



**1270 Rock Springs Road
San Marcos, CA 92069-3220
760.290.2455
Office Hours: 7:00 AM – 3:30 PM**

WPMS Website: www.woodlandparkmiddle.org

2025-2026

Student Handbook

Vision Statement

WPMS is committed to building a community cultivating leadership, compassion, and perseverance. We believe all students are scholars who will meet or exceed grade-level proficiencies - prepared for high school and beyond.

**Principal Ms. Buffum
Assistant Principal, A-KDr. Brown
Assistant Principal, L-Z Mr. Chavez
Counselor, A-KMs. Atha
Counselor, L-ZMs. Decker
Social WorkerMs. Atkins**

School Colors: Red & Blue School Mascot: Bulldog

WPMS Bell Schedules

Monday, Tuesday, Thursday, Friday

Period	Lunch 1 Schedule	Lunch 2 Schedule	
1	8:00-9:00	8:00-9:00	
2	9:05-9:58	9:05-9:58	
3	10:03-10:56	10:03-10:56	
Lunch 1	10:56-11:31		
4A class		11:01-11:54	
4B class	11:36-12:29		
Lunch 2		11:54-12:29	
5	12:34-1:27	12:34-1:27	
6	1:32-2:25	1:32-2:25	

Early Release Wednesday

Period	Lunch 1 Schedule	Lunch 2 Schedule
1	8:00-8:45	8:00-8:45
2	8:49-9:33	8:49-9:33
3	9:38-10:22	9:38-10:22
Lunch 1	10:22-10:57	
4A class		10:27-11:11
4B class	11:02-11:46	
Lunch 2		11:11-11:46
5	11:51-12:35	11:51-12:35
6	12:40-1:24	12:40-1:24

SMUSD PORTRAIT OF A GRADUATE AND EQUITY

LEADERSHIP---ADAPTABILITY---COMMUNICATION---CRITICAL THINKING---EMPATHY

The SMUSD Portrait of a Graduate is a promise made to every SMUSD student, and we are committed to providing an unparalleled educational experience that prepares every graduate to be ***Future Ready*** - from most able to the most vulnerable of our students. Racial, socioeconomic, social, or cultural factors should not predict whether or not students are prepared for college, career, and civic engagement.

To deliver on this promise, Woodland Park Middle School Staff will:

- Continually reflect on and refine our instructional practices to ensure they are meeting the needs of all learners;
- Ensure that every student feels connected to school and is engaged, challenged, and inspired in their learning;
- Provide the support needed for each student to develop academic proficiency and the competencies [adaptability, communication, critical thinking, empathy, and leadership] as outlined in the Portrait of a Graduate;
- Identify and address systems, policies, and/or practices that are unintentionally getting in the way of the success of students;
- Ensure that our campus is safe, welcoming and an inclusive place for all students, staff members, and families;
- Help students discover and cultivate the unique gifts, talents, and interests that each possesses;
- Partner with our families and our community to support the success of all students by modeling and expecting behavior and speech that promotes a culture of empathy, curiosity, and mutual respect.

ACADEMICS

The philosophy at WPMS is that all students will do their best and complete all school assignments. Each curricular department adopts its own classwork, homework, and grading policies.

CJSE: The mission of the California Junior Scholastic Federation is to recognize and encourage academic achievement among middle school students in California. Students in 7th or 8th grade who wish to become members must fill out an application each semester for membership. Applications are available in the counseling office. Students who are members for at least four semesters (two in 7th and two in 8th grades) will receive recognition and earn a gold seal on their 8th grade promotion certificate.

HONOR ROLL: Students who achieve a grade point average of 3.5 or better are on Honor Roll. Students who achieve a 4.0 GPA (straight A's) are on the Principal's List.

HOMEWORK: Per Board Policy 6154: *Homework shall be assigned when necessary to support classroom lessons, enable students to complete unfinished assignments, or review and apply academic content for better understanding. Homework assignments shall be reasonable in length and appropriate to the grade level and course.*

PROGRESS REPORTS and REPORT CARDS: Progress reports help parents and students determine whether or not satisfactory progress is being made. Grades on progress reports are not recorded on the student's permanent record. Report cards are issued twice a year, at the end of each semester. See ParentVUE for progress reports and report cards.

ACTIVITIES AND EVENTS

School activities are announced on WPTV and listed on the school webpage and calendar. Attendance at school activities is a privilege, not an automatic right. Students with attendance or disciplinary issues may not be allowed to attend. School rules apply to all extra-curricular activities. Consequences for inappropriate behavior at school activities will be the same as they would be during the regular school day.

The following conditions must be met:

- Students may not leave and return to an event.
- Students may not bring open containers.
- Only WPMS students are allowed at school-sponsored events.
- No loitering around school grounds is allowed.
- Students shall only participate in school appropriate behavior.
- WPMS dress code applies to all school activities.
- Students must attend school on the day of the activity in order to participate.
- Students must meet eligibility requirements and turn in a permission slip signed by a parent/guardian.

ATHLETIC SPORTS TEAMS: Woodland Park offers an after school athletic program. Information on team eligibility, tryouts, and a Student Handbook can be found on the school website. Students must meet criteria for attendance, academics, and discipline in order to

participate or attend. Planned sports teams include: flag football, volleyball, cross country, basketball, soccer, track and field. *All students must complete an athletic physical in order to participate.*

BOYS AND GIRLS CLUB: The Boys and Girls Club located on campus will be open: Monday-Friday from 2:27 PM until 6:00 PM Wednesday from 1:26 PM until 6:00 PM. Students receive an after-school snack, have time to work on academics, and participate in enrichment activities. Contact the San Marcos Boys and Girls Club (760-471-2490) with questions about the program.

BULLY PREVENTION: Bullying is not tolerated at the WPMS. Our bulldog family aims to foster a safe, welcoming school culture, develop empathy and appreciate differences. The student and teacher leadership team promote school wide positive activities. Counseling and administration teach skills on how to appropriately handle incidents of bullying. Students who feel they have been a recipient of bullying should report it to administration.

LUNCH ACTIVITIES: The basketball courts or upper fields are open during lunch for students who would like to participate in sports activities. They are asked to be respectful and not interfere with the P.E. classes in session during lunch. A variety of organized sports, games, and other activities will also be available on a regular basis.

YEARBOOKS: Yearbooks are available for purchase during the school year. Yearbook prices increase in January. Students who have paid for their yearbook in advance will receive them the last week of school. Students should write their names in their yearbook and not let the yearbook out of their sight. The school is not responsible for lost or stolen yearbooks. A limited number of extra yearbooks may be available for purchase in June.

ATTENDANCE, TRANSPORTATION AND NUTRITION SERVICES

ATTENDANCE

TARDIES: At the beginning of the day, students are expected to arrive at school by 7:50 AM and be in class by 8:00 AM when the bell rings. Students are expected to be physically in each class of the day when the bell rings. Late arrival to class disrupts instruction. Excessive tardies may result in detentions and further interventions when necessary. Students who do not have any tardies are eligible for school wide incentives.

TRANSPORTATION

BICYCLES, SKATEBOARDS, SCOOTERS: Students may use these items for transportation to and from school. Once the student arrives on campus, bicycles, skateboards, scooters, and skates may not be used for transportation *on* campus at any time. All students are encouraged to wear a helmet when riding to and from school.

BIKE RACK: Students may lock their riding equipment in the bike rack area using their own locks; do not lock two items together or leave accessories in the bike rack area. The area is locked during school hours. *Students use the bike rack area at their own risk.*

NUTRITION SERVICES

CAFETERIA: ALL students at WPMS are eligible for hot/cold breakfasts and lunches AT NO COST at the Cafeteria. Check the menu on our website for the weekly specials. Students provide their ID numbers to receive meals. Students are expected to be courteous to one another and staff at all times.

There are two lunch periods: Lunch A is for ALL 6th and 7th graders; Lunch B is for 8th graders only. Students may eat snacks between passing periods; however, all trash must be deposited in trash cans before entering the classroom. Food delivery services are prohibited (Uber Eats, DoorDash, etc.).

LUNCH AREA: Food must be eaten in the lunch area. Students are expected to be respectful to supervisors and assist in keeping the lunch area clean and pleasant by picking up their own trash. Students may not leave the lunch area during their assigned lunch without a pass. All students are to remain in the designated area above the yellow line.

COUNSELING, SOCIAL WORKER, AND HEALTH OFFICE

COUNSELING/SOCIAL WORKER: The school counseling program at WPMS engages all students in academic, college, career, and social-emotional development that respects diversity and promotes equity, access, and success for all. School Counselors provide services through classroom lessons, individual “check ins” and small group counseling. Our School Social Worker provides additional levels of support for students and families. Students can make an appointment to see their counselor or social worker before school, during lunch, or after school. In the event of an emergency, students should ask for a campus pass from their teacher.

HEALTH OFFICE: Students may go to the Health Office only if they have a pass from a teacher or supervisor. During the passing period, students need a pass from their teacher. ***They are not allowed to use cell phones to contact parents without health office supervision.*** Due to limited space, the Health Office **cannot be used as a rest area**. If a student is ill and reports to the Health Office and/or is unable to return to class after 10 minutes, arrangements will be made for the student to go home. Under no circumstances should a student leave campus without permission. All medications must be given to the Health Office and administered by the Health Aide. *Students are NOT permitted to carry their own medications. It is the student's responsibility to report to the Health Office to receive medication.*

GENERAL INFORMATION

CAMPUS HOURS: School gates do not open until 7:30 AM when supervision is available. Students are required to be off campus or in after school programs within 5 minutes after the end of the school day. Students should be picked up promptly after 2:25 PM (1:24 PM on Wednesdays, 12:00 PM on minimum day), unless registered in an after school activity. Students waiting for transportation should remain in the supervised area in front school.

There is no campus supervision after 3:30 PM. Students are strongly discouraged from going to Woodland Park, adjacent to the school, as there is no school supervision in the park before or after school.

CELL PHONES: In the classroom, it is expected that cell phones will be turned off, earbuds/headphones removed, and both items secured in backpacks or the cell phone “parking lot”. Students whose cell phones disrupt learning will receive the following consequences:

1. Warning and student is asked to place their cell phone in their backpack or cell phone parking lot.
2. Cell phone will be “towed” to the AP office and returned to the student at the end of the day. Parents/caregivers will be notified that the next “tow” will require a parent/caregiver to pick up the phone.
3. After the second “tow” AP will contact the parent/caregiver to pick up the phone at the front office.
4. Students will be placed on a 2-week “check-in check-out” contract with the AP Office.

Students may not record video or take pictures of students without consent. Students must have permission from a staff member before recording video or taking their picture. Photos or video taken in the restroom or locker room may result in suspension. The school will not investigate or be responsible for loss or theft of devices.

CLEAN CAMPUS: We are proud of our campus. Trash and recyclable items should be placed in trash cans and recycling bins. Students are expected to pick up their own trash and may receive disciplinary consequences, including campus beautification, on first offense. If a student does not want to complete campus beautification, a detention may be assigned. Students may receive further disciplinary consequences on their second offense.

CLOSED CAMPUS: All SMUSD schools are closed campuses. Students may **NOT** leave campus at any time before school is dismissed without authorization from the Attendance Office. Any student, who leaves campus before school or during the school day, will be considered truant and will be referred to an Assistant Principal for disciplinary action. **WPMS does not allow ANY items to be dropped off for students. This includes food, clothing, gifts of any kind, school supplies, or schoolwork.**

DISPLAYS OF AFFECTION: Excessive displays of affection are inappropriate at school or school sponsored activities. Public displays of affection are limited to hand-holding on all middle school campuses. Penalties include warnings, parent notification, and detention.

DISTRIBUTION OF PUBLICATIONS: No publications such as magazines, newspapers, and flyers may be distributed on campus without the prior approval of the Administration.

SALES ON CAMPUS: Only official school clubs and entities are allowed to sell anything on campus. Students are NOT allowed to sell any items independently to other students or staff.

ID CARDS: Students are given an ID card in August or when they enroll at our school. ID cards are used to check out athletic equipment, library books, and to purchase meals at school. Students may purchase a replacement ID card for \$5.00 in the Counseling Office.

LIBRARY: The Library is open before school and during lunches. Students are expected to follow all library rules. Students may check out books, conduct research, read, or complete school assignments. Most books and resource materials can be checked out for up to three weeks and should be returned by the due date. Activities such as games and art projects are also available during lunch.

NON-SCHOOL ITEMS: There are several items considered inappropriate on campus as they are disruptive to the educational program or may cause injury to others. Students who bring inappropriate items to school may be subject to disciplinary action and/or confiscation of the item. The school is not responsible for lost or stolen non-school items. Parents will be required to retrieve the items.

- Radios, cameras, and video game devices.
- Large amounts of money, gift cards or valuable items such as jewelry, and electronic devices.
- Items that can cause injury to others such as pocket knives, firecrackers, poppers, pepper spray, stink bombs, lighters, etc.
- Over-the-counter medications, including cough drops.
- Sharpies and other permanent markers.
- Laser pointers
- Inappropriate or disruptive items such as eggs (also confetti eggs), slime, shaving cream, whipped cream, silly string, squirt guns, toys, stuffed animals, balloons or other items that are distracting to the learning environment.

TEXTBOOKS/CHROMEBOOKS: Students receive textbooks/chromebooks from the library and are responsible for their care during the school year. If a textbook/chromebook is damaged or lost, parents/guardians are required to pay for them. **All unpaid fines will follow students to high school.**

[Optional Chromebook Insurance \(English\)](#)

DRESS GUIDELINES

All schools follow the SMUSD dress guidelines. *Administration has final discretion in determining whether an item of clothing is inappropriate.* When violation of the dress guidelines occurs, the student may be required to have clothes brought from home to school, or to wear P.E. clothing provided by school. Continued violations of dress guidelines will be considered defiance and will be referred to an Assistant Principal for additional consequences.

- Students may wear approved hats at any time.
- Footwear must be worn at all times while at school or school sponsored activities. Flip-flops, backless sandals, slippers, and slides are not allowed on campus.
*Science and PE may have additional requirements.
- Students may not wear undergarments as outer garments or see through clothing.
- Clothing, jewelry, and personal items shall be free of writing, pictures, or any other insignia which is vulgar, lewd, obscene, profane, or sexually suggestive or which promotes the use of alcohol, drugs, tobacco, or other illegal activity.

New SMUSD Board Policy:

To promote a focused and supportive atmosphere, we have updated our list of prohibited attire items. After thoughtful collaboration with the San Marcos Sheriff's Department, here are the items that will no longer be allowed for students to wear to school:

- Professional sports teams' jerseys and logos on clothing, hats, and accessories
- Gang-related writing, symbols, graffiti, or tagging on any property
- Monogrammed or lettered belt buckles (e.g., S, N, M, R, B, X, 13, 14)
- Bandanas
- Hair nets

These changes reflect our commitment to ensuring that every student feels safe and supported at school. If a student is found wearing a prohibited item, they will be asked to change into appropriate clothing, and the item will be held securely at the front office. Parents/guardians are welcome to pick it up after school.

San Marcos Unified School District

Middle School Behavior

The following information is provided because students, parents and staff expect and demand a respectful, safe and orderly campus. These procedures comply with the SMUSD Policy, state and federal laws and are based on timely and consistent consequences for conduct, which is disruptive to our campus.

SMUSD and WPMS desire to build responsibility and respect for others, for the school and for self.

Classroom Progressive Discipline

1. Verbal reminder of behavior expectations
2. Conference with student to review expectations and set behavior goals
3. Verbal communication with parent/caregiver
4. Request for Intervention form submitted to administration and/or counseling / possible restorative meeting
5. Parent/teacher conference scheduled to address continued behavior concerns

Definitions of School Consequences

The following consequences may occur if a student chooses to break a school rule while on campus, or to and from campus:

Detention: A student may be held in for after school detention for violating school rules on Wednesdays from 1:30-2:30pm. Parents will be notified at least 1 day prior to detention.

Class Suspension: If a student is unable to comply with the classroom community agreements after multiple intervention attempts, they may be sent to the administration office for the remainder of the period. If this occurs the teacher and administrator will call home that day.

7 Mindsets Education: The 7 Mindsets Education is an online forum with lessons that are connected to the conflict or infraction. These lessons are intended to take students through a reflection process and help educate them around the area of need.

Restorative Meeting: Students involved in conflicts with each other or a staff member may be asked to participate in a restorative meeting. A restorative meeting is mutually agreed upon and facilitated by a counselor and/or administrator. The intention is to restore the relationship to ensure positive communication and outcomes.

Student Agreements: Any student who fails to comply with school and classroom expectations, after teacher and administrative interventions, may be placed on a behavior contract. The goal of the contract is to help students reflect on their academic decisions and behaviors. Other types of student agreements, including WPMS Return to School, Return to School Drug/Alcohol, Behavior Agreement, No Contact

Contract, and School Attendance Review Team (SART) contracts may also be used for specific offenses. Violation of an agreement may result in other consequences.

Suspension: Suspensions remove a student from campus for one day to five days. During suspension, the student is not to be on any campus nor attend any school sponsored activity.

EXPECTATIONS AND CONSEQUENCES

The WPMS staff strives to ensure students know and understand the school expectations. If students have any questions pertaining to the school rules, they should speak to an Assistant Principal. Students are expected to:

1. Follow all school rules and respect the authority and direction of school staff and behave in a safe and orderly manner.
2. Treat all members of the school community with respect and practice responsible and honest behavior.
3. Seek non-violent and constructive solutions to conflict.
4. Maintain a safe environment in school, free of weapons and/or dangerous objects.
5. Live healthy life-styles and be drug, and alcohol-free.
6. Respect the property of others.

Our first goal is to educate students who choose not to follow the school expectations. The consequences assigned are related to supporting the student in this reflection and action planning/commitment to change their behavior. Where reasonable and allowable, we use a progressive disciplinary system that seeks to keep students in school and we believe in the use of restorative practices to help students to explore the impact of their choices, decide how to repair harm, and how to prevent repetition of the behavior. In serious situations, law enforcement may be contacted and counseling may occur.