

Indian Mound Middle School's 2020-21 Top 8 Rules to Remember

Oftentimes, students and parents/guardians are overwhelmed with information at the beginning of the school year. This document is an attempt to highlight a few daily rules and procedures to make IMMS a safe, efficient, and productive place to learn. We have included the page number(s) in the Family Handbook in parentheses, where you can find more detailed information. Thank you for reading this!

1. **We A.R.R.E. Spartans:** This motto highlights the things most important to us: Achievement, Respect, Responsibility, and Empathy (A.R.R.E.). It represents the commitments we share to bring out the best in one another and make IMMS a safe and productive learning environment. Beginning on the first day and continuing throughout the school year, students will be taught about these expectations and reinforced for their positive behavior (see matrix on page 40).
2. **Respecting & Celebrating Differences:** Students are expected to treat one another and all staff with respect and celebrate the things that make each of us different, such as gender, race, appearance, abilities, interests, or an individual's wealth. Students must not engage in bullying or harassing behavior. We have a comprehensive bullying prevention and intervention program that includes a confidential system for students to report bullying (pgs. 7-8; 12-13; 21-33).
3. **Be Here:** Students must be here in order to learn. It is essential that students attend school unless they are ill or arrangements have been made in advance. Students may be excused from school **no more than ten (10) days per school year** (pgs. 42-44).
4. **Before School:** Students are welcome to come to school after 7:15 a.m. Between 7:15 a.m. and 8:03 a.m., students must enter through the doors closest to the gym (B doors). Students may eat the delicious school breakfast in the cafeteria or just relax and/or chat with friends. Students may play basketball or volleyball in the gym between 7:15 a.m.-8:03 a.m. When the first bell rings at 8:01 a.m., only the seventh graders are released down the main hallway to their lockers. When the second bell rings at 8:03 a.m., the eighth graders walk down the main hallway and the sixth graders walk down the Related Arts' hallway to their lockers (page 42).
5. **Be on Time:** Students are expected to be in their first class prior to 8:10 a.m. To ensure students are on time, we encourage you to think of school as starting at 8:05 a.m. Students who are not in their first class by 8:10 should go directly to the office. A student is considered tardy if they arrive within twenty minutes of the beginning of the school day (between 8:10 to 8:30 a.m.). Students who are tardy to school without an acceptable excuse will earn a disciplinary referral and a consequence will be assigned such as a conference with an administrator, a restorative solution, and/or a lunch or an after school detention (pgs.43-44).
6. **Electronic Devices:** Students may use personal electronic devices **before 8:10 a.m. and after 3:34 p.m.** unless given specific permission to do so. These devices are **silenced and out of sight between 8:10 a.m. and 3:34 p.m.** Additionally, students' headphones should not be used during the day without staff member's permission. Wireless headphones (e.g. AirPods, Beats, etc.) are not allowed to be worn during the school day, unless the student is given permission to do so for a specific learning activity. Students may not bring digital cameras or recording devices to school and may not use cell phones to take pictures or for recording purposes on school grounds unless the student has received prior approval from the Principal/Associate Principal (page 52).
7. **School Issued Devices:** Students are reminded that all district provided devices (e.g. laptops, Chromebooks, iPads, desktop computers, etc.) are tools for learning and should only be used for school purposes as opposed to being viewed as "personal devices" or "toys." As a result, students may not use school issued devices to play online games. Students should be mindful that activity on school issued devices, including communication with other students, may be viewed by school staff at any time and must be respectful and involve appropriate language and content. (page 52).
8. **Lunch & IDs:** Students' lunch and recess is 30 minutes long. Students eat for approximately 15 minutes and then are dismissed to go outside. Students use their Student Identification Cards (ID) to purchase lunch (and check out library materials). The expectations for the use of the ID card to purchase lunch are:
 1. Students first present their ID to the food service staff before receiving food.
 2. Students who do not have their ID go to the end of the line in order to increase the efficiency of the lunch line.
 3. Students who lose their ID or would like a "back-up" ID can purchase an ID in the library or by telling a lunch supervisor with the cost of \$5.00 being deducted from their lunch account. (page 47).