ONTARIO MIDDLE SCHOOL
STUDENT HANDBOOK

2026-2027

447 Shelby-Ontario Rd.
Ontario, Ohio 44906
419.529.5507
Fax 419.747.6859

Principal – Tina Crim
Assistant Principal - Jordyn Eckert
Guidance – John Boyd
Secretary- Jeanette Ohl
Secretary- Kimberly Bell

WELCOME

The Ontario Local School District has a tradition of excellence. We take pride in educating the whole child and look forward to another year with your students. This student handbook will help students and parents to acclimate to the day-to-day operations of Ontario Middle School.

Go Warriors!!!

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ONTARIO MIDDLE SCHOOL BELL SCHEDULE

REGULAR BELL SCHEDULE

7:45 Warning bell
7:49 – 8:35 1st Period
8:39 – 9:25 2nd Period
9:29 – 10:15 3rd Period
10:19 – 11:05 4th Period
11:09- 11:32 5th Period Lunch A
11:35- 11:59 5th Period Lunch B
12:02 - 12:25 5th Period Lunch C
12:29-1:15 6th Period
1:19- 2:05 7th Period
2:09 - 2:52 8th Period

EARLY RELEASE BELL SCHEDULE

7:45 Warning bell
7:49 – 8:27 1st Period
8:31 – 9:09 2nd Period
9:13 – 9:51 3rd Period
9:55 – 10:32 4th Period
10:36 -11:13 6th Period
11:17 – 11:40 5th Period Lunch A (Lunch 11:13 – 11: 43)
11:43 – 12:07 5th Period Lunch B (Lunch 11:40 – 12:10)
12:10 – 12:34 5th Period Lunch C (Lunch 12:07 – 12:37)
12:37 – 1:14 7th Period
1:18 – 1:52 8th Period

TWO-HOUR DELAY BELL SCHEDULE

9:45 Warning bell
9:49 – 10:18 1st Period
10:22 – 10:51 2nd Period
10:56 – 11:24 3rd Period
11:28 – 11:51 5th Period Lunch A (Lunch 11:24 – 11: 54)
11:54 – 12:18 5th Period Lunch B (Lunch 11:51 – 12:21)
12:21 – 12:44 5th Period Lunch C (Lunch 12:18 – 12:48)
12:48 – 1:17 4th Period
1:21 – 1:50 6th Period
1:54 – 2:23 7th Period
2:27 – 2:52 8th Period

SCHOOL, STUDENT, PARENT PLEDGE

All students have the right to:

- Learn without distraction
- Be and feel safe while on school property
- Be respected by school staff and fellow students
- Have appropriate personal appearance without causing distraction
- A clean and safe school building

All students have the responsibility to:

- Allow classmates to learn without distraction
- Seek help in solving problems
- Respect classmate's personal space and physical movement
- Obey the school dress code
- Respect school property to keep it clean and safe

As a school, we will:

- provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet Ohio's student academic achievement standards
- hold parent-teacher conferences twice a year during which this compact will be discussed as it relates to the individual child's achievement
- provide access to parents to check students progress
- provide parents reasonable access to staff

As a parent/guardian, I will support my child's learning in the following ways:

- help my child attend regularly, arrive on time, and ready to learn
- provide a quiet area for my child to do homework and make sure it is completed
- communicate with teachers and staff, attend all parent/teacher conferences, read reports from school, and discuss them with my child ● encourage a positive attitude toward school and place a priority on school event
- monitor and limit my child's use of electronic devices
- help my child learn to resolve conflicts in positive ways
- support and help the school in its efforts to maintain safe and orderly environment
- provide a healthy environment and ensure my child is rested, fed, and dressed according to the Ontario Local Schools' guidelines ● encourage my child to read by reading with and to my child
- participate in decisions regarding my child's education

As a student, I will:

- attend school regularly and on-time
- do my schoolwork and homework every day
- give my parent/guardian all notices from my school
- practice healthy habits such as eating properly, exercising, and getting enough rest
- be a student of integrity: ready to learn, treat peers fairly, work hard, and do my best.
- listen carefully and ask questions when I do not understand something
- bring needed supplies (pencils, books, etc.) to class
- meet behavioral expectations in the school and classroom allowing all students to learn, respect, cooperate, and show compassion for others students and adults

VISITORS PASSES/LIMITED ACCESS CONTROL

VISITORS PASSES

To avoid unauthorized persons obtaining access to students or teachers, all visitors **must** stop and register in the main office and get a visitor pass. This is a security measure that enables us to extend privileges to deserving persons and deny access to those who have no business in the school, and who may disrupt our school activities. Persons found in the halls without registering may be escorted out of the building. Arrangements must be made **in advance** for individuals to visit the school and classrooms. Parents may not visit the classroom during instruction. Unless a person(s) is authorized to be on school grounds, they may be asked to leave at any time. Transportation from school by someone other than a parent or guardian will be denied. Only the identified person(s) on the Emergency Medical Form will have permission to transport your child. The administration retains the right to deny access by any unauthorized personnel.

LIMITED ACCESS CONTROL

The main entrance to each building in the Ontario Local School District now has "Limited Access Control" that is monitored by school personnel. The "Limited Access Control" is being done to further enhance the safety and security of the children. The procedure that is followed when entering one of the Ontario Local School buildings:

- Enter through the first set of doors to go to the vestibule area. This will allow you to be "buzzed in" and to keep you out of the elements.
- Once in the vestibule, you will press the buzzer placed on the window frame. The buzzer is a gray box. ● The individual who responds will ask you to state your name and reason that you are wishing to enter the building. ● If approval is granted, you will be asked to go **directly** to the office with your ID to get a visitor badge.

ATTENDANCE

In compliance with the law, it is necessary for us to have contact with all homes when students are absent from school. Therefore, we request your assistance in dealing with this most important matter. We ask that you, as parents or guardians, notify the school on the day your child is absent by **8:00 a.m**. unless previous notification has been given in accordance with school procedures for excused absences. Our attendance number is 419-755-2004 or OMS #419-529-5507. If you do not notify the school of the absence, the principal or his designee will attempt to notify you by telephone. If it is not possible to reach you by telephone after three attempts, a written notice will be mailed to you. We appreciate your cooperation in dealing with this matter.

For participation purposes, athletes must be in attendance for one-half of the school day (Friday for Saturday participation) unless previously excused by the administration. Refer to the Athletic Policy.

Absence excuses must be written for any student legitimately out of school, regardless of whether or not parent contact was made on the date of the absence. This written notice must be on file in the high school office within 48 hours of the date of the student's absence. If a student fails to bring in a note within 48 hours, the student's absence will be considered unexcused (unless otherwise stated by an administrator). Students are responsible for all missed work. Reasons for acceptable absences are 1) acts of God, 2) death/illness in the family, 3) personal illness and/or quarantine for contagious disease (medical statement may be required), 4) quarantine for contagious disease (medical release required for return to school protocol)

Other absences require prior approval or will be considered unexcused.

Students with 48 or more unexcused hours of absence will be referred to the Richland County Attendance Officer.

Parents are encouraged to arrange medical and dental appointments outside of school hours. Students excused for medical appointments are required to provide the office with a medical excuse from the doctor.

Ontario formally recognizes the authority of the school nurse to medically excuse student absences when the nurse determines that a student must be dismissed due to illness or health-related concerns.

The Richland County Juvenile Court has the following guidelines for truancy cases in Richland County. Truancy from school is based on the number of hours not in attendance, and a warning letter may be sent by the high school office. After 32 hours of **unexcused** absences, parents and their student will be required to attend an Attendance Intervention Team (AIT) meeting at the school. If the parent refuses to attend and/or absences continue to accumulate, both parent and student may be ordered into an unofficial hearing at RCJC. This begins the court process which may include formal hearings with the Magistrate where any of the following could result; charges against parent and/or student, parent and student may be fined and forced to post a bond, student may be placed on probation, placed in detention, or both. The parent, in extreme cases, may be jailed.

UNEXCUSED ABSENCES – Absence due to working at home, gainful employment, missing the bus, oversleeping, shopping, babysitting, car trouble, or any other reason not considered an excused absence.

MEDICAL STATUS – Students who are absent for 62.5 hours during the school year, excused or unexcused, will be placed on medical status. If students present medical notes, hospital records, court excuses or proof of a death in the immediate family within 48 hours of their return to school, those absences will not accumulate towards medical status. Parents of students with chronic medical conditions should contact an administrator and/or attendance officer.

After 62.5 hours of absences, those absences not covered by a doctor's excuse, court excuse, death in the immediate family, or administrator's approval will be processed as unexcused. The consequences of unexcused absences are that the student receives a zero for the day's work and is not permitted to make up the work missed.

TARDINESS

Tardiness is generally a problem to be corrected by the student. If the student cannot correct their habitual tardiness, an administrator will intervene and may make calls to the parent when necessary. With the parent's cooperation, we trust the problem will not continue. Students arriving late to school (after 7:49AM) must first report to the office to obtain a tardy slip.

- Each period, the teacher will record the class tardiness on attendance slips.
- The student tardy will be recorded in the office.
- The unexcused tardy "to school" and "to class" combined count towards Friday School.
- Excessive tardiness will be dealt with in the following manor:
    - Every 5th tardy, to class and/or school, will result in a Friday School.
    - Habitual tardiness may result in additional Friday Schools or –in school detentions.

TRUANCY

- When a student is truant from school or class, he/she may be assigned Friday School(s) or In School Detentions (ISD). Parents will be

contacted and the student may be referred to the guidance department for counseling.

- Repeated truancy may result in additional; ISD's, Out of School Suspensions (OSS) and/or referrals to the attendance office and the Richland County Juvenile Court.

LEAVING SCHOOL DURING THE DAY

Anytime it is necessary for the student to leave school during the day, please send a note to school with him/her stating the time you wish the student to be excused. These notes must be brought to the main office before 7:49 a.m. so that they will appear on the special excuse list for teachers. Students who do not have such authorization but still must leave during the day, may do so by securing verbal permission from parents. We will call the home or place of business prior to excusing students under such circumstances. Each student excused from school will be given an excuse slip from the office. **Excuses to leave will only be granted from 7:30 a.m. to 7:49 a.m. in the morning except for illness or legitimate emergencies. Leaving school because one does not want to attend a school sponsored activity is not an acceptable reason and permission to do so will not be given.**

VACATIONS

We request that parents make every effort to take vacations during the summer months. However, if an out-of-town trip is necessary during the school year, arrangements ***must*** be made with the Middle School office at least three (3) days in advance so that assignments and make-up work can be arranged.

HOMEWORK

The purpose for assigning homework is to give students the opportunity to extend lessons, practice skills, engage in critical thinking and develop good work habits. Homework can also serve as one form of communication between the teacher and the family. It is up to the student, family, and teacher to share the responsibilities for homework.

Student's responsibility

- To understand all homework assignments by listening to directions, asking questions when something is unclear, and reading directions
- To gather all materials necessary to complete assignments before leaving the classroom
- To complete all assignments to the best of his/her ability
- To return materials and assignments on time
- To make up any missed work that the teacher requires

Family's responsibility

- To provide a routine and environment that is conducive to doing homework (i.e. a quiet and consistent place and time, necessary materials, etc.)
- To offer assistance to the student, but not do the actual homework
- To check that your child has edited his/her homework for spelling, punctuation, neatness, etc.
- To notify the teacher when homework presents a problem
- To read school notices and respond in a timely manner. Homework and school notices will travel home in the student's agenda book ● Checking your child's grades weekly through GradeBook is recommended
- Regular backpack clean-ups can be useful in helping students to organize their materials

HOMEWORK (PROLONGED ILLNESS)

A parent may request homework for students who have a prolonged illness by contacting the school office. If a student is going to be gone for more than two days, please allow one **day** to collect the homework, oftentimes work will be posted on google classroom.

DISCIPLINE, POLICIES, AND PROCEDURES

In order to ensure a positive learning environment, it is necessary for students to abide by a uniform code of conduct to keep distractions to a minimum. It is the intent of Ontario Middle School to abide by all due process procedures in the administration of discipline as provided for each student in state and federal law.

Although parents are expected to adhere to any policies and procedures outlined in this handbook/agenda that directly affect them, parents' greatest contribution will result from their influence with their child. Parents who model responsibility, set high standards, and consistently support their child in adhering to all school policies and procedures contribute immeasurably to the success of their own children. In addition, such support raises the quality of Ontario Middle School education in general. Each of us is impacted by the behavior of all.

STUDENT CODE OF CONDUCT

The Ontario Board of Education recognizes that there should be maintained at all times an atmosphere of mutual respect between students and teachers. The teacher and administrator shall be the personnel in authority to maintain the decorum of the classroom, buildings and grounds, and at all school-related activities. All employees of the district shall share responsibility for supervising the behavior of students and for seeing that they meet the standards of conduct that have been or hereafter shall be established by the Board of Education. The Ontario Board of Education supports teachers and administrators to the fullest in their efforts to maintain proper decorum among students.

ONTARIO MIDDLE SCHOOL DISCIPLINARY PROCEDURES

- **Teacher-Directed Consequences**
  Each teacher is responsible for monitoring behavior of students in his/her care within the guidelines of Board Policy. Given individual differences, the methods used will vary. Teachers are responsible for clearly outlining their expectations and following through with consequences when expectations are not met. Students are responsible for living up to expectations or accepting consequences when they do not.
- **Discussion** – According to the severity of the offense, students generally have the opportunity to learn from their mistakes through discussions with peers, teachers, guidance counselor, and/or the principal. In the case of severe situations, other authorities may also be present for these discussions.
- **Detention** – Detentions will be served during the lunch period. These may be assigned by any adult in charge including teachers, advisors, coaches, or administrators and will be monitored by a staff member. After each set of five detentions, a Friday School will be assigned. After three Friday Schools, an external suspension may be issued. Detentions accumulate throughout the entire school year.
- **Discipline** – If a problem is chronic, severe, and or seriously inhibits the educational process, it may become necessary to remove the student from the classroom which may result in a suspension by the principal or a recommendation for expulsion by the Superintendent. It is our desire, however, to remedy such behavior and eliminate the need for drastic action.
- **Denial of School Privileges** – Many opportunities given to students are privileges that may be denied if students make poor behavior choices and/or fail to meet activity guidelines. These privileges may include, but are not limited to, library privileges, programs, assemblies, concerts, dances, and field trips.

ACTIONS FOR VIOLATIONS OF STUDENT CODE OF CONDUCT

- **Detention(s):** Before school, after school or during lunch– these may be given by either an administrator or a teacher and will be supervised by the person giving the detention.
- **Friday School(s):** This will be assigned by the administration. Friday Schools are served at the Middle School from 3:00PM to 6:00PM on designated Fridays.
- **In School Detention**: This will be assigned by the administration. The student will attend school at the regular time and serve detention time at school rather than out of school. Students are required to complete school work during this time and receive credit for the assignment. School work is expected to be completed at the end of the school day. Students are expected to follow all posted rules in the In School Detention room. Failure to do so may result in an Out of School Suspension.
- **Out of School Suspension**: This will be assigned by the administration. The student will be removed from the building for a period not to exceed ten (10) days. While suspended, the student may not be on school grounds or attend any school sponsored activity. The student may make up school work missed for up to 75% credit. School work is due upon return.
- **Expulsion:** Expulsion is the most serious consequence available, short of involving law enforcement to deal with chronic or severe offenders. Only the school Superintendent may expel a student. Expulsion may be for up to eighty days or, in the case of firearms or weapons, for up to one year. In addition, under Ohio law, the Superintendent may permanently exclude a student from the school. During this time the student loses credit and is not permitted to attend any school function or be on school property.
- **Appeals**: Questions or concerns regarding discipline should always be addressed first with the school personnel initiating and/or imposing the consequence. Once all facts are known, further concerns may be appealed to the Superintendent. **Note**: Suspensions may be one to ten days in duration and may be implemented into the next school year.

This code of conduct pertains to all school activities, including co-curricular activities both on and off school property, and specifically including conduct on Board-owned or chartered buses or other motor vehicles. This confirms that students come to school for an education and the school will provide a wholesome atmosphere for a positive learning experience.

This code of conduct is an attempt to list the main violations and the penalty for each, but other acts not listed could be disciplined if the act is disruptive to the educational process, hinders other students' learning, or is deemed inappropriate for a school setting. Students aiding or abetting another student in the commission of any school violation may receive a penalty equal to the violation or attempted violation.

FIREARMS, KNIVES, AND OTHER WEAPONS – The possession of any firearm, weapon, or instrument intended to cause harm is strictly prohibited on school grounds. Persons found in violation of them may be suspended, recommended for expulsion, criminally charged, or subject to any or all of the above. Items considered inclusively as weapons but not exclusively; guns or look-alike weapons intended to represent a real weapon, knives, stun guns, mace or similar substance, gunpowder, fireworks or any club or blunt instrument intended to cause harm to another.

HALL CONDUCT – There is to be no horseplay at any time. This often leads to situations that cause fights or inadvertent injury to an innocent bystander. Students are to pass through the halls in an orderly fashion and should not be running or pushing other students. Students must carry a "plastic paddle pass" from the classroom teacher and sign in and out of the classroom. Violations of any of the above may lead to a disciplinary action.

SAFE/SPEAK UP – Students may call or go online to report: harassment, threats, suspicious behavior, or other concerns that may jeopardize the safety of students, employees, or school facilities. Your message is very important in helping us maintain a safe school environment. All callers remain anonymous.
Phone: 1-866-listen2me (toll free) – Online: Go to the district website (www.ontarioschools.org)

SEARCHES – According to the Ohio Revised Code, the school has the right to conduct searches on school property when it is reasonable to assume that there is a violation of law or school policy. Searches may include but are not limited to: lockers, bookbags, athletic areas, purses/bags. Although searches will be kept to a minimum, they will be conducted as deemed necessary by the administration. Whenever possible, we will respect the privacy of our students but not at the expense of safety or conformity to law or school regulations.

STUDENT BEHAVIOR AT EXTRACURRICULAR EVENTS – A student's behavior at any school-sponsored activities, whether it involves sports, music, dances, etc., is under the same guidelines as when school is in session. Students may also be subject to disciplinary action for violating these guidelines at school-sponsored activities, regardless of where they take place.

SURVEILLANCE CAMERAS – Students are duly informed that their behavior may be monitored on school property by security cameras. Actions recorded on these cameras may be used as evidence in disciplinary action.

FRIDAY SCHOOL PROCEDURES
Friday school is a supervised in-school suspension held on designated Fridays throughout the school year. The following guidelines apply:

- Friday School will meet from 3:00 PM until 6:00 PM at OMS. The student will go directly from their last period class to Friday School. No one will be admitted after 3:00PM.
- Students will not be allowed to use the telephone except in cases of emergency to be determined by the Friday School supervisor.
- Students will not be permitted to go to lockers or anywhere else in the building other than the Friday School detention room. ● Students are required to have schoolwork with them when they attend Friday school. Students not prepared to work will not be admitted and will be assigned additional Friday School(s).
- Students will work with appropriate reading material. Recreational materials, electronic devices, food, beverages, and magazines are prohibited.
- Students must sit upright and stay awake for the entire Friday School session.
- The first unexcused absence from Friday School will result in one additional day of Friday School. A second unexcused absence from Friday School, at any point throughout the year, will result in either an in-school detention or an out-of-school suspension.
- Students are permitted one excused absence from Friday School at the discretion of the administration.
- The following may result in an In-School-Detention or out-of-school suspension:
    - Skipping Friday School
    - Violation of Friday School or other school rules
    - Refusal to attend Friday

The Ontario Board of Education supports teachers and administrators to the fullest in their efforts to maintain proper decorum among students.

VIOLATION CLASS A: Students in violation of "Class A" violations may receive; Warnings, removal from the bus, lunch detentions, ISD, Friday School(s).

A	**Tardy**	**One singular classroom Tardy (Referral)**
A	**Wellness**	**Wellness Check Request (Referral)**
A	**Other**	**Customized other for student tabulation (Referral)**
A1	**Tardies**	**Excessive Tardies as defined by building administration**

A2	**Dress Code**	**Violations of School Dress Code**

A3	**Misconduct**	**General Misconduct**
A4	**Forgery**	**Forgery/False statements: Falsely using, whether orally or in writing, the name of another person in falsifying times, dates, grades, or other data.**
A5	**Lighting Devices**	**No students can possess (lockers/bookbags) matches, lighters, lighting materials.**
A6	**Unauthorized Areas**	**Being in unauthorized areas**
A7	**Locker Violations**	**Locker violations includes but not limited to; unauthorized entry into unassigned students lockers**
A8	**PDA**	**Inappropriate displays of affection (Public Display of Affection–PDA, i.e. close contact, hugging, kissing, etc.).**
A9	**Cell Phone**	**Inappropriate use of technology**

VIOLATION CLASS B: Students in violation of "Class B" may be given a Friday School(s), ISD, OSS and/or recommended for expulsion

B1	**Truancy**	**Truancy includes but not limited to; skipping school or class, leaving school without permission.**
B2	**Fighting**	**Fighting/Instigating a fight**
B3	**Property Destruction**	**Minor destruction of school property (students will pay for damage).**
B4	**Theft**	**Stealing: Possession of or attempting to steal property either on school grounds or during school activities**
B5	**Fireworks**	**Setting off or attempting to set off fireworks or other explosive devices on school property.**
B6	**Tobacco Products**	**Use, Possession of Tobacco Products, smokeless tobacco, other smoking devices and/or paraphernalia**
B7	**Alcoholic Substances**	**Use, Possession of Intoxicating Alcoholic Beverages and/or paraphernalia**
B8	**Other Substances**	**Use, Possession of Drugs other than Tobacco or Alcohol and/or paraphernalia**
B9	**False Alarm**	**Initiating false fire alarm or 911 call by deliberately setting an alarm, calling 911, tampering**
B10	**Insubordination**	**Insubordination: The willful failure to respond to or carry out a request by authorized personnel**
B11	**Disruption**	**Disruption of curricular or extracurricular activities**

B12	**Disrespect**	**Disrespect: Speaking to any member of the school staff in a discourteous, disrespectful or insulting manner.**
B13	**Extortion**	**Extortion: Obtaining something from someone through force or threat**
B14	**Profanity**	**Use of obscene or offensive language or gestures**
B15	**Repeat Offender**	**Repeated A violations**
B16	**Hazing-Harassment Bullying**	**Hazing-Bullying-Harassment: attempting to embarrass by ridicule, threats or to chronically trouble or annoy another student. (Ontario Local Schools Board Policy 5516, 5517, 5517.01) (see Stay Safe/Speak Up on page 17 of this handbook)**

B17	**Firearm Look-a-Likes**	**Any item that resembles a firearm but does not have the explosive characteristics of a firearm but may be use a spring loaded device or air pressure by which to propel an object. Guns/weapons, airsoft guns, paintball guns, knives, tasers, lasers, stun-guns, pepper spray, and mace.**
B18	**Inappropriate use of Technology**	**Possession or dissemination of lewd or inappropriate material**

VIOLATION CLASS C: Students in violation of "Class C" may be suspended out-of-school for up to ten days and/or be recommended for expulsion or permanent expulsion in accordance with Ohio law.

C1	**Major Destruction**	**Destruction of school property in a willful and extensive manner**
C2	**Tobacco Products**	**Sale or Distribution of Tobacco Products, smokeless tobacco, other smoking devices and/or paraphernalia**
C3	**Alcoholic Substances**	**Sale or Distribution of Intoxicating Alcoholic Beverages and/or paraphernalia**
C4	**Other Substances**	**Sale or Distribution of Drugs other than Tobacco or Alcohol and/or paraphernalia**
C5	**Firearms**	**Use, Possession, sale or distribution of a firearm. A firearm is any weapon which will, is designed to, or may readily be converted to expel a projectile by the action of an explosive; this includes zip guns, starter guns and flare guns.**
C6	**Weapons**	**Use, Possession, Sale or Distribution of a dangerous weapon other than a firearm or explosive, incendiary or poison gas; instrument, device, substance, animate or inanimate, that is used for, or is readily capable of causing death or serious bodily injury.**
C7	**Explosive**	**Use, Possession, Sale or Distribution of any explosive, incendiary or poison gas; includes bombs, grenages, a rocket, a missile or any other weapon that could be converted to expel something by projection.**

C8	**Inducing Panic**	**Inducing Panic or Alarm which may include but not limited to; making statements both during school hours and after school hours verbally, written or in a social media platform that may cause widespread panic and/or emergency evacuation of the building.**
C9	**Assault**	**Provoking, assaulting, harassing, threatening or striking a school employee**
C10	**Repeat Offenders**	**Repeated B violations**
C11	**Assault/Harassment**	**Assault, Sexual assault. sexual harassment**
C12	**Threat**	**Attempt or threat severe bodily harm to another**

ABUSE OF STAFF PERSONNEL – If a student is referred to the principal's office for verbal abuse of a staff member, such student may be suspended from school for ten (10) school days. Conference in the office shall determine any other punishment. The second such offense may result in referral to the Superintendent for expulsion. Physical abuse of a staff member by a student shall result in the student being suspended from school for ten (10) school days. Immediate referral will be made to the Superintendent for expulsion from school.

Academic Honesty / Cheating Policy

Ontario Middle School values honesty, responsibility, and integrity in all academic work. Students are expected to complete their own work and demonstrate their own understanding of the material. Cheating or academic dishonesty does not support learning and will not be accepted.

Academic dishonesty may include, but is not limited to:

- Copying another student's work or allowing another student to copy work
- Using unauthorized resources during assignments, quizzes, tests, or assessments
- Using technology, including cell phones or other devices, in a manner that provides an unfair advantage
- Sharing or receiving answers or completed work
- Submitting work that is not the student's own
- Plagiarism or misrepresenting another person's work as their own

When a student is involved in academic dishonesty, the classroom teacher will determine the appropriate academic consequence based on the assignment, assessment, circumstances, and the student's demonstration of learning. Consequences may include, but are not limited to, completing an alternative assignment, reassessment, partial credit, loss of credit, or other academic actions determined by the teacher.

The teacher will notify the parent/guardian and document the incident. Administration may be involved when incidents are repeated, involve multiple students, or require additional disciplinary action.

Progressive Discipline for Repeated Offenses:
Repeated incidents of academic dishonesty may result in additional school consequences. These may include, but are not limited to, loss of privileges, assigned interventions, Friday School, In-School Suspension, Out-of-School Suspension, or other disciplinary action in accordance with the student handbook and as administration determines.

The goal of addressing academic dishonesty is to help students understand the importance of integrity, responsibility, and taking ownership of their learning.

CRIMINAL ACTS/CONVICTIONS – Students engaged in criminal acts on school property and/or at school-related activities may be suspended and/or recommended for expulsion. Additionally, these students may be subject to criminal prosecution by local law enforcement. Students convicted of criminal acts that may present a danger to themselves or other students may also be suspended and/or recommended for expulsion.

DRESS CODE POLICY
The school recognizes that the primary responsibility for a student's dress and grooming rests with the parents. In general, dress and grooming should be appropriate for school. It should, at all times, be governed by safety, good sense, good taste, cleanliness, and be non-disruptive to the scheduled daily routine**.** The dress code policy is established according to the following guidelines:

- To help students to understand the need to respect standards of society

- To ensure that clothing worn by students is free of safety hazards
- To ensure that students wear clothing or accessories to school that do not present an inappropriate public display or disrupt the educational process

Items of dress or appearance that are prohibited:

- No plunging necklines exposing cleavage
- No tops that bare the midriff or shoulder
- No sleeveless garments for males or females
- No pajama bottoms
- No cut-off, torn, or ripped garments above the pocket exposing skin
    - patched holes and/or leggings underneath are acceptable
- No extremely short skirts or shorts
- Undergarments should not be visible
- Shoes must be worn at all times - no slippers
- Coats are not to be worn during school day
- No non-prescription sunglasses
- No visible piercing of body parts, other than ears/nose, will be permitted.
- Clothing may not promote/advertise drugs, alcohol, or any illegal or unhealthy activity, etc.
- Hats/caps and other head coverings (hoods, visors, and bandannas) may not be worn in the building. Hats are to be kept in the lockers and are not to be carried from class to class. This rule applies to both male and female students. Staff should be able to make eye contact at all times therefore hair must be out of face.
- Pants/shorts must be worn at the waist area. The waist area is defined as the area above the hips and immediately below the ribs. Sagging pants/shorts must be belted and worn at waist area.
- Any dress/appearance deemed inappropriate, distractive or in poor taste by the administration shall be prohibited.

Consequences:

- A first violation may result in:
    Contact with parent to bring appropriate clothing
    If parent is unavailable or unwilling student will serve and ISD for the day
    Warning of possible further actions if the situation is not corrected.
- Any additional violations:
    Friday School / Detentions
    Repeat violations may result in additional disciplinary actions

ACADEMICS

ACADEMICS

We are at school to learn and we expect all students, parents, faculty, staff, and administrators to support academics as our top priority. We recognize that students come to school as whole and unique young people whose ability to learn effectively is influenced by many factors, most notably their desire to learn. They demonstrate this with a willingness to be open to new ideas and instruction by demonstrating the skills of critical thinking, creativity, and effective problem-solving with adherence to the Student Code of Conduct, OMS Warrior Pride, and Students' Rights and Responsibilities.

GUIDANCE

The guidance counselor is available to help students with academic, social/emotional and career issues. Individual and group sessions help students develop self-awareness and self-understanding and provide information about how their actions affect others. Students are encouraged to build on their strengths and cultivate new skills to help them deal effectively with adolescent issues and their increasing responsibility for themselves. Students are helped to set goals and monitor their progress toward them.

The school guidance counselor also gathers and dispenses information that will help students devise and carry out educational and vocational plans. During eighth grade, students will complete an Ohio Means Jobs backpack online.

Students may visit the guidance office during Warrior Time or with the permission of their classroom teacher. All conversations are held in confidence. If at any time we feel the student being seen or others may be at risk of harming themselves or someone else, parents will be contacted. Parents are also encouraged to contact the guidance office when they have concerns or information of which the school should be

aware for the benefit of their child or others.

The well-being of each student requires a combined effort of home and school. Therefore, we value open lines of communication with parents.

CLASSES – Classes are assigned to students through the guidance office. Please address any questions about class assignments to the guidance counselor. Only **necessary** changes will be made after the date of schedule pick-ups. No schedule changes will be made after the fifth day of school.

SUMMER SCHOOL – In the event that a student does not pass a core subject needed for completion of the grade level, IReady courses are available through the summer to show growth. Students and families will be notified if this is needed.

GRADING SCALE

Students earn the following grades/percentages for OMS classes:

Mark	Point Value	Percent Range	Mark	Point Value	Percent Range
A	4.0	93 – 100.0	C	2.0	73 -76.99
A-	3.67	90 – 92.99	C-	1.67	70 – 72.99
B+	3.33	87 – 89.99	D+	1.33	67 – 69.99
B	3.0	83 – 86.99	D	1.0	63 – 66.99
B-	2.67	80 – 82.99	D-	0.67	60 – 62.99
C+	2.33	77 – 79.99	F	0	00 – 59.99

Incomplete grades due to absences must be made up according to school policy.

PROGRESS BOOK
GradeBook, a web-based program, has the capability to allow educators, parents, and students to have continuous information about the child's educational progress. Once an account has been set up, it follows the student throughout their education with the Ontario Schools. Letters will be sent to the homes of those who have never set up an account with instructions on how to access GradeBook. To view your child's grades, go to www.ontarioschools.org . Click on Parent Resources, then GradeBook-Grades, then ProgressBook. It is our suggestion that parents and students look at the GradeBook weekly to keep informed of homework, test grades, attendance, and other vital information. Teachers will update the Gradebook regularly.

HONOR ROLL STATUS – Honor Roll status at Ontario Middle School shall include all students who have earned all A's and students who have earned all A's and B's while maintaining a GPA (Grade Point Average) of 3.50 to 4.00 All subjects are used to determine Honor Roll Status.

MERIT ROLL STATUS – Merit Roll status at Ontario Middle School shall include all students who may have earned a C (or C's) on their report card and still maintained a 3.00 GPA (Grade Point Average). Students on the Merit Roll may not have earned any grade lower than a C. All subjects will be used to determine Merit Roll status.

REPORT CARDS
Progress Book will be updated weekly. Report cards will be distributed during Warrior Time the Friday following the end of the grading period with the exception of the fourth quarter. Fourth quarter report cards will be mailed home.

STUDY HALLS/WARRIOR TIME
Eighth period will be designated as Warrior Time. All students will be scheduled into Warrior Time except for the few who are assigned to an elective class at that time. Warrior Time provides the opportunity to complete assignments, get extra help from a teacher, make up tests/quizzes, meet with the guidance counselor, visit the library, and attend meetings (such as Student Council). Students are expected to bring work to study hall/Warrior Time and make effective use of their time to complete the work. If there is no homework or any upcoming tests/projects to prepare, students should bring a book to read or an acceptable activity to keep them busy. Wireless technology devices are not to be used without permission from the teacher. Students are not to play games on their technology devices during Warrior Time or study hall.

TECHNOLOGY

Ontario Middle School recognizes the opportunities available through the use of computers and other technology, and we encourage the appropriate use of it.

WIRELESS COMMUNICATION DEVICES
Students may not use and/or possess wireless communication devices, bluetooth capable devices and all other smart devices including but not limited to; wireless earbuds and headphones, smart watches, smart glasses, cell phones and all other smart devices (WCDs) during the school day. This includes before school and during their lunch break, and in between classes. Use of school approved WCDs (generally school issued chromebooks) are permitted. WCD's are to be stowed away in backpacks and/or lockers. Violations will result in: 1st infraction- student may pick up device at end of the school day -Warning
2nd offense- a parent must pick up the device-
3rd Student is sent to the office with the device and may be assigned a Friday School

4th Offense and subsequent offenses- Will be considered insubordination and will lead to progressive disciplinary action.

Students may not use WCDs on school property or at a school-sponsored activity to access and/or view Internet web sites that are otherwise blocked to students at school. Students may use WCDs while riding to and from school on a school bus or other vehicle provided by the Board or on a school bus or Board-provided vehicle during school-sponsored activities, at the discretion of the bus driver, classroom teacher, and/or sponsor/advisor/coach. Distracting behavior that creates an unsafe environment will not be tolerated.

Students are prohibited from using WCDs to capture, record, or transmit the words (i.e. audio) and/or images (i.e. pictures/video) of any

student, staff member, or other person in the school or while attending a school-related activity, without express prior notice and explicit consent for the capture, recording, or transmission of such words or images. Using a WCD to take or transmit audio and/or pictures/video of an individual without his/her consent is considered an invasion of privacy and is not permitted, unless authorized by the building principal. Students who violate this provision and/or use a WCD to violate the privacy rights of another person may have their WCD confiscated and held until the end of the school year.

WCDs, including but not limited to those with cameras, may not be possessed, activated, or utilized at any time in any school situation where a reasonable expectation of personal privacy exists. These locations and circumstances include but are not limited to locker rooms, shower facilities, restrooms, classrooms, and any other areas where students or others may change clothes or be in any stage or degree of disrobing or changing clothes. The building principal has authority to make determinations as to other specific locations and situations where possession of a WCD is absolutely prohibited.

No expectation of confidentiality will exist in the use of WCDs on school premises/property.

Students are prohibited from using a WCD in any way that might reasonably create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed, or intimidated. See Policy 5517.01 – Bullying and Other Forms of Aggressive Behavior. In particular, students are prohibited from using their WCDs to: (1) transmit material that is threatening, obscene, disruptive, or sexually explicit or that can be construed as harassment or disparagement of others based upon their race, national origin, sex, sexual orientation, age, disability, religion, or political beliefs; and (2) send, share, view or possess pictures, text messages, e-mails or other materials of a sexual nature (i.e., sexting) in electronic or any other form. Violation of these prohibitions shall result in disciplinary action. Furthermore, such actions will be reported to local law enforcement and child services as required by law.
Students are also prohibited from using a WCD to capture and/or transmit test information or any other information in a manner constituting fraud, theft, cheating, or academic dishonesty. Likewise, students are prohibited from using their WCDs to receive such information.

Possession of a WCD by a student is a privilege that may be forfeited by any student who fails to abide by the terms of this policy, or otherwise engages in misuse of this privilege.

7540.03 - STUDENT NETWORK AND INTERNET ACCEPTABLE USE AND SAFETY
Technology has fundamentally altered the ways in which information is accessed, communicated, and transferred in society. As a result, educators are continually adapting their means and methods of instruction, and the way they approach student learning, to incorporate the vast, diverse, and unique resources available through the Internet. The Board of Education provides Technology Resources (as defined in Bylaw 0100) to support the educational and professional needs of its students and staff. With respect to students, District Technology Resources afford them the opportunity to acquire the skills and knowledge to learn effectively and live productively in a digital world. The Board provides students with access to the Internet for limited educational purposes only and utilizes online educational services/apps to enhance the instruction delivered to its students. The District's computer network and Internet system does not serve as a public access service or a public forum, and the Board imposes reasonable restrictions on its use consistent with its limited educational purpose.

The Board regulates the use of District Technology Resources by principles consistent with applicable local, State, and Federal laws, the District's educational mission, and articulated expectations of student conduct as delineated in the Student Code of Conduct. This policy and its related administrative guidelines and the Student Code of Conduct govern students' use of District Technology Resources and students' personal communication devices when they are connected to the District computer network, Internet connection, and/or online educational services/apps, or when used while the student is on Board-owned property or at a Board-sponsored activity (see Policy 5136).

Users are required to refrain from actions that are illegal (such as libel, slander, vandalism, harassment, theft, plagiarism, inappropriate access, and the like) or unkind (such as personal attacks, invasion of privacy, injurious comment, and the like). Because its Technology Resources are not unlimited, the Board has also instituted restrictions aimed at preserving these resources, such as placing limits on use of bandwidth, storage space, and printers.

Users have no right or expectation to privacy when using District Technology Resources (including, but not limited to, privacy in the content of their personal files, e-mails, and records of their online activity when using the District's computer network and/or Internet connection).

First, the Board may not be able to technologically limit access, through its Technology Resources, to only those services and resources that have been authorized for the purpose of instruction, study and research related to the curriculum. Unlike in the past when educators and community members had the opportunity to review and screen materials to assess their appropriateness for supporting and enriching the curriculum according to adopted guidelines and reasonable selection criteria (taking into account the varied instructional needs, learning styles, abilities, and developmental levels of the students who would be exposed to them), access to the Internet, because it serves as a gateway to any

publicly available file server in the world, opens classrooms and students to electronic information resources that may not have been screened by educators for use by students of various ages.

Pursuant to Federal law, the Board has implemented technology protection measures that protect against (e.g., filter or block) access to visual displays/depictions/materials that are obscene, constitute child pornography, and/or are harmful to minors, as defined by the Children's Internet

Protection Act. At the discretion of the Board or the Superintendent, the technology protection measures may be configured to protect against access to other material considered inappropriate for students to access. The Board also utilizes software and/or hardware to monitor online activity of students to restrict access to child pornography and other material that is obscene, objectionable, inappropriate and/or harmful to minors. The technology protection measures may not be disabled at any time that students may be using District Technology Resources, if such disabling will cease to protect against access to materials that are prohibited under the Children's Internet Protection Act. Any student who attempts to disable the technology protection measures will be subject to discipline.

The Superintendent or Director of Technology may temporarily or permanently unblock access to websites or online educational services/apps containing appropriate material, if access to such sites has been inappropriately blocked by the technology protection measures. The determination of whether material is appropriate or inappropriate shall be based on the content of the material and the intended use of the material, not on the protection actions of the technology protection measures.

Parents are advised that a determined user may be able to gain access to services and/or resources on the Internet that the Board has not authorized for educational purposes. In fact, it is impossible to guarantee students will not gain access through the Internet to information and communications that they and/or their parents may find inappropriate, offensive, objectionable or controversial. Parents of minors are responsible for setting and conveying the standards that their children should follow when using the Internet.

Pursuant to Federal law, students shall receive education about the following:

A. safety and security while using e-mail, chat rooms, social media, and other forms of direct electronic communications

B. the dangers inherent with the online disclosure of personally identifiable information

C. the consequences of unauthorized access (e.g., "hacking", "harvesting", "digital piracy", "data mining", etc.), cyberbullying and other unlawful or inappropriate activities by students online, and

D. unauthorized disclosure, use, and dissemination of personally-identifiable information regarding minors

Staff members shall provide instruction for their students regarding the appropriate use of technology and online safety and security as specified above. Furthermore, staff members will monitor the online activities of students while at school.

Monitoring may include, but is not necessarily limited to, visual observations of online activities during class sessions; or use of specific monitoring tools to review browser history and network, server, and computer logs.

Building principals are responsible for providing training so that Internet users under their supervision are knowledgeable about this policy and its accompanying guidelines. The Board expects that staff members will provide guidance and instruction to students in the appropriate use of District Technology Resources. Such training shall include, but not be limited to, education concerning appropriate online behavior, including interacting with other individuals on social media, including in chat rooms and cyberbullying awareness and response. All users of District Technology Resources (and their parents if they are minors) are required to sign a written agreement to abide by the terms and conditions of this policy and its accompanying guidelines.

Students will be assigned a school email account that they are required to utilize for all school-related electronic communications, including those to staff members, peers, and individuals and/or organizations outside the District with whom they are communicating for school-related projects and assignments. Further, as directed and authorized by their teachers, they shall use their school-assigned email account when signing-up/registering for access to various online educational services, including mobile applications/apps that will be utilized by the student for educational purposes.

Students are responsible for good behavior when using District Technology Resources – i.e., behavior comparable to that expected of students when they are in classrooms, school hallways, and other school premises and school sponsored events. Communications on the Internet are often public in nature. General school rules for behavior and communication apply. The Board does not approve any use of its Technology Resources that is not authorized by or conducted strictly in compliance with this policy and its accompanying guidelines.

Students may only use District Technology Resources to access or use social media if it is done for educational purposes in accordance with their teacher's approved plan for such use.

Users who disregard this policy and its accompanying guidelines may have their use privileges suspended or revoked, and disciplinary action taken against them. Users are personally responsible and liable, both civilly and criminally, for uses of District Technology Resources that are not authorized by this policy and its accompanying guidelines.

The Board designates the Superintendent and Director of Technology as the administrators responsible for initiating, implementing, and enforcing this policy and its accompanying guidelines as they apply to students' use of District Technology Resources.

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ATHLETICS

ATHLETICS/PAY TO PARTICIPATE
Ontario Schools recognizes the value of athletics for interested students and offers the following opportunities for seventh and eighth graders. (G - girls, B - boys, * - separate teams for both, and ** - both on the same team) Students should listen for announcements regarding team information.

- Athletes will be subject to Random Drug Testing as cited in Board Policy #5441.
- Middle School Athletics – First Sport $50, Second Sport $25, Third Sport free
- Middle School Cheerleading $25 per season

Fall Sports Winter Sports Spring Sports
Volleyball - G Swimming - ** Track - **
Football - B Basketball - *
Cross Country - ** Wrestling - B
Cheerleading - G (activity) Cheerleading - G (activity)

ATHLETIC ELIGIBILITY – A student enrolling in the seventh grade for the first time will be eligible for the first grading period regardless of previous academic achievement. Thereafter, in order to be eligible, a student in grades seven or eight must be enrolled currently and must have been enrolled in the preceding grading period with passing grades in 5 courses plus a 1.0 GPA.
At any time the student falls below these guidelines, he or she will be ineligible for athletics.

ATHLETIC EVENTS – We encourage all students, parents, and community members to attend all student activities after the school day. We request that parents accompany their students to all events. Students are held to the same guidelines at athletic and other after-school activities as they are during the school day. Students are permitted to go to concessions and restrooms when appropriate, but are not permitted to loiter in the lobby areas or play in the stairwells. It is expected that if you are attending an event, you are there to watch it. If students become a problem at the event, they may be removed from the activity and the parents called to take them home. This may also be followed by further consequences at school depending on the violation.

MISCELLANEOUS

BOOK BAGS – Students will not be allowed to carry their coats, book bags, purses, belt bags or backpacks to class/lunch because of safety reasons. If students bring these items to school, they will keep them in their lockers unless authorization is given for medical reasons by the office.

CAFETERIA
It is our intention that everyone can enjoy lunch in a pleasant atmosphere in the OMS commons. Please follow these specific cafeteria rules:

- Students may pack lunch or purchase a school lunch. Federal regulations prohibit food from being delivered to the school cafeteria.
- Lunches are now purchased through a PIN (Personal Identification Number) system that keeps an automatic accounting of a student's balance.
- Students are allowed 3 lunch charges. Once the debts are paid, additional lunch charges will be allowed. Students are allowed a maximum of $15.00 in charges. Students will be **told verbally** and letters will be sent to parents when their account is low. A daily lunch is $3.50. Extra items like chips, drinks, and snacks may not be charged if there is a negative balance. Prices are subject to change prior to the start of school.
- Students must walk to the cafeteria and sit at a table and await dismissal.
- Food and drink must stay in the cafeteria.
- Trays and silverware are to be returned to the designated area. Trash is to be disposed of in designated receptacles. ● Students are expected to clean their table area **before** leaving the cafeteria.
- Students must stay on school grounds during lunch periods.
- Vending machines may be used only before or after school.
- Students may talk quietly during lunch. If the noise level becomes too loud, the students will be asked to do a quiet lunch.

CARE OF VALUABLES – Students should never leave items they want secured unattended or in an unlocked locker. Although those persons caught stealing will be prosecuted, it is the responsibility of the student to use preventative measures. Combination locks are suggested for each locker.

CLINIC/MEDICAL

Ontario Middle School follows the procedures below in regard to student health. Although attendance is critical to school success and attendance procedures are enforced, students who are obviously ill should be kept at home for their benefit and in consideration of other students and staff.

Clinic Procedures

Students who need to visit the school clinic will request a clinic pass from their classroom teacher (or in some cases, office personnel). **They are not to call parents before someone in the clinic sees them.** Clinic use is intended to be temporary. Students who need to go home should be picked up in a reasonable amount of time. Students will be sent home only after receiving permission from the office staff (principal, secretary, guidance counselor).

Administering Medicine to Students - Board Policy 5330

If possible, all medications should be given at home. If any medication (prescription and nonprescription/over the counter) needs to be given at school, please follow the steps below:

- The Administering Medication Authorization Form must be completed and signed by the prescribing physician and parent/legal guardian.
- **The parent must bring in any medication to the school office.** No medication should be transported by the student (with the exception of inhalers and Epi-pens).
- All medication must be in their original containers. No medication past its expiration date will be accepted. ● If there are any changes in medication or its administration, a new form must be completed and filed with the office. ● Students are permitted to carry inhalers or Epi-pens (epinephrine auto-injectors) if the proper "self- carry" forms are on file. ● **At the end of the school year parents must pick up their child's medication.** Medications not picked up before 2 weeks after the last day of school will be discarded.
- Medication forms are available in the school office and online.

Health Screenings

- 7th grade – vision
- You will be notified by mail if your child does not pass a screening.
- Any parent may request their child be screened if there are any concerns.
- 7th graders are required by the State of Ohio to get the Tdap immunization, which includes Tetanus, Diphtheria, and Pertussis and Meningitis by September 10th of that year.

CLOSING OF SCHOOL – EMERGENCY

In case of hazardous weather conditions or other emergencies the school will communicate with parents via text, robo-call, website and parent square postings.

DELIVERIES – All deliveries for students and faculty are to be made to the principal's office and approved by a building administrator. This is to minimize classroom disruptions.

EMERGENCY DRILLS – Fire, tornado, and lock-down drills will be conducted at regular intervals according to Ohio Revised Code. It is essential that when the first signal is given, everyone obeys promptly with the drill procedure. Directions are posted in each room and the teacher in each classroom will provide the student with instructions at the beginning of each term.

DROP-OFF/PICK-UP INFORMATION – Bus students will be dropped off at the double doors A16 – A17 as the buses arrive at school. Students are to remain in the Commons until 7:30 a.m. when they will be dismissed to the lockers. Parents bringing their children to school are to drop them off at door A20 which is located **behind** the building. Students may be dropped off no earlier than 7:10 a.m. Pick up after school is at door A20 as well. When the students are dismissed, they should walk on the pedestrian marked areas and not walk between the buses. STUDENTS WHO ARE NOT LEAVING THE BUILDING DIRECTLY AT THE DISMISSAL BELL MUST REMAIN IN THE COMMONS AREA.

GRIEVANCE PROCEDURES FOR TITLE VI, IX AND SECTION 504

If any person (student, teacher, administrator) believes that the Ontario School District or any of the District's staff has inadequately applied the principles and/or regulations of (1) Title VI of the Civil Rights Act of 1964, (2) Title IX of the Education Amendment Act of 1972, and (3) Section 504 of the Rehabilitation Act of 1973 (race, color, national origin, sex and disability), he/she may bring forward a complaint, which shall be referred to as a grievance, to the District's Civil Rights Coordinator.

Title VI, Title IX Coordinator, and Section 504 Coordinator: Director of Curriculum**,** Ontario Local Schools**,** 457 Shelby-Ontario Road**,** Ontario, Ohio 44906

All alleged discrimination complaints in respect to race, color, national origin, disability, age, military status, genetic information, sex (including sexual orientation and transgender identity), and handicap, should first be attempted to be settled at the principal's level before commencing Step 1 of Section II. Secondly, all students must be accompanied by their parent(s) or guardian(s) before commencing the formal

procedures.

LIBRARY PRIVILEGES – The school library/media center offers students materials needed to research areas of interest, enhance class units, and create papers and projects. The collection also contains material for pleasure reading and for broadening general knowledge. Students may

come to the library through study halls/Warrior Time and by arrangement with classroom teachers. The use of the library is a privilege that will be granted to students who respect the library's resources and staff and are considerate of others using the facility.

LOCKERS – Each student will be assigned a locker. Students are expected to take care of the locker and keep them in excellent condition. Just as with any school property, students are responsible for any damage they cause. Students may only use the locker assigned to them. Permission to change lockers **MUST** come from the office. The school recommends students put locks on their lockers. Locks are to be used only on the student's personal locker. Locks may be cut off by the custodian when deemed necessary. Although students are responsible for the use and care of the lockers, they are owned by the school and subject to search when there is just cause. Students may personalize their lockers by displaying a few magnetic decorations if they desire. Tape, however, may **NOT** be used on or in the lockers.

LOST AND FOUND – Lost and found articles are kept under the table in the Commons. Students can also check in the office for any missing items.

MESSAGES/CLASSROOM INTERRUPTIONS – In order to reduce the number of classroom interruptions, we will no longer call during class time to give students messages unless it is an emergency deemed by the Principal. Examples of emergencies would be a sudden illness in the family or appointments that could not be scheduled in advance.

NON DISCRIMINATION – The Ontario School District affirms that no person shall, on the basis of sex (including sexual orientation and transgender identity), race, color, national origin, or handicap, be excluded from participation, be denied the benefits of, or be subjected to discrimination under any educational program or activity conducted under its auspices. This shall extend to employees therein and to admission thereto. Inquiries concerning the application of this policy may be referred to the designated coordinator. This policy shall prevail in all board policies concerning school employees and students. Any complaints should be referred to the Director of Curriculum, Title VI, Title IX, Section 504 coordinator.

RELEASE OF STUDENT INFORMATION

Parents may request that their son/daughter's directory information may not be released by Ontario Schools. Directory information is defined as: (1) a student's name, (2) a student's address, (3) a student's date of birth, (4) a student's extracurricular participation, (5) a student's achievement awards/honors, and (6) a student's weight and height, (if a member of an athletic team). If a parent does not wish to allow this information to be released, they need to notify the building principal in writing during the first two weeks of school. Section 9528 of the No Child Left Behind Act of 2001 requires schools to release students' private information to military recruiters.

RELATIONSHIPS

Ontario Middle School values all students and staff and promotes healthy relationships among those who learn and work here. The rights and freedoms that all of us deserve require that everyone adhere to the **WARRIOR WAY** behavior expectations and the policies in this handbook. Although we encourage friendships and value relationships between the sexes, public displays of affection (PDA) such as kissing or other close physical conduct are inappropriate at school.

In addition, be sure class breaks are used for drinks, restroom use, and to get materials, and that care is taken to get to class on time. If meeting with friends instead of taking care of business becomes a problem, disciplinary action will be taken.

Abuse, hazing, or harassment of any kind toward students or adults will not be tolerated. Please read the violations under the discipline section for complete information regarding these issues. OMS strives to provide a safe environment for students. Our goal is for all to find friendship and support in healthy relationships.

SCHOOL WEBSITE – The Ontario Schools website is www.ontarioschools.org and we encourage you to visit it often for information about classes, athletics, and events, as well as to communicate with teachers.

TELEPHONES – The office and classroom phones are for use by staff. Students will be allowed to use them only for emergencies or when school events are canceled and specific permission is given by an adult in charge.

TRANSPORTATION

In particular, students who utilize our bus service are expected to respect the driver, all passengers, and the equipment. Drivers have a great responsibility for the safety of those on the bus and they have the same authority to ensure it as the teachers in the classroom. Any behavior that distracts the driver puts everyone at risk. Parents will be contacted when reasonable requests for cooperation by school personnel are ignored.

The following guidelines will help to provide everyone with a safe and enjoyable ride on the school bus:

- Wait to board the bus until it has come to a complete stop.
- If it is necessary to cross the road, do so at least ten (10) feet in front of the bus so you are visible to the driver at all times. ● Stay seated at all times while the bus is in motion, and stay in one seat for the duration of the ride unless requested to move by the bus driver.
- Keep all parts of your body, including hands and arms, inside the bus.

- Keep all items contained in book bags. Nothing is to be thrown out of the window of the bus.
- Buses must stop for all railroad crossings. Students are to be silent so that drivers can be alert to any train traffic approaching. Silence may be required for other circumstances as well.
- Respond immediately and respectfully to all bus driver directions and requests.
- Notes requesting a bus pass must be submitted before noon or may not be guaranteed a pass.