

# Fruit Cove Middle School



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**MASTER CALENDAR**  
**2023-2024 School Year**  
**Board Approved 5-12-2020**

Wednesday	August 2, 2023	Optional Teacher Planning Day
Thursday - Wednesday	August 3, 4, 7, 8, 9, 2023	Teacher Pre-Planning to include 7.5 hours of Teacher Inservice
<b>Thursday</b>	<b>August 10, 2023</b>	<b>Students Report to Class</b>
Monday	September 4, 2023	Labor Day- Student/Teacher Holiday ✓
Friday	October 13, 2023	First Quarter Ends
Monday	October 16, 2023	Teacher Planning Day-Student Holiday ✓
Friday	November 10, 2023	Veteran's Day-Student/Teacher Holiday ✓
Wednesday - Friday	November 22-24, 2023	Thanksgiving Break - Student/Teacher Holiday ✓
Thursday	December 21, 2023	Second Quarter/First Semester Ends *
Friday - Wednesday	Dec. 22, 2023-Jan. 3, 2024	Winter Break - Student/Teacher Holiday
Thursday	January 4, 2024	Teacher Planning Day-Student Holiday ✓
Friday	January 5, 2024	Teacher Inservice Day-Student Holiday ✓
Monday	January 8, 2024	Classes Resume for Students/Second Semester Begins
Monday	January 15, 2024	Martin Luther King Day - Student/Teacher Holiday ✓
Monday	February 19, 2024	Presidents Day - Student/Teacher Holiday ✓
Friday	March 8, 2024	Third Quarter Ends
Monday-Friday	March 11-15, 2024	Spring Break - Student/Teacher Holiday
Monday	March 18, 2024	Teacher Planning Day-Student Holiday
Tuesday	March 19, 2024	Classes Resume for Students
Friday	March 29, 2024	Holiday - Student/Teacher Holiday
	April - May	B.E.S.T Testing (Reading, Math & Science)
Friday	April 19, 2024	Student/Teacher Holiday
	May 1-23	EOCs, AP, IB, District Exams
Friday	May 24, 2024	<b>Last Day for Students/Fourth Quarter Ends</b>
Monday	May 27, 2024	Memorial Day
Tuesday	May 28, 2024	Last Day for Teachers - Teacher Planning Day
	May - TBA	Graduations (Schools/Locations TBD)

\***ALL Schools** will be dismissed **1 hour** early on December 21, 2023 and May 24, 2024

**All Schools** participate in a weekly early release on Wednesday: Elementary @1:45, Middle @12:50, High @ 2:50

Interims Issued: September 12	Report Cards: October 24
Interims Issued: November 16	Report Cards: January 19
Interims Issued: February 6	Report Cards: March 26
Interims Issued: April 23	Report Cards: May 24 * Elementary only

✓ **Possible Hurricane Make-Up Days to be determined as needed.**

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

(Emphasis on Patriotism)

# FCMS Bell Schedule 2023-2024

<b>6<sup>th</sup> Grade</b>	<b>7<sup>th</sup> Grade/ 8<sup>th</sup> Grade</b>	
	Lunch time is dependent on your 4 <sup>th</sup> period teacher	
Homeroom/Period 1 7:30 – 8:16 (46)	Homeroom/Period 1 7:30 – 8:16 (46)	Homeroom/Period 1 7:30 – 8:16 (46)
Period 2 8:20 – 9:06 (46)	Period 2 8:20 – 9:06 (46)	Period 2 8:20 – 9:06 (46)
Period 3 9:10 – 9:56 (46)	Period 3 9:10 – 9:56 (46)	Period 3 9:10 – 9:56 (46)
Period 4 10:00 – 10:46 (46)	Period 4 10:00 – 10:46 (46)	1 <sup>st</sup> Lunch (w/Period 4) 10:00 – 10:30 (30)
Period 5 10:50 – 11:36 (46)	2 <sup>nd</sup> Lunch (w/Period 4) 10:50 – 11:20 (30)	Period 4 10:34 – 11:20 (46)
3 <sup>rd</sup> Lunch (w/Period 5) 11:40 – 12:10 (30)	Period 5 11:24 – 12:10 (46)	Period 5 11:24 – 12:10 (46)
Period 6 12:14 – 1:00 (46)	Period 6 12:14 – 1:00 (46)	Period 6 12:14 – 1:00 (46)
Period 7 1:04 – 1:50 (46)	Period 7 1:04 – 1:50 (46)	Period 7 1:04 – 1:50 (46)

## Wednesday Schedule

<b>6<sup>th</sup> Grade</b>	<b>7<sup>th</sup> Grade/ 8<sup>th</sup> Grade</b>	
	Lunch time is dependent on your 4 <sup>th</sup> period teacher	
Homeroom/Period 1 7:30 – 8:08 (38)	Homeroom/Period 1 7:30 – 8:08 (38)	Homeroom/Period 1 7:30 – 8:08 (38)
Period 2 8:12 – 8:49 (37)	Period 2 8:12 – 8:49 (37)	Period 2 8:12 – 8:49 (37)
Period 3 8:53 – 9:30 (37)	Period 3 8:53 – 9:30 (37)	Period 3 8:53 – 9:30 (37)
Period 4 9:34 – 10:11 (37)	Period 4 9:34 – 10:11 (37)	1 <sup>st</sup> Lunch (w/Period 4) 9:34 – 10:04
Period 5 10:15 – 10:52 (37)	2 <sup>nd</sup> Lunch (w/Period 4) 10:15 – 10:45	Period 4 10:09 – 10:46 (37)
3 <sup>rd</sup> Lunch (w/Period 5) 10:56 – 11:26	Period 5 10:50 – 11:27 (37)	Period 5 10:50 – 11:27 (37)
Period 6 11:31 – 12:08 (37)	Period 6 11:31 – 12:08 (37)	Period 6 11:31 – 12:08 (37)
Period 7 12:12 – 12:50 (38)	Period 7 12:12 – 12:50 (38)	Period 7 12:12 – 12:50 (38)



# Fruit Cove Middle School Student Handbook 2023-2024



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 and parents know the content 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 or as new legislation is passed.

## 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.

- Regular school attendance is a necessary part of a student's education. Excessive absences impair a student's educational progress, impacts whether the student passes or fails a grade, and may result in court proceedings and/or the loss of driving privileges. Students will be considered absent when they miss 50% of their school day, which is three or more periods of a seven-period day.
- 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 total 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.

If a student is unable to attend school, upon returning, the parent/guardian must complete an online attendance form, to be found on the FCMS website, or submit 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. Emails are not accepted for notes.** Students should turn in the notes to the attendance mailbox outside the front office. The fact that the student provides a note does not require the school administration to excuse the absence. The principal or designee will decide whether the absence meets the criteria for an excused absence, and that decision will be final.

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 as excusable:** personal illness, serious illness or death in immediate family, emergency medical or dental attention, scheduled medical or dental appointments, 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:** suspension, missing the school bus, pleasure trips, attendance at sports events, birthdays, or other celebrations.

**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 7:30 a.m. and ends at 1:50 p.m. (12:50 p.m. on **early release days**). Supervision of students begins at 7:10 a.m. For safety and security of our students, please do not arrive on campus until 7:10 a.m. At 7:10 am the doors will be unlocked to allow student entry. Students are to report directly to their first period class. Breakfast is from 7:10 a.m. to 7:25 a.m. Only students purchasing a school breakfast are permitted to enter and eat in the cafeteria. Students are not permitted to roam the hallways. They must report to 1<sup>st</sup> period as soon as they enter the building if they are not eating breakfast. Morning announcements start at 7:25am.

### Early Checkout Procedures

- Parent or guardian listed on Home Access Center (HAC) may report to front office and request student. (Valid government issued ID is required.)
- Parent or guardian signs student out on checkout sheet.
- Student will be called from class and released. Students cannot be called from class until parent/guardian is the front office.

**\*Early Checkout Reminder: No student checkouts within ½ hour of dismissal time. (1:20 pm; 12:20 pm on early release days.)**

### 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. Students should also check Schoology for missed assignments.

### Tardy to Class

It is important that students report to each class on time. Excessive tardiness will result in consequences according to the FCMS discipline plan and Student Code of Conduct.

### Tardy to School

Students must be in their first period class by 7:30 a.m. or they will be considered tardy. Students are required to check in at the front office to receive a tardy pass when arriving after 7:30 a.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, cold or rainy weather, waiting in the student drop-off line, or missing the bus are **NOT** considered excused tardies. **Excessive tardiness to school will result in disciplinary action.**

## 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 can view a copy **SJCSD Student Code of Conduct** on the SJCSD website, 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 her 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 homepage.)

Twice per year (at the beginning of each semester), all students will attend a behavior expectations assembly. Students will be reminded of our behavior expectations and will be encouraged to make good decisions. We will also review how to be a successful middle school student.

## Behavior Expectations

### FCMS Flight Plan

Fruit Cove guides students to display the 6 pillars of character. We focus our behavior expectations on the following pillars in all areas of the school and during after-school events.

	CLASSROOM	LUNCHROOM	HALLWAYS/Media Center/School Events
<b><u>Responsibility and Trustworthiness</u></b>	<ul style="list-style-type: none"> <li>• Be on time</li> <li>• Take out materials</li> <li>• Use phone <u>ONLY</u> as guided by the teacher</li> <li>• Stay on task during group work</li> <li>• Ask for clarification or help, if needed</li> <li>• Turn in assignments</li> <li>• Clean up your area</li> </ul>	<ul style="list-style-type: none"> <li>• Sit at your assigned table</li> <li>• Use your ID card when purchasing lunch</li> <li>• Show integrity</li> </ul>	<ul style="list-style-type: none"> <li>• Move efficiently to arrive to your next location on time</li> <li>• Keep your phone put away</li> <li>• Use a pass to leave class</li> <li>• Maintain appropriate walking pace during transition</li> <li>• Use self-control</li> <li>• Return library books in good condition and on time</li> </ul>
<b><u>Respect and Fairness</u></b>	<ul style="list-style-type: none"> <li>• Go quietly to your assigned seat</li> <li>• Use appropriate language</li> <li>• Be kind to others</li> <li>• Use time wisely</li> <li>• Raise your hand</li> <li>• Allow others to learn</li> <li>• Stay seated until dismissed</li> <li>• Treat people fairly</li> </ul>	<ul style="list-style-type: none"> <li>• Follow directions given by adults</li> <li>• Remain in your spot in line</li> <li>• Throw away trash</li> <li>• Use kind words and good manners</li> </ul>	<ul style="list-style-type: none"> <li>• Follow directions given by adults</li> <li>• Respect others' space</li> <li>• Be polite and courteous</li> <li>• Use appropriate language</li> <li>• Be positive</li> </ul>
<b><u>Citizenship and Caring</u></b>	<ul style="list-style-type: none"> <li>• Greet your teachers and classmates</li> <li>• Have a positive attitude</li> <li>• Engage in your learning</li> <li>• Always try your best</li> <li>• Demonstrate good sportsmanship</li> <li>• Be kind</li> <li>• Show empathy</li> <li>• Express gratitude</li> <li>• Help people in need</li> </ul>	<ul style="list-style-type: none"> <li>• Keep the school clean</li> <li>• Follow lunch expectations</li> <li>• Talk with someone new</li> </ul>	<ul style="list-style-type: none"> <li>• Support a peer in need who may be lost, needs help carrying items, hold a door open</li> <li>• Help keep the school areas clean</li> <li>• Observe and follow traffic rules</li> <li>• Follow rules for after-school events</li> </ul>

FCMS implements **Positive Behavior Intervention Support (PBIS)**. PBIS aims to build effective environments in which positive and appropriate behavior is recognized and rewarded. Students have the opportunity to earn **Pilot Points** that can be used to "purchase" items in the **Flyer School Store**.

## Discipline Plan

The vision of the FCMS Discipline Plan is to help students learn from their mistakes by utilizing restorative practices.

### Warning System

1. Teacher documents **first** warning, speaks to the student individually, and parent contact is made by email or phone.
2. Teacher documents **second** warning, speaks to the student individually, and parent contact is made by phone.
3. At the time of the **third** incidence, the student will receive a behavior referral. The dean will meet with the student and issue consequences.

**EXCEPTIONS:** Fighting, obscenity, abusive or threatening language, property damage, skipping, overt defiance toward administration/teacher/staff or participation in any activity that is deemed dangerous to any student or any other serious violation of the SJCS Student Code of Conduct will result in automatic referral to the Dean.

**Students who receive two or more dean referrals, two or more in-school suspension days, or a referral which results in out of school suspension, will not be eligible for positive behavior reward activities and field trips.** \*Administration reserves the right to revoke field trip privileges and deny refunds.

### 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 front office. All cases of bullying should be reported immediately and will be handled in accordance with school district policy.

### Cell Phones

FCMS recognizes that technology, including smart phones, can be beneficial when used in accordance with parameters to keep students safe and protect instructional time.

- Students may use cell phones in the classroom, only at the direction of and supervision of the teacher, for educational activities connected to the curriculum.
  - Cell phone use beyond this direction is considered defiance of school rules and consequences will be issued in accordance with the discipline progression plan.
- Students may **not** use technology (cell phones/Smart Watches, wireless earbuds, Air pods etc.)

to talk, text, record, access apps, search the internet, email, take and/or send photos or videos, read books, or listen to music while on campus. **Unauthorized use of technology** use will result in confiscation of technology by a school employee. Confiscated technology is subject to search. Students may receive behavior consequences for not following these guidelines.

- **Cell phones must be turned off during the school day and put away in students' backpacks. Repeated confiscation will result in a parent having to pick up the device.**
- **Earbuds/AirPods:** are not to be worn on campus and must be put away in the backpack before entering the school building. If a student is using earbuds/airpods, the item will be confiscated and kept for parent pickup.

#### **Exceptions**

- Students may use their cell phones to text or talk after they are dismissed from the last period of the school day.

#### **Contraband**

Video cameras, recording devices, toys, laser pointers, audio speakers, video games and/or players, magazines (nonacademic), and TVs 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.

#### **Disrespect:**

FCMS strives to be a school where students feel welcome and safe. Conduct or behavior that demeans, degrades, antagonizes, humiliates, or embarrasses a person or group of persons, including employees, will not be tolerated. Profanity, including racial slurs, is not permitted. Also prohibited are the use of words, gestures, pictures, or objects that are otherwise not acceptable at school and/or upset the normal day or any school activity.

## **School-based Behavioral Consequences**

#### **Lunch Detention**

Students assigned lunch detention will report, or be escorted, to the cafeteria to get their lunch, then will report, or be escorted to room 740 (ISS room). They will spend their 30-minute lunch in that location.

#### **In-School Suspension (ISS)**

When a student is assigned ISS, they are removed from the traditional classroom environment and reports to the ISS room. Parents will be notified. The student is expected to complete class assignments and follow behavior expectations while in the ISS room.

#### **Suspension**

The principal or a designated representative may suspend a student from school for willful disobedience, open defiance of authority, profane/obscene or abusive language, repeated misconduct or other serious misconduct as listed in the SJCS D Student Code of Conduct. 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 SJCS D Student Code of Conduct.

***\*\*The Student Code of Conduct is followed re: all behavioral incidents.\*\****

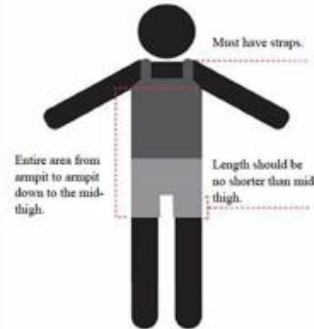


## Dress Code

Students and families should reference the SJCS D Code of Conduct re: dress code to address any questions about appropriate attire for school.

### ALL STUDENTS

**Clothing must cover areas from one armpit to the other armpit, down to the mid-thigh. Tops must have shoulder straps and be long enough to adequately cover the waistline and not expose the midriff.**



### Honor Code/Cheating

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. The faculty and administration are committed to supporting students' integrity in the classroom by communicating clear directions and expectations of all assignments.

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 could involve:
  - 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, or use of notes or text, or answers written on your person;
  - b. having in your possession and using previously prepared answers to a test or quiz;
  - c. 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 they have committed an act of cheating.
3. Investigation by a teacher, dean, or administrator proves positive.

When a teacher determines to their satisfaction that an honor code violation has taken place, consequences will follow in accordance with the SJCS D code of conduct.



## Grades

### Home Access Center (HAC)

Parents may view their student'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 posted in HAC four times during the school year. An interim report will also 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 or concerns regarding these reports.

### Promotion

Promotion is based on the SJCS D 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	(Parent should schedule a parent conference)
F	0-59	Failure	(Parent should schedule a parent conference)

### Athletic Requirement for Fruit Cove Middle School

Being on an athletic team is a privilege. Student athletes are to be exemplars of the six pillars of character. The student athletes must follow the guidelines set by the coaches and always behave appropriately.

- Maintain passing grades in all classes.
- Follow the behavior rules as set forth by the coach
- On game day, every athlete must attend school the majority of the school day.

# 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 ELL, 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 their classroom teacher.

## Parent Conferences

Parent-Teacher-Student conferences are encouraged and are scheduled through the student's teachers or the guidance department. For individual teacher conferences, contact the teacher. Contact the guidance department to schedule team conferences. Conferences are scheduled between 1:50 p.m. and 2:40 p.m.

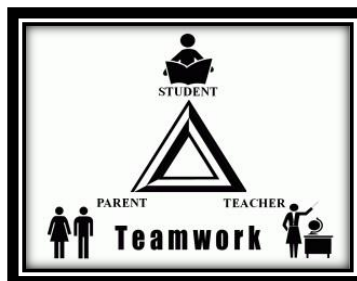
## Communication

Communication is vital between school and home. The FCMS website ([www-fcs.stjohns.k12.fl.us](http://www-fcs.stjohns.k12.fl.us)) contains valuable information. "The Pilot" newsletter is emailed to families twice a month. The newsletter provides Fruit Cove families with knowledge of upcoming school, as well as district events and community outreach programs. Morning announcements are posted on the FCMS Web page.

**You may also follow us on Instagram @fruitcove\_flyers.**

## Schoology

Parents may view their child's educational information, including instructional resources and important dates via a secure password-protected website. Student username and password are required any time a student is asked to log on to software programs at school (HAC, Schoology and Clever). Parents are encouraged to become familiar with and regularly review their child's Schoology account.



# 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.

## Backpacks

Students may bring backpacks to school. Backpacks with wheels are prohibited due to safety hazards and a large number of students in the hallway in between classes.

## 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. **Student may NOT ride another bus without prior consent from Transportation by filling out a bus waiver.** To apply for a bus waiver, please see <https://www.stjohns.k12.fl.us/transportation/>.

## Cafeteria

- Lunch is available in the cafeteria daily.
- All food and drink must be consumed in the cafeteria. Food or drink must not leave the lunchroom. Gatorade bottles may not leave the cafeteria.
  - Exception: Students may carry water bottles with them throughout the day.
- Students may not leave campus for lunch or have food delivered to the school (i.e. pizza, McDonalds, Wendy's).
- Parents with concerns, please contact the cafeteria manager at 547-7886.
- Parents may deposit money into their child's account. They may pre-pay for school meals at [www.paypams.com](http://www.paypams.com). The student's personal identification number is needed.
- If a student forgets their lunch, it may be delivered to the school by a parent/guardian.

## Clinic First Aid

- **Students may only utilize the clinic if the parent/guardian has given authorization.**
- The clinic is for temporary first aid only.
- Students must have written permission to go to the clinic.
- Students may not remain in the restroom when ill; they must report to the clinic or send for assistance.
- **Students should not use their cell phone to contact a parent when feeling ill. Students have permission to call their parent(s) using the phone in the clinic.**
- 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.
- 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 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.
- 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 may be 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.

Students who receive two or more dean referrals, two or more in-school suspension days, or a referral which results in out of school suspension, will not be eligible for positive behavior reward field trips. \*Administration reserves the right to revoke field trip privileges and deny refunds.

Students must ride to and from the event on school-provided buses. 8th grade end of the year Gradventure field trip: Students must ride to and from Orlando on the provided buses. No exceptions will be made due to safety protocols.

**Forgotten Projects/Homework** The front office will NOT accept and deliver forgotten homework, PE uniforms, band instruments, school supplies, or projects after 7:45 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. Each teacher is given two passes to allow students to leave the classroom for various necessary instances. Students loitering in the hallway, or out of their assigned area, may receive disciplinary consequences.

### **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.

School authorities may search student lockers, backpacks, personal property or other areas, including private vehicles, when there is reasonable suspicion that a prohibited or illegally possessed substance or object is contained within the area pursuant to Florida Statute.

### **Lockers**

Student lockers are optional. More guidance will be given at the start of the school year on locker options. Lockers are school property. Students need to provide their own combination locks, and lockers must be always locked. 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.

School authorities may search student lockers, backpacks, personal property or other areas, including private vehicles, when there is reasonable suspicion that a prohibited or illegally possessed substance or object is contained within the area pursuant to Florida Statute.

### **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.

### **Make-up work**

Students are responsible for obtaining and completing their make-up work. Make-up work can be found on Schoology and by students communicating with their teachers. Students have 1 day for every day they are absent to make up work.

### **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 7:10 a.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, if, 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 or 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**

FCMS **loves** parent volunteers. All volunteers must be approved as volunteers through the school district. Please contact the front office or the FCMS PTO to learn about the different volunteer opportunities.

### **Physical Education**

All students enrolled in physical education classes will dress in the physical education uniform daily 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.

- The PE uniform consists of a FCMS Physical Education t-shirt, and FCMS shorts. Leggings are permitted if they are solid blue or black. All FCMS shirts must have student's name in permanent marker across the back shoulder in large print. Shorts must be marked with the student's initials. Sweatpants and sweatshirts may be worn over their PE uniform. The sweatpants and leggings must be solid blue or black.
- Students must also wear non-marking athletic shoes. (dress shoes, boots, sandals, boat shoes, slip on shoes, crocks, cleats, or backless shoes are not allowed).
- Students can pay for a PE uniform at any time during the school year. The physical education uniform costs \$30.00 and will be available online through SchoolPay.
- There is no spray bottles or glass of any kind permitted in the PE locker rooms. This includes spray deodorant, AXE spray, spray perfume and cologne, body spray and body mist, hair spray, and any spray sunscreen. These items will be confiscated if found in use.

### **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, deans, or administration may search for the presence of these items.

2. If a search of a student of their 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 and/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 into the school building.

### **Student Accident Coverage**

SJCSD provides student accident coverage for students while they are in attendance during the regular school day.

### **Telephone Use**

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.

Students are **not** allowed to use classroom telephones, personal cell phones, or any other communicating device during the school day.

### **Textbooks**

Students will receive textbooks for appropriate subjects. Textbooks are being loaned to students and they 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. **Students/parents must pay for lost, destroyed, or damaged instructional materials (textbooks).** *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.*