Student Handbook

South Middle School

2115 Mitscher Avenue
Eau Claire, WI 54701
(715) 852-5200

SOUTH
MIDDLE SCHOOL

Connect • Discover • Succeed

Welcome!

We welcome you to South Middle School! We truly believe that this will be an exciting, productive, and rewarding year for you at South Middle School. We take pride in our school and every student. We care about your intellectual, physical, social, and emotional development. We will work with you and your family to make this year at South Middle School a successful and memorable one. The policies and procedures in this handbook have been prepared to help you understand what it takes to be successful and reach your full potential.

Yours Respectfully, South Middle School Staff

Student: _____ **Grade:** _____ **Falcon Time:** _____

Be Respectful, Responsible, & Ready

All South Middle School students have the right to learn in a safe environment. You are expected to treat people and property with respect, follow directions, and come to class prepared to learn, use appropriate language, wear appropriate clothing, and fulfill the following responsibilities.

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Respectful

You are expected to show respect for your teachers and other adults. You are expected to use only acceptable and courteous language with all adults.

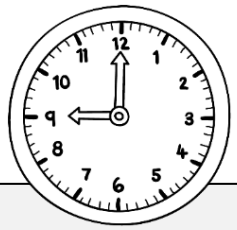
You are expected to recognize the rights and human dignity of fellow students and to refrain from name-calling, fighting, harassment, belittling, or engaging in deliberate attempts to embarrass or harm another student.

You are expected to respect school property such as lockers, walls, furniture, and school grounds.

Responsible

You are expected to participate fully in the learning process. You should attend all classes regularly, pay attention to instructions, complete assignments to the best of your ability, and request help when you need it.

You are expected to avoid any behavior that detracts from learning. You should help maintain reasonable orderliness in the school and in your classroom and take care of books and other instructional materials. You are expected to refrain from gossiping, threatening, bullying, or fighting with other students.



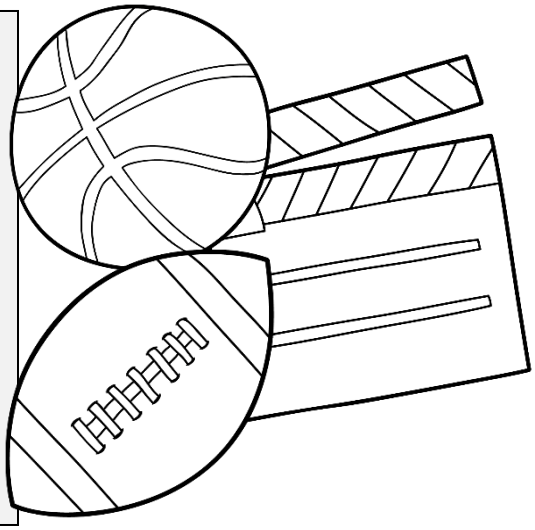
Ready

You are expected to have all materials ready for class before the bell rings. You have 4 minutes in between class to go to your locker and get materials. You should be ready for PE by changing into your PE clothes and athletic shoes.

Activities (sports, forensics, study club, etc.)

South Middle School has a wide variety of activities in which you may participate. Information about these activities will be posted on the SMS web page, on bulletin boards throughout the building, and on daily announcements. Participation eligibility is based upon behavioral and academic performance established for each activity.

If you are involved in an after-school activity, you must remain in your supervised area. **If you are not involved in an after-school activity, we ask that you leave school grounds by 3:05 pm.** This is because SMS does not have supervision for you after school. **If you want to stay after school and watch an activity, you MUST be accompanied by an adult.**



Address/Family Change

Please notify the Registrar/Financial Secretary if your family has a change in any of the following: address, telephone number, parent/caring adult employer, email addresses, and cell phone number. Except for your address, your family can go into Skyward and make changes. For all address changes, ECASD policy now requires proof of address change with a copy of a lease, mortgage closing statement, accepted offer to purchase, or a current utility bill.

Attendance

Wisconsin Statute 118.15 requires that all students between the ages of 6 and 18 regularly attend school and have no more than 10 absences per year. Absences include all or part of a day. After 10 excused absences, you will be asked to provide a medical note. Regular and punctual school attendance, which is necessary for satisfactory progress, is your responsibility.

When you are absent from school, have your parent or a family member call the school (715-852-5200) prior to 9:00 AM stating the reason for your absence. Calls can be made day or night; press "1" for "Attendance" and leave a message. If no call is made, the absence will be recorded as unexcused until a note or call is received. If your parent/family member is unable to call the school, please bring in a written excuse to the Attendance Office on the first day back after your absence. Families may also excuse absences in our Student Information System.

You are expected to remain at school once you have arrived. If you need to leave the school early during the school day, you should bring a note from home to the Attendance Office once you arrive to school. A dismissal slip will be given to you to show your teacher before you leave. Remember to check in at the Attendance Office when you return to the building.

If you enter school after 7:30 am, you must check in at the Attendance Office **before** reporting to your first class.

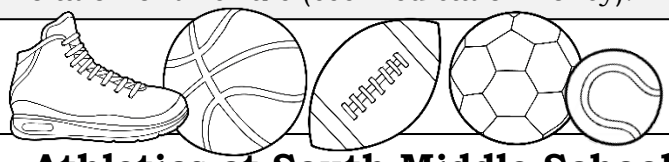
If you are absent on the day of an extra-curricular activity, you will not be allowed to participate in that activity, including sports or athletics.

Alcohol, Drugs & Tobacco

You shall not possess, prepare, use, transmit, sell, give away, or be under the influence of any tobacco, marijuana, alcoholic beverage, or drug of any kind as defined in Wisconsin Statues 961 & 450 (this includes any type of vaping device):

- On SMS school property during school hours
- On SMS school property at any other time when the school is being used by any school group
- Off SMS school property at a school activity, function, or event
- On the school bus, as it is considered an extension of the school day

If you are found in violation of this policy, you may be suspended, turned over to the police and issued a citation, and/or expelled. In addition, you cannot carry matches and lighters or have them in your locker. Personal use of a drug authorized by a medical prescription from a registered physician shall not be considered a violation of this rule (see Medication Policy).



Athletics at South Middle School

South Middle School offers a variety of team and individual sports throughout the year. All 7th and 8th grade students are welcome to participate in our middle school athletic program. 6th grade students can participate in the programs marked with an asterisk (*). Those sports will be shared with families.

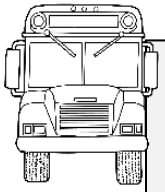
Sport Offerings:

- **Quarter 1:** Boys Soccer*, Cross Country*, Football, Girls Tennis, Girls Volleyball
- **Quarter 2:** Boys Basketball, Dance*, Girls Swimming*
- **Quarter 3:** Boys Swimming*, Girls Basketball, Wrestling*
- **Quarter 4**: Boys Tennis, Girls Soccer*, Girls Softball*, Track & Field

There is a fee for each sport. Forms will need to be filled out. If you have any questions, visit the South Middle School athletics page, ask someone in the attendance office, or contact the middle school athletic director.

Bikes/Skateboards/Roller Blades

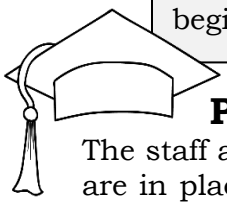
Bikes are to be walked on the sidewalk. Bike racks are provided at South Middle School for you to securely lock your bike. Unless you are in a supervised club, skateboards, roller blades/in-line skates, and scooters may not be used on school property and must be placed in your locker or brought to the office.



Bus Information (Student Transit)

It is the cooperative mission of the ECASD and Student Transit to provide safe transportation to and from school. To facilitate this process, guidelines are in place for bus behavior and disciplinary actions. These guidelines and policies can be found in the Eau Claire Area School District Handbook. It is the responsibility of you and your parent/family member to read the guidelines and disciplinary action policy. Riding the bus is a privilege, not a right. If your bus privileges are revoked due to violation of this policy, it is the responsibility of you and your family to figure out transportation.

In the event that you would need to ride a different bus other than the one assigned or be dropped off at a different stop other than your regular bus stop, you must bring a note from home indicating permission. This note should be brought to the Attendance Office at the beginning of the day. If the bus is at capacity, you will be unable to ride the alternate bus.



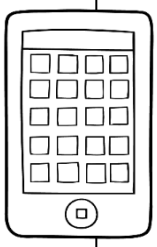
PBIS (Positive Behavioral Interventions Supports) at SMS

The staff at SMS want you to be successful both academically and social-emotionally. Systems are in place to ensure that you have access to the most effective instructional and behavioral practices. Here are just a few of our components of our PBIS system:

- We will teach you the expected school behaviors (classroom, hallway, lunchroom, etc.).
- We will provide you the opportunity for your voice to be heard.
- We will continue to acknowledge positive behaviors through the use of Falcon Feathers, Falcons on the Rise, compliments, phone calls, etc.
- We will have some fun with some spontaneous activities (outdoor lunch, music in the cafeteria, short recess, etc.).

Cell Phone & Personal Electronic Devices

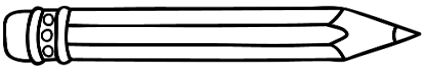
South Middle School **strongly** discourages you from bringing any personal electronic items to school. Personal electronic devices include, but are not limited to, cell phones, cordless air pods, and watches with internet accessibility. SMS does not assume responsibility for items that are lost or stolen. If you bring an electronic device to school, it should be turned off and stored in your locker prior to your first class. You should not have your cell phone in your pocket. Unless directed by a staff member, you cannot use a personal electronic device during the school day (7:30 am-2:51 pm). This policy applies to you when you are at school, participating in any school-sponsored activity, and when you are under the supervision of District officials. You shall not use electronic communication devices:



- To engage in bullying or harassment.
- To take, disseminate, transfer, or share any images, recordings, or other content that is obscene, lewd, illegal, sexually explicit, or otherwise inappropriate for the school setting.
- In areas where other people have a reasonable expectation of privacy, including all locker rooms, bathrooms, or other changing areas.
- To create, communicate, share, or post recordings or images of any other student or staff member without permission from that student or staff member- except in an emergency.
- In violation of the school district's rules surrounding students' acceptable use of technology.

Any violation associated with a personal electronic device use will result in the device to be confiscated and held in the principal's office until the end of the school day. If further violations should occur, other consequences could be enforced such as a lunch detention or a ban from the use of the personal device, where you would be required to leave your device at home or turn it into the office prior to the start of the school day. In extreme cases, a referral to the appropriate legal authority for possible prosecution may need to take place.

Cheating Policy



Thank you for being responsible for your own learning! Please do not use someone else's work as your own, share assessment information with someone, or plagiarize someone else's work. If you choose to do so, you may not receive any credit on the assignment, a family member may be notified, or other consequences may be determined by your teacher and/or administration.

Closing of School

The superintendent may close any or all schools or dismiss you early in the event of hazardous weather or other emergencies. Local media will make announcements regarding any delayed school openings or closings. You will also receive communication from the Eau Claire Area School District.

Due Process

Specific procedures are in place for you and/or your parents/family members to formally appeal disciplinary or other actions that you feel are unfair or unjust. Such an appeal is to be made in writing to the administrator involved within fourteen (14) days of first learning about or being notified of the action taken.

Detention

You may be assigned a before-school, lunch, or after-school detention for failure to follow South Middle School's policies. You will be responsible for arranging any necessary transportation.

Gifts

Due to distractions and allergy concerns, we request that you do not bring in or have balloons, flowers, or other gifts delivered to you at school. If you have questions, please contact administration.

Hall Passes

At no time are you to leave a class unless the person in charge has given permission and a pass is used.

Harassment/Bullying

SMS does its best to provide a safe, secure, and respectful learning environment. Bullying is defined as a repeated deliberate or intentional behavior using words or actions, intended to cause fear, intimidation, or harm. Bullying has harmful social, physical, psychological, and academic impact on the targets, and the bystanders. The school shall proactively provide information to students and staff to reinforce respectful relationships. Harassment is unwanted behavior that limits or denies your rights to study, learn, and enjoy the school setting. Harassment makes people feel bad. Everyone has a right to not be harassed, and the staff at South Middle School feels strongly that all students should feel safe at school.

Any form of bullying or harassment is wrong and **will not** be tolerated. These behaviors are taken seriously. If you choose to harass other students, consequences may include detention, family member contact or conference, suspension (in or out-of-school), police referral, or other. **If you have been harassed, please contact your teacher, school counselor, a principal, or resource officer**.

Emergency Drills (Hold, Secure, Lockdown, Evacuate, Shelter)

Emergency drills are held during the school year and are an important safety precaution. At the fire drill signal, please follow any directions carefully and clear the building quickly. Tornado drills will be held during the tornado season. When practicing an emergency drill, a SMS staff member will notify you of your designated area of safety. It is important that you move to this area in an orderly fashion with minimal talking. An announcement, bell, or whistle will signal the end of a fire, tornado, or other emergency drill.

Dress Code (Board Policy 443.1)

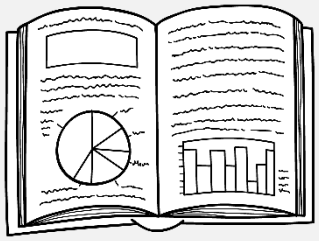
The District recognizes that each student's mode of dress is an expression of personal style and individual preference. Therefore, responsibility for making student dress decisions will generally rest with the students themselves and their parents or guardians, except when their choices cause a health or safety concern or interfere with the educational program or school operations. No student shall be permitted to wear any clothing or jewelry that contains pictures and/or writing referring to alcoholic beverages, tobacco products, sexual references, profanity, promotion of gambling, illegal drugs and/or gangs. Clothing items that cause intimidation or disrupt the learning of others are prohibited. Students will not wear clothing that defames, insults, threatens, harasses or injures any racial or cultural groups or individuals. This policy applies during the school day, in school vehicles, and at school-sponsored activities. The building principal will inform staff, students, and parents and guardians of this policy annually and provide for the fair and consistent enforcement of the policy. Principals will document and report dress code violations each year, including the demographics of students involved and the nature of the violation. Aligning with 343.1-Rule, the disaggregated data will be used to ensure this policy's antiracist and anti-biased practice. If there is a disagreement between staff and students and/or their parents or guardians regarding the appropriateness of a student's attire, the principal has the authority to make this decision and determine the actions that will be taken to deal with the matter.

Homework

The ECASD recognizes extended learning opportunities (homework) are activities designed to enhance your learning needs. Homework refers to assignments to be completed by you beyond the school day or independently while you are at school. SMS teachers will ensure that you and your family are informed of homework expectations.

Extended learning opportunities/homework is intended to:

- Extend classroom learning
- Reflect best educational practices
- Enhance the whole child (academic & social-emotional)
- Use materials accessible to families in all socio-economic statuses
- Not be assigned as a disciplinary measure
- Not be dependent on parent/caring adult participation



In-School Suspension

The ALC (Alternative Learning Center) is a way for dealing with disruptive students whose conduct necessitates immediate consequences. If you are assigned an in-school suspension, a parent/family member will be notified.

Library Media Center

The library media center is a vital part of South Middle School. The use of the Library Media Center is a privilege. You are expected to behave in an appropriate manner while in this area. Books, magazines, and other library materials may be checked out for two weeks. Library Accounts can be checked at any time by signing in via the Library Catalog. Fines and fees will be put on library items that are lost and/or damaged.

Lockers & Decorating Policy

You will be assigned a locker at SMS. You are not to change lockers without prior consent of the office. Keep your locker combination confidential- even from your best friends. It is your responsibility to ensure your locker is locked after each use. Please do not bring large sums of money or expensive items to school, as the school will not assume responsibility for items that are lost or stolen. Writing in or on the locker is not allowed. Magnets can be used to hang pictures/posters on the inside, but nothing is to be placed on the outside of lockers. It is your responsibility to periodically clean out your locker. For locker issues, please go to Student Services.



Your backpack fits in your locker. You are allowed to bring your backpack to most classes if you wish, however there are certain classes or areas where they are not allowed such as Art, PE, Cafeteria, Auditorium, and FACS.

If you choose to make a friend's special day extra special, please follow the guidelines below.

- You may tape cards, photos, drawings on lockers, but they must fit within the size of the individual locker.
- Balloons, banners, confetti, crepe paper, streamers, and ribbons are not allowed.
- Decorating the locker can be done after school prior to 3:05 pm or before school. Items placed on the locker should be removed after two days.



Lunch Program & Lunchroom Information

You have three choices for lunch- hot lunch, ala carte, or a lunch from home. Unless you have permission from an administrator ahead of time, please do not have food delivered to the school from a restaurant. You must remain in the lunchroom the entire lunch period unless excused by the supervisor. If you choose to not follow expectations, you may be assigned to a separate table by the supervisor. If inappropriate behavior would continue, you may be required to eat your lunch in an alternate area.

The Food & Nutrition Program uses a computerized meal system. Prepayments by cash or check are to be placed in a "prepayment" envelope and placed in the drop box (across from Room E208) by 10:00 am. You can also hand the envelope to a member of the Food & Nutrition team. Credit cards can be used with myschoolbucks.com. You will be assigned a PIN (Personal Identification Number) that will remain the same through 12th grade. **Note:** Please refer to the district website for any additional District, state, or federal information.

Medical/Dental Appointments

Every attempt should be made to schedule medical and dental appointments at a time other than during school hours. We also understand that this is not always possible. If an appointment becomes necessary during school hours, please bring a note from a parent/adult to the Attendance Office before school. The note should state the time and date of the appointment. You should be picked up and dropped off at the main entrance (Door #2). When you return to school, don't forget to pick up an admission slip for class from the Attendance Office.

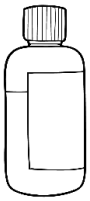
Medication Policy

Whenever possible, medications should be administered at home, rather than at school. When medications are needed during the school day, the ECASD policy and guidelines must be followed. These guidelines are in place for your protection. For ANY prescription medication to be allowed in school, written authorization by a physician/licensed prescriber and/or parent/guardian must be on file with the school nurse. Written permission from a parent/guardian is required for over-the-counter medications.

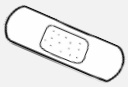
Medication Management Forms can be downloaded from the ECASD website by going to the Departments→ Student Services→ School Nurse, and then "Medication Management Form." This form can also be obtained by contacting the Student Services Office at 715-852-5203 or the School Nurse at 715-852-5270. This form is valid only for the current school year.

There are two options for medication administration at South Middle School:

1. **SMS Staff Administers-** Parents can request that the medication be administered by a SMS staff member. In this case, the medication and all paperwork should be turned in to the school nurse.
2. **Student Administers-** Though it is not an encouraged practice, you can administer your own medication. This is allowed as long as the following guidelines are followed:
   - Written authorization by a physician/licensed prescriber and/or parent/guardian must be on file with the school nurse. The physician/licensed prescriber and/or parent must indicate on the form that you are allowed to carry and self-administer the medication.
   - Each prescribed medication must be in its own pharmacy-labeled package, which includes your name, current date, the correct dosage, time to be taken, and physician/licensed prescriber's name. Nonprescription medications are to be supplied in the original manufacturer's container that lists the ingredients and recommended dose. Multiple medications should **not** be mixed together in one container.
   - It is your responsibility to comply with the school policies/rules relating to student alcohol/drug use.



The Eau Claire Area School District assumes no responsibility in circumstances where you bring and consume medication at school without following the procedures outlined within the medication policy.



Medical Assistance (Accident/Illness)

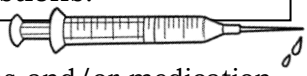
If you are hurt in the building or on school grounds, report it immediately to your classroom teacher or to the office so that treatment can be given. First aid is given in the nurse's office unless circumstances require otherwise. The nurse/medical school assistant will call home if you are sick or hurt.

If you become ill during the school day, you should report to the nurse's office or have someone notify the nurse's office. Calls home can be made from the Attendance or Nurse's office.



Medical Immunizations

Wisconsin State Law requires that all immunizations be up to date within **30 days** of entering the school system. New students will be asked to submit their immunization record at registration; all others are requested to notify the school nurse or the Student Services Office when you receive additional immunizations (Medical providers and Clinics do not notify the school). An immunization requirement for all incoming 7th grade students is **Tdap** (Tetanus, Diphtheria and Pertussis/Whooping Cough) and MenACWY. Waivers for personal, religious, or health reasons remain an option for parents. See the school nurse with any questions.



Nurse

The School Nurse is available to you and your family to discuss any health conditions and/or medication concerns and questions. If you need to talk to the nurse, stop in (or if it's a parent or family member, call 715-852-5270).

Music Instruments

The music department has an area for you to store your music instruments during the day. This area is NOT supervised or secured. Unless otherwise instructed by your teacher, all instruments must go home with you each day; instruments are not to be left in the building overnight. Please take proper care of your musical instrument.



Parent/Family Conferences

Conferences with teachers are held twice a year at South Middle School. A fall conference is held during the first quarter and a second conference time is held during the third quarter. We encourage your family to come in and meet with your teachers and discuss your progress. Online conferences may also be an option.

Parking Lot (before/after school)

If you get dropped off in the morning before school or picked up after school, have your family member or adult use the south entrance (lower parking lot). The buses use the north entrance (upper parking lot) before and after school. If you are waiting for a ride after school, you should wait by Door #1 or #2 to be picked up. You should be picked up by 3:05 pm unless you are participating in a supervised after-school activity.

Drivers are expected to follow these procedures when dropping you off or picking you up:

- When dropping off, enter the lower lot and stay in the right lane until your student has exited your vehicle. Drop off from the right lane of traffic not from the middle of the parking lot. Please avoid pulling into the parking lot for safety reasons. Have your student leave your vehicle curbside in a prompt and safe manner.
- For after school, use the same format and avoid parking in the lot when picking up.



Photographing or Videotaping

State and Federal laws safeguard you and your family against release of student information used by schools or provided by schools to parties external to the ECASD. Photographs, films, and videotapes of children in the schools are subject to the provisions of these laws. The District policy can be found on the ECASD website. You are not allowed to videotape any student or student activity. Doing so may result in a suspension or referral to law enforcement.

Physical Education

By state law, all students must participate in physical education. You should come dressed in your PE shirt and athletic shoes. If limitations and/or non-participation are requested, a written statement from a medical doctor stating such limitations/non-participation must be presented to the Attendance Office. This must be done before you may be excused from PE class.



Pop/Energy Drinks/Coffee/Water

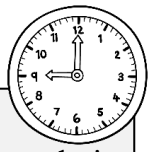
Pop, energy drinks, coffee are not allowed at South Middle School from 7:10 am to 2:51 pm. There may be times when these are allowed for certain events or special activities that are directed by school staff. Tap or bottled water is allowed throughout the school day. Drinking fountains are also available for your use, and South Middle School has some water bottle-filling stations around the school for your convenience.

Schedule Changes

There will be no adding, dropping, or changing of yearlong classes after first quarter unless approved by the principal. If you wish to change a semester class, please discuss this with your school counselor as soon as possible.

School Resource Officer

The school resource officer is the contact person between the school system and the legal system (police). If you have legal concerns or questions, feel free to stop in or contact the school resource officer at 715-852-5293.



School Hours

South Middle School will communicate their school hours and procedures at the start of the school year. In general, if you arrive early, you will need to wait until the doors open at 7:10 am. In colder months, doors will open at 7:00 am. After school, you are expected to leave the building and grounds by 3:05 pm unless you are under the direct supervision of a teacher or a coach. If you participate in after-school activities, please remember to bring your personal and school materials with you, as you will not be able to return to your locker.

Search & Seizure Procedures

The following guidelines have been developed to aid school personnel in legally conducting searches of school property and/or persons. Desks, lockers, books, and equipment loaned to you remain school property while in your possession. Such property is provided for your convenience and shall be used only for authorized school purposes and in accordance with school rules. You will be expected to reimburse the ECASD for damage to school property or the loss or theft of such property.

Administrators reserve the right to search the contents of your locker and desk at any time. An administrator or a designee (school personnel) may conduct periodically scheduled and/or random searches to see that lockers are being used in a manner consistent with district policy. Administrators will remove anything contrary to school rules or detrimental to the school or safety of others. Also, Board Policy 443.5 allows for an appropriately limited search of a personal electronic device by administration or the school resource officer if there is reason to suspect that such a search would provide evidence of a crime or violation or Board policy or school rules. Administration may also request you to disclose the access information for any of your personal internet account(s), including those that may be accessible through your personal electronic communication device, prior to law enforcement intervention. If the District determines that you have possessed or used such a device in violation of the law, this policy, or a school rule or directive, you are subject to appropriate school-imposed consequences, such as the possible loss of privileges, suspension, and/or expulsion. The District may also refer certain matters to law enforcement.

If there is an issue regarding a search or seizure, SMS administration will consult with the school resource officer to determine if/when a parent or family member should be contacted.

Selling/Solicitation

We understand that you may be involved in sports or clubs outside of school- and that is a great thing! At times, these activities ask you to fundraise. To minimize disruptions and distractions to you and the learning of others, we ask that you do not sell or solicit any items at school without receiving prior approval from the school principal. Thank you for your cooperation!

Student's Religious Beliefs

The ECASD Board of Education recognizes that your parent/adult may desire or request that you be excluded from receiving instruction in certain curricular offerings based on religious beliefs. Accommodation requests shall be handled in accordance with established procedures. If this should occur, SMS will provide reasonable accommodations regarding academic requirements, including examinations.

Standard-Based Grading

Beginning in the 2026-27 school year, standards-based grading will be implemented to more clearly report progress toward essential standards and essential learning targets. Through instruction and assessment, teachers gather a body of evidence through evidence for learning and evidence of learning. Teachers will use common assessments and rubrics to measure student progress towards proficiency. If a student does not meet proficiency on an assessment, there will be opportunities for reassessment. Standards Based Grading is designed to provide more accurate, meaningful, and equitable feedback so that students understand what they know and what they need to work on next. Students will also receive standard grades for Life Ready Dispositions, multiple times per year from each teacher. Teachers will report on the following behaviors: perseverance, collaboration, responsibility, and self-management.

Student Rights

The staff at South Middle School truly believe that you can achieve what you dream of. For you to reach your potential, you have the right to:

- Expect that South Middle School will be a safe place to learn.
- Expect that the material presented in your classes is relevant and appropriate to your maturity level and intellectual ability.
- An education that encourages equality and educational opportunity for everyone.
- Reasonable, consistent, and fair discipline procedures if school rules are violated.
- Appropriately express your feelings and opinions without fear of punishment and disapproval.

Student Services (Guidance)

School counselors will work with you to address concerns you have about school, friendships, and/or your personal life. If you have concerns, please fill out the online appointment request or stop in at Student Servies. Student Services is located in the office closest to Door #1.



Technology Guidelines

The following are some basic guidelines for using technology at SMS (network, Internet, software, devices, etc.):

- You may only use the email account provided to you by the ECASD.
- Any use of a technology device must be school related, or SMS staff directed. Recreational use of a district device is prohibited.
- If technology items are lost and/or damaged, students and families are responsible for payment. Fees are calculated by the device type and can be found on the district website.
- All copyright rules must be observed. Citations for graphics and text obtained from the Internet must be included in any report or project.
- Tampering with any technology device equipment (sound volume, screen brightness, etc.) is not allowed.
- You are solely responsible for use, security, and protection of any personal technological devices that you bring to South Middle School.
- All ECASD policies prohibiting bullying, harassment, and discrimination apply to you while using any technology-based activity and/or communication.
- ECASD School Board policies 443.7 & 364.1 state that you will follow the school rules, Board policy, and all applicable state and federal laws.
- Any attempt to circumvent security or filtering systems is a violation of school rules & Board policy.
- Utilizing District technology resources for commercial purposes is prohibited.
- You can only modify data, files, communications, applications, and other content that you own or have permission to modify.
- You must respect and comply with proper use of copyrighted text, images, video, and music, including transmitting, downloading, reproducing, or using copyrighted material.
- You will need to carefully consider your privacy, personal safety, and electronic safety before sharing personal information, including last name, phone number, or address. Never share passwords.
- To the extent not prohibited by applicable law, monitoring of user's activities may include the use of applications, services, equipment, or other methods by which school personnel can:
  - Track and review users' Internet histories; online communication; uploaded, downloaded, saved, or deleted data, files, applications, programs, or other content; or other online activities
  - Track and log network access and use by any person or under any account; or monitor fileserver space utilization by district users
- The Internet has inappropriate materials that do not support educational or District goals. It is important that you practice self-discipline and good judgment in choosing the sites that you visit. You must immediately notify a staff member should you see inappropriate information or pictures while using the school network and/or Internet. Inappropriate information includes anything that is hateful, racist, obscene, or anything else that makes you uncomfortable.

Failure to meet the expectations established within this document or in related District policies will result in consequences to be determined based on the infraction and can include suspension or expulsion. Inappropriate use of technology while at school or under the supervision of school authorities can have non-school consequences when the conduct is also unlawful or violates the rights of others.

Telephones & Emergency Situations

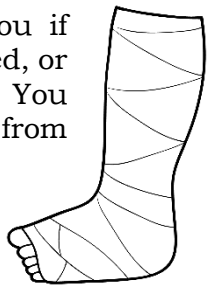
South Middle School takes pride in the success of all its students. To limit interruptions to instruction, please have a plan in advance for pick-up, appointments, etc. We also understand that messages of extreme importance (unplanned appointments, changes in pick-up, etc.) may need to occur. When deemed necessary, you may use the telephone in the Attendance Office for communication. **You are NOT allowed to use your personal phone to contact a family member unless given permission by a SMS staff member.**

Transfers or Withdrawals

As soon as you know you are going to move away from South Middle School, inform your counselor or the Attendance Office. On your last day, remember to return all school property and pay all fines. **Note:** You will not be withdrawn from South Middle School until the Registrar receives notice from your new school. Last of all, good luck at your new school!

Use of Elevator

The elevator is available to you if you have a disability, are injured, or are unable to climb the stairs. You must obtain an elevator pass from Student Services.



Visitors

Your parents/family members are welcome at South Middle School. Be sure they make arrangements with the teacher(s) and check in at the main office before attending any meeting. Visitors must show identification and wear an identification badge, which is available in the office. Due to distractions in instruction, you are not allowed to bring visitors (cousins, friends from another school, etc.) to SMS without permission from the principal.

Weapons

You shall not possess a weapon or any "look-alike" weapon on school property, school buses, or at any school-related event. If you violate this policy, you will be subject to serious disciplinary action. Disciplinary action includes suspension, reporting the incident to the school resource officer, and/or expulsion.

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Non-Discrimination Statement

The Eau Claire Area School District does not discriminate on the basis of sex, race, color, religion, creed, age, national origin, ancestry, pregnancy, marital status or parental status, sexual orientation or disability.