



STUDENT HANDBOOK

2026-2027

Dear Parents and Guardians,

Welcome to the 2026–2027 school year at Westerly Middle School! We're excited to begin another year of learning, growth, and collaboration, and we look forward to working together to support your child's success.

As we start the new academic year, our mission remains strong: to create an inspiring, challenging, and supportive environment where students are encouraged and assisted in reaching their highest potential. One key resource to help us meet that goal is the **WMS Student Handbook**.

The handbook is designed to keep families informed about the expectations, procedures, and opportunities available throughout the school year. It reflects the core values and mission of our school community.

What's Inside the Student Handbook:

- **Academic Guidelines** – Our standards for academic honesty, grading practices, and student achievement.
- **Daily Operations** – Information on attendance, arrival and dismissal procedures, and transportation logistics.
- **Student Conduct & Expectations** – Guidelines on behavior, dress code, and disciplinary procedures.
- **Extracurricular Life** – A look at the wide range of clubs, sports, and enrichment activities offered at WMS.
- **Health & Safety** – Protocols to ensure a secure and healthy school setting, including emergency preparedness.

We believe that open communication and a strong school-home partnership are vital to student achievement. Please take time to review the handbook with your child and talk about the importance of following school rules and contributing to a respectful learning environment.

To stay connected and up-to-date, we encourage you to visit the **Westerly Middle School website** regularly and look out for the WMS family newsletters, which include updates, events, and tips for supporting your child's education.

If you have any questions or would like further clarification on anything in the handbook, please feel free to contact us at **401-315-1601** or by email. Our staff is always here to help.

Thank you for your continued support and dedication to your child's education. We're looking forward to a great year ahead at Westerly Middle School!

Sincerely,
WMS Administration

**WESTERLY PUBLIC SCHOOLS
RESPONSIBLE USE AND INTERNET SAFETY POLICY SIGNATURE PAGE (STUDENT)**

NETWORK USER ACKNOWLEDGEMENT AND CONSENT FORM

I hereby acknowledge that I have received a copy of the Westerly Public School Responsible Use Policy and I have read and understood the Terms and Conditions set forth therein.

I understand that it is the responsibility of all users, staff, and students to ensure that Westerly Public School technology resources are being used for educational purposes. Staff members and students that are issued a unique account are responsible for its use at all times. It is therefore important that all users log off the computer at the end of each session.

I further agree and understand that all computer systems and equipment, as well as all information transmitted, received, or stored on such systems, are School District property. I understand I have no expectation of privacy in connection with the use of any of the School District's equipment or the transmission, receipt or storage of information on this equipment or network.

I also acknowledge and consent to the School District's monitoring and use of this equipment at any time. Such monitoring may include but is not limited to, email, web browsing, and computer files to which I have access. Any computer or user is subject to these rules.

I also have received Westerly Public Schools' District Policy on Internet use and understand that the Westerly Public School District has permission to use my child's picture and first name on any and all district communication, in local newspapers, video recordings for broadcast or on the district website unless I indicate otherwise on this form and return it to my child's school.

_____ Yes, my child's picture and/or name may appear on the school website, district communications that may appear in local newspapers, or video recording for broadcast.

_____ No, my child's picture and/or name may NOT appear on the school/district website, district communications that may appear in local newspapers, or video recording for broadcast.

**WESTERLY MIDDLE SCHOOL STUDENT HANDBOOK
PARENT/GUARDIAN ACKNOWLEDGEMENT FORM**

I am the parent/guardian of the below named child, and by my signature I acknowledge that I have received a copy of the Westerly Middle School's Student Expectation Handbook.

By signing this Statement of Receipt, I do not waive or abdicate, but do reserve any rights protected by the Constitution or laws of the United States or the State of Rhode Island. I further understand that I have the right to express disagreement with the Westerly Public Schools' policies or decisions.

By signing below, I and my student acknowledge receiving and reading the above mentioned Internet Safety Policy, Network User Agreement and WMS Student Handbook.

NAME OF STUDENT (PRINT): _____

SIGNATURE OF STUDENT: _____

SIGNATURE OF PARENT: _____

DATE: _____

**DO NOT REMOVE
USE ONLINE POWERSCHOOL
ACKNOWLEDGEMENT FORM**

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Westerly Middle School Contacts

Mrs. Carmela Sammataro, Principal

Ms. Megan K. Herlihy, Assistant Principal

Mr. James Stringer, Assistant Principal

Ms. Amanda Murphy, Dean of Students

Student Support Services

Mrs. Kirsten Sinardi, Guidance Counselor, A-K

Mrs. Lisa Fusaro, Guidance Counselor, L-Z

Mrs. Katelyn Berkel Espinosa, School Social Worker

Ms. Leslie Hooper, School Psychologist

Mrs. Rachel Gencarelli, School Social Worker

Ms. Keri Pringer, School Social Worker

Mrs. Michelle Iacoi, School Nurse

ACADEMIC EXPECTATIONS

ACADEMIC INTEGRITY

In a case that involves cheating and/or plagiarism, the following actions will be taken:

1. The teacher will contact the parent/guardian.
2. Any work that violates the expectations of integrity will not be accepted, and a grade of zero will be imposed for the assignment until it is redone. Completion and grade of the revised work related to the assignment in question will be determined by the classroom teacher and administration.
3. The student may be assigned a school consequence at the discretion of the administration.
4. Plagiarism and/or cheating could impact a student's acceptance into the National Junior Honor Society (NJHS), grade 8.

GRADE 5

Grade 5 will build upon the strong foundation established in Grades K–4 by continuing with the single core teacher model. This approach provides students with the consistency and support they've come to know, while also beginning a gradual transition toward the Middle School experience. Students will start to explore this next stage of their education through a variety of engaging Specials, helping them develop greater independence and confidence as they prepare for the opportunities ahead.

ACADEMIC TEAMS 6-8

“Effective interdisciplinary teams lead to improved student achievement, increased parental contacts, and enhanced school climate, and positive attitudes.” AMLE *This We Believe* (2010)

The team approach to instruction in middle school is considered the preferred organizational structure and one that truly responds to the unique physical, intellectual, social-emotional, and moral developmental needs of young adolescents. At WMS, each team is composed of a core group of teachers that work and plan together to get to know and provide instruction to a common group of students.

All WMS Grades 6-8 students share their English/Language Arts, Social Studies, Mathematics, and Science Teachers with their team and access a wide variety of exploratory specialist classes (Technology, Allied Arts, World Language, PE/Health, etc.) that rotate throughout the year.

GRADE REPORTING, SYSTEM, and PROCEDURES

All parents and guardians have access to the WPS Student Information System, PowerSchool. It is the parent's/guardian's and student's responsibility to monitor the student's academic progress and standing. Students should bring home work returned to discuss at home. Notice of report card access in PowerSchool will be sent home by email four times a year. Parents

should directly contact the teacher if grades are not available or if there are any questions or concerns regarding them.

GRADE 5

Grade 5 report cards will maintain the standards-based report card model established in the WPS elementary schools. The standards-based reporting system is designed to inform parents/guardians about their children's progress toward specific learning standards set forth by the Rhode Island Department of Education and adopted by the district. These standards serve as the basis for Westerly Public School's model of curriculum, instruction, and assessment. As such, the report card lists the state standard as well as a description of what specific skills or content students should know and demonstrate by the end of that specific grade level.

Each report card has an area that defines the skills area and special subjects indicators.

4	3	2	1
Exceeds the Standard	Meets the Standard	Approaches the Standards	Below the Standards

4 = Student's independent achievement meets and goes beyond grade level expectations.

3 = Student's independent achievement consistently meets grade level expectations on taught content. Achievement that earns a "3" is proficient.

2 = Student's independent achievement shows inconsistent application of skills but is progressing towards meeting grade level expectations.

1 = Student's achievement needs continual support on grade-level expectations.

A "3" signifies that a student has demonstrated competency in a specific skill as taught. In a standards-based grading system, this is the target level we aim for students to reach. A "3" indicates that a student is meeting expected performance standards for their grade during this reporting period. Each skill on the report card is linked to a quarterly benchmark that we want every child to achieve as they progress toward end-of-year goals.

A score of 4 is **only** for students who "4=Student's independent achievement meets and goes beyond grade level expectations."

GRADES 6-8

In Grades 6-8, numerical grades will be regularly updated electronically in the student information system. Parents should directly contact the teacher if grades are not available or if there are any questions or concerns regarding them.

Please refer to the [WPS Secondary Grade Reporting Policy #6102](#) for additional information.

WMS uses letter grades to give students a clear way to measure their understanding of standard attainment and/or skills for grades 6-8. An A, B, C, D, and F system is used. Plus (+) and minus (-) designations may be given. Teachers can also note work habits and select appropriate comments for each area of instruction. Our report card is designed to provide parents and guardians with essential information in a clear, concise format. You may refer to the district calendar for end-of-grading-period dates.

The numerical equivalents for the letter grades are as follows:

A+ = 97-100	B+ = 87-89	C+ = 77-79	D = 65-69 (no + or -)
A = 93-96	B = 83-86	C = 73-76	F = 50-64 failure
A- = 90-92	B- = 80-82	C- = 70-72	I = Incomplete M = Medical excuse

Additional grading codes:

- “M” reflects a grade of “Medically Excused” with proper documentation of long term illness.
- “I” reflects a grade of “Incomplete”. It is used in rare situations of illness or other serious reasons that impede a student from fulfilling school expectations by the end of the marking period. A student receiving this grade must make it up within one week of the end of the term that the “Incomplete” was given. The student has the responsibility for making arrangements with the teacher who assigned the incomplete to fulfill all of the requirements for a grade. Incompletes not made up within the aforementioned time period will automatically be adjusted to reflect a grade with all outstanding assignments scored accordingly.

HONOR ROLL

Westerly Middle School (grades 6-8) Honor Roll distinction is for students who achieve A's and B's.

NATIONAL JUNIOR HONOR SOCIETY

Westerly Middle School is a member of the National Junior Honor Society. 8th graders who are interested in consideration should contact the school counselor's office or the advisor as early as possible in the Fall. For more information and requirements, please review the [NJHS website](#).

PROMOTION POLICY

Please refer to district policy [Westerly Public Schools K-8 Promotion and Retention Policy No. 6103](#)

SUMMER SCHOOL

Grade 6-8 students are invited to summer school if they failed English Language Arts and/or Math for the year. Summer School is held at Westerly Middle School for the month of July. Students who are not successful in summer school may be retained for the following academic school year.

DAILY PROCEDURES

ATTENDANCE POLICY

Research shows that a student's attendance is often related to his/her success in school. Please note that attendance will become a part of a student's permanent record.

Each student must be in class every day of the school year unless there is a serious reason for not doing so, in accordance with the General Laws of the State of Rhode Island 16-19-1 and/or 16-19-6. Each school day is important. A student who is absent from school without proper authorization is truant. [Rhode Island General Laws, Section 16-19-1](#), states in part:

"Every child who has completed, or will have completed, six (6) years of life on or before September 1 of any school year, or is enrolled in kindergarten, and has not completed eighteen (18) years of life, shall regularly attend some public day school during all the days and hours that the public schools are in session in the city or town in which the child resides...; Every person having under his or her control a child, as described in this section, shall cause the child to attend school as required by this section, and for every neglect of this duty, the person having control of the child shall be fined not exceeding fifty dollars (\$50.00) for each day, or part of a day, that the child fails to attend school, and if the total of these days is more than thirty (30) school days during any school year, then the person shall, upon conviction, be imprisoned not exceeding six (6) months or shall be fined not more than five hundred dollars (\$500)."

Any absence from class due to unexcused illness, early dismissal, tardiness to school, family vacation, car issues, oversleeping, missing the school bus, etc. will be considered an unexcused absence. Missing more than three periods in a school day will be considered an absence from school.

Please make every attempt to schedule appointments outside of the school day when possible. When it is not possible, a note must be submitted within three days of the appointment for the absence to be considered excused.

Chronic tardiness and absenteeism negatively impact a student's academic performance and require that home and school work together to ensure success. Absences above 10%, 18 school days a year, or two days a month, are statistically proven to impact learning.

School vacations are embedded in the [Westerly Public School's school calendar](#). Students' absences for vacation on scheduled school days will be documented as unexcused absences. Teachers are not responsible for preparing schoolwork that they will miss during a family vacation scheduled outside of the designated school vacation periods.

ATTENDANCE PROCEDURES

1. When students are absent from school, it is *required* that a parent/guardian call the school before 8:30 a.m. at (401) 315-1601.
2. The school will contact the parent/guardian via an automated call if your child is absent. In cases where telephone contact cannot be made, a member of the attendance team may reach out, including the Attendance Officer.
3. An absence may be excused by a note from a physician, school nurse, or court. A medical note or court document must be submitted within three days of the student's return to school.
4. Parents/Guardians should call the classroom teacher/academic team or school counselor to request assignments when their child will be absent for 3 consecutive days or more due to an illness. Vacation work will not be supplied.
5. For absences of 3 or more consecutive days, all make-up work must be completed within five school days of returning. Students are expected to access Google Classroom and submit work on time electronically when appropriate.
6. **Students absent due to illness or suspension on the day of a school-related activity (e.g. athletic event, drama, dances, etc.) may not attend that activity.** Extenuating circumstances may be presented to an administrator for consideration.

ABSENCE PROTOCOL DUE TO ILLNESS

When a child becomes ill at school and must leave, the parent/guardian is notified by the school nurse. A dismissal through the nurse's office is considered excused medical. Students should not call parents directly to make arrangements to go home ill; when this occurs it is considered an unexcused absence.

General Regulations: as most contagious diseases begin with symptoms of severe congestion, sore throat, cough, or fever, and mucousy or crusted eyes; parents/guardians are asked to watch their children carefully and communicate with the school nurse. This precaution is important, not only for the protection of other students, but to assure, as much as possible, a quick uncomplicated recovery for the ill child.

Certain contagious medical conditions warrant an excusal of children from school: examples are Conjunctivitis, Infectious Mononucleosis, Streptococcal Infection and seasonal influenza. When treatment is initiated by a healthcare provider, please reach out to the school nurse for return to school guidelines.

Parents are requested to immediately notify the school nurse at 401-315-1625 when their child has a contagious disease and are asked to cooperate when a child is excluded for a specific period of time for such a disease.

Fever: Students with a fever of over 101 and other signs of illness will be sent home from school at the discretion of the nurse. Students must be fever-free and have no other signs of illness prior to returning to school.

A SNT, at her/his discretion, may administer acetaminophen for fever of 101 degrees or greater provided the parent/guardian has signed the appropriate medication administration form sent home at the beginning of the year.

Students suffering GI symptoms of diarrhea and vomiting will be sent home. The child must be symptom-free prior to returning to school.

CLASSROOM ATTENDANCE

Attendance is taken in each classroom every period. Students who skip class will receive a "0" for that day's classroom activities and will be subject to the penalties of the school discipline code.

EARLY DISMISSAL

Parents/Guardians are requested to schedule medical and dental appointments after school hours. In cases where this is not possible, the procedure for early dismissal is as follows:

1. The student must present a written early dismissal request from a parent or guardian to the main office upon entering school that morning.
2. Parents or guardians must come to the main office prior to the release of the student for sign-out and dismissal.
3. A written request for early dismissal signed by the student's family must be presented to the office on the day of the early dismissal.
4. Due to concerns for students' safety, students will not be released to anyone other than those persons indicated on their emergency contacts in PowerSchool. In addition to the written request, the Attendance Secretary will verbally verify with the parent/guardian about the dismissal if an emergency contact is picking up the student. Identification will be required before release.
5. A student returning to school from an early dismissal (same day) must report to the main office for re-entry.

STUDENT TARDINESS

1. A student is tardy if he/she arrives to school after the 8:00 a.m. bell.
2. Tardy students must report to the WMS main office with their parent/guardian to sign into school and receive a tardy pass.
3. After 3 tardies in each semester, WMS will require that the student complete a one-hour office detention for each additional tardy.
4. Excessive tardiness should be monitored by students and parents via PowerSchool.
5. School personnel will meet with parents/guardians when tardiness is excessive to work together on addressing the situation.
6. Students missing any part of the school day, without valid medical documentation, may not participate in afterschool activities. This does not apply to the first three tardy offenses per semester.

TRUANCY

The Westerly Middle School Attendance Team monitors student attendance. Attendance interventions can include:

- Contact by the school nurse
- Contact from the school counselor
- Contact from either the school psychologist or a school social worker
- Meeting with WMS administration
- Attendance officer home visit

If the attendance problem is not rectified, a referral may be made to the Rhode Island Family Court.

Please refer to the [WPS Student Attendance Policy #2030](#) for additional information.

ARRIVAL

1. Students are invited to enter the building starting at 7:40AM.
2. Students will report directly to their pod upon arrival and will be supervised by a staff member until entry into their first block class. Morning announcements will start the day at 8:00AM with the first period of the day.
3. Parents/guardians transporting students are asked to drop students off no earlier than 7:40AM using the designated parent/guardian drop-off area in a safe and orderly manner.

DISMISSAL

1. At dismissal (2:30 PM) students are to remain in their classrooms with their teacher until their bus is called.
2. Parent pick-up students are to exit the building and report immediately to their car.
3. Any student who leaves their pod before their bus is called will be sent back into the building to wait in their pod. Refusal to follow protocol will result in an administrative consequence.

TRANSPORTATION

School Bus Transportation is a privilege provided by the Westerly Public Schools. Students must assume responsibility for their actions and behavior while at the bus stop and riding on the bus. To ensure safety, all students have the responsibility to follow the rules and regulations on the bus and at the bus stop. Because conduct on buses is directly related to the driver's control of the vehicle and to the safety of all students, the school department considers bus misconduct to be a serious offense and subject to disciplinary action. Bus drivers have the authority to enforce all bus rules and regulations and will report any infractions to school administrators. Student department is monitored electronically.

When school administration receives written notification of student misbehavior, parents/guardians will be contacted and appropriate action will be taken. If permission to ride the bus is revoked, the parent/guardian must provide transportation to and from school until such time as bus privileges are reinstated.

Please refer to [Westerly Public Schools Bus Transportation Policy between Home and School # 8100](#).

LATE BUS

A late bus will be available on Mondays through Thursdays throughout the school year for students who remain after school for an approved and supervised purpose. Students must sign up in the main office by 12:30 p.m. if they intend to take a late bus that day.

GENERAL INFORMATION

ATHLETIC/CLUB PARTICIPATION

1. The policy will cover students engaged in all extracurricular activities including sports.
2. A one "F" policy will be followed.
3. Students who fail more than one subject will be ineligible to participate in extracurricular activities including athletics until the next progress report/report card is issued.
4. Students missing any part of the school day, without valid medical documentation, may not participate in afterschool activities. This does not apply to the first three tardy offenses per semester.

[WMS Athletic Handbook](#)

CLUBS/TEAMS

[Click here](#) for a sample listing of WMS Clubs and Activities available for students. Students are welcome to join clubs so long as they are in good academic and attendance standing. Additional after-school club opportunities will be offered to students during the school year as interest and time allows. These opportunities will be highlighted in school to home communication.

DANCES AND FUNCTIONS

WMS is committed to providing an enjoyable Middle School experience to include a wide variety of events and opportunities that may fall outside of a typical school day. Attendance at school events is a privilege earned by meeting our behavioral expectations. Except for school dances, students attending evening events must be accompanied by a supervising adult.

Students are eligible to attend the event only if they attend the full school day, that day.

Refer to [WPS School Dances and Functions Policy #7210](#)

ELECTRONIC COMMUNICATIONS DEVICES

[Per RI State Law, 16-21-43](#), personal electronic devices are prohibited during school hours. The unrestricted and obsessive use of electronic communication devices (ECD), including but not limited to cellular phones, is a distraction in school and may be an avenue for student conflicts. Therefore, a student may possess electronic communication devices in school provided that the device remains off and is secured in their locker during school hours. Any exceptions are through a documented plan.

ECDs include cell phones, earbuds, smartwatches, and other personal electronic communication devices. These must be turned off and put away during school hours. ECDs are not to be on the person or desk at any time during the school day.

Violations of this policy will result in consequences such as: confiscation of the electronic communication device, disciplinary action, the device only released/returned to the parent/guardian, and/or parent meetings.

For a first violation, the staff member will call the main office to remove the ECD so it is turned over to an administrator for safekeeping. Parents/Guardians will be notified, and an administrator will return the ECD to the student at the end of the day.

A second violation will result in a school consequence and require the parent/guardian to retrieve the cell phone from the main office.

A third violation will require a parent meeting, in addition to school consequences.

If a student refuses to turn over the ECD when requested, they will be escorted out of the classroom, and parents will be called to collect the ECD. If the student is signed out of the school, it will be counted as an absence and could lead to truancy depending on the frequency.

Please refer to [WPS Electronic Communication Devices Policy #7500](#)

FIELD TRIPS

As we promote learning outside of the classroom, our community works together to create learning opportunities that may take students off campus. Permission slips for field trips must be signed by parents/guardians and returned to the teacher prior to the day of the event. Students should be in good academic standing and are responsible for making up work. Participation is contingent upon administrative approval. All students will experience at least one field trip each year.

Please refer to [Westerly Public Schools Field Trips – Student Travel #6170](#)

LOCKERS

Every WMS student will be assigned a specific locker and must provide a combination lock or equivalent lock to secure their belongings. The combination will be recorded on the first day of school. This will be a year-long assignment, and students may not independently change these assignments. Team teachers will establish clear and appropriate routines for student locker use. No right or expectation of privacy exists for any student as to the use of any locker issued and assigned by the school, and they may be subject to search if reasonable grounds exist. A student in the band may need an additional lock for the instrument locker.

***Valuables, electronics, and large sums of money should be left at home.**

LOST OR DAMAGED CHROMEBOOKS/MATERIALS

Textbooks, Chromebooks, and study materials are issued on a loan basis. Care and protection of such equipment becomes the sole responsibility of the student to whom it is issued. All Chromebooks should be protected upon issuance by suitable covers. Each student is responsible for school-issued books, materials including Chromebooks and will pay for any that are lost, damaged, or defaced.

Students who need a loaner Chromebook, have a lost Chromebook, or need a repair should report to the main office. Students who lose other school materials should let their teacher know.

LUNCH

1. All students must report directly to the cafeteria for their assigned lunch.
2. Students need to remain seated during lunch.
3. Students are not allowed to leave the cafeteria until the lunch period is over and students are dismissed by an adult.
4. Students may use the bathrooms located inside the cafeteria.
5. Students are responsible for removing and discarding their trash.
6. Students need to be respectful to peers and adults, including acceptable table manners and speaking in a reasonable tone of voice.

Students who cannot maintain safety and appropriate behavior will not be permitted to eat in the cafeteria, and they will be provided with an alternative space to eat.

PARKING

Family & visitor parking is located in the first lot closest to the school. Please do not park in numbered spots; numbered spots are assigned to staff. Please do not drop off or pick up in any bus lanes or in the loading dock area.

SCHOOL CANCELLATIONS

School Closings, School Delay, School Early Dismissal

When school is canceled, delayed, or dismissed early due to inclement weather or other emergencies, parents will receive an automated phone call announcing the decision. In addition, an announcement is made over social media, local radio and television stations and is also available by accessing the district website (wpsri.org)

SAFETY

EMERGENCY EVACUATION

Teachers will review and post emergency evacuation procedures in all classrooms. Students are required to respond to every evacuation as an emergency.

- Students should move swiftly, quietly, and in an orderly fashion during an evacuation.
- Students should be familiar with the evacuation route from each room on their schedule.
- Students will assemble at designated locations for attendance once outside.
- Students should be ready to respond appropriately if an exit is obstructed.

LOCKDOWN DRILLS

WMS will conduct state mandated lockdown drills. Students should carefully follow the directions of the adults and classroom teachers during these special drills.

STUDENT EXPECTATIONS

BEHAVIORAL EXPECTATIONS

Westerly Public Schools is proud to provide an exemplary educational environment and positive school atmosphere in all of its schools. To foster a commitment to high performance standards, Westerly Public Schools recognizes that each student has the right to a public education in a welcoming and respectful school and in a classroom environment that is inclusive and conducive to learning. All students share the responsibility to ensure that actions do not interfere or disrupt the classroom, school activities, or the right of any person to a public education.

Expectations for student behavior are based on a shared attitude of mutual respect and common courtesy. Our actions and words emphasize the importance of positive relationships in building a strong school community and they involve processes that restore relationships when harm has occurred. We commit to turning discipline and behavior management into learning opportunities for students to create a school climate centered around accountability, respect, integrity, and engagement with one another. The goal is to teach students to understand where they have caused harm, how it affects our school climate, and ultimately gives them the opportunity to repair the harm and learn stronger personal self management skills.

BEHAVIORAL INFRACTIONS

WMS employs a progressive discipline model for habitual behaviors based on severity, frequency, and duration. It is important to note that violations of the law and/or significant violations of school rules and policies may result in time away from the school community (ie; in-school or out-of-school suspension) before effective restoration can occur.

The following infractions are some examples that will be met with identified interventions.

Behavior infractions include, and are not limited to, RIDE State Specifications:

- Academic Dishonesty-Cheating or Plagiarism
- Alcohol-Possession or Under the Influence of
 - See WPS [Substance Abuse Policy 5040](#)
- Arson
- Assault/Battery of Student-See WPS [Violence Prevention Policy 2032](#)
- Assault/Battery of Teacher (verbal or physical)
- Attendance-Cut/Skipped Class
- Attendance- Cut/Skipped Detention
- Attendance-Left School Grounds
- Attendance-Cut/Skipped In-School Suspension
- Attendance-Tardy/Late
- Attendance-Truant
- Bomb Threat
- Communication/Electronic Devices
 - See WPS [Social Networking and Text Messaging Policy 2321](#);
 - See WPS [Electronic Communications Devices Policy 7500](#)
- Controlled Substances-Sale of/Possession with Intent to Sell
 - See WPS [Substance Abuse Policy 5040](#)
- Controlled Substances-Possession or Under Influence
 - See WPS [Substance Abuse Policy 5040](#)
- Disorderly Conduct

- Fighting/Physical Altercation
- Fire Regulations Violation
- Forgery
- Gambling
- Gang Activity-Non violent Incident
- Harassment-Stalking
- Harassment- Sexual
 - See WPS [Sexual Harassment Policy 2050/4146](#)
- Harassment- Prejudice/Hate Crimes
- Hazing
- Insubordination/Disrespect
- Kidnapping/Abduction
- Larceny/Theft
- Obscene/Abusive Language Toward Student
- Obscene/Abusive Language Toward Teacher
- Robbery
- Sexual Assault/Battery
- Sexual Misconduct
- Technology-Unauthorized Use of Computers/Other Tech
 - See WPS [Responsible Use and Internet Safety Policy 2300](#)
- Threat/Intimidation (verbal, cyber or physical; bullying)
 - See WPS [Threats of Violence or Harm Policy 2033](#)
- Tobacco
- Trespassing/Restricted Area
- Vandalism
- Weapon Possession
 - See WPS [Violence Prevention Policy 2032](#)

*Any disruptive behavior deemed inappropriate by administration are also considered breaches of behavior expectations including bus behavior.

DISCIPLINARY ACTIONS

- Teacher/Team Detention – Teachers may assign detention held for a specified amount of time after school. Students will be given 24 hours' notice and parent/guardian(s) may be responsible for providing transportation.
- Office Detention – Office Detention is held for a specified amount of time after school under supervision by a faculty/staff member. Students will be given 24 hours' notice and parent/guardian(s) may be responsible for providing transportation.
- Lunch Detention- Students eat their lunch in an alternative location than the cafeteria to reflect on behavior deemed inappropriate..

- Social Suspension- Restriction will be set for a fixed period of time or until certain specified requirements have been met. This corrective measure applies to all extracurricular school-sponsored activities (i.e. after school clubs, WMS athletic events, WHS athletic events, and dances)
- In-School Suspension – ISS is designed to maintain educational services and to provide an additional response to inappropriate behavior prior to out-of-school suspension. ISS may last for half a school day or a full school day based on the discretion of the administration team.
- Out of School Suspension - OSS may be given to any student who engages in behavior that intentionally disrupts normal operations, or compromises the safety and security of the school community, during any activity occurring under the control and/or direction of the Westerly Public Schools. OSS shall be used for the most serious infractions and only when necessary.
- Expulsion-At the discretion of the Superintendent, Building Principal and the Director of Pupil Services, expulsion may be necessary when a student presents as unsafe to the learning environment

DRESS EXPECTATIONS

We are proud of the students of WMS and welcome their individuality and sense of style but, in an effort to maintain a professional working environment for all members of the WMS school community, members are expected to dress in a manner that is appropriate for a school setting. We believe that middle school students can demonstrate personal choice and individuality while maintaining a reasonable standard of conduct, appropriateness, and appearance.

Students Must Wear:

- Clothing that is considered a top, clothing that is considered a bottom and footwear.
- Clothing that is opaque and covers areas of the body that would be deemed private in nature.
- A top that covers an individual's entire front and back, shoulders, and sides from waist to underarms.
- A bottom that is pants, sweatpants, leggings, skirts, shorts or a dress.
- Footwear that is comfortable and suitable for specific learning environments (ie, sneakers for PE).

Students Cannot Wear:

- Any clothing or items with messaging that is hurtful or disrespectful to others, obscene, drug/alcohol-related or violent are prohibited. Students wearing such apparel will not be allowed to attend classes until such time as the clothing in question is changed, a parent/guardian will be notified.

- Sunglasses, hoods or hats that are obstructive to identifying a student.
- Visible undergarments, blankets, short-shorts, slippers, or bathing suits are not acceptable school attire.
- Regardless of gender, strapless attire or attire that overly exposes the chest area.

Interpretation of the WMS Dress Code is left to the discretion of school staff members. Not meeting the expectations above could result in: a request to change or cover clothing, parent/guardian phone call, parents/guardians asked to bring in clothing or exclusion from school related activities.

SEARCH OF STUDENT AND PERSONAL PROPERTY

All school property—including lockers, desks, and district-issued computers—is subject to search. Any search of a student conducted by a school district employee must be reasonably related to the discovery of contraband or other evidence of a student's violation of the law or school rules.

For the purpose of this policy, “contraband” means items, materials, or substances the possession of which is prohibited by law or district policy, including but not limited to controlled substances, alcoholic beverages, tobacco products, or any device which could pose a disruption to the learning environment or could be reasonably considered a firearm or a dangerous weapon. All criminal infractions, not limited to the above, will be referred to the Westerly Police Department for potential prosecution.

Administrators and/or Dean of Students will conduct searches in a manner that is not excessively intrusive in light of the age and sex of the student and the nature of the suspected infraction. Parents will be notified of all searches and the rationale for the search.

TRANSPORTATION EXPECTATIONS

Bus and Bus Stop Rules and Regulations

Expectations for behavior while at school are extended to school bus stops and while riding on the bus. Additionally, students are expected to observe the following rules and regulations for safety and courtesy on the bus and at the bus stop. Due to the community nature of the bus stop, problems of a criminal nature happening at a bus stop will be referred to the Westerly Police Department for resolution. Students are not allowed to ride any school bus other than the one assigned to them.

At the Bus Stop:

- Arrive at the bus stop five minutes before bus pickup
- Stand on the sidewalk
- Stay off private property

- Do not stand on the traveled part of the road
- Be respectful and watchful of traffic
- Wait in a quiet and orderly manner

When Bus Arrives:

- Allow the bus to come to a complete stop
- Cross in front of the bus
- Stay at least 10 feet away from the bus on all sides
- Board the bus in a quiet, orderly manner

On the Bus:

- Remain seated at all times; driver has the right to assign seats
- Practice orderly conduct
- No profanity, excessive noise
- No eating, drinking, or gum chewing
- No vandalism (students are responsible for any damage to the bus that they cause)
- No body parts or personal belongings outside the bus
- No unsafe objects or weapons
- No throwing items from the bus or on the bus, including litter on the floor
- Large items that cannot be stored safely will not be allowed on the bus

Exiting the Bus:

- Remain seated until the bus comes to a complete stop
- Leave in an orderly manner
- Leave only at your assigned bus stop
- Stay at least 10 feet away from the bus on all sides
- Cross in front of the bus

WESTERLY PUBLIC SCHOOLS- Title IX Information

Westerly Public Schools does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX and its regulations, including access to educational opportunities and employment.

Inquiries about Title IX may be referred to the Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, or both. Westerly Public School's Title IX Coordinator is Steven Morrone.

Westerly Public Schools
23 Highland Ave, Westerly, RI 02891
smorrone@westerly.k12.ri.us
401-315-1500

Westerly Public School's nondiscrimination policy and grievance procedures can be located at <https://www.wpsri.org/departments/departments-human-resources/title-ix>.

To report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please refer to <https://www.wpsri.org/departments/departments-human-resources/title-ix>.

Family Educational Rights and Privacy Act (FERPA)

Model Notice for Directory Information

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Westerly Public Schools, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Westerly Public Schools may disclose appropriately designated "directory information" without written consent, unless you have advised Westerly Public Schools to the contrary in accordance with Westerly Public Schools procedures. The primary purpose of directory information is to allow the Westerly Public Schools to include information from your child's education records in certain school publications. Examples Include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965, as amended (ESEA) to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.

If you do not want Westerly Public Schools to disclose any or all of the types of information designated below as directory information from your child's education records without your prior written consent, you must notify Westerly Public Schools in writing by September 1st. Westerly Public Schools has designated the following information as directory information:

- Student's name
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Date and place of birth
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Honors and awards received
- The most recent educational agency or institution attended
- Student ID number, user ID, or other unique personal identifier used to communicate in Electronic

Protection of Pupil Rights Amendment (PPRA Notice)

The Protection of Pupil Rights Amendment (PPRA), 20 U.S.C. § 1232h, requires Westerly Public Schools to notify you and obtain consent or allow you to opt your child out of participating in certain school activities. These activities include a student survey, analysis, or evaluation that concerns one or more of the following eight areas (“protected information surveys”):

1. Political affiliations or beliefs of the student or student’s parent;
2. Mental or psychological problems of the student or student’s family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or Ministers;
7. Religious practices, affiliations, or beliefs of the student or the student’s parent; or
8. Income, other than as required by law to determine program eligibility.

This parental notification requirement and opt-out opportunity also apply to the collection, disclosure or use of personal information collected from students for marketing purposes (“marketing surveys”). Please note that parents are not required by PPRA to be notified about the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions. Additionally, the notice requirement applies to the conduct of certain physical exams and screenings. This includes any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student. This does not include hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required by State law.

Westerly Public School will provide parent notifications and opt-outs opportunities within the PowerSchool Parent Portal.

Notification of Rights under FERPA for Schools

The Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older (“eligible students”) certain rights with respect to the student’s education records. These rights are:

1. The right to inspect and review the student’s education records within 45 days after the day the Westerly Public Schools (“School”) receives a request for access.

Parents or eligible students who wish to inspect their child’s or their education records should submit to Westerly Public Schools Central Administration a written request that identifies the records they wish to inspect. A Westerly Public Schools official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA.

Parents or eligible students who wish to ask Westerly Public Schools to amend their child’s or their education record should write Westerly Public Schools Central Administration clearly identify the part of the record they want changed, and specify why it should be changed. If the Westerly Public Schools decides not to amend the record as requested by the parent or eligible student, Westerly Public Schools will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to provide written consent before Westerly Public Schools discloses personally identifiable information (PII) from the student’s education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school official with legitimate educational interests. The criteria for determining who constitutes a school official and what constitutes a legitimate educational interest must be set forth in the Westerly Public Schools annual notification for FERPA rights. A school official typically includes a person employed by the school or school district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer, contractor, or consultant who, while not employed by Westerly Public Schools, performs an institutional service or function for which Westerly Public Schools would otherwise use its own employees and who is under the direct control of Westerly Public Schools with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a

parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official typically has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, Westerly Public Schools discloses education records without consent to officials of another school or school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Westerly Public Schools to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Student Privacy Policy Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

FERPA permits the disclosure of PII from students' education records, without consent of the parent or eligible student, if the disclosure meets certain conditions found in § 99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent or eligible student, § 99.32 of the FERPA regulations requires Westerly Public Schools to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the parents or the eligible student –

- To other school officials, including teachers, within the educational agency or institution whom Westerly Public Schools has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom Westerly Public Schools has outsourced institutional services or functions, provided that the conditions listed in § 99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(3) are met. (§ 99.31(a)(1))
- To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of § 99.34. (§ 99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as the State educational agency (SEA) in the parent or eligible student's State. Disclosures under this provision may be made, subject to the requirements of § 99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements

that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf, if applicable requirements are met. (§§ 99.31(a)(3) and 99.35)

- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary for such purposes as to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§ 99.31(a)(4))
- To State and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a State statute that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released, subject to § 99.38. (§ 99.31(a)(5))
- To organizations conducting studies for, or on behalf of, Westerly Public Schools, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction, if applicable requirements are met. (§99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§ 99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena if applicable requirements are met. (§ 99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to § 99.36. (§ 99.31(a)(10))
- Information Westerly Public Schools has designated as "directory information" if applicable requirements under § 99.37 are met. (§ 99.31(a)(11))
- To an agency caseworker or other representative of a State or local child welfare agency or tribal organization who is authorized to access a student's case plan when such agency or organization is legally responsible, in accordance with State or tribal law, for the care and protection of the student in foster care placement. (20 U.S.C. § 1232g(b)(1)(L))
- To the Secretary of Agriculture or authorized representatives of the Food and Nutrition Service for purposes of conducting program monitoring, evaluations, and performance measurements of programs authorized under the Richard B. Russell National School Lunch Act or the Child Nutrition Act of 1966, under certain conditions. (20 U.S.C. § 1232g(b)(1)(K))