NORTH CACHE MIDDLE SCHOOL
School Year 2025-2026

https://www.ccsdut.org/northcache

Ryan Webb
Principal

Joshua Nelson
Assistant Principal

157 West 600 South
Richmond, Utah 84333

Telephone (435) 258-2452
Attendance (435) 792-7729

Bulldog Pride

School Mission Statement

North Cache Middle School values the Bulldog's "**BARC":**

Best Behavior from all students at all times

Academic Achievement

Respect and Responsibility within the school community

Connection between teachers, students, and parents.

Welcome to North Cache!

Our school is great because of the students and staff that are here. As you begin your school year, we encourage you to study, learn, participate, contribute, and *Make a Difference*. We want you to look forward to many enjoyable and worthwhile experiences as a member of our student body. Live and display "Bulldog Pride" and have a great year!

School Colors	Maroon & White
School Mascot	Bulldog
Grade Level	7th & 8th

North Cache Philosophy

The philosophy of North Cache is to provide a safe and positive learning environment that encourages and recognizes active learning, healthy and happy lifestyles, and a respect for self and others.

At North Cache, we are committed to meaningful student learning and the attainment of highly functional levels of performance and knowledge acquisition. We Believe:

a. All students can learn.
b. Grades are based on learning outcomes.
c. Prevention is more effective than remediation.
d. High Expectations + Responsibility = High Student Achievement.

During this time of your life, education is your career. Coming to school is your "job." Daily job expectations are:

a. Take paper and pencil/pen to each class daily.
b. Students need an **official NC hallpass** from their teacher to be in hallways during class time and BARC time.
c. Take appropriate materials to each class every day. Bring paper, something to write with, textbook, completed assignments etc.
d. Be responsible for your own learning at school. Learning is your first responsibility.

Office Staff

Ryan Webb	Principal
Joshua Nelson	Assistant Principal
Annette Hepworth	Counselor (A-D)
Jake Hall	Counselor (E-K)
Brinley Godfrey	Counseling (L-Q)
Trent Johnson	Counselor (R-Z)
Carson Anderson	Registrar
Melanie Bastian	Finance & Lead Secretary
Alysia Jenson	Attendance Secretary
Becky Hales	Lunch Secretary
	Computer Specialist
Mitch Littlefield	Head Custodian
Afton Reed	AMP Director
Deputy Sorenson	School Resource Officer

NORTH CACHE BELL SCHEDULE

7th Grade: 7A Lunch

Monday - Thursday			**Friday**		
1st (Announcements)	8:00	8:03	1st (Announcements)	8:00	8:03
1st	8:03	8:57	1st	8:03	8:45
2nd	9:01	9:51	2nd	8:49	9:27
3rd	9:55	10:45	3rd	9:31	10:09
7A Lunch	10:45	11:15	**7A Lunch**	10:09	10:39
Advisory (3rd)	11:19	11:29	Advisory (3rd)	10:43	10:53
4th	11:33	12:23	4th	10:57	11:35
5th	12:27	1:17	5th	11:39	12:17
6th	1:21	2:11	6th	12:21	12:59
BARC Time	2:15	2:45	BARC Time	1:03	1:30

7th Grade: 7B Lunch

Monday - Thursday			Friday		
1st (Announcements)	8:00	8:03	1st (Announcements)	8:00	8:03
1st	8:03	8:57	1st	8:03	8:45
2nd	9:01	9:51	2nd	8:49	9:27
3rd	9:55	10:45	3rd	9:31	10:09
Advisory (3rd)	10:45	10:59	Advisory (3rd)	10:09	10:23
7B Lunch	10:59	11:29	**7B Lunch**	10:23	10:53
4th	11:33	12:23	4th	10:57	11:35
5th	12:27	1:17	5th	11:39	12:17
6th	1:21	2:11	6th	12:21	12:59
BARC Time	2:15	2:45	BARC Time	1:03	1:30

8th Grade: 8A Lunch

Monday - Thursday			**Friday**		
1st (Announcements)	8:00	8:03	1st (Announcements)	8:00	8:03
1st	8:03	8:53	1st	8:03	8:41
2nd	8:57	9:47	2nd	8:45	9:23
3rd	9:51	10:41	3rd	9:27	10:05
4th	10:45	11:35	4th	10:09	10:47
5th	11:39	12:29	5th	10:51	11:29
8A Lunch	12:29	12:59	**8A Lunch**	11:29	11:59
Advisory (5th)	1:03	1:13	Advisory (5th)	12:03	12:13
6th	1:17	2:11	6th	12:17	12:59
BARC Time	2:15	2:45	BARC Time	1:03	1:30

8th Grade: 8B Lunch

Monday - Thursday			**Friday**		
1st (Announcements)	8:00	8:03	1st (Announcements)	8:00	8:03
1st	8:03	8:53	1st	8:03	8:41
2nd	8:57	9:47	2nd	8:45	9:23
3rd	9:51	10:41	3rd	9:27	10:05
4th	10:45	11:35	4th	10:09	10:47
5th	11:39	12:29	5th	10:51	11:29
Advisory (5th)	12:29	12:43	Advisory (5th)	11:29	11:43
8B Lunch	12:43	1:13	**8B Lunch**	11:43	12:13
6th	1:17	2:11	6th	12:17	12:59
BARC Time	2:15	2:45	BARC Time	1:03	1:30

School W*ill* <u>Not</u> Be In Session On:

Labor Day	September 1
Parent Teacher Conference	October 2 & 3
Fall Break	October 9-10
Trimester Transition Day	November 14
Thanksgiving	November 26-28
Winter Break	December 22-Jan 2
Parent Teacher Conference	January 15 & 16
Martin Luther King Jr Day	January 19
PD Day-No School	February 13
Presidents' Day	February 16
PD Day-No School	February 13
Trimester Transition Day	February 27
Parent Teacher Conference	April 9 & 10
Spring Vacation **OR**	March 30-April 3
Snow Make-Up Days	March 30-April 3
Memorial Day	May 25

Trimester Dates

1st trimester	August 20– November 13	(60 Days)
2nd trimester	November 17 – February 26	(60 Days)
3rd trimester	March 2 – May 29	(60 Days)

Parent/Teacher Conferences
Middle School

Oct. 2 - 3:30 - 6:30 p.m.
Oct. 3 - 8:00 - 11:00 a.m. No School
Jan. 15 - 3:30 - 6:30 p.m.
Jan. 16 - 8:00 - 11:00 a.m. No School
Apr. 9 - 3:30 - 6:30 p.m.
Apr. 10 - 8:00 - 11:00 a.m. No School

Disclaimer
Administration of North Cache Middle School reserves the right to interpret the school policies and procedures in this document. They also reserve the right to alter or revise any of the rules to best accommodate particular circumstances and situations.

Attendance Policy

Excessive absences have a negative impact on student learning due to missed instruction. Parents may access student attendance records and sign up for attendance alerts by phone, text, or email using ***PowerSchool.*** **Parents/guardians have until two weeks after the absence to excuse it.** Attending school is the responsibility of the student and their parents or guardian. Utah State Law requires all students to attend school until students are 18 years old. We understand there may be illness or special emergencies that require students to be absent from school. Attendance letters will be mailed home as indicated below in order to keep parents informed of student absences. **We urge parents to help their students by not scheduling activities or doctor appointments for your students during school time** or keeping students home for non-emergency family business. Excessive absences will be reported to juvenile authorities. Parents who willfully allow or keep their students out of school for inappropriate reasons are guilty of educational neglect. (UCA 53A-11-103)

Absences Procedures:

- Students arriving after school has begun, need to report to the office for an admit slip and will not be admitted to class without it. A parent/guardian should accompany their student into the school to officially check them in or call the Attendance Secretary, **792-7729,** to explain the reason for being late.
- School activity absences will be automatically school excused.
- Absences must be verified by a parent/guardian within two weeks after the absence. **The school attendance phone number is 792-7729.**
- After being absent, it is the student's responsibility to contact their teachers, make-up any missed work, and return it in a timely manner.
- If your student has been marked incorrectly in a class, please have your student speak with the teacher directly the following day to have the attendance adjusted. This information can be found in Powerschool.
- It is best to contact teachers directly regarding missed work. Additionally, students and parents/legal guardians are encouraged to utilize applicable teachers' Canvas pages to access missed work.

School Interventions for Absences (Reset each trimester):

- 45 class periods (7 days) = 1st Attendance concern will receive a call home.
- 60 class periods (10 days) = 2nd Attendance letter mailed, student meeting with counselor to evaluate & discuss strategies to improve attendance.
- 90 class periods (15 days) = 3rd Attendance letter mailed, mandatory meeting between administration and legal guardian/parent(s).
- 10 consecutive days = State Law requires the student to be unenrolled from the school.

Assembly Behavior

Students will have the opportunity to experience a variety of assembly programs during the school year. Inappropriate behavior in school may keep students from attending assemblies. There is a standard of conduct that is expected of all students while in attendance of assemblies. It is that you:

- Report to your assigned class before attending an assembly.
- Attend assemblies; sit with your assigned teacher and class.
- Do not bring food or drink to the assembly area.
- Assemblies are considered to be academic time; therefore, cell phones, technological devices are to be turned off and put away.
- Give polite attention to the speaker or performers. Clapping is appropriate. Talking, whispering, whistling, yelling, stamping feet 'booing' are discourteous.

Awards

A special assembly will be held at the end of the year to honor 4.0 students, Honor Roll (3.667 GPA) students, attendance, academic excellence, departmental awards, as well as other school related awards students may have earned over the course of the school year. North Cache faculty and staff are extremely proud of the students who qualify for these honors and enjoy celebrating their successes.

BARC Time

BARC Time is an academic session which allows teachers to assign a student to attend their intervention session for that day. (Mon-Fri). If a student is not assigned by a teacher, they may select an Open Session.

- Students who have been assigned to a BARC Time session will report to their designated teacher to receive re-teaching/tutoring, take/makeup exams/quizzes or labs, and/or complete or gain help with homework.
- Open sessions may include: digital homework, silent reading, study hall, curriculum extension activities, open gym, curricular clubs.
- **PRIORITY DAYS:** Each day, (M-F), a different subject/group of subjects will be given priority; meaning, if a student has multiple teachers requesting their attendance for their BARC session, they must attend the session which has been assigned as a priority for that day.

Backpacks

Backpacks/bags may be used to transport books and school supplies to and from school. **Backpacks/bags are not allowed in the hallways or classrooms during school hours.** According to the Utah Safe School Act, <u>any</u> backpack or bag coming onto school property is subject to search.

Bulldog Activities

Games, contests, and other activities will be held throughout the school year. Students may enjoy competition with other North Cache students during lunchtime intramurals.

Closed Campus / Student Checkout

Closed campus means that students may not leave the school grounds at any time during the day, including lunch, without a parent checking them out inside the office. ***Parents/guardians must come into the office to check out their student*, no student will be released to walk out of the school and meet their party.** If students leave campus, they become the responsibility of the parents/guardians. Students who leave campus without proper permission are subject to Richmond City's Truancy Ordinance # 99-4.

Citizenship Grades:

Citizenship grade guidelines are to be determined by the classroom teacher.
Citizenship grades impact eligibility for the mid and end of year Incentive Activities, as well as high school, student leadership opportunities. Citizenship is not tied to academic grades, but is used as a barometer to determine student success in other aspects of school and life.

Communication between Home and School

CCSD schools use PowerSchool as an Internet tool to assist in effective communication between home and the classroom. All parents must sign up in PowerSchool in order to receive phone, email and/or text communication from the school about grades, attendance, and school alerts.

Discipline Policy (Pages 8-13)

The following list includes common infractions of school rules. Because other forms of misbehavior are not listed does not mean that they are permitted.

1. Classroom Disruptions

Students displaying inappropriate behavior in the classroom will be dealt with by the classroom teacher. If the problem persists, an office referral will be made. Excessive classroom disruption may result in a referral to the school resource officer.

2. Profanity, Vulgarity, Obscene Materials

Includes obscene language, racial profanities, gestures, or pornographic materials. Consequences may include but are not limited to:

a. School service learning, detention and/or suspension, referral to the school resource officer, and parent/guardian contact.

3. *Insubordination*

Disrespectful behavior towards an adult in authority – Refusal to identify one's self, disrespectful language, challenging authority, refusing to obey a reasonable request, running from an adult in authority, or lying to an adult in authority. Consequences may include but are not limited to:

a. Office referral.
b. Parent/guardian contact by teacher and/or administration.
c. Detention and/or suspension.
d. Referral to the school resource officer

4. *Cheating*

Cheating is 1) unfair, 2) breaks trust between students and staff, 3) violates school rules, 4) dishonest, 5) and is generally described as plagiarism (copying the work of others and submitting it as your own) or securing answers in a dishonest way. Consequences may include but are not limited to:

a. Teachers shall counsel the student(s); parents will be contacted by the referring teacher.
b. Automatic failing grade on the assignment/test and a drop in citizenship grade.
c. Teachers may refer students to administration for documentation and appropriate intervention.
d. Detention, suspension, or other appropriate action as assigned by administration.

5. Cell Phones

The district has adopted the following policy as a guideline for students in 7th & 8th grades: (see CCSD Policy II-H1)

Students who choose to bring cellular devices and/or other electronic devices to school do so at their own risk. North Cache and Cache County School District assume NO LIABILITY for lost, stolen, or damaged devices.

North Cache will allow the use of electronic devices such as cell phones, iPods, etc. before and after school and during lunch breaks as long as they do not create a distraction or a disruption. Students needing to use their phone at other times during the day may arrange with a teacher in their classroom or in the office. **Use of cell phones is strictly prohibited in classrooms, locker rooms, restrooms, and shower facilities**.

> ***If there is reasonable suspicion that the cellular/technological device was used in the transmission of picture(s), recording(s) of a person(s) from a bathroom, locker room, and/or dressing area, the building administration may search the contents of that device, may confiscate the device, and/or contact local law enforcement representatives and make the appropriate reports" (CCSD School Board Policy).***

Students who violate these rules are subject to removal from school and may have their electronic devices confiscated for a period of time.

Consequences may include:

a. First violation: confiscation of phone; returned at the end of the day to the student.
b. Second violation: confiscation of phone; must be picked up by the student's parent/guardian during school hours or after school w/prior arrangement
c. Successive violations: confiscation of phone; returned to parent only with a signed contractual agreement requiring student to check in the phone to administration at the beginning of EACH school day or not bring the device on school premises.

6. Student Affection and Familiarity

Public display of affection (PDA) and behaviors of sexual connotation or nature are inappropriate at school. Examples include kissing, inappropriate touching, hand-holding and excessive hugging, patting or grabbing buttocks, breasts, genitals, or other that makes a student or adult uncomfortable. Consequences may include but are not limited to:

a. Warning.
b. Office referral.
c. Parent contact.

7. Bus Behavior

Every student has the obligation to obey school bus regulations. The school bus and bus stops are considered extensions of the school. Consequences may include but are not limited to:

a. The bus driver and school administration may take appropriate disciplinary action.
b. Loss of one's bus transportation privileges.

Cache County Student Transportation Policy

Where travel is involved, students must ride district-approved transportation **to and from** any school-sponsored activity. Parents are the only persons allowed to provide return transportation in a private vehicle at any event (no alternate family members).

District Transportation Policy states: "Any student who knowingly avoids school officials so that they cannot be transported back from an event will automatically be excluded from Activity Trip bus transportation for a minimum of one complete year (365 days) or up to the remainder of the student's school experience, at the discretion of the school administrator."

No school-sponsored activity (in or out of district) will be exempt from transporting students by district-sponsored transportation and adhering to the above policy.

8. *Tardy to Class*

We firmly believe all students are capable of getting to class on time. A tardy is defined as not being in the classroom AND prepared as defined by the teacher when then the bell rings to begin class. Students will be expected to be to **ALL** classes on time. Excessive tardiness may have an impact on a student's academic grade, citizenship grade, and therefore participation in extracurricular activities. **Being late to class more than 10 minutes without a valid excuse may be considered a sluff.** All tardies will be documented by the classroom teacher. Attendance details are available to students and parents using *PowerSchool*. Consequences may include but are not limited to:

- 1st & 2nd tardy = Teacher warning.
- 3rd tardy = Teacher phone call or email to parent(s)/legal guardian(s).
- On the 4th tardy and every tardy thereafter = Office Referral Form (ORF) by the teacher; lunch remediation(s) or other appropriate consequences will be assigned.

9. Inappropriate Behavior

Excessive running in the halls, yelling, cutting in lunch line, and any other behavior not conducive to an orderly school environment will not be tolerated. Consequences may include but are not limited to:

a. Warning.
b. Office referral.
c. School service learning.
d. Parent notification
e. Detention.

10. Substitute Teacher Referral

Substitute teachers are guests in our building and will be treated with extra courtesy. Treating a substitute teacher with disrespect is never allowed. Consequences may include but are not limited to:

a. Office referral.
b. School service learning.
c. Student and parent/guardian conference with administration.
d. Detention and/or suspension.

11. Throwing Objects

Throwing objects, including snowballs, is dangerous and unacceptable behavior on school grounds. Consequences may include but are not limited to:

a. School service learning.
b. Parent notification.
c. Detention and/or suspension.

12. Items Not Acceptable at School or in the Classroom

Do not bring unnecessary electronics and other expensive/valuable items to school. ***North Cache is not responsible for items lost, broken, or stolen at school.*** Any item that is distracting to the learning environment may be considered a "nuisance item":

a. Clothing advertising drugs, alcohol, gang association, gives the appearance of gang associations, or which display inappropriate language or designs. (Please refer to "Dress Code").
b. Hats, bandannas, or blankets. (Please refer to "Dress Code").
c. Revealing or distracting clothing. (Please refer to "Dress Code").
d. Food and drink are not allowed in the main building.
e. Skateboards, longboards, rollerblades, shoes with wheels, any real or fake weapons such as guns and knives, etc.
f. Weapons, chains (including wallet chains), explosives, flammable materials, lighters, or other materials dangerous to persons or property. (UCA 53A-3-502)

Items may be confiscated. Building administrators may return items after contact with a parent/guardian.

13. Violation of the Law

Examples may include stealing, selling and/or use of drugs, extortion, etc. Conduct which is a violation of the law off the school grounds is a violation of the law on the school grounds. Consequences may include but are not limited to:

a. Referral to the proper law enforcement agency.

b. Parent conference.
c. Detention and/or suspension *up to* 10 days.
d. The student may be expelled if the CCSD Board of Education deems it necessary.

14. Vandalism / Damaging School Property

Damage or destruction of school property such as books, materials, or building. Consequences may include but are not limited to:

a. Parent/guardian contacted.
b. Payment of damages.
c. School service learning.
c. Detention and/or suspension.
d. Referral to school resource officer.

15. Use or Possession of Contraband

Students are forbidden to use or bring to school (or school activities) illegal drugs, alcohol or tobacco, lighters, vaping paraphernalia, knives, weapons, or other contraband that is dangerous or disruptive. Consequences may include but are not limited to:

a. Student/Parent conference.
b. In school suspension/detention.
c. School suspension (not to exceed 10 days).
d. Referral to school resource officer.
e. Expulsion by CCSD Board of Education.

16. Alcohol & Tobacco Policy

Alcohol and tobacco are not allowed on school property or at school functions by students, staff, or visitors. Alcohol and tobacco advertising on shirts, caps, notebooks, etc. is not allowed on school grounds or at school functions. Consequences may include but are not limited to:

a. Parent conference.
b. Required to change or cover clothing.
c. Detention and/or suspension *up to* 10 days for possession.
d. Referral to the school resource officer.
e. A referral to JJYS

17. Bullying, Fighting, Threatening Behavior

Richmond City Ordinance 2002-1 states: "It is a class C misdemeanor for any person to threaten physical force against another person or to challenge, invite or engage in a fight." CCSD policy states, "No school employee or student may engage in bullying (hazing) or cyber-bullying a school employee or student." *A student who provokes <u>others</u> to fight shall have their parent(s) notified and administrative intervention as needed.* Consequences may include but are not limited to:

a. Suspension or removal from a school-sponsored team or activity including school sponsored transportation.
b. Detention and/or suspension.
c. Other action as determined appropriate by administration.

d. Referral to school resource officer.

18. Truancy-Sluffing

Failure to attend school all or part of the day without a parent or legal excuse (illness, doctor's appointment, funeral in the immediate family). If a student leaves campus they become the responsibility of the parent/guardian. Consequences may include but are not limited to:

a. Zeroes may be recorded for missed work and students may not be permitted to make up work for truancy.
b. A "U" citizenship grade may be given for that trimester.
c. Parent notification.
d. Detention and/or school service learning
e. Possible loss of credit for excessive truancy.
f. Repeated offenses may be dealt with according to the Richmond City Truancy Ordinance 99-4, district policy, and/or state law.

19. Sexual Harassment

Sexual harassment means unwelcome sexual advances, requests for sexual favors, or other verbal, visual, or physical conduct of a sexual nature made by another person. The Cache County School District views sexual harassment as an illegal form of discrimination. If you believe you are being sexually harassed, your best recourse may be first to tell the person involved that you are uncomfortable with the behavior, you do not like it, and that you want it stopped. You also have the right to take the problem directly to the school or district authorities. Anyone who is a victim of, or a witness to sexual harassment taking place, has the right to file a complaint with the Title IX Director at the district office. Consequences may include but are not limited to:

a. Conference with administration.
b. Parent/guardian contact.
c. Investigation may lead to possible detention and/or suspension.
d. Investigation by the school resource officer may lead to criminal charges.

20. Gang Paraphernalia

Gang identification or grouping of any kind is not allowed at the school. Anything deemed by school officials as identifiable gang material(s) will be taken and not returned. Consequences may include but are not limited to:

a. Confiscation of material(s) deemed reasonably suspicious.
b. Office referral.
c. Referral to the school resource officer.

21. Safe Schools Violation

Safe school violations include weapons, acts of violence, or other harmful or potentially harmful items. Consequences may include but are not limited to:

a. Suspension and possible expulsion. (Section 9, Student Personnel Policy, CCSD Board policy).
b. Referral to the school resource officer.

Dress Code (Reviewed/Updated by the CCSD School Board, May 6, 2021)

A. Purpose: The courts, state, and federal laws, as well as Cache County School District and district policies require an atmosphere at school any school function which provides for a safe, orderly, and disruption-free environment. The following dress code policy has been designed to support such an environment.

B. There appears to be a close relationship between good dress and grooming habits, good work and study habits, and proper school behavior. ***In the judgment of staff and/or administration, any clothing, hair style, or personal adornment that poses a safety hazard or causes a disruption within the school or any school function, appropriate corrective action will be taken.***

C. Disruption is defined as, but not limited to, reactions by other individuals to the clothing or adornment, which causes the teacher/administrator to lose the attention of the students, to modify or cease instructional activities, or to deal with the student confrontations or complaints.

D. Responsibilities: **Adherence** to dress and grooming standards is the responsibility of the student and his/her parents/guardians. **Enforcement** of the school's dress code and standards is the responsibility of the school administration, faculty, and staff. **Students who choose not to comply with the staff member's corrective request may be referred to school administration for corrective action.**

E. Corrective actions may include but are not limited to:

a. Students will be required to change clothes, turn clothing articles inside out, call home for a change of clothing to be brought to the school, or wear a school-designated article of clothing loaned by the school.

b. Any item which violates the dress code may be confiscated and later returned to the student or parent by the school administration.

c. Subsequent violations of the dress code may result in a parent conference and/or student detention and/or suspension.

F. The Cache County School District has established the following guidelines to aid parents and students in selecting proper school attire:

- Students should be clean and well groomed (hair, clothes, cosmetics). If safety is a factor, more stringent standards may be applied.
- Shoes or sandals must be worn at all times while on campus
- Except for religious or medical purposes hats, caps, and other head coverings (sweatshirt hoods) shall not be worn or displayed inside school facilities during school hours.
- Clothes shall sufficiently cover undergarments at all times.
- Pants are to be worn at the waist and should cover underclothes in all reasonable actions that might be performed at school. (raising arms, bending over to pick up a pencil, etc…)
- See-through or net fabrics, halter tops, off-the shoulder or low-cut tops, bare midriffs, and muscle shirts (sleeveless/bare midriff shirts) are prohibited.
- Shorts and skirts should be worn nearer the knee.
- Metal accessories that present a hazard to the health or safety of the wearer or others are prohibited on school grounds.

- For safety purposes, no backpacks are allowed in classrooms throughout the day.
- Clothing, jewelry, personal items (backpacks/bags, binders, bandannas, etc.), and skin shall be free of writing, pictures, symbols, insignia, or color combinations which:
    a. Communicate crude, profane, or sexually suggestive messages
    b. Displays drug, alcohol, or tobacco advertising, promotion, or likenesses
    c. Advocate racial, ethnic, or religious prejudice
    d. Represent or give evidence to gang membership or affiliation

Any clothing in question will be scrutinized and left to administration to determine appropriateness and whether it shall be allowed. This dress code is for the protection and preservation of the teaching and learning environment and for the safety of all students, staff members, and visitors. Please remember that the dress code policy applies to all students whether attending school or any school function (as participant or member of the audience), regardless of time or place.

Hallway and School Safety

It is important that students maintain appropriate behavior in the hallways during and between classes. Sprinting, yelling, pushing, clumping, and other potentially unsafe behaviors are not allowed. When moving through the halls or down stairs, please stay to the right hand side to allow freedom of movement. A hall pass (student handbook) is required when traveling outside a classroom other than during passing times.

Health Plans, Illness, or Injuries at School

Health Plans:

Students, who have medical conditions that require medications at school or regular health care attention, need to file a Health Plan with the district office and the school. A student may never share medications of any type with another student.

Injury

Students should report injuries to their teacher who will escort them to the office immediately. A screening will be performed to determine whether a student is mandatorily sent home. Staying in the restroom without notifying the office will be considered a sluff.

Illness:

All children, employees, and parents who feel unwell or have symptoms consistent with a fever should stay home for 24 hrs. without medication, PLEASE.

- We encourage students to inform their classroom teacher immediately upon feeling unwell; students will be directed to report to the main office. Main office will be informed prior to the arrival of students.
- Upon arrival at the main office: students will wait in the sick room for evaluation.

- Evaluation: a non-touch temperature & checklist for symptoms. Students may not ride the bus or CVTD home.

Incentive Activities

~ Monthly, incentive activities and/or incentive drawings will be offered as positive reinforcement for those students who have **NO missing assignments** since the previous incentive activity.

~ There will be a mid-year (Lewiston Theatre Day or Fun Park Day) offered as a positive reinforcement to celebrate students' accomplishments. The following criteria will be used to identify those who are allowed to participate:

- No "F" (failing) academic grades
- No "U" and only 1 "N" citizenship grade
- No more than 5 total tardies
- No major or excessive office discipline referrals (as determined by administration)

Intramurals

Whenever school funding is possible, a wide variety of intramural activities will be offered during the lunch hours. We encourage all students to participate.

Lockers

Each student will be assigned a locker. Lockers should be kept neat and clean (no stickers). Overfilling or forcing the locker door closed may result in damage to coats, backpacks, and lockers. It will also result in jammed lockers. Students must not change lockers without the consent of the administration. Students should keep their locker combinations private. Do not share or use a locker that is not assigned to you**.** Lockers are subject to random searches.

Lunch

Students may choose a school lunch or bring their own lunch from home.

Student ID Card

- A student's ID card is also their lunch card. Do not deface it.
- The ID should have their name, picture, barcode, and the current school year.
- If a student forgets their card or has lost their card, they can go to the lunch office at the beginning of lunch to obtain a pink slip with their name on it that will allow them to get lunch at one of the main lines.
    - Pink Slips are NOT accepted at the Ala Carte line.
    - Pink Slips are given out 5 minutes after the bell rings for lunch

- If a student damages or loses their Student ID card, they may purchase a replacement in the main office or the lunch office for $1.00.

Costs:

- Breakfast - $1.75/day (Served: 7:30-7:55 AM)
- Lunch- $2.35/day: Main Lines – Entrée Line, Sandwich Line, or Pizza Line *(if a student purchases a second lunch on the same day, the cost for the second lunch is $4.00)*

- Ala carte items will vary in price. Items must be purchased with the student's ID card; no cash will be accepted.

Paid/Reduced/Free
To determine if your child is eligible for free or reduced lunch fill out the online application at EZMealApp.com (Free and Reduced-price lunch applications and information)
If you can't get access to the online form, come into the office and the lunch secretary can assist you.

Lunch Payments:
Online payments can be paid through EZSchoolPay.com. There is a $3 service fee when making payment through this service. Cash or check payments can be made at the office. Envelopes are located at the main office window and at the lunch office. Allow 24 hours for the payment to reflect on the account. However, once the cash/check has been given to the office, the student can use the funds.

Lunch Account Balance:
- EZSchoolPay will have the current account balance. You don't need to pay your account online to view the account balance. You can also monitor what your child is spending on a daily basis.
- The Lunch Secretary can look up the account balance.
- PowerSchool will show a balance, HOWEVER, PowerSchool and EZSchoolPay update at different times. PowerSchool may not be showing the ACTUAL CURRENT balance.

Menus (Breakfast & Lunch)
Menus can be accessed on our school's website by clicking on the Quick links.

Cafeteria Behavior
All students are expected to use proper behavior at all times during lunch periods, thus helping to keep a clean and pleasant atmosphere. Students are expected to respect adults who may be on duty or staffed in the lunchroom and are expected to respond to any corrective requests made by these adults. Violation of these expectations and disregard to corrective directives by a student(s) may result in assigned school service learning.

Remediation and Tutoring
Teachers are available to provide individual help 30 minutes before and after school. Students should check with teachers on availability and times. CCSD will not provide additional bussing beyond regular routes and times for these remediation/tutoring sessions. CVTD bus times are posted online.

BARC Time is an academic session scheduled within the school day which allows teachers to assign a student to attend their intervention session for that day. (Mon-Fri). See additional details under BARC Time.

School Pride Day
We are proud of our school. On Fridays, students and staff are encouraged to wear clothing that represents North Cache school colors or logo.

Student Government
Students who qualify by maintaining 3.0 or better in all classes, maintaining good citizenship grades, and have been elected by student and staff vote may serve at Green Canyon or Sky View Freshmen as class officers. ("F" or "I" grades are NOT allowed, nor are any citizenship grades of "U". Two "N's" during the current year will also disqualify you.) A minimum of 90% attendance is required. Students may be removed from student leadership for any behavior that is not considered exemplary.

Student ID Cards
All students will receive a student identification card. Cards are used for ID, lunch, and the media center. Replacement cards may be purchased for $1.00. Cards may be held by the lunch staff for any negative balances. Students should not deface their cards.

Student Insurance
Student Insurance is available. Check online at CCSDUT.org or with the secretaries in the main office if interested. The school does not insure students for accidents or illnesses. Students are not covered by insurance while in school unless student insurance is purchased.

Technology/ Information Resources
Students at North Cache are privileged to have access to many kinds of electronic information resources. The use of electronic resources is a privilege and not a right. Inappropriate use of resources will result in the loss of services, disciplinary action, and/or referral to legal authorities. Your privileges will be denied, revoked, or suspended for inappropriate activities on the internet or other electronic information resources. You are given a Gmail account and may not save files in this account that are inappropriate or violate any of the school's rules, nor anything that would violate the district's Acceptable Use Policy.
Useful online resources include:

The North Cache Library website:
https://sites.google.com/ccsdut.org/north-cache-ms/home
has links to Utah's Online Library, Sora, and many other useful sites. Utah's Online Library has a username and password that you will need for at home use.
Username: online
Password: database

Technology Acceptable Use Policy
Acceptable use can be easily summarized by asking yourself whether or not the activity is in support of education, school businesses, or research within the educational goals

and objectives of the Cache County School District. More detailed information may be found in the "Acceptable Use Contract" available in the office, computer labs, or on the North Cache homepage. A student must sign the “Acceptable Use Policy” before he/she is allowed to use any school computer.

Visitors Policy

To ensure a safe, productive, and distraction-free learning environment, the following rules regarding visitors are in place:

1. **Student Visitors**:
   NC students are not permitted to bring visitors to school during school hours. This policy helps to prevent distractions, minimize overcrowding, and protect the health and safety of all students.

2. **General Visitors**:
   All visitors, including volunteers, contractors, and guests, must check in at the front office immediately upon arrival. A visitor badge may be required during the visit.

3. **Parents/Legal Guardians**:
   Parents and legal guardians with verified guardianship are welcome to visit the school. They must check in at the office upon arrival. If a parent or guardian wishes to observe a class, prior arrangements must be made and approved through school administration.

4. **Unauthorized Visitors**:
   Any individual who has not followed proper check-in procedures or who is on campus without permission will be considered an unauthorized visitor. This is considered trespassing under **UCA 53A-3-503** and may result in removal from campus and possible legal action.