

Welcome to the 2021-22 school year at Indian River Middle School. We encourage you to take an active role in the many opportunities our school has to offer. To help you experience success as an IRMS Brave, we are providing you with this student handbook.

This handbook:

- contains information about many school procedures and policies.
- helps you manage your time, record your homework each day, and take an active role in your academic achievement.

Your teachers will provide instruction on how to use this handbook and you will be expected to keep it for the entire year. If you lose your handbook, you are expected to purchase another one for \$5.00 at the school store.

DUE TO ONGOING HEALTH AND SAFETY GUIDELINES, TOPICS LISTED IN THIS STUDENT HANDBOOK ARE SUBJECT TO CHANGE AND MAY BE ADJUSTED ACCORDINGLY. ALL STUDENTS ARE EXPECTED TO FOLLOW ALL SAFETY PROTOCOLS THAT ARE REQUIRED DUE TO HEALTH AND SAFETY GUIDELINES.

INDIAN RIVER MIDDLE SCHOOL WILL CONTINUE TO COMMUNICATE WITH PARENTS, GUARDIANS, AND STUDENTS.

Please sign and have your parent or guardian sign below acknowledging that you have both read and understand the information included in this planner.

Student Signature _____

Parent Signature _____

HR Teacher Signature _____

Date _____

AGENDA REQUIREMENTS

Homework will be required to be copied down in the student agenda each day for each class. Students will need to bring their agendas with them for the use of a hall pass in all classes. Students must have their passport sheet signed and dated by their teacher to be excused from their class.

ASSEMBLIES

No purses, backpacks, gym bags, or any other type of bags are allowed in the auditorium during assemblies or in the gymnasium during pep rallies.

ATTENDANCE

Students are expected to be present and punctual for all classes throughout the year. Regular school attendance is important for the academic success of each student. In accordance with School Board Policy, a student shall not be granted credit for courses if absences from class total more than thirty (30) class periods regardless of the reason, except for extenuating circumstances. The principal shall be the judge of extenuating circumstances.

Questions about attendance should be referred to the attendance secretary, grade-level school counselor, or the grade-level administrator.

Excused Absences:

- Personal illness – A WRITTEN NOTE from parent/guardian must be presented to the homeroom teacher immediately upon return to school. The note should be returned within four days of the absence. Phone calls for absences will *not* be accepted in place of a written note. Doctor's documentation may be required for an extended period of absence, or a pattern of excessive absences.
- Serious family illnesses or the death of a relative – A WRITTEN NOTE from a parent/guardian is required.
- Observance of a religious holiday – Prior notice in the form of a WRITTEN NOTE must be given to the attendance secretary.
- Extreme inclement weather – This is determined by the school district's representative.

Unexcused Absences:

- Truancy
- Leaving class or school without permission (cutting)
- Missing the bus
- Oversleeping
- Failure to bring in a note for being absent upon return to school
- Vacation/Trips

Students who have ten (10) or more unexcused absences during the school year could be referred to truancy court and subject to prosecution under the revised Code of Virginia.

The Principal, according to School Board Policy, must review extenuating circumstances submitted in writing by a parent/guardian.

(continued on next page)

ATTENDANCE

Steps to Follow When Absent:

- Parent/guardian must write a note or email to their homeroom teacher giving date(s) and the reason for absence. The note must include a signature. PLEASE NOTE – calling the office does NOT replace the required absence note.
- Students must present the excuse note to his/her homeroom teacher the day he/she returns to school or within four days.
- It is the student's responsibility to access and submit all completed work missed when absent. Students absent between 1-3 consecutive days have up to 5 school days to submit the work for full credit.
- All missing assignments must be turned in before the end of the marking period. Exceptions must be presented and approved by the administration.
- When a student is absent on the day of an assessment, the student should prepare to make up the assessment as soon as possible as agreed upon by the teacher.

Tardies:

Students are expected to be on time for school and for all classes during the school day to avoid missing important announcements and valuable instruction. A student who arrives late to school (after 8:15 a.m.) must stop at the security desk to sign in and get a late pass. Parents are expected to provide a note explaining the student's tardiness. Arriving late to class without a pass will result in consequences based on the tardy policy. When a student is detained by a staff member, the staff member must provide a pass to the student to go to his/her next class.

ATHLETIC ACADEMIC ELIGIBILITY

PROCEDURES HAVE CHANGED FOR THE 2021-2022 SCHOOL YEAR ONLY. FOR STUDENTS TO BE ELIGIBLE TO PARTICIPATE IN A CMSL ACTIVITY, STUDENTS MUST HAVE PASSED 4 SUBJECTS, 2 OF WHICH MUST BE CORE CLASSES. After the 2021- 2022 school year, students:

- Must maintain and/or establish a grade point average of 2.0
- Must not have reached the age of 15 on or before August 1 of the school year in which the student intends to participate
- May not participate in a particular sport more than once at each grade level
- Must complete the CMSL Athletic Participation/ Parental Consent/Physician's Certificate Form at least once during each school year
- Attend a required daily after school study hall tutoring session during the season of participation
- Must have a completed athletic physical on a Chesapeake Middle School League form and a concussion test on file with the Athletic Director.

BACKPACKS, PURSES & WATER BOTTLES

All backpacks, large purses, small backpacks that resemble purses, fanny packs, or tote bags are not allowed to be carried throughout the school day and must be put in the student's locker upon arriving at school. Students are only allowed the clear IRMS gym bag to be carried on their backs when going to and from their PE and elective classes. Clear

full-sized backpacks are not to be utilized for PE and elective use. Students are only permitted to carry and use clear water bottles. Water is the only accepted drink students are allowed to carry. Water bottle fill-up stations are located throughout the building.

BATHROOM PASSES

Students will be given a bathroom pass to keep inside their Chromebook case. Passes should be hung on the hooks outside of the restrooms. If a student loses theirs, they can ask their homeroom teacher for another.

BULLYING

"Bullying" means any aggressive and unwanted behavior that is intended to harm, intimidate, or humiliate the victim; involves a real or perceived power imbalance between the aggressor(s) and the victim; and is repeated over time or causes severe emotional trauma. "Bullying" includes cyberbullying. "Bullying" does not include ordinary teasing, horseplay, argument, or peer conflict.

Chesapeake Public Schools will not tolerate any type of bullying, including cyberbullying that disrupts the academic environment, even if it occurs outside of school on equipment not owned by Chesapeake Public Schools. Students engaging in bullying behaviors will be subject to disciplinary action, which may include suspension and/or a recommendation for expulsion. Incidents in which the behavior is believed to constitute criminal activity will also be referred to the proper law enforcement officials and appropriate charges may be filed.

BUS REGULATIONS

STUDENTS ARE TO ADHERE TO ALL SAFETY GUIDELINES THAT ARE PUT IN PLACE.

Riding the bus is a privilege, which carries certain responsibilities. To ensure a safe and efficient trip to and from school, students are expected to display proper conduct on the bus as outlined in the Chesapeake Public Schools Regulations for Pupils Riding School Buses. Improper behavior on the bus will result in a loss of bus privileges. Bus drivers have the same authority and responsibility as any other Chesapeake Public Schools employee and should be treated with the same respect.

Students who ride the bus to school must ride the same bus home. Exceptions for special situations and emergencies are allowed with parental permission and administrative approval. A note should be brought to the main office for approval upon arrival at school. Notes will not be approved on the bus ramps at any time.

CAFETERIA

PROCEDURES MAY CHANGE BASED ON GUIDELINES FOR REOPENING SCHOOLS IN SEPTEMBER 2021.

All students must report to the cafeteria during their assigned lunch period. To leave the cafeteria at any time will require permission from the administrator or cafeteria monitor. Students are not allowed to break in or cut in line.

Students are to sit in their designated areas and are to remain seated after purchasing lunch. Students should always clean up their eating area and dispose of trash in the proper containers. If a student brings lunch from home, for safety reasons, glass containers, carbonated drinks, energy drinks, gum, and sunflower seeds are not permitted at school. Students displaying inappropriate behavior or not following cafeteria rules are subject to immediate consequences.

Breakfast Program: A breakfast program is available to students until approximately 8:20 a.m. Breakfast will be delivered to each homeroom.

Lunch Program: A hot lunch is available daily. Students may purchase lunch by the week or daily. Students who wish to purchase weekly lunches may do so on the first day of the school week in the cafeteria. Meal Pay Plus is also available on our website for online payments. Free and reduced lunch applications are available in the opening packet, as well as the main office. Lunch charges are not available. Students who do not have money are provided an alternate lunch.

CELL PHONES, SMARTWATCHES, & ELECTRONIC DEVICES

Specific policies/guidelines and the consequences followed at IRMS regarding cell phones, smartwatches, and electronic devices are included below. Additional information on this policy can be found in the Student Conduct Policy Guidelines handbook for parents and students.

- Students should not possess or carry on their person cellular telephones, other portable telecommunication devices, or electronic devices during the school day, with the exception of approved telecommunication devices such as Chromebooks.
- When students enter the school building, cell phones and electronic devices should be turned off, and secured in the student's locker with the exception of their school-issued Chromebook. THIS INCLUDES EARBUDS AND HEADSETS.
- Students are not permitted to use cell phones on the bus ramp, breezeway, or anywhere throughout the building between the hours of 7:45 a.m. and 3:30 p.m. (the later time may vary due to bus arrivals).
- Chesapeake Public Schools will not assume responsibility in any circumstance for loss, damage, theft, or unauthorized charges to any electronic device or cell phone.
- Violations of the cell phone policy will result in disciplinary action.

It is our expectation that students follow the outlined cell phone policy. In the event guidelines are not followed, offenses will be handled in the following manner:

If the cell phone is seen by a staff member:

- 1st Offense - The device will be confiscated and returned to the student at the end of the day.
- 2nd Offense - The device will be confiscated and returned to a parent.
- 3rd Offense - The device will be confiscated, returned to a parent, and one day of ISS will be assigned.

If the cell phone makes a noise, a student is found texting, taking pictures, recording, or if the student uses the phone in the building or on the bus ramp from 7:45 a.m. to 3:30 p.m., the consequences are as follows:

- 1st Offense - The device will be confiscated, returned to a parent, and ISS will be assigned.
- 2nd Offense - The device will be confiscated, returned to a parent, and two days of ISS will be assigned.
- 3rd Offense - The device will be confiscated, returned to a parent, and one day of OSS will be assigned.
- 4th Offense - The device will be confiscated, returned to a parent, and two days of OSS will be assigned.
- 5th Offense - The parent and student will be required to have a conference with the principal.

CHROMEBOOKS

Students are only permitted to use their school-issued Chromebook while in school. Students should not leave their Chromebook unattended. Students are not permitted to email/message other students during the school day unless instructed to do so by the teacher. Student emails are not private and belong to CPS. Students are to follow the CPS Acceptable Usage Policy. Please see the CPS Virtual Code of Conduct for further details.

CLINIC

A full-time nurse is available to any student who becomes ill or hurt during school hours. Students requiring the services of the nurse, except in an emergency, must have a pass before he or she will be admitted to the clinic.

MEDICATIONS

MEDICATIONS BEING TRANSPORTED TO SCHOOL FOR THE NURSE TO ADMINISTER MUST BE BROUGHT TO THE CLINIC BY AN ADULT.

Medications will be administered by the school nurse to students who have physician's orders and parent permission Form No. CS-405. Students are not allowed to carry medications on their person during the school day (*an exception may be made if a self-carry order has been established*).

TEMPORARY USE OF MOBILITY AIDS

A student requiring the use of crutches, a wheelchair, a cane, or a walker MUST obtain a written order from a healthcare provider stating the following: Reason for use, duration (length) of use (with dates), ability to use stairs, any activity restrictions/accommodations, and any special instructions. The student must present the order to the school nurse upon arrival at school. All devices that are required to assist mobility must be provided by the student's parent/guardian.

CODE OF CONDUCT

All students and parents/guardians are expected to read and sign the Chesapeake Public Schools Code of Conduct Book.

COMMUNICATION

Communication between school and home is a vital part of student success. We encourage parents to contact teachers to discuss concerns and schedule team conferences when

needed. **If the parent contact information or address changes at any point throughout the school year, please be sure to update it with the main office or through ParentVue.**

DISCIPLINE

Discipline is an integral part of the educational process as it relates to the development of personal integrity and ultimately good citizenship. Those students who violate school rules and regulations will be subject to consequences. Students who do not modify their behavior within acceptable teacher/team limits will be referred to the administration. Students are reminded that they must follow all rules while at school, as well as traveling to and from school. The following behaviors may result in suspension or expulsion from school:

- The use or possession of tobacco products and over-the-counter medicines.
- The use, possession, or distribution of drugs, drug paraphernalia, alcohol, or look-alikes.
- The use, possession, handling, or carrying of any gun, weapon, dangerous object, or look-alikes.
- Bullying: acts of physical, verbal, or social/emotional behavior that occurs and hurts, frightens, torments, or is used to control others.
- Physical and/or verbal threats to do bodily harm and/or assaults on other persons.
- Vandalism and/or destruction of school or personal property.
- Forgery and/or cheating in any form.
- Obscene actions, words, gestures, or the use of profanity and/or ethnically degrading statements and gestures.
- Fighting and/or unauthorized physical contact (e.g., horse playing).
- Sexual harassment is committed by students of either gender against students or staff.
- Repeated failure to comply with the directions or a reasonable request of teachers or other authorized school personnel.
- Stealing and/or the unauthorized possession and use of someone else's property.
- Any other act or action that may be considered disruptive to the educational process or to an orderly atmosphere for learning throughout the school building, on the bus, or at a school event.

Students are advised that the following public displays of affection (PDA) are not permitted while on school property, and/or while engaged in any school-sponsored activity either on or off school property: kissing, romantic hugs, squeezing, or sitting on another person's lap. Personal care and grooming should be done in the bathroom and/or locker room.

THE USE OF SPRAY COLOGNES, PERFUMES, DEODORANTS, LOTIONS, OR HAIR CARE PRODUCTS ARE NOT PERMITTED IN SCHOOL.

Chesapeake Public Schools has a zero-tolerance policy toward weapons, drugs, and any look-a-likes on school grounds. The school system prohibits having weapons or guns on one's person, retained in one's possession, or used in a manner that threatens or inflicts bodily injury to another

person or property. Weapons and projectiles designed or intended to propel an object are prohibited. Such actions will subject students to suspension/expulsion or placement at Chesapeake Center for Student Success.

Indian River Middle School works closely with the Chesapeake Police Department throughout the school year to conduct random drug and/or weapon checks utilizing the services of specially trained dogs. This is part of our effort to ensure that our students are in a safe environment.

Items that may be hazardous to the safety of others, or which interfere with school procedures are not to be brought to school. Such items as spinners, toys, stuffed animals, blankets, radios, iPods, video games, CD players or other electronic devices, water pistols, trading cards, matches, lighters, cigarettes, and e-cigarettes are prohibited. If brought to school, the items will be confiscated. Students may also be subject to further disciplinary action if the situation warrants it. Please refer to the CPS Code of Conduct for additional explanations.

DRESS CODE FOR STUDENTS

All students are expected to dress in a manner appropriate for the promotion of learning, pride, self-respect, and in a manner that will reflect wholesome attitudes and proper school conduct. Discretion should be exercised by parents and students when choosing articles of clothing such as current fashion fads that are distracting to the learning environment. The school staff reserves the right to rule on clothing fads and articles. Student appearance must not be disrespectful, indecent, dangerous to the health and welfare of students, or disruptive to the school environment. The following guidelines have been established:

- Students will not be allowed to wear inappropriate clothing, jewelry, or have personal belongings that advocate violence, alcohol, drug use, and/or distribution; that represent gang activity and/or membership; contain
- profanity; or reflect adversely against persons due to race, gender, creed, or intellectual abilities.
- Students are not to wear revealing attire such as sleeveless shirts, see-through shirts or blouses, tank tops, halter tops, tube tops, spaghetti tops, or dresses. Garments that expose cleavage, midriff, or navel are not permitted. Extremely tight clothing is not permitted. Tutus are not permitted. Dresses, skirts, and shorts should not be more than 3-4" ABOVE THE KNEE in length. LEGGINGS can be worn with the appropriate length dresses or skirts. LEGGINGS are not to be worn as pants with tops or shirts. Pants with holes or excessive fraying above the knee must have tights or leggings under them. Any holes that deem distracting to the learning environment will be addressed by an administrator (e.g. holes in the hip area and/or rear area). Pajama, yoga, or spandex pants are not to be worn at school. Clothes must be worn as they were designed to be worn (buttoned, zipped up, tucked in, etc.).
- Colored or rosary beads, sunglasses, outer coats, and large purses are not permitted. Distracting hair colors are discouraged.

- Clothing articles or apparel considered to be hazardous or distracting to the normal operation of the school are not permitted. No hats, head coverings (unless for religious purposes), bandanas, or doo rags will be permitted.
- Headbands and sweatbands of any color are not permitted. Female students are permitted to wear hairbands.
- Shorts may be worn provided they are NO MORE than 3-4" in length above the knee.
- All pants must be secured at the waistline. No sagging pants are permitted. Undergarments should never be visible. Students who are repeat offenders will be addressed by an administrator with disciplinary action.
- Flip-flops, slippers, slides, or shoes without a hard sole are not permitted.
- Wallet chains or large link chains are not to be worn as jewelry.
- PE uniforms will not be permitted to be worn outside of the PE classroom.

If there is doubt about a particular item of apparel, the student should contact a school administrator for a decision. It is our desire to maintain an educational environment that is safe and free from unnecessary distractions. When a student violates the above guidelines, parents will be notified. If a change of clothing can be secured within 15 minutes, the student can remain in the office. Beyond 15 minutes, the student will be sent to ISS. STUDENTS WHO CONSISTENTLY VIOLATE DRESS CODE STANDARDS WILL FACE ADDITIONAL DISCIPLINARY ACTIONS. Starting the second semester, students will not be allowed to call home for a change of clothes, and dress code violations will result in ISS immediately.

DROP-OFF ITEMS

NO items including but not limited to homework, projects, and clothing items can be dropped off for students except for emergency medications.

FIELD TRIPS

Field trips are privileges. Students who participate in field trips are expected to wear proper clothing and show appropriate behavior. The cost of the trip is the responsibility of the student and/or parent. Before going on the field trip, all students must have written permission from the parent or guardian. ALL school rules apply.

FIRE DRILLS/LOCKDOWN PROCEDURES

Fire drills and emergency evacuations are held regularly throughout the school year for safety purposes. When the alarm sounds, students are to follow the teacher's directions and leave the building quickly and quietly through the nearest exit. Students are to act appropriately, move away from the building, and remain quiet until an administrator or designee signals their return. Any student acting inappropriately will receive disciplinary action. Lockdown procedures are in place for all staff and students. Periodic lockdown drills are practiced to prepare students and staff members for emergency procedures in the event of a crisis situation. Students are expected to follow all

directives and act appropriately during a lockdown. Any student acting inappropriately will receive disciplinary action.

GRADING POLICY

According to School Board Policy, grades are based on student achievement and the timely completion of work. Teachers review expectations with students at the beginning of the school year and periodically throughout the year. Grades are recorded on grade reports as a letter grade. The citywide grading scale is as follows:

93-100 = A	77-79 = C+
90-92 = A-	73-76 = C
87-89 = B+	70-72 = C
83-86 = B	67-69 = D+
80-82 = B-	64-66 = D
	Below 64 = E

Grade weighting:

Test 40% Quiz 30% Practice/Homework 30%

Each nine weeks students will receive a progress report midway through the grading period. The timing of the progress report is such that students will have the opportunity to improve their grades, if necessary, before the end of the grading period. Report cards are issued at the end of each of the four nine-week grading periods. These reports will give families a quarterly update on the progress of the student in each class.

HOMEWORK

The Chesapeake School Board considers homework an important component in the learning process. It is a natural link between the home and school and is an extension of time in which formal learning can take place. Correctly monitored, it allows students to reinforce skills taught at school, learn how to work independently, and how to be accountable.

Projects, book reports, and other assignments handed in late will be accepted with reasonable progression of penalties. A reduction of one letter grade for each day an assignment is late is an example of an appropriate penalty. Middle school students should not spend more than 20- 30 minutes per night completing homework and/or studying per core subject area. Parents are encouraged to monitor homework by daily review of the Student Handbook/Agenda and Synergy.

HONOR CODE PLEDGE

All students and parents are asked to sign the Honor Code Pledge during the first week of school or upon registration.

LIBRARY

The media center is open from 7:55 a.m. until dismissal. Students must have documented permission in their agenda to use the media center. Students should enter and exit through the doors on "B" Hall ONLY. Students must sign in upon entering. Students are to inspect their books for damage prior to check out. Books checked out in a student's name are his/her responsibility and should be returned undamaged. Lost or damaged materials must be paid for

immediately. Any behavior issues may result in students losing their media center privileges.

LOCKERS

Lockers are assigned to students by their homeroom teacher at the beginning of the school year. Lockers may not be shared with anyone. Lockers must be kept locked at all times. Students are cautioned against keeping money in their lockers or even bringing valuables to school. Any locker problem should be reported immediately to the main office.

Students will need **TWO** locks. Locks for gym and hall lockers may be purchased during homeroom from the school store. The cost of each is \$4.00. Serial numbers and locker combinations should be given only to homeroom teachers. The school cannot be held responsible for anything taken from lockers. Students are to place all outer coats and bookbags in their lockers during the day. We encourage students not to share locker combinations with other students.

LOST AND FOUND

Due to the health and safety of all students and staff, the Lost and Found Station will not be available until further notice. All items found out of place will be discarded.

MAKE UP WORK

According to School Board Policy, students are permitted to make up work because of absence, including in-school or out-of-school suspension, in accordance with the following guidelines:

- The student is responsible for requesting and completing all work missed in a timely manner. Timeliness is determined by the classroom teacher considering the following factors: the nature of the assignment missed, the number of days, and the grade level of the student. Make up work not completed will receive a zero.
- Alternative assignments will be required to be completed for missed assignments that cannot be made up at home (e.g., lab experiments, classroom presentations, concerts, etc.). Timelines for completing assignments are the same as all other makeup work. Arrangements must be made with the teacher to complete the assignment.
- In the case of intentional absences (e.g., skipping an individual class or an entire school day), students are not permitted to make up work for credit and will receive a zero for any graded work assigned on the day of the absence.

PHYSICAL EDUCATION

Dressing out for PE is a school-wide policy. Dressing out is linked to a student's grade. Students are required to dress out in an official IRMS gym uniform and lace-up athletic-style tennis shoes. Only school-issued gym bags are permitted. Repeat offenders will be referred to the administration. Gym uniforms, locks, and bags may be purchased by all students during PE class the first two weeks of school.

After the first two weeks, students may purchase gym items at the school store during homeroom.

Brave Shorts (navy) - \$6.00 Combination lock - \$4.00
Brave T-shirt (white) - \$4.00 Brave Gym Uniform Bag - \$5.00

PROMOTION AND RETENTION POLICIES

Promotion or retention at the middle school level is based upon the total educational welfare of the child, which includes academic, physical, social, and emotional growth. For a student to be promoted to the next grade, he/she must pass four (4) subjects, three (3) that are CORE subjects, two (2) of which must be English and math. If any CORE subjects were failed, summer school will be strongly recommended for that subject. Any student who fails English and/or math must take the courses in summer school to be promoted. The decision to promote or retain a student is at the discretion of the school principal based on policy guidelines. Parents will be notified throughout the second semester (January-May) if their child may be in danger of retention. Final retention decisions are made at the end of the school year and will be stamped on the student's final report card.

REPORTING TO SCHOOL

Due to health and safety guidelines, students ARE NOT to be dropped off at school before 7:45 a.m. School hours are from 8:15 a.m. to 2:53 p.m. A bell will ring at 7:55 a.m. to signal students to enter the building. All students arriving before this time are to assemble at the front of the building. All students are expected to report directly to homeroom upon entering school (after the 7:55 a.m. bell). Students will miss important instruction if they arrive at school late (after 8:15 a.m.). All students are expected to be in homeroom NO LATER THAN 8:10 a.m. Students may not leave the building after arrival unless signed out by a parent, guardian, or adult designee.

SCHOOL CLOSING (EMERGENCIES)

On occasion, it may be necessary to close schools due to inclement weather or extended power failure. In these cases, the Superintendent of Schools will announce the closing of school. Parents and school employees are notified by the Parent Alert System, Chesapeake Public Schools' radio station (WFOS-FM, 88.7), as well as the cable channel (WCTV Cox 48 or Verizon 42) and the CPS website. Closings and time adjustments are also on local TV and radio stations. Each student should know what to do and where to go if school is released early and a parent is not home to meet them.

SCHOOL DISMISSAL

Students who walk home are to use the front exit doors of the main hallway. Walkers and those staying for an after-school activity are not to use the bus ramp during dismissal. Students are to exit the building by 3:15 p.m. each day unless they are involved in an approved after-school activity. Parents who pick up their children should do so no later than 3:15 p.m., or immediately at the end of the function if the child is staying after school. If students are not picked up within 20 minutes of an event ending, they may be in jeopardy of not being permitted to attend additional after-school activities. Those reporting to

the recreation center or public library should report directly to those locations for safety reasons until parent pickup and are not allowed to return to school grounds.

DUE TO AN INCREASE IN LAST-MINUTE DISMISSALS, PARENTS/GUARDIANS WILL BE REQUIRED TO COME TO THE SCHOOL'S FRONT DOOR BEFORE 2:35 P.M. WITH THEIR ID'S TO DISMISS THEIR STUDENT(S) EARLIER THAN THE END OF THE NORMAL SCHOOL DAY. NO STUDENTS WILL BE CALLED OUT OF CLASS AFTER 2:35 P.M. THEY WILL BE CALLED DURING THE AFTERNOON ANNOUNCEMENTS. STUDENTS WILL BE SIGNED OUT AND PICKED UP FROM THE SECURITY DESK IN THE MAIN HALL.

SAFE SCHOOLS INITIATIVE

Chesapeake Public Schools is committed to providing a safe learning environment. Trained security monitors will assist administrators in supervising the school building and grounds. Our school hallways and exterior are monitored by security cameras. A Youth Service Officer from the Chesapeake Police Department is assigned to Indian River Middle School. In addition, the police department, in cooperation with Chesapeake Public Schools, will conduct random unannounced searches on the premises and in the building using specially trained dogs.

SCHOOL PROPERTY

Students who damage, destroy, deface, or remove any school equipment, furniture, technology, or property will be held financially responsible and may be prosecuted according to the law. Students that vandalize school property may be subject to disciplinary action.

SIGNING OUT / LEAVING EARLY – NEW POLICY

A note from the parent or guardian that states the reason and time for departure is required. The note should include a telephone number so the parent can be contacted by the office if necessary. Students should give the note to their homeroom teacher upon arrival. The parent, guardian, or parent's designee must call the main office before arrival. Students will be signed out and picked up from the security desk.

Students who fail to sign out or present false notes and/or leave school without administrative permission will be considered unexcused and may be subject to suspension. Students who do not leave the building and grounds immediately after signing out with approval may be subject to disciplinary action by the administration.

SPECIAL DELIVERIES

We will not accept special deliveries (e.g. flowers, balloons, food, etc.) for students.

STUDENT ACTIVITIES/CLUBS

A variety of activities are offered to our students. We encourage all students to participate in an activity in their area of interest. Information regarding these activities will be made available to the students during the course of the school year. Please check our school website for ongoing information.

STUDY HALL

All students at IRMS may participate in the study hall program. A study hall schedule will be posted, and appropriate notices will be utilized to inform parents and students of availability. Students who are experiencing difficulty in one or more classes will be encouraged to utilize the services of study hall. Disruptive behavior could result in removal from Study Hall for the remainder of the semester.

Transportation will be provided for study hall participants. Disruptive behavior on the study hall bus will result in privileges being suspended.

SUPPLIES

A list of recommended supplies is listed on our website; it will also be provided at the beginning of the school year. Supplies should be brought to class daily and restocked throughout the year to ensure the student is prepared. Supplies such as pencils, pens, erasers, lead, index cards, etc., may be purchased at the school store from 7:55 a.m. to 8:10 a.m. daily.

SYNERGY PARENTVUE AND STUDENTVUE

As a student and parent/guardian of Chesapeake Public Schools, online access is available to the student's school information, including grades and assignments. This service is available at: https://va-cps-psv.edupoint.com/PXP2_Login.aspx. This secure website will notify you when grades have been updated and can be accessed through any computer with internet access.

TELEPHONE

Telephones are available for student use in the main office for emergencies only. Permission must be obtained from an administrator.

TEXTBOOKS

In addition to sets in the classrooms, students will also be issued their own set of textbooks to take home. Students will be financially responsible for lost or damaged textbooks and calculators.

VIRTUAL LEARNING

Students will be expected to follow all policies, procedures, and guidelines when virtual learning is in place. This includes all information included in the Virtual Code of Conduct.

VISITORS

All visitors are encouraged to call before coming to the school building to make arrangements for their visit. Appointments must be made through the office to see teachers, administrators, and/or guidance counselors. All visitors must bring their ID with them when visiting the building and should utilize the Raptor system to sign in. No visitors are allowed in the cafeteria at this time.