

LYNHURST 7TH & 8TH GRADE CENTER
EXPECT EXCELLENCE

2805 South Lynhurst Drive
Indianapolis, Indiana 46241
317-988-8100

www.wayne.k12.in.us

Student Handbook 2024-2025

The Student Handbook is designed to provide students and parents with information regarding the operation of the school. It contains information concerning school activities, rules, and general knowledge about the school.

Please read all the material carefully. **YOU ARE RESPONSIBLE FOR KNOWING THE INFORMATION CONTAINED IN THIS HANDBOOK.** If you have a question, ask your counselor, a teacher, or an administrator for help in interpreting the information contained in the handbook. You can also reference this document off the Lynhurst Website and the Google document shared with you.

The faculty and staff wish you a successful school year. We encourage you to become involved in as many activities as possible. In addition, we challenge you to apply yourself to make the most of the ability you have. Your success in school will be directly proportional to your efforts. We hope you have the best school year ever!

MISSION STATEMENT

In partnership with our parents and community, we are committed to educating all students to mastery of essential skills and standards while promoting a respectful, nurturing, and positive learning environment.

SCHOOL MOTTO

"Expect Excellence"

SCHOOL COLORS

Purple and White

SCHOOL MASCOT

Giants

EQUAL EDUCATION OPPORTUNITY

The Metropolitan School District of Wayne Township does not discriminate, deny benefits to, nor exclude anyone from participation on the basis of sex, race, national origin, religion, or handicap.

STUDENT SERVICES

Students are welcome to consult with a counselor in the Student Services Office.

Counselors will assist with academics, behavioral, career, personal, and social needs. **Students should request to see their counselor by completing the online form, which can be found on the school website at the following link: [Counselor Request Form](#)**

HEALTH SERVICES

The school nurse is on duty in the clinic during the school day. If you should become ill during school, you should ask your teacher for a written pass to the clinic. **No student will be permitted in the clinic without a pass from a teacher unless it is an emergency.** If there is a necessity to go home, the nurse will inform your parents, and you will be released from school with your parent or guardian. Students are not to leave the building because of illness without receiving proper permission.

ALL MEDICINE, including Tylenol or ibuprofen, must be brought to the clinic immediately upon arrival at school. A medicine pass will be issued for the correct time to come to the clinic to take the medication. Prescription medicine must come in the original bottle and inhalers should have the pharmacy label on the box or inhaler. Over-the-counter (OTC) medicine should come in the original bottle and a parent permission note must accompany it. Prescription medicine not brought in the original bottle or OTC medicine without a permission note will not be given.

Cell phones are to be put away and not used while in the clinic. To protect student privacy, any cell phone use in the clinic will result in confiscation of the phone.

ATTENDANCE

Students are expected to attend and to be on time for all classes.

Absences: We ask parents to call to report absences to the attendance secretary between 8:00 A.M. and 10:30 A.M. on the day of the absence. The school phone number is 317-988-8100. If the family has no phone, the student should bring a written excuse from the parent upon returning to school. If a student receives treatment from a doctor or dentist on a school day, he should receive a note from the doctor's office to present to the school as an excuse. Excessive absences may result in referral to the truancy diversion program.

Make-Up Work: Students are expected to make up any missed assignments. It is the responsibility of the student to contact his teachers and request the make-up work. Tardy: Our doors open to students at 9:10 A.M., and the IMPACT Period begins at 9:20 A.M. Students who come to school late must sign in at the attendance office as soon as they arrive. Students who are tardy 5 times in a semester will be assigned to an after school detention. Students will be assigned a Friday Evening School detention at 10 tardies and each 5 additional tardies. Students who are receiving excessive tardies could lose the chance to engage in school privileges such as attending a school dance.

Early Dismissal: Early dismissal will be granted when necessary, but not after 3:45pm. **If the request is made after 3:45pm, the student will dismiss at the regular time of 4:10pm.** A parent must request dismissal by a written note or phone call to the attendance office. Early dismissal should be arranged before classes begin on the morning of dismissal. A student shall leave school grounds only after a parent or guardian has signed him out and shown government issued ID at the attendance office.

TRUANCY

Being absent from school or class without permission is an unexcused absence and an act of truancy. There is no legitimate reason for cutting or skipping, and it will result in at least one of the following: loss of academic points, Friday Evening School detention, ability to attend a school dance or other school privileges, referral to Truancy Court, suspension, or expulsion. The severity of the discipline will depend on the record of the student and the frequency of the offense. **Excessive unexcused absences could lead to suspension of driving privileges and the ability to obtain a driver's license until age 18.**

WITHDRAWAL FROM SCHOOL

To withdraw from school, a parent must contact the school to inform us of the transferring school. All school materials and books must be returned and all fees paid before records will be forwarded.

CHROMEBOOKS

All students attending Lynhurst will receive a Chromebook for use at school and home. Chromebooks are considered a textbook. They are to remain in working order. If an issue occurs, students are asked to report it to their impact period teacher for the creation of a work order. If damaged, it is the responsibility of the student/parent to cover the cost. Chromebooks are expected to come to school daily, charged, in its proper case with power cord, strap, and ID. Students are expected to follow the Wayne Township's Technology Acceptable Use Policy. Violations may result in consequences. A Chromebook is considered to be a required educational tool, the same as a textbook. Insurance, if offered, is provided by a 3rd party, **NOT** by MSD Wayne Township. It is usually inexpensive and is highly recommended.

GRADES

Grades are an evaluation of what has been learned. They become a part of the permanent school record. Grades are issued each nine weeks and are mailed to your home address. Mid-term progress reports are issued at 4 ½ weeks and are e-mailed home. Please keep us informed on your current email address. Grades can also be accessed on a daily basis from any computer with Internet access. They are updated weekly and available through the Skyward on-line parent information portal. Please contact your student's team leader or grade level counselor if you have any questions or concerns regarding grades.

BUS TRANSPORTATION

Transportation by school bus to and from school is a privilege. Students eligible to ride on the bus are under the authority of the driver. **If you fail to conduct yourself in an appropriate manner, you can be denied transportation services for a period of time.** Questions about the bus should be directed to the transportation office by calling 317-988-6375. Also, you may locate your bus stop and other important information by

using the link on the LHC web page. Just click on the yellow bus.

LUNCH PROGRAM

Every student is issued a Student personal identification number (PIN) for use in the cafeteria and media center. All Lynhurst students receive a free breakfast and free lunch. Money is only necessary for the purchase of extras, and can be added to your student's account.

Lunchroom Rules

1. Students will talk at a normal level to the students at their table.
2. Students will remain in their assigned seat unless directed otherwise.
3. Trays and trash will be returned to the appropriate area.
4. Any boisterous, loud, or otherwise disruptive or inappropriate behavior may result in removal from the cafeteria, as well as other consequences.
5. No food or drink is to be taken out of the cafeteria.
6. Students are not to bring bags of any kind to lunch. Students are allowed to bring appropriate lunch containers if they choose to bring their own lunch.
7. Students without the proper lanyard, lunch card, or student ID will stand on the wall and will line up last to eat.

LOCKERS

Individual lockers are assigned by the school. **Lockers and combinations are NOT to be shared with anyone.** All lockers may be opened for inspection at the discretion of the school authorities. Students are expected to keep their lockers neat and clean and report any malfunctions to their counselor. Students are responsible for what is in their lockers. **Cell phones should be locked in the locker during the school day.**

LOST AND FOUND

All lost and found items are placed outside the school bookstore. Any item that is not picked up within a reasonable length of time is given to charity.

Giant Station (Formerly the Book Store)

All fees, book rental charges, and extracurricular payments are made in the Giant Station. Pencils, pens, paper, and other school supplies are for sale every day at the opening of school and during the lunch periods.

MEDIA CENTER

The media center will be open throughout the school day. You are encouraged to use the media center as much as possible. It may be necessary for a student to visit the library during class time to do research. In such cases, the student must get permission from the teacher and then, upon entering the library, ask the librarian for assistance. A quiet study atmosphere is necessary for all students to research and study.

TELEPHONE

Students are not to use the office phones or classroom phones except in an emergency or with staff permission. Again, cell phones should remain locked in lockers during the school day. Calling and texting from a cell phone during school hours is not allowed. If a parent needs to get a message to a child, please call the office and the message will be delivered as soon as possible, at an appropriate time. Cell phones may be confiscated if used without permission during the school day, or if causing a disruption. **Cell phones are also not to be used while in the clinic. To protect student privacy, any unauthorized cell phone use in the clinic will result in confiscation of the phone.**

WIRELESS COMMUNICATION DEVICE

A new Indiana law (SEA 185) requires schools to regulate the use of personal wireless communication devices (WCDs) like cell phones, earbuds, tablets, and laptops during school hours. This law aims to ensure a focused and productive learning environment.

Balancing Screens with Skills

M.S.D. of Wayne Township's comprehensive Wireless Communication Device (WCD) guidance balances the use of personal devices with minimal disruption in the classroom and essential collaborative and social-emotional skills.

Key Points of Our New Policy

Developmental Stages and Responsibility:

The guidance is aligned with our students' developmental stages, ensuring a gradual increase of responsibility as they mature and develop self-regulation skills.

Use of Personal WCDs:

Personal WCDs, such as cell phones, earbuds, tablets, laptops, gaming devices, and wearable technology, will be regulated during instructional time.

Students must bring their district-issued devices (iPads in K-2 and Chromebooks in 3-12) to class.

Personal WCDs are prohibited in the classroom unless approved by the teacher.

Special Situations:

In unique cases, students with identified disabilities may need to keep a personal WCD with them during the school day. The case conference committee approves these situations and will consider them only when necessary to meet specific, documented needs.

Communication During the School Day:

Parents can call the school's main office to communicate necessary information, especially in emergencies.

Parents are encouraged to send an email to the student's district-issued email.

Middle School (7-8):

Bring District-issued Chromebook devices daily.

Keep personal devices at home or silenced in a backpack or locker.

Consequences for Violations

1st Offense: Verbal warning, caregiver contacted by teacher

2nd Offense: Classroom documentation with caregiver contact by teacher

3rd Offense: Offense referral, caregiver/student conference with the administrator

4th Offense: Offense referral, device confiscated and returned to student

5th Offense: Offense referral, student consequence not resulting in missed instruction, device confiscated and returned to caregiver

6th Offense and Beyond: Offense referral, device confiscated, and returned to caregiver with progressive consequences

Our new policy and guidelines aim to empower students with essential digital literacy skills while fostering collaboration, communication, and social-emotional growth. By purposefully and responsibly integrating technology in school, we endeavor to cultivate well-rounded students equipped to thrive in an increasingly interconnected world.

Please contact your child's principal if you have any questions regarding this guidance. Thank you for your cooperation and support.

Student Bicycle Transportation

In accordance with School Board Policy C475, parents may request their child ride a bicycle to and from school under the following guidelines:

- Permission is granted from the building level administrator.
- The student resides in the "walker" area of school.
- A helmet is worn while riding the bicycle.

- The bicycle is locked in the bicycle rack with a lock provided by the owner. The school district is not responsible in case of theft or damage to the bicycle while it is on school property. Failure to follow the above guidelines may result in suspension of bicycle riding privileges and/or other disciplinary actions, as appropriate. The bicycle rack is on the south side of the building, by door number 12.

- Students are **not** permitted to ride or drive motorized vehicles to school or on school grounds.

VISITORS

Parents are welcome to visit the school, but are not permitted to observe classrooms. Parents are welcome to call a counselor or team leader to arrange a teacher conference whenever it is desired. **All visitors are expected to report to the office upon entering the building to obtain a visitor's badge. A limited background check will be performed before entry is granted.** Students may not bring other visitors to school without prior approval from the administration. Please see the receptionist for a handout which describes visitation guidelines and expectations.

CARE OF CHROMEBOOKS, BOOKS AND SUPPLIES

Your Chromebook is considered essential, and should be brought to school charged and in good working order, every day. If lost, damaged, or destroyed, an appropriate fee will be charged. It is NOT the school's responsibility to pay for damages or theft. Textbooks need to last for 6 years due to the state adoption schedules. We realize there will be a normal amount of wear, but we expect students to take responsibility to care for them. Excessive abuse to textbooks will result in a fine for the student to pay when the book is returned. There is a cost to rebinding or replacing textbooks.

FUNDRAISERS

Fundraisers that are not school related need an administrator's permission before any selling of goods on school grounds can occur.

HOMEWORK POLICY & PROCEDURES

1. Homework is assigned in most classes. It is used to practice skills for the standards covered within the classroom. The homework also allows students to get reinforcement of the day's lessons. In-class assignments that are not completed will be assigned as homework.
2. Students will be asked to use a planner or a Google calendar or app for daily communication for assignments. Students will copy the course agenda board for each class daily. Homeroom teachers will check the planner/Google app daily. This will be part of the homeroom participation grade. Classroom teachers will also check the planner/Google app periodically.
3. Homework assignments help students become more proficient in all subject areas. Students are expected to complete all assigned homework. Students should expect ½ to 1 hour of homework and/or reading and studying each evening.
4. Homework may count for up to 20% of the student's overall grade.

5. Make-up work will be counted for full credit as long as it is turned in within the required amount of time set forth by the teacher.
6. Late work may be accepted for partial credit. This is up to the teacher.
7. Parents and students have access to Skyward to check grades at any time.

EMERGENCY PROCEDURES

Fire Drills: When the alarm is sounded, students are to exit the building quietly and in an orderly manner, following the directions of the teachers, and as posted on the classroom sign. Once outside, students should move to the designated area where the teacher will check attendance and give further instructions.

Storm warnings and other emergencies: In the event of severe weather conditions or other emergencies, students are to proceed with their teachers to the nearest safe area as shown on the posted signs. Students are to follow teachers' instructions when they arrive in the designated area. Students will be instructed on the correct safety position.

Lockdowns: Lockdowns are practiced so that all students and staff understand the procedures necessary to keep them safe if there is an intruder, threat, or potential threat. All exterior doors are kept locked and are frequently checked. Students are instructed NEVER to open an exterior door for anyone. Not even the principal. (Mr. Wilson has his own key!) Lyhurst also has a full-time School Resource officer who is trained and equipped to deal with any such emergency.

Metal Detectors: Lynhurst is equipped with walk-through and wand metal detectors and students will be subject to random metal detection upon entry to the school. When this occurs is at the discretion of school administration. Bags and backpacks are subject to search, as well.

CHOOSE TO BE INVOLVED

We believe that students who participate in school related activities increase their chance for success in school. The following are a few of the many activities: Robotics, Environmental Club, National Junior Honor Society, Brothers of Another Color, Student Ambassadors, Chess Club, Flight Club, **E-Sports**, Diamond Dynasty Dance Club, and World Languages Club. School athletic sports teams include: Cheerleading, Football, Volleyball, Cross Country, Tennis, Soccer, Swimming, Basketball, Wrestling, Softball, Baseball, Track and Field, and Golf.

Students participating in sports teams must have a physical examination and parent permission slips completed before their first practice. We recommend that boys and girls who participate in the athletic program carry insurance. Insurance is available through a school district approved plan or it may be purchased individually through any other insurance company.

ELIGIBILITY

In order to be an active participant in athletics, students must not be failing more

than one subject at the 9-weeks grade report. 4 1/2 week progress reports will be used to determine reinstatement of eligibility. A student may be placed on probation until grades are acceptable for reinstatement. A student must be in attendance at least two of the four class periods on the day of events in order to participate. Students leaving during the day due to illness or discipline will not be permitted to attend events held that evening.

CONDUCT AT SCHOOL ACTIVITIES

The school, the PTO, Title 1/STAR Reading, Avid and/or Student Ambassadors will sponsor occasional after school events or social activities to which some members of the student body will be invited. Those students who have office referrals, Friday Schools, or suspensions, may not be allowed to come to the dances or events. Identification and a valid ticket will be checked. Students may not leave the activity location until its end, unless a parent signs them out with the activity sponsors. All school rules apply to dances and other after school activities.

Student behavior at athletic events, music department events, drama events, or other school activities should be courteous, appreciative, and sportsman-like. All school rules apply at these events.

STUDENT CODE OF CONDUCT

It is the purpose of all Wayne Township Schools to provide a safe and orderly learning environment. In order to fulfill this purpose, it is essential to establish certain standards for student conduct. All students are subject to these standards and are subject to the responsible direction and correction from all adults (certified and non-certified) on the school staff.

Misconduct involving school policies may result in one or a combination of the following: re-direction, counseling, verbal reprimand, extra work assignments, loss of privileges, required parent conference, suspension from extra-curricular activities, suspension from bus privileges, detention, Friday Evening School, In-School Suspension, Out-of-School Suspension, expulsion, assignment to alternative school, or other appropriate consequence.

LEADERSHIP, HONOR, COURAGE

Students are expected to obey all school rules and demonstrate good character by showing leadership, honor, and courage (LHC). Failure to obey the rules will lead to disciplinary action. Examples of student misconduct and substantial disobedience include but **ARE NOT LIMITED TO** the following offenses:

1. Students are expected to show respect for all staff members. Students are expected to show respect for other students by refraining from inappropriate language, gestures, or touching. The use of abusive, vulgar, or threatening language, and/or gestures indicates a lack of respect and is unacceptable.
2. Students should put large book bags and coats in their lockers during the day.
3. Students are not to chew gum or have candy in school. Food and drink purchased in the cafeteria are to be disposed of there and not taken to the hallways. When teachers reward students with food or drink, it is to be consumed and disposed of before leaving the classroom. Water bottles are permitted. Filling stations for water bottles are provided around the school.
4. Students are expected to walk, not run, and remain quiet in the hallways.

5. A student shall have in her/his possession a corridor pass, or an office request pass when going through the hall during class time.
6. Students are not permitted to have, use, or distribute vapes, tobacco, alcoholic beverages, drugs, fireworks, weapons, or explosives.
7. Students shall respect school property and the property of other students.
8. Students are to be only in supervised areas throughout the school day.
9. Students are to obey all laws of the State of Indiana.
10. Students are to comply with any directive given by a staff member.
11. Students are not to disrupt the learning environment.
12. Students are to refrain from rude, inconsiderate, and disrespectful behavior.
13. Students are to be seated in their classrooms prior to the tardy bell.
14. Students are to bring their assigned Chromebook and all necessary supplies to class.
15. Students are not to use technology inappropriately, including texting, messaging, or use of social media during school time.
16. Students are not to put their hands on another student, either in anger or in play.
17. Students are not to engage in kissing or other public displays of affection inappropriate to the school environment.
18. Students are to follow all classroom rules as provided by the teacher.

PROTECT YOUR PROPERTY

Students should keep their locker combination a secret. Your name is to be printed in all books, materials, and gym clothes. **Do not bring valuables or large sums of money to school.** Valuables and personal belongings that are not necessary for classroom work are to be left at home. Electronic devices are not permitted in the hallways or classrooms. Other devices include but are not limited to laser pens, c.d. and mp3 players, IPODS, tablets, electronic games, and other toys. **If a student chooses to bring devices to school, including cell phones, and they are lost, stolen, or damaged, the school IS NOT responsible nor financially liable.**

SCHOOL DISCIPLINARY ACTION

DETENTION – Detention is a disciplinary tool that staff may assign. Detentions will be assigned on a Disciplinary Report form. It will be served after school. Detentions will take precedence over other school activities for students. Students are required to bring work to do from their classes.

THURSDAY EVENING SCHOOL – Thursday Evening School is a discipline tool used by staff to provide appropriate deterrents and consequences to certain undesirable behaviors. The following behaviors may result in a student being assigned to Thursday Evening School: failure to serve a detention, cutting class, cafeteria misconduct, or other inappropriate behaviors per the discretion of the school staff.

IN-SCHOOL SUSPENSION – The ISS program is utilized as an alternative to the out-of-school suspension. Assignment to this program will be at the discretion of the staff.

Students are assigned to a separate learning area on the school grounds. **REMOVAL FROM CLASS** - If a teacher finds it necessary to remove a student from class due to disruption on the part of the student, in order to regain control of the class, the teacher may remove the student to the ISS room **and assign a Detention or Thursday Evening School to the student.**

OUT-OF-SCHOOL SUSPENSION – In cases where the student is not learning to change the behavior causing the problem, or if the nature of the problem is serious, the student may be suspended from attendance at school. Parents will be notified of the suspension.

Indiana State Law provides for drivers license invalidation after 6 out-of-school suspension days. This will be automatic, and will result in a student being unable to obtain his or her license until the age of 18 years old.

STUDENT RESPONSIBILITY – The way a student dresses, talks, and acts reflects upon oneself, one's family, the school, and the community. We expect each student to realize that he/she has a responsibility to maintain a high standard of excellence. The student is responsible to the school for his/her behavior from the time he/she leaves home in the morning, until he/she returns home after school. The bus driver has the responsibility to report any misbehavior to the assistant principal's office.

PARTICIPATION – Students on In-School Suspension, Out-of-School Suspension, or expelled from school may NOT participate in any school related activity during the period of their suspensions or expulsion. They may not attend class, engage in any athletic practice or performance, or attend after school activities such as parties, dances or ball games. Students who are expelled, suspended, or currently enrolled online may not be on the school grounds without prior written permission from the principal.

DUE PROCESS

The school will afford due process rights to each student when an investigation is underway. Due process is guaranteed to individuals by the Fourteenth Amendment to the United States Constitution. Due process in education implies that rules and regulations of schools are published and distributed; that students know and understand these rules and regulations; that when a student is suspected or believed to have violated a rule or regulation, he or she is confronted with this suspicion or belief and given the opportunity to respond; that when rules or regulations are violated, certain consequences may occur; and that if expulsion from school is a recommended consequence. If the student or his or her parent wishes, a meeting will be held. Appeals to the School Board may follow in sequence.

HARASSMENT

Harassment, including through electronics or social media, will not be tolerated in any Wayne Township School. It is the objective of the MSD of Wayne Township to provide members of its school community with an atmosphere conducive to the achievement of their objectives in work and learning in the activities within its jurisdiction. Harassment of any member of the school community is inconsistent with this objective and will be prevented where possible and sanctioned as necessary to prevent reoccurrence. "Harassment" as used in the MSD of Wayne Township Policy means (1) unwelcome words or actions directed to another person, which interferes with the victim's ability to work, learn, or successfully participate in a school activity; or (2) an offer of a benefit or an opportunity to avoid a sanction if the victim accommodates or does not reject the harasser's words or actions. The

term specifically includes but is not limited to behavior motivated in whole or part by the victim's gender, race, disability, religion, national origin or ancestry, protected conduct or expression protected by the First Amendment, or association with others for a lawful purpose.

DRUG TESTING

The use of vapes, illegal drugs, alcohol, and tobacco is prohibited and requires interventions. Students may be tested through voluntary testing which requires parental/guardian permission or required testing based on individualized, reasonable suspicion. Voluntary testing may be requested when a student violates certain school rules or if the student is having significant trouble with grades or attendance. "Individualized, reasonable suspicion" means circumstances which, when considered together in the context of which each occurred, give rise to a reasonable belief that, at the time the test would be administered, the test would show that the student had used a drug, alcohol, or tobacco in violation of Indiana or Federal Law or MSD of Wayne Township Student Conduct Rules.

Substances for which students may be tested include illegal drugs, legal drugs, alcohol, tobacco, and substances that mask the presence of or block the detection of another substance. The use of a "blocking agent" is an expellable offense. The refusal to provide a specimen is a violation and will have the same consequences as a positive test. The results of voluntary testing will be reported to the district testing coordinator who will notify the parent/guardian of the results. If the test results are positive, the testing coordinator will work with the parent or guardian to find appropriate assistance for the student. The consequences of a confirmed, positive, required test shall be consistent with the Student Code of Conduct.

STUDENT DRESS CODE

We expect all students to come to school clean and dressed in a manner which will promote their learning and the learning of others. Students are to be groomed and attired to reflect credit to themselves, their families, their school, and their community. Clothing and attire are to be clean, neat, safe, appropriate, and must not create a distraction to the learning environment. In particular, we establish the following:

No article of clothing, tattoo or accessory may contain language or graphic representations depicting or promoting the use of drugs, alcohol, tobacco, showing gang affiliation or encouraging gang activity, violence, or sexual activity. These guidelines are provided to assist students and their families in recognizing what is acceptable in the Wayne Township schools. Please contact your student's principal for further clarification and requests for special circumstance exemptions. Students who are in violation of the student dress code are subject to administrative action including the possibility of being sent home for the day.

Shirts/Tops – All shirts or tops must "cover" the underarm, chest, shoulders (no spaghetti straps), stomach, and back.*

Pants, Skirts, Shorts – All articles of clothing on the lower torso must rest naturally at the top of the hip to ensure that undergarments are not visible in the standing or sitting position. Shorts and skirts must be mid-thigh/fingertip in length when a student's arms are comfortably at his/her side. Clothing which is primarily constructed of spandex, spandex

type or other excessively tight material is not permitted as an outer garment, unless it is covered by acceptable clothing at the mid-thigh/fingertip length. Pajamas are not permitted. Any holes in the clothing above fingertip length must be covered with tape or other materials.*

Shoes – Footwear must be worn in school at all times. House slippers are not permitted. Excessively loose shoes or shoes that pose a tripping hazard should be avoided.

Jackets/Coats – Jackets are permitted to be worn in the school during the instructional day. Heavy coats designed for frigid temperatures and/or excessively large coats are not permitted.

Headwear and Glasses – Sunglasses shall not be worn in the buildings. Head coverings will not be permitted during the school day. Students may appropriately use articles (barrettes, bandanas, headbands, scarves) designed to pull or hold hair.

Hair/Facial Jewelry – Student’s hair, jewelry, or other accessories should not interfere with the educational environment of the school or safety of each student.

Book bags/Backpacks – Book bags and backpacks are permitted in school. Excessively large bags and bags with rollers may be restricted during the school day.

Undergarments/See Through Materials – Undergarments are not to be visible at any time. Outer garments are to be worn in a manner which will cover up all undergarments. See through materials do not constitute “cover.”

***This list is not intended to be an exhaustive list of prohibited items. Clothing, accessories, and other items deemed disruptive, or contrary to the school’s mission by the school administration may be prohibited.**

WHO TO CONTACT

TO GET HELP REGARDING	GO TO	CALL 317-988-8100
Athletics	Athletic Office	317-988-8170
Attendance/Early Dismissal/Late Arrivals	Attendance Line Attendance Office	317-988-8210 317-988-8100
Book Rental/ Lost and Found	Giant Station (Bookstore)	317-988-8118
Bus Information	Transportation	317-988-6375
Change of Address &/or Schools	Guidance Office	317-988-8146

Discipline	Assistant Principals	7th - 317-988-8147 8th - 317-988-8143
Illness/Medicine	Clinic	317-988-8149
Lockers	Asst. Prin. Secretary	317-988-8128
Counseling Services/ Schedule Adjustment	Mike Horning Ashley Chafin	317-988-8144 317-988-8142 317-988-8126

SCHOOL CALENDAR 2024-2025

July 31	1st Day for All Students
Sept. 2	Labor Day, NO SCHOOL
Sept. 27	End of 1st grading period
Oct 9,10	Student-Led Parent-Teacher Conferences
Oct. 14-25	Fall Recess–NO SCHOOL
Nov. 5	Staff Development Day–NO SCHOOL for students
Nov. 27-29	Thanksgiving Recess–NO SCHOOL
Dec. 20	End of 1st Semester
Dec. 23-Jan 3	Winter Recess–NO SCHOOL
Jan. 6	Staff returns to school, no students.
Jan. 7	Second Semester begins. Students report to school.
Jan. 20	Dr. Martin Luther King, Jr. Holiday–NO SCHOOL.
Feb. 17	Presidents’ Day–NO SCHOOL
March 14	End of 3rd grading period.

March 24-04/04	Spring Recess--NO SCHOOL
May 26	Memorial Day--NO SCHOOL
June 4	End of 2nd semester, last day of school for students.
June 5	Teacher work day

WE ARE WAYNE!
GREAT SCHOOLS
GREAT COMMUNITY