RAMSEY RAMS



Ramsey Middle School 2024 - 2025 Student Handbook

MISSION

Empower Each Student to Succeed

VISION

The vision of Ramsey Middle School is to provide a safe atmosphere that promotes learning, respect, diversity, and accountability.



Ramsey Middle School

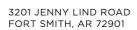
Dear Parent:

Please sign and return this sheet to the counseling office.

A complete copy of the Ramsey student handbook may be accessed at www.fortsmithschools.org/domain/449. A hard copy of the handbook may be requested in the Ramsey front office.

This is to confirm that I have access to the Ramsey Middle School Student Handbook (www.fortsmithschools.org/domain/449).

Date
Printed Student Name
Student Signature
Grade
Parent/Guardian
Yes, I give my permission for my child's name to be published if he/she makes the school honor roll.









479-783-5115 479-784-8119 FAX FORTSMITHSCHOOLS.ORG/RAMSEY

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WELCOME TO RAMSEY MIDDLE SCHOOL

Students and Parents/Guardians:

This handbook has been prepared to familiarize you with the organization of our school and to familiarize you with the procedures and rules of Ramsey. The information contained in this handbook will not answer all of your questions, but it will provide a general guideline for you to follow. It is important that students and parents/guardians read this carefully. If you have any questions which are not addressed, please do not hesitate to contact the office at Ramsey. We are proud of Ramsey Middle School, and we hold the highest expectations for our students. Ramsey students have the responsibility to conduct themselves properly at all times, and to strive for excellence in all areas.

While an attempt has been made to include all appropriate policies and procedures, this document is subject to change as new policies and procedures are adopted. The intent of this publication is to inform students and parents about our school and the specific implications, with regard to Ramsey Middle School of the Fort Smith Public School District. We will follow all federal, state, and district guidelines.

Jennifer Crawford, Principal Alicia Henry, Assistant Principal Grant Needham, Assistant Principal

SPECIAL NOTE TO PARENTS ABOUT TRAFFIC

If you transport your child to school and use the Dallas Street entrance, it is required that you advance all the way into the parking lot before unloading students or equipment. DO NOT stop in the driveway to unload. This is mandatory to prevent backing up traffic on Dallas Street. Traffic congestion only increases the risks to our students. Supervision is provided only for campus areas. Students are to report to the designated areas before school. Persons dropping off or picking up students should remain in their vehicle. Paved parking areas are reserved for teachers, staff, parents and visitors. Students driving motorized vehicles must park in designated parking areas.

GUIDELINES FOR EXCUSED AND UNEXCUSED ABSENCES

The Board of Education of the Fort Smith School District recognizes that prompt, regular attendance in school is extremely important. Excessive absenteeism not only adversely affects the learning process of students but may impede the normal progression of a student through the grades. The Board expects each student to attend all scheduled classes and daily activities except when a student has been excused by the principal or principal's designee. Students who report to school but fail to attend all scheduled classes and activities, except where officially excused, are contributing to the potential disruption of the instructional program. A parent/guardian or persons with loco parentis have the responsibility to require his/her student prompt, regular school attendance. A parent/guardian should be familiar with the educational program of the school and rules regarding attendance and student behavior. Unless a student has an excused absence from school, he/she should be in attendance. Excessive absences may result in a denial of promotion or graduation(ACA 6-18-222).. Excessive unexcused absences may result in the filing of a Family in Need of Services (FINS) petition with the juvenile court.

ATTENDANCE

Types of absences: Excused, Parental Permission, and Unexcused.

A. ABSENCES

1. Excused

Excused absences are those where the student was on official school business or when the absence was due to one of the following reasons. A written statement presented or uploaded for an absence within 5 days will be excused.

- Student's illness when medically documented or approved by the principal;
- b. Death or serious illness in the immediate family, i.e.-spouse, child, parent, sibling, grandparent, any relative who lives in the same household as the student;
- Observance of recognized holidays observed by the student's faith;
- d. Attendance at a medical appointment;
- e. Exceptional circumstances with prior approval of the principal;
- f. Participation in FFA, FHA, or 4-H sanctioned activities;
- g. Participation in the election poll workers program for high school students; Up to one(1) time during earache scheduled election, a student shall be excused for the time the student accompanies the student's parent when the parent is exercising the parent's right to vote in a scheduled election
- h. Absence granted to allow a student to visit his/her parent or legal guardian who is a member of the military and has been called to active duty, is on leave from active duty, or has returned from deployment to combat zone or combat support posting. The number of additional excused absences shall be at the direction of the Superintendent or designee;

- i. Absences for students excluded from school by the Arkansas Department of Health during a disease outbreak because the student has an immunization waiver or whose immunizations are not up to date;
- j. Any circumstance not covered above which the District determines are excused.

An excused absence shall afford the student the privilege of making up all assignments and/or class activities as the teachers direct.

Official written verification includes signed doctor, dentist, court or legal documents identifying the office and/or the name of the professional who provided the service.

2. Parental Permission

- a. Parental permission may be granted for any reason including personal illness without written verification, provided the parent has contacted the attendance office, by note or phone call, the day the absence occurs.
- b. The student may not exceed five (5) parental permission absence days for the school year. If a student exceeds five (5) days of parental permission absence in any class for the year, all parental permission days beyond the first five (5) are classified as unexcused.
- Parental permission shall afford the student the privilege of making up all assignments and/or class activities as the teachers direct.
- d. Absences for parental permission shall not be granted in conflict with semester examination schedules.

3. Unexcused

a. An unexcused absence shall be considered to be a willful absence (truant) from school if it is without the knowledge of the student's parent/guardian.

- b. Any other absence not considered excused in the two preceding sections will be counted as unexcused.
- c. Any student who is truant or has an unexcused absence forfeits the right to make up any work for credit.
- d. Students on short-term suspension from school (not to exceed ten days) shall be considered absent but excused for the purpose of completing make-up work during the term of the suspension. These students will be expected to make up their school work and may receive full credit upon satisfactory completion. The sole responsibility for completing assigned work rests with the student. All make-up work should be returned to the appropriate teacher upon the student's return to school. For the purpose of absenteeism, short-term suspension days (not to exceed 10 days) shall be considered unexcused.
- e. A student with four (4) or more unexcused absences per semester may be assigned consequences.

 Minimum-reprimand; Maximum-suspension.
- f. Students with ten (10) consecutive unexcused absences shall be dropped on the eleventh (11) day. Students will be allowed to re-enroll upon return. Space is not guaranteed at the same school upon reenrollment. (A.C.A. 6-18-213.)
- **4.** School Business-School business days will be excused. School business designation is limited to school sanctioned/sponsored activities and events.

B. PARENT/GUARDIAN CONTACT

The parent/guardian should contact the school by 9:00 a.m. any day that a student will be absent. In addition to assisting the school with the attendance record, parent/ guardian notification to the school is a security measure to verify the locations of all students. Any absence not verified with the parent will be considered to be unexcused.

Upon the 5th unexcused absence in any semester, a letter will be sent to the parent/guardian notifying him/her that upon the 10th unexcused absence of the same semester the student may be denied promotion or credit. Before a student accumulates the 10th unexcused day of absence for the semester, the student, the student's parents, or guardian may petition the school principal for a conference to address the student's absences (Act 1223 of 2011). Exceptions to this rule will be made in accordance with the student's IEP or 504 plans.

Students with long-term, medically documented illness or injury may be allowed to make up work and may be given assistance in obtaining credit for courses in which they are enrolled.

C. LEGAL NOTIFICATION

Upon notification by the School District that a student of mandatory school age is no longer attending school or has 10 consecutive absences in any class, the County Prosecuting Attorney or City Prosecuting Attorney will be notified that the student is no longer attending school. Students with unexcused absences in excess of 10 total days in any one semester may be considered delinquent, and appropriate notification to the County Prosecuting Attorney or City Prosecuting Attorney may be made subject to the directions of the Superintendent or his/her designee.

The Fort Smith School District shall notify the Arkansas Department of Finance and Administration whenever a student 14 years of age or older is no longer attending school, and the Department of Finance and Administration shall suspend the student's learner permit or driver's license until the student re-enrolls and is successfully attending school.

ATTENDANCE POLICY VIOLATIONS

A student absent without the consent of his parent/guardian is considered truant. Truancies are recorded per year. Students are also considered to be violating attendance policies if they:

- 1. Leave school without checking out through the office.
- 2. Are absent from class without permission (this includes walking out of a class).
- 3. Obtain a pass to go to a certain place and do not report or stay there.
- 4. Become ill and go home or stay in a restroom instead of reporting to the nurse's office.

Attendance policy violations will result in the following disciplinary actions:

1st offense 1 day of ISS, warned of penalties for future

violations, parents notified.

2nd - 5th offense 2 days of ISS, parents notified.

6th offense + District Policy

LEAVING CAMPUS

All Fort Smith Schools have closed campuses. This means that once a student arrives on campus, leaving for any reason without following procedures will be considered truancy. If a student must leave for an appointment, a note must be presented in order to receive an exit slip or the parent must come into the attendance office and sign out the student. The note should have the reason and time for leaving. Unexpected or emergency requirements to leave school early can be arranged through the Assistant Principal or designee. Parents should note that students will not be allowed to leave with anyone who is not listed on their registration sheet/computer.

Students will be allowed to leave at lunch **ONLY** with their parent/guardian and **ONLY** if that parent/guardian comes in and signs out the student. Leaving campus without following these procedures will be considered unexcused. Students must return to school and check in through the front office before the tardy bell rings at the end of the twenty-five minute lunch period. Only parents are allowed to eat lunch at school with a student.

TARDINESS

Promptness is expected of all students. Students who are not in the classroom when the tardy bell rings will be considered tardy. If a student arrives at school tardy during first period, he/she should report to the Main Office. Excessive tardiness will result in disciplinary action. Three tardies are equal to one day of absence.

Teachers will determine whether a tardy is excused or unexcused during periods 2 through 8 and will provide consequences according to the handbook. The assistant principal should be notified on a student's 10th unexcused tardy.

Repeated tardiness to a class or to school will result in the following penalties:

1st - 3rd tardies warning

4th - 6th tardies 1 lunch detention issued by the teacher 7th - 9th tardy 40 minute detention after school issued by

the teacher

10th + **tardy** 1 day of ISS issued by the assistant principal

LEAVING CLASS

Students should make every effort to take care of their business between classes. This includes using the restroom and filling water bottles.

Students will be required to sign out if they have to leave the classroom to take care of their business. If a student has excessive sign outs (apart from a medical reason), redirective or disciplinary action may be taken by school administration.

STUDENT DRESS CODE

In order to enhance high standards and promote the teaching and learning process in our schools, we must encourage neatness, cleanliness and decency in personal dress and appearance of all students. In view of that, all students will be expected to be dressed and groomed to present a respectable image to promote an environment conducive to student learning during the school day and at school activities.

Dress Code Violations:

1st - 3rd	Warning/Documentation
4th	1 lunch detention issued by the office
5th - 9th	40 minute after school detention issued by the office
10th +	1 day of ISS issued by the office

General:

- 1. Students will be expected to wear school clothing to school.
- 2. Styles must not infringe on the rights of others or pose a hazard to personal safety.
- 3. State health laws require that shoes be worn at all times.
- 4. Hair must be neat and clean.

Specific Prohibitions:

- 1. Clothing styles that are revealing to the point of disruption or distraction. *Examples include but are not limited to the following:*
 - a. Spaghetti straps.
 - b. Any type of strapless apparel.
 - c. Shirts, blouses or tops that expose any part of the stomach.
 - d. Any type of spandex apparel or clothing that is tight to the point of being inappropriately revealing.
 - e. Low-cut attire, bare backs, halter tops, mesh attire, or shirts, tops, or blouses with open sides, tank tops, see-through clothing, etc. Straps on girls' tops must

- extend from the edge of the neck to the tip of the shoulder.
- f. Undergarments (underwear, bra, etc.) cannot be exposed.
- 2. Clothing or body art that advocates poor standards of character and citizenship. *Items in this category include:*
 - Advertisements for alcohol, drugs, e-cigarettes, or tobacco.
 - b. Displays of excessive violence. Slogans associated with death, suicide or killing are a few examples.
 - c. Suggestive language, slogans or sexual connotations.
- 3. Clothing, drawings, body art, jewelry, symbols or items that denote or suggest membership in a public school fraternity, sorority, secret society or organization, or gang.
- 4. Skirt length must extend to 2 inches above the knee.
- 5. Guidelines for lower body clothing:
 - Students will be permitted to wear jeans, long slacks or capri pants. Shorts must extend below the mid-thigh.
 - b. Shorts or skorts may be worn at activities before or after school, practices, rehearsals, or workouts at the discretion of the sponsor. All other dress code policies will be followed.
- 6. All clothing must be worn in the manner in which it was intended. Clothing with straps, suspenders, etc., must be worn with all straps properly fastened.
- 7. Sleepwear/lingerie, house shoes, slippers, etc. are prohibited.
- 8. Clothing with rips, tears or holes above the midthigh is prohibited. Flesh cannot be shown through rips or tears above midthigh.
- 9. Hats or other head coverings including bandanas are prohibited on campus except at athletic events or outdoor activities. Hoods will not be worn in the building.
- 10. "Sagging" or "bagging" is prohibited.
- 11. Gloves of any kind are prohibited.

- 12. Sunglasses (worn in the building) are prohibited.
- 13. Any type of chain, including wallet chains, dog chains or collars, or studded apparel is prohibited.
- 14. Blankets are prohibited.
- 15. Costumes are prohibited including accessories such as tails, ears, masks, etc.
- 16. A face mask will be worn according to state and district guidelines.

STUDENTS' RIGHTS, RESPONSIBILITIES AND LIMITATIONS

Ramsey Middle School is a community, and the rules and regulations of the school are the laws of that community. All those enjoying the rights of citizenship in the school community must also accept the responsibility of citizenship. A basic responsibility of citizenship is to respect the laws of the community. The teacher is required by law to maintain a suitable environment for learning, and administrators have the responsibility for maintaining and facilitating the educational programs. The teacher has the authority to discipline students for cause. The Principal and Assistant Principals are authorized to suspend students for cause.

Students are expected to abide by the guidelines in the Fort Smith Public School District Student Handbook. The penalty for violations of rules and regulations range from reprimand to expulsion depending upon the circumstances regarding the violation. Progressive Discipline of secondary students will be progressive based upon a student's disciplinary history. The following rules, regulations, and procedures are designed to protect all members of Ramsey Middle School community in the exercise of their rights and duties:

- Cooperation with school personnel Students must obey
 the reasonable instructions of any school district personnel.
 Failure to comply with the directions of school personnel
 shall be considered insubordination and subject to
 discipline.
- **Disruptive behavior** Conduct which interferes with the educational process is prohibited. Teachers may remove disruptive students from class until a parent conference can be held. Failure to comply with the dress code is considered disruptive behavior. The student shall not interfere with or distract another student during the period of silence. Students are to remain silent during this time period (ACT 576 of 2013).

- Requirement to identify self All persons must, upon request, identify themselves to school personnel in the school building, grounds, facilities, and at school sponsored events.
- Off campus events Students at school sponsored, off campus events shall be governed by school district rules and regulations, and are subject to the authority of school district personnel. Failure to obey the rules and regulations and/or failure to obey reasonable instructions of school district personnel shall result in loss of eligibility to attend school sponsored events, and may result in disciplinary actions under the regular school program.
- Abnormal or irrational behavior Any student whose actions are deemed abnormal or irrational may be suspended from class and/or from school by the Principal or Assistant Principals.
- Search, seizure and monitoring General searches of school property may be conducted at any time. Items which are deemed likely to result in disruption or interference with the educational process will be removed from the student's possession. The school district and staff will not be responsible for the safe keeping of these items. Search and seizure are permissible when there is reasonable belief that a controlled substance, weapon, or items in violation of school policy are present (ACA 6-21-608). Student lockers are to be used to protect personal items and books and are not to be used to store or conceal illegal or prohibited items or material. Lockers remain the property of the Fort Smith Public School District and are subject to inspection by school officials for reasonable cause. Privately-owned automobiles parked on school property may be searched by a school administrator if there is reasonable suspicion that the search would produce evidence indicating the student has violated the law or school rules.
- Surveillance cameras Areas of the Ramsey Middle School campus are subject to surveillance by cameras to enhance student and employee safety.

- School buildings and campuses (including parking lots) are subject to periodic search by the canine unit of the Fort Smith Police Department in an effort to reduce the presence of illegal and prohibited items on the campus.
- Fort Smith schools use video surveillance to assist in security and investigations.
- Criminal acts The commission of, or participation in, criminal acts in school buildings, on school district properties, or at school sponsored events by students is prohibited by school regulations. Disciplinary action will be taken by school authorities against students involved in criminal acts, regardless of whether or not criminal charges result from the student's behavior. State law requires that school district authorities notify the law enforcement authorities of any criminal acts. {ACA 6-17-113}
- Weapons The possession of a firearm or other weapon is prohibited on school property or at school sponsored events. Weapons may be, but are not limited to, firearms, knives, throwing stars, nunchucks, darts, air guns, ammunition, or facsimiles of these devices (water guns, cap guns, sling shots, etc.). Students in possession of weapons may be recommended for expulsion. The police will also be notified.
- Behavior on buses Student misbehavior could result in losing the privilege of riding the bus. Any student causing damage to a bus will be required to pay for the damage. The driver of a bus has the same authority over bus passengers that a teacher has over students in the classroom. Drivers have the responsibility to maintain conduct on their bus and will identify students who cause trouble to the Transportation Director or assistant director. The district believes all students can behave appropriately and safely while riding on a school bus. No tolerance will be shown for student behavior that interferes with drivers doing their jobs or which prevent students from having safe transportation. Students must ride the bus they are assigned to ride. Each driver will review the rules of conduct on the

bus with the students riding the bus. Physical or verbal abuse of the driver by a student will result in suspension. It is a privilege to ride a Fort Smith School Bus, not a right. Students are subject to school authority while on the bus. while loading or unloading, and while waiting at the bus stop. The bus driver has the authority to assign seats and to suspend students for cause from the bus. Drivers will not tolerate obscene language, rude gestures, or misbehavior. Buses will load and unload in areas designated by the transportation department. Students waiting to ride the bus should remain in the designated area until the bus arrives. If parents have suggestions or complaints regarding school bus operation, they should contact the Supervisor of Transportation at 785-2501. Patrons should not attempt to stop the bus while it is on the route. Students are to ride the bus they are assigned to and are not allowed to have friends ride home with them. In order to facilitate the planning of bus routes, students must ride their assigned bus and stay in their assigned seat. The following rules must be followed by those using the bus:

- 1. Keep all parts of their body inside the bus at all times.
- 2. No horseplay or loud talking is permitted on the bus.
- 3. Do not tamper with or damage any part of the bus.
- 4. Do not leave your seat or stand while the bus is in motion.
- 5. Do not throw anything from the bus windows.
- 6. No smoking, eating, or drinking is allowed on the bus.
- 7. Bus riders are under the supervision of the driver and must follow his/her instructions.
- Sexual harassment Sexual harassment is against the law, deemed unacceptable conduct and will not be tolerated. It shall be a violation of this policy for any student to harass another student through conduct or communications of a sexual nature. For the purpose of this policy, "sexual harassment" is defined as any unwelcome sexual advances, requests for sexual advances, requests for sexual favors

and/ or other inappropriate verbal, visual, written, or physical conduct of a sexual nature, whenever such harassment occurs on School District property or at school-sponsored events. Sexual harassing behaviors may include, but are not limited to the following actions:

- 1. Verbal harassment or abuse
- 2. Pressure for sexual activity
- 3. Repeated remarks to a person with sexual or demeaning implications
- 4. Unwelcome touching
- 5. Non-verbal harassment (gifts, pictures, drawings, cartoons)
- Retaliation prohibited School personnel will discipline any individual who retaliates against any person who reports alleged offense or who retaliates against any person who assists in an investigation or proceeding relating to the reported offense. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment.
- Bullying/Cyberbullying Bullying is against the law and will not be tolerated. "Bullying" is defined as intimidation that may include but is not limited to teasing, taunting, threatening, frightening, and/or hurting other students physically or emotionally, or influencing others to use such practices. School personnel will discipline any individual who retaliates against any person who reports bullying or who retaliates against any person who assists in an investigation or proceeding relating to a bullying complaint.
- Cheating Students are expected to do their own work and to develop the qualities of honesty, integrity, and ethical behavior. Students found cheating will be given a zero on the assignment involved. The student may be referred to the office and may be assigned to ISS and the parent will be notified. Future referrals to the office for cheating will result in a zero for the assignment involved and possible suspension out of school.

- Public Display of Affection (PDA) The public and open display of affection toward a student or between students on school property does not reflect a climate conducive toward learning. Displays of affection are a personal and private matter. Students are expected to abstain from PDA on school premises. Violation may lead to detention and possible suspension.
- Social Media Students should be mindful of the information they post. Online behavior should reflect the same standards as those used for face-to-face communications. Deleted information may be stored and retrieved indefinitely. Information marked "private" rarely is, and may be forwarded easily. Ideas should be shared in a respectful manner. View online content, including social media, as an extension of the physical classroom or building. If it is not appropriate in the classroom or out in the open at school, it is not appropriate online.
- Student Personal Property Students are cautioned not to bring valuables or large amounts of money to school. These items include cell phones, earbuds, headphones, personal electronic devices, etc.Students, not the school, are responsible for their personal property.

ELECTRONIC DEVICES

It is important that students and parents recognize the importance of school and the use of instructional time. Disruption and interruptions must be kept to a minimum. To promote the best possible learning and social environment, middle school students will not use their cell phones/smart watches during the school day.

- Cell phones and other electronic devices such as smart watches, tablets, etc. may only be used before school, after school, or at the school administration's discretion.
- The office telephone is available for student use with adult permission.
- Unauthorized use of electronics includes but is not limited to: texting, calling, playing games, having earbuds connected to a phone, making audio/video recordings, or accessing social media during the school day.
- The school is not responsible for unauthorized electronic devices when they are confiscated from students.

Violation of the electronic device policy will result in:

First/Second Offense:

• The phone will be confiscated and kept in the Assistant Principal's (AP) office until the end of the school day. A verbal warning will also be issued.

Third Offense:

• The phone will be stored in the AP office. The parent/guardian will be contacted, and the student will serve lunch detention.

Fourth Offense:

 A face-to-face conference will be scheduled with the parent/guardian. Parents must pick up the phone from the AP office, and the student will receive an after school detention.

Fifth Offense:

 The student will receive two days of after-school detention. The parent/guardian will be required to pick up the phone from the AP office.

Sixth Offense:

 The student will receive one day of in-school suspension. The phone will be stored in the AP office, and parents must retrieve it.

Seventh+ Offense:

Administrative discretion

Note: Confiscated devices will be available for pick up only at the end of school days unless the student is checked out early at which point the device can be picked up then.

TOBACCO, ELECTRONIC NICOTINE DELIVERY SYSTEMS, & RELATED PRODUCTS

Smoking or use of tobacco or products containing tobacco in any form (including, but not limited to, cigarettes, cigars, chewing tobacco, and snuff) in or on any real property owned or leased by a District school, including school buses owned or leased by the District or other school vehicles, or property utilized for school-sanctioned events is prohibited. Students who violate this policy, at any school-sanctioned event, may be subject to legal proceedings in addition to student disciplinary measures. With the exception of recognized tobacco cessation products, this policy's prohibition includes any tobacco or nicotine delivery system or product. Specifically, the prohibition includes any product that is manufactured, distributed, marketed, or sold as e-cigarettes, e-cigars, e-pipes, or under any other name or descriptor.

1st Offense: Possession or use of any tobacco/nicotine product will result in a 3 day In School Suspension.

2nd Offense: Possession or use of any tobacco/nicotine product will result in a 3 day out of school suspension.

3rd Offense: Possession or use of any tobacco/nicotine product will result in a 5 day out of school suspension.

PROHIBITED ON SCHOOL PROPERTY

The following articles are prohibited on school property:

- 1. Tobacco products (cigarettes, including electronic cigarettes, cigars, smokeless tobacco, chewing tobacco, etc.)
- 2. Weapons (guns, ammunition, knives, throwing stars, darts, nunchucks, brass knuckles, clubs).
- 3. Water pistols, cap guns, plastic guns, sling shots, paintballs, etc.
- 4. Firecrackers, smoke bombs, rockets, stink bombs, poppers, bang snaps, anything containing gunpowder, etc.
- 5. Horns and other noisemakers.
- 6. Drug paraphernalia and literature.
- 7. Drugs (medicine must be kept in the nurse's office).
- 8. Spray paints, paints, indelible markers or any other items that may be inhalants.
- 9. Electronic gaming during school hours.
- 10. Hats during school hours.
- 11. Pornographic, sexually explicit, or sexually suggestive materials. (Including electronic materials.)
- 12. Gang related items, clothing, drawings, jewelry, symbols, other signs, etc.
- 13. Wallet chains, dog chains, collars, or any other types of chains.
- 14. Matches, cigarette lighters, or other incendiary devices.
- 15. Laser pointers or other devices.
- 16. Toys.
- 17. Hard candy, sunflower seeds, and cough drops.
- 18. Sharpies or permanent markers.
- 19. Skateboards and similar devices.
- 20. Pepper spray and mace.
- 21. Face paint.
- 22. Bandanas.
- 23. Glass containers containing liquids to drink.

24. Any other item(s) deemed disruptive to the educational process or which pose a hazard.

RESTRICTED AREAS

Students should vacate the building by 3:35. Students may not leave campus or walk to any other part of the campus while waiting for the afternoon bus to arrive.

Students who walk home should leave the campus by 3:35. They cannot stay on campus to visit with other students. Once students exit the building, they are not to re-enter without permission.

Students may not enter the building in the morning until a duty teacher arrives at 7:30 a.m. Exceptions will be made for athletics, band, orchestra, and choir who have early morning practice or students who have a pass from a teacher for tutoring.

Students will not stand on the sidewalk blocking the main entrances. This sidewalk needs to be clear at all times for teachers and guests to enter the building.

BEHAVIOR IN THE HALLWAY

- Walk on the right side of the hallway.
- Students in the hallway during class time MUST have a hall pass, and they should proceed directly to their destination.
- Horseplay and running are not permitted.
- Do not stop to talk with your friends so as to block the flow of traffic.
- A minimum noise level will be maintained.
- Students will not congregate in groups.
- Be courteous and respectful of all persons.
- Do not block the doorway or corridor.

If students are in the hallway during class time, before school, or after school, they should have a pass from the office or from a teacher (one student per hall pass). Students are to take care of their personal needs during passing periods. There will be an assigned time for students to take care of personal needs during class. If students must go at other times they must have a note from a physician detailing the medical problem requiring this or if an emergency exists.

CAFETERIA PROCEDURES

Students are not to be in the building before school except to eat breakfast. Once they have finished breakfast, they are to report to the courtyard or tennis court. When the bell rings for lunch, students should WALK to the cafeteria and form two (2) single file lines. Students should follow all directions of the cafeteria staff and teachers on duty. Line-cutting and place-holding is not permitted. Students are not to enter the serving area until directed to do so by the duty teacher. Students should make their selections quickly, and should only pick up food they intend to buy. Students will select a seat and will not move from the seat until it is time to leave the cafeteria. There should be no more than four students at a table. Students cannot share or trade food. Food and other objects are not to be thrown. When finished eating, students should clean up their tables (area). Students will raise their hand and wait to be dismissed. Students will push in their chair, and place the tray, dishes, and silverware in the appropriate areas. Students should then report to the courtyard or tennis court area. Students should use the restrooms in "F" and "G" hallways during breakfast and lunch. The courtyard/tennis court, restrooms in "F" and "G" hallways and the cafeteria are the only areas students should be in during lunch. All other hallways and areas of the campus are restricted.

- Parents have the right to provide any food or beverage they
 desire for their child only. Parents may not provide
 food/beverage items to other children at school.
- Parents must check any food items through the office. Students cannot pick up food items from cars.
- Students are not allowed to share food.
- Students who forget their lunch card will be allowed to eat.
- A student cannot use another student's ID.
- Students cannot charge lunches or a la carte.
- Students cannot enter serving areas from the cafeteria.

Food or drinks are not to be taken out of the cafeteria. Soft drinks, such as *Coke*, *Pepsi*, etc. are not permitted in the cafeteria during breakfast or lunch unless purchased by the parent or guardian.

USE OF THE LIBRARY

Student use:

- Students may use the media center during their lunchtime before school (upon request) or after school to work on classwork or projects, to check out books, read for pleasure, play games, work puzzles, or as a privilege for good behavior.
- 2. Students may print school work for free; personal prints are \$0.25 a page.
- Each student must have his or her own media center pass to visit the media center even if the visit is to have their computer looked at.
- 4. Teachers may not send more than 3 students at a time from their classroom to the media center.
- 5. Teachers may create their own media center passes, or can request plastic passes from the media center staff.
- 6. Disruptive or off-task students will be sent back to his or her respective classroom. If a student is continually disruptive in the media center, he or she will be restricted from visiting.

NURSE'S OFFICE AND MEDICATION

The office has no medications, such as aspirin, to administer. If medication is brought from home to be administered at school, the parent must complete a medication form in the main office. All medications, both prescription and non-prescription, must be kept in the nurse's office. NO medications will be administered without a doctor's note. School staff are not responsible for keeping up with dosage times or for calling children to the office to administer medications. Prescription medications must be presented to the school in a new bottle (current date) each month and counted in by the nurse.

ID CARDS

Each student will be issued one free ID each year. Subsequent IDs cost \$2. These cards will be required for students to check out media center materials and to eat in the cafeteria.

Extra IDs are ordered online at any time. To order an ID students will use the following URL: <u>tinyurl.com/rjhhome</u> and click on the tile with the ID card.

IDs are printed at 11:00 each day. Do not allow students to leave class to pick them up. They may pick them up on their own time after 4th period.

Students who forget their lunch card will eat the lunch line assigned by the cafeteria. A student cannot use another student's ID.

Failure to carry the ID card daily may result in consequences. Minimum-reprimand; Maximum-suspension.

LOCKERS

Students may be assigned a locker in the gym for use in physical education. Do not bring valuables or large amounts of money to school and leave them in your locker. Students may not change lockers without the permission of the teacher who assigned it. **Students are not allowed to share lockers.** Locks to secure lockers must be Master V10 locks (these have a keyhole in the back). Unauthorized locks will be cut off without notice. Students should not give their combination to anyone. At the end of the school year, students should clear their lockers of everything, including their locks. The school is not responsible for anything left in the lockers. All lockers are subject to inspection and will be checked periodically. Lockers remain the property of Ramsey Middle School and are subject to inspection by school officials.

DETENTION

Lunch or after school detentions may be given by teachers or administrators for disciplinary infractions. The parent/guardian will be contacted by email to communicate the date, time, and reason for the detention. If a parent has a question about the detention, he/she should contact the staff member who issued the detention. Students must serve a detention the day AFTER it is issued. Teachers may not change detention dates.

Lunch detentions are held during the student's lunch. The student should report to room G3 to sign in and then will be sent to the cafeteria to get their lunch. If the student receives an after-school detention for misbehavior, he/she must make arrangements for transportation. After-school detentions are 40 minutes in length and begin at 3:35 p.m.

Students who are tardy to detention will not be admitted, and this will result in further disciplinary action. Students are to bring meaningful work, computer, pencil, and paper to detention. Failure to do so will result in another 40-minute detention the following day. Students who fail to show up for detention, or who receive excessive detentions, will be subject to ISS or suspension.

IN SCHOOL SUSPENSION

The function of the In School Suspension (ISS) is to provide an additional choice for disciplinary action. ISS is supervised by a certified teacher. Students assigned to ISS will have the privilege of attending school and maintaining grades, as well as having continuity of class studies. Students must attend the full number of periods assigned to ISS before he/she will be returned to regular classes. Students must attend ISS from 8:05 a.m. until 3:30 p.m. on the days assigned. Students will turn in their phone and backpacks to the ISS teacher when they enter the room. Students who do not report to ISS may be subject to another day of ISS. If a student leaves school for any reason during the assigned day, the remainder of the day must be made up when the student returns. Students who fail to complete their work in ISS may be held over until such work is completed to the satisfaction of the administrator. While in ISS, students receive a morning and afternoon restroom break, and will eat lunch with the ISS group. If a student does not follow the rules in ISS, he/she may be suspended by administrators.

BALLGAME AND NIGHT ACTIVITIES

Students are encouraged to attend events at school. During the school year, there are many ballgames, concerts, and other activities. Almost without exception, these activities will conclude by 8:30 p.m., if not before. Students should have rides home at this time. It is the responsibility of the student to see that transportation is arranged for this time. Failure to have rides at the appropriate time may result in that student not being allowed to attend future activities or having other discipline assigned upon returning to school. Students are to adhere to all school rules during the course of the ballgame or activity. Removal from ballgame and activities will result in forfeiture of the right to attend future activities and games.

FIELD TRIPS OR ATHLETIC TRIPS

All students who make trips under school supervision will return by the same means of transportation used to get to the destination. The only exception to this will be when parents check with the sponsor at the trip destination for permission for the student to ride home with the parent, and it has been approved by the principal or designee.

INCLEMENT WEATHER

During the course of the school year, it may become necessary for schools to close due to weather conditions. This determination will be made as early as possible so parents can make arrangements for child care. All major TV or radio stations will be notified when this determination is made. Announcements will be made on social media as well. No announcement means school will be held as usual.

VISITORS

All visitors to the school must check in at the main office with a driver's license. Parents are welcome to visit the school, but in the interest of safety and security, it is required that they check in at the office. Anyone who has not checked in with the office will be considered to be trespassing and will be subject to prosecution. If a parent wishes to meet with a teacher, please contact the office to arrange an appointment.

PARENTAL INVOLVEMENT

Parent engagement is parent and teachers sharing a responsibility to help their children learn and meet educational goals. Parent engagement happens when teachers involve parents in school meetings or events, and parents volunteer their support at home and at school. In this way, they make a commitment. Parents commit to prioritizing their child's educational goals, and teachers commit to listening and providing a space for collaboration with parents.

It is our goal to provide an atmosphere where parents are able to express their views and to assist in problem-solving. We want parents to understand that we view them as joint policy and decision-makers and emphasize their roles as advocates. We strongly encourage you to seek out opportunities to volunteer, our volunteer. Ramsey's parent facilitator is Brandi Harper and her contact info is bharper@fortsmithschools.org. Copies of our Parent and Family Engagement Plan are on our website and in our Resource Center. Please do not hesitate to contact us to volunteer or give suggestions.

Individual teacher conferences may be scheduled by email or calling the school office (783-5115) and requesting the teacher return the call to set up a time for the conference. Parents may correspond with teachers by email. Teachers are listed on the school website. A teacher's email address example for Joe Doe is: jdoe@fortsmithschools.org. Regular scheduled parent conferences are listed on the calendar and the website.

DRILLS

Fire Drills

Fire drills are held at various times throughout the year to prepare students to exit the building in the event of a fire or other danger.

The following procedures must be followed to ensure the safety of everyone:

- 1. A fire evacuation plan is posted in every room. Students should become familiar with the plan for each room on their schedule.
- 2. When the fire alarm sounds, students must obey orders promptly and leave the building quickly, quietly, and in an orderly fashion, according to the posted evacuation plan.
- 3. Students must move at least 50 feet away from the building.
- 4. Students are to line up, in a manner directed by the teacher, in order for the roll to be checked.
- 5. Students are not to re-enter the building until directed to do so.

Tornado Drills

Students should move to the tornado shelter. Students should sit with their class and should remain quiet. Students are to remain seated until the "All Clear" signal is given.

Crisis Drills

Crisis drills will be held at various times during the school year and will cover a variety of situations. Students are expected to cooperate and comply with all instructions given during the crisis drill.

COUNSELING SERVICES

Counselors are available to every student at Ramsey. If a student wishes to speak with a counselor, he/she should send a Help Desk request. If it is an emergency, report to the counseling office.

HOMEWORK

In order for homework to be meaningful and significant in the education of a child, it is imperative that the parent and teacher work together to produce positive results. Homework will be assigned by the teachers to assist the child in improving the skills needed to master the subject matter. Parents are encouraged to maintain contact with the teacher and to assist their child in the learning process. Counselors will, upon request by the parents, obtain pupil progress from teachers when a child appears to be having trouble in a particular class. All grades can be checked in Schoology by parents. Students who are absent have as many days as they are absent to make up their work. Failure to make up work on time may result in zero credit. Parents and teachers, working together, can help make the middle school years a positive experience for all children.

GRADING

A student who is absent from any given class will be permitted to make up major tests and major assignments if the student has an excused absence. The student must make arrangements with the teacher(s) on the first day the student returns to class to complete work missed because of an excused absence. A student will be given an "O" or "F" if the assignment(s) missed is the result of an "unexcused" absence. Truant days are not sanctioned by the school and absences on these days will be checked carefully. Please refer to the District Student Conduct and Discipline Handbook.

CLASS MATERIALS

Students are required to bring the necessary materials to work in class. This includes the computer, textbook, pencil or pen, paper, and any other items required by the teacher. Students who do not have pencil, paper and other consumable materials for class should talk to the school counselor. Showing up for class expecting to borrow materials from other students is unacceptable.

TEXTBOOKS

Textbooks are funded by the State of Arkansas. They are checked out to the students for the duration of the course. Students are responsible for any book checked out to them. If a book is lost, it must be paid for before another book will be issued. Textbooks must be used by the school for six years. If a book is damaged, the student will be charged an appropriate amount. Students will not be allowed to complete the check out procedure until all textbook charges are cleared.

DIGITAL INFORMATION

Using Your Digital Device at School

General care is expected when the digital device is issued. School issued digital devices will be transported in a backpack at all times. It is recommended when walking with the digital device in the bag, both straps should be over both shoulders and flat against the students back. The parent/guardian will be financially responsible for any damages resulting from poor or inadequate care of the computer. Digital devices are intended for use at school each day. Repeat violations of this policy will result in disciplinary action.

Using an Alternative Digital Device

Students will not use another student's digital device. If, for any reason, they do not have their own digital device the situation will be addressed. (See previous point.)

Digital Device Needing/Undergoing Repair

Students should check the digital device regularly for any damage, loose or missing screws, keys or ports. Digital devices that are broken or fail to work properly must be reported immediately. The following procedure will take place:

- Student will submit a Tech Help Request from the media center page (<u>www.fortsmithschools.org/domain/530</u>). This can be done at any time day or night.
- Someone in the Media Center will assess the request, call the student to the media center, and determine if the digital device will be repaired on site or sent off to technology for repairs.
- 3. A loaner digital device will be issued with no penalty for Chromebooks needing repair and may be taken home until the repaired device is returned to the student.
- 4. If a repair to the digital device has a fine, a bill will be taped to the top of the device when it is returned to the student. Students are expected to give this bill to their parent/guardian to begin the payment process.

- 5. Payments for damage to digital devices must be made to the financial secretary in the main office. Only checks or cash are accepted for payments.
- 6. Bills for damages will be mailed home one time per semester to keep parents/guardians infomed.

Screensavers

- Inappropriate media may not be used as a screensaver/wallpaper.
- Presence of guns, weapons, pornographic materials, inappropriate language, alcohol, drug, gang related symbols or pictures will result in disciplinary actions.

Digital Devices in the Cafeteria

Backpacks can be carried into the cafeteria. It must remain on both shoulders while going through the line. Both hands should be available for carrying food. At the table, the backpack should be placed on the floor at your feet. The bag should never be laid flat on the floor.

Extra-Curricular Events

Students are not permitted to take their digital device with them to extra-curricular events. Coaches/Sponsors will give specific instructions for storage of digital devices during away games. Digital devices are to be locked up in the participants' PE/Athletic locker. If a student-athlete does not have a locker or a lock, the digital device is to be locked up in the coaches' office.

Loaner Policy

- 1. If a student's regularly issued digital device is in repair, the loaner device may be taken home until the regular issued device is back from repair.
- 2. Students cannot change any settings on the loaner digital devices.

Digital Device Privilege

The digital device is restricted to educational purposes. Any other use is prohibited and can result in disciplinary action. School officials can search the digital device at any time. A student should expect no privacy with regard to the digital device. Students should keep all usernames and passwords private and should not give this information to anyone other than school officials and parents. Students are occasionally provided an alternate username and password. These usernames and passwords are generated for a specific reason. For example, students will be given an alternate login for standardized tests and updating digital devices for the network. Any other use of these usernames and passwords will result in discipline.

Students and parents/guardian(s) must follow the terms, conditions, and policies communicated in both handbooks and the Parent Information and Use Agreement.

COURSE CHANGES

Course changes will not be made without cause. A change of mind about a course is not sufficient cause. No course changes will be made after two (2) weeks into the semester. Any student withdrawing after ten (10) school days will receive an "F" for the semester.

7TH AND 8TH GRADE PROMOTION POLICY

A 7th or 8th grade student must pass the equivalent of three (3) of the four (4) core academic courses (language arts, math, science, and social studies) in order to be promoted to the next grade. Since two semester grades are issued in each course, this means that a student must have a minimum of six passing semester grades from these four classes.

GRADING SCALE

(State Mandated)

A-----100-90

B-----89-80

C----79-70

D-----69-60

F-----Below 60

NG----No Grade

I-----Incomplete

RAMSEY ACTIVITIES & ORGANIZATIONS

- Band
- Boys Athletics
- Girls Athletics
- Cheerleaders
- Choral Music
- Drill Team
- FBLA
- Fellowship of Christian Athletes

- Journalism
- National Junior Honor Society
- Orchestra
- PTA Reflections
- Quiz Bowl
- Science Bowl
- Student Council

Students must see the sponsor regarding eligibility requirements for the clubs listed above.

REGULAR BELL SCHEDULE

BELL SCHEDULE

Time	Period
8:00 am	First Bell
8:05 - 8:56 am	lst Period
9:00 - 9:50 am	2nd Period
9:54 - 10:24 am	3rd Period
10:28 - II:18 am	4th Period
II:18 am - 12:48 pm	5th Period
II:18 - II:48 am	A Lunch
11:48 am - 12:18 pm	B Lunch
12:18 - 12:48 pm	C Lunch
12:52 - 1:42 pm	6th Period
1:46 - 2:36 pm	7th Period
2:40 - 3:30 pm	8th Period

AFTERNOON EVENT BELL SCHEDULE

BELL SCHEDULE

Time	Period
8:00 am	First Bell
8:05 - 8:56 am	lst Period
9:00 - 9:50 am	2nd Period
9:54 - 10:44 am	4th Period
10:44 am - 12:14 pm	5th Period
10:44 - 11:14 am	A Lunch
11:14 - 11:44 am	B Lunch
11:44 am - 12:14 pm	C Lunch
12:18 - 1:08 pm	6th Period
l:12 - 2:02 pm	7th Period
2:06 - 2:56 pm	8th Period
3:00 - 3:30 pm	Afternoon Event

2024 FOOTBALL SCHEDULE

RAMSEY 8th FOOTBALL 2024

7th and 8th Grade

DATE	TEAM	PLACE	TIME
8/29	Kirksey	Rogers	5:30/6:30
9/05	Fulbright	Southside	5:30/6:30
9/12	Darby	Northside	5:30/6:30
9/19	Ramay	Fayetteville	5:30/6:30
9/26	Chaffin	Southside (H)	5:30/6:30
10/03	Central	Har-Ber	5:30/6:30
10/10	Washington	Southside	5:30/6:30
10/17	Elmwood	Southside	5:30/6:30
10/24	Southwest	Har-Ber	5:30/6:30
10/31	Bye	Bye	Bye
* 11/07	Kimmons	Southside	5:30/6:30

^{*} If playing for the championship this game will be replaced by the division winner from the other side. Location and place may change.

If we have a 7th grade B game it will be played before the 5:30 game.

All 8th grade games will start 15 minutes after the completion of the 7th grade game so 8th grade start times are guesstimates.

Har-Ber High School 300 Jones Road Springdale, Arkansas AR 72762 Rogers High School Dixieland Road, Rogers, AR 72758 Fayetteville High School 994 W. Martin Luther King Blvd. Fayetteville, AR 72701

2024 VOLLEYBALL SCHEDULE

Aug 20	*8th SS Scrimmage	Southside High School	TBD
Aug 21	*Trinity	Ramsey	4:30
Aug 26	Kimmons	Ramsey	4:30
Aug 28	@Darby	Darby Middle School	4:30
Sep 3	Fulbright	Ramsey	4:30
Sep 4	Kirksey	Ramsey	4:30
Sept 7	*8th Spikefest Tournament	Springdale Southwest	TBD
Sept 9	@Southwest/HTMS	Southwest Junior High	4:30
Sept 16	@Washington	Washington Junior High	4:30
Sept 17	Lingle	Ramsey	4:30
Sept 23	@Woodland	Woodland Junior High	4:30
Sept 24	George/JOK	Ramsey	4:30
Sept 28	*7th Smackdown Tournament	Rogers High School	TBD
Sept 30	@Grimsley	Grimsley Junior High	4:30
Oct 1	Elmwood	Ramsey	4:30
Oct 7	Chaffin	Ramsey	4:30
Oct 8	Central/HMS	Ramsey	4:30
Oct 14	@Lincoln	Lincoln Junior High	4:30
Oct 15	Oakdale	Ramsey	4:30
Oct 21	**Ramay	Ramsey	4:30
Oct 22	@Lakeside/Sanora	Lakeside Junior High	4:30
Oct ?	7th City Championship	Kimmons	4:00
Oct 23	7AConference Championship TBD		TBD

^{*}Non-conference or Tournament matches

Matches follow 4:30, 5:30, 6:30. Start times may vary and be early if matches finish early.

^{** 8}th Grade Recognition Night

2024 - 25 BASKETBALL SCHEDULE

2024 - 2025 SCHOOL CALENDAR



2024-2025 STRICT CALENDAR ALTERNATE FORMAT*

No School Parent-Teacher (PT) School Conferences Begins & Ends 3:30 - 6:30 PM

6





19: First Day of School

SEPTEMBER 2024 M T W TH F 0 4 5 10 11 12 13 16 17 18 19 20

23 24 25 26 27 30 2: Labor Day

21: PT Conf. (MS/HS) 22: PT Conf. (Elementary) 24: PT Conf. (All Schools)

25: Fall Break 28: No School

NOVEMBER 2024 DECEMBER 2024 T W TH F M T W TH F 4 5 5 6 7 9 10 11 12 13 11 12 13 14 🚯 16 17 18 19 20 23 24 25 26 27 30 31 18 19 20 21 22 25 26 27 28 29

25-29: Thanksgiving

20: Semester Ends 23-31: Winter Break

SCHOOL DAY

Elementary School 8:00 - 3:00 (390 minutes)

8:05 - 3:30 (387 minutes)

8:05 - 3:30 (380 minutes)

Total Hours: 1089.33

JANUARY 2025 W TH F 7 8 9 10 13 14 15 16 17

20 21 22 23 24 27 28 29 30 31 7: Return to School

17: No School 20: MLK Jr. Holiday - No School

17: PT Conf. (MS-HS) 18: PT Conf. (Elementary) 20: PT Conf. (All Schools) 24 - 28: Spring Break

MAY 2025 APRIL 2025 10 11 8 14 15 16 17 18 12 13 14 15 16 19 20 21 22 **23 26 27 23 29 30** 21 22 23 24 25 28 29 30 18: Holiday - No School

15- Southside Graduation 16- Northside Graduation 23: Last Day of School

SCHOOL YEAR

1st quarter: 41 student days 2nd quarter: 40 student days 3rd quarter: 44 student days 4th quarter: 47 student days Total Student Days: 172

In compliance with federal nondiscrimination laws the Fort Smith Public Schools do not discriminate in employment and education practices relative to race or national origin (Title VI of the Civil Rights Act of 1964), disability (Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act), sex (Title IX of the Education Amendments of 1972), age (The Age Discrimination Act of 1975) or genetic information (Title II of the Genetic Information Nondiscrimination Act of 2008). The coordinator and contact person for all the above civil rights areas is the Assistant Superintendent for Personnel and Support Services, Fort Smith Public Schools, P. O. Box 1948, Fort Smith, AR 72902-1948, phone, (479) 785-2501.

ALMA MATER

OH RAMSEY RAMS,

JUST TO YOU WE WILL BE FAITHFUL,

EVER FAITHFUL IN OUR WORK AND OUR PLAY,

TO YOU WE SING ALL OUR LOYALTY AND OUR LOVE,

ALWAYS PRAISING EVERY CAUSE,

OF OUR MIDDLE SCHOOL.