" 2.0 79-70% Average Achievement

"D" 1.0 69-60% Below Average Achievement

"F" 0.0 59-0% Failing

"P" - Pass

"INC" - Incomplete

"NG" - No Grade

When there is a question regarding a grade, the following procedure should be used:

1. Discuss with the teacher who assigned the grade and ask for clarification.
2. Contact the building principal if you were not able to resolve the issue.

Make-Work/Homework Requests

For absences which are not pre-arranged, students who are absent from class are able to make up their assignments, without penalty, within a reasonable time following their return to school. Students are typically given one day of make-up per day missed, with a maximum of five days allowed to make up missed assignments. When a predetermined due date has been set for assignments, no extra days for make-up work will be given. If a student is absent on a predetermined due date, the assignment is due upon his or her return. Requests for missed work will be taken **ONLY** if a student has missed a minimum

of two consecutive days. Requests must be made to the front office by 9:00 AM and will be available for pick-up at the front office after 3:45 PM on that same day.

We strongly recommend that the following steps are taken prior to asking for missed work. 1) students exchange contact information with at least one student in each class, so that they can ask about missed assignments after school each day that they are absent, 2) please check the teacher web page for assignments. It is the student's responsibility to check in with each teacher upon their return after an absence in any class for any reason.

Student Arrival

Upon arrival, students are to line up at either the North or West Doors before they may enter the building at 8:15 AM. When arriving they may wait in the cafeteria or Old Gym before entering the school. Students arriving to school later than 8:25 will be considered tardy and must have a written excuse or phone call from a parent within 48 Hours. Three unexcused absences or tardies to school will result in an after school detention. After school detention will be held 3:30 p.m -5:00 p.m.

School Visitors

Parents are always welcome at Hood River Middle School. Upon arrival to the building, parents and visitors are asked to please sign in at the main office. Student visitors are not allowed at Hood River Middle School in order to minimize distractions and focus attention on academics in the classroom. Please contact the principal, vice-principal, or school counselor for alternative activities to welcome prospective students to our school.

Extra Credit

Extra credit is not given to individual students at Hood River Middle School. Teachers may offer entire classes "extra credit" as an option. Extra-credit for individuals may misrepresent a student's actual knowledge and skills in a course.

Energy Drinks/Caffeinated Drinks

The American Academy of Pediatrics recommends that, because of caffeine's potentially harmful effects, intake should be discouraged for all children. Hood River Middle School asks that all students do not bring energy and caffeinated drinks to school. Students will be asked to remove these drinks to their locker to take home at the end of the school day.

Beverages/Food

Food and/or beverages are not allowed in hallways, gymnasiums, auditorium. During lunch and lunch recess, , food and/or beverages may not be taken out of the cafeteria.

Hall Passes

Hall passes are required at all times during class hours. Students without hall passes will be referred to the office.

Closed Campus/Change of Itinerary

Once students arrive on campus they are not permitted to leave the school grounds at any time during the school day without permission from the school office. If a student has a doctor, dental or legal

appointment, the parent/guardian must notify the office in writing before school. Parent/guardian must check students out of school in the main office. Students wishing to go home for lunch must have prior written permission and approval by the building principal.

Cell phones are to remain on your person or backpack and will not to be visible, used, or turned on during instructional times except when a teacher gives direct permission in emergency situation. Cell phones should be turned off and not visible once entering the main school building at 8:15 AM. Students will not use cell phones during passing time or lunch recess. Since most phones have camera capability, they are not allowed outside of a pocket in locker rooms or restrooms. Students needing to use their cell phone should bring it to the office and ask permission to call. Parents are asked not to call or text-message their child during the school day. If you need to reach your child, please call the office and the secretarial staff will arrange a time for you to talk with your child. *If your child's phone is taken away for improper use, disciplinary actions will be taken and/or you will be asked to pick up your child's phone at school.* Phones in the office are for school use only and may only be used by students in cases of emergency, illness and by permission only.

1st incident – Electronic device is confiscated. The student can pick it up from the office at the end of the day

2nd incident- Electronic device is confiscated. Parents must pick up phone in office.

3rd incident- Student receives an after school detention. 3:30-5:00 and families are asked to keep the child's phone at home or if absolutely necessary to check-it into the front office each day.

Headphones

Wireless headphones are not allowed at HRMS. Wire headphones may be used only in the classroom as permitted by the teacher. Wire Headphones may be used in the classroom provided:

- Only one earbud in use
- Students can hear others
- Music is not audible to others

Public Display of Affection (PDA)

Student contact in the hallways, school property, or in classrooms must be appropriate at all times.

PUBLIC DISPLAY OF AFFECTION - The *Public Display of Affection* is not permitted. Actions such as passionate embraces, kissing, nuzzling, holding hands, and affectionate touching, are not permissible during school hours or school activities. The development of healthy personal relationships is an important part of maturation and growing up. These rules and guidelines are designed to help foster that development and create an educational environment that is not offensive or embarrassing to others. Students displaying inappropriate affection will be referred to the office for parent notification and possible discipline.

Bicycle and Skateboard Use

Students are encouraged to use human-powered transportation when safe and appropriate. Bicycle Racks can be found at the HRMS Parking Lot (AKA the "Pool Parking Lot) and on the HRMS Campus between the Library and Music/Science Building. Students will also find skateboard locking stands. Students should always lock their bicycles and skateboards. A bicycle lane runs through the campus of HRMS and should be used. Students must walk their bicycles and skateboards when not riding on the interior road. Helmets are required by Oregon State Law for all middle school aged-children.

Dress Guidelines for HRMS

The responsibility for the dress and grooming of a student rests primarily with the student and parent/guardian. Ordinarily, students' dress or grooming shall not affect their participation in school classes or programs or in school-related activities. If, however, the dress or grooming of a student disrupts the educational climate or process, is unclean, or a threat to the health and safety of the student or any other person, the school has a legitimate concern and may require the student to change the mode of dress or grooming.

Students who represent the school in a voluntary activity may be required to conform to dress and grooming standards approved by the superintendent and may be denied the opportunity to participate if those standards are not met.

-A student's dress must keep within reasonable health, sanitary and safety standards. (example; students should wear appropriate footwear in PE or Engineering)

-A student's dress or grooming shall not be disruptive, hamper academic performance, or constitute a health threat to themselves or other students. (example; large hats that prevent others from viewing the teacher and spikes on clothing)

-Students who represent the school in a voluntary activity may be required to meet additional dress and grooming standards (example; students in band and choir are expected to dress for the occasion).

-Clothing items such as: Extremely low-rise pants, see-through tights and leggings, crop-tops, wearing sunglasses indoors, very low-cut tops, mesh clothing, and short-shorts, short skirts/dresses are not suitable for school.

-Students are not allowed to wear outfits that promote alcohol, tobacco, profanity, suggestive topics, drugs or gang affiliation or association.

Recess

All food should be finished in the cafeteria and will not be taken outside. Students will remain in the following areas during lunch recess: Courtyard, Football Field, Basketball Courts, Flagpole Field. Students are not allowed in the FACS garden area, music building, east & south side of buildings, or the lawn directly in front of the north side of the main building during lunch recess. **The school buildings will be closed to students during their lunch.** Students must prearrange to work with a

teacher during lunch, and must present a signed note to recess duty staff. Please plan ahead and bring jackets with you to lunch.

Academic Honesty

The district believes that students should strive to achieve their academic goals. This objective is accomplished through honest and diligent effort by students to understand the subject matter, themselves and the world in which they live. The district encourages students to develop critical thinking skills, understand the benefits of setting and accomplishing their goals, and realize the satisfaction and reward of learning.

- Students are expected to put forth their best effort on tests, assignments and class participation.
- Students are expected to demonstrate respect toward their instructors and peers by encouraging and facilitating learning.

Students are encouraged to converse with others and assist other students when it is in a manner that is not inconsistent with testing or assignment instructions. This dialogue or exchange of ideas both inside and outside the classroom helps facilitate learning. Students are expected to submit work, examinations, reports, and/or projects that are their own work and shall not:

- Represent the work of others as their own (plagiarism);
- Use unauthorized assistance in academic work;
- Use or share prohibited study aides or other written materials on tests or assignments, before or during tests or assignments in violation of directions by the class instructor or proctor;
- Give unauthorized assistance to other students; or
- Modify, without faculty approval, an examination, paper or electronic record or report for the purpose of obtaining credit.

Academic dishonesty also includes knowingly sharing false information or knowingly misleading another to reach a false answer or conclusion. Students are expected to put forth their best effort and not deliberately underperform on tests or assignments. Students who engage in academic dishonesty must either retake the invalidated assessment or take an alternative assessment chosen by staff. Consequences may include losing the privilege of participating in school-sponsored activities or events; detention; denial or revocation of school-conferred titles, distinctions, honor or privileges; or suspension or expulsion. ***In addition to the information included Hood River Middle School's student planner, students and their families are***

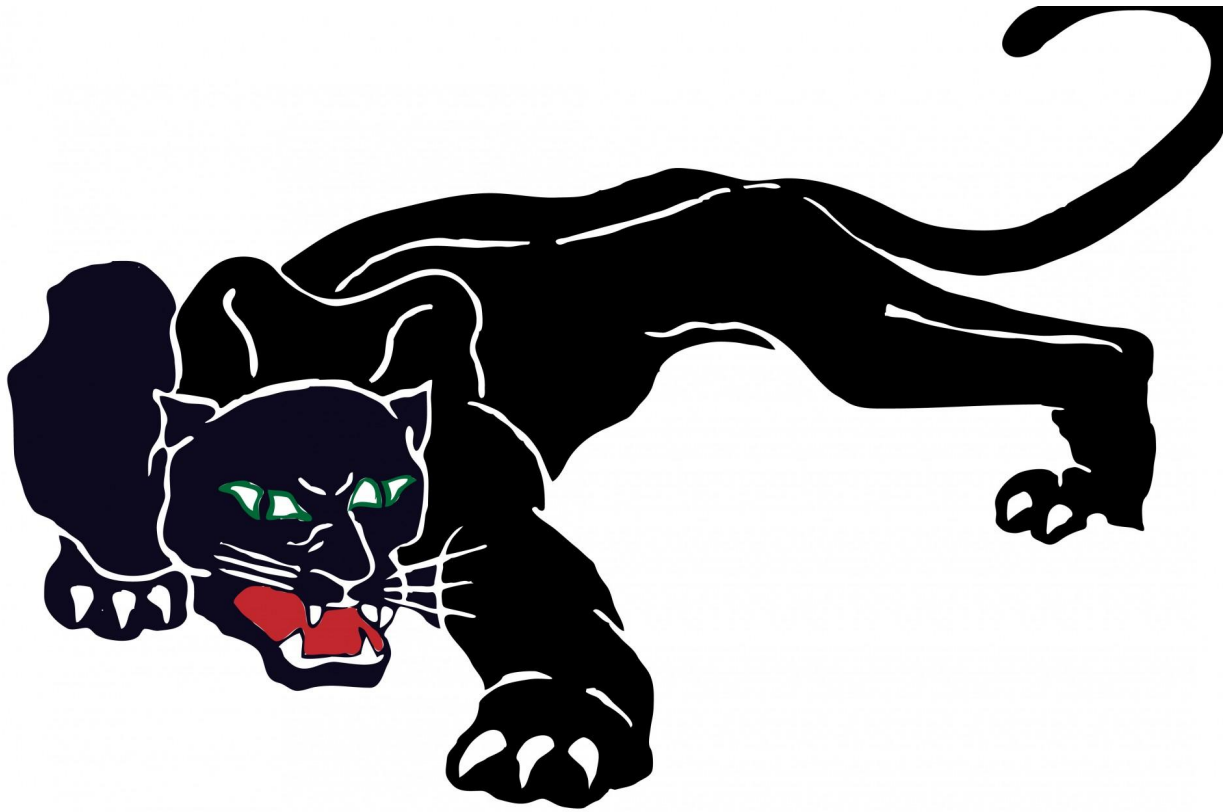
encouraged to review Hood River County School District's Standards of Student Conduct.

Copies of the Standards of Student Conduct are available in our main office and online. on or
expulsion.

Panther Pride

Respect in the Classroom: What does it look like?

- 1. Follow the directions of the teacher quickly**
- 2. Be kind with your words and actions. Teasing can be hurtful.**
- 3. Choose polite words & avoid words such as dumb or stupid**
- 4. Listen carefully to teachers, staff, and students**
- 5. Contribute to group work**
- 6. Participate in classroom discussions**
- 7. Allow others to work without disturbances. Your actions should not distract others from learning.**
- 8. Apologize when necessary**
- 9. Respect school property**



Bullying Prevention:

HRMS is committed to each student's success in learning within a caring, responsive, and safe environment that is free of discrimination, violence, and bullying. Our school works to ensure that all students have the opportunity and support to develop to their fullest potential and share a personal and meaningful bond with people in the school community.

What is Bullying?

Bullying is unwanted, aggressive behavior that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time. In order to be considered bullying, the behavior must be aggressive and include:

- An Imbalance of Power: Kids who bully use their power—such as physical strength, access to embarrassing information, or popularity—to control or harm others.
- Repetition: Bullying behaviors happen more than once or have the potential to happen more than once.

Three types of bullying:

1. **Verbal** bullying is saying or writing mean things. Verbal bullying includes:
 - Teasing, Name-calling, Inappropriate sexual comments, Taunting, Threatening to cause harm
2. **Social** bullying, sometimes referred to as relational bullying, involves hurting someone's

reputation or relationships. Social bullying includes:

- Leaving someone out on purpose, Telling other children not to be friends with someone, Spreading rumors about someone, Embarrassing someone in public

3. **Physical** bullying involves hurting a person's body or possessions*. Physical bullying includes:

- Hitting/kicking/pinching, Spitting, Tripping/pushing, Taking or breaking someone's things, Making mean or rude hand gestures.

*Physical bullying often becomes a criminal matter involving law enforcement.

What should you do if you are being bullied?

- Look at the kid bullying you and tell him or her to stop in a calm, clear voice. You can also try to laugh it off. This works best if joking is easy for you. It could catch the kid bullying you off guard.
- If speaking up seems too hard or not safe, walk away and stay away. Don't fight back. Find an adult to stop the bullying on the spot.
- Talk to an adult you trust. Don't keep your feelings inside. Telling someone can help you feel less alone. They can help you make a plan to stop the bullying.
- Stay away from places where bullying happens.
- Stay near adults and other kids. Most bullying happens when adults aren't around.

Stand Up for Others: When you see bullying, there are safe things you can do to make it stop.

- Talk to a parent, teacher, or another adult you trust. Adults need to know when bad things happen so they can help.
- Place reports in the Bully Boxes located around the school. We also have an online reporting system that is located on the front page of our website.
- Be kind to the kid being bullied. Show them that you care by trying to include them. Sit with them at lunch or on the bus, talk to them at school, or invite them to do something. Just hanging out with them will help them know they aren't alone.
- Not saying anything could make it worse for everyone. The kid who is bullying will think it is ok to keep treating others that way.

Bystander Strategy: If you observe someone using the stop strategy, and the perpetrator doesn't stop, do one or all of the following:

1. Tell the perpetrator to stop

2. Ask the recipient to go with you, and leave the area.
3. Comfort the recipient later by saying something like “I’m sorry that happened”
4. Report the incident to an adult.

For additional information on Hood River County School District’s Student Conduct Policies please visit **HRCSD Standards of Student Conduct** at: <https://www.hoodriver.k12.or.us/Page/6825>

HRMS In-Person Student Schedule					
Time (6th)	6th	Time (7th)	7th	Time (8th)	8th
8:25 - 8:40	Student Check-in	8:25 - 8:40	Student Check-in	8:25 - 8:40	Student Check-in
Per. 1-2 8:40 - 10:04	Advisory + STEM/Humanities	Per. 1-2 8:40 - 10:04	Advisory + STEM/Humanities	Per. 1-2 8:40 - 10:04	Advisory + STEM/Humanities
Per. 3-4 10:08 - 11:22	STEM/Humanities	Break 10:04 - 10:20	Recess/Snack	Per. 3 10:08 - 10:36	PE/Health
		Per. 3-4 10:20 - 11:34	STEM/Humanities	Break 10:36 - 10:52	Recess/Snack
Break 11:22 - 11:38	Recess/Snack			Per. 4 10:52 - 11:20	Reading/Math Intervention/Alg/Geom
Per. 5 11:38 - 12:06	Humanities / STEM Extension	Per. 5 11:38 - 12:06	Humanities / STEM Extension	Per. 5-6 11:24 - 12:38	STEM/Humanities
Per. 6 12:10 - 12:38	Reading/Math Intervention/Compact	Per. 6 12:10 - 12:38	PE / Health		
Per. 7 12:42 - 1:10	PE / Health	Per. 7 12:42 - 1:10	Reading/Math Intervention/Compact	Per. 7 12:42 - 1:10	Humanities / STEM Extension
Exit	Grab & Go Lunch & Breakfast	Exit	Grab & Go Lunch & Breakfast	Exit	Grab & Go Lunch & Breakfast

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