

## FMS Student & Parent Information 2022-2023

**To know what's happening at FMS, visit <http://knoxschools.org/farragutms>**

The Farragut Middle School website is the first stop for students and parents to get current information about Farragut Middle School. **Parents should familiarize themselves with FMS procedures, guidelines, rules, etc. by visiting the FMS website.**

**Note: All visitors entering the school must report directly to the office and have a photo ID for identification.**

The office should be notified of any special circumstances regarding access to a student.

### Office Procedures

- Lost and Found: items will be removed from FMS at the end of each 9 weeks.
- Visitor Lunch: approved visitors may eat lunch with students in the front lobby or outside picnic area only.
- **Items/lunches may NOT be dropped off past 9:30 a.m.,** must be labeled with student's name, and student is responsible for checking the office for them **(office will not call for items/lunches).**

### Arrival: ....you are late to school?

- If you arrive any time after 8:30 a.m. you should report directly to the office to receive an admit slip. After signing in, you must report directly to class.
- Students who are not seated in their 1st Period Class by 8:30 a.m. and who do not have an excuse written by a doctor or other medical professional will be considered Tardy-unexcused. If a student is Tardy-unexcused more than 4 times during a quarter (defined as a 9 week grading period) they could be

unable to participate in any incentives provided during that quarter (excluding end of the year events).

- A student's number of unexcused tardies will reset each quarter when determining eligibility for quarterly incentives.
- Any student who acquires 20 or more unexcused tardies at any point in the school year will be ineligible for any student incentives including end of year incentives (dance, parties, etc.).

### Dismissal

- Once a student leaves FMS campus, he/she may not return to campus.
- All students must dismiss at their appropriate time.
- Dismissal Violations/Bus misconduct is subject to disciplinary consequences.
- **If riding a different bus, students must bring a parent note to the office by 8:30 a.m. for approval.**
- Students may not be in the building or on campus unsupervised after 4:00 p.m.
- Administration reserves the right to modify an individual student's dismissal procedure.
- *Knox County Transportation: 594-1550*

### ....you need to leave school early?

When leaving early is necessary, you must have a written request for early dismissal.

**No dismissals after 3:10 p.m.** Parents and students must adhere to the following:

Bring a note signed by a parent to the office between 8:00 and 8:30 a.m., stating the reason for leaving. The note must include a parent contact number. Leaving school without

approval and without signing-out in the office will result in disciplinary action. Forged communication will result in disciplinary action.

- **A parent or guardian must come into the office to check you out w/valid ID.** In case of emergencies, students may only be released to adults listed in his/her emergency information on file. **Release by phone/email is NOT an option. Please do not ask for exceptions.**
- Students must be present at least 50% of the school day in order to be counted present for the day.
- To minimize disruptions in classroom instruction time, please make every effort to schedule student appointments in a way that least impacts their instructional time.
- Students on campus, but not in class or in the office, are considered cutting class.

### Make Up Work

Missed work can be made up; however, students must request missed work within 3 days of an absence. **Failure to request missed work within three days of returning may result in the lost opportunity for credit.** Extended absences (4 days or more), parents may contact the teacher or grade level counselor to request make-up work. Please allow appropriate **time for teachers and counselors to gather the necessary assignments (minimum 24 hours).**

**FMS believes in positive relationships and this belief extends to our guests and visitors with an expectation of civility.**

### **What not to wear**

FMS has a dress code that promotes a safe and optimum learning environment. Board Policy J-260.

A few things to keep in mind about your clothing:

- ⊗ No sagging. Pants must be worn at the waist.
- ⊗ **No bare midriffs, strapless tops, low cut blouses. Abdomen and back completely covered and shirts/blouses must have sleeves.**
- ⊗ No sleepwear, pajamas, or blankets.
- ⊗ No head apparel in the building, except for religious/medical purposes.
- ⊗ **Skirts, dresses, and shorts must be beyond mid-thigh length.**
- ⊗ No clothing or accessories that display alcohol, tobacco, drugs, obscenities, and racial or ethnic slurs.

#### **Consequences for dress code violations include:**

Any student not attired in accordance with this policy shall be subject to correction of the violation. If a correction cannot be made, the student shall be subject to additional disciplinary measures.

### **Get involved in your school.....**

#### **Athletics**

- Boys and Girls Basketball
- Track and Field
- Cheerleading

There are numerous other sports and clubs that are community sponsored and not directly affiliated with FMS or KCS. Information for these will be relayed if provided by their sponsors during morning announcements and FMS website.

#### **...you are asked to go on a school sponsored field trip?**

If you participate in field trips, you must turn in a Knox County Medical Release Form. One form will cover all field trips for the entire year.

#### **Relationships**

At FMS we believe that relationships are the foundation of **all** we do. We treat others with honor and respect, and expect the same in return. If you believe someone is not living up to the FMS standard of conduct, talk to a teacher, counselor, or administrator.

The following activities are not acceptable at FMS:

- ⊗ Pushing, scuffling, horseplay, fighting
- ⊗ Hazing, harassing, or name-calling
- ⊗ PDA (public display of affections)
- ⊗ Profanity, abusive language
- ⊗ Possession of Tobacco Products (including E-Cigarettes/Vape)
  - 1<sup>st</sup> Offense: 2 days OSS + 1 day ISS
  - Subsequent Offenses: additional days OSS

Engaging in these or other prohibited activities will result in disciplinary consequences.

#### **Cell Phones, Smart Watches, Bluetooth Headphones and other Personal Communication Devices (PCDs)**

Students may possess PCDs while on school property. **Devices may not be used between 8:30 a.m. – 3:30 p.m. and must be in the off mode. Violation of this policy will result in confiscation for parent pick-up.** Board Policy J-240.

#### **Harassment, Intimidation, Bullying and Cyber-Bullying**

Knox County Schools prohibits acts of harassment, intimidation, bullying and cyber-bullying. A safe and courteous environment in school is necessary for students to learn and achieve. For more information, please visit <http://knoxschools.org/farragutms> (use School Counseling links).

#### **Threats**

Verbal, written, electronic, or gestured threats that are direct or indirect **will not** be tolerated and **will** result in disciplinary action up to long term suspension.

### **Zero Tolerance Policy**

In order to ensure a safe and secure learning environment free of drugs, violence, and dangerous weapons, any student who engages in the following behaviors will be subject to removal from school for a period of not less than one calendar year. The Director of Schools has the authority to modify this suspension requirement on a case-by-case basis. Zero tolerance acts are as follows:

1. Any student on a school bus, on school property, or while attending any school event or activity:
  - Unlawfully possess a legend drug or any other controlled substance; or
  - a. Knowingly possesses a fire arm as defined in 18 U.S.C. 921; or
  - b. commits aggravated assault or, commits assault and intentionally, knowingly or recklessly causes bodily injury, on a teacher, principal, a School Security Officer (SSO), a teaching assistant or any other employee of the school system, or a School Resource Officer (SRO)
  - c. possession of explosive or incendiary device.

The intent of the Knox County School Board provides the Director of Schools the power to exercise and provide modifications to ensure that no student shall be out of school for more than two semesters for a zero tolerance offense. The superintendent shall consider each zero tolerance case on an individual basis to determine placement within the alternative school program.

For a complete listing of discipline guidelines/policies, please visit: <http://knoxschools.org/farragutms>

For a complete listing of School Board Policies visit: <https://www.knoxschools.org/Page/2107> (Section J is specific to Student Policies)