

STUDENT BEHAVIOR EXPECTATIONS



CLP Pirates..

Respect Ourselves
INQUIRERS ■ RISK TAKERS ■ REFLECTIVE ■ THINKERS

Respect Others
OPEN-MINDED ■ COMMUNICATORS ■ PRINCIPLED

Respect Our Environment
BALANCED ■ KNOWLEDGEABLE ■ CARING



STUDENTS – This is YOUR school! CLP Middle School will continue to be a safe school with your input. If you see inappropriate behaviors, report them to your teacher, parent, counselor, or administrator. By breaking the code of silence, you help keep CLP Middle School a safe school. Anonymous reporting is always available at safe2tell.org – a direct link is on the CLP website.

As a staff, we implement **Positive Behavioral Interventions and Supports (PBIS)** strategies. PBIS schools emphasize a school-wide system of supports that include strategies for defining, teaching, and supporting appropriate behavior.

Students will earn recognition throughout the school year for making positive choices and following the Three RRRs: Respect Ourselves, Respect Others, and Respect our Environment.

CLPMS students earn Pirate Loot for demonstrating Respect at School. We have a school store, called The Crow's Nest, where students can spend this loot, or save it up for something big!

STUDENT BEHAVIOR RESPONSES

All students are required to sign the STUDENT RIGHTS & CODE OF CONDUCT CERTIFICATION, confirming that they can access the Student Rights & Code of Conduct booklet online, that they have or will review the booklet, and that they are responsible for compliance with the District policies and regulations in the booklet. If they cannot access the Code of Conduct online, they will receive a paper copy from the school.

As a school, we have in place a referral system to enable all staff to work with student behaviors and decisions. Our goal is to address concerns at the lowest possible level before issues or behaviors escalate. CLP Middle School believes that mediation, problem solving, restitution, and restoration are the best ways to resolve problems.

Minor behaviors/Referrals are classroom-managed and will be addressed and solved through *staff working directly with students*. Minor behaviors/Referrals may turn into Major Referrals if the problem persists or if students choose not to work through the issue positively.

Minor Referrals may result in lunch or after-school detentions, or other consequences/restitution plans as determined by individual teachers.

Major behaviors/Referrals require administrative response. These behaviors include major disruptions that are disrespectful, defiant, willfully disobedient, and/or harmful to self or others, jeopardizing student safety and an environment of mutual respect. When behaviors occur that jeopardize safety or the environment of mutual respect, a student may earn in-school or out-of-school suspension. In the case of out-of-school suspension, a parent conference is required before the student is re-admitted.

Major Referrals result in administrative consequences and may include: detention, restitution plans, parent meetings, in-school-suspension, out-of-school suspension, referral to law enforcement, or expulsion.

**Behavior choices that result in disciplinary referrals may cause students to lose the privilege to attend school dances, assemblies, parties, etc. Students should keep this in mind as they make behavior choices.*

CLPMS utilizes the Olweus Bullying Prevention Program. All students commit to the following:

1. We will not bully or be mean to others.
2. We will try to help students who are being bullied.
3. We will try to include students who are left out.
4. We will tell an adult at home and school when we see mean behavior.

Bullying and Harassment are not tolerated and will be addressed at CLPMS. "Bullying" means any written or oral expression, or physical or electronic act or gesture, or a pattern thereof, that is intended to coerce, intimidate or cause any physical, mental or emotional harm to any student. CLPMS is committed to maintaining a learning environment for students that is free from harassment based on an individual's race, color, religion, national origin, ancestry, sex, sexual orientation or disability.



WHAT DO I NEED TO KNOW ABOUT CLP MIDDLE SCHOOL?

WEEKLY SCHEDULE

CLP Middle School is on a block schedule. You will have eight regular classes, which will usually meet three times per week.

School day hours: 8:05AM-2:55PM

Anchor Mondays:	Olweus, and All 8 classes
Tuesdays:	Green Days (with an ELO)
Wednesdays:	White Days (with Advisory)
Thursdays:	Green Days (with an ELO)
Fridays:	White Days (with Advisory)

TRANSPORTATION

To set up bus transportation or for questions, you should call (970) 490-3232 or go to the district transportation webpage at <https://www.psdschools.org/programs-services/transportation>

SCHOOL LUNCH

Hot meals and a la carte items are available in the cafeteria for breakfast and lunch. To put money on your student's account, visit <https://psdschools.schoolpay.com/>

CLOSED CAMPUS

1. Once you arrive at school, you may not leave until the end of the school day unless signed out by a parent/guardian. This means students may not walk to the elementary school, Overland Foods, Vern's, Nature Center, Poudre River, etc., unless part of a supervised class activity.

- 2. Lunch is also part of the school day. You must remain at school unless a parent/guardian has checked you out from the front office.
- 3. If you do leave campus without permission during any part of the school day, you may be considered truant, a suspendable offense for which your parents will be contacted.

ATTENDANCE

State law requires parents/guardians to ensure that every child under their care and supervision receives adequate education and training and, if of compulsory attendance age, attends school. Continuity in the learning process and social adaptation is seriously disrupted by excessive

absences. Accordingly, Poudre School District students are required to satisfy all academic requirements and exhibit good attendance as stated in this policy. The Poudre School District Student Attendance/Truancy Policy can be found in the 2017-2018 Student Rights & Code of Conduct.

TARDY POLICY

Punctuality is a valuable life skill, and CLPMS students are expected to be on time. Any student who is late arriving to school in the morning must report to the front/attendance office to receive a pass to class. Excused tardies may include: doctor or dental appointments, a late bus or other circumstances. Sleeping through an alarm because one was up late the night before, running errands, missing the bus, babysitting, talking in the halls, etc., are not excused tardies. To receive an excused tardy pass, a student must have a written note signed by a parent or guardian, a phone call indicating the tardy is for an excusable reason, or a pass from a teacher. Students earn lunch, after-

school detention from 3:00 to 3:30pm, or loss of passing period in the halls for accumulated tardies. Further unexcused tardiness may result in a teacher/ parent/ guardian/ administrator conference and a behavior contract.

DOCK TIME

Dock Time occurs the first ten minutes of every class period. During this time all "Pirate Ships" (students) are docked in class. Students are not able to leave class for any reason except illness or parent pick-up during this time. The implementation of Dock Time is meant to decrease tardies and increase preparedness.

MAKE-UP WORK

Students shall have two school days for each day of excused absence to make up missed work, generally not to exceed ten school days. This only applies to classes that are missed due to absences. If a student is present when assignments and assessments are given/presented, the student is responsible for being prepared on time. It is the student's responsibility to obtain make-up work and to schedule times to make up quizzes and tests. This means that students need to take the initiative and time to communicate with their teachers. Email is always a good first step.

PRE-ARRANGED ABSENCES

We ask that you make arrangements with specific teachers, especially if a long-term project has been assigned to be worked on during the absence. If the reason for an absence is a school-sponsored trip, ask your teachers their expectations. Students may have a choice of completing assignments prior to the prearranged absence or have one day for each day absent to make up the work, generally not to exceed ten school days.

HOMEWORK REQUESTS

For students who have been absent one or two days, teachers will provide make-up work upon the students' return. For absences of three or more days, our preferred method for obtaining

assignments is to first check the class Blackboard site, and email teachers with specific questions. Teachers will be checking email daily. For those without internet/email access, contact the front office. Please give 24 hours' notice to the office to allow adequate time to gather assignments.

ACADEMIC HONESTY

We expect our IB learners to be principled. Teachers will address academic dishonesty with students. Repeated offenses will be referred to administration.

ATHLETICS

See Athletics Page on CLPMS website for detailed information.

Athletic programs available for **7th and 8th graders** include the following:

FALL: Football, Volleyball, Tennis, Cross Country

WINTER: Boys and Girls Basketball, Wrestling

SPRING: Softball, Golf, Track

6th graders may participate in Cross Country (Fall) and Track and Golf (Spring) through CLPMS.

6th graders participate in all other sports through the City of Fort Collins.

To participate in PRE-SEASON, student athletes must:

1. Have a current and complete sports physical on file in the front office.
2. Have a completed Middle School Athletic Permission and Release, as well as Student Athlete Medical Information form submitted by parent online.

To participate in the FIRST DAY OF PRACTICE, student athletes must:

1. Have a current and complete sports physical on file in the front office.
2. Have paid their athletic fees online or to the front office.
3. Have a completed Middle School Athletic Permission and Release, as well as Student

Athlete Medical Information form submitted by Parent online.

To participate in the FIRST COMPETITION, student athletes must:

1. Meet eligibility requirements for grades and behavior.
2. Attend school for at least half the school day on the day of the event.

COMING TO SCHOOL

Most students arrive at school on PSD busses. If you are riding a bike, skateboarding or walking, be sure you cross the street using the crosswalk in front of the school. County Road 54G is a busy street and all should use caution when crossing. Please use the appropriate bike racks located north of the building and use a bike lock. Do not ride your bike or walk in front of busses.

If you are driven to school, please be aware that the drop-off circle in front of the school is very busy. Please exercise caution and follow the signs in the parking lot. If you have a middle school and elementary student, use the elementary drop-off lane.

BEFORE-SCHOOL EXPECTATIONS

1. Students may arrive at 7:30am.
2. Classes begin each day at 8:05am.
3. Prior to 7:50am, the halls are closed unless students are working directly with a teacher. If students arrive before 7:45am, they may enter only through the gym to stay there or go to the cafeteria or media center. The cafeteria opens at 7:50am and media center at 7:30am.
4. If students are not behaving appropriately in the morning, they may be required to wait in the office.

PHONES, LAPTOPS and other ELECTRONICS

Cell phones, tablets and all other personal electronic devices represent distractions to the learning environment when not properly used. With all students having 1:1 access to laptops there is no longer a need to allow the use of

personal devices, except in emergency circumstances. Keep your personal electronic devices secured and put away between 7:25am and 2:15pm, including lunch – this is a change from previous years. Telephones are available in the front office.

Consequences for phone use during school hours:

1st and 2nd Offense: Phone taken and held until 2:15pm.

3rd Offense: Referral written, and phone taken and held until parent comes to pick up.

Additional Offenses: Referrals written; phone held; and parent conference/behavior plan required.

****Electronic devices brought to school create the risk of theft. CLPMS is not responsible for your personal property. Please leave valuable items at home.**

STUDENTS' AND STAFF'S RIGHT TO PRIVACY

Students shall not use PCDs (Personal Communication Devices) with camera and/or video recording capabilities at any time they are in a bathroom, locker room or other location where such use could violate another person's reasonable expectation of privacy and shall keep PCDs with cameras and/or video recording capabilities out of sight always in these locations. We expect that you never take pictures of staff or students without their knowledge.

LOCKERS

1. Lockers are property of the school and may be checked/searched at any time.
2. Keep your locker clean and organized: free of stickers or writing. If your locker has stickers or writing on it *when you move into it*, clean it off or alert the office.
3. Keep the locker assigned to you.
4. You are responsible for ensuring that your locker locks. Keep paper out of the locking mechanism and report "kick open" lockers to Mrs. Himlie immediately.
5. Any decorations must be school appropriate.
6. Keep your locker combination private.

7. Keep large quantities of money or items of value at home, including phones, MP3 players, or hand-held video games.

HALLWAY EXPECTATIONS

Use appropriate language

Walk on the right

Keep hands and feet to self

Keep halls clean

0-1 Voice level during classes

*Earbuds and phones must be put away during passing periods.

CAFETERIA EXPECTATIONS

Make healthy choices and eat lunch.

Pay for your food.

Check your table and floor before you leave.

Walk.

Keep your own place in line; maintain personal boundaries.

Say "Please" and "Thank You."

Use tongs and follow sanitary procedures.

Use appropriate bins: trash, recycle, compost.

Neatly stack trays and return utensils to bins.

MEDIA CENTER

1. The Media Center is open before school, after school and at lunch for study or computer use.

2. Students who want to use the media center during lunch should stop in before school or between classes to get a pass, or they will not be admitted to the Media Center.

3. Food, drink, and gum must stay outside of all computer labs and the Media Center.

STUDENT ATTIRE (DRESS CODE)

School is the professional work environment for students. With this in mind, we adhere to the PSD dress code with the following clarifications:

The Board of Education recognizes that responsibility for the dress and appearance of students generally rests with individual students and their parents. Students are encouraged to dress appropriately for all school

activities. The following general standards will be in effect:

1. Reasonable cleanliness of wearing apparel is expected as a matter of general health and welfare.

2. To avoid injury and disease, shoes, sandals, or boots must be worn in the buildings.

3. Beach or swim wear is inappropriate.

4. Dress that causes or is likely to cause disruption of the educational process is prohibited.

****CLPMS: Clothing must cover the torso and all underwear during any and all movement.**

- **Guideline for shorts and skirts: thumb-length.**

- **Guideline for tank top width: 2 fingers.**

- **Shirts must cover sides of torso (no muscle shirts).**

- **Shirts must be solid (no mesh or see-through).**

- **Pants must be worn at waistlines.**

****CLPMS: Clothing advertising or promoting tobacco, alcohol, drugs, violence, or sex, or which offends, threatens or demeans others is prohibited.**

5. Wearing apparel that interferes with or endangers the student while he/she is participating in classroom or other school-sponsored activities is prohibited. The decision as to the safety or unsuitability of the clothing is a matter for the instructor's or school administrator's judgment.

****CLPMS: Slippers and bedroom wear are inappropriate for the school setting.**

6. Pupils must not wear hats or dark glasses in the building without permission from an administrator.

7. Any manner of grooming or apparel, including clothing, jewelry, hats, emblems, tattoos and badges, which by virtue of color, arrangement, trademark, or other attribute is associated with or denotes membership in or affiliation with any gang, will not be allowed. The prohibition on gang-related apparel shall be applied at the discretion of building-level administrators after consultation with the

superintendent or designee as the need arises at individual schools.

****CLPMS: Hats must be kept in lockers between 8:05 and 2:55, unless given permission for an outside activity, such as field trips. (Students will not wear hats to lunch.) Headbands with ears or other items will not be worn to school.**

CLPMS Staff will discuss with students attire that does not meet expectations. If students do not have appropriate clothing to change into, the school will provide clothing or they can call home for a change. If the student continues to violate the dress code, he or she will earn disciplinary consequences.

AFTER-SCHOOL EXPECTATIONS

1. Students are expected to leave the building by 3:10pm unless they are in a school-sanctioned activity.
2. Students waiting outside the building must behave in a quiet, orderly manner, keep the area free from litter, and refrain from any use of profanity. The office is closed at 3:30 – CLPMS staff cannot be responsible for students still here after that time.
3. Students attending athletic events must display sportsmanlike behavior at all times.

COUNSELOR/ SOCIAL WORKER

Mrs. Cheryl Duke is your counselor at CLPMS. Students may visit with her to discuss issues or ask questions about class selection, academic problems, personal concerns, activities offered, or solving conflicts. Mrs. Duke stresses the importance of safety (physical, emotional, and psychological). One of her main goals is to teach middle school students how to reach out to others to ask for help. If you have not met Mrs. Duke, stop by to say “Hello.” She truly has an open-door approach with students, parents, and staff.

GUEST & VISITORS

Student visitors must be approved a week in advance by Mrs. Bono.

Parent visitors are always welcome and encouraged! As a courtesy, please check in with the teacher you wish to visit the day before your visit. For safety, all guests must sign in at the office when they arrive and sign out when they leave the building.

Dance visitors are welcome with a signed Visitor Pass from the front office. These must be approved two days prior to the dance.

SCHOOL RESOURCE OFFICER

We are fortunate to have Eric Schultz, our School Resource Officer assigned to our campus. Deputy Schultz is available to students, staff, and parents who have concerns. As a member of our staff, Deputy Schultz will be present in the halls, classrooms, cafeteria, and school events. His door is always open, both to listen to student concerns and to be actively involved in solving problems.

DRUG DOG PROCEDURES

The periodic use of the Larimer County Sheriff Department’s K-9 Patrol is necessary to maintain a school environment that is safe and free from drugs. These trained dogs will not disrupt the school learning environment but will make searches of the school and grounds.

STUDENT INVOLVEMENT & ACTIVITIES

CLPMS has numerous opportunities to become involved. You are encouraged to try as many as you like. In addition to activities sponsored during or immediately after school, there are also social activities offered throughout the year. We encourage all students to find an area they enjoy and then to become active. Studies show that students who are active in their school have higher academic achievement. This is your school, and we want it to be a place where you are welcome, involved, and excited!

School events, such as dances or field trips, will have specific dress code allowances. These will be posted in hallways or announced.

Glow sticks and other artificial lighting devices are not allowed at school events and will be taken and become the property of the school.

DANCE EXPECTATIONS

1. The dances are all 6-8pm.
2. Cost is \$5 with the student ID and \$7 without an ID.
3. Guest passes must be requested at the front office by 3pm the Wednesday before the dance. Only MS students are allowed as guests.
4. If a student needs to arrive more than 15 minutes late, it must be pre-approved.
5. Students must be picked up by 8:15, or they lose the privilege to attend the next dance.
6. Students are to stay out of the hallways. Any unsafe behavior such as running, body surfing, etc. is not tolerated and may result in immediate dismissal from the dance.

NOTES

