



STUDENT HANDBOOK 2016 - 2017

THOMAS JEFFERSON  
JUNIOR HIGH SCHOOL

**WELCOME TO JEFFERSON JUNIOR HIGH.** We are here to help guide and support you through your junior high experience and encourage you to make the most of the opportunities available. In order to create a secure, positive environment for all, there needs to be a common understanding of expectations. The purpose of the policies and procedures contained in this planner is to communicate them to you. We are looking forward to a great year.

**MISSION** - Jefferson is a community of students, parents, and faculty who work together to prepare each student for college, career, and life in the 21st century world.

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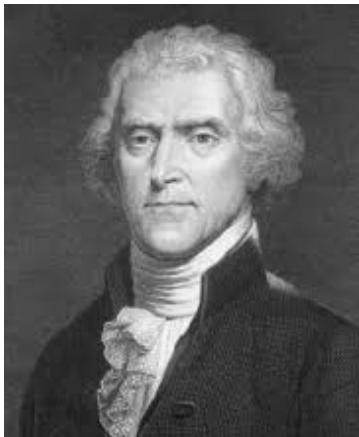
# Patriot Pride

**To feel strong support for your country and community.**

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*Educate and inform the whole mass of the people... They are the only sure reliance for the preservation of our liberty.*  
~Thomas Jefferson

A patriot is someone who feels strong support for their country. Patriotism is an emotional attachment to a nation. This attachment can be viewed through ethnic, cultural, political or historical aspects. The United States is known as a country of bold individuals who have fought against oppression and for the rights of all. The United States is a country that has been made better by diverse people who have come with the desire to do their best and to improve themselves and lives of others. Our nation is rich with patriots who have changed lives through simple ways. Throughout the year we will spotlight and learn from many of our patriots, such as these three:



**Thomas Jefferson**

The author of the five most important words in American history: "All men are created equal."



**Booker T. Washington**

As an educator and a champion of self-help, he tried to lead black America up from slavery.



**Susan B. Anthony**

She was the country's most eloquent voice for women's equality under the law.

## **PATRIOT PRIDE CARD PROGRAM**

Students who exhibit Patriot Pride through efforts to be **P**repared, **R**espectful, **I**mproving, **D**edicated, and **E**xemplary will be rewarded with Pride Cards. Pride Cards can be used to buy supplies, games, treats, etc. at the Patriot Pride store. As students use these cards at the store they will be eligible for weekly prize drawings and for a quarterly school activity. Pride Cards are given for good grades on report cards and randomly by all school staff for students following these school wide expectations. After receiving a Pride Card, immediately and neatly fill-in all blanks. Cards must be recorded on a library iPad before they can be used at the Patriot store.

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# Prepared

**To be ready, able, and willing to do or deal with something.**

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*We will always remember. We will always be proud. We will always be prepared, so we will always be free.*

*~Thomas Jefferson*

## **BACKPACKS**

Students should have a backpack to carry homework and books to and from school. However, all bags must be put in lockers before school begins and remain there until the end of the school day. Bags are not allowed in classrooms (including the gym and locker room) or other areas during instruction time and during the school day.

## **BIKES, SCOOTERS, SKATEBOARDS**

Bikes, scooters, and skateboards may be used as a means of transportation to and from school, but may not be brought into the school building. If brought to school they must be locked to a bike rack on the south end of the school. The school is not responsible for damage or theft of parts while parked in the bike rack.

## **DRESS & APPEARANCE**

The following dress and grooming standards apply at Jefferson as a means of promoting personal hygiene and creating a safe, appropriate, and successful academic environment. Students in violation of these policies will be allowed to correct and/or modify. Students will be allowed to borrow clean clothes at the office or call parents to provide alternate clothing. The administration reserves the right to modify the Dress Code Policy as needed.

- Clothing must be neat, clean and must not detract from the learning environment.
- Clothing or apparel that advertises or displays in picture or word tobacco, alcoholic beverages, brewery logos, drugs/controlled substances, or guns/weapons are not permitted in Granite District schools.
- Clothing or apparel that makes reference/innuendo to sexual behavior, uses crude/vulgar language, or degrades/offends others is not acceptable.
- Tops, blouses and shirts must cover the entire shoulder (neck to arm). Tank tops, spaghetti straps, or sheer tops (see-through) are not permitted unless worn over or under a top that meets dress code. The style of clothing must be modest enough to cover all underwear, bra straps and cleavage. The length of the tops should be long enough to tuck in and/or cover the waistline of the pants or skirt (no bare stomachs).
- Shorts, skirts and dresses should be past mid-thigh (mid-thigh is halfway between the knee and the hip). Slits in dresses or skirts should not extend above mid-thigh. Holes or tears in pants should not be above the mid-thigh.
- No sagging. Pants must be worn so that all underwear or shorts under the pants are not visible, standing or sitting.
- Sleepwear such as slippers and pajamas (including pajama pants) are not permitted.
- Shoes must be worn at all times. The wearing of socks only or being barefoot is not acceptable.
- Any dress representing gangs or identified as gang dress by the Metro Gang Task Force is not acceptable.
- Costume clothing is not appropriate dress for school.
- Hats, sunglasses, and gloves are not to be worn inside the school. They must be removed when students enter the building and must be kept in lockers during the day. They may not be worn in classes.
- Repeated violations will result in further disciplinary action which may include suspension from school.

## **SCHOOL SUCCESS AND PREPARATION**

To be successful in class it is important that you come to class prepared, are ready to learn, and actively participate. Students will need the following items each day in class in order to be prepared:

1. Binder - including paper, dividers, folders, etc. to help maintain organization
2. Pens/Pencils
3. Planner

If students come to class unprepared, a consequence will be issued and students will need to correct the problem.

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# Respectful

**B e i n g   k i n d   a n d   c o n s i d e r a t e   t o   a l l   p e o p l e .**

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*I believe that every human mind feels pleasure in doing good to another.*

*~Thomas Jefferson*

## **ASSEMBLY CONDUCT**

Students have the opportunity to participate in a wide variety of entertaining and informative assemblies/performances. These include assemblies during school and performances held in the evening. Appropriate behavior is expected at all school events. **For all evening performances, students must be accompanied by a parent/guardian to attend.**

## **BULLYING/HARASSMENT**

Every student has the right to attend school without being threatened or bullied. Violators who engage in harassment or bullying behaviors are subject to disciplinary and/or legal actions. If a student has a problem with another student, it should be reported to the office. If a student does not feel safe reporting directly to the office, phone calls or e-mails are acceptable alternatives.

## **CLASSROOM BEHAVIOR EXPECTATIONS**

All students should have self-discipline and make responsible choices. In order for students to obtain a positive educational experience it is imperative that the teacher be in charge of the class. Anything less would lead to a poor academic opportunity for all. Over the years, Jefferson has established traditions of courtesy, cooperation, friendliness, and an attitude of respect for people and property. Malapropos or disruptive behavior will receive appropriate consequences. (Consequences listed at the end of the handbook.)

## **SAFE SCHOOL POLICY**

Granite District's Safe and Alcohol/Drug Free School Policy is enforced at Jefferson Junior High. Acts of criminal behavior that place any person in imminent danger (e.g. instigating a fight, threatening, and fighting), possession/use/distribution of alcohol or drugs, and flammable materials such as lighters, firecrackers, etc. are prohibited in all Granite District schools, on school grounds, at school sponsored activities, when students are being transported in district vehicles, and when students are traveling to and from school. Students who violate this policy subject themselves to school, district, and legal sanctions. Law enforcement referrals will be made when appropriate. Students should also report if they have knowledge of weapons, alcohol, or drugs on school grounds immediately to school administration. **Weapons or any safe school violation may be reported on the Safety Hotline at 801-481-7199. Callers remain anonymous.**

## **SHOWING RESPECT**

Respecting someone and showing respect are not the same thing. People usually need to earn our respect, it is a positive feeling we have towards them. However, we can show respect to everybody regardless of how we feel about them. The ability to be respectful to all people is something we can and need to do. Students are expected to conduct themselves appropriately by the time they have entered seventh grade. All staff members have the authority and obligation to help maintain the rules and order of the school. A show of disrespect and willful disobedience toward any staff member anywhere on campus or at school sponsored activities will not be tolerated.

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# Improving

To develop or increase in mental capacity by education or by experience.

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*He who knows best knows how little he knows.*

*~Thomas Jefferson*

## **IMPROVING GRADES**

Students should monitor grades and academic progress at least once a week. To access your academic information for each class follow these steps:

- o Go to the website: <http://schools.graniteschools.org/jeffersonjr>
- o Click on the *Portal Login* Link
- o Put in the your user name (7-digit school ID number) and password
- o For new users – follow the instructions under Gradebook \ Parent Portal Registration

## **IMPROVING BEHAVIOR**

In order to discourage misbehavior and to improve behavior problems the following behavioral standards are required. Those students choosing to disregard these standards also choose to accept disciplinary action at the discretion of the appropriate school authorities.

- Attend all classes on time everyday.
- Be prepared with binder, pen/pencil, planner, and homework.
- Follow all school and classroom rules.
- Respectfully follow the directions of all staff members.
- Adhere to the Dress Code policy.
- Language free from vulgarity and obscenity, and free from racial, ethnic, religious, and sexual slurs.
- Public displays of affections are not permitted at school or on school grounds.
- Respect the right of others to feel safe and secure at school. No verbal or physical threats to others.
- Instigating and encouraging others to fight is prohibited.
- Fighting at school, on school grounds, at school activities, or to and from school is prohibited.
- Follow the District's Safe School policy.

1<sup>st</sup> Offense Warning - Conference with administration.

2<sup>nd</sup> Offense Lunch Detention - Phone call home and lunch detention assigned for that day.

3<sup>rd</sup> Offense ASD - After School Detention assigned for that day.

4<sup>th</sup> Offense Overnight Suspension - Suspension begins at the end of the school day. Student may return to school the next morning with a parent to meet with an administrator.

5<sup>th</sup> Offense ISS - In School Suspension all day.

6<sup>th</sup> Offense OSS - Out of School Suspension for 1 day. Parent must return with student for a conference with an administrator.

**A major offense such as threatening, fighting, and breaking the Safe School policy will result in immediate suspension and other consequences such as police referral.**

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# Dedicated

**Believing something is important and giving time, energy and focus to it.**

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*Nothing can stop the man with the right mental attitude from achieving his goal; nothing on earth can help the man with the wrong mental attitude.*

*~Thomas Jefferson*

## **ATTENDANCE POLICY**

Regular prompt attendance has a direct effect on what students learn. It is essential that all students attend every class every day and arrive on time. Jefferson Junior High is a closed campus, which means students must stay on the school campus from the time they arrive at school until the dismissal bell rings; even if the first class has not started.

- Students are not to leave the campus for lunch. This will be considered a “sluff”.
- Students not enrolled at Jefferson Junior High will not be issued a visitor’s pass and are not allowed to be on campus during the school day or at the end of school.
- Students who arrive after the 7:50 A.M. tardy bell must check-in. All students must have a written excuse from their parent when checking in late or they will be considered unexcused.
- When checking a student out of school early, **parents will need to come IN to the Counseling Center and personally sign out their students.** It is very important that we know when a student leaves school so we can account for that student if there were a school emergency or evacuation.

Please report and excuse absences by phone before 9:30 A.M. **The number for the Counseling/Attendance Office is 385-646-5196.** If no phone call is made, the student must provide the Attendance Office with a written note upon his/her return to school. You can check your attendance through the *Portal Login* link on the Jefferson website (<http://schools.graniteschools.org/jeffersonjr>) to make sure any absences have been excused.

## **CELL PHONES & ELECTRONIC DEVICES**

The Granite School District Board of Education has established that electronic communication devices such as cell phones and music devices have the potential of disrupting the orderly operation of the school. Use of electronic devices in the hallways during school hours are prohibited for any and all uses. Headsets for any of these devices are not to be worn or displayed in hallways or classrooms at anytime. Use of electronic devices for academic purposes in the classroom is under the discretion and supervision of each individual teacher. **Jefferson Junior High and Granite School District accept no responsibility for the loss of or damage to any communication device.** Cell phone use is permitted only in the commons during lunch, before school, and after school. All violations of this policy are recorded in the office and consequences are as follows:

- |                         |                                                       |
|-------------------------|-------------------------------------------------------|
| 1 <sup>st</sup> Offense | Returned at the end of the day with a warning.        |
| 2 <sup>nd</sup> Offense | Parent notified before device returned.               |
| 3 <sup>rd</sup> Offense | Parent must personally pickup device from the office. |

## **HALL PASSES**

It is each student’s responsibility to be in class during class time. If an emergency arises, the student may be issued a hall pass. The student is to report directly to the location indicated on the pass and then return promptly to the classroom. Students must wear the orange hall pass vest properly so that the teacher name is visible. Students found in the halls or bathroom without an official pass may be considered as truant. Hall pass vests can only be used by one student at a time. Hall passes should not be given while other classes are at lunch.

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# Exemplary

**B e i n g   a b l e   t o   s e r v e   a s   a   m o d e l   f o r   o t h e r s .**

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*Whenever you do a thing, act as if all the world were watching.*

*~Thomas Jefferson*

## **CAFETERIA**

The cafeteria, besides being a lunchroom, is also a place where students sit and socialize with friends. Each student is expected to practice the rules of good manners. During lunch, students should help others around them by:

- Observing good eating standards at the table
- Leaving the table and the surrounding areas clean and orderly
- Staying in the cafeteria while eating or carrying food

## **LANGUAGE**

The use of foul or abusive language is not permitted in school. Bad language shows a lack of respect for self and others and detracts from our school pride. Students will be given consequences for the use of foul language.

## **LOCKERS**

Every student will have their own locker. Lockers are the property of the school district and may be inspected/searched by school authorities at anytime and without notice. If you have problems with your locker, please report them to the Main Office. Please use only the locker assigned to you. Do not give your combination to others. Do not leave valuables in the lockers. The student is responsible to maintain the locker in a clean and orderly manner.

## **PRESCRIPTION MEDICATIONS AT SCHOOL**

Students may retain and self-administer medications subject to the following:

- Medication (prescription or non-prescription) must be taken by prescription or manufacturer's directions.
- Medication (prescription or non-prescription) **shall not be sold, shared, or otherwise given to others.**
- A responsible adult must transport syringes (insulin pens excepted) to and from school, and they must be kept in a locked cabinet or drawer in the office.
- Parents may request for emergency medications (e.g. epi-pens, inhalers) be locked in the Counseling Center Office.

## **PUBLIC DISPLAY OF AFFECTION**

Public displays of affections, hugging, kissing and inappropriate touching are not permitted at school or on school grounds. Parents will be contacted for repeat offenses.