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FREMONT COUNTY SCHOOL DISTRICT #25

2023-2024 MIDDLE SCHOOL STUDENT HANDBOOK



Fremont County School District #25 Central Office
121 North 5th West
Riverton, WY 82501
(307)856-9407
www.fremont25.org
#RivertonSchools

Riverton Middle School
840 Major Ave.
Riverton, WY 82501
(307)856-9443
[RMS Facebook](#)
[RMS Web Page](#)
#SpartanStrong

Mission

Riverton Middle School strives to create and maintain a safe, respectful, and responsible learning environment with the goal for students to become productive members of the community.

Vision

All students completing Riverton Middle School will be high school ready.

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The State of Wyoming provides Hathaway Merit and Need Scholarships to Wyoming students attending the University of Wyoming and Wyoming community colleges. Every Wyoming student who meets the merit requirements can earn a Hathaway Merit Scholarship. More information is available at Riverton High School (307)856-9491.

General Information

Riverton Middle School Information

Welcome to Riverton Middle School! We hope the information provided will help you have a successful and enjoyable school year.

Office Hours: 6:30am to 4:00pm

School Day: 8:00am to 3:00pm

Phone Number: (307)856-9443, (307)857-1695 (fax)

Physical Address: 840 Major Ave., Riverton, Wyoming

Mailing Address: 121 N. 5th Street W., Riverton, Wyoming 82501

School Mascot: Spartans

School Colors: Cardinal, Black, and White

District Website fremont25.org

Facebook facebook.com/realspartans

RMS Website <https://rms.fremont25.org/o/rms>



Educate, Empower, Inspire
#SpartanStrong

NOTE: This handbook is intended as a guide to inform and provide notice to students and legal parents and guardians. There are no promises, express or implied, for specific educational performance or outcome. Fremont County School District No. 25, State of Wyoming, retains the absolute right to change the contents of this handbook, as it deems necessary, with or without notice.

Riverton Middle School is an alcohol, tobacco, and drug free school.

Important Dates

<p><u>First Quarter</u></p> <p>Aug 15 First day for teachers Aug 22 First day for students Aug 22 First day for Fall Sports, 3:00 pm Sep 4 Labor day - No school Sep 22 Early Release, 12:35 pm Oct 6 Early Release, 12:35 pm Oct 9 Holiday- No School Oct 10 Staff Inservice- No School Oct 14 Early Release, 12:35 pm - Staff work Oct 18 Picture Day Oct 20 End of 1st Quarter</p> <p><u>Second Quarter</u></p> <p>Oct 31 Early Release, 12:35 pm Nov 15 Picture Day Retakes Nov 20-24 Thanksgiving Holiday- No school Dec 9 Early Release, 12:35 pm - Staff work Dec 20 End of 2nd Quarter Dec 21- Jan 1 Christmas Vacation</p>	<p><u>Third Quarter</u></p> <p>Jan 2 Teacher Inservice- No School Jan 3 Students Return Jan 15 Holiday- No School Jan 25 Staff Inservice - No School Jan 26 Holiday- No school Feb 9 Early Release, 12:35 pm Feb 19 Holiday- No School Feb 23 Staff Inservice - No school Mar 8 Early Release, 12:35 pm - Staff work Mar 8 End of 3rd Quarter</p> <p><u>Fourth Quarter</u></p> <p>Mar 25-Mar 29 Spring break Apr 1 Staff Inservice- No School Apr 19 Early Release, 12:35 pm May 10 Early Release, 12:35 pm- Staff work May 24 Last day of School, 12:35 pm release End of 4th Quarter</p>
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Visitors

For the safety of our students and staff, anyone not employed in our district or not a registered student at Riverton Middle School (hereby considered *visitors*) must enter through the main (front) entrance and check in at the office immediately upon arrival. Visitors must have a photo ID in order to obtain permission and a visitor's pass to go beyond the lobby area or to remain on school property. We welcome parents and guardians to our school; however, we do ask that you make appointments to visit classrooms and teachers so that instructional time is not interrupted. We do not allow students from other schools on campus during the school day. *If in Covid alternate schedule, no visitors are allowed into the building area.

Closed Campus

By school board policy, the Riverton Middle School operates on a closed campus basis. Students are expected to be on the school grounds during school hours. Students are not to leave campus without a pass from the office after they arrive (unless they are on a class activity).

Bell Schedule

RMS Bell Schedule 2023-2024

23-24 Daily								
PER	6th Grade		7th Grade		PER	8th Grade		
0	8:00-8:05	Homeroom	8:00-8:05	Homeroom	0	8:00-8:05	Homeroom	
1	8:09-9:06	Exploratory	8:09-9:06	Core A	1	8:09-9:06	Core A	
2	9:09-10:07	Core A	9:09-10:07	7 Exploratory	2	9:09-10:07	Core B	
3	10:09-11:08	Core B	10:09-11:08	8 Core B	3	10:09-11:08	Exploratory	
4	11:12-11:38	Spartan Time	11:12-11:37	Lunch/Recess	4	11:12-12:09	Core C	
5	11:38-12:03	Lunch/Recess	11:37-12:03	Spartan Time	5	12:13-12:39	Spartan Time	
6	12:07-1:04	Exploratory	12:07-1:04	Core C	6	12:39-1:04	Lunch/Recess	
7	1:08-2:05	Core C	1:08-2:05	Exploratory	7	1:08-2:05	Core D	
8	2:09-3:10	Core D	2:09-3:10	Core D	8	2:09-3:10	Exploratory	

23-24 Friday Only								
PER	6th Grade		7th Grade		PER	8th Grade		
0	8:00-8:13	Homeroom	8:00-8:13	Homeroom	0	8:00-8:13	Homeroom	
1	8:17-9:13	Exploratory	8:17-9:13	Core A	1	8:17-9:13	Core A	
2	9:17-10:13	Core A	9:17-10:13	Exploratory	2	9:17-10:13	Core B	
3	10:17-11:13	Core B	10:17-11:13	Core B	3	10:17-11:13	Exploratory	
4	11:17-11:42	Spartan Time	11:17-11:41	Lunch/Recess	4	11:17-12:13	Core C	
5	11:42-12:06	Lunch/Recess	11:41-12:06	Spartan Time	5	12:17-12:42	Spartan Time	
6	12:10-1:06	Exploratory	12:10-1:06	Core C	6	12:42-1:06	Lunch/Recess	
7	1:10-2:06	Core C	1:10-2:06	Exploratory	7	1:10-2:06	Core D	
8	2:10-3:10	Core D	2:10-3:10	Core D	8	2:10-3:10	Exploratory	

Immunizations

All students must comply with the Wyoming State Immunization Requirements. Please contact your doctor, the Public Health office, or our school nurse for more information. Immunization records are kept, and students must be up to date with required immunizations within 30 days of the start of school. We must know about a student's identified health problem before we can be of assistance at school.

Mandatory Immunizations for Children Attending Schools and Waivers

- (a) Any person attending, full or part time, any public or private school, kindergarten through twelfth grade, shall within thirty (30) days after the date of school entry provide to the appropriate school official written documentary proof of immunization.
- (b) For purposes of this section, documentary proof of immunization is written certification by a private, licensed physician or his representative or by any public health authority that the person is fully immunized. Documentation shall include month, day and year of each required immunization received against vaccine preventable disease as designated by the state health authority. No school administrator shall permit a student to attend school for more than thirty (30) calendar days. The child shall be permitted to attend school while receiving continuing immunization, if the school administrator receives written notification by a private, licensed physician or his representative or by a public health official specifying a written schedule for necessary immunization completion within the medically accepted time period.
- (c) **Waivers** shall be authorized by the state or county health officer upon submission of written evidence of religious objection or medical contradiction to the administration of any vaccine preventable disease, as determined by the state or county health authority. School children for whom a waiver has been issued and who are not immunized against the occurring vaccine preventable disease shall be excluded from school attendance for a period of time determined by the state or county health authority, but not suspended from school as provided in W.S. 21-4-305. Children excluded from school attendance under this section shall not be counted in the aggregate number of pupils absent as defined in W.S. 21-12-101 (a) (i).
- (d) The school administrator shall be responsible for an audit of the immunization status of any child enrolled in the school in accordance with rules and regulations prescribed by the Department of Health.
- (e) The written, documented proof of immunization on a form provided by the state health officer shall be an integral part of the child's school record.
- (f) For purpose of this section:

State health officer means the person appointed by the director of the Department of Health pursuant W.S. 9-2-10 (f) 9-2-103;

County health officer means the licensed, medical officer designated by the county commissioners to serve as health officer for his county;

Immunized or immunization means initial immunization and any boosters or re-immunizations required to maintain immunization standards and recommendations issued by the state health officer.

Minimum Immunization Requirements

7th Grade Students through 12th Grade

DtaP*/DTP/DT/Td;	Age-appropriate, series complete
Polio	Age-appropriate, series complete
MMR (2)	Age-appropriate, series complete
Hepatitis B (3)	Age-appropriate, series complete
Varicella (2)	Age-appropriate, series complete

*An adolescent **tetanus diphtheria booster** is required for all 7th grade students who have not received a tetanus diphtheria vaccination during the previous 5 years. Subsequently, Td boosters are recommended

every 10 years.

For students 7 years of age and older, who were not immunized prior to the 7th birthday, a total of 3 doses of Td vaccine, 3 doses of polio vaccine, 2 doses of MMR and 3 doses of Hepatitis B vaccine (if required for other students in grade of entry) are required.

Transportation

Buses are the safest and easiest way for students to come to and from school. Bus transportation is provided in accordance with the general policies of School District #25. The bus garage is located at 701 East Sunset Drive. Please call 856-3623 for more information about available routes.

Parents who bring students to school may drop them off on Major Avenue or in front of the school. For everyone's safety, please do not drive in the bus lanes or the staff parking lot to drop off or pick up kids. For safety, students are required to use the crosswalks by the crossing guards on Major Avenue and Sunset.

Students may use bicycles, scooters, skateboards, and skates as a means of transportation to and from school, but they are responsible for any damage or theft that might occur. For the safety of all, students may not ride any of these items on school property at any time. Once the student reaches school property, he/she must get off and walk the rest of the way. Bicycle racks are available for bikes and scooters, and locks are highly recommended. Students who wish to ride bikes and skateboards need to check with staff to see where to store them during the day. Bringing these items on campus is a privilege that can be revoked if policy is not followed.

Class Offerings

Instruction at Riverton Middle School is based on the District and State Standards for Math, Science, Social Studies, Language Arts, Fine Arts, Career and Vocational, Physical Education, Health, and Technology. Students are evaluated on the standards and are expected to show proficiency in them. Remediation is provided to those who are not meeting the standards through Spartan Time, intervention classes, tutoring, and summer school.

Core Classes:

All students will have math, language arts, science and social studies that teach and assess the state standards in those subject areas.

Credits:

Completing each core class with a passing grade will earn the student .25 credits per quarter. Students need to earn 1 credit each year in each of the core areas to be promoted to the next grade. If the student fails a quarter, they will be in Credit Recovery the following year to make up the credit they did not earn. By the time a student leaves Riverton Middle School, the student should have earned 12 credits.

Exploratories:

6 th Grade	7 th Grade	8 th Grade
Exploratory Options		
Art	Art	Art
Band	Band	Band
Food and Nutrition	Careers*	Careers*
Health*	Computer Science*	Computers Science*
Keyboarding*	Food and Nutrition	Engineering Challenge
Mythology and Folklore	Physical Education*	Food and Nutrition
Study Hall	Second Steps	Study Hall
Physical Education*	Study Hall	Performance Vocal
Robotics 1	Vocal Music	Physical Education*
Spartan Skills	STEM	Publications
Vocal Music	Forensic Science	Robotics 2
Publications	Wyoming Outdoors	Environmental Science
iMath	iMath	iMath
LAI	LAI	LAI
	Agriculture Ed	Agriculture Ed
<i>*required class</i>		

Each RMS student has access to varied exploratory classes in addition to the core classes of math, science, social studies, and language arts. The curriculum is designed for exploration so that students will receive a variety of classes in order to prepare them for later elective classes in high school and beyond. Students do not have a choice of what they want to take each quarter, our goal is to have the students try each exploratory sometime during middle school.

RMS Grading Philosophy:

The purpose of a grade is to provide detailed, timely information regarding student performance. At Riverton Middle School, this performance is based on: quality of work, work ethic, grade level standards, assessment performance, and attendance.

RMS students are expected to turn in assignments and projects by the due date given by the instructors.

Late Work Guidelines

Late work will be accepted until one week after the due date with a penalty for missing the deadline. Zeros can immediately be entered into the grade book if the assignment is not handed in on time as a placeholder and motivator to students to get their work in. It will be at the teacher teams discretion for the percent reduction for late work. Teachers can elect to give a Zero on the assignment if the unit has been completed and the student did not take advantage of the opportunity to turn the assignment in. For excused absences, students will notify the teacher of their absence and be given an agreed upon due date for the assignment(s).

It is the responsibility of the student to use classroom time wisely and take unfinished work home and take advantage of the many opportunities during the day to complete assignments.

RMS Grading Scale:

Riverton Middle School uses the following percentage breakdown to report Proficiency scores:

A=100-90%, B=89-80%, C=79-70%, D=69-60%, F=0-59%

Honor Roll Procedure and Criteria: Principal's Honor Roll - Students must receive all A's in all subjects
Middle School Honor Roll - Students must have a grade point of 3.5 or better.

Determination for grade point A = 4 points, B = 3 points, C = 2 points
Students can have no more than one C, and no D's or F's

Promotion Information:

Riverton Middle School has many interventions to assist students who are struggling academically. Spartan Time, remedial classes, and after school academic tutoring have proven to be beneficial to students who participate. At the end of the year, students who have passed at least 12 quarters of their core classes will be promoted to the next grade level. All students who do not meet these requirements will be candidates for retention at their current grade level.

Emergency Drills

Monthly emergency drills are required by Wyoming State Law to provide practice in evacuating quickly and safely. When the alarm is sounded, students will exit in an orderly manner, following the instructions for each classroom. Other drills including lockdown and stay-put drills will also be practiced, and must be taken seriously.

Any person connected with tampering with fire alarm equipment will be subject to possible suspension. Administration may make a referral to law enforcement officials for possible further consequences.

Communication

Student messages:

You have several ways you can get messages to your child. The least disruptive is via the front office. Feel free to call our secretaries (856-9443) and give them the needed information. Students will be called down to the office at the end of the day or at lunch so as not to disturb classes during the day. We request that parents do not habitually call to relay messages; however we understand that unexpected circumstances arise that make student contact necessary. We will do our best to give messages or materials to students as requested.

If you prefer to call your child's phone directly, understand that they may not be able to check messages until lunch or the end of the day. As before, we ask that you keep your messaging to a minimum. A ringing or buzzing phone distracts from the learning of others and could lead to your child having their phone confiscated as well as other school consequences.

Administrator and/or Teacher messages:

The RMS staff will utilize a variety of methods to communicate with you including phone calls, printed notes, emails, and text messages. Let us know which method you prefer. Likewise, feel free to reach out to us any time you have a question or concern. **Your best bet is to email the teachers directly.** The staff member will get back with you as soon as they can. Our desire is to work with you to help your child be as successful as possible at RMS.

Breakfast and Lunch Program

Food prices this year:

Breakfast-\$2.25

Lunch-\$3.50

Breakfast will be grab and go each morning. Students will go into their respective grade level pod, enter their lunch number, then take their breakfast to their homeroom class. Payment for food should be made in advance. We allow up to a negative \$15.00 charge worth of meals only and will not exceed the \$15.00 allowed. Once that is reached, a Humanitarian meal will be provided until the account is paid. If the student would like seconds or extra milks, they must have a positive balance. Payment may be made in the food service area and checks may be made out to Fremont No. 25 Food Service. Parents who want to pay for school lunches electronically can set up a free account to do so at www.myschoolbucks.com. Student's names and/or account numbers (their ID number) should be written on the envelope and/or check because meals are credited and debited according to the student's identification number. Balances from the previous year are automatically forwarded to the next year. Negative balance letters will be sent out periodically in the mail.

Students may qualify for free or reduced rates and parents are encouraged to apply. Application forms can be accessed online through fremont25.org website by clicking on the [My School Apps Link](#). It is highly advised to apply online. However, if there are difficulties, a paper application can be provided. No obvious distinction is made between those on free and reduced lunch or students who pay full price. Parents/guardians are responsible for all charges incurred prior to the approval of a Free or Reduced Application.

When students are dismissed from their last class before lunch, they may stop at their lockers to drop off books

and get coats and lunches. Then they are to report directly to the playground or lunchroom via the assigned route for their grade level. Permission must be granted to go elsewhere.

Students eating hot lunches are offered a healthy variety of food each day, including milk. Students who bring a sack lunch must not eat or drink any of the items until they are in the multipurpose area. They must put their names on their lunch bags and store them in their lockers until they go to lunch. Microwaves will be available for student use. We do not serve pop during lunch and meals brought in by parents or from home cannot contain pop or energy drinks with a lot of sugar and/or caffeine or anytime throughout the school day.

RMS is a closed campus and we do not allow visitors during lunch. We also don't encourage students to leave the building for lunch. However, parents/guardians wishing to pick up their child at lunch time for a special occasion may do so. Parents/guardians wishing to allow their child to go to lunch with another parent/guardian should notify the school office. Students only have ½ hour for lunch and must be back for the next class or they are considered tardy or truant and the discipline steps will be followed.

As a reminder, **soda or energy drinks are not allowed.**

Lost & Found

Found items should be turned into a staff member immediately or taken to the office. If you keep an item you find at school that does not belong to you, that is considered theft, and consequences will follow. If a student discovers that a personal item is lost or stolen, he/she is encouraged to fill out a Stolen/Missing report and submit it to the office. The sooner the report is completed, the better the chances of recovering the item in question. A report form can be obtained through the office or from teachers.

Birthday/Balloon/Flower Procedure

If your student has asked you to bring treats for class for their birthday, please plan ahead and approve it with your student's Homeroom/Spartan Time teacher. Treats must be store bought. Please do not send balloons and flowers to school for your child. These items should be delivered to home addresses rather than school. Most items do not fit in lockers and disrupt the learning environment. Furthermore, they cannot be taken on the buses. Local florists are aware of our policy.

Parent Advisory Committee (PAC)

A parent advisory committee for the Middle School will meet monthly. We partner with the High School and meet on the last Monday of each month at Noon in the RHS Media Center. We will go over general information together over lunch and then break off to discuss Middle School information at the end of the meeting. All parents are encouraged to attend. Research shows that students who have parents who partner with the school to be actively involved in their child's education do well in school. Please call the school for more information.

Volunteers

Community members and family members who would like to volunteer at the school on a regular basis are welcome to contact the principal for more information. Community involvement in schools is a positive experience for the students and the volunteers. We appreciate your involvement on committees, activity trips, classroom projects, etc.

Behavior Expectations and Consequences

School-Wide Behavior Expectations

The expectation for students is to be **safe**, **respectful**, and **responsible**. This applies to school hours, as well as school sponsored activities, both home and away. This is known in our school as The Spartan Way. Examples of appropriate behavior are found on large red posters throughout the building.

The Spartan Way			
Area	SAFE	RESPECTFUL	RESPONSIBLE
Bathrooms	Report safety issues immediately	Allow for privacy Wait patiently if there's a line	Flush the toilets Use the garbage can
Computer Labs	Appropriate sites only Follow directions	Keep noise level low Take care of equipment	Report misuse of technology immediately
Front Lobby	Bring a pass Sit and wait quietly	Ask permission to call Allow for privacy	Report back to class immediately
Gym (Games/Assemblies)	Enter & exit using stairs Be patient & careful	Be a good sport Applaud appropriately	Clean up your area Stay seated until done
Hallway	Walk on the right side Keep hands to yourself	Walk quietly Give others their space	Lead by example Get to class on time
Lunch Lines	Line up quietly, single file Stay in order.	Thank the cooks No one sits alone	Know your ID number Know your balance
Lunch Room	Stay seated Walk when dismissed	Keep your area clean Listen to announcement	Bring appropriate recess clothing
Media Center	Walk at all times Appropriate sites only	Work quietly Return materials	Clean up your area when finished
Nurse's Office	Keep all meds here Stay home if sick	Allow for privacy Knock before entering	Bring a hall pass Keep your appointments
Playground	Keep hands, feet, and objects to yourself	Keep the area clean Take care of equipment	Like up with the whistle Help pick up the equipment
Pods	Give others their space Keep hands to yourself	Walk quietly Be patient at lockers	Lead by example Get to class on time
Phones	Do not photograph other students. Phones remain in your locker while at school. The students can use their phones at lunch.		

Behavior Supports

Classroom Expectations:

Our school wide expectations of **being safe, being respectful, and being responsible** are used in the development of classroom rules. The goal is to create the best learning environment possible. Each teacher will have clearly defined expectations posted for students to follow. They will also provide consistent support in making sure students learn and meet these expectations.

Student Support Center (SSC):

The Student Support Center is a safe place for students who are interested in one-on-one counseling, group counseling, crisis intervention and resources. Students can be referred to the Support Center by guidance counselors, parents, teachers, staff, friends or walk in on their own. The Support Center provides support

services for students experiencing problems which are interfering with their academic, social, or personal success.

Behavior Definitions

The following chart does not cover all of the offenses that might occur in the school setting. It only serves as a guideline to keep our school safe and orderly. The administration reserves the right to add any additional rules and make final decisions regarding consequences that are needed to insure a safe and orderly environment for instruction at RMS. Consequences and interventions will differ according to student needs.

Staff managed (Minor behaviors)	Student Support Center referral (Major behaviors)
<i>Not documented in PowerSchool</i>	<i>Documented in PowerSchool w/parent contact</i>
Cheating Classroom disruptions Classroom tardies Dishonesty Disrespect Disruptive items Dress code violations Electronic device violation Inappropriate language/gestures In the hallway without a pass Insubordination Public display of affection Skipping lunch study hall	Bullying Excessive disruption/misconduct Fueling the fire Gang related activities* Harassment/Intimidation Insubordination in SSC* Internet violation Misbehavior in detention* Morning tardies Physical assault/fighting* Skipping before/after school detention Sexual assault* Sexual harassment* Theft Threats to staff member* Truancy Tussling/sparring Use/possession/distribution of alcohol, tobacco, controlled substances, or prescription medication* Use/possession of weapon and/or facsimile* Vandalism
<i>Repeated Minor Violations will be referred to SSC</i>	<i>*SSC/Administrative referral</i>

Minor violations	Definition
Cheating	Student acts dishonestly or unfairly in order to gain an advantage on a school related activity, assignment, assessment, etc.
Classroom disruptions	Student engages in a minor behavior that disrupts the natural flow of the classroom or school environment such as making noises, rocking in a chair, blurting out, etc.
Classroom tardies	Student is not seated at their desks ready to work when the bell rings.
Dishonesty	Student shows deceit or is not truthful with staff.
Disrespect	Student engages in a brief or minor verbal or nonverbal display of rudeness or

	discourtesy such as arguing, tone of voice, eye rolling, etc.
Disruptive items	Student brings items to class that create a disruption.
Dress code violation	Student wears clothing that is not within the dress code guidelines outlined in the student handbook.
Electronic device violation	Student has a device in an area of school they are not allowed, or is misusing that device. Examples include playing games, texting, etc during instruction.
Inappropriate language/gestures	Student speak in a way that is profane or vulgar, or makes similar gestures.
In the hall without a pass	Student leaves a classroom, lunchroom, etc. without visible teacher permission.
Insubordination	Student refuses to comply.
Public display of affection	Student participates in hand holding, kissing, hugging, etc.
Skipping lunch study hall	Student does not show up to the teacher's classroom on the day they are scheduled to be there.
<i>Repeated minor violations</i>	<i>Student engages in multiple incidents that are categorized as minor violations.</i>
Major violations	Definition
Bullying	Student delivers disrespectful messages (verbal or gestural) to another person that includes threats and intimidation, obscene gestures, pictures, or written notes. Disrespectful messages include negative comments based on race, religion, gender, age, and/or national origin; sustained or intense verbal attacks based on ethnic origin, disabilities or other personal matters. These occurrences happen multiple times and over a period of time with the intention to intimidate or create an imbalance of power.
Excessive disruption/misconduct	Student acts in a way that brings all learning or activity to a stop.
Fueling the fire	Students says or does things to promote/encourage others to fight.
Gang related activities	Student engages in behaviors and activities that convey gang affiliation. This includes wearing/displaying jewelry, clothing, etc, gestures/handshakes, tagging, intimidation, retaliation, extortion, inciting others to physical violence, or soliciting others for gang membership.
Harassment/intimidation	Student delivers disrespectful messages (verbal or gestural) to another person that includes threats and intimidation, obscene gestures, pictures, or written notes. Disrespectful messages include negative comments based on race, religion, gender, age, and/or national origin; sustained or intense verbal attacks based on ethnic origin, disabilities or other personal matters.
Insubordination in SSC	Student refuses to follow the directions given by the Student Support Center staff.
Internet violation	Student searches for content that is deemed inappropriate according to the District filtering policy

Misbehavior in detention	Student demonstrates poor behavior in detention.
Morning tardies	Student arrives to school after the 8:00am bell.
Physical assault/fighting	Student engages in aggressive behavior that escalates to a physical confrontation in which punches are thrown by one or both students. Note: the school does not differentiate between real and pretend fighting.
Repeated Major Violations	Student engages in multiple incidents that are categorized as major violations..
Skipping before/after school detention	Student fails to attend a scheduled detention without permission.
Sexual harassment/assault	Student requests sexual favors or unwelcome sexual behavior that is bad enough or happens often enough to make the other person feel uncomfortable, scared/confused, or otherwise interferes with the ability to function in school. If unwanted physical contact is made, it is considered assault.
Theft	Student takes something that is not their property.
Truancy	Student does not come to school or misses more than half a class period without permission to do so.
Tussling/sparring	Student engages in inappropriate, non-serious physical contact such as horseplay.
Use/possession controlled substance	Student is in possession of, is using tobacco, alcohol, or other controlled substance. This includes any paraphernalia/devices such as vape pens, pipes, etc. This includes students coming to school under the influence of one of these substances.
Distribution of alcohol, tobacco and controlled substance	Student is distributing alcohol, tobacco, prescription drugs or other controlled substance. This includes any paraphernalia/devices such as vape pens, pipes, etc.
Use/possession/distribution of prescription drugs	Student is in possession of, or is using prescription medication in a manner inconsistent with their purpose. This includes students coming to school under the influence of one of these drugs.
Use/possession of weapon and/or facsimile	Student is in possession of knives or guns (real or look alike), or other objects readily capable of causing bodily harm.
Vaping/Tobacco	Student is in possession of, is using, or distributing vape. This includes any paraphernalia/devices such as vape pens, pods, mods, chew, cigarettes, lozenges, etc.
Vandalism	Student deliberately destroys or damages school property

Behavior Interventions

Our goal is to use positive feedback and acknowledgement when students follow the rules, and corrective feedback and consequences when they are not following the rules. We want to use rule violations as an opportunity to teach correct behavior and increase our students' repertoire of possible appropriate responses.

Minor Behaviors	1st Violation	2nd Violation	3rd Violation
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Cheating/Plagiarism on Daily Work Classroom disruptions Classroom tardies Dishonesty Disrespect Disruptive items Dress code violations Electronic device violation Inappropriate language/gestures In hallway without a pass Insubordination Public display of affection Skipping lunch study hall	<ul style="list-style-type: none"> ➤ Prompt (visual or verbal cue) ➤ Restate directions ➤ Reteach expectation ➤ Choose your battle ➤ Proximity ➤ Praise to a nearby student for doing the desired behavior ➤ Clearly restate the choices/options for the student ➤ Reward for all students who are on task 	<ul style="list-style-type: none"> ➤ Conference w/student ➤ Second reteach of expectation ➤ Reminder of potential consequence ➤ Change seating arrangement ➤ Call/email/text home ➤ Student reflection ➤ In class time-out ➤ Natural consequence 	<ul style="list-style-type: none"> ➤ Student Support Center referral w/parent contact (Red Card)
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Minor behaviors are handled by the staff on duty during the normal course of the day. These are behaviors that, while requiring correction and redirection, are minor in nature and do not need to be recorded or reported.

Every day is a clean slate.

Major behaviors are more serious in nature and are to be handled by the Student Support Center and Administration. A parent contact as well as a log entry into PowerSchool are required by the reporting staff member for each incident. When possible, restorative practices will be used in conjunction with or substituted for the intervention listed. Minor violations restart at the beginning of each semester; major violations will be tracked throughout the year. The administration has the authority to adjust the intervention depending on the situation.

Major Behaviors	1st Violation	2nd Violation	3rd Violation
Bullying	➤ 2 Days out of school suspension	➤ 5 Days out of school suspension	➤ 10 days out of school suspension & expulsion
Excessive disruption/misconduct	➤ Detention & conference w/student & SSC	➤ Detention & conference w/parents	➤ 2 days in school suspension
Fueling the fire	➤ 2 Days in school suspension	➤ 2 Days out of school suspension	➤ 10 Days out of school suspension & expulsion
Gang related activities/harassment	➤ 2 Days out of school suspension & conference w/parents	➤ Up to 10 Days out of school suspension or Expulsion	➤ Expulsion (Gang related violence)
Harassment/Intimidation/Sexual Harassment	➤ 2 Days in school suspension	➤ 2 Days out of school suspension	➤ 10 Days out of school suspension & possible expulsion
Insubordination in SSC	➤ Out of school suspended for the remainder of the day	➤ Out of school suspended for the remainder of the day	➤ Out of school suspended for the remainder of the day-Stipulated Agreement

Internet Violation	➤ Conference w/student & SSC	➤ 1 Detention	➤ 1 Detention & conference Admin
Misbehavior in detention	➤ 2 detentions for every detention missed	➤ 2 detentions detention for every detention missed	➤ 2 Days in school suspension
Physical assault/fighting	➤ 5 Days out of school suspension	➤ 10 Days out of school suspended recommended for expulsion	
Repeated major violations	➤ 2 hours detention for every class period or detention missed	➤ 2 hours detention for every class period or detention missed & conference w/student, SSC, Admin & Parents	➤ 2 Days In School Suspension
Skipping before/after school detention	➤ 2 hours detention for every detention missed	➤ 2 hours detention for every detention missed	➤ 2 Days In School Suspension
Sexual assault	➤ 5 Days out of school suspension	➤ 10 Days out of school suspension	➤ 10 days out of school suspension & recommendation for expulsion/
Theft	➤ 2 Days detention & restitution	➤ 2 Days detention, restitution & conference w/admin & parents	➤ 2 Days in school suspension
Threats to staff member	➤ Threat: 5 Days out of school suspension & conference w/admin & parents ➤ Physical assault: recommendation for expulsion.	➤ 10 Days out of school suspension & recommendation for expulsion	
Truancy	➤ 2 hours detention for every hour missed	➤ 2 hours detention for every hour missed & conference w/parents	➤ 2 Days In School Suspension
Tussling/sparring	➤ 2 Days detention	➤ 2 Days in school suspension	➤ 2 Days out of school suspension
Use/possession of prescription drugs, or controlled substances	➤ 5 Days out of school suspension & conference w/admin & parents	➤ 10 Days out of school suspension & possible expulsion	➤ Expulsion
Use/possession of tobacco and/or nicotine vape, or alcohol.	➤ 3 Days in school suspension with restorative assignment.	➤ 3 Days out of school suspension	➤ 5 Days out of school suspension Stipulated Agreement

Distribution of tobacco and/or nicotine vape or alcohol.	➤ 5 Days out of school suspension & conference w/admin & parents.	➤ 10 Days out of school suspension & possible expulsion	➤ Expulsion
Distribution of controlled substances or prescription drugs.	➤ 10 Days out of school suspension & possible expulsion	➤ Expulsion	
Use/possession of weapon and/or facsimile	➤ 5 Days out of school suspension & conference w/admin & parents	➤ 10 Days out of school suspension & possible expulsion	➤ Recommendation for Expulsion
Vandalism	➤ 2 Days detention & restitution	➤ 4 Days detention, restitution & conference w/admin & parents	➤ 2 Days in school suspension
School/Terroristic Threat/Bomb	➤ Up to 10 day OSS, Risk Assessment completed, possible expulsion or stipulated agreement	➤ Expulsion from school	
False Reporting	➤ The consequence of the falsely reported action will be applied to the false report		
Leaving Campus Without Permission	➤ Student will be marked as truant, conference with parents, 1 day of SSC and detention	➤ 3 days SSC +3 days of detention	➤ Placement at Alternative Setting
Electronics Violation	Inappropriate use of an electronic device by creating, possessing, or disseminating materials, on a school device or while at school, that display physical altercations and/or bullying, intimidation or threats; or showing, possessing, disseminating nude or sexually explicit messages, photos, or recordings (<i>W.S.S. 65305</i>)	Consequences vary depending on severity of behavior.	
*Interventions for behavior violations that occur more than three times will be made by the administration on an individual by individual basis.			

RMS CELL PHONE POLICY

Phones are a serious factor when looking at the growth and focus of students during the learning process. It is our commitment to our community that we will ensure the learning environment has the least number of disruptions as possible. Riverton Middle School is a **NO PHONE CAMPUS**. This includes bathrooms, locker rooms, classrooms, and hallways. It is expected when you get to school that your phone will go in your locker and your phone will stay there until lunch. **Lunchtime and recess time will be allowable times for you to be on your phone.** Following lunch, your phone goes back in your locker. A violation of these rules will result in the following:

	1st Violation	2nd Violation	3rd Violation	4th Violation	5th Violation
Phone Use Consequence	-Warning: Student will put phone back in their locker	-Teacher keeps your phone until the end of class, then the student puts it in the locker after class. -Students will not get phone privileges at lunch that day. -1 Lunch and Recess Detention	-Phone will be checked in and checked out with SSC for one week. -Student will not get phone privileges at lunch for the week. -1 after school detention	-Phone will be checked in and checked out for one month. -Student will not get phone privileges at lunch for the month. -2 after school detentions	-Meeting with the administrator, Phone will be on check in check out for the semester. -Student will not get phone privileges at lunch for the semester. -5 days after school detention

If more than 5 violations per semester, student will be assigned SSC and 1 full day of SSC for each additional violation. Students always have access to communication devices while in class, they are 1 to 1 on campus with their chromebook, they all have access to the classroom phone if needed. All messages can come through the office.

Red Cards

A red card is used to immediately remove a student from a classroom because of flagrant behavior or conduct that interferes with the learning environment of others. These behaviors are above and beyond the classroom discipline plan. Students given a red card must report immediately to SSC. Staff is required to make a parent contact and record the incident in PowerSchool each time they issue a red card.

Threat Assessments

The Comprehensive School Threat Assessment Guidelines, is an evidence-based model for schools to use in conducting threat assessments in schools. This model of threat assessment is an approach to violence prevention that emphasizes early attention to problems such as bullying, teasing, and other forms of student conflict before they escalate into violent behavior. School staff members are encouraged to adopt a flexible, problem-solving approach. The model is intended to generate broader changes in the nature of staff-student interactions around

disciplinary matters and to encourage a more positive school climate in which students feel treated with fairness and respect. The culmination of the threat assessment is the development of a safety plan that is designed to address the problem or conflict underlying the threat and prevent the act of violence from taking place which may include removing the student from school.

Detention

Because we know the importance of keeping students in class, most minor infractions of rules will be dealt with by the teachers in their rooms. If students continue to demonstrate inappropriate behaviors after these interventions, detention may be assigned. Additionally, if a student chooses not to participate in the RJ process, detention may be assigned. NOTE: Any adult in the building may assign a detention if they deem it appropriate. Coordinate with the Student Support Center.

Lunch detention is held during lunch time, Monday through Friday.
After school detention is held from 3:10 to 4:00 pm, Monday through Thursday.

Students assigned to detention must report to SSC on time for the assigned day. Parents will be notified before a student may serve the assigned detention, so that they can make arrangements for transportation. A late bus will run at 4:00pm to help with transportation issues. Students are to bring schoolwork to do during the session. More than 4 consecutive detention assignments may result in In School Suspension spent in the SSC.

Out of School Suspension (OSS)

If assignment to SSC is not a successful deterrent to student's misbehavior or if actions warrant severe consequences, Out of School Suspension (OSS) may be administered. Students will be suspended from any extracurricular activities while assigned to OSS. They may not be on School District #25 school property without permission of an administrator during an OSS suspension.

Students and their parents **must** meet with an administrator upon returning to school and then report to SSC to complete their school work. Repeated discipline infractions may result in recommendation for expulsion from Riverton Middle School for up to one year. Students who have been suspended out of school are not eligible to participate until the day of school they return.

Other RMS Behavior Expectations

Keep RMS Safe

- Notify school personnel if you become aware of a situation that could possibly harm someone or cause damage to something. Safety of the students and staff is our number one priority, and we all need to work together to keep our school safe. Please do your part.
- Check out and check in through the office when leaving the campus during school hours.
- Stay on the school grounds at all times.

Electronic Devices

- Students are advised to not bring valuable electronic devices to school because RMS is not responsible for lost, stolen or broken electronic devices.
- If a student brings an electronic device to school, they may have them out during lunch and recess.

- Students may use electronic devices, including those provided by the school, for appropriate and legitimate purposes as arranged by teachers and administrators. All use is expected to be safe, respectful, and responsible.
- Any pictures/media/messages/information on any electronic devices must be school appropriate.
- No electronics may be used in any PE/Sport locker rooms or bathrooms under any circumstances.
- Any student who does not follow the electronics policy will have a consequence according to the level of infraction.
- Administrators may search the device for inappropriate content/misuse if suspected.
- Students may be put on a check in/check out agreement with administrators for device. This means when you enter the building you leave your phone with the principal or SRO or front office staff, then can regain access after school.
- Students repeatedly abusing the policy will not be allowed to bring devices from home.
- Students will not be allowed cell phones, smart phones, smart watches, or other other personal devices while doing standardized testing.

Hall Passes

Students are expected to be in class and in their assigned 6th, 7th, or 8th grade wing before school (unless eating breakfast) and during core classes. Hall passes must be given if a student leaves class for any reason. Students who are in the halls during class time must have their passes in hand. It is the student's responsibility to obtain permission before leaving the classroom. A special pass is needed to see the nurse.

Field Trips/Assemblies

Many learning experiences occur outside of the classroom and school building, and students frequently experience educational activities at other locations. Students need to be in good standing to attend these special opportunities because they are an earned privilege. Students who are failing classes, who have been repeatedly disciplined, or who have missed too much school may lose their privilege to leave campus for field trips or attend assemblies. Those students staying behind will have other relevant assignments to help them meet their standards.

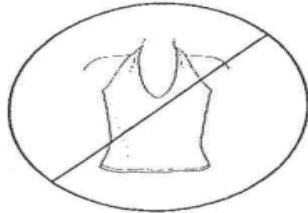
Dress and Appearance:

1. Students are expected to dress appropriately for school. Clothing should not be distracting in the classroom nor hinder movement. The school has the discretion to determine appropriate school dress.
2. Pajamas, slippers, and costumes may only be worn on special dress-up days approved by the administration.
3. Face paint, excessive makeup, writing on the body, or writing on clothing is not allowed.
4. Hats of any kind, bandanas, or any other type of head coverings are not to be worn in the buildings.
5. Shoes must be worn at all times.
6. Clothing, material, articles or objects that have inappropriate or suggestive language, that have words that are put downs or offensive, or that promote drugs, alcohol, tobacco, hate groups, gangs, are unacceptable (this includes gang related apparel such as bandanas, trench coats, gloves, wallet chains, hanging straps, and the like).
7. No revealing or distracting clothing is allowed :
 - a. Spaghetti straps, tank tops, backless, strapless, racerback, and burn out shirts must be covered with an additional shirt/blouse.
 - b. Shirts should not allow cleavage to be seen at all.
 - c. No skin can be shown in the midriff area. Crop tops, half-shirts, and the like are not allowed. All shirts must be long enough to accommodate movement without revealing the midriff area.
 - d. Shorts and skirts should be of a reasonable length to permit movement without being revealing. The length of skirts/shorts is mid-thigh.

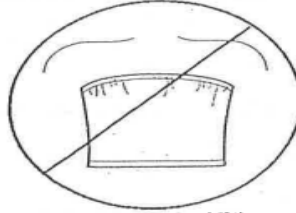
- e. Clothing that is torn, ripped, slashed or full of holes is not appropriate school attire if the pant holes are above the mid-thigh.
 - f. Underclothes must be covered at all times. With the exception of the shoulder area, shirts cannot be see through.
 - g. Pants and shorts should not be sagging in the crotch nor dragging on the floor. Any pants that are low rise (below the waist) must have a shirt tucked in so that skin/underwear is not visible when bending down or sitting. If pants are not tight enough to stay at the waist, a belt must be worn to keep them up.
8. Students with long bangs must keep them from covering their eyes. Students will not be permitted to wear sunglasses in the building unless there is a medical reason. Eyes must be visible in order for learning and communication to take place.
 9. Coats, including heavy zip up sweatshirts, purses, bags, and backpacks are not allowed in the classrooms. In addition, gloves are not to be worn inside the building.
 10. Blankets are not allowed in classrooms or during recess. Blankets are not a substitute for coats/jackets. Please see counselors if a coat is needed.

Students who repeatedly do not follow the dress code will have consequences following the discipline steps. The situation must be remedied before going to classes.

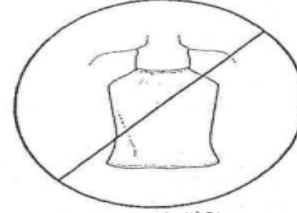
Wear clothes that provide coverage of your body.
NO UNDERGARMENTS SHOWING



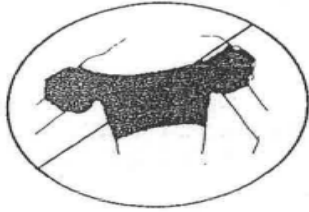
1. NO Halter Tops or Low-cut Tops



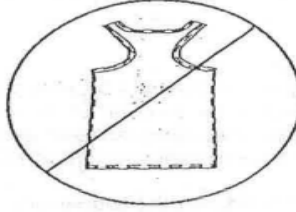
2. NO Tube Tops or Off-the-Shoulder Tops



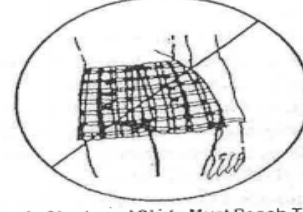
3. NO Spaghetti Straps. All straps must be 2 inches wide



4. NO Midribs Showing. (front or back)



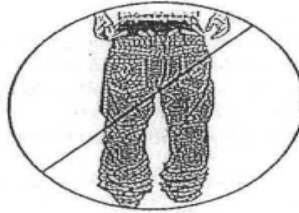
5. NO Racer Back Shirts



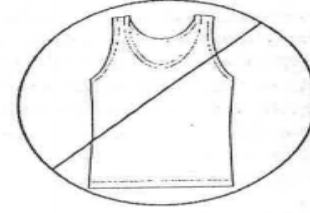
6. Shorts and Skirts Must Reach Tip of Extended Fingers



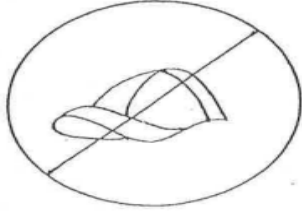
7. NO Clothing Depicting or Implying Alcohol, Tobacco, Violence, or Profanity



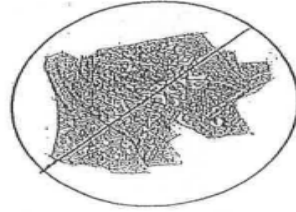
8. NO Sagging Pants or Shorts



9. NO Undershirts or Muscle Shirts



10. NO hats, caps or hoods In the building



11. NO Bandanas anywhere



10. NO Pajamas

Attendance Policy

Absence Procedures:

Students are expected to attend any scheduled day of school. The length of the school day is irrelevant. The absence count will begin with the student's first day of class that a student is enrolled in the current school year. If a student is absent from any individual class period, the following procedure will be used:

- 5 Cumulative Absences:** When a student reaches 5 unexcused absences, a determination will be made whether the student is Habitually Truant or Willfully Absent. Then, the parents/guardians, school board, and county attorney will be notified. "Habitual truant" means any child who disobeys reasonable and lawful demands of the child's parent, guardian, custodian or other proper authority to attend school if required under W.S. 21-4-102 and as further defined in the rules of the local board of trustees pursuant to W.S. 21-3-110(a)(xxxix). "Willful absenteeism" means exceeding the limit of unexcused absences as defined in the rules of the local board of trustees pursuant to W.S. 21-3-110(a)(xxxix) when the excess absences are the result of a parent's, guardian's or custodian's willful failure, neglect or refusal to require a child's regular attendance at school in accordance with W.S. 21-4-102.

- **7 Consecutive Absences:** When a student reaches 7 consecutive non-school related absences in any class, the parents/guardians will be notified that at 10 consecutive absences their student will be dropped from enrollment in the class(es) the student has missed. An email and text message will be sent to parents/guardians notifying them that their student is at risk of being dropped from enrollment.
- **10 Consecutive Absences:** When a student reaches 10 consecutive absences (excused or unexcused), the student will be dropped from enrollment in the class(es) the student has missed. A letter will be mailed to the county attorney referencing possible educational neglect. More serious consequences will result if improvement is not made following the Category III Discipline Guide.

Codes:

Counts toward total absences:

ABT (unexcused absence – after 10)
 PAV (parent verified – first 10)
 SUS (suspended out of school)
 TRU (truant)

Does not count toward total absences:

ACT (school activity), CRT (court)
 DTH (death/funeral), HBD (homebound)
 MED (medical/nurse),
 SSC (student support center)

NOTE: It is the parent’s/guardian’s responsibility to provide documentation if the absence is related to CRT, DTH, or MED. **That said, according to State Law, determination of whether an absence is excused or unexcused lies with the school and not with the parent.** The school administration can pre-approve special circumstances such as religious observations.

Attendance Reminders:

Students who miss school will be expected to attend academic assistance during Spartan Time or meet with teachers before or after school to get make-up work arranged. ***Absences negatively affect your child’s CCR (College and Career Ready) rating and could*** result in required summer school attendance, or retention in the current grade level.

Homebound Instruction:

Students with an extended illness, convalescence, or other medical conditions that prohibit them from attending school for more than ten consecutive school days are eligible for homebound instruction. Parents must contact administration as soon as possible with written medical verification to make arrangements. Homebound students are not to be on school grounds without the approval of administration.

Students who do not make the necessary arrangements for medical homebound will be dropped after 10 days.

Activities:

Students who do not attend ***ALL*** classes during the school day (unless medically excused) may not participate in or attend dances, ball games, concerts, or other after school activities that day. Exceptions may be evaluated on an individual basis by the administrator.

Pre-arranged Absences:

If a student knows he/she will be absent in advance, communication explaining the reason and the exact dates should be given ***to the office at least 2*** days prior so your student can find out what things they will be working on in class while they are absent. The most efficient way to obtain assignments from teachers is via school email. If you do not have internet access, students may also take an assignment sheet to their teachers before/after school to get the work they will miss. It is usually not possible to get all the work in advance.

Appointments/Check Outs:

If a student needs to leave school during the day for any reason, he/she must get a pass from the office by bringing a note from a parent or by a parent call. Parents/guardians must pick up their children at the office and

sign them out. If a parent/guardian can not come in the building, students can sign themselves out. Students will not be called to the office early, so please plan accordingly when checking your student out. Students must check in at the office when they come back to school from an appointment or if they are late in the morning because of an appointment. Please bring a note from the doctor and make appointments outside the school day when possible.

Homework Request/Makeup Work:

If a student is absent, they should email their teachers to request work they missed. Parents may call the office at 856-9443 and request homework if they do not have internet access. If the office receives the request by 8:00am, the assignments can usually be picked up the same day between 3:15-4:00 pm. The office will not gather work unless a student has missed more than two days.

After an absence, it is the student's responsibility to meet with teachers to get make up work. Teachers will provide reasonable time for make-up work to be completed, usually two days. Students will be expected to turn in work or take tests on the day they return if prior knowledge was given to the student regarding the assignment or test.

Tardy Procedures

Arrival to any class after the period has begun is considered tardy. When students arrive late it disrupts the class and the instruction causing everyone to halt the learning process. Please make every effort to be responsible and be on time for school and each class of the day. ***Repeated tardiness may result in other disciplinary consequences.***

Morning Tardies:

- Bus routes are provided by Fremont County School District #25 to ensure that every child will arrive on time in the morning. Repeated tardiness because the car won't start, we slept in, the traffic was bad, parents are running late, etc. are not excused. The office staff will determine if a student's tardy is excused or not.
- If you are dropping your child off at school, it is recommended that students arrive at least 10 minutes early in order to go to lockers and get ready for the first period class.
- Students late for school in the morning must enter through the front doors to get a pass. They will be sent directly to the SSC for the remainder of the class period so as not to disrupt instruction. Every third tardy will result in an after school or before school detention.
- Habitual tardiness will not be excused.

Classroom Tardies:

- Individual teachers will keep track of tardies in their classrooms (Except for first period). Students who are excessively tardy will be referred to SSC to arrange an after school or before school detention.
- Students who deliberately come to class late will automatically be assigned detention and/or referred to SSC for insubordination.
- Students who miss more than half of a class period will be considered absent.

Absence/Tardy Reporting Procedures:

Safety is a concern for all of us. A parent/guardian must report a student's absence or morning tardy by calling the school office (856-9443) between 7:00am and 9:00am. on the day of the absence/tardy. The information given to the office secretary shall include the student's name, the reason for the absence/tardy, and the relationship of the person reporting the absence.

Failure to report an absence by telephone or written excuse within 24 hours will result in the absence being recorded as unexcused (recorded UNX). The school will keep the parents informed of absences through phone calls and letters. In order for the absence to be recorded as MED, ACT, DTH, CRT, or SSC, there must be proper documentation. If not, the absence will be counted as a truancy and recorded TRU or UNX. Truancies result in a detention.

Student Services

School Resource Officer (SRO)

Our District #25 SRO is available to help us maintain a safe and secure environment for learning. Our officers are student friendly and actively involved in the school activities, and always willing to visit with students, staff, and parents about any concerns or questions they may have. The resource officer is located in the front office.

School Safety Concerns

Students who have reason to believe that something dangerous or illegal is happening in their school need to report it to the office or a staff member as soon as possible. This is also true if they believe that there may be a fight between students.

We will do our best to keep their identity anonymous. If the witnessing student does not want to be identified or is afraid, reporting can be done through a note left on a desk, handed to a staff member, given to the office, placed in the box in the media center, or submitted online through safe2tellwy.org. Incident reports are also available in the office, Student Support Center, Media Center, and on the [RMS Google Site](#).

Parents and students are also welcome to call the school administrators or School Resource Officer about any suspicions or concerns they have about the safety of our students at Riverton Middle School (856-9443). Together we can keep our school safe.

Suicide Prevention and Depression Awareness

Most mental health professionals agree that a suicidal disposition is determined by an individual's biological and psychological characteristics, as well as social and environmental influences. How well a teenager is prepared to cope with family problems, trouble at school, or unstable relationships is difficult to predict. No one can construct, with any certainty, a single profile of a teenager who may become suicidal. It is safer to assume that a teenager who is experiencing a crisis in life, no matter how trivial it might seem to an adult, could become depressed or suicidal.

One of the most important curative factors is open and direct communication with affected individuals. This could include reporting information given in confidence in order to save a life. Students are often in a better position to help other students who may feel like taking their life. We encourage our students to support one another and to seek help for a friend, if that friend won't seek help themselves. Below are places to turn if you need assistance:

National Suicide Prevention Lifeline 988	National Suicide Hotline 988
Fremont County Prevention 1-307-332-5585	Fremont Counseling Service 24 Hour Hotline 856-7489
Riverton Middle School - Counselors, Favorite Teacher, Principal, SRO, Nurse	Riverton Police Department: 856-4891 Fremont County Sheriff: 1-800-967-2302

Student Support Center (SSC)

The Student Support Center is a safe place for students who are interested in one-on-one counseling, group counseling, crisis intervention and resources. Students can be referred to the Support Center by guidance counselors, parents, teachers, staff, friends or walk in on their own. The Support Center provides support services for students experiencing problems which are interfering with their academic, social, or personal success.

Mission:

Provide students a safe, orderly classroom to build their capacity within the school community to develop, enhance and sustain supportive learning environments and reduce barriers to learning that impact academic achievement and citizenship.

Expectations:

- Communicate with students, parents, teachers, counselors, and administrators
- Assign interventions for students actions appropriately
- Provide a positive, safe, and engaging classroom for students
- Provide lessons/discussions on improved decision making
- Assist administration on issues, investigations, or write-ups

Key Initiatives:

- **Supportive Learning Environment** - Provide a place for students to complete work due to discipline consequences, various absences, or remediation. Students will need to be assigned or scheduled times to be in SSC for organizational purposes.
- **Restorative Justice** - Riverton Middle School is implementing Restorative Justice as a form of dealing with student behavior. The program is designed to decrease the number of days students are suspended or expelled. Restorative Mediations and Conversations can and do take place at RMS.
- **Student Discipline** - SSC will discuss with students their consequences for their actions at school. The consequences can range from warnings to being referred to Administration for suspension. Staff will meet with students assigning their consequences at the time of their meeting.
 - *Students will be suspended from extracurricular activities while assigned to SSC for disciplinary reasons; however they may attend practice for sports. They may not go to games or other extra-curricular activities.*

The Building Intervention Team

Fremont Co. District #25 utilizes a building intervention team (BIT) in each school. These teams receive referrals from teachers and parents on students who are having difficulty learning. The team communicates the concerns of the specific learning problems the student is experiencing to the parents and keeps them abreast of what the team is doing. The team determines and completes interventions for the student. If they are unsuccessful, the team refers the child for help from other programs or services. These programs or services might be outside the school such as the family's physician, Department of Family Services, or Fremont Counseling. School programs and services could include tutoring, school counselors, school nurse, 504 plans and others.

Activities and Athletics

Research has shown that by participating in after school activities, students feel more a part of the school and therefore do better academically and socially. Please get involved in as many activities, clubs, and sports as you can.

Clubs and Activity Choices

Some of the activities and clubs we offer at RMS include:

- Gaming
- Builders Club
- Reading Group
- FFA

The daily announcements list the activities/clubs and will be read to students every morning. Students who do not attend all classes during the school day may not participate in or attend dances, ball games, concerts, or other after school activities that day. Exceptions may be evaluated on an individual basis by the sponsor and/or administrator. Students must be at your activity, club, or after school program the whole time and be under staff supervision. Students may only ride the late bus if they are at a school related activity/club/afterschool requirement.

Athletic Choices

The competitive athletics offered at RMS include: Cross Country, Football, Volleyball, Basketball, Wrestling, Swimming, Soccer and Track. Students participating in sports must have a physical examination, a parental permission slip, and proof of insurance in order to practice. Furthermore, they must be passing classes and have good attendance in order to participate in the games/meets. Coaches may establish further eligibility requirements for participation in the activity they are coaching.

7th and 8th graders are eligible to participate in all athletic activities. 6th graders can participate in cross country, swimming, wrestling, and track.

Expectations for Conduct in Extracurricular Activities

Riverton Middle School recognizes participation in athletics and activities as a privilege, not a right. Students choosing to participate in the Riverton Middle School athletics or activity programs do so with the understanding that they must observe some regulations that are more restrictive than those relating to the general student community.

This administrative regulation applies to students who participate in athletics or activities, and is in effect, during the entire academic school year as well as dates set by the WHSAA and/or schools of FCSD #25. This administrative regulation is in addition to the current district student discipline and conduct policy. Suspensions from activities shall not prevent a student from taking part in practice sessions. However, students who are suspended from school may not practice with the team, suit up with the team, nor travel with the team.

The code shall apply to those athletic teams and activities that require participation on an interscholastic level and/or exceed normal classroom requirements.

Students involved in school athletics and activities will receive an Activities Handbook that must be signed prior to participation.

School Nurse

The school nurse is available full time on a daily basis to provide services to the students and staff. All health problems are kept confidential on a need to know basis.

Any student who wishes to see the nurse must obtain a pass from the classroom teacher or area supervisor first (except for emergencies).

District Policies

Accidents

Any student who is injured at school or on a school activity should immediately report the incident to the nurse or to another faculty member so appropriate care can be given and an accident report can be completed.

Medication Policy

Administering Medicine To Students #8115

School district employees will not prescribe or make available any prescribed medication, over the counter medication or oral medications to any student. It is not the school's responsibility to dispense prescribed medications or those over the counter remedies that a parent/ guardian or physician may prescribe for a student. Medications may be dispensed to students by designated staff when the medical authorization form is completed.

In order for the school to comply with this request, the following information must be provided:

1. A signed note by the parent/ guardian formally making the request and giving the school permission to dispense the indicated medication. The attending physician must provide items 2 through 7. This information is to be obtained by the parent/ guardian and supplied to the school.

2. The name of the medication.
3. The prescribed dosage of the medication.
4. Frequency and time interval that the medication is to be taken.
5. Diagnosis for which the medication is prescribed.
6. Number of days the school is to dispense the medication.
7. What are, if any, the unusual reactions or side effects that may be expected by taking this medication.

Note: All medications must be in their original containers with unaltered labels. District staff will not alter any medication. If a medication needs to be altered, halved, it must come to the school in the required dosages. Students that require three (3) dosages of a medication, pills, and/or two or more different medications will be required to bring the prescribed medication to the school via Blister packs. The parents and/or health care provider may be requested to administer these medications. The School Nurse, Building Administrator, Director of Special Services and/or the Superintendent all reserve the right to have a parent administer the medication to their student, in their absence or instead of the administrator designee at each building site. Any unused medication, not retrieved by the parent, will be disposed of two weeks, 14 days after the last school day.

Prudent first aid practices will be adhered to. Over the counter preparations such as Caladryl, Neosporin, saline solution, Vaseline or Orajel may be used as indicated by generally accepted treatment.

School personnel retain the right to inquire into the necessity of the student having medications at school and take appropriate action if there is implied misuse or associated disruption with their use.

Parent/guardians are encouraged to regulate dosages of medication so that those items need not be brought to school. The district retains the right to require parents to administer morning and/or afternoon dosages to the student prior to the arrival at school and after the student returns home from school. The District encourages parents to administer as many medications as possible at home and the District may require the parents to do so. The District retains the right to have parents administer any medically fragile procedures and reserves the right to be exempt from some medical procedures. If a student is in a District perceived life threatening situation emergency personnel/911 may be called. Generally your physician can regulate frequencies of medication usage to help you avoid sending medications to school.

All schools in Fremont County School District No. 25 are drug free schools. Misuse of medication, misuse of inhalants, use or possession of illegal drugs, use or possession of alcohol, use or possession of tobacco products or other similar substances by any person in or on school district property or in association with a school sponsored activity is subject to disciplinary action and referral to law enforcement. ([Policy 1800](#) and [Policy 8090](#))

The Medical Authorization for Medication Form is available in the nurse's office.

REMINDER: All medication should be brought to school by the parents and dropped off in the office or with the nurse.

Harassment, Intimidation Or Bullying Policy: 8008-JIFCA

It shall be the policy of School District No. 25, Fremont County, Wyoming that all students have a right to attend school in an environment free of physical or sexual harassment, intimidation, discrimination or bullying. Harassment, intimidation or bullying means any intentional gesture, any intentional electronic communication or any intentional written, verbal or physical act initiated, occurring or received at school or school supervised

site or school supervised activity, or occurs outside the school day and off campus but creates a significant disturbance at school, that a reasonable person under the circumstances should know will have the effect of:

Unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature made to any student.

Discrimination of any student based on gender, age, race, color, national origin, religion or disability.

Reprisal or retaliation against a victim, witness or person who reports information about an act of harassment, intimidation or bullying.

Harming a student physically or emotionally, damaging a student's property or placing a student in reasonable fear of personal harm or property damage.

Insulting or demeaning a student or group of students causing substantial disruption in, or substantial interference with, the orderly operation of the school.

Creating an intimidating, threatening or abusive educational environment for a student or group of students through sufficiently severe, persistent or pervasive behavior.

All students must avoid offensive or inappropriate behavior. Anyone who believes he or she has been subjected to harassment or discrimination or bullying is urged to report such conduct to the building principal, a teacher, a guidance counselor, or the school nurse.

All complaints will be investigated and when or if confirmed, appropriate corrective action will be taken. Corrective action may include expulsion.

Adopted: November 26, 2019

Alcohol, Drugs, Controlled Substances

There is no tolerance for students who possess, consume, or are under the influence of alcohol, drugs, (including paraphernalia) or other controlled substances in any school building, on school grounds, in any school vehicle, at the bus stop, or at any school sponsored activity. ***Sale, exchange, purchase, distribute, or gift*** of drugs, drug paraphernalia, or other controlled substances as defined by state law, including anabolic steroids ***and prescription drugs*** may result in mandatory recommendation for expulsion. For the safety of everyone at RMS, students with suspicion or knowledge of these illegal substances on school property should tell the appropriate staff member. Students who use drugs and alcohol do not make good choices.

Tobacco

The ***use or possession*** of tobacco products in any school building, on school grounds, in any school vehicle, at the bus stop, or at any school sponsored activity is strictly prohibited. Possession of lighters, matches, etc. is not permitted. Tobacco is illegal and school consequences will follow as well as a police citation. The legal age for possession of Tobacco products is 21 years of age.

Weapons

Fremont County School District Policy # 8055

Disciplinary action for any student who possesses, uses, transfers, carries or sells any dangerous weapon or facsimile or threatens to use including but not limited to deadly weapons as defined by Section 6-1-104(a)(iv) Wyoming Statutes or as the same may be subsequently amended, or possesses, uses, transfers, conveys, or sells or threatens to use any object which reasonably resembles a weapon as so defined on or within any school vehicle of the District or within the boundaries of real property used by the School District primarily for the education of its students, or at school functions shall be an expulsion from school for a period of one calendar year. For purposes of this policy a dangerous weapon is any object which can be perceived by the general public as being capable of causing grave physical harm to another.

Such expulsion may be determined by either the Board of Trustees or the Superintendent of Schools or, in the absence of the Superintendent, his/her designee. The Superintendent of Schools or, in his/her absence, his/her designee, is hereby designated the appropriate disciplinarian to enforce this policy. Provided however, the superintendent, his/her designee, or the Board of Trustees may modify the prescribed period of expulsion on a case-by-case basis based upon the circumstances of the violation. Violations of this policy will be disclosed to the Fremont County District Attorney with disclosure of the student's name and circumstances of the specific violation.

"Weapon" means but is not limited to a firearm, explosive or incendiary material, motorized vehicle, an animal or devise, instrument, material or substance, which in the manner it is used or is intended to be used is reasonably capable of producing death, serious bodily injury, and/or compromises the safety of other individuals. Administrative discretion will be used in cases of weapons infractions.

Please Note: Leatherman tools are not allowed on campus

Gangs and Secret Societies

District Policy 8058

Fremont County School District No. 25 will maintain conditions on school property and other locations of school responsibility which are safe for students and staff in accordance with the laws, regulations and standards set by the State of Wyoming and/or its applicable agencies. In keeping this commitment, the Board of Trustees prohibits the presence, attempts to influence others and activities of gangs or secret societies on or near school property or other locations where the school(s) have a responsibility for providing safe conditions. A gang or secret society is defined as any non-school conducted or sponsored group with selective membership standards other than those meeting the District's mission of education.

Some of the activities that this policy specifically prohibits are:

- Groups which initiate activities which threaten the safety and well-being of persons or their possessions anywhere on or near school property or other locations of responsibility of the school(s) and are harmful to Fremont County School District No. 25 will not be tolerated.
- The use of hand signals and or the presence of any jewelry, apparel, accessories, books, weapons, objects or any manner of grooming which denotes membership in a gang or secret society or creates a clear and present danger of the commission of unlawful acts on school property or locations of school

responsibility, the violation of school regulations, and/or the substantial disruption or the orderly operation of school will not be tolerated.

- Gang incidents involving recruitment, intimidation, initiation, fighting, assault, weapons possession or use, or attempts to establish turf on school property or school related functions and school-related activities will not be tolerated.

Students who participate in or initiate activities of gangs or secret societies as stipulated above will be disciplined in a manner which may include, but not be limited to, suspension, and/or expulsion. In all cases where students violate this policy, law enforcement shall be contacted.

Searches

The administrators and SRO in charge of supervising students during the regular school hours and during school related activities are authorized in the course of carrying out their duty of maintaining school discipline and safety to conduct a search of a student's person, including the student's locker and belongings brought to school (including cell phones), any other area on school premises if the administrator has a reasonable belief that a student has stolen property, has an illegal substance or weapon on his/her person or in his/her school locker or some other school property, or has violated any law, board policy, or building policy. School lockers are the property of FCSD 25. At no time does the Fremont 25 school district relinquish its exclusive control of lockers provided for the convenience of students. Periodic general inspections of lockers may be conducted by school authorities for any reason at any time, without notice, without student consent, and without a search warrant. If a vehicle is parked on school grounds it is also subject to be searched if reasonable belief of the vehicle holds stolen property, illegal substances, or weapons.

Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act (FERPA), a federal law, requires the school districts, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, the school district may disclose appropriately designated "directory information" without written consent, unless you have advised the district to the contrary in accordance with the district procedures. The primary purpose of the directory information is to allow the district to include this type of information from your child's education records in certain school publications (school plays, yearbooks, recognition lists, sports/school activities, etc.). If you have further questions please contact your child's school principal.

Protection of Pupil Rights

Notification of Rights under Pupil Rights Amendment (PPRA) FCSD #25 Policy 8130, Adopted 3-9-04

Parents have the right to inspect, give consent to participate, or remove their child from participation in surveys that collect data as defined by the Protection of Pupil Rights Amendment. These include the right to consent before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S.

Department of Education (ED)—

- A. Political affiliations or beliefs of the student or student's parent;
- B. Mental or psychological problems of the student or student's family;
- C. Sex behavior or attitudes;
- D. Illegal, antisocial, self-incriminating, or demeaning behavior;
- E. Critical appraisals of others with whom respondents have close family relationships;
- F. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;

- G. Religious practices, affiliations, or beliefs of the student or parents; or
- H. Income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of -

- Any other protected information survey, regardless of funding;
- Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
- Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

Inspect, upon request and before administration or use —

- Protected information surveys of students;
- Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
- Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

FCSD #25 will develop and adopt policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. FCSD #25 will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. FCSD # 25 will also notify parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation in the specific activity or survey. FCSD #25 will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and are provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- A. Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- B. Administration of any protected information survey not funded in whole or in part by ED.
- C. Any non-emergency, invasive physical examination or screening as described above.

Civil Rights Compliance 504/Title IX/Special Education

In compliance with the Executive Order 11246, Title II Education Amendments of 1976; Title VI of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972; Title IX Regulation Implementing Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and all other federal, state, school rules, laws, regulations and policies, FCSD #25 shall not discriminate on the basis of gender, age, race color, national origin, religion or disability in the educational programs or activities which it operates. It is the intent of FCSD #25 to comply with both the letter and the spirit of the law in making certain discrimination does not exist in its policies, regulations and operations. Grievance procedures, for Title IX and Section 504, have been established for students, their parents and employees who feel discrimination has been shown by the school district. Specific complaints of alleged discrimination under Title IX (sex/gender) Reggie Miller (307) 856-6557 Riverton High School, Section 504 (disability) Karly Ward (307) 857-7070 Rendezvous Elementary School, Special Ed. and other related civil rights laws should be referred to Joanne Flanagan or Dallas Myers of FCSD #25. Complaints may also be filed with the office of Civil Rights, Region VII, and U.S. Dept. of Education, Federal Building, Suite 310, 1244 Speer Blvd., Denver, CO 80204 (303-844-5695).

Homeless Children

It is the policy of Fremont County School District No. 25 that every child that is a resident of the District will have equal access to a free and appropriate public education (FAPE). The District shall provide educational opportunities to non-resident children under its policy: Admission of Nonresident Students #8025. It is the District's intent to provide children that meet the definitions of homeless contained in this policy the same free and appropriate public education as it does with its resident children. Contact the District Coordinator for Homeless Children if you have questions (856-5250).

Information Request

As a Parents/Guardian, you have the right to request information about the professional qualifications of your child's teacher(s) or paraprofessional(s). A paraprofessional provides academic or other support for students under the direct supervision of a teacher. If you request this information, the district or school will provide you with the following as soon as possible:

- a. if the teacher has met State certification and licensing requirements for the grade levels and subjects for which the teacher provides instruction;
- b. if state certification and licensing requirements have been waived (is not being required at this time) for the teacher under emergency or other temporary status;
- c. if the teacher is teaching in the field of discipline for which they are certified or licensed;
- d. if the teacher has met State-approved or State-recognized certification, licensing, registration, or other comparable requirements. These requirements apply to the professional discipline in which the teacher is working and may include providing English language instruction to English learners, special education or related services to students with disabilities, or both; and
- e. if your child is receiving Title I or Special Education services from paraprofessionals, his or her qualifications.

Drug, Alcohol, and Tobacco Free Campus

Fremont County School grounds are designated as ***drug, alcohol, and tobacco free campuses***. All employees, students, parents, and visitors must abstain from using any form of alcohol, tobacco or drugs on school property.

Testing Notification

Our District receives federal funds for education programs that are part of the Elementary and Secondary Education Act (ESEA), as amended (2015).

This law requires that all States adopt challenging academic standards and tests based on those standards. There must be at least three levels of scores for students who take these tests. This includes tests in mathematics, reading or language arts, science, and any other subject chosen by the State. States are required to develop English language proficiency tests for students who are English learners. Proficiency in a language is a measure of a person's ability to understand and communicate in that language or in a person's preferred mode of communication. Furthermore, States must develop alternate tests for students with the most significant cognitive disabilities. A school district may also request State approval to use a locally selected test for high school students that is different from the State test. Please visit: [this link](#) for more information about Wyoming State Testing.

These test results and other information are used to improve academic and language instruction for students. These tests are also used to identify schools that may be in need of extra support to improve student achievement. It is the goal of the district to have all students participate in state and local testing.

In addition, our District also conducts frequent and thorough screenings throughout the year. This is another way that we measure skills and customize learning plans for our students. Screenings provide a glimpse of student development and determine whether or not our students are on track. This type of early information gathering helps us to best support student learning, growth and academic success.

If you would like to request information about State and local testing, please contact the school directly.

Handbook Signature Page

After reading the RMS handbook, please fill out this page and return it to the homeroom teacher as soon as possible. Thank you for your cooperation.

We have read the Riverton Middle School Handbook and AGREE to cooperate with the school in fulfilling our responsibilities and adhering to the school policies to the best of our ability.

Parent/Guardian _____
(printed name)

(signature)

Student _____
(printed name)

(signature)

Homeroom Teacher _____

Grade _____

Date _____

NOTE: Remember to also sign and return the RMS medical form.