

STRATH HAVEN MIDDLE SCHOOL

Student Handbook



Panther
PRIDE

Revised Sept. 2023

Strath Haven Middle School

200 S. Providence Road
Wallingford, PA 19086
Website: www.wssd.org

District Telephone:	610-892-3470
School Telephone:	610-892-3460
School Fax:	610-892-3492
Emergency/Closing Hotline:	610-892-3411
Attendance Phone:	610-892-3466

Dr. Chris Matsanka
Principal

Mr. Stephen Krall
Assistant Principal

Mrs. Kimberly Stock
Assistant Principal

Ms. Lynelle Mosley
WSSD Athletic Director

Mr. David Neill
SHMS Athletic Coordinator

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SHMS VISION STATEMENT

Strath Haven Middle School is a student-centered community where meaningful personal connections foster engagement and motivate students to become independent learners.

SHMS MISSION STATEMENT

Honoring the developmental uniqueness of young adolescents, we at Strath Haven Middle School aim to provide all students with a comprehensive education that empowers them to be responsible and confident learners. We will cultivate the potential in every student to achieve personal success and to contribute responsibly to the school community and society at large. By providing engaging and diverse opportunities both inside and outside the classroom, we strive to develop students who are capable of clear and sound reasoning as they prepare to enter High School.

SHMS RESPECT STATEMENT

All members of our school community are expected to be respectful of each other and welcoming to everyone, regardless of race, neighborhood, nationality, religion, physical appearance, intellectual capability, individual differences, work ethic, or character.

POLICY ON EQUAL RIGHTS AND OPPORTUNITY

It is the policy of the Wallingford-Swarthmore School District not to discriminate on the basis of race, color, age, creed, religion, gender, gender identity, gender expression, sexual orientation, ancestry, national origin, or handicap/disability in its educational and vocational programs or employment as required by Title IX of Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title VI of the Civil Rights Act of 1964, and Title II of the Americans with Disabilities Act of 1990 (ADA). Assurance is given that service, activities, and facilities are accessible to and usable by handicapped persons. Wallingford-Swarthmore School District's commitment to non-discrimination extends to students, employees, prospective employees, and the community. For information regarding civil rights and grievance procedure, please contact the Office of Human Resources at (160) 892-3470 ext. 1401.

NOTICE OF SPECIAL EDUCATION SERVICES

The Wallingford-Swarthmore School District believes that all students can and must have an opportunity to reach their full potential. To this end, the District will provide free, appropriate public education to children with disabilities who need special education and related services and will identify, locate and evaluate all students with suspected disabilities for such special services using all applicable laws. If at any time, parents or guardians think that their child may be eligible for special education and related services they may request that the District conduct a multi-disciplinary evaluation. Such a request should be made in writing to the Director of Special Education, Wallingford-Swarthmore School District, 200 South Providence Road, Wallingford, PA 19086. All such requests will be addressed within 10 days of receipt from the parent or legal guardian.

AFTER-SCHOOL ACTIVITY SUPERVISION

After-School Activity Supervision is held daily. It is open to any student who is involved in any activity that begins after 3:05 p.m. These activities include but are not limited to athletics, drama, musical, clubs. Supervision begins at 2:35 p.m. and ends at 3:05 p.m.

All students involved in an after-school activity must report to this Activity Supervision by 2:35 p.m. Students who are athletes and have a game or practice after school should change immediately after school and then report to the cafeteria for Activity Supervision or to the bus platform for an away game or practice

ASSESSMENT/GRADING

Report Cards are available online. Access your Powerschool portal account, click on Course Based Report Card, select "Alpha/Letter" for grade preferences, select the Quarter you would like to view/print., then click Submit.

Grading Policy

Students are graded according to the following guidelines:

A+	99-100	B+	87-89	A	Excellent	I	Incomplete
A	93-98	B	83-86	B	Very good	N	No Grade
A-	90-92	B-	80-82	C	Average	P	Pass
C+	77-79	D+	67-69	D	Passing	W	Withdrawn
C	73-76	D	63-66	F	Failing	X	Excused
C-	70-72	D-	60-62				
F	59 and below						

Eligibility/Ineligibility for Extracurricular Activities and PIAA Athletics

To be eligible to participate in extracurricular activities, interscholastic athletics, and other school privileges, the following standards will apply:

- Student academic eligibility status will be determined on a weekly basis starting after the third week of each marking period. Academic eligibility is based on a three (3) point system as follows:
 - A grade of F = **2 points**
 - A grade of D-, D, D+, or I (Incomplete) = **1 point**
- Students who obtain three (3) or more points are ineligible to participate in sports or any extracurricular activity for a minimum of one (1) week. School counselors and teacher(s) will meet with students and help outline an academic improvement plan
- If a student continues to remain ineligible, in addition to the above, one (1) or more of the following might take place: a parent conference with the student's team of teachers, a recommendation for student participation in an after-school homework club, or the assigning of an adult mentor to the student.
- Eligibility status for any student can be reviewed at any time.

ATTENDANCE PROCEDURES

(For the complete Wallingford-Swarthmore School District Policy on Attendance, please reference School Board Policy #204)

Attendance

Regular and timely attendance is essential for success in school. A student's first responsibility is to attend classes regularly and fulfill all requirements. Regular and prompt attendance is a habit to be cultivated early in one's school career. Excessive absences, even when excused, have an impact on learning and student achievement.

Arrival & Lateness to School

When students arrive at school, they are to report to their designated area and remain there until 7:40 a.m. After 7:40 a.m., they are to go to their lockers and then to their 1st Period class. Students arriving to school after 7:48 a.m. are considered late and should report directly to the Attendance Secretary with a written note from their parent/guardian. A student will be considered unexcused late if a parent note is not provided on the day of the lateness.

Excused Absences

The District considers the following conditions to constitute reasonable cause for absence from school:

- Illness (Absences of 3 or more consecutive school days require a doctor's note.)
- Family Emergency
- Quarantine
- Recovery from Accident
- Death of a Family Member
- Participation in a musical performance in conjunction with a national veterans' organization or incorporated unit for an event or funeral. The national veterans' organization or incorporated unit must provide the student with note in advance of the absence indicating the date, location and time of the event or funeral.
- Medical and Dental Appointments
- Authorized School Activities
- Pre-Approved Educational Tours/ Educational Family Trips (Maximum 10 days per school year) (See Attachment C). In order for educational tours/educational trips to be recognized as excused absences, the following conditions must be met:
 - i. The student must be in good academic, disciplinary, and attendance standing; and
 - ii. The parent/guardian must submit the Trip Preapproval Request Form (Attachment C) at least one week prior to the absence; the request must be approved by the building principal or designee prior to the tour/trip.
- Pre-Approved College Visitations
- Pre-Approved Religious Instruction (limit 36 hours per year)
- Bona Fide Religious Holiday
- For purposes of receiving tutorial instruction in a field not offered in the District's curricula when the excusal does not interfere with the student's regular program of studies, the qualifications of the tutor or instructor are satisfactory to the Superintendent or designee, and permission for such excusal is sought in writing by the parent/guardian of the child in advance of the commencement of such tutoring

The following are examples of reasons that *are not considered* excused: oversleeping, missing the bus, completing school work, car problems, unapproved vacations or trips.

Illness/Sickness Absences in Excess of Ten Days when Excused by a Parent note - When a student has been absent for a total of **ten (10) days in a school year due to sickness/illness and was excused by a parent note**, any additional absences for sickness/illness must be accompanied by a doctor's note to be considered **Excused**.

Reporting and Excusing Student Absences

PARENTS OR GUARDIANS MUST CALL THE SCHOOL BEFORE 8:00 A.M. EACH DAY THAT THEIR CHILD/ CHILDREN WILL NOT BE IN ATTENDANCE OR WILL BE LATE TO SCHOOL.

The Attendance Line number is 610-892-3466. For your convenience, the Attendance Line is available 24/7. Please be brief and state the following to the Attendance Secretary or telephone answering machine:

- The date
- Your name
- Your child's name
- Your child's grade
- The reason for the absence

An absence note **MUST** be submitted within three (3) school days of the student returning to school, or the absence will be **permanently coded as Unexcused**. If a student is absent for three (3) or more consecutive days, a doctor's note from a treating physician is required upon the return to school to excuse these absences. The following are acceptable ways to excuse an absence:

1. PowerSchool (Preferred option) – Please submit notes on PowerSchool, through the “Forms” section of the navigation bar, via the Parent Portal. Please see SHMS Attendance page on the WSSD website for further instruction.
2. Email option – Please include a picture of a handwritten note with a signature, as an attachment to an email and send to the school attendance email line at shms-attendance@wssd.org.
3. Written excuse notes may be turned into the attendance office

DO NOT send excuse notes to individual teachers, administrators, or secretaries. Please be sure to use the attendance email account as noted above.

In order to account for all students, parents/guardians will be contacted if a student is reported absent and the Attendance Secretary has not received a parent/guardian phone call. In the event that your child/children will be absent for an extended period of time, please provide this information so a call does not have to be made each day.

Absences and School Events/Activities

Any student who has been absent from school will normally be excluded from participation in school-related activities or events on the date of the absence. The Administration realizes there may be mitigating circumstances which will be reviewed on a case-by-case basis. When a student's attendance record is reviewed, the continued participation in school-related activities may also be examined. Please note that a student who arrives at school after 11:15 a.m. will not be eligible to participate in after-school activities or sports on that given day.

Leaving School Early

Each student is to bring a note, signed by a parent or guardian, when an early dismissal is requested. This note is to be taken to the Main Office first thing in the morning. The parent or guardian must come to the Main Office to meet the student and sign the sign-out sheet. Students with an appointment at Dr. Forwood's office do not need a parent/guardian to sign them out.

Approved Family Trips

Although the scheduling of family trips during the instructional year is not encouraged, we recognize that students may benefit educationally by accompanying their parents/guardians on trips. The Principal, as empowered by the School Board, may excuse a student from school attendance to participate in an educational tour or trip for entertainment purposes not sponsored by the District if the following conditions are met:

1. The student must be in good academic, disciplinary, and attendance standing.
2. The parent/guardian must submit the Trip Preapproval Request Form at least one (1) week prior to the absence.
3. The student's participation must be approved by the Principal one week in advance of the scheduled trip.

The Trip Pre-Approval Request form may be found on the District Attendance Information page, or by using the link provided [here](#).

Unexcused Absences

Absences shall be treated as unlawful until the District receives a written excuse explaining the absence. The written excuse must be submitted within three (3) days of the student returning from the absence or excuse will not be accepted. Written excuse notes may be turned into the attendance office, or a picture of a handwritten note with a signature may be attached to an email and sent to the school attendance email line at shms-attendance@wssd.org.

Truancy and Absence

Absence without sufficient reason as outlined previously for students between the ages of 8 and 17 is considered *unlawful*, as well as *unexcused*, as the Pennsylvania School Code currently mandates regular school attendance for students ages 8-17. Absences without sufficient reason for students 17 years of age and over is simply considered unexcused. Modeled after the PDE guidelines, the WSSD truancy intervention steps are as follows:

- ✓ 1. After an accumulation of **three (3) illegal/unexcused** absences from school, the student's parents/guardians will receive the *Official Notice of Truancy* letter. At this time, the school counselor will make contact with the student and/or family in order to become more fully aware of the circumstances surrounding and attributing to the unexcused absences. The counselor will to work collaboratively with the student and family on preventing future absences and maintaining consistent school attendance.
- ✓ 2. After an accumulation of **six (6) illegal/unexcused** absences from school, the student's parents/guardians will receive a second letter inviting the family to a School Attendance Improvement Conference held by the district social worker. The goal of this meeting is to create in individualized Student Attendance Improvement Plan for the student.
- ✓ 3. If further unexcused or unlawful absences continue to accrue on the student's attendance record, the school district can take any of the further actions in order to help improve the student's school attendance:
 - o Referral to another school or community based school attendance improvement program
 - o Referral to an outside social service agency, such as the Child Guidance Resource Center for case management and family supports, or referral to the county Department of Human Services office (Children and Youth Services)
 - o A citation may be filed against the student or parent in the local magisterial court for truancy for unlawful absences of a school age child

BATHROOM PASS

Students will utilize specific pages in their agenda book as a bathroom sign out sheet. This practice will help reinforce the expectations of proper bathroom permissions, frequency of student bathroom visitations, and the importance of keeping track of their student agenda book. When the need arises, students may inform their classroom teacher of the need to visit the restroom, and the teacher will view and sign the student agenda book sign out page to confirm permission.

BUS RIDERSHIP EXPECTATIONS

1. When on bus, walk, do not run.
2. Littering, eating, or smoking on buses is not permitted.
3. Everyone must be seated while the bus is in motion.
4. Abusive/obscene language, pushing/fighting, throwing objects, or destruction of property is not permitted.
5. The late bus is available only for students who stay for extra help, clubs, rehearsals, or athletics. Students may be subject to disciplinary action for violation of this rule.
6. Students are to take their assigned bus only.
7. Loud noises are not permitted. The driver's first concern is for the safety of the students and loud noises are distracting.
8. Students should not enter a bus at the end of the day if there is not a driver on the bus.
9. Students who do not follow the bus rules will be in danger of losing the privilege of bus transportation.

Wallingford-Swarthmore School District Disciplinary Expectations and Consequences Secondary Schools

The equitable administration of school-based discipline at all District schools based on a model of restorative practices rather than punitive measures, when appropriate, is critical to the District's equity efforts and goal of reducing disproportionality in discipline. When possible and appropriate under the circumstances, students will be afforded the opportunity to participate in restorative practices as an alternative to, or in addition to, more traditional forms of discipline.

Examples of restorative practices include, but are not limited to, the following:

- Peer mediation;
- Conferences with counselors;
- Mindfulness exercises;
- Community building activities;
- Community service;
- Support from appropriate community organizations.

The following chart is a guide detailing the behaviors students are expected to exhibit and the consequences or other measures students can expect when they make poor choices regarding their behavior. It is not meant to be inclusive of all possible kinds of misbehavior; rather, it is a guideline that represents the more common and serious types of misbehavior that may be experienced in a school environment. Students are reminded that school rules are in effect, and students are subject to discipline: (1) while at school; (2) at school-sponsored events, trips, or activities, whether on or away from school property; (3) while traveling to/from school, school-sponsored events, trips, or activities on a vehicle owned, leased, or under the control of the District; and (4) as otherwise permitted by law.

The severity of any consequence or other measures will be proportional to the severity of the infraction, the age of the student, the student's current and prior disciplinary record (including any history of repeat infractions), special circumstances about the incident, including whether the student was an aggressor or victim, as well as any applicable laws or regulations, including, but not limited to, those related to the discipline of students with disabilities.

In cases where exclusionary discipline is required, the District will require that students returning to school from a suspension or expulsion meet with a designated school official to discuss academic and behavioral expectations upon return to school, individuals and resources available to support the student, the consequences of future noncompliance with Board Policy and/or school rules, and the number of hours, if any, of counseling required prior to the student's return to their regular class schedule. When a student has been issued an out-of-school suspension, the student's parent/guardian will be required to attend the re-entry conference with the appropriate school official(s).

<u>Infraction</u>	<u>Examples of Expected Conduct</u>	<u>Examples of Behavior in Violation of School Rules</u>	<u>First Infraction *</u>	<u>Repeated Infractions *</u> <i>(Potential Consequences Are In Addition To Those Possible For First Infraction)</i>
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* In general, a school official will contact the parent/guardian of a student who has engaged in a disciplinary violation.

Academic Infractions

Academic Dishonesty	Academic honesty; Adherence to academic standards; Integrity in academic research / publishing.	Cheating; Plagiarism; Forgery of grades, times, addresses, signatures, or other data on school records.	Restorative practices; "0" on assignment; Redo assignment for limited credit; Parental contact by teacher and/or administrator.	Parent conference with teacher/administrator; Possible reduction of grade or failure of course.
Unauthorized Lateness to or Failure to Attend Class (Class Cut), Detention, or Suspension.	Coming to class (including detention or suspension) on time; Adhering to one's school/class schedule and being in designated areas at designated times.	Class cut or unauthorized absence from a scheduled detention or suspension; Leaving class, a detention or suspension without proper authorization.	Restorative practices; Warning; Parent contact; Detention; Loss of school-related privileges; Up to 3 days suspension.	Parent conference with teacher/administrator; Possible course grade reduction; Up to 10 days suspension.

Property Infractions

Arson; Unauthorized Burning; Possession of Explosive Materials	Maintaining a safe and orderly school environment; Respect for school property and the property of others.	Burning or attempting to burn any part of any building or school property without authorization; Possession of fireworks or other explosive devices (including smoke bombs, stink bombs, or similar instruments capable of bodily harm or damage to school property); Possession of devices capable of starting a fire.	Restorative practices; Parental contact; Up to 10 days suspension; Referral for possible expulsion.	
Parking/Vehicle Violations	Following school rules and posted parking and vehicle signs and regulations.	Violating school parking lot rules, regulations, or posted signs; Failure to park in designated space; Violating any applicable provision of the Pennsylvania Vehicle Code. Refer to Board Policy # 223 for additional information.	Restorative practices; Warning; Parental contact; Loss of privileges; Detention.	

<p>Theft; Vandalism; Littering; Property Offenses (Including Trespassing and Inappropriate Use)</p>	<p>Showing respect for school property and the property of others</p>	<p>Stealing, misappropriating or taking the property of another, including school property; littering; defacing, destroying, altering or tampering with the property of another without permission; trespass or misuse of school property (including books, supplies, equipment, technology devices, etc.)</p>	<p>Restorative practices; Parental contact; Detention, Loss of privileges; Restitution; Up to 10 days suspension; Referral for possible expulsion</p>	
<p><u>Infractions Against Others</u></p>				
<p>Assault; Battery; Fighting</p>	<p>Respecting school staff, students, and visitors; Maintaining appropriate physical contact and conduct; Maintaining a safe and orderly school environment.</p>	<p>Physically or verbally attacking any person (includes behavior such as hitting, beating, striking, punching, biting, spitting, grabbing, tripping, etc.); Engaging in hostile bodily contact.</p> <p>(The principal may choose not to discipline a student for actions reasonably and appropriately taken demonstrably in self-defense)</p>	<p>Restorative practices; Parental contact; Up to 10 days suspension; Loss of school-related privileges; Referral for possible expulsion.</p>	
<p>Harassment; Bullying; Hazing</p>	<p>Maintaining appropriate physical contact and conduct; Treating others with respect and courtesy.</p>	<p>Sexual harassment, bullying, hazing and other forms of prohibited harassment. Refer to School Board Policies # 247, 248, and 249 for additional information.</p>	<p>Restorative practices; Parental contact; Detention; Suspension; Referral for possible expulsion.</p>	
<p>Sexual Contact (Consensual)</p>	<p>Maintaining appropriate physical contact and conduct.</p>	<p>Sexual intercourse; Inappropriate public display of affection; Groping; Inappropriate touching or bodily contact.</p>	<p>Restorative practices; Parental contact; Detention; Suspension; Referral for possible expulsion.</p>	

Health, Safety & Welfare Infractions

<p>Drug and Alcohol Policy Violation (Use /Possession / Sale)</p>	<p>Maintaining an environment free from drugs, alcohol, and other controlled or prohibited substances.</p>	<p>Use, possession, sale, distribution, or being under the influence of any controlled substance. Refer to School Board Policy # 227 for additional information.</p>	<p>Refer to School Board Policy # 227; Restorative practices.</p>	
<p>Inappropriate Use of Electronic Device / Acceptable Use of Technology Violations</p>	<p>Using technology and electronic devices in accordance with Board Policy and school rules; Maintaining a school environment, conducive to academic instruction.</p>	<p>Failing to utilize technology and/or electronic devices in accordance with Board Policy, applicable law or school rules; Using technology or electronic devices in a way that is disruptive to the educational or extracurricular activities of the District, including, but not limited to recording, taking photographs of, or transmitting fights or other disturbances to the school environment, except for the limited purpose of reporting such conduct to a school official. Refer to School Board Policy # 815 for additional information.</p>	<p>Restorative practices; Warning; Parental contact; Confiscation of device; Detention; Loss of school-related privileges; Up to 3 days suspension.</p>	<p>Up to 10 days suspension; Referral for possible expulsion.</p>
<p>Gambling; Selling/Distribution of Unauthorized Merchandise</p>	<p>Refraining from engaging in unauthorized activities.</p>	<p>The act of gambling for money or valuables; Selling or distribution of unauthorized merchandise without administrative approval.</p>	<p>Restorative practices; Warning; Detention; Parental contact; Confiscation of unauthorized merchandise.</p>	<p>Up to 10 days suspension.</p>

<p>Threatening or Intimidating Conduct; False Alarms; Terrorist Threats/Acts</p>	<p>Maintaining a safe and orderly school environment; Treating others with respect and courtesy; Maintaining a school environment conducive to academic instruction.</p>	<p>Engaging in conduct which undermines the safety, security or wellbeing of any person or of school property; Threats of violence or harm communicated verbally or in writing; Bomb threats; Knowingly reporting a false threat; Tampering with the fire alarm, fire extinguisher, sprinkler system or other apparatus installed for the prevention of fire or for the safety of the school community or property. Refer to School Board Policy # 218.2 for additional information.</p>	<p>Restorative practices; Parental contact; Up to 10 days suspension; Referral for possible expulsion.</p>	
<p>Threat to Health, Morals, Safety or Welfare of Others</p>	<p>Maintaining a safe and orderly school environment, conducive to academic instruction; Respecting school staff, students, and visitors; Maintaining appropriate physical contact and conduct; Following school rules and directions of school officials.</p>	<p>Conduct that constitutes a threat to the health, morals, safety or welfare of others.</p>	<p>Restorative practices; Parental contact; Detention; Suspension; Referral for possible expulsion.</p>	<p>Up to 10 days suspension; Referral for possible expulsion.</p>
<p>Weapons & Other Dangerous Items Violation (Possession, Use, Transfer, Sale)</p>	<p>Maintaining a safe and orderly school environment, free from weapons or similar objects.</p>	<p>Possession or use of weapon or dangerous item. Refer to School Board Policy # 218.1 for additional information</p>	<p>Restorative practices; Parental contact; Referral for possible expulsion.</p>	
<p>Smoking / Tobacco / Nicotine Violation</p>	<p>Maintaining a safe free from tobacco and nicotine, including nicotine delivery products.</p>	<p>Possession or use of tobacco/nicotine products or nicotine delivery devices. Refer to School Board Policy # 222 for additional information.</p>	<p>Restorative practices; Parental contact; Up to 10 days suspension.</p>	

<p>Classroom / School Disturbance</p>	<p>Maintaining a safe and orderly school environment, conducive to academic instruction; Respecting school staff, students, and visitors; Following school rules and directions of school officials; Refraining from using profanity; Adhering to one's school/class schedule and being in designated areas at designated times.</p>	<p>Behavior which disrupts or has the potential to disrupt the educational process or regular school operations. Includes loitering, hall pass violations, instigating violence or other violation of Board Policy or school rules, failure to identify or properly identify oneself upon request of a school official, failure to obey instructions of a school official, insubordination, profanity or inappropriate language, gesture, or action, disrespectful behavior, sleeping in class, other violations of school rules not listed in this chart.</p>	<p>Restorative practices; Warning; Parental contact; Detention; Loss of school-related privileges; Up to 3 days suspension.</p>	<p>Up to 10 days suspension; Referral for possible expulsion.</p>
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Definitions and Special Notes

Academic Integrity – The act of cheating or participating in an act of unacceptable behavior in relation to academic expectations, class assignments, curriculum assessments or any material that contributes to a course grade. Academic dishonesty includes, but is not limited to, a student copying an assignment or test and submitting it as one's own; allowing someone to copy an assignment or test and submit it as one's own; unauthorized use of or communicating with notes, calculators, computers, textbooks, cell or smart phones, any other electronic or communicating device during an exam or assignment; telling other students what is on a test or quiz or providing specific questions or answers; submitting the same work in two (2) or more courses without permission from the Teachers; working with others on a project that was assigned individually; or securing answers in any other dishonest manner.

Bullying – is an intentional electronic, written, verbal or physical act or series of acts directed at another student or students, which occurs in a school setting that is severe, persistent or pervasive and has the effect of doing any of the following: (1) Substantial interference with a student's education; (2) creating a threatening environment; or (3) substantially disrupting the orderly operation of the school.

Example of acts or series of acts that may constitute bullying if it meets the preceding definition include, but are not limited to, physical intimidation or assault; extortion; oral or written threats; teasing; put-downs; name calling; threatening looks, gestures or actions; cruel rumors; false accusations; and social isolation. Note, mutual "teasing" should not be confused with bullying behavior.

Bullying behavior accomplished through electronic mediums, including but not limited to, computers, Internet, Facebook, SnapChat, Instagram, E-mail, and other social networking sites shall be subject to this Policy.

Defiance of Authority – refusing to follow a reasonable directive of either a School District professional employee or Administrator acting within the scope of one's authority.

Disrespect to Peer(s) – any action meant to intentionally demean or cause offense to a peer, including but not limited to teasing and name calling – oral or written.

Extortion – intentionally obtaining or withholding property of another by threatening to: (1) inflict bodily harm on anyone or commit other criminal activities; (2) accuse anyone of criminal offense; (3) expose any secret intending to subject any person to hatred, contempt or ridicule.

Fighting – an encounter with blows or other physical contact involving two (2) or more students.

Forgery – reproducing a parent's/guardian's signature, altering school records, other offenses as set forth in the Pennsylvania Crime Code, 18 Pa. C.S.A. § 4104 et seq. as may be amended, or other similar actions.

Foul and Abusive Language – use of language that is vulgar, profane, or lewd.

Harassment – harassment is defined in accordance with the definitions found in Policy #248. Harassment is either: (1) sexual harassment and/or; (2) harassment based on race, color, religion, national origin/ethnicity, sex, disability, age, or sexual orientation.

Hate Speech – any speech that offends, threatens, or insults groups or individuals based on race, color, religion, national origin, sexual orientation, disability, or other traits. Absent a documented history of disturbance resulting from hate speech, such speech will only result in discipline where an actual disturbance results or the Administration reasonably forecasts that the speech will result in a substantial disruption.

Hazing – any action or situation which recklessly or intentionally endangers the mental or physical health or safety of a student or which willfully destroys or removes public or private property for the purpose of initiation or admission into an affiliation with, or as a condition for continued membership in, any organization operating under sanction of or recognized as an organization (including, but not limited to, clubs, sports teams, musical groups such as marching band and orchestra) by the Wallingford-Swarthmore School District. The term shall include, but not be limited to, any brutality of physical nature, such as whipping, beating, branding, forced calisthenics, exposure to the elements, forced consumption of any food, liquor, drug or other substance, or any other forced physical activity which adversely affects physical health and safety for the individual, and shall include any activity which would subject the individual to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced activity which could adversely affect the mental health or dignity of the individual. For purposes of this definition, any activity as described in this definition upon which the initiation or admission into or affiliation with or continued membership in an organization is directly or indirectly conditioned shall be presumed to be "forced" activity, the willingness of an individual to participate in such activity notwithstanding.

Indecent Exposure – A person commits indecent exposure if that person exposes one's own genitals in any public place or in any place where there are present other individuals under circumstances in which offender knows or should know that this conduct is likely to offend, affront, or alarm.

Intentional Contact – intentionally causing contact with another, when such contact is neither invited nor provoked and the purpose of such contact is defiance of authority, harassment, extortion, or the threat or suggestion of physical assault. Intentional shoving, hitting, kicking, slapping, bumping, holding, pushing, and throwing objects with a wrongful purpose are examples of such conduct. Unintentional or inadvertent conduct, reflexive conduct or conduct taken in the reasonable belief of self-defense or invitational, or conduct by a student with a recognized

disability which affects student's ability to control student's actions, are not included. Even if provoked, persisting in such contact when a reasonable opportunity to stop is available shall be included.

Intimidation – to frighten or make timid another student by threats, bullying, or other aggressive actions or language.

Lewdness – A person commits a misdemeanor of the third degree if person does any lewd act, which person knows is likely to be observed by others who would be affronted or alarmed.

Major Bus Problems – those behaviors that are chronic and/or could jeopardize the safety of others.

Minor Bus Problems – those behaviors that are not chronic or jeopardize the safety of others.

Misuse of the Network-Internet – obtaining access to the Network/Internet intentionally and without proper authorization or misuse of the Network/Internet which can be viewed as any message(s) sent or received that indicate or suggest pornography, unethical or illegal solicitation, racism, sexism, inappropriate language, or any violation of local, state or federal laws relating to use of Internet. (Refer to Policy #815)

Personal Technology Device – any device capable of capturing, storing, and/or transmitting information, including text, audio, and/or video data, not owned by the District. These include, but are not limited to, such devices as laser pointers, telephone pagers/beepers, cellular telephones, handheld computers, laptop computers, calculators, digital musical players, including without limitation, iPods and iPads, MP3 players, and digital and video cameras.

Physical Assault – (1) attempting to cause or intentionally, knowingly or recklessly causing bodily injury to another; (2) negligently causes bodily injury to another with a deadly weapon; (3) attempts by physical menace to put another in fear of imminent serious bodily harm; or (4) any offense prohibited by Chapter 27, "Assault", of the Pennsylvania Crimes Code (18 Pa. C.S.A. § 2701 et seq; and as may hereafter be amended).

School Personnel – any School Board member, school employee, agent, volunteer, contractor, or other person subject to the supervision and control of the District.

Terroristic Threats – threatening to do immediate and/or future personal bodily harm to another or others.

Theft – withholding property of another permanently or for such an extensive period of time as to appropriate the major portion of its economic value, or with intent to restore only upon payment of reward or other compensation; or to dispose of the property so as to make unlikely that the owner will recover it; or any offense prohibited by Chapter 39, "Theft and Related Offenses," of the Pennsylvania Crime Code (18 Pa. C.S.A § 3901 et seq. and as may hereafter be amended).

Tobacco Use – possessing, using and/or selling tobacco in any form, including but not limited to, in or as a lighted or unlighted cigarette, cigar, pipe, snuff, chewing tobacco, smokeless tobacco, and hookah; or possessing or using tobacco use paraphernalia, including but not limited to, lighters or matches when used as a mechanism for nicotine delivery. Possession of vaping equipment, whether used or not, and no matter whether intended to introduce nicotine or any other substance or chemical into the body, is not considered "tobacco use."

Vandalism – damaging tangible and intangible property of another intentionally, recklessly, or by negligence in the employment of fire, explosive, or other means; or recklessly or intentionally tampering with tangible property of another so as to cause or attempt to cause unjustified actual harm to tangible and intangible property of another.

Vaping equipment – an electronic device equipped with an atomizer designed to transform a liquid substance into a vapor for purposes of inhalation, as well as peripheral or auxiliary equipment, parts, canisters or attachments for such devices. Such devices include but are not limited to e-cigarettes, vape pens, e-hookahs, and other devices that operate on the same principles as above. Possession of any type of vaping equipment will be a violation of Policy #227.1. Discovery of any controlled substance or residue thereof will be a separate violation under Policy #227.

Verbal Assault – verbally addressing a teacher or student with lewd, vulgar or profane language, and in an aggressive or otherwise disrespectful manner.

Weapons in the School – the term shall include but not be limited to any knife, cutting instrument, cutting tool, nunchaku, explosive device, firearm, shotgun, rifle, replica of a weapon, and/or any other tool, instrument or implement capable of inflicting bodily injury and/or used with the intent to threaten or inflict bodily injury.

COMMUNICATION WITH MAIN OFFICE STAFF

In order to best facilitate the smooth operation of the Main Office, it is requested that parents/guardians do not call the Office with reminders for their child unless it is an emergency. Please explain to your child that it is their responsibility to stop by the Office to see if any items have been dropped off, such as lunch, homework, projects, sports items, etc. Also, please remind your child of any known doctor's appointments. This, too, will help eliminate classroom interruptions. Be sure to call the Attendance Line at 610-892-3466, which is available 24/7, if your child is going to be absent or late to school.

DRESS and APPEARANCE

Students are expected to dress appropriately for weather conditions and in accordance with Board Policy, applicable Administrative Regulations, and the guidelines established in the applicable Student Handbook, if any.

Student dress or appearance is not permitted to the extent that such dress or appearance:

- materially or substantially interferes with the educational process;
- threatens the school or community, depicts or encourages unlawful or otherwise prohibited activity;
- interferes with another student's rights;
- poses a potential safety hazard to the student or others; or
- is reasonably interpreted by school personnel to be inappropriate in either the message that is implied or the parts of the body or undergarments that are revealed.

As indicated in Board Policy, students may be required to wear certain types of clothing while participating in physical education classes, technical education classes, extracurricular activities, or other situations when special attire may be required to ensure the health or safety of the student.

Special dress codes may be prescribed for special events such as field trips, spirit days, dances, commencement, etc.

Clothing, including accessories such as buttons, pins, jewelry, or backpacks, bearing or depicting messages, images, or advertisements promoting or relating to drugs, alcohol, or tobacco is not permitted.

Clothing depicting/advocating violent or sexually explicit/suggestive messages, writing or images is prohibited.

Clothing bearing language which is obscene, profane, racist, homophobic, sexist, ableist, transphobic, or anti-semitic is also prohibited.

Absent an administrative exception to the contrary, students are expected to dress in accordance with Board Policy and the guidelines established in the applicable Student Handbook during school hours and at school-sponsored events.

Building administrators shall make efforts to ensure that students are not publicly shamed for dress code violations. Students whose attire does not conform to applicable standards will be asked to put on appropriate clothing. Students may be asked to change into appropriate clothing, if available at school, or the student's parent/guardian may be called and asked to bring appropriate clothing to school. Reasonable efforts will be made to ensure that students do not miss instructional time in order to change into appropriate clothing, although at times, this may not be possible in all circumstances.

Any questions about the dress code or the appropriateness of particular attire/appearance shall be directed to the building principal/assistant principal.

Violations of the dress code will be subject to disciplinary action in accordance with Board Policy and the applicable Student Handbook.

ELECTRONIC DEVICES

'Electronics devices' includes, but is not limited to cell phones/electronic games/iPods, etc, or items not directly associated with the educational program. Electronic devices may not be used during the instructional day unless authorized by a teacher. Students are responsible for the security of these items and the preferred place for storage is secured in the student locker.

If students choose to use these items during school hours, they risk confiscation of the device. Continued non-compliance will result in a discipline referral. At the discretion of the Administration, these items may need to be picked up by a parent or guardian. Non-emergency calls to or from cell phones are not permitted during the school day. For emergency purposes, students may use the telephone in the Main Office to contact parents/guardians.

EXTRACURRICULAR PROGRAMS

After School

The after-school activities program at Strath Haven Middle School has something for everyone. Participating in the activities program gives students a chance to explore an interest in a relaxed atmosphere while meeting new friends from all the grade levels. Some activities have very specific goals to accomplish while others allow you to just relax with friends. These activities begin either at 2:35 p.m. or 3:05 p.m.. All students waiting until 3:05 p.m. to begin an activity should report to the cafeteria at 2:35 p.m. for After-School Activity Supervision (refer to After-School Activity Supervision section).

Clubs: Clubs meet regularly throughout the year and vary according to student interest. Students who are interested in starting a club should contact the Activities Director. Refer to the Activities Calendar, which may be found on the website and also posted monthly on the 2nd floor Main Hallway bulletin board outside of the Library.

Performing Music Program

The SHMS Music Program is offered to all interested students. Over 50% of our middle school students perform in one or more of the instrumental and choral ensembles. The large performing ensembles such as chorus, orchestra, and band are co-curricular and meet before the start of the school day at 7:00 am – 7:45 am. Auditioned ensembles such as Select Chorus, Cantabile, Jazz Band, and other small ensembles meet and rehearse after school at 2:30 pm – 3:00 pm. Students, no matter their skill level, are encouraged to participate in the SHMS Music Program. Students who are new to the program or wish to start a new instrument should contact the music teacher sponsoring that ensemble. Concerts and programs are held throughout the year; both in school and throughout the WSSD community including two (2) major concerts in December and May.

Interscholastic Athletics: As a member of the Central Middle School League, Strath Haven Middle School fields teams each season for **students in grades seven and eight.** Teams compete against other league teams, including Bala Cynwyd, Beverly Hills, Drexel Hill, E. T. Richardson, Garnet Valley, Haverford, Northley, Paxon Hollow, Radnor, Ridley, and Springton Lake. Team practices and games are held at the various athletic facilities during the fall and spring seasons and at SHMS during the winter season. Athletic teams by season include:

<u>FALL</u>	<u>WINTER</u>	<u>SPRING</u>
Field Hockey	Basketball	Lacrosse
Volleyball	Wrestling	Baseball
Soccer	Cheer/Spirit	Track & Field
Football (Varsity and Junior Varsity)		Softball
Cheer/Spirit		
Cross Country		

In order for your child to participate in Interscholastic Athletics, your child should schedule a physical before the start of school year (after June 1st). This physical is good for one (1) year; however, the P.I.A.A., the governing body for athletics in the state of Pennsylvania, also requires that a student athlete be recertified for every sport student plans on playing beyond the fall sports season. This does not mean another physical is needed. Rather, it simply states that IF a health change occurred, a doctor's signature is required, stating your child is still in good health and can participate in a winter or spring athletic activity, otherwise only the parent needs to complete the recertification that no health changes occurred since the prior season.

Theater: This activities program at the Middle School consists of performances. Each involves students in all aspects of theater - acting, costumes, sets, stage crew, tech crew, make-up, and program design. Acting roles are cast through audition. Rehearsals take place after school from 3:05 p.m. - 5:00 p.m. Much of the work on sets and costumes takes place on Saturday under the direction of teachers and parents/guardians.

FIELD TRIPS

Field trips are frequently planned by grade level teams as an outgrowth of the curriculum. Teachers regard field trips as an extension of the classroom.

When a student's behavior warrants exclusion, Administrators may restrict them from participating in field trips and other non-curricular activities such as dances and end-of-the-year celebrations.

Students are required to return a Parental Permission Form for every field trip they wish attend. The School will not permit any student to participate in any field trip unless the School has received a permission form signed by the student's parent or guardian.

There is a financial cost to the students for field trips. Financial aid is available for certain trips upon request. Parents/ guardians may contact Team Leaders to determine field trip costs for the year.

Return home arrival time is stated on the information sent home to parents/guardians.

COUNSELING SERVICES

The grade level school counselor, together with parents/guardians and teachers, help students adjust to middle school, discover and nurture their talents, make responsible decisions, set goals, and cope with problems involving school, friends, or family. Counselors facilitate communication between home and school to enable students to make the most of their middle school experience. Students can go to their grade level counselor at any time but must have a hall pass. If a student has an urgent problem and the counselor is not available, the student should report to another counselor, the nurse, or to the main office.

HEALTH SERVICES

To better care for your child, we need your help with the following:

Illness or Injury

No ill or injured student may leave School without permission from the Nurse, Principal, or Assistant Principals. If during the school day it becomes necessary for a student to be sent home due to illness or injury, it is the parent's/guardian's responsibility to provide transportation.

Student Information Form

All student information forms must be updated annually and on file in the Health Office for your child to receive care or medication. We need updated home, work, and cell telephone numbers for parent(s)/guardian(s). Please notify the School if there is a number change. If you plan to be away, let us know who is to be contacted during your absence.

School Medication Policy

All medication should be given at home whenever possible (e.g., medication prescribed three (3) times a day does NOT have to be taken at school). Medication, prescribed or over-the-counter, which must be taken during school hours (e.g., medication prescribed every four (4) hours or four (4) times per day), can be administered by the School Nurse, provided the following is submitted:

1. Medication must be in the original pharmacy-labeled container with the student's name, name of medication, dosage, time, and duration of medicine.
2. Medication must be accompanied by a specific order from a licensed physician or dentist in addition to parent/ guardian written permission.
3. **All medication must be brought to School by a parent/guardian and given to the Nurse. Students are NOT allowed to carry medication to and from School.**

The School District Nurses have a standing order from the School Health Advisor which permits aspirin substitute (i.e. Tylenol or Ibuprofen), cough drops and Tums to be administered during school as needed for appropriate illness. Parent's/guardian's permission on the student information form is required for administration of the above medicine.

Special Health Needs

Parent(s)/guardian(s) of students with a physical disability, illness, or other special health concerns should notify the School Nurse.

HOMEWORK EXPECTATIONS

The purpose of homework is to reinforce previously taught skills, enrich the curriculum, develop student responsibility, and communicate with parents/guardians. It is the student's responsibility to complete homework assignments. Parents and guardians are encouraged to moderate and, where necessary, assist with homework assignments. Homework is assigned regularly. The type and frequency of the assignments will be at the discretion of the teacher based on individual and group needs. When no written assignment is given, students are expected to review the day's classwork and focus attention on reading/studying text materials. Teachers will post assignments on their Google classroom pages.

INTERNET, ACCEPTABLE USE OF NETWORK, COMPUTING RESOURCES, AND CIPA INTERNET SAFETY COMPLIANCE

Following is an excerpt of School Board Policy #815, which may be found in its entirety on the School District website. All students who use the District's connection to the internet, District E-mail, and other District network facilities, must agree to and abide by all conditions of this Policy.

Policy #815 includes the following prohibitions:

Illegal Use/Harmful To Others

1. Uses which are illegal – including illegal purposes, use in an illegal manner, or otherwise legal activity intended to facilitate illegal activity – or any other use which does not fall within the above definition of Appropriate use.
2. Harassment, Bullying (as defined elsewhere in the District's policies), unwelcome remarks or conduct based upon sex, race or other protected characteristics which could be reasonably and objectively understood to unreasonably interfere with a student's education or employee's position within the District, threatening statements and other similar antisocial communications on the network.
3. The illegal installation, distribution, reproduction or use of copyrighted software.
4. Use to access, view, send, create, post or obtain obscene material, including but not limited to pornography or child pornography or other sexually oriented material.
5. Use to obtain, copy or modify files, passwords, data or information belonging to other users without express permission of the owner to do so.
6. Use to intentionally misrepresent other users on the network.
7. Use of another person's E-mail address, user accounts, passwords or District accounts (MMS, network, etc.).
8. The unauthorized disclosure, use or dissemination of personal information regarding minors.
9. Use while access privileges are suspended or revoked.
10. Use inconsistent with network etiquette and other generally accepted etiquette as set forth in District Administrative Procedures and student Codes of Conduct.
11. Use to invade the privacy of other persons.
12. Posting anonymous messages.
13. Use to read, delete, copy or modify the E-mail or files of other users or deliberately interfering with the ability of other users to send or receive E-mail.

System Security *(Policy #815 prohibitions continued)*

1. Use to infiltrate or interfere with a computer system and/or damage the data, files, operations, software or hardware components of a computer or system.
2. Loading or use of unauthorized games, programs, files, music or other electronic media.
3. Use to disrupt the work of other persons (the hardware or software of other persons shall not be destroyed, modified or abused in any way).
4. Use to upload, create, or attempt to create a computer virus.
5. Any attempt to circumvent or disable the Filter or any security measure.
6. Removal of technology hardware (including desktops, laptops, printers, etc.) from District premises.
7. Disclosure or dissemination of any personal identification information of themselves or other students.

Commercial Use/Personal Gain *(Policy #815 prohibitions continued)*

1. Use for any commercial (whether for profit or not) purpose, including, without limitation, any advertisement for the same, except as otherwise permitted in District policy.

2. Use for lobbying or political purposes.

Copyright (Policy #815 prohibitions continued)

1. Use which involves any copyright violation or for the copying, downloading or distributing of copyrighted material without the owner's permission, unless permitted in accordance with the Fair Use Guidelines. (Copies of the Fair Use Guidelines are available in Instructional and Information Technology Offices.)
2. Copyright laws will govern the use of material accessed through the District system. Users that violate copyright laws will be solely liable for such violations.
3. Users may not use or install unlicensed software on District computers.
4. Users may not violate the law by illegally duplicating software.
5. Users may not plagiarize. Teachers will instruct students in appropriate research and citation practices.
6. When using material (text, graphics, sound, movies, etc.) from the Internet which could not be considered fair use for educational purposes, the user must request permission from the creator of the material before duplicating said material in any way. All materials on the Internet are considered copyrighted, whether so stated or not.
7. Users may not download materials in any format that is copyrighted without permission from the copyright holder, unless permission is expressly given to download and use that material.

LIBRARY

Our School Library provides varied materials to enrich and support the curriculum, keeping in mind interests, abilities, and maturity levels of the students. Students are encouraged to use the Library for concentrated study, recreational and informational reading, research, and cultural enrichment. The Library will be open from 7:30 a.m. until 3:00 p.m. Books are loaned for a two-week period and can be renewed. There is no fine for overdue books; however, if a book is lost, the student will be charged the replacement cost. Summer reading lists will be posted on the website at the end of the school year. Required books can be found at the local libraries and nearby bookstores.

LOCKERS

Each student will be assigned a locker at the beginning of the school year. The security of all items in the locker is each student's responsibility. Lockers remain the property of the School and the Administration has the right to search the locker and its contents at any time. Parents/Guardians should discourage students from bringing valuables and large sums of money to school. **The School will not be responsible for lost or stolen articles.** Students are not permitted to share lockers and should not share the locker combination with anyone.

LOST AND FOUND

Lost and found items will be kept in the cafeteria where they may be identified and reclaimed by students. All items not claimed will be donated to charity at scheduled intervals. Students will be notified prior to a scheduled donation. Items taken from lost and found that do not belong to them will be considered theft.

LUNCH

The Cafeteria period is designed to provide a balanced diet and proper nutrition, opportunities for socialization, and relaxation. The Board of School Directors has authorized an outside contractor to provide cafeteria service. Students are offered three (3) different lunch options: hot lunch, deli bar (sandwich, fruit or salad, and pickle), or salad bar. There is also a snack line but parents/guardians are asked to encourage students to buy snacks only after eating a nutritious lunch. The cost of student lunches will be approximately \$2.75 for a basic meal. In case a student forgets lunch from home, a parent may leave it in the Main Office to be picked up there.

- The Cafeteria is a place to eat. Please help make it a pleasant place by following simple rules of courtesy and showing respect for the rights of others. Each student is responsible for cleaning the entire table and floor around the table where the student ate.
- Students are allowed to go to the Library or classrooms during lunch provided they have a pass.
- Once students have cleaned the table/floor and sat down, they will be dismissed to go outside (weather permitting).
- During lunch recess, students should stay in the designated area within full view of the monitors.
- Students are not permitted in the Cafeteria during periods other than their assigned lunch period.
- Borrowing of money is prohibited.

PANTHER PRIDE

“Panther Pride is found inside!” is Strath Haven Middle School’s moniker to set the tone of school culture and community pride. Around our building and printed on T-shirts you will see this phrase celebrated and reinforced visually to remind students of who we are and what we stand for. *Panther Pride* is also the name of the school’s framework of positive behavioral interventions and supports (PBIS), which reinforces the following four main tenets: Stay Safe, Stay Responsible, Stay Respectful, and Stay Kind. These tenets guide our schoolwide expectations which can be found on our school matrix at the end of the document [here](#). Please familiarize yourself with the matrix, as they create the expectations for individual behaviors and interactions for our staff and students.

PARENT/STUDENT POWERSCHOOL PORTAL

Middle School students and their parents/guardians are able to access current grades and information about student assignments, attendance, discipline, and scheduling. Access to the Student/Parent Portal provides you the opportunity to be more informed about your/your child’s academic progress and other pertinent information. In order to access the Student/Parent Portal, you will need Internet access and a confidential user name and password.

If you are a Middle School student, or the parent of a Middle School student, please use the following link to access the Student/Parent Portal:

<https://wssd.powerschool.com/public>

The Parent/Student Portal is not meant to replace direct communication between students, parents/guardians, teachers, and/or other school staff members. If a parent or guardian has questions about any of the information viewed via the portal, those questions should be discussed with the student. If questions still remain, the student may discuss them with student’s Teacher.

SAFETY AND EMERGENCY DRILLS

Safety and emergency drills allow students opportunities to practice either leaving the school building, or remaining within the school building, in the case of fire (exiting), other emergencies, or situations where the students normal routines may be subject to change or adapt. Instructions for fire drills are posted in the classroom. Other drills, such as the Teach in Place or Shelter in Place drills, are practiced after instruction from classroom teachers and/or school administration. When moving to your assigned place, whether in the building or outside of it, it is essential that you move silently and quickly, and follow the directions of the adults in your area.

SCHOOL CITIZENSHIP

No matter where students go or what students do, students will find certain expectations to guide them. Naturally, there are rules and regulations at Strath Haven Middle School. They are meant for the students’ benefit, as well as the benefit of our entire school community.

Students should show respect for the property, rights, and privileges of others, just as you expect and appreciate this respect when others show it to you. You are responsible to the School Authorities and Teachers for your conduct while you are a school citizen. With this in mind, it is important to note that incidences of cheating and plagiarism will be handled through the implementation of the following:

Plagiarism

First violation: Parent contact from Teacher; notify Team Leaders for tracking reasons.

Second and future violations: 0 on assignment; parent contact from Teacher; discipline referral for tracking reasons only.

Cheating

All occurrences: Point deduction at Teacher discretion; parent contact from Teacher; notification of Team Leader.

STRATH HAVEN MIDDLE SCHOOL WEBSITE

The SHMS website is accessible via the District website (www.wssd.org). It is the central source of information for nearly everything going on at the Middle School. Students and parents/guardians can check the site daily for continually updated announcements.. Parents/guardians can use the e-mail directory to look up teachers, counselors and administrators.

STUDENT ASSISTANCE PROGRAM

The Student Assistance Program is a way to identify students who are having problems in school because of high risk behaviors and quickly refers them for help. It is designed not as a treatment but as an intervention program. The Student Assistance Program (SAP) Team, a specially trained group of school personnel, is the core of the Student Assistance model. A referral to this team commonly happens as a result of observed changes in the student's behavior or school performance. The SAP team receives referrals from other school personnel, parents/guardians, and students themselves and conducts a pre-assessment to develop an appropriate plan. The SAP Team members include Teachers, Administrators, Guidance Counselors, School Psychologist, School Nurse, District Social Worker, and SAP Liaison from Community Hospital.

Members of the team receive intensive training in group process, adolescent chemical dependency, adolescent depression, and suicide. Theories of adolescent development, simulations, and action planning are also part of the training.

STUDENT RIGHTS AND RESPONSIBILITIES

Student responsibilities include regular school attendance, conscientious effort in classroom work, and conformance to school rules and regulations. Most of all, students share a responsibility with the Administration and Faculty that is to develop a climate in the school that is conducive to wholesome learning and living. All students have the right to an education free from interference from their peers. It is the responsibility of each student to respect the rights of teachers, students, administrators, and all others who are involved in the educational process. Students should express their ideas and opinions in a manner that does not defame others or prevent others from expressing their views.

It is the responsibility of the students to:

1. Be aware of all rules and regulations for student behavior and conduct themselves in accord with them.
2. Be willing to cooperate in matters relating to health, safety, and welfare of the school community and the protection of school property.
3. Dress and groom themselves so as to meet fair standards of safety and health, and so as not to cause substantial disruption to the educational processes.
4. Assume that until a rule is waived, altered, or repealed it is in full effect.
5. Assist the School Staff in operating a safe school for all students enrolled therein.
6. Be aware of and comply with state and local laws.
7. Exercise proper care when using public facilities and equipment.
8. Attend school daily, except when excused, and be on time at all classes and other school functions.
9. Make all necessary arrangements for making up work when absent from school.
10. Pursue and attempt to complete satisfactorily the courses of student prescribed by state and local school authorities.
11. Avoid inaccurate, libelous, or obscene communications in student newspapers or publications.

STUDENT VISITORS

Students who attend another school/district and wish to visit the School for the day need to obtain permission from the Principal prior to the day of visitation. Permission is typically granted for those students who are interested in enrolling in Strath Haven Middle School.

PARENT VISITORS

We encourage parents/guardians to communicate regularly with staff members at Strath Haven Middle School. Please be aware, however, that if a parent/guardian wishes to meet with a staff member, a prior appointment time should be arranged. All visitors are required to sign in at the Main Office, have their ID scanned by the Main office secretary, and pick up a visitor's identification badge to wear while in the building.



SHMS PANTHER PRIDE MATRIX



	Classroom	Hallway	Cafeteria & Recess	Bathroom & Locker Rooms	Auditorium	Bus
Stay Safe	Maintain Safe Body Follow teacher expectations Follow electronic device expectations	Maintain Safe Body Walk on the right Follow electronic device expectations	Maintain Safe Body Be mindful of your space Stay seated (cafeteria) Follow electronic device expectations	Maintain Safe Body Wash hands Follow electronic device expectations	Maintain Safe Body Sit in directed seats Follow electronic device expectations	Maintain Safe Body Keep aisles clear Cross at least 10 feet in front of bus
Stay Responsible	Come prepared Be a good digital citizen Be an engaged learner	Walk promptly to destination Utilize hall pass Utilize lockers at appropriate times	Clean your lunch space Place trash in receptacle Report issues to adults	Utilize supplies appropriately Place trash in receptacle Utilize appropriate amount of time Utilize bathroom pass Report issues to adults	Report issues to adults Be an engaged listener	Walk promptly to destination Follow directions
Stay Respectful	Use Level 1 voice Raise your hand Be an active listener Keep an open mind	Care for school property Use Level 1 voice	Care for school property Use Level 1 voice (cafeteria) Use Level 2 voice (recess)	Care for school property Maintain personal space	Care for school property Use appropriate voice level Keep an open mind	Use Level 1 voice Board and exit calmly
Stay Kind	Use positive words Include and accept others	Use positive words Greet others politely	Use positive words Be polite Include and accept others	Use positive words Be considerate of others	Show appreciation Applaud appropriately	Use positive words Be polite
VOICE LEVELS:	0 = Silent	1 = Quiet conversation	2 = Presentation voice	3 = Applauding		