

**THOMPSON MIDDLE SCHOOL**  
"Inspiring Everyone to Think, Learn, Create, and Care, TLC<sup>2</sup>"



**School Motto**

"Leading the Pack with Pride"

**School Mascot**

Timberwolves

**School Colors**

Blue/Gray/White

Regular Day School Class Hours: 9:00AM - 3:10PM  
Early Out Mondays and Modified Day Class Hours: 9:00 AM - 1:50PM  
Office Hours: Mondays and Modified Days 8:15AM - 3:00PM  
Tuesday - Friday from 8:15AM - 4:00PM

**STUDENT COMMITMENT**

Thompson Middle School is committed to quality educational programs for all students. In order to achieve our goal, students, staff, and parents must share the responsibility and support the following student expectations:

- **Focus on Learning** (Includes being prepared, having material, and being attentive.)
- **Positive Attitude** (Follows directions, demonstrates cooperation.)
- **Demonstrates Pride** (Respect for self, others, groups, and school.)
- **Commitment to Education** (Takes advantage of instructional opportunities.)
- **Appropriate Communication** (Includes verbal and written, as well as gestures.)

STUDENT NAME\_\_\_\_\_

1ST PERIOD TEACHER\_\_\_\_\_

## **MURRIETA VALLEY UNIFIED SCHOOL DISTRICT**

Board of Education

Robin Crist  
Ken Dickson  
Paul Diffley  
Barbara Muir  
Kris Thomasian

Superintendent  
Pat Kelley

### **MVUSD MISSION STATEMENT**

Inspiring every student to think, to learn, to achieve, to care.

## **THOMPSON MIDDLE SCHOOL ADMINISTRATION/OFFICE STAFF**

Principal	Dale Velk
Assistant Principal	Kathy Dixon
Assistant Principal	John Fox
8th Grade Counselor	Frank Fravel
7th Grade Counselor	Eileen Ponce
6th Grade Counselor	Elijah Anderson
Attendance Clerk	Carol Mallinckrodt
Attendance Clerk	Carmen Villalobos
Bookkeeper	Linda Carlson
Guidance Technician (A-L)	Paula Smith
Guidance Technician (M-Z)	Conney Spencer
Health Technician	Felica Petty
Library Technician	Cari Bernou
Receptionist	Colleen Ewing
School Registered Nurse	Barbara Shuman
School Psychologist	Judith Jaeger
School Speech Pathologist	Katie Barnes
School Secretary	Dianna Jackson

Due to unforeseen circumstances, changes to the Student Handbook may occur throughout the year. Addendum to the Handbook will be sent through parent link. These sections will be clearly identified. It is the student and parent responsibility to be fully aware of additions and/or changes. Thank you.

## FREQUENTLY ASKED QUESTIONS

Call the Attendance Line: 951-696-1410 option 1  
(24 hours - 7 days a week)

### **ABSENCES**

Students will attend classes on a regular, daily basis and attendance is a priority. Students need to attend each class on time throughout the day. Students are expected to be prepared to learn when the bell rings: in assigned seat, supplies ready, personal needs taken care of, and mentally prepared to learn. California schools receive funding as a result of student attendance. Schools will receive funding **only** for students in attendance. Previously, schools were funded for students who had doctor appointments or who stayed home due to illness. Because of this change, we ask that you make every attempt to make appointments after school hours for your students. **Students returning to school after an absence** must submit a written or verbal explanation from the parent/guardian stating the student's name, grade level, date of absence, and reason for absence on the **first day** back to class **prior to the start of first period**. **STUDENTS WILL NOT BE ADMITTED TO CLASS WITHOUT A RE-ADMIT SLIP**. Parents may call the **Absence Phone Line @ 696-1410**, push "1" for Attendance and "1" again for Absence. At this time you will leave first and last name of the student, grade, date of the absence and reason for the absence, your name and relationship, and a phone number where you can be reached. This line is available 24 hours a day, 7 days a week. A note or phone call must be received to the Attendance office by 9:00 AM. the following day (24 hours) or the student will be considered truant. Truant is defined as any absence, without verification, of 30 minutes or more during any one day, and on the third full day of unverified absence in one school year. Habitual absences/truancies may result in family referral to the Student Attendance Review Board (SARB). A hearing will be held with possible monetary penalties resulting. **It is the student's responsibility to make arrangements for make-up work**. The student will make up any work missed during the absence, within a reasonable time determined by the teacher based on the nature of the work missed. Parents calling or emailing to request missed work may do so once the student is absent for three (3) days. Please remember a 24 hour notice to the teacher is required prior to picking up the work.

### **ABSENCE: PERSONAL BUSINESS/FAMILY TRIPS**

A student who will miss school for a pre-planned **family trip** or other **personal business** will need to notify the attendance office prior to the start of the absence. These absences are **unexcused** according to the State guidelines. A written request for absence make-up work must be provided to **each teacher** five (5) school days prior to the absence. **It is the student's responsibility to make arrangements for make-up work**. Make-up work for personal business/family trips is due upon the day the student returns to school. Please note that make-up work completed during personal business/family trips may not coincide with class work and academic progress may be adversely impacted. We strongly recommend personal business/family trips to be scheduled during school breaks.

### **ABSENCE: STUDENT EARLY PICK UP**

Please make every effort to pick up your student **before 2:50PM**; after this time, you must wait for dismissal bell which is 3:10PM. **Only approved contacts**, as specified on the Emergency Card, will be allowed access to the child. The following must be observed when picking up a student during school hours: The contact must be **over 18 years old**. The contact must have a **photo I.D.** **Please note, during State and District testing, classes cannot be interrupted. Therefore, parents will be asked to wait until the student completes his/her exam before the student will be dismissed.**

### **ACADEMIC HONESTY POLICY**

**CONSEQUENCES FOR ACADEMIC DISHONESTY:** Any alleged violation of this policy will be investigated thoroughly and appropriate disciplinary measures will be taken consistent with Board policy.

**FOR FIRST OFFENSE, THE FOLLOWING WILL OCCUR:**

1. Teacher makes referral to the Assistant Principal and notifies the parent.
2. Loss of all credits for the assignment or test with no make-up permitted.
3. Possible conference with student, parent, teacher and Assistant Principal
4. Possible Saturday School will be assigned by Assistant Principal.

**FOR THE SECOND OFFENSE (SAME CLASS), THE FOLLOWING WILL OCCUR:**

1. **Teacher** makes referral to the Assistant Principal and notifies the parent.
2. Loss of all credits for the assignment or test with no make-up permitted.
3. Possible One-Two-day suspension from school.
4. Possible Conference with student, parent, teacher, and Assistant Principal.

### **ASSOCIATED STUDENT BODY - ASB**

Students participate in a Leadership/Student Government class that is part of their daily academic schedule this allows them to explore the various leaderships roles that help govern our school. ASB hosts Thompson school dances, lunch time activities, assemblies, pep rallies and special events.

### **BEHAVIOR/POLICIES - EXPECTATIONS**

At TMS, responsibility, self-discipline, and mutual respect for others are important parts of each student's education. It is the student's responsibility to follow the rules of the school, treat others as they would want to be treated, and do nothing to interfere with the learning, safety, and well-being of other individuals.

**Respectfulness:** Courtesy and respect to self, others and to personal and school property is expected. Physically or verbally aggressive behavior, profanity, and calling others by names other than their given name or nickname is unacceptable.

**Truthfulness:** Students are expected to be truthful at all times. Students will not be involved with lying (verbally, in writing, or over the telephone), forgery, fraud, misrepresentation, cheating, or copying others' work, or misuse of school documents.

**Public Display of Affection:** Students may only display affection for one another by holding hands. Possible discipline for public display of affection beyond holding hands.

### **BEHAVIOR: DETENTION POLICY**

Students may be assigned detention by teachers, administration, or recommended by other school personnel.

After-School Detention, students will receive a minimum 24-hour parent notification for the following offenses:

Disruption, defiance, disrespect towards another person, Inappropriate language/action.

Transportation is the responsibility of the parents/guardians.

Students will not be admitted to After-School detention without a signed Parent Consent Form.

Students who fail to show up for detention **and/or** do not have a signed Parent Consent Form, will receive further consequences.

Failure to show for either of two detentions will result in referral to administrator, parent contact, and possible suspension.

### **BEHAVIOR: DUE PROCESS**

The student's rights to due process will be adhered to and respected, and students shall know the reason for disciplinary actions.

Due process begins in the classroom. Rules are posted in classrooms. Students may receive a warning and classroom consequence prior to being sent to the office. Students may be assigned break, lunch, or after-school detention by a teacher or administrator. Students may also be assigned Saturday School and/or be suspended by an administrator.

Students are subject to search if the administration has information about that student which indicates a search is necessary (i.e. drugs, weapons, stolen property, etc.)

### **BEHAVIOR: LOSS OF ACTIVITIES**

Students choosing to disregard behavioral standards will be subject to the loss of extracurricular activities and privileges in addition to receiving disciplinary consequences.

### **BEHAVIOR: REFERRALS**

A record will be kept on all students who visit administrators in regards to Disciplinary Referrals for the current school year only. The record will not become a part of the student's regular cumulative file.

### **BULLYING/HARASSMENT**

Bullying or harassment of any kind will not be tolerated at Thompson Middle School. Students will face disciplinary consequences upon the first offense.

### **CAMERAS**

Cameras of any kind are not allowed on campus without administrative approval. This includes film and digital still cameras, video cameras, and picture phones. While TMS acknowledges that students will have cell phones that function as camera, the use of these devices are restricted as described below under the topic of cell phones.

## **CELL PHONES**

The district recognizes that many families desire their students to carry cell phones for reason of safety and emergency use. The district supports and allows possession of cell phones for those reasons. Although Board policy allows possession of cell phones, it also gives the authority to school administration to restrict the use of phones. Those restrictions are:

Cell Phones/Picture Phones may be carried but must be turned off and must be kept in a backpack. Students may not have cell phones out during class for checking time, calculating, taking pictures, text messages, incoming /outgoing calls, electronic bullying, electric threats, "sexting", or for another reason. Absolutely no cell phones, cameras, or recordings devices are allowed in locker rooms or bathrooms. If parents need to get a message to their child, they need to contact the office if it is urgent in nature or leave a voicemail on the child's phone to be received after school once the dismissal bell rings. Failure to comply with the above may result in confiscation of the device and further school discipline. **Cell phones may only be used outside campus before and after school or with direct teacher consent. Cell phones may not be used during breaks, passing periods or lunch.** Unauthorized electronic devices may not be used at any time during the STAR testing session. Doing so may result in a suspension. If students choose to bring a cell phone or any other electronic device to school, they do so at their own risk. The school does not have staffing to investigate or be responsible for loss or theft of any electronic devices. Loss or theft of any item should be reported to the School Resource Officer.

## **CLOSED CAMPUS**

Thompson Middle School has a closed campus policy. This means that no student is to leave the school grounds during the regular school day for any reason unless the following procedures are observed: Students may not enter campus before 8:15AM. All students will remain on campus during regular school hours. Students needing to leave school during the school day must check out through Attendance and have an authorized adult sign them out. Students may not remain on school campus after 3:10 PM unless it is for a specific after-school activity **and** the required permission form is on file in the school office and with the supervising teacher.

## **CLUBS**

Thompson Middle School provides a wide variety of extra-curricular activities for our students. Clubs are available before and after school and during lunch. Clubs vary depending on availability, staffing, and student interest.

## **COMMUNICATION**

Thompson Middle School adheres to an open communication policy. At TMS, no one will be able to address the individual needs of your child better than the classroom teacher. When concerns arise, we strongly suggest that parents make an effort to first contact the teacher. Please note our teachers will make an effort to return calls or e-mails within a 24-hour period. In some cases, more time may be required. Please review the following other methods of communication: Email: A complete directory of Thompson's email addresses is available on the web site. **TMS website** [www.murrieta.k12.ca.us/thompson](http://www.murrieta.k12.ca.us/thompson)

**Grades and assignments** are posted at <http://abi.murrieta.k12.ca.us/parent>.

Parent Link (the district auto dialer message to parent system).

Parent Conferences: A teacher-parent may initiate a Parent/Teacher Conference. The parties involved will make arrangements to meet at a mutually convenient time during the teacher prep period. The teacher's prep period is before school begins. District scheduled conferences occur on modified days in the Fall.

## **CONFISCATED ITEMS**

Electronic devices and/or toys of any kind are not allowed on campus. Electronic devices include, but are not limited to: radios, IPODS, CD players, lasers, cameras, and electronic games. Toys include, but are not limited to: trading cards, miniature skateboards, etc. Students found with these items may have them confiscated. These types of objects necessary for a class activity must be accompanied by a written note from the appropriate teacher.

## **DELIVERIES**

Balloons, flowers, etc. are not allowed in the classroom and can only be delivered to the front office. Students may pick up the items from the front office when they leave for home. For safety reasons, glass containers are prohibited.

Lunches, books, homework, clothing, etc. will be delivered to the front office only.

## **EMERGENCIES**

Telephone numbers are necessary for us to act efficiently in the event of an emergency. Please include a relative's or neighbor's telephone number in case of an emergency. We request that you notify us immediately about changes of telephone numbers.

Important: **Please list all telephone numbers and e-mail addresses where parents can be contacted during the school day.**

## **FOOD POLICY**

Food and beverages will be served and eaten in the lunch area only. **Gum is not permitted on campus at any time.** Glass containers, nuts or seeds in the shell and eating or drinking in classrooms is strictly prohibited.

## **GRADE REPORTS**

Report Cards are posted on ABI at the end of each eighteen week semester. Report Cards are filed in the student's cumulative record.

Progress Reports are posted on ABI every six (6) weeks, in each semester. These reports are a statement of your child's progress from the teacher to the parent/guardian. The Progress Report **does not** become a part of the student's cumulative record. ABI access through Parent portal allows parents to review your student's attendance, progress, assignments in class, missing assignments and current grade. Please contact Student Services for sign-up information and an access code. If a hard copy of report card is needed, please see Student Services.

## **HALL PASSES**

Students not in the classroom during class time are required to have a pass at all times. Students must obtain a pass from their teacher before coming to the office. Remember to be polite and patient in the office areas.

## **HEALTH SERVICES**

A school nurse and/or Health Technician will be present on campus at all times. Students must obtain a pass to visit the Health Office. **Students must have an emergency card on file in the office in case of accidents.** Parents will be notified of accident situations and are responsible for transporting students except in cases of extreme emergency. It is critical that we be able to reach you or one of your designated contacts. Therefore, you must notify the Health Office of any phone number changes **immediately**.

## **HOMEWORK**

Homework is defined as an assignment in a subject area that has been taught and learned sufficiently so that the student does the work correctly rather than reinforcing errors or incorrect work. Homework is completed outside of class time. Contact each individual teacher regarding the posting of homework

## **Goals of Homework**

Extend or reinforce classroom learning, aid in the mastery of skills, teach students to budget time and use time wisely, involve parents/guardians in the education of their child, but not require the parent/guardian to provide initial instruction, provide opportunities for parent/child interaction, and enable a student to make up work missed due to excused absences, not including suspensions.

## **Types of Assignments**

The goals of homework, as defined in the District homework philosophy, indicate that multiple kinds of assignments should be used; these are described as follows: Creative activities, cultural enrichment, drill and practice as well as problem solving activities, makeup assignments and revision, test preparation, reading, projects, family discussion topics, review or remediation, extension of learning to new applications, extended reading, and independent research/reports.

## **Time**

Although the District recognizes that quality is more important than quantity, the following guidelines related to time are suggested:

- |           |                                      |
|-----------|--------------------------------------|
| Grades: 6 | 30-60 minutes up to 4 days per week  |
| 7-8       | 60-120 minutes up to 4 days per week |

It should be noted that in grades 7-8, the homework time may vary according to type and number of subjects a student is taking. Students following the agenda planner and using class time effectively should find that the load of homework does not vary significantly. It is suggested that homework count for not more the **20%** of the class grade.

## **Make-up Homework Policy:**

**When a student is absent from school, it is his/her responsibility to contact teachers upon returning to school regarding make-up work.**

The time allotted for making up missed work will vary depending on the circumstances surrounding the absence, the actual time out of school, and the teacher's classroom policy. Each student will make arrangements with his/her teachers for turning in work. **If a student has been absent for three (3) days or more, the parent should call or e-mail the teachers and request the work. Teachers will be given a 24-hour notice to provide make up work.** The make-up policy for missing assignments when a student is **not** absent is at the discretion of the Individual teacher. Generally, late work may be turned in during the unit/chapter of study with a penalty such as a partial grade. **Please read individual teacher guidelines for their specific homework policy.** Assignments may be fixed/corrected at the discretion of the teacher. Students are encouraged to fix/redesign assignments when the opportunity arises.

### **IDENTIFICATION CARDS**

I.D. Cards will be issued for all students enrolled at Thompson Middle School. Students are required to present this card:

When requested to do so by any school official.

Upon admission to a school function (i.e. dances).

When checking out material from the library.

Do not LOAN or GIVE this card to any person. It will be confiscated. Replacement of I.D. cards, whether stolen or lost, will be replaced at a nominal fee (payment in advance to TMS ASB). Please contact Student Services.

### **LIBRARY/TEXTBOOKS**

It is very important that all students follow all library policies on returning library and textbooks. Books checked out through the Library should be returned in the same condition as when borrowed. Failure to return books in a timely manner will result in disciplinary action such as after-school detention and loss of extra-curricular activities. **Students must show their Student Identification Card to check out a book from the Library. NO I.D. CARD = NO BOOK.**

### **TEXTBOOK LIBRARY FINES:**

Books checked out to a student must be the identical book returned (i.e., barcodes must match). Even if a student returns a book, if it does not have the correct barcode as originally issued to them, the student is still responsible for finding and returning the originally issued with the correct barcode, or pay for the book. Eighth graders must return and/or pay for all library books and textbooks checked out in their names. This includes all books from grades 6 through 8. Failure to do so will result in the student being unable to receive a class schedule, books, P.E. uniform, ASB card, etc. at MMHS, MVHS or VMHS or have student records forwarded to the new high schools. Sixth and Seventh graders who advance to seventh and eighth will not be issued textbooks or library books if all previous year's books have not been returned.

### **LOST AND FOUND**

Items left in a classroom will be turned into Student Services. Items not claimed will be donated to charity. Please put your student's last name on personal belongings so items can be easily returned.

### **MEDICATIONS**

California Education Code (Section 49423) states that when a school district employee gives a medication to a student, it must be in accordance with the written direction of a physician along with written permission of the child's parent or legal guardian. These authorizations must be renewed whenever the prescription changes or within 12 months of the signed authorization form. **The prescription label on the container is not acceptable as a physician's written direction.** This includes all medications including over the counter medications. All medications will be stored in the Health Office. **Students are not allowed to have medication in their possession at school, walking to and from school, or on the school bus.** This practice provides for the safety of all students on campus. The only exception to this policy is if the student's wellbeing is in jeopardy and the medication, such as an inhaler for asthma, is carried on his/her person. The appropriate release forms can be obtained from the school and must include a statement from the physician that the student's wellbeing is in jeopardy unless he/she carries the medication. Medications must be provided to the school in the container in which it was purchased, with the prescription label attached, and must be prescribed to the student to whom it will be administered. School personnel cannot give medication brought to school in a plastic bag, plastic ware, or any other repackaging. Out-of-date medication will **not** be given. **An adult must bring the medication to school along with the completed authorization form.** If you anticipate a visit to your child's physician or dentist and expect that medication may be prescribed or the dosage changed, please stop by the school Health Office for the appropriate forms.

### **MESSAGES TO STUDENTS**

Classroom interruptions to deliver messages disrupt the educational environment for all students. Please make every effort to ensure your student is prepared for school. Lunch money, PE clothes, transportation and after-school activity plans should be made prior to coming to school. The office staff will not accept messages for students after 2:50 PM on regular scheduled days and 12:00PM on minimum days.

### **NOTICE OF CONSEQUENCE**

The Board of Education and staff of the Murrieta Valley Unified School District believe in safe schools. The District supports a policy of **safe schools** and will enforce consequences upon students involved with controlled substances, possession of a firearm, or brandishing a knife at another person. Any offense involving drugs, alcohol, dangerous objects, and all sexual assaults and batteries will be reported to the proper legal authority.

### **EXPULSION IS MANDATED UPON THE FIRST OFFENSE FOR VIOLATION OF THE PROVISIONS OF EDUCATION CODE SECTION 48915 C (1), (2), (3), AND (4) WHICH ARE:**

1. Possessing, selling, or otherwise furnishing a firearm.
2. Brandishing a knife at another person.
3. Unlawfully selling a controlled substance.
4. Committing or attempting to commit a sexual assault.

### **Under certain circumstances expulsion can be recommended on a first offense for any violation of Education Code 48900, including but not limited to:**

1. Using, possessing, selling, furnishing, or being under the influence of any controlled substance (illegal drugs or alcoholic beverage) or intoxicant of any kind. [Ed Code 48900 (c)].
2. Possessing, selling, or otherwise furnishing any firearm, knife, explosive, or other dangerous object. [Ed Code 48900(b)].

### **These regulations apply to students in the following situations:**

1. On school grounds (this includes the parking lot, as well as vehicles on school property).
2. Going to or coming from school.
3. On lunch break, whether on or off campus; going to, during, or coming from a school-sponsored activity.

### **NUTRITION SERVICES**

A choice of an entrée, hash brown, fresh fruit, juice and milk is available every morning before school and during morning breaks. Students may pay on their accounts in the morning, breaks, and at lunch. Lunches may be purchased on a weekly or monthly basis. Checks should be written to TMS Cafeteria. Please include the student's name and student meal I.D. number on the envelope or check.

Computerized meal accounts are available to all students. An account can be set up at [www.myschoolbucks.com](http://www.myschoolbucks.com). Payments can be made and balances checked online.

Applications for free/reduced meals are available for each student. Applications available on line. Applicants need to reapply every year, and will **not** be given free meals while their application is being processed. Students will be required to pay full price or bring a meal to school until they are notified by mail whether their application has been approved.

Snacks are available before school, at break, and at lunch. Snack items and prices vary.

Please do not send your student with bills larger than \$20.00; Nutrition Service does not keep enough change on hand. **The availability of the snacks, and ice cream are a privilege and subject to revocation if abused by students, i.e., excessive trash in or around the lunch/break areas.**

### **PTSA**

The Thompson teachers and staff encourage you to become a member of our Parent, Teacher, Student Association (PTSA). It is a wonderful way to become a part of your student's school career through such programs as the Snack Bar, Bingo Night, and Red Ribbon Week. These are just examples of past programs and your help will ensure that these, and many others, will continue.

### **RESTROOM PRIVILEGES**

Due to the importance of instructional time, students should make every effort to use the restroom before school, during breaks, at lunch, and during passing periods. (Teachers may grant or deny restroom privileges at their discretion).

### **SAFETY**

Students must **walk** at all times on campus and not run unless otherwise instructed.

Students are required by law for their safety to wear a helmet if riding on their bicycle, skateboard or scooter.

Earthquake Procedures: The procedures to use in case of an earthquake will vary depending on the severity and frequency with which the tremors occur.

Fire Drills: Thompson Middle School conducts regularly scheduled fire drills. Evacuation instructions are posted in classrooms.



### **SCHOOL SPONSORED EVENTS**

School events sponsored by TMS are subject to the following requirements:  
I.D. Cards must be presented in order to gain admission.

**Only** Thompson students may attend. Guests from other schools are not allowed. Faculty members and chaperones have full authority to admit, refuse admission to, or remove any student from an event without refund. School rules and dress codes apply at all times. Students are expected to be courteous, friendly, and polite. Students who do not display appropriate behaviors will be to leave. Parents will be contacted and required to pick student up. Until such time as they arrive, the student will remain with the administrator in charge. All events will be scheduled at the discretion of the Principal, ASB Advisor, and Student Government. Any student suspended/expelled, with excessive tardies, or who has lost privileges for any other reason may not attend any school event during the time of their consequence.

### **SCHOOL SUPPLIES**

Students should come to class prepared with two (2) sharpened pencils, a blue or black pen, lined paper, and appropriate books.

### **STUDENT DROP OFF/PICK UP**

Students are to be dropped off and picked up in the Nighthawk loop. Also available for your use is the Hayes Avenue loop or along the Hayes Avenue sidewalk. Our driveway gate on Nighthawk will be closed; please do not turn around or drop off students at this lower gate. This creates a very dangerous situation for students on the sidewalk.

### **STUDENT RECOGNITION**

Thompson School implements several activities and awards/rewards for those students who demonstrate excellence or improvement. Grade level assemblies are held and awards are given to recognize students who have achieved high levels of academic performance. At the end of each year students are recognized for perfect attendance. These are students who have missed less than four (4) class periods and had less than five (5) tardies each semester

### **TARDIES**

Teachers will send students to the Attendance office to obtain re-admittance to class **ONLY** when the period attendance has already been entered in the automated computer attendance program. Eighth grade students may lose the privilege of participating in the end of the year activities if they receive twenty (20) tardies during the school year.

### **TELEPHONES**

Office Phones are not available for student use except for emergency situations. Forgotten homework, lunches, and PE clothing are not considered an emergency.

### **TRANSPORTATION**

District-provided transportation is a privilege, not a right. It is important that students conduct themselves in an orderly manner at the bus stop and on the bus. Students may only ride on their assigned bus. The bus driver has complete authority over any circumstance arising on the bus.

Both bikes, scooters, and skateboards will be stored and locked in the appropriate racks.

Students are required to wear helmets when riding their bike, scooters, or skateboard to and from school.

Running will be reserved for the P.E. playing areas.

Skateboards, scooters, bikes, and roller blades are **not** permitted to be ridden on campus at any time.

### **VISITORS**

Parents, guardians, and community members are encouraged to visit TMS. Students from other schools may **not** visit during their vacation periods. All visitors are required to **check in** with the school office upon entering campus. All visitors are required to present photo identification when checking in. Visitors are required to sign both in and out, and to wear a badge during the visit. Those wishing to visit classrooms must have prior approval from the teacher, a 24-hour notice is required. Visitors may remain in the school, as long as they observe the school rules.

### **VOLUNTEERS**

Thompson Middle School encourages parents, guardians, and community members to become involved at our school.

Volunteers are required to complete a Volunteer Registration form that can be found in the front office. Volunteers who have contact with students, in an enclosed area, for four (4) hours or more per week are required to have a TB skin test. **PLEASE DO NOT LET THIS PREVENT YOU FROM COMING TO OUR SCHOOL AND HELPING.** Any donation of your time is greatly appreciated.

## **TMS DRESS CODE**

The purpose of adopting student dress code standards is not to infringe on the individual students' rights to freedom of expression, but rather to encourage all students to adhere to policies that promote a unified community, avoid any disruptions to the learning environment and provide for the safety of the students. Our focus is on learning, yet we need to make sure our students are dressed appropriately for instructional activities on campus.

**All students are expected to know TMS Dress Code expectations.** Parents we need your support with this, so we ask that you review the Dress Code with your student prior to shopping for school attire so that school-appropriate clothing is chosen. School clothing should be safe and appropriate for a variety of instructional or educational activities. Students should be properly/modestly dressed and should not cause undue attention or be offensive to others. Students who violate the Dress Code will meet with a school administrator and assigned appropriate consequences.

### **EXAMPLES OF INAPPROPRIATE CLOTHING**

- Jeans with holes/slits in them 4" or higher above the knees
- Clothing that exposes undergarments (sagging or low cut pants, low cut tops and tops that show bra straps)
- Garments that, when standing, sitting or walking, show stomach or back (whole or partially)
- See-through clothing or garments with netting
- Pajamas or slippers
- Slippers, and rubber flip-flops. Shoes must be worn at all times
- Garments with pictures, wording and/or symbols depicting the following:
  - \* Tobacco, Alcohol, Drugs or associated paraphernalia
  - \* Sexually explicit content or numbers
  - \* Lewdness or Obscenity (including nudity or nude silhouettes)
  - \* Bracelets with inappropriate words or themes
  - \* Offensive Content (including foul language)
  - \* Hate or Defiance
  - \* Violence or Weapons (brass knuckles, grenades, guns/knives)
  - \* SRH, Iron Cross or Nazi/neo-Nazi Symbols
- Garments that are intimidating or endanger a student
- Hair nets, do-rags or bandanas
- Hanging belts or belt buckles with inappropriate symbols or initials
- Chains, spiked earrings or clothing, or spiked accessories
- Safety pins as jewelry or accessories
- Hats/Sunglasses must be removed when indoors

### **FEMALE SPECIFIC ITEMS NOT ALLOWED**

- Tube tops/Off the shoulder tops
- Any top exposing any part of bra (including straps)
- Spaghetti straps
- Tops that expose cleavage
- Tops that expose most to all of back (single strap, razor back and halter tops)
- Skirts/shorts/skorts MUST NOT be higher than 4" above the knee even if leggings/tights are worn underneath.
- Torn jeans/slits cannot be worn unless tights or stretch pants are worn underneath them.
- Tights/Leggings unless covered by other appropriate clothing to cover 4" above the knee

### **MALE SPECIFIC ITEMS NOT ALLOWED**

- Sagging pants (outer garments must be pulled up to the waistline) - no exposure of shorts or undergarments
- Tank-style shirts with large arm hole openings

No list of dress and appearance guidelines for students can be written that will anticipate all potential dress and grooming extremes. In the case of questionable dress or grooming that is not specifically covered in the list above, the administration will make the final decision. Appropriate action will be taken at that time, and when necessary, a home contact will be made seeking parental cooperation and assistance.

The administration retains the sole discretion to make the final determination whether clothing, jewelry, accessories and/or appearance meet acceptable standards. All school certificated and classified personnel shall be responsible for reporting violations of this dress code. When a dress code violation occurs, the students will be required to change into proper attire. Wearing inappropriate clothing is not accepted at TMS. Continued violations of the dress code will be considered defiance and will be referred to an administration for disciplinary action.

**Administration reserves the right to determine appropriate dress code**

## What is Bullying?

Bullying is an act of **repeated aggressive behavior** in order to intentionally hurt another person, physically or mentally. Bullying is characterized by an individual behaving in a certain way to gain power over another person.

Bullying can also be defined as when a person is "exposed, **repeatedly and over time**, to negative actions on the part of one or more other persons." A negative action is defined as "when a person intentionally inflicts injury or discomfort upon another person, through physical contact, through words or in other ways".

The U.S. National Center for Education Statistics suggests that bullying can be classified into two categories:

### *Direct Bullying*

Direct bullying is a repeated act that involves a great deal of physical aggression, such as shoving and poking, throwing things, slapping, choking, punching and kicking, beating, stabbing, pulling hair, scratching, biting, scraping, and pinching. Direct bullying can also be threatening, challenging or calling someone names directly to their face.

### *Indirect Bullying*

Indirect bullying is characterized by attempting to socially isolate the victim. This isolation is achieved through a wide variety of techniques, including spreading gossip, refusing to socialize with the victim, bullying other people who wish to socialize with the victim, and criticizing the victim's manner of dress and other socially-significant markers (including the victim's race, religion, disability, sex, or sexual preference, etc.) Other forms of indirect bullying which are more subtle and more likely to be verbal, such as name calling, the silent treatment, arguing others into submission, manipulation, gossip/false gossip, lies, rumors, false rumors, staring, giggling, laughing at the victim, saying certain words that trigger a reaction from a past event, and mocking.

For the school to determine if an action will be defined as bullying the action must have four elements:

1. Be an act of aggression
2. The act must be done to INTENTIONALLY hurt another person
3. The act must be done more than once
4. There needs to be an imbalance of power either socially, in numbers or physically.

NOTE: Even if the act is not determined to be bullying, if it is a negative act it will still be dealt with by the school as a discipline issue.

## What is *not* considered Bullying?

According to Ronit Baras of the Family Matters project, when talking about bullying, it is very important for parents (and teachers and kids) to understand what bullying is not. Many times, **a single act** or behavior is out of proportion, but it **is not considered bullying**. Some people think that bullying is any aggressive behavior and although such behaviors are a source of concern and need attention, it is important to separate them from bullying. As defined earlier, **bullying is recurring and deliberate abuse of power**.

### Not Bullying List

1. **Not liking someone** - It is very natural that people do not like everyone around them and, as unpleasant as it may be to know someone does not like you, verbal and non-verbal messages of "I don't like you" are not acts of bullying.
2. **Being excluded** - Again, it is very natural for people to gather around a group of friends and we cannot be friends with everyone, so it is acceptable that when kids have a party or play a game, they will include their friends and exclude others. It is very important to remind kids they do the same thing sometimes too and, although exclusion is unpleasant, it is not an act of bullying.

## Bullying continued

**3. Accidentally bumping into someone** - When people bump into others, the reaction depends mostly on the bumped person's mood. If they have had a bad day, they think it was an act of aggressive behavior, but if they are in the good mood, they smile back and attract an apology. This is also relevant for playing a sport, like when kids throwing the ball at each other and hit someone on the head. It is very important for teachers and parents to explain that some accidents happen without any bad intention and it is important not to create a big conflict, because it was not an act of bullying.

**4. Making other kids play things a certain way** - Again, this is very natural behavior. Wanting things to be done our way is normal and is not an act of bullying. To make sure kids do not fall into considering it as an aggressive or "bossy" behavior, we need to teach them assertiveness. If your kids come home and complain that Jane is very bossy and she always wants things to be done her way, you can show them that they want it too and that Jane is miserable, because she is not flexible enough and she will suffer in life for insisting that things be done her way. Again, although it is not fun or pleasant, this is not bullying.

**5. A single act of telling a joke about someone** - Making fun of other people is not fun for them, but the difference between having a sense of humor and making fun of someone is very fine. It is important to teach kids (and grownups) that things they say as jokes should also be amusing for the others. If not, they should stop. Unless it happens over and over again and done deliberately to hurt someone, telling jokes about people is not bullying.

**6. Arguments** - Arguments are just heated disagreements between two (or more) people (or groups). It is natural that people have different interests and disagree on many things. Think about it, most of us have disagreements with ourselves, so it is very understandable to have disagreements with others. The argument itself is not a form of bullying, although some people turn arguments into bullying, because they want to win the argument so much. They use every means to get what they want and find a weakness in the other person, abuse knowledge or trust they have gained and use it against the other person. It is very important to distinguish between natural disagreements and bullying during an argument.

**7. Expression of unpleasant thoughts or feelings regarding others** - Again, communication requires at least two players. Although it may be unpleasant to hear what someone thinks about you, it is not a form of bullying but a very natural thing. In every communication, there are disagreements and some form of judgment about each other's attitude and behavior. If someone says to you, "I think this was not a nice gesture" or "You insulted me when you said this", this is not bullying but an expression of thoughts and feelings.

**8. Isolated acts of harassment, aggressive behavior, intimidation or meanness** - The definition of bullying states that there is **repetition in the behavior**. Bullying is a conscious, repeated, hostile, aggressive behavior of an individual or a group abusing their position with the intention to harm others or gain real or perceived power. Therefore, anything that happens once is not an act of bullying.

All the behaviors above are unpleasant and may need to be addressed, but they are not treated as bullying.

### What to do if you are being Bullied

Now that we know that **Bullying is a "repeated aggressive behavior that takes place over time"**, what actions should you and your child take if it is happening to them?

**Tell a parent**- Too many times students are taught to handle things themselves. Being bullied may be a new experience for your child that you as a parent have more life experience to help them deal with it. As a parent, it is important that you pay attention to what your kids are telling you and find out if things are happening more than once.

**Tell a trusted adult at school** (teacher, counselor, administrator) the number one reason bullying occurs at school is because the school does not know about it. If the school does not know about it, they cannot stop it.

**Work with your school** – Remember your school wants to stop bullying as much as you do. Work with them as a team and devise solutions together.

## SEXUAL HARASSMENT

### WHAT IS SEXUAL HARASSMENT?

- Any unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature.
- Uninvited behavior that makes being in the school offensive, negative, unfriendly and/or intimidating and leads to a hostile environment that makes learning difficult.
- “This for That/Something for Something Else” is another form of harassment. Examples: The manager at the fast food place in which you work says that you will be fired if you do not engage in certain behaviors with him/her; someone blocking the door and refusing to let you through unless you agree to certain behaviors.

#### **FLIRTING**

Welcomed behavior  
Leaves you feeling positive  
Respectful  
Flattering  
Enjoyable

#### **VS**

#### **SEXUAL HARASSMENT**

Un-welcome behavior  
Leaves you feeling negative  
Disrespectful  
Unpleasant  
Illegal

**SEXUAL HARASSMENT  
OFTEN GOES UNREPORTED.**

**REPORTING IS THE ONLY WAY  
TO GET HELP**

### WHAT CAN BE DONE? TAKE ACTION!

**ASSERT YOURSELF:** Tell the harasser to stop the behavior. Tell him or her aloud or in writing what behaviors you find offensive.

**CALL FOR HELP:** Ask for the help of someone you trust - your friends, parents or a person in authority. Tell them of your problem. Enlist friends as witnesses.

**TAKE NOTES:** Keep a detailed, written record of what was said and done to share with the person who investigates your complaint.

**INFORM AUTHORITIES:** Report the offensive behaviors to a teacher, counselor or principal. Give details and provide witnesses. This action may stop the behavior.

**OPEN A CASE:** File a complaint with your counselor or administrator against the person who is harassing you.

**NEVER GIVE IN:** If you are not satisfied with the results of the complaint, continue to take action and get help from your principal.

**Sexual Harassment is based upon the impact on the victim, not the intentions of the perpetrator.**

**If a student has been proven to have caused sexual harassment,  
He/she will be suspended from school and possibly recommended for expulsion.**

M.V.U.S.D.  
Activities Prohibited On School Grounds

The following activities are prohibited on school grounds except as authorized, regulated or directed by school site administration.

- (1) Loitering in or around the school campus
- (2) Operating any Cycle or Motorized Vehicle
- (3) Skateboards, Roller Blades, Roller Skating
- (4) Golfing
- (5) Possessing Alcohol, Drugs, Weapons or Explosive Devices
- (6) Operating Motorized Toys - (such as remote control planes, rockets, cars, etc.)
- (7) Bringing or Allowing Animals on campus
- (8) Riding Horses on school grounds
- (9) Smoking on school premises
- (10) Electronic Signaling Devices
- (11) Note: All Visitors must check in with front office and secure a Visitor's pass

Persons violating the spirit or letter of this policy shall be referred to the Murrieta Valley Unified School District and/or the Murrieta Police Department. Such persons shall be subject to the appropriate consequences and/or fines.

MVUSD Policy 5144.1a  
California Education Code 48900  
California Penal Code Section 626.6 Section 653g