

Deptford Middle School



STUDENT HANDBOOK

2025-2026

890 Bankbridge Road
Sewell, NJ 08080
(856) 415-9540
(856) 464-9284 (Fax #)
www.deptfordschools.org

Administration

Mr. John Schilling
Principal

Ms. Maureen Bilda
Vice Principal

Mr. Ryan Hoffman
Vice Principal

Deptford Middle School

Our Vision

“Connecting students to academic achievement
and personal excellence”

Our Mission

Just as a bridge offers support and transition, Deptford Middle School guides students in their development and growth. As a school community, we are clearly focused on engaging the students in the following core areas:

- Providing a dynamic and challenging curriculum with an emphasis on higher-order thinking skills
- Promoting and maintaining a peaceful and respectful atmosphere that encourages responsibility for one's actions
- Developing self-confidence and an influential voice that is expressed and heard in a safe environment
- Fostering participation in and service to the democratic society in which we live

The scaffolding of the dedicated community members, parents, and staff helps to sustain the weight of the bridge that braces our students' future.

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DEPTFORD TOWNSHIP BOARD OF EDUCATION

Mr. Joe McKenna, President	Ms. Carol Gioia
Mr. Mark Getsinger, Vice President	Mr. Justin Green
Mr. Milton Corsey	Mr. Ed Kalinowski
Mr. Frank Scambia	Mr. Daniel McCurdy
Mr James McDevitt	

CENTRAL OFFICE ADMINISTRATION

Mr. Kevin Kanauss
Superintendent of Schools
(856) 232-2700, ext. 3017
Mrs. Heather Jackson
Assistant Superintendent
Chief Academic Officer
(856) 232-2700, ext. 3001
Mr. Ronald Latham
School Business Administrator/Board Secretary
(856) 232-2700, ext. 3008
Mr. Michael Nicely
Director of Special Education and Special Programs
(856) 232-0770, ext. 3504

AFFIRMATIVE ACTION

The Deptford Township School District does not discriminate in its employment practices, business actions, and/or educational opportunities because of age, creed, race, color, national origin, ancestry, marital status, sex, or handicap.

An affirmative action plan has been developed and is available for review in the office of the principal of each school. Persons having any questions regarding the affirmative action plan are encouraged to contact the building principal.

The district affirmative action officers are as follows:

Mrs. Heather Jackson-Employment Practices
(232-2700, ext. 3001)

Mr. Ronald Latham - Contract Practices
(232-2700, ext. 3008)

Mrs. Reminka Williams - School and Classroom Practices
(464-1260, ext. 1402)

DEPTFORD TOWNSHIP BOARD OF EDUCATION ATTENDANCE POLICY Grades 6, 7 and 8

A. Definitions

1. For the purposes of school attendance, a "day in session" shall be a day on which the school is open and students are under the guidance and direction of a teacher or teachers engaged in the teaching process. Days on which school is closed for such reasons as holidays, teachers' institutes, and inclement weather shall not be considered as days in session.

2. A "school day" shall consist of not less than four hours, except that one continuous session of two and one-half hours may be considered a full day of Kindergarten.
3. "A day of attendance" shall be one in which the student is present for a full day under the guidance and direction of a teacher while school is in session.
 - a. An excused absence for any reason shall not be counted as a day of attendance in the school register.
4. A "half-day class" shall be considered the equivalent of a full day's attendance only if in session for four hours or more, exclusive of recess periods or lunch periods

B. Attendance Recording

1. A record of the attendance of all students on roll in a school register shall be kept each day that school is in session by a teacher or other authorized person. It shall be the duty of this person to keep the attendance records according to these rules and the specific instructions issued by the Commissioner of Education.
2. No student shall be recorded as present unless the school is in session and the student so recorded is under the guidance and direction of a teacher in the teaching process.
3. A student shall be recorded as absent in the school register when not in attendance at a session of the school while a member of the school, except students excused due to religious holidays who shall be recorded as excused.
4. A student shall be recorded as either present, absent, or excused for religious observance, every day the school is in session after the student enters until the date the student is transferred to another school, transferred to an individual home instruction record, or officially leaves the school system.
5. The Commissioner shall annually prescribe a list of religious holidays on which it shall be mandatory to excuse students for religious observance upon the written request signed by the parent or person standing in *loco parentis*.
6. The mere presence of a student at roll call shall not be regarded as sufficient attendance for compliance with N.J.A.C. 6A:32-8.3. In a school which is in session during both the forenoon and the afternoon, a student shall be present at least one hour during both the forenoon and the afternoon in order to be recorded as present for the full day. In a school which is in session during either the forenoon or the afternoon, a student shall be present at least two hours in the session in order to be recorded as present for the full day.

7. A student not present in school because of his/her participation in an approved school activity, such as a field trip, meeting, cooperative education assignment, or athletic competition will be considered to be in attendance.

C. Unexcused Absences That Count Toward Truancy/Excused Absences

1. “An unexcused absence that counts toward truancy” is a student’s absence from school for a full or a portion of a day for any reason that is not an “excused absence” as defined below.
2. “An excused absence” is a student’s absence from school for a full day or a portion of a day for the observance of a religious holiday pursuant to N.J.S.A. 18A:36-14 through 16, or any absence for the reasons listed below:
 - a. The student’s illness; supported by documentation
 - b. The student’s required attendance in court;
 - c. Where appropriate, when consistent with Individualized Education Programs, the Individuals with Disabilities Act, accommodation plans under 29 U.S.C. §§ 794 and 705(20), and individualized health care plans;
 - d. The student’s suspension from school;
 - e. Death in Family; supported by documentation;
 - f. Visits to other educational institutions (documentation required);
 - g. Necessary and unavoidable medical or dental appointments that cannot be scheduled at a time other than the school day (Dr.’s note required);
 - h. Take Our Children to Work Day;
 - i. An absence considered excused by a New Jersey Department of Education rule;
3. “Truancy” means ten or more cumulative unexcused absences that count toward truancy of a student between the ages of six and sixteen as determined by the Board’s Attendance Policy and Regulation pursuant to N.J.A.C. 6A:16-7.6(a)4.iii. and the definition of school day pursuant to N.J.A.C. 6A:32-8.3. Any absence not listed in C.2. above shall be an unexcused absence counted toward truancy.
4. “Unexcused tardiness” may constitute an unexcused absence that counts toward truancy in accordance with Policy 5240. Four (4) instances of unexcused tardiness will equal one unexcused absence for the purpose of calculating unexcused absences. A student shall be assigned an administrative detention every 4th unexcused tardy and when served the day will be removed.

D. Notice to School of a Student’s Absence

1. The parent or adult student is requested to call the school office before the start of the student’s school day.
2. The parent of the student or an adult student who will attend the morning session, but will not attend the afternoon session should call or provide notice to the school office before the start of the afternoon session.
3. The parent or adult student who anticipates a future absence or anticipates that an absence will be prolonged should notify the school office to arrange make-up work.

E. Readmission to School After an Absence

1. A student returning from an absence of any length of time must provide a written statement that is dated and signed by the parent or adult student listing the reason for the absence.
2. A note explaining a student’s absence for a non-communicable illness for a period of more than 5 school days must be accompanied by a physician’s statement of the student’s illness with medical clearance to return to school.
3. A student who has been absent by reason of having or being suspected of having a communicable disease must present to the school nurse written evidence of being free of communicable disease, in accordance with Policy 8451.

F. Instruction

1. Teachers shall cooperate in the preparation of home assignments for students who anticipate an excused absence of 2 school days duration. The parent or student must request such home assignments.
2. A student who anticipates an absence due to a temporary or chronic health condition may be eligible for home instruction in accordance with Policy 2412. The parent must request home instruction.
3. Students absent for any reason are expected to make up the work missed. The parent or student is responsible for requesting missed assignments and any assistance required. Teachers will provide make-up assignments as necessary.
4. In general, students will be allowed a reasonable amount of time as determined by the teacher to make up missed work.

5. A student who missed a test or an exam shall be offered an opportunity to take the test, exam, or an appropriate

G. Discipline

1. Students may be denied participation in co-curricular activities if the Board establishes attendance standards for participation.

2. Students may be denied participation in athletic competition if the Board establishes attendance standards for participation.

3. No student who is absent from school for observance of a religious holiday may be deprived of any award or of eligibility for or opportunity to compete for any award because of the absence.

H. Recording Attendance

1. Teachers must accurately record the students present, tardy, or absent each day in each session or each class. Attendance records must also record students' attendance at out-of-school curricular events such as field trips.

2. A record shall be maintained of each excused absence and each unexcused absence that counts toward truancy as defined in Policy and Regulation 5200.

3. A report card will record the number of times the student was absent and tardy in each marking period.

4. A student's absence for observance of a religious holiday will not be recorded as such on any transcript or application or employment form.

I. Appeal

1. Students may be subject to appropriate discipline for their school attendance record.

2. A student who has been retained at grade level for excessive absences may appeal that action in accordance with Policy 5410.

J. Attendance Records

1. Attendance records for the school district and each school will be maintained and attendance rates will be calculated as required by the New Jersey Department of Education. The school district will comply with all attendance requirements and any improvement plans as required by the Department of Education.

STUDENT/PARENT/GUARDIAN INFORMATION

Parents who change their address/phone/email must notify the school as soon the change occurs. Only by such notification are we able to keep our records up to date and have the necessary information to contact you in case of emergency or in regards to your child's education. **Proper notice of court action as outlined in policy 9240 must be provided for custody issues.**

SCHOOL CONDUCT RULES AND THE LAW

Students are expected to exhibit proper behavior. Such actions as yelling, throwing things, profanity and disorderly or discourteous acts interrupt a proper educational atmosphere.

It is your responsibility to obey school regulations and the school authorities who enforce them. This responsibility extends to your conduct to and from school as well as in the building itself. Any unlawful act taking place on school grounds or buses during or after school (e.g. athletic events, dances, etc.) not only makes the student subject to penalties which the courts prescribe, but may also result in suspension or dismissal from school. (N.J. Statutes Annotated).

FIREARMS/OTHER WEAPONS

A Safe Schools Initiative has been implemented in New Jersey and laws have been passed which support removal of students from school (expel) who possess firearms or who commit violent acts with weapons other than firearms.

EXPECTATIONS FOR STUDENT BEHAVIOR BOARD POLICY

Students, parents, school administrators, and Members of the Board of Education all agree that positive student commitment and behavior is often a problem in our schools. We believe that it is important to help students realize that their own attitudes and acts are directly related to their school experience and that of their classmates. With the support and assistance of school personnel and parents, all students have the capacity to demonstrate actions which contribute to the effectiveness of schools and the worth of their learning experiences. Commensurate with their maturational levels and individual abilities, all students can behave in ways that enhance the social relationships of the school and facilitate learning.

Therefore, we, the students, parents, teachers, administrators, and members of the Board of Education of the Deptford Township School District expect all students to fulfill the behavioral expectations of the school community, and to

- *Prepare themselves mentally and physically for the process of learning.
- *Demonstrate respect for people and property.
- *Take responsibility for their own behavior and learning.
- *Use time and other resources responsibly.
- *Share responsibilities when working as members of a group.
- *Meet the unique requirements of each class.
- *Monitor their own progress toward objectives.
- *Communicate with parents and school personnel about school-related matters.

STUDENT RESPONSIBILITIES

Below is a partial list of student responsibilities and expectations which are necessary to improve the overall climate of the school.

1. Attend school on a regular basis.
2. Be on time to school and to all classes.
3. Come to class prepared with Chromebook, homework completed, pencil, paper, and textbooks.
4. Come to school properly attired.
5. Treat teachers, staff members, and fellow students with respect.
6. Establish pride in yourself by working to the best of your ability.

ANTI-BULLYING RULES

1. We will not bully others.
2. We will try to help students who are bullied.
3. We will try to include students who are left out.
4. If we know that somebody is being bullied, we will tell an adult at school and an adult at home.

STUDENT CODE OF CONDUCT

In accordance with Deptford Township Board of Education policy, one very important goal of the school system is to develop positive and constructive student behavior. Thus, consequences must be administered with the goal of changing inappropriate behavior. All aspects of each case will be considered. Past behavior as well as the welfare and education of students will be influencing factors. The general education and safety of the entire student body will always be an overriding concern.

STANDARDS FOR BEHAVIOR

1. Students are required to attend school and arrive on time.

Inappropriate Behavior

- *Truancy (unexcused absences)
- *Lateness to class or school
- *Cutting class
- *Leaving school without permission

2. Students are required to conduct themselves in an orderly manner to and from school and on school premises.

Inappropriate Behavior

- *Misconduct going to, from, or at the bus stop, on the bus, or on school grounds.
- *Stealing
- *Vandalism
- *Fighting (consequences are cumulative from 6th -8th grade)
- *Smoking/Vaping
- *Harassment

3. Students are required by New Jersey law to adhere to the authority of their teachers in and out of the classroom.

Inappropriate Behavior

- *Insubordination (refusing to submit to the authority of

a staff member, including leaving a classroom when instructed to do so)

- *Failure to serve a teacher detention or an administrative detention

- *Disrespect

- *Threatening a staff member

- *Foul language directed toward a staff member.

- *Assaulting a staff member

1. Students are required to take the appropriate steps to pass all of their classes and to respect the rights of other students to learn.

Inappropriate Behavior

- *Disrupting class or other activity

- *Inappropriate Drawing

- *Unprepared for class

- *Cheating and copying

- *Disrespect toward a staff member

- *Not doing school work or homework

5. Students are required to follow all other school rules and regulations.

Inappropriate Behavior

- *Foul language, vulgar or improper remarks

- *Dress code violation

- *Possession of a weapon

- *Possession of dangerous substances including trafficking or being under the influence

- *Any act that endangers yourself or others

6. Students are required to keep to the right when moving through the hallways.

POSSIBLE CONSEQUENCES

Consequences will be issued for inappropriate behavior (consistent with due process) and may include any of the possible consequences stated. In appropriate cases, consequences will be progressive, and take into account prior misconduct and measures taken to correct the behavior. Parents and students will be liable for illegal behavior by a student. When an unlawful act does occur, prosecution for illegal behavior will be to the fullest extent of the law.

- *Payment for damaged property

- *Reprimand/warning

- *Loss of cafeteria or bus privileges

- *Parent conference

- *Loss of day's attendance

- *Criminal charges filed with police department for any illegal activity

- *Detention

- *Class, cafeteria. and/or bus suspensions

- *Restricted Study

- *Out-of-school suspension

- *Expulsion

HARASSMENT, INTIMIDATION AND BULLYING

A progressive and proactive bullying program has been implemented in the Deptford Township School District. Throughout the year, each school in the district will provide training for all staff as well as offer awareness programs for students and parents. The administration faculty and staff at Deptford are aware of the reality of bullying and are planning to take all the necessary steps to make sure that all stakeholders of the school are aware of the potentially damaging and long term effects of Harassment, Intimidation and Bullying (HIB). Detailed information on the Board of Education HIB policy and procedures can be found on the Deptford Township School District home page at www.deptfordschools.org or by contacting the school.

PARENT DROP-OFF/PICK-UP

Parent drop-off begins at 7:05am and the doors will close at 7:15am. Cars still in line at 7:15am must proceed to the front of the building for admittance. Students are only permitted to exit their vehicles in the front of the building. Students may not be dropped off on Bankbridge or Tanyard Road. Please do not arrive at school prior to 1:35pm for student pick-up.

SCHOOL BUS SAFETY CODE

Bus transportation is provided to and from Deptford Middle School for all students. Bus passes are mailed to all students toward the latter part of August. Students must board and disembark the bus at their assigned stop. Upon the conclusion of each school day, students are to board their assigned buses immediately unless involved in an after school activity.

In order to keep the ride to and from school safe for everyone, students must behave in a responsible and respectful manner. Following the rules below will keep our buses safe and comfortable for everyone.

Expected Bus Behavior

- Be seated when the bus is moving
- Obey all assignments— bus stop, bus, and seat
- Speak quietly at all times, use only appropriate language
- Do not speak in a way that teases, hurts, or harasses others
- Keep the bus clean
- **Do not eat or drink on the bus**
- Always wait until the bus driver is on board before boarding the bus
- Follow the bus driver's directions as soon as they are issued
- Keep hands, head, and feet inside the bus at all times
- Do not throw any object on the bus or out of the bus
- Do nothing to threaten the safety of others on or off the bus
- Do not vandalize the bus or anyone's personal property
- Do not hit, punch, kick, push, or physically assault another student
- Do not act in a disrespectful or defiant manner toward the bus driver
- Do not use sexually explicit, inappropriate, or derogatory language or obscene gestures

- No weapons of any kind
- No matches or lighters
- No controlled substances including drugs, alcohol, and tobacco
- Do not threaten or strike the bus driver
- Other behaviors given by the driver, teacher, or administrator

The administration reserves the right to assign consequences. In every case, the totality of the situation will be considered when assigning discipline. Continued violation of the School Bus Safety Code may result in the loss of bus transportation privileges.

When a student is suspended from the bus, his/her parents shall provide transportation to and from school during the period of the exclusion (NJPS 18A:25-2).

DISCIPLINE

Middle school students, as young adults, are expected to always behave in a responsible and mature manner. Any infraction against good order within a classroom, in the halls, lavatories, cafeteria, or any other area in the building or on the school grounds, will be dealt with accordingly.

Students who fail to comply with the rules and regulations of Deptford Middle School will be referred to the Vice-Principal's Office and will receive necessary disciplinary action. Parents will be notified and, when necessary, parent conferences will be scheduled.

Punishment is not our major objective. We want our school to be a place of learning and positive experiences. However, when it becomes necessary to administer discipline, the following measures will be used at the administrator's discretion:

1. Restorative Practices
2. Detentions - Teacher/Lunch/Administrative
3. Class, cafeteria, and/or bus suspensions
4. Restricted Study
5. In- School Suspension
6. Out-of-School Suspension
7. Disorderly conduct charges filed with police department
8. Loss of Good Student Standing – All days counted including weekends and holidays

When a student loses good student standing, they are excluded from:

1. Attending any evening events associated with Deptford Middle School.
2. Any after school activities, events or games
3. Intramural or inter-scholastic teams (attendance or practice with the team.)
4. All team activities and trips
5. Field trips
6. Dances
7. Band and choir activities
8. Clubs of any kind
9. Student Government
10. Assemblies
11. Class Trips

12. Any other extracurricular activities/events offered by Deptford Middle School or Deptford School District that have not been specifically mentioned.

Behavioral & Academic standards for all after school activities & co-curricular activities

All students must meet the following standards to participate in after school and co-curricular activities:

1. Must be on Good Student Standing.
2. Must arrive at school by 9:38 am.
3. Students may not participate in extracurricular activities if they have failed any classes

The moment a student has a subject with 59 or below they may be placed on a probationary period. During that time, they must bring up their failing grades above 59. If they fail to do so they will be removed from the activity until said grade is remediated.

Detentions

Detentions may be assigned by the Principal, Vice-Principal, or teacher when it is deemed necessary to correct behavior that is interrupting the normal learning process. Detentions begin immediately after dismissal. Additionally, lunch detentions can be assigned by administration or teachers on the same day as the infraction and/or on future days. Any student that is given an administrative detention and is absent or goes home early on the assigned detention day will serve that detention on the day they return to school. Work will be assigned. Rules and regulations must be strictly adhered to or further disciplinary action will be taken.

Restricted Study

When a student is placed in the Restricted Study room, he/she loses all privileges afforded students at the Middle School. The student will remain in the room all day under strict supervision. There will be work continuously assigned by the student's teachers. Talking will not be permitted and no passes given to leave the room. Lavatory breaks will be under supervision and lunch will be eaten in the room in silence. Parents will be notified if a student is in Restricted Study for a full day and a conference may be scheduled if deemed necessary. Phones **are not** permitted in Restricted Study. Phones will be collected upon entry and secured until departure..

Out-of-School Suspension

Suspension is the most severe punishment given by the school with the exception of expulsion, and is utilized when serious offenses are committed. When a student is suspended, the parents will be notified. A parent conference, on the phone or in person, with the Vice-Principal will be scheduled.

Participation and Attendance

Students with whom disciplinary action has been taken by the administration or Board of Education may not attend or participate in any school activity at home or away for the duration of the action. In order to attend any school activity or function, a student must attend school the day of the activity.

Smoking/Vaping

Smoking and/or possession of any form of tobacco is strictly prohibited in all school buildings, on school grounds, and/or on school buses. Vaping is strictly prohibited. Vaping products may be tested as per policy 5533. Students found to have vaping paraphernalia and who violate the smoking/vaping policy may be referred for testing and will be required to complete the ASPIRE Program. (online Tobacco/Nicotine Free program)

DRUG AND ALCOHOL POLICY

In accordance with New Jersey Statutes and Board of Education Policy; any student who is suspected with reasonable cause of being involved in Controlled Dangerous Substance/Alcohol (CDS) usage will be required to be drug tested and examined by a physician. **Upon parental notification the student must be tested within two hours. When the school sends the student for CDS testing (INSPIRA) the district will pay for the testing and exam fee.**

If the student is sent by ambulance, sent for Crisis clearance, or requires additional treatment for the safety of the student – the parent/guardian will be billed for these services.

Parents will be issued a copy of the district's Drug and Alcohol Policy when there is reasonable cause of their son's/daughter's involvement in drugs and/or alcohol.

Any student who is found to be in violation of the Drug and Alcohol Policy will be subject to disciplinary action and shall also have the following penalties imposed:

First Offense – Possession or use of Alcohol or Drugs

Three days of External suspension and three days of In-School-Suspension. Mandatory involvement in a substance rehabilitation program. Immediate suspension from participation in all activities and co-curricular programs for a period of 30 days.

Second Offense – Possession or use of Alcohol or Drugs

Four days of External suspension and six days of In-School-Suspension. Mandatory involvement in a substance rehabilitation program. Immediate suspension from participation in all activities and co-curricular programs for a period of 60 days.

Additional Drug/Alcohol offenses may result in a recommendation for Homebound Instruction. Charges with police may be imposed

REFUSAL TO COMPLETE DRUG/ALCOHOL TESTING IS DEEMED POSITIVE DUE TO NON-COMPLIANCE TO BOARD POLICY.

In order for your student to return to school you are responsible for providing the following information;

1. A medical certificate, signed by a physician stating that the student is both physical and mentally able to return to school.
2. A copy of the test results

DISTRICT DRESS CODE POLICY

Dress and Grooming

Standards of appearance are necessary to create and maintain a suitable environment for learning. Guidelines for school attire are designed to preserve the learning climate through acceptable standards of dress, to respect individual pupil rights of dress and grooming choices, and to allow for changes in customs, styles, and fashions.

ANNOUNCEMENTS

All notices of meetings, athletic and social events, general information for the day, and other news are distributed via "The Weekly".

FLAG SALUTE AND PLEDGE OF ALLEGIANCE

All students are expected to participate in the flag salute and Pledge of Allegiance on a daily basis except those who have religious and/or "conscientious scruples against such pledge or salute." Parental verification is required for this exception.

CAFETERIA

The cafeteria, besides being a lunch room, is also a place where good human relations can be developed. Here each student is expected to practice the general rules of good manners which one should find in the home.

Some simple rules of courteous behavior which will help make the lunch period pleasant and relaxed are:

- Enter and leave the cafeteria in a quiet, orderly manner.
- Students must have a pass to leave the café, for any reason.
- Observe good dining room standards at the table.
- Talk quietly to those nearby.
- Leave the table and surrounding area clean & neat. Utilizing the table wipes provided
- Chairs should be pushed under the table when you leave.
- Put trash in the proper containers.
- Remain in the cafeteria until dismissed.
- Food and drinks are not to be taken from the cafeteria.

Students not cooperating in a courteous manner subject themselves to disciplinary action. Any student who is caught throwing food or any object in the cafeteria will be disciplined.

FOOD AND BEVERAGES

No food, gum, candy or beverages are to be consumed in the classrooms, hallways, and corridors during the school day. If you bring a beverage for lunch, it must be in a can, bottle, or cardboard container. No glass bottles are permitted. Broken glass can be dangerous. No open containers such as thermos, coffee/tea containers, etc. are permitted in the building. Food deliveries are not permitted.

COUNSELING

Each student is assigned a guidance counselor. You may make an appointment online to see your counselor by stopping in the Guidance Office before school, during your lunch period, or

after school. Counselors are here to assist you with academic matters, personal problems, and career plans. You may speak to your counselor in confidence when necessary. Parents are also encouraged to meet with members of the guidance staff to discuss matters that are of interest to them. Appointments may be made by calling 415-9540, Ext 2016.

SCHEDULES

Keeping in mind the best interest of the student, school officials may change a child's schedule if it becomes necessary. For the child's benefit, every effort will be made to maintain the same teacher while changing the class section. Drop/add period is the first 10 days of the course.

DRUG-FREE SCHOOL ZONE LAW

The Drug-Free School Zone Law is a result of the Comprehensive Drug Reform Act of 1987 which became effective July 9, 1987. The drug-free school zone extends 1000 feet in all directions from the outer boundaries of every school in the State of New Jersey. These boundaries are clearly marked by blue and white signs designed to heighten public awareness.

DRUGS, MEDICATION, ILLNESS

The school nurse is on duty the entire school day. Parents must bring prescription drugs in the original container to the nurse's office. They will be dispensed as required. Students may not carry medication with them unless authorized by the physician and approved by the school nurse. No student will be permitted to take any drug except in the presence of the school nurse. All medications, including over-the-counter medications like Tylenol, etc., require an order from a health care provider (Dr. NP, PA) and a letter from the parent requesting that the medication needs to be given by the nurse. Inhalers and Epi-Pens have self-carry forms which must be completed by the HCP and the parent.

Any student who becomes ill at school should report to the Nurse's Office. Students who become ill may not leave school without first obtaining the nurse's permission.

EARLY DISMISSAL AND SCHOOL CLOSINGS

It may become necessary to dismiss Deptford Middle School students prior to the regular dismissal time due to inclement weather or other emergencies. In this event, parents are requested to inform the student beforehand what to do in the event they are not at home.

It is not possible to notify parents directly of the change in schedule because of the limited number of telephone lines available, large numbers of students involved, and the number of persons who must be notified to carry out the early dismissal.

SCHOOL CLOSINGS

Due to inclement weather or other emergency conditions, it may also become necessary to delay the opening of or closing of Deptford Township Public Schools. If a two-hour delay becomes necessary, students should report to their bus stops exactly two hours after their normal time. Phone/email blasts may be used

for notification purposes. Please make sure your information is up to date.

EMERGENCY DRILLS

Emergency Response

In the event of an emergency situation within the school where it is judged that minimal movement would be in the best interest of the students and staff, the planned emergency response procedures will be implemented. A demonstration of the emergency response procedures will be scheduled at least once during the school year.

Fire & Safety Drills

A Fire drill and Safety drill will be held each month.

Promptness and **silence** are required. Near the door in each classroom is a card giving directions as to the exit to be used by the pupils in the room. If an alarm sounds while classes are passing in the halls, the students proceed toward the exit section of the hall in which they are at the moment. Students must remember that perfect order is necessary to achieve complete safety.

Fire alarm equipment is governed by State and Federal Laws. Any student tampering with fire alarms/fire extinguishers will be subject to suspension, arrest, and prosecution.

PARENT ACCESS

Parents can view their child's grades online. For more information, contact the School Counseling Office at 415-9540, ext. 2016.

MARKING PERIODS

Quarter 1 – September 4 – November 12

Quarter 2 – November 13 – January 29

Quarter 3 – January 30 – April 14

Quarter 4 – April 15 – June 18

GRADING SYSTEM

All grades are computed using weekly grades (quizzes, homework, classroom assignments, class participation, etc.), along with grades received on tests, papers, and other projects. The following numerical grades will appear on report cards:

100 – 90	Exceptional Performance
89 – 80	Above Average Performance
79 – 70	Average Performance
69 – 60	Below Average Performance
59 – below	Not Passing

HONOR ROLL

The Honor Roll is a method used to recognize the academic achievement of students. Its purpose is to pay tribute to the students by special recognition for their academic proficiency during the nine (9) week marking period. Two (2) levels of academic achievement are recognized.

Principal's List - To be eligible a student must attain a grade of 90 or higher in every subject.

Honor Roll - To be eligible a student must attain a grade of 80 or higher in every subject.

GRADING PRACTICES

Student grades will reflect their actual academic performance. This approach ensures transparency, accountability, and a true measure of student progress.

We are committed to supporting students who are struggling academically. A variety of structured interventions are available through our Multi-Tiered System of Support (MTSS), including:

- Assessment Improvement Process (AIP) – Targeted strategies to help students improve performance on key assessments.
- Attendance Action Plans (AAP) – Designed to address attendance issues that may impact academic success.
- Request for Assistance (RFA) – A collaborative team process that identifies student needs and coordinates appropriate interventions.
- Continued academic support during PLP and Study Hall.

These systems are designed to help students overcome challenges, improve their academic standing, and achieve long-term success.

PROMOTION AND RETENTION (in order to pass)

1. In order to be promoted a student must pass Mathematics, Language Arts, Social Studies and Science.

2. If a student does not meet these requirements during the regular school year, then he/she may attend summer school or remedial intervention approved by the Building Principal.

HALLWAYS AND STAIRWAYS

To make passage in the halls and on the stairs safe, pleasant, and orderly, there are certain rules the student body must follow:

1. Follow the traffic pattern ... **keep to the right.**
2. Walk at all times; do not run.
3. Do not push or shove.
4. Talk in a normal tone; do not shout or make excessive noise.

If a room is occupied and it is necessary for students to wait outside, line up silently outside the room, in a single file line close to the wall.

HOMEWORK

Homework is an important part of every student's learning experience. It is given by teachers so that students may practice and reinforce skills taught in the classroom and work on independent research projects. Generally, a student should spend between one (1) and two (2) hours for homework each night while in the Middle School. Each student is encouraged to get his/her homework assignments from a reliable friend whenever absent. This can easily be done with a phone call and will avoid a great deal of make-up work.

INSURANCE

The school district provides insurance covering accidents during school time hours, and also while participating in interscholastic sports and intramural sports, band, and other extracurricular activities.

We have selected a policy covering all students in school. The policy provides that all claims be first submitted to the parent's insurance carrier, after which any balances not paid will be submitted to the school district's insurance carrier. This policy covers medical and dental charges with some limitations. If parents have no medical insurance, the school policy will cover the student on a primary basis, as per the policy terms.

LATENESS TO SCHOOL/CLASS

Students reporting late to their school must get a late pass from the main office. Repeated lateness may result in disciplinary consequences. A note documenting the reason for the lateness is required when you are late to school. Four unexcused lateness equals one unexcused absence. An administrative detention may be assigned at this point and when served, the unexcused absence will be removed from record.

Students are expected to be in class on time. They are not to loiter in the hallway or lavatories. Once inside the classroom, students are not permitted to return to the hallway to socialize, go to the lavatory, etc. Repeated lateness to class will result in disciplinary action taken by the teacher/vice-principal.

LOCKERS

Students will be issued a hall locker, a gym locker, and two locks. Only school locks may be used on your assigned locker. Students are responsible for the school locks they are issued. A replacement lock will come at a cost. Keep your locker locked at all times for your security. Do not share your locker with another student or give another student your combination. Students may go to their lockers at designated times.

The school cannot assume responsibility for lost or stolen items. Students should not bring personal items to school.

LOCKER SEARCHES

In accordance with New Jersey law and United States Supreme Court rulings, lockers are school property over which the district retains the right to conduct periodic inspections.

If school officials have reasonable suspicion to suspect that a search of a student's locker or possessions will reveal evidence that the student has violated or is violating either law or the rules of the school, then a search will be conducted. Drug dogs will periodically be used.

NATIONAL JUNIOR HONOR SOCIETY

We are fortunate in having a chapter of the National Junior Honor Society at Deptford Middle School. The National Junior Honor Society is the front-runner of organizations and societies that promote appropriate recognition for students who reflect

outstanding accomplishments in the areas of scholarship, character, leadership, service, and citizenship. College admissions officers often consider Honor Society membership as a valid indicator that the applicant will succeed at the collegiate level.

When the National Junior Honor Society was founded in 1929, the hope was to create an organization that would recognize and encourage academic achievement while developing other characteristics essential to citizens in a democracy. These ideals of scholarship, character, service, leadership and citizenship remain as relevant today as they were in 1929. Through NJHS chapter service activities, members maintain and extend the qualities that won them selection. Membership is an honor, a privilege and a commitment. The DMS chapter of NJHS has a website that can be referenced for bylaws and selection requirements. The advisors can be e-mailed with any questions regarding the society.

SCHOOL CALENDAR *

September 2, 3	In-Service Day School Closed for Students
September 4, 5	School Opens for Students Shortened Day for Students
October 1	In-Service Day School Closed for Students
October 13	School Closed-Indigenous People's/Columbus Day
October 30	Shortened Day for Students/Staff PD
October 31	Shortened Day for Students & Staff
November 3-5	Shortened Day for Students-Parent Conferences
November 6, 7	NJEA Convention-School Closed
November 11	Veterans Day-School Closed
November 26	Shortened Day for Students & Staff
November 27, 28	Thanksgiving Recess
December 23	Shortened Day for Students & Staff
December 24-Jan 2	Winter Recess-School Closed
January 16	Shortened Day for Students/Staff PD
January 19	Martin Luther King Day
February 16	School Closed
February 17	Shortened Day for Students
March 11	School Closed Students/Staff PD
March 25	Shortened Day for Students/Staff PD
April 2	Shortened Day for Students/Staff
April 3-10	School Closed-Spring Break
April 29	Shortened Day for Students/Staff PD
May 21	Shortened Day for Students & Staff
May 22	School Closed-Students/Staff
May 25	Memorial Day-School Closed
June 12-18	Shortened Day for Students
June 17	DMS Moving On
June 18	Last Day of School Year
June 20	Juneteenth-School Closed

*Calendar is subject to change

PHYSICAL EDUCATION - Rules and Regulations

In order to participate in the diversified program planned by the Physical Education Department, it is absolutely necessary that students be properly prepared for this activity. All personal clothing and towels used in the Physical Education Program must be supplied by the individual. All valuables must be locked up in the lockers. You alone are responsible for your possessions.

Students are not permitted to participate in gym class wearing the same clothes worn to school. They must change into approved gym clothing or be considered unprepared for class. If a student is unable to participate in the Physical Education class, he/she must have a written excuse from a parent or a doctor explaining the reason for non-participation.

Recommended items of clothing for Physical Education class:

1. Plain black shorts or sweatpants. (yoga pants are not permitted.)
2. Gold T-shirts.
3. Sneakers are mandatory!

***Refer to PE Syllabus for specific information.**

STUDENT ACTIVITIES

Each student is urged to participate in one or more extra-curricular activities. Be a “participant” not a “watcher.” Join the activities that interest you. When you commit yourself to an activity, give it your best effort, not only to benefit the group but yourself as well. Any student who wishes to participate in an extracurricular activity, must hand in to their coach or instructor a signed athletic academic agreement before they participate in the activity.

If you fall behind in your school work, extra help and teacher conferences take precedence over extra-curricular activities.

One of the most important aspects of any extra-curricular program is the development of good school spirit. This can only come through you and your classmates. If you do not participate in an activity, support those who do by attending sports events, concerts, and other school functions.

There are late buses for students who participate in activities:

Activities

National Junior Honor Society	Science Club
Instrumental Competition Band	Renaissance/PBIS Club
Newspaper Club	Student Council
Yearbook Club	Drama Club
Stage Band	Art Club
Choir	Computer Club

Interscholastic Sports

Wrestling, Field Hockey, Soccer, Basketball, Track & Field.

Students must register for athletics and intramurals and complete a physical- please see the DMS website for info. **Students attending extra-curricular activities as spectators (sports, music, etc...) MUST BE ACCOMPANIED BY A PARENT/GUARDIAN.**

CELL PHONES/MEDIA DEVICES

To support a focused and respectful learning environment, all student devices must remain off and away during the school day.

When Are Devices Allowed?

- Before and after school: Devices may be used.
- On the bus: Devices may be used.
- During the school day: Devices must be off and away.

Definition of the School Day

The school day begins at the first bell and ends at the final dismissal bell: 7:15 AM – 1:50 PM

A daily reminder will be included in the morning announcements to signal the start of the device-free period.

If a Student Needs to Contact Home:

Students must report to a designated area to contact a parent or guardian:

- Main Office
- Guidance Office
- In the presence of an administrator

What Counts as a “Seen” Device?

A device is considered “seen” if:

- It is actively being used (e.g., texting, listening to music)
- It is visible on the student (e.g., phone in hand, headphones on head)
- It is out on a desk or table

A device is not considered “seen” if it is:

- Turned off and stored in a locker, pocket, or bag
- A smartwatch not being actively used (e.g., not used for texting)

Consequences

Violations of this policy will result in disciplinary action in accordance with school rules and district policies.

- 1st Offense: Administrative warning, parent notification, and device remains in the VP’s office for the remainder of the day.
- 2nd Offense: Lunch detention, parent notification, and device remains in the VP’s office for the remainder of the day.
- 3rd Offense: Administrative detention, parent notification, and device remains in the VP’s office for the remainder of the day
- 4th Offense: 1 Day Restricted Study, parent notification, device remains in the VP’s office for the remainder of the day and must be retrieved by the student’s guardian.

SCHOOL PROPERTY

Please respect all school property. We are proud of our school and its grounds. The residents of our community have invested a great deal of money in providing you with a very up-to-date, comprehensive, and comfortable school. Please do your part in helping us maintain a clean and attractive school.

SCHOOL STORE

The School Store will be open on occasion during Homeroom and lunches. Student supplies and special items such as PE clothes will be for sale here. The Student Council is responsible for the operation of the School Store.

STUDENT VALUABLES

Students are cautioned not to bring large amounts of money to school. Students, not the school, are responsible for their own personal property. If it is necessary to bring a large amount of money to school, do not leave it in your locker. The school is not insured for stolen property and cannot be held liable for missing items. Our Lost and Found Department is located in the cafeteria.

BOOKS AND VALUABLES

Basic curriculum books are loaned to students for their use during the school year. It is the responsibility of the student to take care of all books which have been issued to him/her. Rules to remember concerning books are:

1. The student's name must be written in the space provided.
2. The student will be responsible for putting covers on the books in order to protect them. This cover should

also contain the name of the student, the subject and the teacher's name

3. Lost or damaged books must be paid for by the student on a pro-rated basis.
4. Books are the tools of learning and should be used, not abused.

TRANSFERS

When a student is leaving our school district, he/she must notify the office at least one week in advance. He/she will be given a Withdrawal Form which must be filled out completely. Before final clearance is given, all books, locks, athletic equipment, and any other school property must be returned or payment received. Each teacher will sign the Withdrawal Form when the student has completed all the requirements. The Withdrawal Form must then be returned to the office before a transfer will be issued.

TV CAMERA SECURITY

A TV camera security system has been installed in Deptford Middle School. The purpose of this system is to aid in maintaining a safe and secure learning environment.

Acknowledgement and Signature

**I HAVE REVIEWED THE RULES AND REGULATIONS WITH MY SON/DAUGHTER
TO ENSURE THE UNDERSTANDING OF THE POLICIES**

Student Signature

Parent Signature