

**2023-2024 LaBelle Middle School Student Handbook**

Dear Parent or Guardian: The LaBelle Middle School Student Handbook was developed to provide students, parents/guardians, teachers and administrators guidance on common school procedures and expectations. It is our intention that you read the handbook from the point of view that parents/guardians and students deserve to know the expectations and then act accordingly. Any student, parent or guardian with questions or concerns regarding expectations outlined in the handbook should contact one of the LaBelle Middle School administrators. Students are also expected to adhere to procedures and expectations outlined in the handbook. A copy of this handbook is included as part of the Student Planner. It is also available upon request from the LaBelle Middle School office. ***After reading the handbook, please sign and return this form to your 5<sup>th</sup> period teacher within five days.***

Student First and Last Name_____	Student ID_____	Grade_____
Student Signature_____		Date_____
Parent/Guardian Signature_____		Date_____
5 <sup>th</sup> Period Teacher Signature_____		Date_____

Estimados padres o custodios: El manual del estudiante de la escuela intermedia de LaBelle fue desarrollado para padres, estudiantes, maestros y directores a saber los procedimientos y expectativas de comportamiento para los estudiantes. Esperamos que ustedes lean este manual con una actitud positiva para que ustedes y sus hijos conozcan los procedimientos y expectativas y procedan al respecto. Si alguien tiene cualquier pregunta sobre la información en el manual, debe comunicarse con uno de los administradores de la escuela. El manual es parte del planificador del estudiante, pero para adquirir una copia del manual, comuníquense con la escuela de su hijo(a). Después de haber leído este manual, ***por favor fírmelo y devuélvalo a la escuela al maestro de quinto periodo de su hijo/hija dentro de cinco días.***



**Our Mission:**

The mission of LaBelle Middle School is to set the foundation for our students to be able to make responsible decisions and become independent, lifelong learners.

# *LaBelle Middle School*

8000 East Cowboy Way, LaBelle, FL 33935  
Telephone (863) 674-4646 Fax (863) 674-4645  
<https://www.hendry-schools.org/Domain/9>

Dear Parents and Guardians,

LaBelle Middle School students have the opportunity to participate in presentations covering a number of topics, delivered in a developmentally appropriate manner and by a trained professional. Some of the topics include:

Effects of Alcoholic and Intoxicating Liquors and Beverages and Narcotics Upon the Human Body, Substance Use and Abuse, Human Trafficking, Concepts of Community Health, Consumer Health, Environmental Health, Concepts of Family Life, and Personal Health

**These topics are required instruction in accordance with** Section 1003.42(2), Florida Statutes.

We acknowledge that parents are the best and primary educators for their children. We want to support your efforts, honor your wishes, and work with you to provide a quality program and best outcomes for your child. **If you decide to have your child opt out of this presentation, please print your child's name, check the Opt Out Option, sign and return to school as soon as possible.**

If you have questions, comments, or concerns regarding this presentation, contact the school office.

-----  
**Your Child's First and Last Name:** \_\_\_\_\_ **Grade:**  6<sup>th</sup>  7<sup>th</sup>  8<sup>th</sup>

**Opt-Out Option:** I do not want my child to participate in the above-mentioned presentations.

**Opt-In Option:** I give permission for my child to participate in the above-mentioned presentations.

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent/Guardian Printed First and Last Name:** \_\_\_\_\_



# *La Belle Middle School*

**Broncos be a PRO!**

**Follow schoolwide expectations:**

**Positive**

**Respectful**

**Organized**

Dear Students, Parents and Guardians,

I am happy to welcome everyone back to LaBelle Middle School as we prepare for another outstanding school year. The Bronco team has been hard at work preparing for our new school year. We look forward to assisting students in reaching their academic goals.

Our primary focus is always on student academic achievement. We are committed to supporting all students in achieving at high levels. Our goal is for every student, at all achievement levels, to make learning gains. We will provide students the skills and knowledge necessary to achieve their future goals, whether that be college, a vocational/tech school or the work field.

We encourage students, families and staff to work together to make sure we get the most out of instructional time. To do this, we will need everyone's support in maximizing student engagement in lessons, minimizing distractions to instruction and partnering with parents, guardians and the community to improve outcomes for students.

Students, I believe in you and your ability to meet your academic goals. I challenge you to return to school prepared for your classes and ready to put forth your best effort. Know that our staff is committed to assisting you in your academic work. However, we are also counting on you to keep track and be responsible for your own academic progress as you work toward mastering the content standards. We believe all students can learn, and you must believe in yourself too. We are confident that by working together, there are no limits to what we can achieve.

If you have any questions, concerns or suggestions, I would be happy to discuss them with you. Please call 863- 674-4646 to arrange a meeting.

Best regards,

John W. Klinger Jr.  
Principal  
LaBelle Middle School  
863-674-4646  
Ext: 1020



**8000 East Cowboy Way**

**LaBelle, Florida 33935**

**863-674-4646**

**(Fax): 863-674-4645**

**(Website): [www.hendry-schools.org/Domain/9](http://www.hendry-schools.org/Domain/9)**

Like us on Facebook and follow us on Instagram!

**<https://www.facebook.com/LaBelle-Middle-School-838359459682452>**

**Instagram: [https://www.instagram.com/labelle\\_middle\\_school/?igshid=1eo2dp8mgn1jo](https://www.instagram.com/labelle_middle_school/?igshid=1eo2dp8mgn1jo)**

**2023-2024 LABELLE MIDDLE SCHOOL  
STUDENT HANDBOOK**

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It is **each student’s responsibility to familiarize** themselves with the expectations outlined in this student handbook, the School District Student Code of Conduct, as well as the expectations and guidelines in each teacher’s classroom. **Students are expected to bring their planner to school every day.** It is our expectation that all students will follow all school expectations and all reasonable instructions and requests of staff members. Students who refuse to comply with the reasonable instructions and expectations of staff members will face consequences in accordance with the School District Student Code of Conduct.

([www.hendry-schools.org/domain/48](http://www.hendry-schools.org/domain/48)) LaBelle Middle School may, at any time, update procedures or policies as circumstances dictate.

## Accidents

All accidents, no matter how minor, must be reported to your teacher or the front office immediately.

## Addresses

Mailing and street addresses, as well as home and emergency telephone numbers, must be kept up to date. In the event of a **change in address or telephone number**, **please submit a new yellow card**. These may be picked up in the school office.

## Athletic Participation

Participation in school athletics is a privilege. Athletic eligibility is monitored through the office of the athletic director. All rules and regulations of the Florida High School Athletic Association (<http://www.fhsaa.org>) apply to all LaBelle Middle School athletes. Athletes must also abide by the School District Student Code of Conduct and follow all school and team rules. Go to our website, ([www.hendry-schools.org/Domain/9](http://www.hendry-schools.org/Domain/9)), for our athletic information.

## Attendance

Research shows that regular attendance at school is vital to academic success. All absences, whether excused or not, impact student academic achievement. Good attendance is defined as having less than 9 days absent (for any reason) during the entire school year. LaBelle Middle School's own results show that 8 out of 10 LaBelle Middle School students who were chronically absent (missing 10% of school days for any reason-4 days in a marking period, 18 days in a year) failed one or more state assessments.

Any student who is absent 5 or more days (unexcused) within one calendar month, or 10 or more days (unexcused) in 90 calendar days, shall be considered truant. Under Florida law, a school principal is required to report to the district when a student accumulates fifteen (15) unexcused absences in 90 calendar days. Attendance impacts a student's ability to get a driver's license. In addition, students may be referred to the Truancy Intervention Program (TIP) for truancy if a pattern of excessive absence or truancy is established. Any student returning to school after an absence must **bring a note** from his or her guardian stating the date and the reason for the absence within **2 school days**. This includes **checking in late or checking out early**. Absences will only be considered excused if they are for a reason set forth as excusable in district policy. **This includes absences from class that are a result of checking-out of school**. A note from a parent does not guarantee that an absence will be excused. The school will notify the parent or guardian when a student has been absent for three unexcused days. Absences may be excused for:

- a) Illness of the student - Parents' notes for the first 3 days of absence due to illness in a nine week period are acceptable. After the third day of absence due to illness in a nine weeks, a doctor's note is required.
- b) death in the family
- c) emergency in the family (must have administrator approval)
- d) religious holiday of the specific faith of the student
- e) subpoena by any law enforcement agency
- f) other justifiable reasons approved by the principal or designee upon prior request of the parent. A

**Prearranged Absence Request Form should be filled out and submitted to the school front office at least five days prior to an absence for such a reason.**

**ALL NOTES SHALL BE TURNED IN TO THE FRONT OFFICE NO MORE THAN 2 SCHOOL DAYS AFTER ABSENCE.**

- g) To encourage attendance, LMS has an attendance recognition program:
  - Perfect attendance**: Students who are present for every period of every school day.
  - Excellent attendance**: Students who are present for 97% of full school days (every period of every school day) or better during the school year.
  - Good attendance**: Students who are present for 95% of full school days or better during the school year. (Absences for any reason count against these percentages for the purposes of this recognition program with the exception of school sponsored events such as field trips.)

## **Homework/Make Up Work**

Homework plays a significant and integral role in the learning process. “Homework” refers to those assignments to be prepared outside of the school by the student or independently while in attendance at school. Students may be assigned homework to prepare for upcoming lessons, practice skills recently taught, and provide opportunities for enrichment.

### *Responsibilities*

- Student responsibilities include the following:
  - Record assignments in their student planner,
  - Ask teacher to clarify any questions so it is clear what is expected,
  - Make time for completing homework and studying,
  - Complete and turn in assignments in a timely manner, and
  - Make up work missed when absent.

For excused absences, the student shall be given a reasonable amount of time to complete make-up work (1 day for each day absent). It is **each student’s responsibility** to contact his/her teacher regarding missed work. All makeup work should be obtained when returning to school. Make up work not completed may be marked as ‘0’. For unexcused absences, individual teachers may choose to accept, reject or offer less than full credit for make-up work.

### **Check Out Procedures**

In order for a student to check-out of school before the end of the regular school day, the following requirement must be met:

**The parent, guardian or other authorized adult must have a driver’s license and/or other acceptable photo identification and be listed on the student’s yellow card before checking out a student.**

It is highly discouraged for a student to check out early and walk home. However, if there is a need for this to happen, the following **MUST** occur: When the student arrives to school they must turn in a parent written note to the front office for verification. The note **MUST** include the student’s and parent’s full name, phone number, the reason for being dismissed early. If these steps are not followed, the student will not be released.

### Checkouts due to illness:

Checkouts due to illness will be handled only through the front office. No one else is authorized to call parents or give permission for a student to checkout because of illness. (See Clinic Rules)

### **PLEASE NOTE:**

**Checkouts are considered unexcused absences unless they meet the criteria for an excused absence. We strongly recommend that your child remain in class in order that he/she may experience their allotted academic time. No child will be released after 1:45 p.m., or 30 minutes prior to the end of the school day in the case of early dismissal days, unless it is an emergency.**

**In addition, LaBelle Middle School conducts safety drills monthly. This may delay the checkout process until drills are over. Your support of our efforts to ensure your child’s safety is greatly appreciated.**



## **Bus / Transportation Notes**

If there is any change to a student's transportation, a bus / transportation note is required. For example, **if a student needs to ride a different bus, get off the bus at a different stop, walk instead of ride a bus, get picked up instead of walk or ride a bus, then the student must bring a bus / transportation note, signed by a parent or guardian, to the front office when they arrive at school in the morning.** Students will be called to the office to pick up their bus note at lunchtime and must give it to the bus driver (if applicable) of the bus they are riding when they board the bus. Bus notes must have a parent phone number on them.

**Requests that cannot be verified with parents or are turned in late will not be approved.** The office staff will contact the parent or guardian to verify each note. No child is to change buses / transportation without a bus / transportation note signed by a parent and verified. On the rare occasion that a parent realizes during the school day that a change must be made, but was unable to send a note, the parent must call before 1:30 p.m. For the safety of the student, our office staff must have sufficient time to verify the identity of the caller and contact the teacher so the student is informed in a timely manner.

## **Bus Conduct**

Students who ride Hendry County School buses are expected to have appropriate behavior and follow all rules of the Hendry County Schools Transportation Department. All students are expected to be polite, respectful, and cooperative with all school bus drivers and assistants. Misconduct on the bus may result in loss of privilege to ride the bus and/or other corrective measures. Bus registration forms are required to be filled out and returned to each bus driver.

## **Positive Behavioral Interventions and Supports:**

LaBelle Middle School utilizes a progressive discipline plan which includes **Positive Behavioral Interventions and Supports (PBIS)**. Appropriate behavior is encouraged through a variety of rewards and incentives. Several measures are in place to assist students in identifying and correcting inappropriate behavior such as social skills lessons. This allows students ample opportunities to adjust their behavior before resorting to sending the student to the office.

## **Behavior and Attendance at School-Sponsored Activities**

Student conduct at any school-sponsored activities is subject to the same disciplinary actions as during the regular school day. In addition, students may be denied participation or admittance to extra-curricular activities or school-sponsored events if they have engaged in inappropriate conduct at school, an extra-curricular activity, or school-sponsored event. **Students not in attendance on the day of a school-sponsored event may be denied participation or admittance to the school sponsored event. LMS Administration reserves the right to admit or deny anyone at their sole discretion.**

Transportation to and from school sponsored events is the parent's sole responsibility unless otherwise stated. Students walking home from school-sponsored events must be prearranged with admin or sponsor ahead of time.

**NOTE: Security cameras are in use on our campus, and all individuals entering our campus are subject to being recorded by this system at all times.**

## Cafeteria Procedures

LaBelle Middle School serves breakfast and lunch daily. Breakfast is served 30 minutes prior to the start of first period. Each student will have a 30 minute lunch with multiple menu choices. Students are expected to behave in a courteous way and use good manners in the cafeteria or alternative seating will be provided. The following rules should be followed regarding lunch:

- Students will walk with their teacher and line up at the cafeteria door until they are admitted into the cafeteria.
- **NO FOOD OR DRINK** is allowed **ANYWHERE** except the cafeteria or outdoor eating areas, unless in a closed lunch container. All drinks brought onto campus must be in a clear container or in an original, sealed container. Cafeteria food must be consumed in the cafeteria.
- Students must line up single file in one of the serving lines in the order that they entered.  
**Passing students or “butting” is not allowed.**
  - Only five students at a time are allowed inside the serving area.
  - Students are expected to walk in an orderly fashion and leave furniture where they find it.
- **NO SAVING SEATS, NO SWITCHING SEATS** allowed in the cafeteria.
- Food will not be delivered to students for consumption in the cafeteria. Students not eating the food served in the cafeteria are expected to bring their food from home in a lunch container. Exceptions will only be made with prior approval of an administrator.

## Cheating

Cheating is an offense subject to disciplinary actions as outlined in the School District Student Code of Conduct and may result in disciplinary consequences as well as a grade of ‘0’ for that assignment.

## Clinic Procedures

All health issues are to be handled through the front office and school nurse. The clerk will log all checkouts and contact the parent. If a parent cannot be reached, the student will not be allowed to check out.

**Students must have a written pass, from the teacher of the class period during which they are asking to visit the nurse, in order to go to the clinic unless there is an emergency.**

**Students may not visit the clinic between classes unless they have a signed pass from their teacher.**

- Students may not remain in the clinic unless there is an emergency.
- **Students may not carry ANY type of medication during the day unless authorized ahead of time by a doctor and the school nurse. All medication must be dropped off to the nurse by a parent/guardian. The nurse will have the parent/guardian complete a Medication Authorization form. (including cough drops)**
- **Student cell phone use to initiate a check out is prohibited. If a student is sick, they should request to see the school nurse.**

## Clubs & Organizations

There are a number of after-school clubs and organizations that are available to LMS students. Students are welcome to join clubs and organizations that interest them. Students must arrange for transportation home from club meetings in advance. Club’s and organization’s offerings may vary throughout the year. Club offerings will be announced in August. Club meetings will be posted on the website and announced at school.

## School District Handbook/Emergency Yellow Card

Students must return the signature page of the **School District Code of Conduct, LaBelle Middle School Student Handbook parent letter, Parental Consent for Healthcare, Parental Consent for Medicaid Reimbursement** and the **Emergency yellow card** no later than the 5<sup>th</sup> day of school. It is very important to return the emergency yellow card because **only those adults listed on the card may check a student out of school**. Also, it is very important to fill out a new yellow card whenever your contact information changes.

## **Contraband**

Students shall not have any item considered contraband on campus at any time whether during school hours or while attending a school-sponsored event. Contraband includes, but is not limited to: **gum, slime, playdough or similar items, alcoholic beverages, tobacco products, vape pens or similar devices, illegal drugs or drug paraphernalia, pepper spray (or similar items), lighters/matches, hats, sunglasses, electronic devices such as iPods, CD players, Gameboys, laser pointers, Sharpies or similar permanent markers, chalk, stickers or any item that could be disruptive to school functions.** The possession of contraband during the school day will result in disciplinary action based upon the seriousness of the possessed contraband. This may include confiscation. School personnel have the discretion to enforce these policies on campus and school sponsored events as appropriate. Any item that could cause a disruption to the educational process or block isles or walkways within classrooms should not be brought to school (large gifts, teddy bears, balloons or similar items). Items deemed to be unnecessary for students to take into classrooms will be held in the front office until the end of the day. Deliveries to students (flowers, pizzas, cakes, gifts, balloons, etc.) will not be accepted. (With the exception of school related items such as school ID, band instrument, clothes, textbooks, etc.)

*> Possession of a weapon or illegal substance will result in serious disciplinary action and referral to the appropriate law enforcement agency. (See the Hendry County Student Code of Conduct)*

**Wireless Communication Devices (including cell phones)** will be considered contraband if they are **HEARD** or **SEEN** in the classroom and the student will be sent to the office to turn in their cellphone. The cellphone will then need to be picked up by a parent/guardian. All cellphones must be powered off, remain off and in the student's backpack upon arrival to campus. Personal cell phone use by students, in order to initiate a check out of school or retrieve forgotten items, is not allowed. Students should direct those types of requests to the teacher. Use of WCDs speaker and camera is not allowed at any time.

Student use of cell phones to record any activities on campus, including but not limited to fights or other inappropriate behavior, is prohibited. Cell phones used for this purpose may be confiscated during the course of the investigation.

## **Dances/Social Functions**

Dances/Social functions are held periodically at LaBelle Middle School. Students who meet requirements have earned the privilege of attending these functions. Our functions are privileges and the administration reserves the right to determine candidates for these activities. Students are **NOT** allowed to leave a dance/social function and re-enter that same event. LMS dance/social function criteria are:

- No out of school suspension or ISS during the current marking period.
- Meeting obligations for lost or damaged equipment, books, band instruments/music or other money owed to the school.
- Attendance at school on the day of the dance or the day before if it is on a Saturday (this includes **NO unexcused** checking in late or checking out early).
  - School issued IDs are required for admittance and must be worn.
  - Dress code for dances is the same as the dress code for school unless otherwise stated.
- School dances start at 6:30pm and end at 8:30pm. Late arrivals and early departures are not allowed.
- The principal or designee reserves the right to allow or deny student attendance at their sole discretion.

## **Field Trips**

It is the student's responsibility to request from teachers all missed work. Students will be given one day for each day missed to complete all missed work. Field trips may be planned throughout the school year to enhance academic lessons and broaden students' experiences. Participation in field trips is a privilege and not a guaranteed right. **Students must meet established criteria in order to be eligible for field trips.**

## **Fire, Bus & Emergency Drills**

We perform periodic emergency drills. All students and staff will follow the procedures outlined in the Initial Emergency Procedures Guide. During emergency situations or drills, students and staff are to carry out emergency procedures quickly and in an orderly manner. We also expect students to follow all directions given to them by a staff member. Other emergency drills including tornado & lock down drills will be conducted throughout the school year. A Public Address announcement (PA) will signal the end of all drills.

## **ELA/MATH Assessments, ALGEBRA, GEOMETRY, SCIENCE AND CIVICS (EOC) End of Course Exams**

These tests are statewide assessments given to students in all Florida public schools. Please see Florida Department of Education site at <http://www.fldoe.org> for information pertaining to the testing requirements of Florida students.

## **Grading Scale**

Each teacher must use the grading scale mandated by the State of Florida as:

- 90-100% A
- 80-89% B
- 70-79% C
- 60-69% D
- 0-59% F

Tests count as 30% and assignments count as 70% for each grading period. Students will take semester and final exams in every course. **Final exams will be given through the last day of school.**

## **Guidance**

LaBelle Middle School has school counselors to assist students. The counselors are available to help students with academic issues and social or personal problems. The counselors assist in managing student schedules and records. The counselors can also provide referrals to other agencies or resources that a family or student may need. To visit guidance, students must have a pass from a teacher, unless it is an emergency.

## **Hall Passes**

Students must have a pass anytime they are out of their regularly assigned class. Students must only be in a location as described by a hall pass. If students are in an area not written on the pass, they are in unauthorized areas. Students are not allowed in the front office during school **without a pass from a teacher.** (Unless it is an emergency.)

## **Unauthorized Areas**

Students who are found to be in any unauthorized area at any time during the school day, or after school dismissal, will be subject to disciplinary measures. An unauthorized area is any area of the school that is marked off limits, where a student would not go following the course of their regularly scheduled classes, or anywhere that a student does not have specific permission to be, or is in an area not supervised. A student is in an unauthorized area if they are in an area not stated on the pass from the classroom teacher listed on the student's schedule for that particular time.

## **Tardy Policy**

Tardies to school will be handled through the front office. If a student is not in class when the first tardy bell rings, he or she is late to school and must report to the office for a tardy pass. **EXCESSIVE TARDIES WILL BE REFERRED TO THE DISCIPLINE OFFICE.** Any student arriving late by a bus will not be considered tardy. **All** students are expected to be on time for school at **all** times. Tardies between classes will be handled by the classroom teacher through the use of appropriate, in classroom interventions.

## **Loitering**

Students may not remain in the school building after the regular school day has ended unless they have a school-sponsored reason to be here.

## **Honor Roll**

Students will be recognized for academic achievement throughout the year. The Principal's Honor Roll is for students who make all A's. Students who make all A's & B's will also be recognized on the Honor Roll.

## **Hours of Supervision**

Supervision of students is provided each school day from 6:45 a.m. (when the first school bus arrives) until 2:35 p.m. Students on campus outside of these hours of supervision is a safety concern. If a student is on campus without permission, before or after school hours, he or she will be considered to be in an unauthorized area and may be referred for discipline. Parents bringing their children to school are asked to do so between the hours of 6:45 a.m. and 7:15 a.m. Parents picking their children up at the end of the school day are asked to do so no later than 2:35 p.m. or promptly at the ending time of after school activities.

## **Morning Expectations**

Upon arrival, students are expected to go directly to breakfast if they choose. After breakfast, or if not having breakfast, students are to report directly to their first period class and wait there until it is time to enter the classroom. Students found walking around campus will be considered to be in an unauthorized area and may be referred for disciplinary action.

## **Office Hours**

The LMS office is open to the public from 7:30 am to 3:30 pm. Prior to this time, staff may not be available as they are engaged in supervising and assisting students arriving on campus. Individuals requesting to meet with school administrators or counselors are suggested to call ahead and make an appointment. We will do our best to accommodate those that arrive on a walk-in basis. However, depending on school operations, individuals arriving without an appointment may experience a wait.

## **Public Displays of Affection**

We strive to promote a friendly yet business like atmosphere, as such, public displays of affection are not appropriate.

## **Media Center**

The media center is open every day at 7:05 am. Three (3) library books may be checked out for two weeks, with one renewal privilege of two additional weeks if needed. The materials must be brought to the media center in order to be renewed. Lost or damaged materials need to be paid for or arrangements for payments made with the media specialist. In the interim, students may check out one (1) item at a time. Failure to return or arrange payment for lost or damaged items, and/or continued irresponsibility for borrowed materials, may result in the loss of privileges.

## **P.E. Lockers**

Lockers will be assigned to students without charge for physical education at the beginning of the year. Use of this locker is for the PE period only. It is the student's responsibility to keep his or her locker clean and orderly. If you have a problem with your locker, please report it to your PE Coach.

**Each student is responsible for the contents of his or her assigned locker and/or items left unattended.** Do not share your locker combination with others. Leave your locker locked at all times. Lockers are subject to random searches at any time without notice.

## **P.E. Uniforms**

School District policies require students to dress out for physical education classes and participate to their full capability. P.E. dress criteria will be discussed with students during the first week of school. Athletic shirts (\$10) and shorts (\$10) are available for purchase (price subject change). Students are expected to follow all requirements of P.E.

**Proper athletic attire and shoes must be worn.**

## **Lost and found items**

Any items found should be turned in to the front office. If you have lost something, report it to the front office or a staff member immediately. **It is the student's responsibility to keep track of their personal property. Labelle Middle School is not responsible for recovering lost or stolen items.**

## Promotion & Retention

Decisions regarding student schedules and promotion to the next grade are made in accordance with the school district Student Progression Plan (SPP). Students will be considered for promotion to the next grade level, or retention in the current grade level, based on the following factors:

- Academic achievement (GPA)
- State assessment performance
- Successful completion of courses as outlined in the school district Student Progression Plan

## School Information

School information can be accessed anytime via the school website at [www.hendry-schools.org/Domain/9](http://www.hendry-schools.org/Domain/9). The website contains information about events and other important information regarding LMS activities. Teachers may be emailed; a list of school email addresses is available on the website. The school can also be called at 863-674-4646. Parents may call teachers and leave a message if the teacher is in class. The school fax number is 863-674-4645. **The school also maintains a Facebook and Instagram page.**

## Search of Property

The principal or his/her designee has the right, under Florida Law, to search any student property, locker, purse, pocket, book bag, automobile, etc., **with or without notice** to the student or parent.

## Bags

It is highly recommended that all bags, backpacks or gym bags be clear.

## Textbooks, equipment & Supplies

Textbooks are assigned to students through the media center. Students are responsible for each textbook or other equipment assigned to them. Students will pay for lost or damaged textbooks and equipment, including library books, before report cards will be released.

## On Campus Sales

In the interest of safety, students are not permitted to sell items on campus, buses, bus stops or school sponsored events without the prior approval of the principal or designee.

## Visitors

For the safety of our students and staff, visitor procedures will be strictly enforced. ***All visitors will be expected to enter campus through the office.*** Anyone without a visitor's pass or proper identification will be escorted to the office by staff and may be referred to law enforcement. Visitors are not to leave the front office without approval from a front office staff member. Visitors will be escorted to the location they are visiting unless otherwise directed by an administrator. LMS reserves the right to admit or deny admittance at their sole discretion.

## Civility Code

Hendry County School District and its employees will NOT conduct business with those who use obscenities or otherwise speak in a demanding, loud, insulting, or threatening manner.

**PLEASE NOTE: The administration reserves the right to make** decisions regarding the integrity, safety, and educational purpose of our common mission.

This handbook is also available online at [www.hendry-schools.org/Domain/9](http://www.hendry-schools.org/Domain/9).

## LABELLE MIDDLE SCHOOL DRESS CODE 2023-24

The goal of the LMS dress code is to create a culture of academic excellence by establishing a safe atmosphere for student success. This dress code supports students in expressing their individuality through personality and academic achievements, rather than outward appearance. Students are expected to come to school well-groomed, neatly dressed and prepared for classes. Students will be able to convey a neat, serious and studious image. It is the joint responsibility of students, parents/guardians and school faculty and staff to see that the attire of students is appropriate and does not interfere with the teaching/learning process.

1. **IDs must be worn on a lanyard around the neck and kept in good condition at ALL TIMES while on campus.** (Students must wear IDs **without markings or stickers on them at all times** while on LMS campus. Damaged or defaced IDs will be confiscated and the student will have to buy a new one. Replacement cost is \$3.00 for the ID, \$1.00 for a lanyard. Students who forget their ID will be given a temporary ID for a cost of \$1.00. Failure to wear an ID may result in disciplinary actions.)
2. **TOPS:**
  - a. Garments with hoods are not allowed.
  - b. All students should wear a top with a collar that is visible at all times. **The top may be solid colored, striped, plaid, or checkered. NO GRAPHICS.**
  - c. Clothing must cover the chest and shoulder to ensure that cleavage is not exposed. (if sleeveless, straps must be at least 1.5 inches)
  - d. Shirts must extend 3 inches below the waist. (No exposed skin around the waist allowed.)
  - e. Jackets and sweatshirts without hoods are allowed and may be solid colored, striped, plaid, or checkered. **(NO GRAPHICS except LMS school spirit items.)**
3. **BOTTOMS:**
  - a. Pants, shorts, jeans, slacks, dresses or skirts are allowed and may be solid colored, striped, plaid, or checkered. **NO GRAPHICS.**
  - b. Shorts, dresses and skirts must be no shorter than mid-thigh. (No shorter than fingertip length.)
  - c. **No holes** or frays of any kind. (One example of clothing not allowed would be ripped jeans.)
  - d. Leggings, yoga pants, athletic spandex, or pajama pants are **NOT** permitted.
  - e. **ALL must fit snug at the waist and be of an appropriate size/fit.** No intentionally altered clothing, unbuttoned, skin-tight, oversize, baggy or drop styles are allowed. Any exposure of undergarments will result in immediate disciplinary action.
4. All clothing and other items must be free of words, symbols or graphics that violate common decency, are offensive, profane, suggestive, discriminatory, or promote alcohol, tobacco, anything sex related, violence/death-oriented, drugs or gang affiliation. (Including what is written on skin, backpacks or other items). **Administration determination of what is considered inappropriate is final.**
5. No sunglasses, hats, caps, hoodies, visors, stocking caps, bandanas, bonnets, hair nets or head coverings of any kind. Students who wear these items will be asked to remove them and they **will be confiscated.**
6. Safe footwear shall be worn at all times. No open toe shoes, bedroom slippers or shower shoes. All shoes must have a strap or back at the heel. (Proper lace up athletic shoes must be worn during P.E.) **NO CROCS allowed.**
7. Cell phones must remain **powered off** and **in the student's backpack** while on campus. If seen, they will be confiscated and disciplinary action will result. The phone will be held in the office for parent/guardian to pick up.
8. **NO personal electronics allowed.** (No air pods or other Bluetooth or wireless style headphones or earbuds, smart watches, gaming devices or similar) **All electronics will be confiscated and held in the office for parent/guardian pick up.**
9. Some examples of things **NOT ALLOWED** include (but are not limited to):  
**backless shirts or dresses / bare skin at the waist, abdomen, back or chest / spaghetti strap tank-top shirts / costumes / sleepwear / camisoles / bandanas / tops that completely expose the shoulder / short-shorts / exposed undergarments / clothing that is see through (no mesh, lace or cut outs)**
10. **Outerwear shall not** be used to cover up dress code violations.

### ***Please Remember:***

- If there is a question about the appropriateness of an item, the decision of administration is final.
- Any personal items, clothing or accessories (including jewelry, hair styles or color, or other items) that cause a distraction or disruption to the learning process or constitutes a safety hazard will be considered inappropriate.
- Students who do not comply with the dress code may receive disciplinary action up to suspension from school and their parent/guardian will be contacted to bring school appropriate clothing. Students will also have the option to use school supplied clothing.
- Any requests for waiver of dress code must be submitted in writing and must be approved in advance by an administrator.

**LMS Administration reserves the right to prohibit any type of behavior, dress, accessory or grooming that is considered disruptive/inappropriate and to make changes/exceptions to the dress code at any time, if circumstances dictate.**

FIELD

LMS CAMPUS MAP

54-126	54-127	54-128				
			Building 5			
			Women LR		Men LR	
			GYM			
			05-004			

Building 1 (6th)			
01-003	01-001		
01-004	01-005		
01-008	01-006		

Building 4			
04-010	04-009	04-011	04-005
04-008	04-007	04-004	
			04-001 04-002

Building 2 (6th & 7th)			
2-003	02-001		
02-004	02-005		
02-008	02-006		

Building 9			
09-007	09-008	09-009	09-010
09-006	09-001 Media Center		09-011

Building 6 (8th)			
06-003	06-001		
06-007	06-006		
06-008	06-010		
06-018	06-014		
06-020	06-015		
06-022	06-021		

Building 3			
Cafeteria			
03-003			
03-026			
03-023			

Building 10 Admin 7th & 8th			
10-029	10-022		
10-030	10-021		
10-031	10-020		
		10-017	LMS Board Room
		ADMINISTRATION GUIDANCE OFFICES	

COWBOY WAY

