

FRUIT COVE MIDDLE SCHOOL



**3180 RACE TRACK ROAD
ST. JOHNS, FL 32259
PHONE: (904) 547-7880
FAX: (904) 547-7885
WWW-FCS.STJOHNS.K12.FL.US**

THIS PLANNER BELONGS TO:

Name: _____
Grade: _____
Homeroom/AB1: _____

ST. JOHNS COUNTY SCHOOL DISTRICT
MASTER CALENDAR
 2017-2018 School Year
 Board Approved November 8, 2016

Wednesday	August 2, 2017	Optional Teacher Planning Day
Thursday	August 3, 2017	Teacher Inservice Day
Friday - Wednesday	August 4, 7, 8, 9, 2017	Teacher Pre-Planning
Thursday	August 10, 2017	Students Report to Class
Monday	September 4, 2017	Labor Day- Student/Teacher Holiday
Friday	October 13, 2017	First Quarter Ends
Monday	October 16, 2017	Teacher Planning Day-Student Holiday Veterans Day
Friday	November 10, 2017	- Student/Teacher Holiday Thanksgiving Break -
Wednesday - Friday	November 22-24, 2017	Student/Teacher Holiday (22)P
Thursday	December 21, 2017	Second Quarter/First Semester Ends *
Friday - Thursday	Dec. 22, 2017-Jan. 4, 2018	Winter Break - Student/Teacher Holiday
Friday	January 5, 2018	Teacher Planning Day-Student Holiday
Monday	January 8, 2018	Classes Resume for Students/Second Semester Begins
Monday	January 15, 2018	Martin Luther King Day - Student/Teacher Holiday
Monday	January 29, 2018	Teacher Inservice Day - Student Holiday
Monday	February 19, 2018	Presidents Day - Student/Teacher Holiday
Monday - Thursday	February 26-March 1, 2018	FSA Writing (Grades 4-10)
Thursday	March 15, 2018	Third Quarter Ends
Friday	March 16, 2018	Teacher Planning Day-Student Holiday
Monday-Friday	March 26-30, 2018	Spring Break - Student/Teacher Holiday
Monday	April 2, 2018	Classes Resume for Students
Monday	April 9-May 4, 2018	FSA Testing (Reading, Math & Science)
	May 1-24, 2018	EOCs, AP, IB, District Exams
Thursday	May 24, 2018	Last Day for Students*Fourth Quarter Ends
Friday	May 25, 2018	Last Day for Teachers - Teacher Planning Day
	May - TBA	Graduations (Schools/Locations TBD)

*ALL Schools will be dismissed **1 hour** early on Dec 21, 2017 and May 24, 2018

All Schools participate in a weekly early release on Wednesday: Elementary @1:50, Middle @1:00, High @ 2:45

Interims Issued: September 12, 2017	Report Cards: October 24, 2017
Interims Issued: November 16, 2017	Report Cards: January 19, 2018
Interims Issued: February 9, 2018	Report Cards: March 23, 2018
Interims Issued: April 24, 2018	Report Cards: May 24, 2018 - * Elementary only

Denotes hurricane make-up days

Optional planning day may "Flex" for any Planning Day or Post Planning day as pre-approved by Principal

CHARACTER COUNTS! In St. Johns County

Pillars of the Month

August - All Pillars	October - Responsibility	December - All Pillars	February - Caring	April - All Pillars
September - Fairness	November - Citizenship	January - Respect	March - Trustworthiness	May - Citizenship

FRUIT COVE MIDDLE SCHOOL 2017-2018 BELL SCHEDULE

**SUBJECT TO CHANGE*

Regular Day Schedule		
Time	A Day Periods	B Day Periods
7:50-8:40	1st (AB1)	1st (AB1)
8:40-8:45	Passing Time	Passing Time
8:45-10:15	2nd (A2)	2nd (B2)
10:15-10:20	Passing Time	Passing Time
10:20-12:23	3rd (A3)	3rd (B3)
12:23-12:30	Passing Time	Passing Time
12:30-2:00	4th (A4)	4th (B4)
Lunch Times- (A3 and B3)		
	Lunch Period	Lunch Time
	1st Lunch	10:23-10:53
	2nd Lunch	11:07-11:37
	3rd Lunch	11:47-12:17
Wednesday Early Release Schedule		
Time	A Day Periods	B Day Periods
7:50-8:40	1st (AB1)	1st (AB1)
8:40-8:45	Passing Time	Passing Time
8:45-9:55	2nd (A2)	2nd (B2)
9:55-10:00	Passing Time	Passing Time
10:00-11:46	3rd (A3)	3rd (B3)
11:46-11:51	Passing Time	Passing Time
11:51-1:00	4th (A4)	4th (B4)
Early Release Lunch Times (A3 and B3)		
	Lunch Period	Lunch Time
	1st Lunch	10:04-10:34
	2nd Lunch	10:38-11:08
	3rd Lunch	11:12-11:42

Revised 5/2017

FRUIT COVE MIDDLE SCHOOL

STUDENT HANDBOOK 2017-2018

This handbook is intended as a guide for information, policies and procedures that govern the basic operation of our school. It is essential that all students know the contents and use the handbook throughout the year. Administrators, counselors, and teachers will help answer questions about this guide and/or topics which it does not address. Rules and/or procedures set forth in this planner are subject to change due to necessary circumstances that may arise throughout the school year.

ATTENDANCE

In accordance with the Florida Compulsory School Attendance Law, F.S.232.17, the St. Johns County School District will enforce an attendance policy. Please refer to your St. Johns County Code of Conduct for updated information regarding attendance and new truancy procedures.

- When a student has 3-5 unexcused absences within 90 calendar days, not including out of school suspension, contact will be made by the school to the parent/guardian by phone or letter regarding the absences.
- When a student has 5 unexcused absences within 90 calendar days, not including out of school suspension, contact will be made by email with the parent/guardian.
- Illness or other legitimate causes will be excused with the permission of the parent/guardian and the school principal, up to 15 days within the school year. After 15 days of absences **excused or unexcused, a student must have a doctor's verification for all subsequent absences due to illness.** The fact that the student's parent/guardian had knowledge of the absence does not, in and of itself, require school personnel to record the absence as an excused absence.
- Florida legislation also requires that minors who fail to satisfy attendance requirements will be ineligible for driving privileges.

Students are required by Florida State Law to attend school every day. Regular attendance plays a very important part in determining every student's success at school. If a student is unable to attend school, upon returning, he/she must bring a note from his/her parent/guardian **within 48 hours stating the date of the absence, the specific reason for the absence, and the parent/guardian's signature.** *An absence note form is available on the FCMS website.* **Emails are not accepted for notes.** Students should turn in the notes to the front desk or attendance window. Students must communicate with teachers about any class work that has been missed and assignments that need to be made-up. Classroom assignments will not be provided to students in advance of an absence.

The following reasons for absences are valid: personal illness, serious illness or death in immediate family, emergency medical or dental attention, recognized religious holidays, and absences approved at least 5 days in advance by the principal, *The following are not excusable absences in accordance with state attendance laws:* truancy, suspension, missing the school bus, pleasure vacations, shopping, hunting, fishing, attendance at sports events, birthdays, or other celebrations. If a student becomes ill during the school day or finds it necessary to leave campus, the student must report to the office to be checked out. The student's parent or legal guardian must pick the student up in the school office and sign him/her out on the early dismissal sign out sheet.

ATTENDANCE AND EXTRACURRICULAR EVENTS

Students must attend school the majority of the school day the day of an extracurricular event in order to attend the event.

ARRIVAL AND DISMISSAL/CHECKOUT PROCEDURES

School begins each day at 7:50 A.M. and ends at 2:00 P.M. (1:00 P.M. on Early Release Days).

Supervision of students begins at 7:15 A.M. For safety and security of our students, please do not arrive on campus until 7:15 A.M. Students arriving at 7:15 A.M. must go directly to the cafeteria where they will be released to their first class at 7:30 A.M. Students arriving after 7:30 A.M. will go directly to their classrooms.

EARLY CHECKOUT PROCEDURES: *(An early checkout form is available on the FCMS website.)*

The student needs to bring a note to the front office BEFORE class starts with the following information:

1. Student name and grade
2. Date, time, reason for release
3. Person picking up the student
4. Parent signature & phone number

The student must, also, bring his/her planner so that it can be stamped with a pass to leave class at the time he/she will be released. The student must report to the front office at the time they are to be picked up. ***Early Checkout Reminder: No student checkouts within ½ hour of dismissal time.**

MAKE-UP WORK

Parents may request make-up work for students who have been absent a minimum of three days.

Please allow 24 hours for work to be delivered to the front office.

TARDY TO CLASS

It is important that students report to each class on time. Failure to do so will result in consequences according to the FCMS discipline plan.

TARDY TO SCHOOL

Students must be in their first period class by 7:50A.M. Students are required to check in at the attendance window to receive a tardy pass when arriving after 7:50A.M. Failure to bring a note with an acceptable excuse will result in an unexcused tardy. An acceptable excused tardy includes illness, doctor/dentist appointment. Oversleeping or missing the bus is **NOT** considered an excused tardy.

Excessive tardiness to school will result in disciplinary action.

SCHOOL BEHAVIOR EXPECTATIONS/DISCIPLINE PLAN

CODE OF CONDUCT

The Student Code of Conduct outlines behavior standards for all students. Students are expected to behave in a manner that contributes to a positive school environment at all times- in classrooms, in the lunchroom, in the halls, on school grounds, on buses, and at all school functions. Students are responsible for the choices they make.

*Students will be provided with a copy of the **St. Johns County Code of Conduct**, which supports our goal for excellence at Fruit Cove Middle School. Students and parents should read this code carefully.*

Nothing in this section shall be constituted to pre-empt the authority of the principal to act contrary to statements contained herein in specific cases when, in his opinion, a student is attempting to use this code to disrupt the educational process of the order and discipline of this school. (A copy of the Student Code of Conduct is, also, available on the FCMS website.)

BEHAVIOR EXPECTATIONS/FCMS FLIGHT PLAN

Students are expected to follow the school wide expectations:

FOCUS ON RESPONSIBILITY

COME PREPARED

MODEL RESPECT

SHOW SELF CONTROL

These 4 simple expectations encompass all of the rules applied throughout the school, and serve as a reminder for students to:

- Be at the right place at the right time.
- Be respectful of adults, other students, and property.
- Walk in the building and keep hands and feet to oneself.
- Be honest at all times.
- Eat food in appropriate locations.
- Be on task at all time.
- Exhibit positive/appropriate behavior at all times.
- Follow the above rules in all areas of the school both indoors and out.

Fruit Cove Middle School implements **Positive Behavior Support (PBS)**. PBS aims to build effective environments in which positive and appropriate behavior is rewarded. At Fruit Cove students earn Flyer Bucks that can be used to "purchase" rewards.

BULLYING

The St. Johns County's Student Code of Conduct defines "bullying" as: "...systematically and chronically inflicting physical hurt or psychological distress on one or more students or employees and may involve: teasing, social exclusion, threat, intimidation, stalking, physical violence, theft, sexual/religious/racial/ethnic harassment, public humiliation, destruction of property. Bullying can be further defined as unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by an adult or student that is severe or pervasive enough to create an intimidating, hostile, or offensive educational environment; cause discomfort or humiliation; or unreasonably interferes with the individual's school performance or participation; is often characterized by an imbalance of power."

ALL students, whether they are victims or bystanders, are encouraged to report bullying incidents. Students should report incidents to any FCMS faculty or staff member or through our bullying incident form located in the guidance and dean's office. All cases of bullying should be reported immediately and will be handled in accordance with school district policy.

CELL PHONES

Students may not use cell phones to talk, text, record, search the internet, email, take photos, read books, or listen to music. Cell phone use will result in confiscation and are subject to search. Students may receive behavior consequences for not following these guidelines. **Cell phones must be turned off** during the school day and stored in student's backpack, purse, or locker.

CONTRABAND

Video cameras, recording devices, toys, laser pointers, video games and/or players, playing or trading cards, magazines (nonacademic), and TV's are not to be brought to school for any reason. **Personal cameras are not allowed on campus unless approved by administration.** Administration reserves the right to prohibit any items deemed unnecessary for the academic environment.

PROFANITY/ABUSIVE LANGUAGE/MATERIALS

Profanity, including racial slurs, is not permitted at Fruit Cove Middle School. Also, prohibited are the uses of words, gestures, pictures, or objects that are otherwise not acceptable at school and/or upset the normal day or any school activity. The use of profanity will result in disciplinary action.

DRESS CODE

Cleanliness, good grooming, neatness, and modesty are important standards of appearance.

Administration has the discretion to determine whether attire is appropriate or inappropriate.

Student shall adhere to the following:

- Hats, caps, visors, bandannas, or other headgear worn to school must be placed in your locker before or during homeroom. Headgear is not to be removed from lockers until the end of the day.
- Hair shall be neat—neither extreme or distracting hairstyles nor extreme or distracting hair colors are allowed.
- Muscle shirts, tank tops, mini tees, backless dresses, cutout dresses, and miniskirts and transparent clothing are not allowed.
- Tops/Shirts must cover the entire shoulder.
- Clothing that reveals midriff and/or undergarments is not allowed. Revealing or transparent blouses and lingerie are not acceptable.
- No shirts with profanity or inappropriate slogans/advertising alcohol, drugs, sex, weapons, racial/and or ethnic slurs, sadistic, or violent themes.
- No underwear worn as outerwear, breakaway sports clothing, cut offs, pajamas, yoga pants or excessively tight garments (spandex).
- Shoes must be worn at all times. Shoes must have backs, or a back strap. Flip-flops, shower shoes, slippers, or steel-toed boots are not allowed.
- Sunglasses, heavy chains worn as jewelry or on other clothing, or rings with sharp points will not be allowed.
- All dresses, skirts, shorts must be worn no shorter than 4 inches above the top of the knee.
- All pants must be worn at waist level. Belts, overalls, and suspender straps must be fastened and tucked away at all times. Holes in pants/shorts are not permitted.
- Pants must be the appropriate length and not drag the floor.
- Glitter, stickers, body graffiti, and/or distracting jewelry/piercings are not to be placed on any part of the body.

For field trips and dances appropriate dress will be designated.

VIOLATION OF DRESS CODE CONSEQUENCES

Dress code violations must be corrected or will result in disciplinary action.

HONOR CODE:

In an academic institution, dishonesty serves to undermine the academic and intellectual integrity of the school. Cheating prepares a student for failure, and not success. By establishing the honor code, the faculty and administration of Fruit Cove Middle School indicate their commitment to work to eliminate such acts as cheating and to deal with offenses in a firm and decisive manner. Cheating involves one or more of the following:

1. Using the work of another person as your own.
2. Copying from or providing information to another student for test, examination, theme, book report, homework, class work, or term paper.
3. Preparing for cheating in advance. Such action involves:
 - a. having in your possession a copy of the test to be given or that has been given by a teacher before you take it;
 - b. having in your possession and using previously prepared answers to a test or quiz (this includes information written directly upon your person);
 - c. unauthorized use of text or notes during a test or examination;
 - d. asking or giving test information to or from another student during the test, quiz, or examination.
4. Plagiarism: Using another person's ideas, expressions or work without giving the original author credit.
5. Forging parental and/or guardian signatures.

It is not our intention to place students in a position where they can easily, and without intent violate the honor code. Therefore, teachers will be careful to communicate to their respective classes what they expect of them while taking quizzes and tests, in completing class work, and other assignments.

Cheating may be proven against a student only under one of the following conditions:

1. A teacher or administrator personally observes an act of cheating as defined above.
2. A student admits to a teacher or administrator that he/she has committed an act of cheating.
3. Investigation by a teacher or dean proves positive.

When a teacher determines to his/her satisfaction that an honor code violation has taken place the following consequences will be issued:

First Offense/Level One: Teacher will make parent contact by phone and issue an appropriate classroom consequence.

Second Offense: Teacher will make a dean referral. The dean referral may result in ISS, an appropriate classroom consequence, and parent notification.

***** The "Clean Slate" policy does not apply to Honor Code violations. *****

FCMS DISCIPLINE PLAN

The FCMS Discipline Plan runs concurrently for all classes. The progress of the Discipline Plan starts over at the beginning of the next semester- "Clean Slate Policy."

1. Written warning filed.
2. Written warning filed and parent contact made by phone.
3. Detention will be assigned and a detention form will be issued to the student to be signed by a parent/or guardian and returned to the assigning teacher the next day
 - **Three (3) detentions equal a dean referral.**
4. Dean Referral

Students who receive two or more dean referrals, or a referral which results in out of school suspension, will not be eligible for good behavior reward field trips. This policy applies to the 8th grade Washington D.C. trip. Administration reserves the right to revoke field trip privileges and deny refunds.

EXCEPTIONS: Fighting, obscenity, defiance toward administration/teacher/staff or participation in any activity that is deemed dangerous to any student or any other serious violation will result in automatic referral to the Dean.

DETENTION

It may be necessary to keep students after school for disciplinary reasons. If this occurs, parents will be given a 24 hour notice either by phone or in writing. Students will not be kept after school for more than one hour. The teacher, dean of students, or administration will assign the day and time for detention. The detention will be held in a designated room. Parents are responsible for providing transportation from detention.

SUSPENSION

The principal or his designated representative may suspend a student from school for a willful disobedience, for open defiance of his authority or that of a member of his staff, for the use of profane or obscene language, or other serious misconduct, and for repeated misconduct of a less serious nature. The suspension shall be reported immediately in writing to the parent/guardian of the student. Each day a student is suspended the absence is unexcused. Suspended students will be given the opportunity to make up all work as specified in the Student Code of Conduct.

IN-SCHOOL SUSPENSION (ISS)

When a student is assigned ISS, he or she is removed from the traditional classroom environment and reports to the front office. The student is then escorted to a designated supervised area where he/she, is expected to complete class assignments.

GRADES

HOME ACCESS CENTER

Parents may view their child's grades and educational information via a secure password protected website. Parents can receive their account information by visiting the front office during school hours with a photo ID. A link to the website can be found on the homepage of the FCMS website.

REPORT CARDS AND INTERIMS

As a measure of student progress, report cards are issued four times during the school year. An interim report will be available online through HAC (Home Access Center) halfway through each nine-week grading period, as shown on the master calendar. Parents are encouraged to contact the teacher or call the Guidance Department if there are questions regarding these reports.

PROMOTION

The criteria for promotion are based on the Pupil Progression Plan set forth by the St. Johns County School Board. This plan is available in the Guidance Department. Academic progress will be reported as follows.

A	90-100	Excellent
B	80-89	Good
C	70-79	Average
D	60-69	Needs Improvement
F	0-59	Failure

ATHLETIC REQUIREMENT FOR FRUIT COVE MIDDLE SCHOOL

Being on an athletic team is a privilege. Athletes are to set an example of maturity, respect, and dedication. The student must follow the guidelines set by the coaches and behave appropriately at all times.

- Maintain a minimum GPA, as set by the county policy, and all passing grades.
- If a student receives detention it is an automatic suspension of one game. Student is required to attend all games and practices during suspensions.
- If a student receives ISS, it is an automatic suspension of two games. The student will still be required to attend all the games and practices during suspension period.
- Out of school suspension means that the student is no longer able to participate for the remainder of the season.
- On game day, every athlete must attend school.

GUIDANCE/COMMUNICATION

GUIDANCE DEPARTMENT

The guidance program at Fruit Cove Middle School is an educationally based developmental guidance program that centers on helping students develop positive self-concepts so they can learn more effectively and efficiently. Counselors facilitate parent conferences for ESOL, 504 meetings and assist in scheduling students. It is the objective of the guidance department to enhance the quality of Fruit Cove Middle School and provide a balanced guidance counselor program for all students. Students may ask a teacher to see a guidance counselor or come to the front office. Any student desiring to see the guidance counselors must first secure a written pass from his/her classroom teacher.

PARENT CONFERENCES

Parent-Teacher-Student conferences are encouraged and should be arranged through the student's teachers or the guidance department. Conferences are scheduled between 2:10P.M.-3:00P.M.

COMMUNICATION

Communication is vital between school and home. The FCMS website (www-fcs.stjohns.k12.fl.us) contains valuable information. One important link on the website is to the email newsletter, "The Frequent Flyer." It provides Fruit Cove families with knowledge of upcoming school, as well as district, events and community outreach programs. Parents may sign up for the email newsletter by going to the FCMS webpage and accessing the link Frequent Flyer.

HOME ACCESS CENTER

Parents may view their child's grades and educational information via a secure password protected website. Parents can receive their account information by visiting the front office during school hours with a photo ID. A link to the website can be found on the homepage of the FCMS website.

POLICIES AND PROCEDURES

BICYCLES

Students may ride their bikes to school under two very important conditions; (1) All bikes must be parked and **locked in** the racks provided. (2) Students may only ride their bikes through designated riding areas. Bicycles should not be left in the bike racks when school is not in session. All students are required by law to wear a bike helmet when riding bikes. Roller blades and motorized scooters are not allowed on campus.

BOOK BAGS

Students may bring book bags to school. Book bags will be stored in student lockers for the remainder of the day. Students will go to their lockers at scheduled times to pick up needed books and materials for classes. Book bags with wheels are strongly discouraged due to safety hazards.

BUSES

The St Johns County School District Provisional Transportation Waiver Program (PTWP) extends transportation services to students assigned to district schools based on space availability and criteria.

Applying for a Bus Waiver:

- Only the Transportation Department may approve waivers
- Parents/guardians may apply for waivers
- Principals may apply for waivers on behalf of students and parents/guardians on an as needed basis
- Parents/guardians and/or principals may apply for waivers at any time
- Waiver applications are available at www.stjohns.k12.fl.us/transportation
- For emergency waivers, see the emergency waiver paragraph below

Criteria for a Bus Waiver:

- Only the Transportation Department may approve waivers
- Parents/guardians substantiate extenuating circumstances for the student, parent/guardian, and/or family
- Bus and/or buses have space availability for the student
- Student utilizes existing buses, routes, stops, and schedules only
- Student may not transfer from bus to bus
- Waivers are approved for the period requested not to exceed the school year
- For applications submitted in advance of a school year, the Transportation Department will inform parents/guardians and/or principals of approved/disapproved waivers by the start of the third full week of school
- Approved waivers are effective at the beginning of the fourth (4th) full week of school once eligible ridership is established for buses
- Parents/guardians are encouraged to make alternative transportation arrangements until when/if waiver applications are approved
- Parents/guardians are encouraged to develop contingency plans for transportation services in the event waiver applications are not approved
- The Transportation Department may suspend waivers with two (2) weeks' notice to parents/guardians due to space availability reasons
- The Transportation Department may revoke waivers for reasons outlined in the Student Code of Conduct

(Criteria for a Bus Waiver continued on the next page.)

Criteria for a Bus Waiver (continued):

- The Transportation Department will register a student with approved waivers as an eligible rider for the bus or buses in Bus Planner (routing system) to ensure accountability of the student and effective communications with parents/guardians
- Parents/guardians may suspend waivers by contacting Transportation
- Waivers are applicable only for the approved student, buses, routes, schedules, and stops
- "Bus passes" generated by students, parents/guardians, and/or school staff are not authorized for use on district school buses at any time

CAFETERIA

- Lunch is available in the cafeteria on a daily basis.
- All food and drink must be consumed in the cafeteria. At no time is food or drink to leave the lunchroom.
- Students may not leave campus for lunch or have food delivered to the school (i.e. pizza).
- Free and reduced price lunches are available to eligible students.
- Parents with concerns, please contact the cafeteria manager at 546-7886
- Parents may deposit money into their child's account. They may pre-pay for school meals at www.paypams.com. The student's personal identification number is needed.
- If a student forgets his/her lunch, it may be delivered to the school by a parent/guardian. **The lunch will be placed on a shelf just inside the cafeteria entrance.** The student's second period teacher will be sent a notifying email. Students will not be called to the front office to pick up their lunch. Lunches not claimed will be discarded. If parents drop off lunch money, it will be deposited into the student's lunch account and the student will be notified that lunch money has been brought.

CLINIC FIRST AID

- The clinic is for temporary first aid only.
- Students must have written permission in their planner to go to the clinic.
- Students may not remain in the restroom when ill; they must report to the clinic or send for assistance.
- Administration of medications during school hours is discouraged. The term "medication" includes both prescription and non-prescription medication (over the counter). All prescription and non-prescription medication administered by the nurse must be directed by a physician who has determined that a student's health and well-being requires medication during school hours. All non-prescription medication in the possession of students, not administered by the school nurse, requires written permission from the parent to the school for self-medication.

CLINIC FIRST AID (CONTINUED)

- All medication must be in the original container in which it was purchased and must be accompanied by a medication authorization form. The form is available on the FCMS website, front office, and clinic. **No medication will be administered without parent authorization.** If a student does not have an authorized form, a hand written note will be accepted for 24 hours and the student will be given a form to return to the next school day.

DANCES

- Dances for middle school students will be held several times during the school year.
- Only students currently enrolled at Fruit Cove Middle School may attend. Any student involved in the fraudulent admission of a person not currently enrolled at FCMS will be subject to suspension.
- Dress code: Dress code for dances will follow the school dress code policy unless otherwise announced. If there are any changes to dress code for dances, the school administration will set the dress standards one week prior to dances.
- **In order to attend the dance, students must attend school the majority of the school day the day of the dance.**

FIELD TRIPS

Educational and reward field trips are planned by clubs, organizations (i.e. band, NJHS) and grade levels. Students will not be allowed to attend reward field trips due to: outstanding balances, overdue/lost books, excessive (5 or more) unexcused absences during that semester, two or more dean referrals, or a referral which results in out of school suspension (that semester). This policy also applies to the 8th grade Washington D.C. trip. Administration reserves the right to revoke field trip privileges and deny refunds. **Students must ride to and from the event on school-provided buses.**

FORGOTTEN PROJECTS/HOMEWORK The front office will NOT accept and deliver forgotten homework, PE uniforms, band instruments, school supplies, or projects after 8:15 a.m. Students are responsible for bringing these items to school. Students are responsible for their own work and supplies. The only exception to this policy is lunch or lunch money.

HALL PASSES

It is the student's responsibility to have a hall pass when in the hallway. Students must have their planners with them and have the following information written in the planner:

- Date and specific time
- Destination
- Teacher's signature

INTERNET ACCESS

All students are required to read and understand the St. Johns County Internet Acceptable Use Policy. This policy can be found in the Student Code of Conduct and on the FCMS Website. Both the parent and the student will be required to sign an Internet Access Procedure Agreement form that will be kept on file at the school. Violation of this policy is unethical and may result in the student's internet access privileges being revoked, district disciplinary action, and/or appropriate legal action.

LOCKERS

All students will be assigned a student locker. Lockers are school property. Student's need to provide his/her own combination lock, and **lockers must be locked at all times**. All student textbooks, notebooks, book bags, etc. must be in the locker and not on top of the lockers. The school is not responsible for items lost or stolen from unlocked lockers or that are placed on top of the lockers. Private locks that are placed on someone else's locker or that cannot be opened will be cut off without notice. Students are not allowed to change or share lockers at any time. Any request for changes of locker assignments must be directed to administration or your teacher. The administration reserves the right to inspect the contents of any locker. All lockers are subject to search.

LOST & FOUND

Lost and found items, such as watches, jewelry, keys, and purses will be kept at the front office. All other items will remain in the classrooms. After 30 days, unclaimed items will be donated to charity. All student belongings should be labeled with the student's name.

MEDIA CENTER

The Media Center is for student use. Students may check out up to three books for a two-week period. Students will be permitted to borrow additional books and materials for research or assignments as needed. The Media Center is open from 7:30a.m. until dismissal. Students may come to the Media Center during the school day with a pass from a teacher. Students not accompanied by a teacher must sign in when they enter the media center at the check-out desk. All books not returned to the Media Center on time will incur 5 cents per day charge. Fines will cap when they reach the replacement cost of the book. Books may be renewed as many times as needed, as long as, there is not a hold on the book by another student. Failure to return items or pay fines will result in loss of Media Center privileges. Computers are available for accessing the internet for research purposes provided the student has an Internet Access Procedure Agreement form on file and complies with the St. Johns County School District Acceptable Use Policy.

PARENT CHAPERONES

We appreciate parent/guardian volunteers for school sponsored events. All chaperones must be approved as volunteers through the school district. Chaperones, other than school personnel, must be a parent, legal guardian of an FCMS student. Siblings are not allowed to chaperone events, nor are siblings who do not attend FCMS allowed to attend school sponsored events. All chaperones attending events where transportation is provided by the school, either through SJC school buses or chartered buses, must ride to and from the event with FCMS students.

PARENT VOLUNTEERS

Fruit Cove Middle School loves parent volunteers. All volunteers must be approved as volunteers through the school district. If you would like to volunteer, please contact the school.

PERSONAL ELECTRONIC PROPERTY

Students who wish to use their own personal electronic devices in school (i.e. laptop, I Pad, Kindle, Nook) must have completed a Student Waiver for Personal Electronic Property Form. This form can be found in the Student Code of Conduct and on the FCMS Website, and is in the student planner. Both the parent and the student must sign the form. The completed form must be signed by an administrator. Cell phones cannot be used during the school day and do not fall under this policy.

PHYSICAL EDUCATION All students enrolled in physical education classes will dress appropriately and participate in activities unless they have medical excuses. Excuses for a day's absence will be honored with a note from a parent. Extended medical excuses will require a doctor's note.

PUPIL DETENTION, SEARCH AND SEIZURE

The principal, teacher, or any other member of the staff is authorized to temporarily detain and question a student when circumstances indicate that such student has committed, is committing, or is about to commit a violation of law or a regulation of the school board.

1. If at any time reasonable suspicion arises that the student is unlawfully concealing any stolen or illegal property, an alcoholic beverage, illegal drugs, or any weapons as prohibited in these regulations, a member of the instructional staff may search for the presence of these items.
2. If a search of a student of his/her locker or other property reveals stolen or illegal items as prohibited by law or school board regulations, such items or items may be seized and such action taken as provided for by law or school board regulations.

SKATEBOARDS

Students may ride their skateboards to school. All skateboards must be stored and locked in the racks on the cafeteria patio. Students must provide their own locks. Skateboards may not be brought in the school building.

STUDENT ACCIDENT COVERAGE

St. Johns County School Board does provide student accident coverage for students while they are in attendance during the regular school day.

STUDENT RIGHTS

At Fruit Cove Middle School the important rights of students are:

- The right to an education.
- The right to be respected and treated with kindness at school.
- The right to be safe at school.
- The right to tell "their side" of the problem.
- The right to fair consequences when acting in an unacceptable way.

TELEPHONE USE

Students are not allowed to use classroom telephones, personal cell phones, or any other communicating device during the school day. Students may request to use the telephone in the main office to call home if they are ill, need lunch money, or need to contact home because an after school activity has been cancelled.

TEXTBOOKS

Students will receive textbooks for appropriate subjects. These textbooks are being loaned to students and students are expected to take proper care of them. Students are encouraged to write their name in all of their textbooks in ink. Textbooks will be turned in at the end of the school year. **Be aware of the fact that students or parents of students must pay for lost, destroyed, or damaged instructional materials (textbooks).** *Attn: Lost/damaged textbook material sums shall be determined by the school. Failure to remit such sum may result in the satisfaction of the debit by the pupil through community service activities at the school site as determined by the principal. (s.233.46 (2), F.S.)* Privileges, field trips, and other materials may be withheld until debts are satisfied.