

BUS INFORMATION

Marion County provides bus transportation for students according to state guidelines. Riding a bus is a privilege and students are expected to observe proper rules of conduct and good manners at all times. Failure to do so will result in appropriate disciplinary action. The transportation department determines bus schedules, routes, and drivers. Questions related to transportation should be made to that department at **942-0945 ext 110**.

The bus driver is in complete charge of students riding the bus. The driver's instructions must be followed at all times. The driver has the authority to assign seats on the bus. Students who plan to ride a bus to which they are not regularly assigned should bring a signed note from their parent requesting this privilege, receive permission from the JMS administration along with a contact person, and phone number to verify the note.

Rules for Bus Conduct:

Be on time at the designated bus stop.

Observe the same good manners used in class.

Be courteous.

Fighting is never acceptable behavior.

Use no profanity.

Damage to the bus seats automatically results in denial of all bus privileges until all damages are paid.

Cooperate with the driver.

Keep head, hands, and feet inside the bus.

Stay in your seat.

PROCEDURE FOR INJURY AND ILLNESS

A registered nurse is stationed in the office to assist students for the following reasons:

Becomes ill or injured at school

MUST take medication at school

Has a medical problem that pertains to school hours

The school nurse does not diagnose illnesses or injuries. She will work closely with parent/guardians to determine when a student needs to be checked out due to

illness/injury arising at school

If your child has a special medical problem of which the school needs to be aware, you must make an appointment with the School Nurse and his/her teachers before the end of the first 9 weeks.

Checking Out Through the Nurse's Office

All students wanting to check out because of an illness or injury must check out through the nurse's office. Written consent must be on file in the main office if another person can be called.

MEDICATION POLICY

The following is in accordance with the State of Tennessee and the Marion County Board of Education, and are the procedures for the transportation and administration of medication.

Medication shall be administered only when the student's health requires that it be given during school hours.

It is the Parent/Guardian's responsibility to bring this medication to school and remove any unused medication when treatment is complete. Students are not permitted to transport medication to and from school.

All prescription medication must be brought to school in the original container. The pharmacy label must include: name of student, prescription number, name of medication, and dosage, administration route or other directions, date, licensed prescriber's name, pharmacy name, address, and phone number.

All non-prescription medication must be brought to school in the original manufacturer's labeled container with the ingredients listed and the child's name affixed to the container.

No more than one month's supply of any medication should be brought to school.

If a student will be using an inhaler at school, a parent/guardian must fill out an authorization form.

If the parent/guardian cannot be present to administer the medication to their child, an authorization form must be filled out giving the school nurse permission to administer the medication.

All authorization forms must be updated at the beginning of the current school year.

School nurse has the authorization to call an ambulance if unable to contact parents. If parents do not want an ambulance called "parents must sign a waiver releasing Jasper Middle School, Director of School, and the Marion County School Board from any injury

or death as a result of parent(s) refusal of medical assistance.”

CAFETERIA

Both breakfast and lunch are served daily at Jasper Middle School for all children. The cafeteria staff provides attractive, well-balanced, and nourishing meals. All students are encouraged to participate in our breakfast and lunch program. The cost for breakfast is \$1.25 (full price), \$.30 (reduced price) and the cost of lunch is \$2.50 (full price), and \$.40 (reduce price). A student may deposit a check to “**Jasper Middle School**” in his/her account to provide for breakfast, lunch, and extra items he/she may want to purchase or through the **MealpayPlus** online service that offers you the convenience and information you need to manage your student’s meal account. You may create an account at www.mealpayplus.com or by calling 866-490-2803. Students who do not wish to eat in the JMS cafeteria may bring a lunch from home. Beverages should be brought in a thermos. Drinks in cans or bottles are not permitted. Parents are welcome to eat lunch with their son or daughter at Jasper Middle School provided they sign-in at the front office and inform the person supervising lunch.

Any family may apply for the Free and Reduced Meal program at any time during the year using one application per family. Applications are available in the school office.

Jasper Middle School does not intend for any child to go hungry. However, when charges are accumulated, notices will be sent home and repayment is expected. Extra items and a-la-carte items may not be charged. Report cards may be withheld until repayment.

Cell Phone Policy

Per Marion County Board of Education Policy, the use of cell phones is not permitted during the school day and never inside school buildings during school hours, including bus duty. All cell phones will be confiscated if they are visible during the school day, including bus duty. Cell phone permission slips must be filled out by the parents/guardian and returned to the homeroom teacher. Teachers will have a list of students who have permission to bring a cell phone. Cell phones must be turned in to the homeroom teacher at the beginning of each day.

The following disciplinary actions will take place if the cell phone policy is broken:

1st Offense: Office keeps phone for 5 days.

2nd Offense: Office keeps phone for 10 days.

3rd Offense: Suspended to alternative school for 5 days and office keeps phone for one month.

4th Offense: Viewed as defiance and charged a Category III Offense for repeated violation of school rules

Dances

Dances will be held at various times during the year. JMS dances are for JMS students only. Dance privileges are earned by maintaining passing grades and following school rules. Parents are welcome to attend dances. **Students who have been suspended may not attend the next dance. Any student not picked up on time will not be allowed to attend the next dance.**

DISCIPLINE

JMS has the goal of establishing an environment in which children will be safe, happy, and have maximum opportunity to learn. Discipline is doing what is expected and what you already know how to do. All students have the right to learn, and all teachers have the right to teach. An atmosphere of safety and security will be maintained throughout the school. At JMS, we always do our best, treat everyone the way that we want to be treated, and do the RIGHT thing. The Marion County Board of Education has established a student code of conduct discipline policy. (Entire policy is included below.) Jasper Middle School abides by this policy but also has established the following guidelines.

JMS School- Wide Guidelines (Rules):

Immediately be seated when entering the classroom.

Have permission before touching anyone's equipment or materials.

Students will only be allowed to go to lockers at designated times

Be prepared to begin class by bringing all materials and books with you. Take these materials with you when you leave. Going to lockers during class time will not be allowed.

Follow all directions the first time they are given.

Keep hands, feet, objects, and unkind remarks to yourself.

Fighting is prohibited. Those who instigate a fight or conflict will be held accountable.

Treat each person in the school (students, teachers, and staff) with respect and dignity.

Chewing gum is not allowed.

No playful or intentional touching, hitting, shoving, pushing, running, spitting, bullying,

intimidating, threatening, harassing of any kind or physical contact with students or staff.

Students should keep noise to a reasonable level in hallways, cafeteria, and classrooms. Keep to the right side of the hallway when walking in the halls or on the stairs.

Profanity of any type will not be tolerated.

There shall be no public displays of affection (i.e. hugs, hand holding, etc.).

Perfumes, body sprays, or any type of aerosol sprays are not permitted.

Follow all procedures and policies as stated in both the Jasper Middle School and Marion County Schools handbooks.

When school guidelines are followed, positive rewards include, but are not limited to:

1. Verbal acknowledgement and praise
2. Stress free learning environment
3. Pleasant and orderly classroom atmosphere

However, when a student chooses not to follow JMS guidelines, the following negative consequences will be in effect.

Verbal Warning (Teacher meets with student)

Discipline report is filed, Loss of privileges, and/or ISS

Parent notification

Corporal punishment and/or administration meets with student

Written warning for suspension

Suspension to alternative school

Severe Clause: Administration has the right to be involved in any Category I or II offenses that are severe. These offenses may also result in suspension depending on the severity. Category III or IV behaviors are automatic suspensions.

Cafeteria Guidelines (Rules)

Raise your hand and stop talking at the monitor's direction.

Enter and leave the cafeteria in an orderly manner.

Use proper manners while eating.

Clean your eating area before leaving.

CORPORAL PUNISHMENT

Tennessee is a state that uses corporal punishment. Paddling is a discipline option at J.M.S. If you choose for your child ***not*** to be paddled, ***you must request a no paddling form in the office and place one on file each year.*** You will be responsible for immediately picking up your child from school if you choose for him/her not to be paddled and the need arises to paddle.

MARION COUNTY SCHOOLS DISCIPLINARY POLICY STUDENT CODE OF CONDUCT

Any principal, principal-teacher or assistant principal (herein called principal) may suspend/expel any student from attendance at school or any school-related activity on or off campus or from attendance at a specific class or classes, or from riding a school bus, without suspending such student from attendance at school (in-school suspension), for good and sufficient reason.

Student offenses are in four categories as prescribed in board of education policy. Most of these are listed below. Administrators responsible for discipline will classify any offense not listed below unless directed by the Board of Education.

CATEGORY I --Offenses to be administered by the school that may result in detention, loss of privilege, demerits, corporal punishment, or suspension due to severity of incident.

1. Refusing to do assigned work
2. Tardiness (class or school)
3. Refusing to participate in required school activities (wellness activities, reading, instruction, etc.)
4. Minor violations of school or classroom rules
5. Conduct which disrupts the peace or good order of the school or the learning environment (impudence, profanity, disorderly conduct, and disregard for authority, etc.)
6. Inappropriate dress or appearance considered disruptive to the school
7. Unauthorized use of copying machines, computer, phones, or printers
8. Loitering (no student should remain at school beyond last bus departure)
9. Inappropriate public display of affection
10. Open food or drink in school without permission

CATEGORY II -- Offenses that may result in suspension or referral outside the school. If any student is placed in ISS or is in OSS, he/she will not be allowed to participate in

any school function including field trips, athletic practices, or contests.

1st Time Category II Offense: 5 days suspension

2nd Time Category II Offense: 10 days suspension

3rd Time Category II Offense: Referral to Board of Education for expulsion

1. Fighting (both parties, unless one was attacked for no apparent reason)
2. Use of foul or abusive language
3. Disrespect to teacher/staff/peer
4. Harassment (verbal or physical)
5. Assault (verbal or physical)
6. Use or possession of tobacco in any form
7. Use or possession of any incendiary device (i.e., lighter, matches)
8. Insubordination (not following a directive from a teacher, administrator, or other school system employee)
9. Leaving school grounds or class without permission--including the lunch period
10. Repeated refusal to do assigned work
11. Chronic disruption
12. Failure to provide correct identity/address
13. Dishonesty (copying, cheating, forging signatures, etc.)
14. Misuse/destruction of school property
15. Extortion
16. Sexual misconduct (Policy 6.304)
17. Participation in a school disruption
18. Receipt, sale, possession, or distribution of stolen property (reported to legal authorities)
19. Trespassing on school property
20. Prescription drug policy violation
21. Unauthorized possession or use of school keys
22. Gambling (i.e. pitching pennies, dice, or other activity)

- 23. Computer hacking or tampering
- 24. Stealing (may be reported to police)
- 25. Bullying, threatening, hazing, or intimidating behavior
- 26. Defiance
- 27. Possession of a laser pointer