



Broomfield Heights Middle School

Mascot: Falcon

School Colors: Blue & Silver

Student Handbook 2014-2015

PRINCIPAL: Chris Meyer

ASSISTANT PRINCIPAL: Jeff Van Iwarden

Counselors:

Greg McDonald (6th grade & 8th grade A-L)

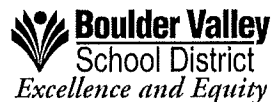
Sennen Knauer (7th grade & 8th grade M-Z)

**1555 Daphne Street
Broomfield, CO 80020**

Telephone: (720) 561-8400

Attendance: (720) 561-8402

School Internet Address: <http://schools.bvsd.org/p12/broomfieldheights/Pages/default.aspx>



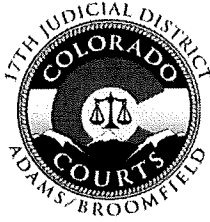
This planner belongs to:

Name: _____

Grade Level: _____

Home Phone: _____

17th Judicial District
Broomfield Combined Courts
17 DesCombes Drive
Broomfield, CO 80020



Judge Francis Wasserman

Magistrate Peter Stapp

Dear Parent,

As your son or daughter begins the new the school year, we want to remind you of the importance of school attendance. We cannot overemphasize the importance of daily attendance. The consequences for absences from school, whether excused or unexcused, can be life impacting and truly devastating for you and your family. Unfortunately, this is something that we routinely see as District Court Judicial Officers. We see youth in Truancy Court that are so far behind in school, they may never recover. We see youth in the Juvenile Delinquency court that have committed crimes while missing school. We see adults in the Criminal Court that dropped out of school early in life and never got back on track.

Research confirms that the well-being of youth is directly correlated to school attendance. According to a study by Nobel Prize-winning economist, James Heckman, successfully graduating from high school radically reduces the probability of crime and incarceration. In fact, research shows that each year a youth remains in school significantly reduces the probability of incarceration. Research also shows that individuals who do not have a high school degree are increasingly disadvantaged in a very competitive employment market. Even with that powerful research data, current high school graduation rates are unacceptably low, particularly in Colorado.

It is important for you to understand that it is the parent's responsibility to ensure that your child attends school. If the juvenile does not attend school and is habitually truant, a truancy case may be filed with the court. When this occurs, the parent is also required to attend court and is required to comply with court orders. If "contempt of court" proceedings are filed, the parent can be subject to fines and even confinement in the county jail.

Children whose parents are actively involved with their school and teachers are less likely to experience attendance problems and are more likely to graduate from high school. Please make education a priority and help your child develop good attendance and study habits. If you begin having problems with your child's school attendance or academic performance, be proactive and get help before the problem grows. Communicate regularly with the school and find local community resources to assist your family so court involvement does not become necessary. It is so important for your child's future!

We wish your child academic success this year.

Sincerely,

Francis Wasserman
District Court Judge

Peter Stapp
District Court Magistrate



Boulder Valley School District

File: AC-E1

Adopted: May 8, 2007

Revised: October 23, 2012

NONDISCRIMINATION/EQUAL OPPORTUNITY

In compliance with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1967, the Americans with Disabilities Act; the Genetic Information Nondiscrimination Act of 2008, Colorado law and Board of Education Policy AC (Nondiscrimination/Equal Opportunity), Boulder Valley School District does not discriminate on the basis of disability, race, creed, color, sex, sexual orientation, gender identity/expression, national origin, religion, ancestry, need for special education services, age, marital status, genetic information, or physical characteristics in admissions, access to, treatment, or employment in educational programs or activities which it operates.

Complaint procedures have been established for students, parents, employees and members of the public. The following person has been identified as the compliance officer for the district:

Superintendent
Boulder Valley School District
6500 Arapahoe Rd.
Boulder, CO 80301
720.561.5114
Superintendent@bvsd.org

Outside agencies

Complaints regarding violations of Title VI (race, national origin), Title IX (sex/gender), Section 504/ADA (disability), may be filed directly with the Office for Civil Rights, U.S. Department of Education, 1244 N. Speer Blvd., Suite 310, Denver, CO 80204. Complaints regarding violations of Title VII (employment) and the ADEA (prohibiting age discrimination in employment) may be filed directly with the U.S. Equal Employment Opportunity Commission, 303 E. 17th Ave., Suite 510, Denver, CO 80202, or the Colorado Civil Rights Commission, 1560 Broadway, Suite 1050, Denver, CO 80202.

End of File: AC-E1

INTRODUCTION

Welcome! You will find a dedicated faculty and staff at Broomfield Heights Middle School who want to do all they can to help you make the most of this school year. We are enthusiastic about the educational program offered and our many supporting activities. We believe that we provide one of the best educational programs in the state of Colorado. We know as you step through the front door of BHMS, you will sense the overwhelming feeling of pride. You are here to share that pride and take on the responsibility that comes with being the best.

We are committed to our school goals which were developed by teachers, students, and parents. To meet these goals, students at BHMS are expected to:

1. Attend school regularly by maintaining a 95% attendance rate
2. Be responsible for increasing academic achievement
3. Increase awareness of diversity and appreciation of individual differences
4. Develop skills that promote personal, social, and intellectual development

This handbook is designed to provide you with helpful information about BHMS. It will tell you what we expect from you and what you can expect to get from your academic year with us. We suggest that you review this portion of the handbook with your parents as it contains a good deal of useful information regarding the operation of our school.

As we begin this school year, we encourage you to study, learn, participate, contribute, and make a difference at BHMS. We want you to look forward to many enjoyable and worthwhile experiences as a member of our student body.

BHMS VALUES

Respect

Responsibility

Kindness

Safety

Our expectation is that everyone in the BHMS community will uphold these values in all of our words and actions at our school.

FALCON FEATHERS

The staff of BHMS works hard to encourage and reinforce behaviors that promote positive behaviors at school. Adult staff work hard to “catch kids doing the right thing” when they display actions that demonstrate our four core values: Respect, Responsibility, Kindness & Safety. When they do this, students receive Falcon Feathers as a way to recognize and appreciate them for these positive behaviors. Students can turn in their Falcon Feathers for prizes and other exciting rewards throughout the year.

STUDENT ACTIVITIES AND ATHLETICS

Your involvement in the total school program will be a key factor in your success at BHMS and in your future endeavors! We encourage you to take advantage of the following possible opportunities:

- Band or Orchestra
- Choir
- Chess Club
- DANCE Club
- Musical
- 360
- Exec Board/Student Council
- Math Counts
- Science Fair
- Spelling Bee
- Geography Bee
- Talent Show

Eighth graders are invited to participate in interscholastic football, soccer, basketball, and volleyball. Interscholastic wrestling and track are available to all grade levels. In addition, a wide variety of intramural sports offerings will be available to students throughout the year. Students are encouraged to participate in these activities regardless of their skills. Listen to morning announcements for starting dates of each sport and reminders about sports registration fees.

Athletes are required to have a current physical exam on file with the school before beginning a sports season.

GUIDELINES FOR ACTIVITIES AND ATHLETIC EVENTS

Whether you are a participant or a spectator, observe these rules of good sportsmanship at all times:

1. Consider all opponents as guests

2. Accept all decisions of the official without complaint
3. Never hiss, boo, or use offensive language toward players, coaches, officials, or visitors. Stomping your feet on the bleachers or shouting during a free throw is not allowed.
4. Play fairly according to the rules of the game
5. Food, drink, candy, and gum are not allowed in the gym

SOCIALS

Three socials are planned for this year. You are asked to obey the following rules when attending socials:

1. Please comply with all school rules and use good judgment regarding appropriate behavior.
2. No guests are allowed under any circumstances.
3. All food and drink must stay in the lobby area.

SCHOOL HOURS/STUDENT GUIDELINES

School is in session from 8:40 AM – 3:40 PM, with a "late start" on Wednesdays from 9:35 AM - 3:40 PM. Plan to arrive at school by 8:30 AM. At 8:33 AM, you may begin entering the building. You must have permission from school personnel to enter the building before 8:30 AM, and must be in class promptly at 8:40 AM. All students are to leave school grounds by 3:55 PM unless you are with a teacher or are participating in a supervised activity.

ATTENDANCE POLICY

Attendance Office: (720) 561-8402

The attendance policy at Broomfield Heights Middle School has been developed to meet state law requirements and to maximize students' opportunities to receive a quality education. It is our intent at the middle level to prepare students for strict attendance policies in high school, where consequences include loss of credit and extracurricular privileges.

Regular school attendance is important for your success in school. Poor attendance often results in poor achievement. The Colorado Compulsory School Attendance Law requires that legal action be taken in the case of students who are habitually truant.

Tardiness is considered a form of absence, and will be considered excused based on the same

definitions of excused absences. Detention will be assigned as the first consequence for tardiness, with further sanctions added if the tardiness is repeated.*

POLICY:

1. ***Five minutes late for a class constitutes an unexcused absence. Students are still expected to attend that class.**
2. **1st Tardy** – Warning by teacher
2nd Tardy – Teacher consequence
3rd Tardy – Parent notified and teacher consequence
3. On the fourth unexcused tardy, the student will be assigned an office detention for this and each subsequent unexcused tardy.
4. An initial attendance letter will be sent home when a student accumulates 4 days of unexcused absences in a month. A second letter will be sent home after the eighth unexcused absence and a parent conference will be required where a Remedial Attendance Plan and Contract will be implemented and completed. If the student continues to accrue unexcused absences or tardies, the student may be referred to the District Attendance Advocate for legal action.

HOW TO EXCUSE ABSENCES:

- ✓ **720-561-8402**
Bring appropriate written documentation for doctor's or dentist's appointments (DOC).
- ✓ **Parents must call in advance** to dismiss students for appointments later in the day. It is expected that appointments be made outside of school hours as much as possible.

According to Board Policy, the following absences are defined as excused:

- ✓ Illness or injury (ILL) may require a Dr. note
- ✓ Administrative approval (ADM)
- ✓ School activities (ACT)
- ✓ Medical (DOC)
- ✓ Family emergency (EXC)

Unexcused (UNX) absences include:

- ✓ Truancy
- ✓ Absences parents did not call or document to excuse
- ✓ Absences occurring after a student has arrived at school (unless prearranged); single period absences during the day
- ✓ Absences with parent phone call that does not align with the above reasons for excused absences

Parent or guardian responsibility for school attendance:

1. To recognize that any absence, regardless of cause, has a detrimental influence on student achievement
2. To contact the school regarding student attendance by calling the Attendance Office before classes begin and by providing appropriate documentation for appointments
3. To monitor your student's attendance and be aware of any missed work
4. To contact the school and request a conference with the appropriate administrator upon notification from the school of an attendance concern or after receiving an attendance letter

Student responsibility for school attendance:

1. To attend school every day
2. To attend all classes on time and be prepared to learn
3. To arrange for and complete all makeup work in case of unavoidable absence
4. If it is necessary to leave school during the day, the student **MUST CHECK OUT** in the Attendance Office.
5. If a student is ill, she/he must check out through the clinic.

Habitually Truant Students

A "habitual truant" shall be defined as a student of compulsory attendance age who has **four unexcused absences from school or from class in any one month or ten unexcused absences from school or from class during any school year**. For purposes of determining whether a student is "habitually truant," absences due to suspension or expulsion shall not be counted in the total of unexcused absences.

(BVSD Board Policy JED)

Family Trips and Prearranged Absences

Parents must notify the attendance office at least 3 days in advance for absences involving family trips to obtain approval from the administration for an excused absence. Requests will be handled on an individual basis, based upon your attendance record and willingness or ability to make up school work.

Dismissal during the school day

All students are expected to remain at school for the entire day. You must have permission from your parent or guardian and from the attendance office in order to leave school before 3:40 PM. For any

appointments during the school day, please notify the attendance office in advance. As a safety precaution, parents are asked to sign in and meet their child in the building before taking the student off campus.

Make-up work

It is your responsibility to make up any work that has been missed because of an absence or tardy. You are encouraged to log on to the Infinite Campus Parent Portal to view any missing assignments or make-up work before returning back to school. Two days of make-up time is allowed for each day of absence. In the event of an **extended** illness, parents may request that homework and assignments requiring worksheets or handouts be collected through the attendance office beginning on the third consecutive day of the absence.

Withdrawal from school

Parents must contact the registrar if you are transferring to a new school. The student will circulate a withdrawal form to each of his/her teachers before you leave the building. All textbooks, library books, and other school materials must be returned, and all fines and fees must be paid.

Homework

Homework is accepted as a part of the learning process at Broomfield Heights Middle School. It helps students develop the habits and skills of independent learning and should be thought of as a means of reinforcing and extending the learning process.

The general guideline for homework when assigned at grades 6-8 is an average of 45-90 minutes per night.

STANDARDS OF CONDUCT

Students and parents are responsible for reviewing and knowing the behavior expectations outlined in both this Student Handbook and the Boulder Valley Student & Parent Handbook published by the District.

Students at BHMS are expected to conduct themselves at all times in such a way that each student contributes to a school atmosphere that is safe and conducive to learning. We strongly believe that students have the right to be treated with respect

and to participate in their learning without unnecessary distractions. Each student is accountable for the following standards of conduct:

1. Student conduct shall at all times reflect consideration for the rights and privileges of others.
2. Students shall respect the person and property of others, on and off school grounds.
3. Students will show respect for school authority by following directions given by **all** adult supervisors.
4. Students will follow classroom and school-wide rules.
5. Students are expected to recognize and appreciate the worth and uniqueness of each individual, regardless of race, ethnicity, gender, sexual orientation, age, disability or religion.

While on school grounds, in school facilities, in school vehicles, on the way to and from school, or at school-sponsored activities, students shall be expected to adhere to school and District behavior guidelines. Regular school consequences, which may include detention, work detail, in-school restriction, parent conference, administrative conference, or a suspension from school, will result from violations of behavior standards. If warranted, a referral to law enforcement officials will also be initiated and charges may be filed. Specific behaviors also require a recommendation to the Boulder Valley School District's Board of Education for expulsion from school for up to one calendar year.

Some examples of student behaviors which are unacceptable and the consequences which will result are listed below:

1. ***Willful disobedience and defiance of authority:*** Gross disrespect or failure to follow reasonable directions given by an adult supervisor will result in regular school consequences which may include suspension from school. For any infraction, continued and willful persistence in the behavior after repeated interventions may result in a recommendation for expulsion from school.
2. ***Willful destruction or defacing of school property (vandalism):*** Regular school consequences will result, which may include restitution or

repayment, suspension, and possible police referral.

3. ***Obstruction to the education of others:*** Suspension from school will result for a student whose behavior is willful and overt and interferes with the school's ability to provide educational opportunities for all students

4. ***Assault or harassment of school personnel:*** Assault upon, disorderly conduct toward, harassment of, making knowingly false allegations of child abuse or any criminal offense against, or causing damage to personal property of a school employee which occurs on school premises, will result in a minimum three-day suspension from school and a referral of the case to the superintendent for referral and follow-up to the District Attorney's office.

5. ***Behavior which is detrimental to the student and/or others:*** Regular school consequences will result for any student who engages in or encourages activities on or off school property which is detrimental to the welfare or safety of students, teachers, or other school personnel:

- ***Fighting:*** Fighting is defined as aggressive, hostile bodily contact with another occurring on or off school grounds or on the way to or from school, and may include combat in which both parties have contributed by verbal or physical action. Consequences will be assigned which may include a parent conference and a suspension from one to five days, and may also result in police referral.
- ***Disruptive behavior:*** Students who engage in behavior which is disruptive to the school environment will be assigned regular school consequences which may include suspension from school.
- ***Violations of emergency procedures:*** Consequences will include one to five days of suspension and possible legal action for any student who intentionally or unintentionally tampers with or misuses any fire alarm, fire extinguisher, or smoke detector. Hitting or tapping a smoke detector can activate the alarm. Violations also include initiating or participating in bomb scares or false alarms.
- ***Non-deadly weapons or dangerous items:***

Carrying, bringing, possessing, or using any kind of a non-deadly weapon or dangerous item which includes, but is not limited to, laser pointers, fireworks, caps, matches, lighters, chains, pocket knives or knife blades, will result in regular school consequences which may include one to five days of suspension and a possible referral to police for charges to be filed. An extended suspension or expulsion from school for up to one calendar year may be recommended for the use of a non-deadly weapon which causes or intends to cause serious bodily harm.

- **Alcohol:** selling, giving, and exchanging: For the first offense, consequences will include a five-day suspension and possible recommendation for an extended suspension. For the second offense, the student will be recommended for expulsion from school for up to one calendar year. For each offense, police will be contacted.
 - **Tobacco:** Possession, use, or distribution of tobacco on, or in sight of school property, including buses, or by students on the way to or from school is prohibited. Violations of this policy will result in a parent conference, referral for assistance, and one to five days of suspension.
 - **Other Substances:** Possession, use or distribution of other substances, i.e. over the counter "drugs" are prohibited. For the first offense, consequences will include a three-day suspension. For the second offense, consequences will include a five-day suspension.
 - **Sexual harassment:** Sexual harassment is defined as verbal, written, or physical conduct toward others of a personal or sexual nature, including both consensual and non-consensual behaviors, and possession or distribution of pornographic material. Behaviors such as, but not limited to, inappropriate touching, grabbing, gestures, or comments will result in regular school consequences which may include suspension from school and a police referral.
 - **Theft:** Regular school consequences will result, which may include restitution or repayment, suspension and police referral.
 - **Inappropriate language or verbal abuse:** Offensive language or gestures, and racial or ethnic slurs will not be tolerated. Regular school consequences will be assigned.
 - **Harassment, intimidation, threats and bullying:** Interfering with other students or school district employees by force, violence, intimidation, threats, bullying or other means will result in regular school consequences which may include a suspension from school.
- 6a. **Dangerous weapons:** Carrying, bringing, using, or possessing a dangerous weapon without the authorization of the school or the District will result in a mandatory suspension and recommendation for expulsion from school for up to one calendar year. A dangerous weapon includes, but is not limited to, (1) any firearm, whether loaded or unloaded; (2) any pellet or "BB" gun or other device, whether operational or not, designed to propel projectiles by spring action or compressed air; (3) knives with either a blade that measures longer than three inches in length, or a spring-loaded knife or a pocket knife with a blade longer than three and one-half inches; or (4) any object, device, instrument, material, or substance, whether animate or inanimate, used or intended to be used to inflict death or serious bodily injury. Police will be contacted and charges will be filed.
- 6b. **Drugs or controlled substances:** selling, giving, and exchanging: Mandatory suspension followed by a recommendation for expulsion from school for up to one calendar year will result from any student selling, giving, or exchanging drugs or controlled substances. Police will be contacted to investigate.
- 6c. **Robbery:** Any robbery on school property will result in a mandatory suspension, followed by a recommendation for expulsion from school for up to one calendar year. Police will be contacted and charges will be filed.
- 6d. **Assault:** Assault is defined as an action which causes or attempts to cause serious bodily injury to a person. Consequences will result in a mandatory

suspension and recommendation for expulsion from school for up to one calendar year. Police will be contacted and charges will be filed.

7. **Habitually disruptive student:** Any student who causes a disruption in the classroom, on school grounds, in a District vehicle, or at school activities three times during a school year, may be declared a habitually disruptive student and will be recommended for expulsion from school for up to one calendar year. After the first and second disruptive incident, the school will develop a remedial discipline plan for the student.

8. **Crimes of violence:** Any student aged 14-17 years who has been charged with a crime of violence as defined by State law, may be recommended for expulsion from school for up to one calendar year.

ON THE WAY TO AND FROM SCHOOL

1. Respect private and school property by not engaging in activities that may destroy or deface property. Specifically, "grinding", in-line skating and skateboarding, are not allowed on school grounds.

2. Walkers should stay on the sidewalks. At school, cross Daphne **at the crosswalks** on Ridgeview or at the canal.

3. Students riding bikes, skateboards, or skates should obey traffic rules. Dismount and walk across Daphne at the crosswalk. For safety reasons, students **may not ride south down Daphne Street** after school. Students who live south of the school will take the bike path around the football field through Miramonte Park.

4. For safety reasons, students must dismount bikes and skateboards on campus at the "dismount" lines. Students walk bicycles on campus and carry skateboards in their hands.

5. Bikes are to be parked at the bike racks outside each team area. Locks are required and helmets are recommended. Motorbikes are not allowed. Skateboards and skates are to be stored in students' lockers.

6. The school will not take responsibility for damage to or theft of bicycles, skateboards, skates or accessories.

7. The community ditch is off limits. It poses serious safety hazards.

Bus and bus stop behavior

Riding the bus is a privilege based on need and good behavior. Rules of safety and conduct set by the driver are to be followed. Inappropriate behavior may result in the denial of the privilege to ride a school bus. Please remember that school rules are also in effect at the bus stop and on the bus.

You may not ride on a bus other than your assigned one unless special arrangements have been made with the school administration.

Appropriate and respectful behavior is expected at the bus stop. Please remain on the sidewalk and do not interfere with passing traffic. Show proper respect for private and school district property.

LUNCH

You may either bring a sack lunch or purchase a lunch from the cafeteria. Lunches may be purchased on a daily basis or money may be put into an account for each student. All students are expected to eat lunch at school.

Student conduct in the cafeteria should be guided by rules of courtesy, cleanliness and proper manners. The lunch periods are a particularly hectic and busy time. All students are asked to cooperate in every way possible to help eliminate problems. Your helpful cooperation is encouraged and expected in order to help make lunch time a pleasant experience for all. The rules for lunch are:

1. You are expected to treat the staff with respect. The lunchroom staff reserves the right to refuse service to individuals who exhibit unacceptable behavior. An administrator will be contacted immediately by the lunch staff to address any concerns.
2. You are responsible for your own cleanup and tray return.
3. Quiet, orderly behavior is expected. No pushing, shoving, roughhousing or tackling is allowed at any time.
4. Wait your turn in line. Cutting in line isn't fair to other students and will not be tolerated.
5. After you finish eating, you will go outside for the last 15 minutes of the lunch period. **Please bring a coat** to lunch when weather conditions are bad. You are not allowed in the hallways at lunch and will not be allowed to

go back to your locker. When snow is present, it must stay on the ground. Consequences will be given if snow or ice is thrown.

6. Students must stay on school grounds and in designated areas during lunch. These areas include the cafeteria, the sidewalks and grassy areas outside the west lobby doors. Observe all "red line" boundaries. Students are not allowed on the bicycle patios, the football field, beyond the chain link fence, or on adjacent private property.

If lunch rules are not followed, students can expect consequences which may include lunch detention, work assignments such as cleaning tables and picking up trash, and/or loss of lunchroom and outside privileges.

LMC passes are available in the morning from our Library Media Specialist.

STUDENT APPEARANCE

Personal appearance should reflect good taste and should not disrupt or detract from the educational environment of the school. Specifically, hats or head coverings (except for religious purposes) are not to be worn in the building during the school day; clothing which advertises alcohol, drugs, tobacco or firearms/weapons is not permitted, or clothing with obscene or offensive language or images. Half-shirts, net shirts, cropped tops, halter tops, tube tops, spaghetti straps, and excessively torn clothing are also not allowed. **Outer clothing should cover underclothing.** No chains, dog collars, long belts, safety pins, bandanas or "sagging" pants or shorts are permitted. Shorts must be appropriate for school. Excessively short shorts are not allowed. Students will be asked to wear their PE shorts or call home for a change of clothes if their shorts are determined to be too short for school by any adult school personnel. Shoes must be worn at all times.

HALL AND GYM LOCKERS

Each student will be assigned a hall and gym locker at the beginning of the year. You are asked to store your jacket, hat and other outdoor clothing in your hall locker. You are responsible for keeping your lockers neat and clean.

For your own protection, be sure your lockers are properly locked, and do not share your lockers or locker combinations with other students. BHMS does not take responsibility for items taken from lockers.

If you have problems with your locker, see your teachers.

SEARCHES

A student's person and/or personal effects, such as a purse, book bag, back pack, etc., may be searched whenever a school authority has a reasonable grounds for suspecting that the search will turn up evidence that the student has violated or is violating either the law or the rules of the school.

All lockers, desks, storage, and similar areas provided for student use on school premises are school property and remain at all times under the control of the student. Student use of such areas is subject to the right of school authorities to open or enter into the same and inspect the contents for any reason at any time without notice or student consent. District Policy JFGA

HALL PASSES

You are permitted in the hall during class or lunch periods only with a pass from a teacher. You may not leave the classroom without a pass and the teacher's permission.

GUM CHEWING

In order to preserve the carpet, gum chewing is prohibited in our school.

BUYING/SELLING ON SCHOOL PROPERTY

Students are not allowed to buy or sell anything on school property that is not sponsored by a school activity.

CELL PHONE POLICY

Cell phones must be turned off and placed in lockers. Cell phones are not to be used in the building at any time. Students are required to respectfully turn cell phones over to school personnel when requested. BHMS is not responsible for loss, theft or destruction of cell phones brought onto school property.

PERSONAL ITEMS

Students are discouraged from bringing any personal or non-school supply items to school. Electronic devices such as CD players, MP3 players, iPods, cell phones, pagers, games, etc., are prohibited for use during the school day. Large amounts of money, jewelry, and personal items are targets for theft and are not appropriate for school. (Confiscated items will be returned at the end of the day for the 1st offense, on the 2nd offense a parent must come in to pick up the item.)

If you have to bring a valuable item from home for a special class activity, it is recommended that you check it into the main office and not store it in your locker. The school is not responsible for the loss of your valuables. A "Lost and Found" box is located across from the cafeteria.

TELEPHONES

Students may ask their teachers to use a phone after school from 3:40PM – 3:55PM.

FIELD TRIP BEHAVIOR

When you participate in field trips, you are representing Broomfield Heights Middle School and the entire Boulder Valley School District.

We ask that you demonstrate school pride and spirit in the following ways:

1. Remain with your assigned groups at all times
2. Follow the directions of the group leader.
3. Demonstrate good conduct on the bus.
4. Keep your field trip privilege by behaving appropriately.

ASSEMBLIES

You will have an opportunity to experience a variety of assembly programs during the school year. Certain standards of conduct are expected of students at assemblies:

1. Report to your assigned class prior to attending an assembly.
2. Sit with your assigned class.
3. When someone steps before the assembly audience and asks for your attention, give it immediately.
4. Join respectfully in the Pledge of Allegiance or moment of silence to begin each assembly.

5. Clapping is the proper form of approval given a speaker or entertainer. Talking, whispering, whistling, stamping of feet, and booing are discourteous and have no place at assemblies.
6. Do not leave the assembly until you are dismissed.

EMERGENCY DRILLS

The purpose of emergency drills is to ensure the safety of all students and employees. Emergency drill procedures will be posted in every room and teachers will go over the plans. It is important to be quiet during emergency drills as it is necessary to hear any instructions that may be given. Please walk as you leave and return to the classroom during a drill.

STUDENT STORE

The student store, *The Falcons' Perch*, is located in the lobby and will be open after school each day for you to purchase snacks or drinks. Please consume your snacks in the student store area or outside the school. Do not take them through the hallways or to other areas of the building. Dispose of litter in trash cans.

SCHOOL HEALTH ROOM

The health room is available for students who are ill, injured, or have a health concern. **You must have a written pass from a teacher to come to the health room except in the case of an emergency.** If you come to the health room during a passing period without a pass, you will be sent to your next class to obtain a pass from your teacher. If you are ill or injured, you must get a blue dismissal slip from the health room or the office before you leave the building with a parent or guardian. When necessary, medication may be given to you at school only if a special form is signed by your parent and the physician. This includes over-the-counter medication. Forms are available at school or from your physician.

LIBRARY MEDIA CENTER

The Library Media Center offers a wide variety of opportunities for student activities and includes three computer labs. The LMC will be open

before, during, and after the school day. During the school day, students enter the LMC with classes, or individually with written passes from classroom teachers. You may study in the LMC during lunch if you get a pass in the morning from the LMC staff.

COUNSELING SERVICES

The goal of the BHMS School Counseling department is to optimize each student's school success in the areas of academics, social-emotional development and career development. Our counseling program is prevention-oriented, proactive and serves and advocates for all students at BHMS. Counselors teach the BVSD Counseling Standards in classroom guidance lessons, conduct group counseling, and provide individual support to students as needed. Our counselors are available by appointment during school hours, and can also be reached by phone or email.

Please report to your scheduled class before going to see your counselor. Your teacher is responsible for knowing where you are at all times.

STUDENT USE OF DISTRICT TECHNOLOGY

Educational technologies, including, but not limited to the Internet, electronic mail, hardware, software, and online resources have vast potential to support curriculum and student learning.

The use of a student account must be in support of education and research, and consistent with the educational objectives of the Boulder Valley School District. Please remember that the use of the BVSDNet is a privilege, not a right, and inappropriate use will result in suspension or cancellation of privileges. When using their account, students must abide by the guidelines provided with their Internet contract.

NOTICE OF NON-DISCRIMINATION TO STUDENTS, PARENTS, AND EMPLOYEES

The Boulder Valley School District does not discriminate on the basis of disability, race, color, national origin, ancestry, creed, religion, sex (which includes marital status), sexual orientation, gender identity/expression, need for special education services, or physical characteristics in admission to, or participation in, its programs, services or

activities, or in any aspect of its operations. BVSD also does not discriminate on the basis of race, ethnicity, gender, sexual orientation, religion, or disability in its hiring or employment practices.

VISITORS

All visitors are required to report to the main office and register with the secretary as soon as they enter the building. It is our policy to clear all visitors through the school administration for security reasons. A badge will be issued and is to be worn during the visit. Students are not permitted to bring visitors to school.