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SECTION I: EDUCATIONAL PHILOSOPHY



MISSION

Rye Junior High School will provide appropriately responsive school programs, policies, and practices to meet the particular intellectual, physical, social, and emotional needs of each middle level learner. Every young adolescent can learn, and we resolve to make that learning a reality.

BELIEFS

COMMUNITY OF LEARNERS

- All people can and do learn throughout their lives.
- Everyone with the community shares a responsibility for developing and nurturing the whole child.
- Each individual possesses the ability to think, to learn, and to be creative.
- Each individual has the right to reach his/her own potential.
- Each individual needs to know his/her intrinsic worth in order to develop personally, socially, and academically.
- Young adolescence is a critical time for identity formation and the development of decision making skills.
- Diversity enhances and enriches the individual and society.
- Success requires respect for self and others.
- Young adolescents are talented in unique ways with a personal mix of diverse intelligences.

ASSESSMENT AND TEACHING STRATEGIES

- Students need to be actively involved in programs that integrate physical and intellectual activity.
- Students can be taught and can learn content material in a manner that complements their learning styles.
- Assessment of academic achievement includes evaluation of the process as well as the product.
- The higher the expectation, the higher the achievement.

RESPONSIBILITY AND COMMUNITY

- Everyone is accountable for his/her actions.
- Each individual has a responsibility to the community.
- The entire school community (staff, parents/guardians, students, and the community) shares in the responsibility for maximum student growth.

Being a successful student

In order to be a successful student, I need to:

- Do my best in all subject areas
- Take advantage of extra help if I need it
- Make up work when I am absent
- Take responsibility for my own learning
- Take responsibility for my actions

- Listen carefully to and follow directions
- Be prepared with everything I need for class
- Pay attention and participate in class
- Communicate with my parents/guardians about homework, classes, grades
- Work regularly on long term assignments so I get them in on time
- Study regularly so I do not have to cram for a test
- Treat others with respect
- Handle property with respect
- Talk with the appropriate person if I have a problem
- I realize that I get out of school what I put into it. If I try my best and do what I am capable of, I will succeed, and that is what everyone wants for me.

Teaming at the Middle School

RJH teachers work as grade-level teams. “As shared insights, critique, conjecture, search for evidence, discussion of lessons learned, prodding, probing, and small celebrations of success that permeate the conversation of effective teams are the primary means by which teachers create their professional knowledge about teaming” (Jackson & Davis, 2000.) Teaming is particularly valuable for beginning teachers, teachers new to the school, and those with a limited vision of creative teaching. Working closely with one another on a daily basis, teamed teachers gain a greater understanding of the total curriculum – its knowledge, skills, attitudes and values – and become comfortable engaging students in the evident interdisciplinary connections.

Suggestions for Parents/Guardians

The education of your child is a community effort and responsibility. It is the result of a collaborative effort among the student, the school, and the parents/guardians. In recognition of this shared responsibility, here are some things that can be done at home to help your child.

- Provide a home environment that encourages learning.
- Provide a small, but meaningful home library.
- Review the entries in your child’s agenda book.
- Encourage that homework be done at the same time and at the same place each day.
- Discuss the school day’s events with your child.
- Make contact regularly with your child’s teachers.
- Attend open house, parent/guardian night, and other school events.
- Help your child be ready for the next school day.

Parents/guardians are encouraged to peruse the material in the RJH Parent Center, located in the front foyer and sponsored by the RJH CARIT Committee.

SECTION II: ACADEMICS AND SCHOOL RULES

ACADEMIC DIFFICULTY

It is our goal as a school to provide the assistance needed for each student to succeed in his/her studies. Students who experience academic difficulty have a number of resources to aid in improvement. Teachers are always available to assist students, as is the Homework Club program that is offered as an after school program on Mondays through Thursdays. *By mutual agreement (teachers and parent/guardian), arrangements may be made for weekly progress reports that will be subject to periodic re-evaluation.* Students who work hard to complete their assignments and communicate with their teachers will be successful. Coupled with academic performance, effort and attitude are very important factors in determining grades.

ACADEMIC INTEGRITY

Research is a part of the school-wide curriculum at RJH. Accordingly, students are instructed in the use of IIM (Independent Investigation Method), a published research program. This program is structured to encourage original research and to teach the skills necessary in order to avoid plagiarism.

To avoid plagiarism you must give credit whenever you use:

- Another person's ideas, opinions, or theories,
- Any facts, statistics, images, or creative works (art, music, etc.)
- Quotations of another's spoken words.
- Credit is given by documenting (citing resources of) the work following the RJH Formats for Citing Resources.

Incidents of cheating, including plagiarism, will be looked at very seriously. Student will receive appropriate disciplinary action. Parents/guardians will be notified by the teacher or the Principal.

Consequences are in place for students who are caught plagiarizing. These consequences may be a zero on the work in which the plagiarism is found and a detention (first offense). More serious consequences will be imposed should there be further incidents of plagiarism.

Students with questions about research or plagiarism should speak with the assigning teacher or Library/Media Specialist.

ADDRESSING CONCERNS

Whenever you have a concern or problem, please let us know so we can discuss it and attempt to come up with a workable solution.

First Step: You should always contact the teacher first. The majority of concerns can be immediately addressed and resolved through direct contact with the teacher.

Second Step: If you still have a concern then you should talk to the Principal. Under most circumstances this would be done only after direct contact with the teacher.

Third Step: The next step for resolution of a concern is to talk to the Superintendent of Schools, Salvatore Petralia. He can be reached at 603-422-9572 or spetralia@sau50.org.

Fourth Step: If your concern has not been remedied by the above, the final step would be to contact the Rye School Board.

ATTENDANCE

Regular attendance in school is essential to a student's educational development. Each student is required by law to attend school during all times the school is in session. Consequently, ***we strongly discourage parent(s)/guardian(s) from extending vacations or making appointments during the school day, as these appointments interrupt a student's educational plan.*** It is our hope that students understand the importance of regular attendance and punctuality. We realize that a student may be absent occasionally during the school year for personal illness, death in the family, family emergencies or religious holidays. When a student is going to be absent from the school, parents/guardians need to call the office (964-5591) the morning of the absence. Should a call not be received, it is the policy of the Rye School District to call the home of the student, his / her parents/guardians workplaces, or the listed emergency phone numbers. If no one is reached, a phone call will be made to the Rye Police Department informing them of the absence of the student. The safety and well being of your child is our concern. For a student to attend

or participate in an extra-curricular activity, he/she must be in school for at least four periods the day of the event, or upon approval of the principal. Students who plan to be dismissed from school during the hours school is in session should bring in a note from home stating the reason and signed by a parent/guardian.

Tardiness to school

Any student not present in homeroom at the time attendance is taken will be considered tardy. The tardy student must report to the office and be *signed in by a parent/guardian* before going to class. Should a student be tardy to school due to the late arrival of a school bus, the student will not be marked tardy. Habitual tardiness will be discussed with the student, parents/guardians and principal.

CONFERENCES

Parent/guardian conferences are a good form of communication between parents/guardians and teachers. Parents/guardians are invited to schedule conferences at anytime during the school year. To set up a meeting, parents/guardians can call their child's advisor, grade level teachers or the guidance counselor. Teachers may call parents/guardians to set up conferences as they deem necessary. Conferences can help redirect students as well as give positive feedback.

DETENTIONS / SUSPENSIONS

Afternoon Detention

Students may be assigned a detention by any member of the school staff. A detention will be assigned because of misbehavior, repeated tardiness, or any conduct that is disruptive to the members of a classroom or the student body.

Detentions typically occur from 2:50 -3:30 or may be extended by a staff member.

In-School Suspension

As an alternative to out-of-school suspension, a student may be assigned to in-school suspension. The student will be required to complete classroom work. A student on in-school suspension cannot participate in extracurricular activities on that day nor attend the next dance.

Out-of-School Suspension

Serious offenses or willful refusal to follow the rules set by the school could result in suspension from school. Parents or legal guardians will be notified in writing of the action taken. A suspended student may receive a zero for all work assigned during the suspension and may not participate in extracurricular activities on that day nor attend the next dance.

Expulsion

In rare cases, extreme offenses may result in a student being expelled from school for the remainder of the school year.

DISMISSALS

Students will be dismissed from the Main Office. A note or call from parents/guardians should be brought to the office upon morning arrival. Parents or legal guardians must **personally** sign out students in the office.

LEARNING COMPACT

Rye Junior High School is committed to the development of its students over their three years in our school. Our mission statement focuses on the social/emotional, physical and academic development of our students and the programs we develop to support them. We are a "Follow the Child" school which means we are about developing the whole child.

In our effort to embrace the “Follow the Child” initiative, we have created the Learning Compact. It is our attempt to connect students, parents/guardians and teachers in a partnership. There are three components necessary in creating a successful partnership starting with the Student Information Form. This information form is filled out by the student’s teachers electronically to pass to the receiving team to help new teams differentiate their instruction. The Partnership with Parent Form (filled out by parents/guardians) is the second component of this compact. The Partnership with Parents form sent out each summer solicits input from parents/guardians about their sons and daughters. The Goal Setting Process for students allows for students to outline their hopes and dreams in long term and short term goals. Goal Setting is done early in the school year when energy is high and goals are better to set. The research says that students reach those goals that they set for themselves when they write them down 85% of the time. The student’s advisor will contact parents/guardians in a variety of ways several times throughout the school year to communicate student goals. The parent/guardian and teacher work together to help support the student in reaching their goal. These three components all work together to bring the greatest success for students.

Rye Junior High School employs the three components of the Learning Compact as a middle school should. We balance the need to share information, collect information, and set students in a positive direction with the overall needs of adolescents in all we do.

HOMEROOM ADVISORY

Homeroom/Advisory starts each day at 8:10 am. We have an extended block once a week where a variety of activities take place such as community building, goal setting, time management and the creation of good study habits.

National Middle School Association defines an advisory program as an arrangement whereby one adult and a small group of students have an opportunity to interact on a scheduled basis in order to provide a caring environment for academic guidance and support, everyday administrative details, recognition, and activities to promote citizenship. This is what we will strive for over the next several years. Advisory programs are an intricate part to a middle school. Although we are a small school, these smaller groupings allow for relationships to form within these small groups. An advisory creates a dynamic where an adult can advocate for students within school where challenges abound no matter how supportive the environment. Each year we work with the program to learn more from our experiences and grow professionally around the topic of advisory.

These concepts are nearly synonymous with the goals of the Learning Compact. The main purpose of the advisory is to institute the Learning Compact. That is Rye Junior High School’s intent and we hope your students will benefit.

If a parent/guardian feels there is an issue with his/her child, they should contact their advisor to discuss. The advisor will be responsible to communicate this information with the grade level team, guidance counselor or even the principal if necessary.

HOMEWORK

The purposes of homework are to improve the learning processes, to aid in the mastery of skills, and as an extension of daily classroom activities. Students are expected to complete all assignments and to follow the guidelines given by their classroom teacher. Both daily and long-term assignments should be written in the student's agenda book.

If a student is absent due to illness or extenuating circumstances, the student is expected to complete all make-up homework within a timely fashion, but no longer than two weeks after his/her return. If a student is out of school for one day they need to check in with their teachers for any missed work the following day. If they are out for two or more days, you may request homework for them by calling the office in the morning. Homework can be picked up after school dismissal. Teachers have regularly scheduled after school extra help sessions. The after school Homework Club is also available to assist students.

REPORT CARDS/EDLINE

Each school year is divided into three terms. Throughout the term, the teachers post grades for assignments on Edline, an on-line system. Parents/guardians and students are encouraged to regularly check Edline for missing assignments and student progress. At the end of each term students receive a report card. This card forms a basis of communication with parents/guardians concerning academic progress and motivation. *The report card envelopes must be signed by parents/guardians and returned to the student's advisor.* Parents/guardians are encouraged to contact their child's teachers to discuss academic progress at any time throughout the year.

RESPONSE TO INSTRUCTION (RTI)/EXTENSION

In an effort to reach all learners at the level they need, we have instituted Response to Instruction in our teams. This concept helps support students outside the regular classrooms on skills they need to work on while challenging students who need to go further. The fact of the matter is that at the middle level in a small school, there is only one teacher teaching a content area, so collaborating on instructional strategies becomes difficult! That being said, teachers at RJH have used a model for Response to Instruction that has proven effective. Teachers will provide the proper supports for remediation or extension of learning.

SCHOOL BOARD AND DISTRICT POLICIES AND PROCEDURES

The Rye School Board meets regularly on the third Wednesday of each month at RJH (dates are subject to change). All are welcome to attend. Other special meetings are scheduled as needed. Meeting dates and times are posted on the School Board web site, in the schools, at the Town Hall, and on a sandwich board in front of the Rye Junior High School the day before and the day of the meeting. Agenda and minutes of the meetings are posted on a link on the websites of both schools. All school board policies are on file in the SAU 50 office, Rye Elementary School, Rye Junior High School, and on the Rye School Board website.

SCHOOL DISTRICT CRITERIA FOR SPECIAL EDUCATION EVALUATIONS (IHBAB*)

The State and Federal special education laws require that the school district evaluate children with disabilities who are in need of special education and related services. The district evaluates children upon referral for special education and reevaluates educationally disabled children at least once every three years or when conditions warrant a reevaluation.

The district is committed to ensuring that each student's IEP team bases its decision on high quality, reliable and educationally sound special education evaluations.

As a result, the district has established the following list of criteria for all special education evaluations the district conducts, obtains or funds.

1. The evaluation must comply with the relevant provisions of the State and Federal special education laws, including 34 C.F.R. §§ 300.301–300.311, and N.H. Code of Administrative Rules Ed 1107.

2. The evaluation must be conducted in New Hampshire, by an evaluator whose principal office is located in New Hampshire, unless there is no qualified evaluator in New Hampshire.
3. The evaluator must hold a valid license from the State of New Hampshire in the field related to the known or suspected disability. The evaluator must have extensive training and experience in evaluation in the area(s) of concern and be able to interpret the instructional implications of the evaluation results. In instances where no “applicable license” exists, the district must be satisfied that the evaluator has extensive training and experience related to the known or suspected disability.
4. The cost of the evaluation shall not exceed the usual and customary rate for such evaluations.
5. The school district will not pay for the evaluation until it receives the evaluator’s report.
6. The evaluator must review relevant educational records.
7. Unless otherwise determined by the members of the student’s IEP team, the evaluator must either: a) observe the student in one or more educational settings; or b) make at least one contact with the student’s general education teacher for the purpose of determining how the student is progressing in the general curriculum. In addition, evaluators are encouraged to make additional contacts with other involved general and special education teachers and related service providers.
8. The evaluator must be permitted to directly communicate and share information with members of the IEP team, the district’s special education director, and the director’s designees. The evaluator must also release the assessments and results, including any parent and teacher questionnaires, to members of the IEP team, the district’s special education director, and the director’s designees.
9. The district shall be entitled to inspect and obtain copies of the evaluator’s records, including any records created by third parties. However, those records will not be deemed accessible to any school district personnel other than the evaluator, unless and until the district exercises its right to inspect or obtain copies of those records from the evaluator.

Unique circumstances may justify deviation from these criteria. If a parent or district staff member is aware of such unique circumstances, they should inform the student’s case manager or the district’s special education director immediately.

Legal References:

NH Code of Administrative Rules, Section Ed., 1107.02(b), *Evaluation Requirements for Children with Specific Learning Disabilities*
Adopted 2011

Further information on the following topics can be accessed through our school website at www.ryejrhigh.org. If you have any questions, please contact the school for more information.

Acceptable Use Policy for Computer Users

Computer, E-mail and Internet Communications

Bus Transportation

Dangerous Weapons on School Property (JICI)

Student Drug and Alcohol Abuse Policy (JICH)

Safe Schools Act

Safety and Violence Prevention (Bullying)

Statement of Nondiscrimination Notice and Family Education Records Privacy Act (FERPA)

Residency Policy

Student Disciplinary Procedures:

On a student's first offense, the Building Administrator or his / her designee shall inform the student and parent/guardian that the student may be suspended from school for up to 10 days. If the parents / guardian agree to have the student referred for evaluation and recommendations, then the suspension may be reduced.

After the above initial disciplinary action, the student will meet with the Building Administrator or guidance counselor to determine a course of action.

A student who follows the recommended course of action may, at the Building Administrator's discretion, continue to participate in extra-curricular activities as long as the involvement is successful and there is no further evidence of drug or alcohol involvement.

If a student refuses to participate in the recommended course of action, then s/he will be dropped from any extracurricular activities in which s/he is presently participating.

Second offenses within the same school year shall be referred to the School Board for an expulsion hearing.

Cases Involving Selling or Furnishing

Drug selling or furnishing on school property or at school functions is an automatic 10-day suspension and referral to the School Board for expulsion. Referral will also be made to the appropriate law enforcement officials.

Alcohol Use on School Property:

Controlled drugs are defined to be those drugs prohibited by New Hampshire State Law as defined in RSA Ch. 318-B. Alcoholic beverages will not be permitted on school property at any time. Any student in possession of or under the influence of alcohol will be immediately suspended from school for not less than five days. The New Hampshire State Statute states: "No person shall drink or have in his/her possession any intoxicating beverage while in attendance as a spectator or otherwise at any place where a school interscholastic contest is being conducted. Whoever violates the provisions of this section shall be fined not more than fifty dollars or imprisoned for not more than thirty days or both."

Statutory / Case Law / Regulation References:

RSA Ch. 318-B
RSA 571 – C:2

Sexual Harassment

The Rye School Board has adopted a clearly defined policy regarding sexual harassment. Anyone who suspects an incident of sexual harassment or violence within the school community should refer to school board policy GBAA and/or contact the Director of Pupil Services who oversees all such reports.

As stated in Section II of Policy GBAA,

A. Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical contact or other verbal or physical conduct or communication of a sexual nature when:

- Submission to that conduct or communication is made a term or condition, either explicitly or implicitly, for obtaining or retaining employment or of obtaining an education; or
- Submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or,
- That conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's employment or education, or creating an intimidating, hostile or offensive employment or educational environment.

Any sexual harassment as defined, when perpetrated on any student or employee by any student or employee will be treated as sexual harassment under this policy.

B. Sexual harassment may include but is not limited to:

- verbal harassment and/or abuse of a sexual nature
- subtle pressure for sexual activity;
- inappropriate patting or pinching;
- intentional brushing against a student's or an employee's body;
- demanding sexual favors accompanied by implied or overt promises of preferential treatment with regard to an individual's employment or educational status;
- any sexually motivated unwelcome touching; or
- sexual violence which is a physical act of aggression that includes a sexual act or sexual purpose

Student Safety and Violence Prevention (JICK)**

The School Board believes students are entitled to learn in a safe and secure school environment. Students are expected to conduct themselves with respect for others in accordance with this and other School Board policies and school rules governing student conduct. The Board will take reasonable steps to protect all students from the harmful effects of bullying and cyberbullying that occurs at school and/or that interferes with student learning and orderly school operations. The Superintendent is responsible for implementing this policy, but may delegate specific responsibilities to administrators and others as he/she deems appropriate.

A. Prohibited Conduct

Students are prohibited from bullying and cyberbullying actions or communications directed toward other students which:

1. Occur on, or are delivered to, school property or a school-sponsored activity or event on or off school property; or
2. Occur off school property or outside of a school-sponsored activity or event, if the conduct interferes with a student's educational opportunities or substantially disrupts the orderly operations of the school or school-sponsored activity or event.

Students are further prohibited from retaliating against or making false accusations against a victim, witness or anyone else who in good faith provides information about an alleged act of bullying or cyberbullying.

Protection of all Pupils

This policy shall apply to all students on school district grounds and participating in school district functions, regardless of their status under the law.

B. Definitions

For the purposes of this policy, the following definitions shall apply:

1. "Bullying" means a single significant incident or a pattern of incidents involving a written, verbal or electronic communication, or a physical act or gesture, or any combination thereof, directed at another which:
 - a. Physically harms a student or damages the student's property;
 - b. Causes emotional distress to a student
 - c. Interferes with a student's educational opportunities;
 - d. Creates a hostile educational environment; or
 - e. Substantially disrupts the orderly operation of the school. 14

"Bullying" shall also include actions motivated by an imbalance of power based on a student's actual or perceived personal characteristics, behaviors or beliefs, or motivated by the student's association with another person and based on the other person's characteristics, behaviors or beliefs if those actions cause one or more of the results in items (a) through (e) above.

Bullying or cyberbullying of a student on the basis of sex, sexual orientation, race, color, ancestry, national origin, religion, age, marital status, familial status, pregnancy, physical or mental disability may constitute illegal discrimination under federal and/or state laws. Complaints regarding such conduct may be processed through the Board's Student Discrimination and Harassment Complaint Procedure.

"Cyberbullying" means conduct defined in Paragraph B (1) that takes place through the use of electronic devices.

"Electronic devices" include but are not limited to telephones, cellular phones, computers, pagers, electronic mail, instant messaging, text messaging and websites.

"Emotional distress" means distress that materially impairs the student's participation in academic or other school-sponsored activities. The term "emotional distress" does not include the unpleasantness or discomfort that accompanies a differing viewpoint.

"Perpetrator" means a student who engages in bullying or cyberbullying.

"School property" means all real property and all physical plant and equipment used for school purposes, including public or private school buses or vans.

"Victim" means a student against whom bullying or cyberbullying has been perpetrated.

See the website for the Reporter Form: www.ryejrhigh.org

SECTION III: STUDENT LIFE AND ACTIVITIES



ATHLETIC PROGRAMS

Philosophy

The athletic program is part of the overall educational process. As educators, we view the playing field as an extension of the classroom. Accordingly, the athletic teams should provide an avenue for all students to be challenged to learn skills and concepts such as, sport specific physical skills, theory of the game, team work, sportsmanship, respect, responsibility and commitment.

Interscholastic Athletics Offerings:

Fall Season: Sign ups / practices begin during the first week of school and the season is completed by the last week of October. The teams meet for a practice or game 4 or 5 days per week (depending on the sport) usually 3 PM and 6 PM. The fall season sports are:

Boys' soccer
Girls' soccer
Field Hockey

Co-ed Volleyball
Co-ed Cross Country

Winter Season: Practices begin mid-November and the season is over before February vacation. The teams have a practice or game 4 or 5 days per week. Practice times are between 3PM and 9 PM. Sixth grade teams practice twice per week and play on Saturday mornings at Portsmouth Middle School from December to the February vacation. The winter teams are:

6th Grade Boys' Basketball
6th Grade Girls' Basketball
7/8th Grade Boys' Basketball
7/8th Grade Girls' Basketball

Spring Season: Practices begin in early April and the season is over by the first week of June. Practices and games are 4 to 5 times per week after school. The spring sports are:

Baseball Softball
Co-ed Track & Field

Physicals: Athletes must have a physical prior to the beginning of their sixth grade year and their eighth grade year in order to participate in school athletics. This must be documented. The NHIAA also requires physicals of all high school freshmen in order to participate in high school athletics.

Forms: Before any student can participate in interscholastic athletics, the parent or legal guardian must sign two forms. These will be sent home with the student/athlete. The forms are available on our website under "Athletics".



BICYCLES, SKATEBOARDS, AND SCOOTERS

Bicycle racks are provided by the side of the school building. Bicycles are to be left in the racks throughout the entire day. We strongly recommend that students lock their bicycles and they must wear a helmet when riding a bicycle. The school is not responsible for any damage incurred to bicycles on school property.

Bicycles are not to be ridden on school property. Students should walk their bicycles to the rack.

Skateboards, scooters, and other similar devices are not permitted on school property, whether school is in or out of session. RJH does not accept liability for any person operating or using these devices.

BOOK BAGS / BACKPACKS

Lockers are provided for storage of book bags/backpacks. Overnight bags, book bags, backpacks or other similar carrying equipment should not be brought to school dances.

BOOK CARE

Books are the responsibility of the student and must be paid for if lost or damaged. A second textbook will not be issued until payment is made for the lost or damaged book. All textbooks **must** be covered, which helps extend the life of the book.



BUS TRANSPORTATION

Students who live beyond certain limits designated by the Rye School Board are permitted to ride buses. Bus pupils may ride on the bus to which they are assigned. Emergency changes in bus assignments must be cleared through the RJH office. Elementary students are to ride in the front of the bus. The orderly, courteous, and respectful behavior that is expected in school is also expected of the student at the bus stop and on the bus. If there is an issue on the bus and/or concern, please call the principal, Chris Pollet at (603) 964-5591.

IMPORTANT: If a student is planning to ride a different bus (other than the one assigned) or be dropped-off at a location other than their regularly scheduled stop, the student must have a parent/guardian phone the school or the student must bring a note to the front office with the drop-off information to receive a bus slip. The student must give this slip to the bus driver.



CAFETERIA INFORMATION

Milk and school lunch are available daily. Parents/guardians may submit an application for eligibility for free or reduced price lunches at any time during the school year and for any needed length of time.

Students may charge a lunch if they do not have money with them, but must clear the charge within two school days.

Students are assigned to one of three lunch periods. RJH takes necessary precautions for all students identified with allergies. The cafeteria is meant to be a place where students may relax and enjoy a meal with their friends. We have a policy of six to a table. Good friends, good food, and good manners can make this break a very pleasant time in the school day. We ask that students help keep the cafeteria clean and observe all school expectations. Any questions should be directed to the Food Services Director.

Co-Curricular & Extra Curricular Opportunities

Some of the clubs and activities offered to the students of RJH are:

- Art Club
- Destination Imagination
- Drama Production
- French Club
- Geography Bee
- Interscholastic Athletics
- Literary Magazine
- Mathcounts
- National French Exam Competition
- New England Mathematics Exam Competition
- Peer Mediation
- Readers' Digest Word Power Challenge
- Student Government
- Technology Club
- YAttitudes
- Yearbook



DANCES

There are regularly scheduled dances throughout the school year. The start time is 7:00 PM and ending time is 9:00 PM. Students need to make arrangements with the principal for late arrival to the dance. All school rules are in effect during the dances. Reasonable, respectful behavior is expected during the students' attendance at a school dance. Students may not bring overnight bags, book bags or backpacks to a dance. Once students have arrived, they must remain in the school building or notify a staff member if they leave early with a parent or legal guardian. Guests from other schools are welcome. Students

wishing to bring a guest to the dance need prior permission. Permission slips are available in the office and MUST be turned in on the Wednesday before the dance. Guests will be introduced to the principal and/or the dance sponsor the night of the dance.

In order for a student to attend a dance, he/she must be in school for at least four periods the day of the event, or by permission of the principal. *All students attending the dance must adhere to school rules.*

DRESS CODE

Rye Middle Respectful Dress Policy:

We ask students to exercise good judgment in planning appropriate and neat dress for school. Parents should take an active role in helping their adolescents to select clothing that reflect their values at home. A student's appearance should not disrupt the educational process nor make others uncomfortable but should reflect a student who is "ready to learn". Clothes and accessories that are considered disruptive include, but are not limited to: immodest clothing, shirts with offensive language or graphics that promote drugs, alcohol, gangs, etc. If clothing is determined to be inappropriate, either a parent will be contacted to bring a change of clothing to the school or the student will be required to wear an outfit provided by the Guidance Counselor or Nurse.

Rye Middle School Dress Code for Grades 6-8

The purpose of the dress code below is to provide clear guidelines so that a student's choice of clothing is consistent with the central purpose of school -- learning. This dress code applies to students at all times when they attend school or any school-sponsored field trip or event -- such as field trips, after-school presentations, dances and concerts.

- Students may not wear clothing with writing, slogans, pictures, or symbols that are inappropriate (e.g. references to drugs, alcohol, sex, weapons, offensive language, etc.)
- Students may not wear clothing that exposes undergarments or inappropriately exposes the body:
- Skirts may not be shorter than 4.5 inches above the knee. (If in doubt about where the knee begins, this can be measured at home by kneeling on the floor and measuring up from the floor).
- Shorts may not be shorter than 7 inches above the knee. If in doubt about where the knee begins, this can be measured at home by kneeling on the floor and measuring up from the floor.
- Clothes shall be sufficient to conceal undergarments at all times. See-through, sheer, see through lace, fishnet fabrics (clothing with large holes), halter tops, off the shoulder, low cut tops, bare midriffs, short skirts and shorts, and swimwear are prohibited.
- Although students may wear leggings, these leggings must be of athletic grade quality and adhere to standards stated above.
- Students may not wear pants in a sagging manner, such that skin, body parts, or undergarments are visible or uncovered.
- Students may not wear pajamas, casual flannel pants, or slippers to school
- Students may not wear hats, caps or hoods in the building during the school day, unless that head apparel is part of a student's customary religious attire or there are medical reasons.

- Helys (with wheels in the shoes) are not allowed to be worn in the school building or on the school grounds.
- The administration may suspend aspects of the dress code for special events (costume day, fundraiser, etc.)

We thank students and parents/guardians for respecting this policy and exercising good judgment in planning appropriate attire for school and school related events.

PLEASE NOTE: by signing the agreement at the beginning of this book, parents/guardians are agreeing that should their child be in violation of the dress code and they are unable to provide appropriate clothing for him/her to change into, clothing will be provided by the Guidance Counselor or School Nurse.

ELECTRONIC DEVICES

RJH does not promote students bringing electronic devices to school, but understand they can be convenient for a student to have after school hours. These devices are NOT to be used during school. They may be accessed before school begins or after dismissal. They include: cell phones, iPods, MP3 players and other similar electronic devices.

EVACUATION PLAN

We hope that there will never be an emergency in our school that necessitates evacuation, but we must be ready if there is a need.

Each student is expected to:

- Know the proper exit from any part of the building. This is posted in each room.
- Walk in a quiet, orderly manner.
- Stay with the classroom teacher.
- In a silent and orderly manner, exit the building and remain outside in the designated locations until requested to return to the building.
- Refrain from all talking.
- Listen to directions from adults

FIELD TRIPS

Field trips are considered an extension of the school's curriculum and instructional program. The expectations for behavior on a field trip are identical to those for behavior in school. Students are representatives of Rye Junior High School and appropriate decorum is expected. All students participating in the field trip must have written parental / legal guardian permission. Pertinent information regarding the field trip will be sent home with a permission slip or available online. The school's written permission slip must be returned to the teacher sponsoring the trip.

GUIDANCE PROGRAM

Rye Junior High School guidance counselor provides many services for students, parents/guardians and school staff. Specific services include: academic guidance, personal and social counseling, student assessment, and referral to outside sources. Parents/guardians are encouraged to contact the RJH school counselor, if you have concerns or questions.

GUM CHEWING AND FOOD

Gum chewing is not allowed in the building. Eating in the cafeteria is allowed at snack time and lunch only or in the classroom when as part of a classroom activity. There should be no consumption of food or beverages in the hallways. Students may carry and consume water in their classes.

INSURANCE

Students are eligible to participate in an insurance plan that gives coverage around the clock or while attending school, and while traveling to and from school and school sponsored activities. Forms are sent home at the beginning of the school year with complete information about the insurance program, provided by a local agency for a low annual premium. All students who intend to participate in athletics are expected to have health insurance. Students who are covered by personal health insurance should use that coverage first. Insurance coverage may be purchased any time throughout the year.



LIBRARY / MEDIA CENTER

The library / media center is a central resource of our school. Students are encouraged to consult with our librarian, for research assignments, to find interesting leisure reading materials and to meet other information needs. The library is equipped with books, magazines, newspapers, video and audiobooks, online databases, encyclopedias and Internet access. Students may use the library individually, with scheduled classes, or in small groups with permission from their teacher or with a pass to the library. The library/media center is to be used for reading, checking out books, studying and research.

LOCK DOWNS

When a lock down is announced, all students, staff and visitors are to clear the hallways immediately and report to the nearest classroom. Teachers are to close windows, pull down shades, turn off lights, and lock doors. All persons must stay in the classroom and await further instructions.

LOCKERS

Lockers are provided for all students. A few years ago, a group of students and teachers developed the following rules associated with lockers:

- Magnets only (no tape or putty)
- No stickers
- Nothing should be placed on the outside of the locker
- Keep closed when not in use
- Do not go in anyone else's locker
- One locker per student
- Do not trade lockers
- Keep them neat and clean
- Respectful pictures only

LOST AND FOUND

If students have lost any articles, they should inquire about it at the office and check the Lost & Found area.

MEDICATIONS

Medications during school hours carry explicit rules and regulations. Students are not permitted to carry any medications on their person. All medications, prescription or non-prescription must be given to the nurse. The exception is that possession and self-administration of asthma inhalers and Epinephrine Auto-Injectors are permitted only if there is specific documentation and written approval of the student's physician and parent/guardian.

Parents/guardians, please be aware that **all** prescription medicine must be delivered by the responsible adult to the school nurse in a pharmacy labeled container listing the student's name, the physician's name, the name of the medicine and the instructions. Not more than a 30-day supply will be accepted. Upon receipt the nurse will count all medication.

Over-the counter medication may be given, if needed, with the written request of the parent/guardian. The medication must be supplied by the responsible adult in its original container. Dosages given will never exceed label directions without a prescribing order. Students should not carry over-the counter medication. It will be made available through the school nurse.



NURSING, HEALTH SERVICES and IMMUNIZATIONS

A registered nurse provides assessment and care of ill and/or injured students. Vision and hearing screenings are performed for all 7th grade students and upon request. Height and weight screenings are performed on all students twice each year.

A student must obtain a pass from a teacher to visit the nurse. All dismissals from school due to illness or injury require verbal consent from a parent/guardian. Parents/guardians work numbers and emergency numbers are kept in the Health Office and the Front Office. Please call the office with any updates / changes to those numbers.

All children attending Rye Junior High School must be in compliance with New Hampshire's current immunization laws and regulations. Students will be excluded from school until the student provides verification of the immunizations received, has a scheduled plan signed by the physician, or obtains an exemption signed according to the provisions of the law.

State law requires that all children be immunized for school attendance (Diphtheria, Tetanus, Pertussis, Polio, Measles, Rubella, Mumps, Varicella, Hepatitis B). Children must have proof of all required immunizations, or valid exemptions, in order to attend the first day of school. Documentation of immunity by confirming laboratory test results is acceptable.

If a child is **11 years of age or older**, a one-time dose of **Tdap** when more than 5 years have passed since the last tetanus toxoid containing vaccine, then boost every 10 years. If a child turns 11 on or after the first day of school, the/she is required to have Tdap prior to the first day of the next school year.

- 3-4 doses of **DTP, DtaP, DT or Td** with one dose after the 4th birthday,
- 3 doses of **TOPV/eIPV(Polio)** with one dose on or after the 4th birthday or 4 doses of any combination of eIPV and/or TOPV regardless of age at administration.
- 3 doses of **Hepatitis B** vaccine at accepted intervals.
- 2 doses of **MMR** with at least one on or after first birthday.
- 2 doses of **Varicella (chicken pox)** or history of disease are required.

Only religious or medical exemptions can be given for the above.

NO SCHOOL ANNOUNCEMENTS OR DELAYED OPENINGS

Announcements regarding school cancellation or delayed opening will be made by *our notification system*; an automated phone messaging system as well as announced on radio or television. If a delayed opening is called, please be alert to the fact that school may still be cancelled if conditions do not improve.

The following radio and television stations will carry the announcements:

WMUR	Manchester	Channel 9
WCSH	Portland	Channel 6
WBZ	Boston	Channel 4
WERZ	Exeter	FM 107.1
WHEB	Portsmouth	FM 100 (after 7:00 AM)
WOKQ	Dover	FM 97.5

If conditions cause a two-hour delay (10:10 start time), students should be at their bus stop two hours later than usual. Walkers should arrive two hours later as well. Lunch will be served on these days, and students will be dismissed at the regular time.

Please cooperate by not calling the school since it is critical that the phone lines remain open for emergency calls. In advance, thank you.

PRIVATE SCHOOLS: APPLICATION PROCESS

Students applying to a private school need to notify the school counselor. The student must:

- Complete the “Recommendation Questionnaire” form.
- Personally ask a teacher to write a letter or recommendation.
- Provide an addressed, stamped envelope to the school for each application.
- Request that a transcript be sent.
- Meet all Rye Junior High School and private school deadlines.

It is our procedure to send all materials directly to the school. *For more information visit our website under guidance.*

RECESS

During recess we expect students to act safely and respectfully. In order to ensure their safety, **no activities involving body contact are permitted.** Pupils may re-enter the building only by permission of a teacher on duty. We make every effort to have outdoor recess.



SCHOOL HOURS

Opening -----	8:00 AM
Tardy-----	8:10 AM
Dismissal -----	2:50 PM

TELEPHONE USE

Telephones in the office are for school business and emergencies. All students are to turn off their cell phones upon entering the building at 8:00. Students will turn in their cell phones in homeroom and can only be used with teacher permission.

WITHDRAWAL FROM RJH

If a student is going to transfer to another school during the school year, the office must be notified in advance. The student will be given a withdrawal checklist, and the parents/guardians will be given an Exit Survey to be filled out before the student leaves. School records will be sent to the student’s new school when we have received a records release form from the child’s parents/guardians.