



Torrington Middle School - Student/Parent Handbook

Purpose of Handbook: The Torrington Middle School Staff Handbook is designed to communicate our core beliefs, shared expectations, and essential information to support a positive and collaborative school culture. We expect all staff, students and families to read through this thoroughly and reach out to the principal with any questions or clarifications. At TMS, we are committed to creating a strong sense of community where students, staff, and families feel connected and valued. Whether you're new or returning, you are a vital part of our school's success. We hope you take pride in being part of the TMS family and actively contribute to the shared mission of making this a place where "our best is the standard."

Thank you: First and foremost, thank you to all the families, students, and staff who make Torrington Middle School such a special place. Your time, energy, and heart are what power our school. Whether you're helping with homework at home, leading in the classroom, showing kindness in the hallway, or supporting a friend, you each play a vital role in shaping the culture and success of TMS. We see your dedication. We feel your support. And we're incredibly grateful to have you on this journey with us.

Mission Statement: At Torrington Middle School, **our best is the standard.**

Philosophy of our School: At Torrington Middle School, we believe in building a culture grounded in respect, integrity, and a shared commitment to excellence. As members of the TMS team, we hold ourselves to high standards while treating one another with kindness, professionalism, and mutual respect. We work hard, approach each day with purpose, and bring energy and enthusiasm to both teaching and learning. We maintain a growth mindset, make decisions guided by what's right for students, and support one another as we strive to grow individually and collectively. Most importantly, we function as a team, each staff member, student, and stakeholder contributing to the success of the whole. Our three core values; **Be on time**, **Be a good person**, and **Be a problem solver**, serve as the foundation for everything we do, allowing us to reach our full potential as a school community.

TMS CORE VALUES

Be on Time. **Respect the Clock.**
Be a Good Person. **Character First.**
Be a Problem Solver. **Find a Way.**



VISION

Vision Statement: At Torrington Middle School, our vision is to provide a consistent, championship-caliber education where excellence is the norm and every student is empowered to grow academically, socially, and emotionally. We develop future-ready learners and leaders who embody integrity, discipline, and a selfless commitment to others. As a united team of students, staff, and families, we expect to be a top 3 school in 3A, continually and consistently. **Our best is the standard.**

CORE VALUES

Our **core values** define the actions and behaviors expected of staff and students.

At Torrington Middle School, our core values of **Be on Time**, **Be a Good Person**, and **Be a Problem Solver**, serve as the foundation of our school culture. These values are not just expectations; they are habits that build trust, promote growth, and ensure consistency across every space and situation. Whether we're greeting students at the door, leading instruction, or collaborating with one another, we commit to being punctual, professional, respectful, and solution-focused. By living these values daily, we model the excellence we expect from our students and uphold our mission that **our best is the standard**.

TMS CORE VALUES

Be on Time. **Respect the Clock.**
Be a Good Person. **Character First.**
Be a Problem Solver. **Find a Way.**

Be on Time

- This isn't just about bells, it's about respect, preparedness, and personal discipline.
- You're ready for learning, ready to lead, and you honor other people's time.

Be a Problem Solver

- You respond instead of react.
- You don't blame, you build solutions in the classroom, in relationships, and in your own learning.

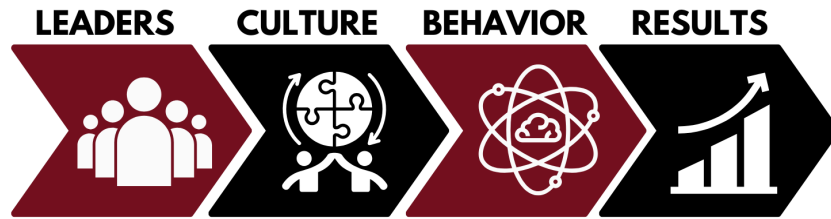
Be a Good Person

- You treat others with kindness, honesty, and consistency, not just when it's easy.
- You own your mistakes and help others succeed.



TORRINGTON MIDDLE SCHOOL

TRAIL OF EXCELLENCE



Leaders Create Culture. Culture Drives Behavior. Behavior Produces Results.

At Torrington Middle School, we believe success starts with the way we treat each other, the way we work, and the choices we make every day. That's what we call **The Trail of Excellence**.

It's a simple idea:

- **Leaders create the culture** – This means teachers, staff, and students help set the tone for how we act at school.
- **Culture drives behavior** – The way people act at school (like showing respect, trying their best, helping others) is shaped by the school's culture.
- **Behavior produces results** – The better our behavior, the better our school becomes, academically, socially, and as a team.

Leaders Create Culture

Culture isn't just rules or posters on the wall. It's **how we do things around here**, how we treat each other, how we solve problems, and how we chase success.

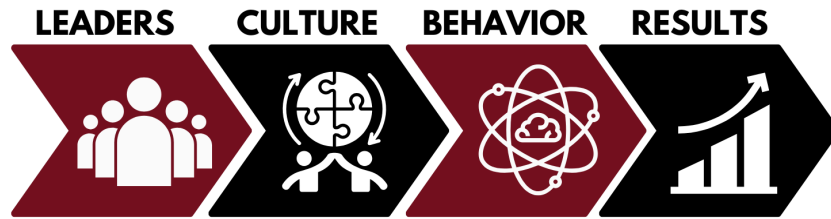
At TMS, our leaders adults and students help build that culture by:

- Setting high standards
- Being clear about what matters
- Encouraging positive choices
- Helping everyone feel safe, seen, and supported



TORRINGTON MIDDLE SCHOOL

TRAIL OF EXCELLENCE



Behavior Produces Results

When our behavior is strong, showing respect, working hard, and being kind, our school gets better. We grow, we learn, and we reach our goals. But if we aren't getting the results we want? That's a sign we need to check our behavior and reset the culture that shapes it.

Walking the Trail - Together

At TMS, we're walking the Trail of Excellence **as a team**. That means every student, every parent, every staff member, every day. When we commit to doing our best, treating others well, and following the trail, we become the kind of school where **everyone can succeed**.

Do the Work. Blaze the Trail. Win

CORE VIRTUES

Our **core virtues** show the character traits that inspire and sustain those behaviors.

CHARACTER

"Your responses & your behaviors always display who you really are."

HARD WORK

"Do the things you need to do when you don't feel like doing them."

ACCOUNTABILITY

"Be ready to hear the truth, take the truth, and act upon the truth."



ROLE DEFINITION

At Torrington Middle School, every role matters, and that includes you. As a student, your attitude, effort, and actions help shape the kind of school we all want to be a part of: one that is safe, respectful, and focused on learning and growth. When each of us leads with **character**, shows up with **hard work**, and follows through with **accountability**, we create something greater than ourselves. Together, we set the tone for a school where **our best is the standard**.

Role of the Torrington Middle School Student

As a Student:

- Do your best every day, in class, in the hallway, on the field, and everywhere in between.
- Be ready to learn by staying focused, organized, and open to feedback.
- Take pride in your work and your behavior.
- Follow school expectations and help create a positive, welcoming environment for everyone.

As a Friend and Teammate:

- Treat others with kindness, patience, and respect, no matter who they are.
- Stand up for what's right and include others whenever you can.
- Help build a school where everyone feels like they belong.
- Celebrate others' successes and support them during challenges.

As a Leader:

- Set a good example in your words, actions, and attitude, even when no one is watching.
- Show responsibility in how you handle challenges and resolve problems.
- Be the kind of person others can count on.
- Make choices that reflect the TMS belief: Our best is the standard.

As a Learner:

- Ask questions, try new things, and learn from mistakes.
- Stay curious and take pride in growing both academically and personally.
- Reflect on your progress and always look for ways to improve.
- Be open to help and willing to support others who need it.

In every space and situation, our students are expected to:

- ✓ Be on time.
- ✓ Show respect.
- ✓ Do their best.



ROLE DEFINITION

At Torrington Middle School, parents and guardians play a vital role in the success of our students and our school community. Your involvement, encouragement, and support help create a safe, caring, and positive environment where every child can grow and thrive. When you partner with teachers, staff, and your child, you help set the stage for a great school experience.

Role of a Torrington Middle School **Parent**

As a Supporter:

- Encourage your child to do their best and take responsibility for their learning and behavior.
- Help your child build good habits like attendance, homework completion, and respectful communication.
- Celebrate your child's successes and help them learn from challenges.

As a Partner:

- Stay informed about your child's progress and school activities.
- Communicate respectfully and openly with teachers, staff, and administrators.
- Attend school events, meetings, and conferences when possible.
- Support school policies and the Trail of Excellence by reinforcing positive values at home.

As a Role Model

- Show respect and kindness in all interactions with school staff, students, and other families.
- Model a growth mindset by embracing learning and change.
- Demonstrate commitment to the school community and its goals.

As a Learner:

- Work with school staff to support your child's academic and social-emotional growth.
- Share your ideas and feedback to help improve the school.
- Volunteer your time and talents when you can to strengthen the TMS community.

In every space and situation, TMS parents and guardians are expected to:

- ✓ Be engaged and supportive.
- ✓ Communicate respectfully.
- ✓ Reinforce the value of doing one's best.



TMS Contact Information and Staff Directory:

Torrington Middle School
2742 West E Street
Torrington, WY 82240
TMS Website: <http://tms.goshen1.org>

(307) 532-7014 (phone)	Office	(307) 532-8402 (fax)
Logan Barker- Principal	Jim English- Assistant Principal/Athletic Director	
Ashley Nighswonger- Secretary	Darcy Lawrence- Secretary	
Officer Easton- School Resource Officer	Kelsey Grant- Counselor	
Amber Fulk- TMS/THS Nurse	Nicole Cunningham- Nurse Clerk	
Support Staff		
Amado Saldana-Head Custodian	Lisa Dominguez- Custodian	
Jill Jenkins- Custodian	Michael Kelly- Custodian	
Judy Cummings- Librarian	Teah Jackson- Library Clerk	
Ana Bowlin- Paraprofessional	Brandi Clark- Paraprofessional	
Cecilia Seabolt- Paraprofessional	Lillian Seals- Paraprofessional	
Susan Johnson- Paraprofessional	Terri Lindell- Para professional	
Jill Jenkins- Paraprofessional	Ashley Winter- Paraprofessional	
Madisyn Carrizales- Paraprofessional	- Paraprofessional	
Leslie Freeburg- Cook	Tammy Schmidt- Cook	
Exploratory		
Tory Bugher- Physical Education/Health	Preston Pohlman - TMS/THS Band	
Morgan Von Lintel- Art	Katy Fody- TMS/THS Choir	
Corbin Harris- TMS/THS Spanish	LuAnn Nelson- Accompanist	
Special Education		
Cody Grant- Special Education	Brenda Scott- Special Education	
	Gerald Wilmoth- Special Education	
6th Grade		
Emily Harris- Language Arts	McKenna Laible- Science	
Treyton Pearson- Math	Josh Jackson- Social Studies	
7th Grade		
Rebecca Shandy- Language Arts	Angela Ochsner- Science	
Theresa Fox- Math	Robert Moorehouse- Social Studies	
8th Grade		
Ashlynn Schriber- Language Arts	Shanda Rogers- Science	
Mary Werner- Math	Jacob Martin- Social Studies	

(307) 532-2171 (phone)	Central Administration Office Directory
Ryan Kramer- Superintendent of Schools	Kevin Derby- Director of Curriculum and Instruction
Marcy Cates- Business Manager	Holly Lara- Human Resources/Public Relations
Todd Werner- Transportation Director	Trina Nichol- Special Education Director
Ramona Moody- Food Service Director	GCSD#1 Website: www.goshen1.org



Athletics

- At Torrington Middle School, our athletic programs are about more than just playing sports, they are an opportunity to live out our mission: **Our Best is the Standard**. Being part of a TMS team is a privilege, and with that privilege comes responsibility.

Our goals are to:

- Teach and develop the fundamentals of each sport with care and dedication.
- Foster a love for the game through fun and teamwork during practices and competitions.
- Encourage participation in games, matches, and meets to build skills and confidence.
- Promote and model outstanding sportsmanship, both on and off the field.
- Retain as many athletes as possible by creating a positive, supportive, and engaging environment.

Representing Torrington Middle School:

As an athlete, you are a representative of our school and community. We expect all athletes to demonstrate:

- High character in everything you do, including respect for teammates, coaches, opponents, and officials.
- Class and pride in how you conduct yourself at practices, games, and school events.
- Responsibility for the care and cleanliness of your locker room and facilities. Our teams will leave locker rooms spotless every time.
- When visiting opposing venues, a thank you card signed by all athletes will be left in their locker room or given to a meet/competition director as a sign of respect and gratitude.

Available Sports:

- **6th Grade:** Cross Country, Wrestling, Track, Soccer
- **7th & 8th Grade Boys:** Cross Country, Football, Wrestling, Basketball, Track, Soccer
- **7th & 8th Grade Girls:** Cross Country, Volleyball, Wrestling, Basketball, Track, Soccer

Additional Expectations:

- If a gym or school locker is not available, ask a coach or sponsor to store your valuables during practice or games.
- Do not enter the classroom areas after practice unless accompanied by a coach or staff member.
- Always encourage your friends to get involved in school activities. Being active helps you enjoy school more and builds community spirit.
- Cheer positively for TMS athletes, Blazers never boo or make negative comments about other teams.
- At TMS, being an athlete means committing to your best effort, showing respect, and taking pride in representing our school with honor.

Athletic Eligibility

- **Educational Eligibility is determined weekly and applies to all athletic competitions. The following criteria must be met:**
 - Students must be passing all classes (no F's) to remain eligible.
 - Grade checks will occur weekly, with grades pulled every Monday at 8:00 AM starting the 4th week of the semester.
 - Students with one or more F's at the time of the grade check will be placed on the Ineligible List.
- **Regaining Eligibility**
 - Students will have until Tuesday at 12:00 PM to improve any failing grades.
 - If a student raises all grades to a D or higher by Tuesday at 12:00 PM, they will remain eligible to participate.
 - If grades are not improved by the deadline, the student will be ineligible to compete in games from Wednesday through the following Tuesday.
 - Students may practice while ineligible, unless otherwise directed by administration or coaching staff.
- **Behavioral Eligibility is determined by all student-athletes adhering to the TMS behavioral expectations as outlined in the district behavior matrix. Eligibility may be affected by the following:**
 - **Detention**



- Students assigned detention may not participate in games or attend school activities on the day of their detention.
- Once detention is served, the student regains full eligibility.
- **In-School Suspension (ISS)**
 - Students in ISS are allowed to practice, but they are not allowed to compete in games while assigned to ISS.
 - Students may travel with the team, provided they do not leave school early.
 - Students may not dress out for games during ISS.
- **Out-of-School Suspension (OSS)**
 - Students in OSS are not allowed to attend practices, games, or school-sponsored activities, and may not be on school property during the suspension period.
- **Loss of Privilege (LOP)**
 - A major behavior referral or accumulation of minor infractions may result in a Loss of Privilege (LOP), which includes ineligibility for at least one game.
 - LOP determinations are made by administration, in communication with coaching staff.

Eligibility Factor	Practice	Games	Travel
1+ F's (after Tuesday 12 PM)	Yes	No	Yes
Detention (day of)	Yes	No	No (if served on a gameday)
In-School Suspension (ISS)	Yes	No	Yes (if not early dismissal) No (if early dismissal)
Out-of-School Suspension (OSS)	No	No	No
Loss of Privilege (LOP)	Yes	No (1 game)	Yes

Attendance: (District Handbook Secondary Student Attendance Pages D9-D11)

https://cms9files.revize.com/goshencountysd/Document_Center/Resources/Parents/Handbooks%20and%20Support%20Lists/2024-2025%20Handbooks/2024-25%20Secondary%20handbook%20and%20district%20info.pdf



Awards Assembly-End of Year

- At Torrington Middle School, we believe in recognizing both academic achievement and strong character. Awards provide an opportunity to celebrate students' hard work, growth, leadership, and positive contributions to our school community. TMS will honor student achievements during an end-of-year awards assembly.

Backpacks/Bags/Coats

- Students at Torrington Middle School are allowed to carry backpacks and bags with them from class to class throughout the day to keep their belongings organized and ready.

Please note:

- Blankets, pillows, or similar items are not allowed in the school, unless a teacher gives permission for a special event.
- Coats and jackets should be stored properly during class to keep hallways and classrooms safe and tidy.

Before/After School

- Students may enter the building at any time in the morning. Upon entry, all students are expected to remain in the commons area until 7:56 a.m. At that time, students will retrieve their laptops and proceed directly to their first-period class.
- All students are expected to leave the middle school by 4:00pm. (unless they are with an adult)



Bicycles/Skateboards/Scooters

- Bicycles, skateboards and scooters must be parked in the racks provided (not blocking doors or walkways into the building) and should be locked until school has been dismissed. There shall be no bicycle, scooter or skateboard riding on the school grounds during the school day.

Books/Equipment/Materials

- Students are responsible for books, materials or other equipment they have checked out from facility members in the library. Most of these items are made available to students and at no direct cost. however in the event that an item or items are lost or damaged by the student he or she will be responsible for a replacement. Fines will be charged for any lost or damaged school textbooks / equipment / supplies. if you lose or destroy a book or piece of equipment you'll be charged full replacement cost.

Cell Phones

- **Beginning of Class:**
 - Students must power off or place airplane mode and turn in their phones, smartwatches, earbuds/airpods, or personal electronic devices to the classroom teacher.
 - Devices will be stored in a school-approved location with their classroom teacher.
- **During Class:**
 - Students are not permitted to access their phones or personal electronic devices during instructional time.
- **End of Each Period:**
 - Students may retrieve their devices at the end of the class period and use them during passing periods only.
- **Forgotten Device Procedure:**
 - If a student fails to turn in their device at the beginning of a class period is considered an offense and would be addressed by the discipline matrix.
- **Exceptions:**
 - Medical Exceptions: Students with a documented health plan (e.g., IEP, 504 Plan, or medical note) that requires them to have a phone on their person at all times will be exempt. School administration will review and verify all such accommodations in consultation with school health staff.
- **Consequences:**
 - Violations of this school rule will result in disciplinary action in accordance with the GCSD#1 Discipline Matrix.

Chain of Command

- At Torrington Middle School, we want to make sure students know who to talk to when they have questions, concerns, or need help. Following the right steps helps solve problems quickly and keeps everyone working together.

If you have a problem or need help, try these steps in order:

1. **Talk to Your Teacher**
Start by talking with the teacher involved. They know what's happening in class and can often help fix things.
2. **Talk to Another Trusted Staff Member**
If you don't feel comfortable talking to your teacher or still need help, speak with another adult you trust at school such as a counselor, paraprofessional, or coach.
3. **Talk to a School Administrator**
If the problem still isn't solved, or it's something serious, talk to a school administrator. They are here to help you feel safe and supported.
4. **Problem-Solving Meeting**
Sometimes, a meeting with you, your parents or guardians, your teacher, and an administrator will be scheduled to figure out the best solution.

Please Note:

- Always try to solve problems by talking and listening respectfully.
- If you ever feel unsafe or need help right away, find an adult immediately.



Chain of Communication

- At Torrington Middle School, we believe strong communication between families and staff is essential to supporting student success. To ensure concerns are addressed respectfully and effectively, we ask that all families follow the steps below when seeking to resolve questions or issues:
 1. **Initial Contact with the Teacher**
 Reach out directly to the classroom teacher using respectful language and tone. You may contact them via email, phone call, or the district-approved messaging platform. Most questions and concerns are best addressed at this level. We kindly ask that you contact teachers between 7:30 AM and 4:15 PM. Our teachers have families and personal responsibilities outside of school, they are not expected to respond to messages outside of these hours.
 2. **Follow-Up if Needed**
 If you do not receive a response within a reasonable timeframe or need additional clarification, please send a follow-up message to the teacher using the same method (email, phone, or messaging app).
 3. **Administrator Support**
 If the teacher still has not responded after your follow-up, please contact an administrator. The administrator will remind the teacher to respond and help ensure communication is re-established. If appropriate, the administrator may assist in moving the concern to the next step.
 4. **Schedule a Collaborative Meeting**
 If your concern has not been resolved through communication, we can schedule a meeting that includes the parent/guardian, the teacher, and an administrator. This step ensures that all voices are heard and that a plan can be created to move forward productively.
 5. **Optional Follow-Up Meeting with Student Present**
 If further discussion is needed, a follow-up meeting can be arranged to include the student, parent/guardian, teacher, and administrator. This creates an opportunity for full collaboration and shared understanding.

Please Note:

- At TMS, we are committed to ensuring all voices are heard in a respectful and productive manner. However, if a meeting becomes disruptive, due to raised tempers, disrespectful behavior, or the use of inappropriate language we reserve the right to end the meeting and reconvene at a later time to maintain a safe and professional environment for all involved.

Check-Out Procedure (Student leaving during the school day)

- For the safety and security of all students: Parents/guardians must physically enter the TMS office to check out their student during the school day.
- Students will not be released to leave the building based solely on a phone call, email, or text message, nor will students be allowed to leave to meet a parent/guardian waiting in a vehicle outside.
- A sign-out clipboard will be maintained by the attendance secretary.
 - An authorized adult must enter the TMS office and sign the student out in person before the student will be released.

Counseling Services

- The purpose of the counseling program is to help each student achieve his/her growth mentally, emotionally, and socially. The counselors welcome the opportunity to talk things over with students, parents or teachers. Various counseling groups are formed during the school year.

Dances

- School dances are school-specific events intended for students who are currently enrolled in and represent the hosting school. Attendance is limited to students officially enrolled at Torrington Middle School at the time of the event.

Dress Code Expectations

- To maintain a respectful and distraction-free learning environment, the following dress code guidelines must be followed:
 - Clothing must not be excessively revealing. This includes items that expose cleavage or bare midriffs.



- Undergarments must remain covered at all times.
- Enlarged armholes that expose undergarments or excessive skin are not allowed.
- Clothing and accessories must not display references to drugs, alcohol, tobacco, gangs, violence, vulgarity, or offensive language or imagery.
- Footwear is required at all times.

The TMS Administration reserves the right to add or modify the dress code expectations when deemed necessary.

The TMS Dress Code is not all-inclusive.

- Any clothing or personal item that, in the judgement of the administration, interferes with, or disrupts the educational process will not be allowed. These guidelines are based on principles of safety, hygiene, and generally accepted standards of propriety.

Food/drink Delivery

- Food/drink delivery services such as DoorDash, Uber Eats, Domino's, Pizza Hut, AJ's or similar are **not permitted.**
- Parents or guardians may hand-deliver lunches/drinks to the front office prior to or at their child's designated lunch time only. Only lunches delivered directly by a parent or guardian will be accepted. Students will be able to pick up their lunch/drink from the office at the start of their lunch no earlier/later.

**This is in place to ensure student safety, minimize classroom disruptions, and maintain accountability during the school day.*

GCSD#1 Discipline Matrix:

<https://drive.google.com/file/d/1NHaxcSOSJWzgESFsZnRxA2BNw8cAZDnj/view?usp=sharing>



Grading Scale

- GPA will be calculated at the end of each semester and printed on report cards. It will be converted according to the following scale:

GPA	Letter	Percentage
4.0	A	90-100%
3.0	B	80-89%
2.0	C	70-79%
1.0	D	60-69%
0	F	0-59%

Honor Roll

- Gold Honor Roll (3.75-4.00)
- Silver Honor Roll (3.50-3.74)

Illness/Injury

- Please do not call/text home and leave school if you are ill or injured (unless you have first seen the nurse or someone in the office and been given permission to go home.)

Locker Searches

- Lockers assigned to individual students by the school, remain school property and may be inspected or searched by school officials in the performance of their duties. Items found in a student's assigned locker



will be treated as though they are in the possession of the student.

Mental Health Concerns

- Depression is a serious, but treatable, mental illness. While symptoms of depression may differ, some of the more common symptoms include hopelessness, lost interest, difficulties with sleep, anxiety, irritability, changes in appetite and/or weight, and frequent mood swings. If you're concerned about yourself and or another student who may be experiencing any of these symptoms, please reach out to a trusted adult at school.
- If you're concerned about another student remember to:
 - A = **Acknowledge** that you are seeing the signs of serious depression or suicide in a friend
 - C = Let your friend know you **care** and are concerned about seeking help for a trusted adult
 - T = **Tell** a trusted adult that you are worried about them.

Nothing is too small to report.

School Conduct Infractions:

School conduct infractions include those that cannot be taught in the classroom. These behaviors may involve behaviors from keeping the school clean to behaviors that threaten the safety of an individual. School conduct infractions will involve a point system with more severe infractions incurring higher point accumulations and more severe consequences.

- **Detention:**
 - Student will stay after school until 4:45 p.m. on Monday through Thursday only, unless other arrangements are made with administration, which could include lunch detention. Students will not be allowed to attend an activity the day of the detention until they have served their detention. Students will have one day to confirm with an administrator when they will serve the detention.
- **In School Suspensions (ISS):**
 - If a student receives in school suspension, he/she will be able to complete all classroom assigned work. Students placed in ISS will be required to leave their cell phone with administration. When in ISS, students are allowed to practice, however, they are not allowed to play in games, however, they can travel with the team unless the team leaves before end of day dismissal early but may not dress out for the game. Administration will notify the parent or guardian when a student is placed in ISS. If a student does not follow the rules of the ISS room, they will be sent home and placed in Out of School Suspension.
- **Out of School Suspensions (OSS):**
 - If a student receives out of school suspension, he/she will be able to complete all classroom assigned work. Students will be able to email teachers for assignments and ask any questions via email during OSS. During the OSS, students are not allowed to participate in any school sponsored activities or be on school property. Administration will notify the parent or guardian when a student is placed in OSS.
- **Loss of Privilege (LOP):**
 - LOP will be an alternative consequence in some student discipline situations. LOP could include loss of electronic device use on school grounds, loss of open campus lunch privileges, or loss of privilege to attend a school activity as a spectator.
- **Parent Contact:**
 - Documented teacher/administrator communication to parent/guardian(s) with acknowledgment of receipt. Examples are phone, email, text or use of communication app with acknowledgement of receipt by parent/guardian.
- **Documented Plans and Behavioral Accommodations:**
 - GCSD#1 recognizes that some students have unique needs that require individualized support. Students with a documented plan such as an Individualized Education Program (IEP), 504 Plan, Health Plan, or MTSS Intervention Plan may receive accommodations to the Discipline Matrix based on the specific needs outlined in their plan.
 - Any modifications to the application of the Discipline Matrix are determined through a collaborative team decision-making process, ensuring that responses to behavior are both fair and supportive of the student's educational and developmental needs.



School Meals

Torrington Middle School features a well-equipped cafeteria that provides a variety of nutritious and tasty options each morning for breakfast and lunch.

- Do not leave trays, paper, milk cartons, paper cups, or silverware on the tables. Return them to the dishwashing area and deposit them in the proper place. Disciplinary action will be taken if students' items are not picked up and put away in the proper area.
- Students are discouraged from taking food into hallways or classrooms. Students are expected to manage their own trash.
- It is not the responsibility of cafeteria personnel or custodians to clean up after students; it is the students' responsibility to do so.
- Students must remain in the cafeteria, commons, gym or outside recess area during lunch. Students in other areas during lunch without permission will be considered truant.
- Failure to abide by the above rules will result in disciplinary action.
- Outdoor recess will be allowed to students after they are done eating and have been dismissed by a lunch supervisor. Recess can be halted due to weather at the discretion of the lunch supervisor.
- Cell phones are permitted during lunch.
- District computers will not be permitted during lunch and will be required to stay in classrooms.

Please Note:

- Parents or guardians may hand-deliver lunches/drinks to the front office prior to or at their child's designated lunch time only. Only lunches delivered directly by a parent or guardian will be accepted. Students will be able to pick up their lunch/drink from the office at the start of their lunch no earlier/later, delivery services will not be permitted.

Search of the Person

- School administrators may search a student including (pockets, book bags, purses, etc.) upon reasonable suspicion that the student is in possession of illegal drugs or other contraband. Reasonable suspicion can be gained by observation of the student's behavior, information from reliable sources, or other facts leading the school to believe that drugs or contraband will be found in the place to be searched.

Signs, Posters and Literature

- Any sign, poster or literature that is to be displayed or distributed in the school building or grounds requires the prior approval of administration.

Tardy

- Students will be given a three minute passing period.
- Students are expected to be on time and in the classroom prior to the tardy bell.
- If a student arrives late to school they must check in with the office.

Please refer to the behavior matrix for tardy expectations and consequences.

Work Completion

- You are expected to complete your class work and your homework on time and at an acceptable level of quality. The consequences of not doing your work is doing your work.

District AI Policy:

https://gcsd1-my.sharepoint.com/:w:/g/personal/kderby_goshen1_org/EdfsKqwZXjBLkVq7k6hoF0QBUzCH1pVQAUn6WjdYhhEYpg?rttime=oNC23ums3Ug

