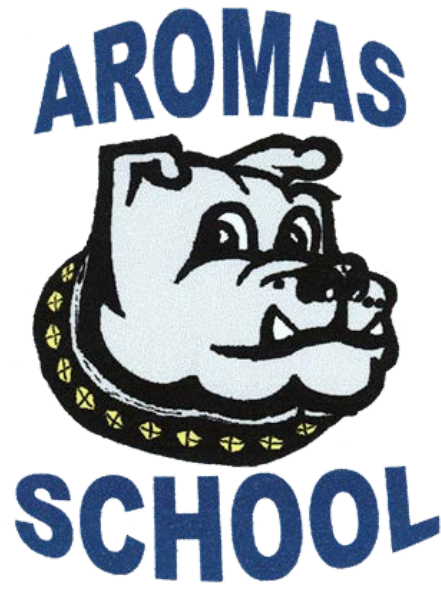




Middle School Code of Conduct Handbook 2025-26

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Introduction

When your student enters 6th grade, certain things change in terms of how instruction is delivered. The difficulty and amount of work increases, and students are expected to be able to work more independently. Middle school students also change classes and have different teachers for different subjects.

At Aromas School, we have created a schedule that gives students the opportunity to change classes, but still have few enough teachers to develop a relationship with them. Teachers teach subjects according to their areas of expertise.

Middle School Code of Conduct

All middle school students and their parents/guardians are asked to read, sign and return the signature page of the Middle School Code of Conduct Handbook and Cell Phone Policy and Registration Form at the beginning of every year. Aromas middle school students are expected to follow all school rules as stated in this handbook and the school Student Handbook while at school and at any school-sponsored event or function on or away from campus.

Co-Curricular Activities

The middle school staff plans co-curricular activities and trips throughout the school year to enhance our students' middle school experience.

Educational Trips: Each grade level plans field trips every year. They may be connected to a unit of study or may be an opportunity that arises to take an unusual outing. Although trips may change from year to year, we do our best to give our students educational opportunities away from campus as often as possible.

Sports: Aromas School participates with other area middle schools in the San Benito Athletic League that offers girls' volleyball, co-ed flag football, girls' and boys' basketball, girls' and boys' soccer, cross-country/track and field and co-ed volleyball (8th grade only). All students who wish to participate in sports must complete a Sports Packet every year. Both students and parents are required to read and sign the Sports Packet. Please refer to the Sport Packet to review academic, attendance, and behavior standards required for participation in middle school sports.

Fun Activities: Rallies, dances, Honor Roll Breakfasts and field trips are some of the activities we plan for middle school students to socialize both at and away from school to have fun. Some trips are taken by bus, some by private car, and all will need chaperones. Permission slips go home in advance of all trips. Please check with the District Office at 831.623.4500 to get volunteer/chaperone clearance.

Aromas School Homework Policy

Homework serves three main purposes at Aromas School: 1) an opportunity to hone previously learned skills; 2) an opportunity to finish incomplete classwork; and 3) an opportunity to research new and interesting material.

We follow a simple schedule for homework at Aromas Middle School: 60 minutes per night for 6th grade, 70 minutes per night for seventh grade, and 80 minutes per night for 8th grade. In English-Language Arts classes, students are also required to read for 30 minutes nightly from an Accelerated Reader book or a grade-level novel of their choice.

Unless otherwise indicated by your student's teacher(s), middle school students at Aromas School will have homework Monday through Thursday nights. Depending on the teacher, students may be required to turn in homework each day or at the end of the week. At times, students will be working on long-term projects, and these will involve extra work at home.

Assisting your child with his/her homework can be as simple as asking to see your child's homework when it is complete. All Aromas School middle school students receive their classroom and homework assignments through their Google Classroom account. Your child's teachers will send you an invitation to be able to view all your child's Google Classroom work. If you have any questions regarding viewing your child's grades, please contact your child's teacher(s) by school phone, e-mail or other communication system set up by your child's teacher(s).

Late homework due to an illness, family emergency, County Fair or sports-related activities is due within the amount of days missed. For example, if a student misses two days, s/he has two days to make up the homework.

Aromas School Honor Roll Requirements

Students will have an opportunity to strive for the Honor Roll each trimester. After final grades have been determined for each trimester, students will be notified if they have made Honor Roll. To be considered an Honor Roll student at Aromas School, a middle school student must meet the following criteria:

- Must be an Aromas School 6th, 7th, or 8th grade student
- Must have a 3.0 grade point average (or higher) at the end of the current trimester
- No more than three (3) absences and/or three (3) tardies at the end of the current trimester

When a student meets the above-mentioned criteria, they will be eligible to attend a special Honor Roll Breakfast, which is sponsored by the Aromas Home and School Club.

At the end of each trimester, any student that receives a 3.5 grade point average (or higher) is eligible to qualify for an off-campus field trip. Any student that qualifies but has received a school referral/suspension that trimester will not be permitted to attend the field trip.

8th Grade Promotion Requirements (ASJUSD Board Policy/AR 5127)

To participate in any end-of-the-year 8th Grade activities, all 8th grade students must meet the following requirements:

- Grade point average of 2.0 in their 8th grade year
- No more than one 'F' grade in their 8th grade year
- Maintain 95% attendance during their 8th grade year.
- No more than ten (10) tardies in their 8th grade year.
- No more than one suspension in 8th grade; no more than three (3) total days of suspension in 6th-8th grades

All 6th-8th grade Aromas School students and parents are required to review, sign, and return the "Aromas School 8th Grade Promotion Notification" form each year to ensure that middle school students and their parents understand the 8th Grade promotion requirements.

Consequences for Poor Academic Progress

If a middle school student receives an 'F' on their progress report and a second 'F' on their report card for any trimester, that student becomes ineligible to participate in any school-related activities or events for the following trimester.

Consequences for Behavioral Misconduct

If a rule is broken that is serious enough for a student to be suspended, either in-house or at home, the following consequences will go into effect:

The first suspension will cause a student to be ineligible to attend any school-sponsored event—including, but not limited to, assemblies, field trips, sports team participation, etc.—for the rest of that trimester. If the suspension occurs with less than two weeks left in the trimester, the ineligibility will carry over to the next trimester.

If the first suspension occurs in the third trimester, making a student ineligible for end-of-the-year school-sponsored activities and events, the student may request a student-parent-principal conference to discuss the student's participation eligibility. Parent attendance for the event may be a condition of the student being allowed to attend. If the suspension occurs in the trimester of Outdoor School for a 6th grader, a student/parent/principal conference must also take place before a student's participation will be considered.

A second suspension will cause a student to be ineligible to attend any school-sponsored activities and events, including sports, for the rest of the school year. The student may also be placed on a behavior contract.

Tardy Policy

We expect all students to arrive on time every day. Tardiness causes students to miss out on learning, and it interrupts instruction. Middle school students are expected to help their parents by getting themselves ready for school in the morning. Parents of students who reach three (3) tardies over 30 minutes will receive a truancy notice. Excessive tardiness will also result in the generation of a truancy notice and a possible referral to the School Attendance Review Board (SARB).

All students start with a “clean slate” for tardiness when a new **trimester** begins.

Dress Code Policy

Aromas School promotes and encourages a positive learning environment for all students. Appropriate school clothing is expected to support an educational atmosphere. Students are also required to show proper attention to personal cleanliness, health, safety, neatness, and suitability of clothing and appearance for school activities.

Aromas School students adhere to a District-adopted dress standard. Clothing that is disruptive to the education process and/or against the California Education Code may not be worn to school. This includes clothing that supports, displays, or advertises the use of drugs, alcohol, or tobacco; displays profanity, racial slurs or vulgarity; is threatening or provocative; has images of gang-related symbols.

Any student wearing clothing that does not adhere to the Dress Code Policy can and will be sent to the office immediately by any member of the Aromas School staff. A parent or guardian must bring appropriate clothing to school for the student to be admitted back to class. The Dress Code Policy is in effect during all times of the school day and during any school-related activities both during and after school.

The following list is not meant to be all-inclusive. Fashions are constantly changing and, as distractions are noted, this list may be modified. The school staff has the discretion to decide if a student's clothing is inappropriate or disruptive to the learning environment.

Inappropriate clothing includes, but is not limited to, the following:

- Any item of clothing that exposes underwear and/or midriff.
- Pants that are too big, sag, or need to be constantly adjusted.
- Shorts and/or skirts that are shorter than the finger-tip length when arms hang straight at sides.
- Torn jeans that have holes in them that are in places shorter than the finger-tip length when arms hang straight at sides.
- Shirts or dresses with spaghetti straps, racer-backs, strapless or single-strap tops, see-through tops, backless or halter tops that show undergarments.
- Low-cut shirts or dresses that show any amount of cleavage and determined by school staff to be provocative or disruptive to the learning environment.
- Inappropriate shoes for P.E. (Boots, slip-ons, flip-flops, and high heels are not acceptable.)

Dress Code Policy (continued)

- Any item of clothing bearing symbols, designs, or words prohibited by the California Education Code.
- Any item of clothing determined by staff to relate to alcohol, marijuana and/or other drugs, and other symbols, designs, or words that infer school-banned substances and/or profanity.
- Any item of clothing determined by staff to be gang-related due to its color, style, arrangement, trademark, or design (specifically prohibited items include bandanas of any color, webbed belts of any color, red or blue shoelaces, and wearing just one glove). Students who have had referrals for gang-related, threatening, or dangerous behavior will be prohibited from wearing gang colors to school.
- Costumes or pajamas may only be worn on announced occasions (i.e., Spirit Day, Halloween).
- Caps/hats/hoodies may be worn outside, but students will be required to remove them before entering classrooms. Caps/hats/hoodies must always be removed when saying the "Pledge of Allegiance" and for formal events.
- Sunglasses may be worn outside only.

Cell Phone Policy

California Ed Code allows schools to ban cell phones on campus. We understand the desire of many parents to provide their child with a cell phone in case of emergency. For that reason, we allow students to bring a cell phone to school. However, to ensure an educational environment conducive to learning, cell phones and other electronic devices will be collected in your child's homeroom class and brought to the office for the day. Cell phones will be returned to students at the end of the day, unless a parent is required to pick it up. Parents may call the school office to leave a message for their child.

Please note that the staff of Aromas School will not be held liable for any stolen, lost, or damaged phones or other electronic devices (including, but not limited to, headphones, ear buds, wireless speakers, iPods/iPads, etc.).

Students who are seen using any electronic devices the first time will have the phone confiscated and taken to the office and will be returned to the student at the end of the day. If a student is seen a second time with an electronic device, parent(s) will be notified, and the confiscated item(s) will be held in the office until a parent can pick it up. With a third offense, parent(s) will be notified, and the confiscated item(s) will be held in the office until the end of the year.

Please keep this Handbook for your records and reference. Please sign and return this Middle School Code of Conduct signature page and the Cell Phone Policy and Registration signature page on the reverse side to show that you and your child received and reviewed the information.

PLEASE SIGN AND RETURN THIS MIDDLE SCHOOL CODE OF CONDUCT PAGE, THE CELL PHONE POLICY AND REGISTRATION PAGE, AND THE 8TH GRADE PROMOTION NOTIFICATION PAGE TO YOUR HOMEROOM TEACHER.

My child and I have read the Aromas School Middle School Code of Conduct (2025-26).

Parent Signature **Date**

Student Name (Please print)

Student Signature **Date**

Homeroom Teacher Name

AROMAS SCHOOL

CELL PHONE POLICY AND REGISTRATION FORM

2025-2026

Cell phones are a great asset to have in case of an emergency and to keep in touch with parents about arrangements for after-school activities, etc. Unfortunately, cell phones are also disruptive to the learning environment and, as such, Aromas School has instituted a policy for middle school students to turn in their cell phones and other electronic devices into their homeroom teacher every day. In order to permit Aromas School middle school students to bring cell phones to school, the following guidelines must be followed. Please read over the list carefully with your child, fill in the registration information (parent and child), and sign and return the form back to school.

- Cell phones (and other electronic devices (**including Smart Watches**)) must be turned off immediately upon arrival to campus and remain unseen until the student enters his/her classroom.
- Cell phones (and other electronic devices (**including Smart Watches**)) will be placed in the basket of the student's homeroom classroom every day.
- Cell phones may only be used from the office with the permission of the student's teacher or office staff.
- If a student does not turn in his/her cell phone, the "Cell Phone Policy" rules in the Middle School Code of Conduct Handbook will be enforced.
- A student found with an unregistered cell phone or other electronic device on his/her person will be required to turn the phone in to Aromas staff personnel. The phone may be picked up by the student's parent after a Cell Phone Policy and Registration Form has been completed and signed.
- Aromas staff may periodically call registered cell phones (or other electronic devices) to aid in verifying that the cell phone policies are being followed.
- A parent must notify the school if the student's cell phone (or other electronic device) changes or if there is a change in the phone number.
- The following information is needed to register your child's cell phone (or other electronic device) with Aromas School:

o Make and model of cell phone/electronic device: _____

o Cell phone number: _____

I give permission for my child, _____, to bring a cell phone (or other electronic device) to school. I have read Aromas School's Cell Phone Policy and agree to register the phone with the school and to abide by the guidelines and to encourage my child to do so, as well.

Student's Name: _____

Student's Signature: _____

Parent Name: _____

Parent Signature: _____