



HAND MIDDLE SCHOOL

EXCELLENCE AT HAND

2022-2023

Serving Every Child Every Day



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@Hand Middle SC (Twitter and Instagram)

PRINCIPAL

Dr. Patrice T. Green

ASSISTANT PRINCIPALS

6th Grade Don Butler
7th Grade Devin Robinson
8th Grade LeShaun Mathis
Assistant Principal of Instruction Bradford Tillman

SCHOOL COUNSELORS

6th Grade Latriya Spain
7th Grade Bruce Davis
8th Grade Leah Jones

CURRICULUM RESOURCE TEACHER

Canisha Fletcher

Hand's Alma Mater

**Hand in Hand we honor you
Wearing proudly gold and blue.
As we journey near and far
You remain our guiding star.
We see your footprints through our lives
As we travel far and wide.
Wearing proudly gold and blue
Hand, we stand to honor you.**

Richland School District One Mission Statement

We are Richland One, a leader in transforming lives through education, empowering all students to achieve their potential and dreams.

WE BELIEVE ...

- Fostering relationships is the foundation to children reaching their fullest potential in an environment conducive for learning.
- Elevating expectations is the foundation for children developing honorable character, achieving academic success, and becoming productive citizens in an environment conducive for learning.
- Promoting Pride in each other and in our school, is the foundation to educating the whole child.

BUILDING GOOD STUDY HABITS

“We are what we repeatedly do. Excellence, then, is not an act but a habit.” -Aristotle

IN CLASS

- Write down any homework assignments. Be sure to write down the due date.
- Listen carefully in class and take notes on key facts you need to remember.
- Ask questions in class about things you do not understand.

AT HOME

- Check off each homework assignment as you finish it.
- Give time each evening to review notes, complete homework, and prepare for class.
- Approach your subjects in order of difficulty, starting with the most challenging.
- Allow more study time for subjects that are harder for you.
- For longer projects and assignments, including studying for a test, do a little each day.
- Find a quiet place to study, free from distractions like your cell phone.
- Make a study kit of pens, pencils, erasers, paper, note cards, and highlighters.

READING TO LEARN

- Think about the subject and ask yourself if you understand what you are reading.
- If the section is difficult to understand, re-read the section slowly, looking up unfamiliar words.

- Look at included charts, maps, and illustrations to help you grasp the reading material.
- The more you read, the easier and more enjoyable reading will become.

GENERAL INFORMATION

School Hours: **8:00 A.M. - 4:00 P.M.**

Student Arrival Time: **8:00 – 8:40 A.M.**

BUILDING HOURS FOR STUDENTS

ALL classes start at 8:40 and end at 3:45 Students are tardy if they arrive to class after this time. In the afternoon, all students should be picked up prior to 4:00 P.M. All car riders must be dropped off for school in the morning on Wheat Street for 6th grader and Woodrow Street for 7th and 8th grader. It is essential that all cars pull over to the side of the street, out of traffic, near the field. Students must never exit or enter vehicles from the traffic/street side of their vehicles. All students crossing the street to or from their point of destination in the mornings or afternoons must cross using the Wilmot Street and Woodrow Street crosswalks. It is important that students only cross the street at the crosswalk. Dismissal protocol: If a student needs to be dismissed prior to 3:45, **early dismissals end at 3:00 P.M.** There will be no dismissals during grade-wide events or after 3:00 P.M.

TRANSPORTATION

State law and the State Department of Education regulations govern the operation of school buses. School bus transportation is provided for students to the school to which they are regularly assigned provided they live at least one and a half miles from that school. Bus stops must be at least two tenths of a mile apart and no bus stop may be changed unless a student lives more than one-half mile from the bus stop. The transportation supervisor at Lower Richland High School oversees bus routes, drivers, and bus regulations for Hand Middle School's attendance area. Questions about transportation for Hand students may be addressed to the transportation office at 695-5505.

To ensure the safe and orderly operation of school buses, it is important for students to observe certain rules. These rules include but are not limited to:

- Keep hands, feet, and possessions within your seat and out of the aisles.
- Sit in your assigned seat and remain seated while the bus is moving.
- Refrain from making loud or distracting noises, using profane or obscene language or gestures.
- Students must ride their regularly assigned buses.

Students are expected to always follow the bus driver's instructions. Infractions of bus or school rules while on a bus will result in penalties as outlined in the Richland One Discipline Code.

Serious violations which could result in endangering the safety of others will result in immediate referral to the school administration and suspension of bus privileges.

NOTE: Safety is the priority while transporting students to and from school. While on a school bus, the bus driver is the school official who has control of the students. In 1979, South Carolina passed a law against misbehaving on school buses and disobeying orders of school bus drivers. Students who misbehave on school buses will be punished by the rules in the Richland School District One Discipline Code book.

SCHOOL BUS TRANSPORTATION REQUEST

With proper notice, Richland School District One students may ride an alternate bus route on a particular day to and from school. A parent must submit a request in writing to the Hand Community Center, room 108. This request is forwarded to the Transportation Office for approval. All decisions are based on space availability. All requests need to be presented to the school at least 48 business hours before the requested date.

STUDENT BEHAVIOR

Students are expected to read and be familiar with the rules and regulations established in *The Richland One Code of Conduct* book. This document presents the basic discipline procedures adopted by the Board of Commissioners of Richland County School District One and governs the general behavior of Hand students. In addition, the following guidelines will be in effect for Hand Middle School:

On the School Grounds

1. Students on the grounds during the school day must be under the direct supervision of a teacher or other staff member and must follow the instructions of the responsible adult.
2. Students are requested to use sidewalks and other paved areas as much as possible to protect shrubs, grass, and trees.
3. No hard or sharp objects may be thrown on school property. Hard balls are prohibited at school.

In the Halls

1. Students should enter the building through their assigned doors, hallways, and stairwells.
2. Students are expected to move through the halls in a quiet and orderly manner.
3. Students should walk on the right side of the hall or stairs.
4. Students may not be in the halls during class time without a pass from a teacher or an administrator.

CELL PHONE POLICY

In alignment with the district's **Bring Your Own Device Cell Phone Policy, JCDA-R**, *the use of cell phones is not allowed during the academic day.*

Students are strongly encouraged to leave cell phones at home. We understand some students need their phones to communicate with parent/guardian at arrival or departure from school. Students who must bring their phones with them will be **required** to store their cell phones in the Homeroom lockbox (locked all day, until dismissal). Each student will be assigned a cubby until the end of the school day, every day. Any student refusing to follow this procedure, will be disciplined according to the RSDO Student Code of Conduct, (Level II violation). All classrooms and offices have an operable phone, teachers can be reached phone during non-instructional time and an emergency phone is stored in the Main Office.

HARASSMENT, INTIMIDATION, AND BULLYING POLICY

To ensure a safe and civil school environment where our students may learn and achieve high academic standards, the South Carolina General Assembly passed the Safe Schools Climate Act on June 12, 2006. The purpose of the legislation is to protect the health and welfare of school children in South Carolina and to improve their learning environment. Harassment, intimidation, and bullying not only disrupt a student's ability to learn but also interfere with a school's ability to educate its students in an environment conducive to learning.

Harassment, intimidation, or bullying is defined as a gesture, electronic communication or a written, verbal, physical or sexual act perceived to have the effect of either of the following:

- *Harming a student physically or emotionally or damaging a student's property or placing a student in reasonable fear of personal harm or property damage
- *Insulting or demeaning a student or group of students causing substantial disruption in, or substantial interference with, the orderly operation of the school

DISCIPLINE PROCEDURES

Teachers establish classroom rules and consequences for infractions and communicate those to students and parents at the beginning of the school year. Minor or infrequent infractions will be addressed by the teacher, who may enlist the assistance of parents in improving student behavior. It is not possible to address all situations that may occur. Those not included in this book will be handled in a manner consistent with the *The Richland One Code of Conduct* book. The following violations will result in disciplinary action which may consist of detention, suspension, or other consequences:

1. Repeated violations of classroom rules and procedures
2. Excessive tardiness to school or class
3. Violations of safety rules
4. Possession of inappropriate items
5. Inappropriate dress
6. Presence in an unauthorized area of the campus before, during, or after school
7. Inappropriate displays of affection between students
8. Unauthorized sale of items on school grounds
9. Cutting class, school, or assembly
10. Leaving class or the school grounds without permission
11. Deliberate refusal to obey a member of the staff
12. Failure to identify oneself when requested to do so by a member of the staff
13. Distribution or sale of unauthorized materials

The following major infractions will result in immediate referral to an administrator and will subject the student to disciplinary action which will include suspension and/or recommendation for expulsion:

1. Smoking on school grounds or on school buses
2. Fighting and/or physically abusing a student or member of the school staff
3. The use of obscene, profane, or disrespectful language or gestures to a teacher/staff member
4. Theft
5. Creating or causing a disturbance within the classroom or on the school grounds which interferes with the operation of the school
6. Vandalism or other willful destruction of school property
7. Possession or use of fireworks or other explosive devices
8. Tampering with fire alarm or fire extinguishers
9. Bomb threats
10. Blackmailing, threatening, or otherwise intimidating any student or staff member

11. Possession of a weapon
12. Possession of an illegal substance
13. Other unlawful activities

Note: A student who is suspended out-of-school may not attend any Richland District One event during daytime or at night, cannot ride a school bus, may not be present at any school district facility or activity, and may not participate in extracurricular activities.

HONOR CODE, CHEATING AND PLAGIARISM

Students are expected to do their own work on tests, exams, projects, papers, and homework. Responsible students do not seek assistance from others or help others when sharing information may affect a student's grade. Cheating or plagiarism will carry academic and disciplinary consequences. When an incident of cheating cannot be resolved between the teacher and the student(s) involved, the principal or designee will be involved in investigating the matter.

1st Offense: Parents will be contacted by the teacher. A guidance referral will be forwarded to the grade-level counselor. Student will be allowed the opportunity to redo the work.

2nd Offense: The student will be referred to administrator/designee. Parents will be contacted, and the student will be assigned to In School Suspension. Student will be allowed the opportunity to redo the work.

3rd Offense: The student will be referred to administrator/designee. Parents will be contacted, and the student will be suspended. Student will be assigned a grade of zero.

STANDARDS FOR DRESS CODE

See the end of the document for the detailed explanation

BOOKS AND SUPPLIES

There will be no fees or charges for instructional courses during the 2021-2022. Charges will, however, be assessed for lost and damaged books, materials, supplies, equipment, and property in accordance with established replacement or repair cost. Textbooks must be paid for to receive a replacement copy.

FOOD

Except for water, food and drinks are only to be eaten in designated areas and times (unless otherwise approved by administration). Our hot lunch program is free. If your student does not want the provided school lunch, please send the student with a packed lunch in the morning.

PERSONAL PROPERTY

Mopeds, motorcycles, scooters, skates, and skateboards should not be brought onto campus. Students who ride bicycles to school are reminded they may not ride them on campus. Bicycles must be locked on the provided racks during the school day. Students should refrain from bringing personal athletic items (footballs, basketballs, etc.) not required for district-sponsored sporting events.

Students are reminded that School Board policy must be followed for all personal devices, including cell phones. Schools will not be responsible for lost, stolen or damaged devices. If cell phones are brought to school, they are not to be seen during school hours 8:40-3:45.

MAKE-UP ASSIGNMENTS

Students are responsible for securing make-up assignments on the day they return. Students must take personal responsibility and request their work from their teachers. All work missed due to an excused

absence must be made up within **three days** upon the student's return to school. All assignments that are not made up will be reflected in the student's grade. Late work policies will be outlined at the beginning of the year in each course.

MEDIA CENTER

The media center is a place for study, research, and reading. All patrons are expected to adhere to the rules and procedures that have been established by the media center staff. Hours of operation: Monday through Friday from 8:30 A.M. until 4:00 P.M. To use the media center during regular school hours, a student must have a media center pass or be accompanied by a teacher. Students who wish to use the media center before the first bell in the morning must obtain a pass from the media center specialist or a teacher on the previous day.

SALE OF ITEMS ON SCHOOL PROPERTY

Students may not sell any item including tickets, food, candy, gum, etc., on school property. Violating this offense will result in disciplinary action. Only the sale of items associated with official school related fund-raising efforts is permitted. All sales require the approval of the principal.

CARE OF SCHOOL PROPERTY

Students should take pride in being members of the Hand family and should always do their best to keep the building, grounds, furniture, and equipment looking their best. Students who deface or damage school property will be required to pay for the repair or replacement of damaged items. Disciplinary action will be taken against students who willfully destroy or damage school property.

HIGH SCHOOL CREDIT

When approved by the principal and parents, a student promoted to the seventh or eighth grade who has shown evidence of superior achievement or ability may enroll in a maximum of four courses that carry high school credit. At Hand, those courses are in the areas of Algebra I, Geometry, English I, Spanish I and II, Latin I and II, Computer Based Applications, financial literacy. Credit may be in accordance with the provisions outlined in the Defined Minimum Program of Study for South Carolina Public Schools. For students to be awarded one unit of credit or half unit of credit for an academic standards-based course they must a minimum of 120 hours or 60 hours, respectively of instruction and achieve a final grade of 60 or higher to receive credit for the course.

END OF COURSE EXAMS

End of course exams are administered in Algebra 1 and English 1 (20% of the student's final grade.)

GRADING SYSTEM/HONOR ROLL

The following grading scale has been adopted by Richland District One for all students:

A	90-100	Principal's Honor Roll	4.0
B	80-89	Achievement Honor Roll	3.5-3.9
C	70-79		
D	60-69		
F	0-59		

To qualify for honor roll, a student may not have any Ds or Fs for that nine-week period or the final grade. Excluding Algebra 1 and English 1, a student's final grade in a course is the numerical average of the four nine weeks' grades. The numerical average is converted to the letter grade.

REPORT CARDS

Students receive report cards at the end of each nine weeks' grading period. Final reports are mailed after the close of school. Report cards will be issued in accordance with the annual school calendar.

All students receive interim reports midway through each reporting period. Parents are encouraged to contact the school to schedule a conference when interim reports indicate students are experiencing academic difficulties.

PROMOTION STANDARDS

Students must pass all four (4) core academic subjects for promotion to the next grade. The core academic courses are English Language Arts, Mathematics, Science, and social studies. Eighth grade students must pass all courses, including related arts classes, to participate in the promotion ceremony at the end of the school year.

ATTENDANCE REGULATIONS

The **South Carolina Compulsory School Attendance Law** details strict attendance requirements for South Carolina public school students. The following guidelines were developed in accordance with the provisions of this law. A student may be excused from school for:

1. Personal illness.
2. Doctors' or dentists' appointments,
3. Death in the family. A maximum of three days may be excused with the principal's approval.
4. Recognized religious holidays.
5. School-related activities such as field trips, approved in advance by the principal.
6. Court appearances.
8. Special circumstances must be approved by the principal in advance of the absence.
9. The law considers suspensions absences for truancy purposes.

A note from a parent or legal guardian, physician, dentist, or other recognized licensed/certified medical practitioner or legal officer is required for each absence. The note must include the date(s) of absence(s), the reason(s) for the absence(s), telephone number of the parent or guardian, and the required signature. Notes must be turned in within 48 hours (about 2 days) of returning from the absence and given to attendance office.

Richland One – Hand Middle School Redo Policy

Richland One has created a district-wide redo policy. This policy will replace Hand’s previous Redo/Retake Plan. Teachers will have copies of the Plan of Study, they will be placed on an electronic source for students to access off campus, and they will also be placed on Hand’s website.

Redo/Retake Guidelines

- ✓ **Students who score below 70 can redo/retake up to three (3) assessments/projects per marking period. Students will have only one opportunity to redo/retake each assessment.**
- ✓ **The higher grade achieved up to 70 (original or redo) will be recorded.**
- ✓ **The teacher determines the re-teaching/tutoring opportunity required prior to the student retaking the assessment.**
- ✓ **Retakes will cover same objectives but will not be the original assessment/assignment. Alternative assignments may be required at the teacher’s discretion since some assessments/assignments may not be replicated.**
- ✓ **No redo/retake opportunity will occur within five (5) days of the end of the marking period.**

Student Procedures

- ✓ **The student must complete a Redo/Retake Plan of Study which will be assigned by the teacher.**
- ✓ **Sign and get parent/guardian signature.**
- ✓ **Students must submit the Plan of Study to the teacher within three (3) school days of receiving the assessment score below 70.**

Multiplication Chart 1-12

	1	2	3	4	5	6	7	8	9	10	11	12
1	1	2	3	4	5	6	7	8	9	10	11	12
2	2	4	6	8	10	12	14	16	18	20	22	24
3	3	6	9	12	15	18	21	24	27	30	33	36
4	4	8	12	16	20	24	28	32	36	40	44	48
5	5	10	15	20	25	30	35	40	45	50	55	60
6	6	12	18	24	30	36	42	48	54	60	66	72
7	7	14	21	28	35	42	49	56	63	70	77	84
8	8	16	24	32	40	48	56	64	72	80	88	96
9	9	18	27	36	45	54	63	72	81	90	99	108
10	10	20	30	40	50	60	70	80	90	100	110	120
11	11	22	33	44	55	66	77	88	99	110	121	132
12	12	24	36	48	60	72	84	96	108	120	132	144

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SC READY Scoring Guidelines for Text-Dependent Analysis (Grades 3–8)

4 – Demonstrates effective analysis of text and skillful writing	3 – Demonstrates adequate analysis of text and appropriate	2 – Demonstrates limited analysis of text and inconsistent writing	1 – Demonstrates minimal analysis of text and inadequate writing
<ul style="list-style-type: none"> • Effectively addresses all parts of the task to demonstrate an in-depth understanding of the text(s) • Strong organizational structure and focus on the task with logically grouped and related ideas, including an effective introduction, development, and conclusion • Thorough analysis based on explicit and implicit meanings from the text(s) to support claims, opinions, and ideas • Substantial, accurate, and direct reference to the text(s) using an effective combination of details, examples, quotes, and/or facts • Substantial reference to the main ideas and relevant key details of the text(s) • Skillful use of transitions to link ideas within categories of textual and supporting information • Effective use of precise language and domain-specific vocabulary drawn from the text(s) • Few errors, if any, are present in sentence formation, grammar, usage, spelling, capitalization, and punctuation; errors present do not interfere with meaning 	<ul style="list-style-type: none"> • Adequately addresses all parts of the task to demonstrate a sufficient understanding of the text(s) • Appropriate organizational structure and focus on the task with logically grouped and related ideas, including a clear introduction, development, and conclusion • Clear analysis based on explicit and implicit meanings from the text(s) to support claims, opinions, and ideas • Sufficient, accurate, and direct reference to the text(s) using an appropriate combination of details, examples, quotes, and/or facts • Sufficient reference to the main ideas and relevant key details of the text(s) • Appropriate use of transitions to link ideas within categories of textual and supporting information • Appropriate use of precise language and domain-specific vocabulary drawn from the text(s) • Some errors may be present in sentence formation, grammar, usage, spelling, capitalization, and punctuation; errors present seldom interfere with meaning 	<ul style="list-style-type: none"> • Inconsistently addresses some parts of the task to demonstrate a partial understanding of the text(s) • Weak organizational structure and focus on the task with ineffectively grouped ideas, including a weak introduction, development, and/or conclusion • Inconsistent analysis based on explicit and/or implicit meanings from the text(s) that ineffectively supports claims, opinions, and ideas • Limited and/or vague reference to the text(s) using some details, examples, quotes, and/or facts • Limited reference to the main ideas and relevant details of the text(s) • Limited use of transitions to link ideas within categories of textual and supporting information • Inconsistent use of precise language and domain-specific vocabulary drawn from the text(s) • Errors may be present in sentence formation, grammar, usage, spelling, capitalization, and punctuation; errors present may interfere with meaning 	<ul style="list-style-type: none"> • Minimally addresses part(s) of the task to demonstrate an inadequate understanding of the text(s) • Minimal evidence of an organizational structure and focus on the task with arbitrarily grouped ideas that may or may not include an introduction, development, and/or conclusion • Minimal analysis based on the text(s) that may or may not support claims, opinions, and ideas • Insufficient reference to the text(s) using few details, examples, quotes, and/or facts • Minimal reference to the main ideas and relevant details of the text(s) • Few, if any, transitions to link ideas • Little or no use of precise language or domain-specific vocabulary drawn from the text(s) • Many errors may be present in sentence formation, grammar, usage, spelling, capitalization, and punctuation; errors present often interfere with meaning

GOAL SETTING FORM 2022-2023

WRITE AND PLOT YOUR SCREADY **ELA SCORE**

Does Not Meet	Approaches	Meets	Exceeds

Goal:

Improvement/Maintenance Strategies:

WRITE AND PLOT YOUR SCREADY **MATH SCORE**

Does Not Meet	Approaches	Meets	Exceeds

Goal:

Improvement/Maintenance Strategies:

WRITE AND PLOT YOUR **FALL STAR SCORES**

READING - Level	READING -Percentile	MATH - Level	Math - Percentile

Goal:

Improvement/Maintenance Strategies:

WRITE AND PLOT YOUR **WINTER STAR SCORES**

READING - Level	READING -Percentile	MATH - Level	Math - Percentile

Goal:

Improvement/Maintenance Strategies:

WRITE AND PLOT YOUR **SPRING STAR SCORES**

READING - Level	READING -Percentile	MATH - Level	Math - Percentile

Goal:

Improvement/Maintenance Strategies:

BEHAVIORAL GOAL(S):

This school year, I will _____

ACCEPTABLE USE POLICY

Hand Middle School provides many electronic communication opportunities for your child. Along with these opportunities, comes responsibility. It is important you and your child read the acceptable use policy together and discuss these requirements. Inappropriate use will result in discipline action.

1. Keep your user ID and password private.
2. Use your password to log on to the computer.
3. Check your own grades, no one else's.
4. Do not delete or alter anyone else's work.
5. Leave any existing computer equipment and computer settings or software configurations the way you found them.
6. Do not add or delete software including file-sharing programs, games, and music players without permission from the school technology committee.
7. Do not play Internet games that are not approved by administration.
8. Do not download music, screensavers, inappropriate pictures, or software that is not strictly for educational purposes.
9. Use resources such as paper, data storage space, time online, etc. sparingly.
10. Use appropriate language while typing on the computer.
11. All work must be the student's own. Plagiarism is taking the ideas or writings of others and presenting them as if they were yours, including works that you find on the Internet or any other resources, such as CD ROM based information.
12. Do not intentionally search for, view and/or distribute inappropriate materials on the Internet.
13. Do not give out personal information on the Internet.
14. Teachers will preview any sites used for classroom instruction.
15. Before leaving a workstation, you must log out.
16. Students will be supervised while using the Internet.

I have read and understand the policies and procedures of Hand Middle School as presented in this agenda book and the Use Policy. I understand my failure to comply with the Acceptable Use Policy will result in loss of my network privileges as well as more serious disciplinary and/or legal action.

Parent/Guardian Permission

I have read and understand the policies and procedures of Hand Middle School as presented in this agenda book and the Acceptable Use Policy. I also understand this access is designed for education purposes and that school personnel will make every effort to properly supervise my child's use of network services. Although the school does use a program to block out undesirable sites, I understand that since it is technically impossible to restrict access to ALL controversial material, I will not hold them responsible for any materials.

Hand Middle School - Student Dress Code

STUDENT DRESS CODE

Dress Code Philosophy

Hand Middle School's student dress code supports equitable educational access and is written in a manner that does not reinforce stereotypes. To ensure effective and equitable enforcement of this dress code, school staff shall enforce the dress code consistently and in a manner that does not reinforce or increase marginalization or oppression of any group based on race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income, or body type/size.

Our values are:

- All students should be able to dress comfortably for school and engage in the educational environment without fear of or actual unnecessary discipline or body shaming.
- All students and staff should understand that they are responsible for managing their own personal "distractions" without regulating individual students' clothing/self-expression.
- Student dress code enforcement should be consistent, but not result in unnecessary barriers to school attendance.
- School staff should be trained and able to use trauma-informed approaches to explain the dress code and to address code violations.
- Teachers should be allowed to focus on teaching without the additional and often uncomfortable burden of dress code enforcement.
- Reasons for conflict and inconsistent and/or inequitable discipline should be minimized whenever possible.

Our student dress code is designed to accomplish several goals:

- Maintain a safe and orderly learning environment.
- Allow students to wear comfortable clothing to school.
- Allow students to wear clothing that expresses their self-identified gender.
- Allow students to wear religious attire without fear of discipline or discrimination.
- Prevent students from wearing clothing or accessories with offensive images or language, including profanity, hate speech, and pornography.
- Prevent students from wearing clothing and accessories that denote, suggest, display or reference alcohol, drugs or related paraphernalia or other illegal activities.
- Prevent students from wearing clothing that interrupts the operation of school by disrupting the educational process.
- Prevent students from wearing clothing or accessories that reasonably can be construed as being or including content that is racist, lewd, vulgar, or that contains fighting words, speech that incites others to imminent lawless action, defamatory speech, or speech that threatens others.
- Ensure that all students are treated equally within the school environment with regards to dress.

Dress Code

Hand Middle School expects that all student will dress in a way that is appropriate for the school day or any school sponsored event. Student dress choices should respect Richland One's intent to provide a safe and orderly school environment as related to student dress (RCSD1 BOC Policy AR JICA-R) and that is inclusive of a diverse range of identities. The primary responsibility for a student's attire resides with the student and their parent(s) or guardian(s). The school is responsible for seeing that student attire does not interfere with the health or safety of any student, that the student attire does not contribute to a hostile or intimidating atmosphere for any students, and that the dress code enforcement does not reinforce any stereotypes or group marginalization.

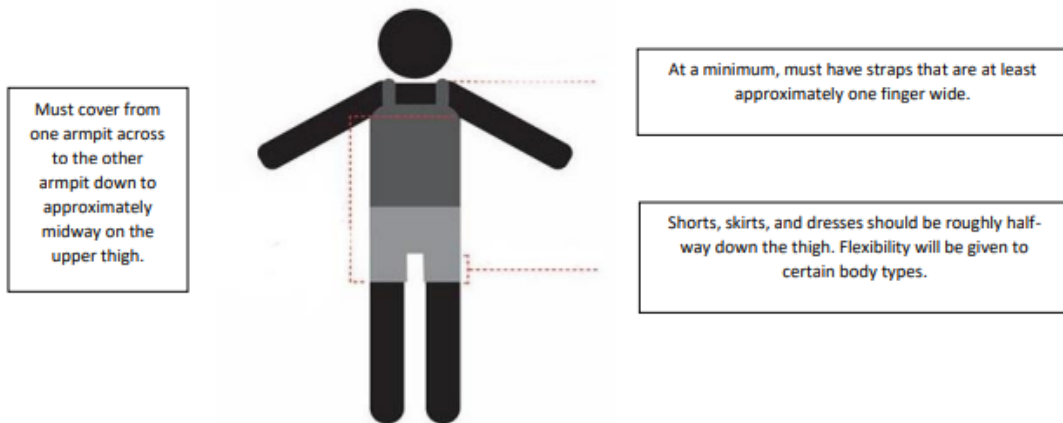
#1 – Basic Principle: Certain body parts must be covered for all students at all times.

Clothes must be worn in a way such that genitals, buttocks, and breasts are fully covered with opaque fabric. All items listed in "must wear" and "may wear" categories below must meet this basic principle. Clothing must cover areas from one armpit across to the other armpit down to approximately midway on the upper thighs (see image).

#2 – Students MUST wear*, while following the basic principle above:

- A shirt with fabric in the front, back, and on the sides under the arms, AND
- Pants/jeans/leggings (for example: skirt, sweatpants, leggings, shorts, or a dress), AND
- Shoes.

**Courses that include attire as part of the curriculum (for example: NJROTC, arts performance, public speaking, job readiness, etc.) may include assignment/curriculum-specific dress requirements. Activity-specific shoes requirements are also permitted (for example: athletic shoes for PE).*



#3 – Student MAY wear, AS LONG AS these items do not violate the basic principle above:

- Religious headwear as required by one's faith.
- Fitted pants, including opaque leggings and skinny jeans.
- Ripped jeans, as long as underwear and buttocks are not exposed and any rips or holes occur beyond mid-thigh area.
- Tank tops, as long as the straps are approximately one finger wide.
- Athletic attire.
- Hoodie sweatshirts, as long as the hood IS NOT worn in the building.

#4 – Students MAY NOT wear:

- Violent language or images.
- Images or language depicting/suggesting drugs, alcohol, vaping or paraphernalia, gang-related images/statements (or illegal item or activity).

- Any clothing that reveals visible undergarments (visible bra straps are allowed with tank tops and spaghetti strap tops).
- Swimsuits.
- Accessories that could be dangerous or could be used as a weapon (chains, hooks, etc.)
- Any item that obscures the face or ears (except as a religious observance). Hats and hoods may ONLY be worn outside and are NOT ALLOWED to be worn in the building.

#5 – Dress Code Enforcement

To ensure effective and equitable enforcement of this dress code, school staff shall enforce the dress code consistently using the requirements below.

- Students will only be removed from spaces, hallways, or classrooms as a result of an extreme dress code violation as outlined in Section 1 and 4 above. Students in simple violation of Section 1 and/or 4 will be provided three options to be dressed more to code during the school day by the teacher within the first 5-10 minutes of the class period:
 - Students will be asked to put on their own alternative clothing, if already available at school, to be dressed more to code for the remainder of the day.
 - Students will be provided with temporary school clothing to be dressed more to code for the remainder of the day. A “student closet” will be maintained in the ISS Classroom. Laminated passes for each teacher will be created in the event a student needs to report to ISS to acquire appropriate clothing.
 - If necessary, the students’ parent(s) may be called during the school day to bring alternative clothing for the student to wear for the remainder of the day.
- No student should be affected by dress code enforcement because of racial identity, sex assigned at birth, gender identity or expression, sexual orientation, ethnicity, cultural or religious identity, household income, body size/type, or body maturity.
- Students should not be shamed or required to display their body in front of others (students, parents, or staff) in school. Shaming could include, but is not limited to:
 - Kneeling or bending over to check attire fit.
 - The measuring of clothing (strap width, skirt length)
 - Asking students to account/explain their attire in the classroom or hallways in front of others.
 - Calling out students publicly for apparent dress code violations in a manner that could be perceived as embarrassing to the student.
 - Accusing students publicly of “distracting” other students with their clothing.
- Dress code violations as outlined in Section 1 or 4 will be documented in ABE by staff members if repeated incidences of noncompliance with the code occurs, administrators reserve the right to apply formal discipline including, but not limited to: 1) parent phone call, 2) detention, 3) in-school suspension, 4) out-of-school suspension.
- Administration reserves the right to have the final say with regards to the interpretation of the dress code and whether a student is truly in violation. If something isn’t blatantly inappropriate, our goal is to keep children in their classrooms and avoid unnecessary referrals. However, a safe and orderly learning environment must be maintained at all times.