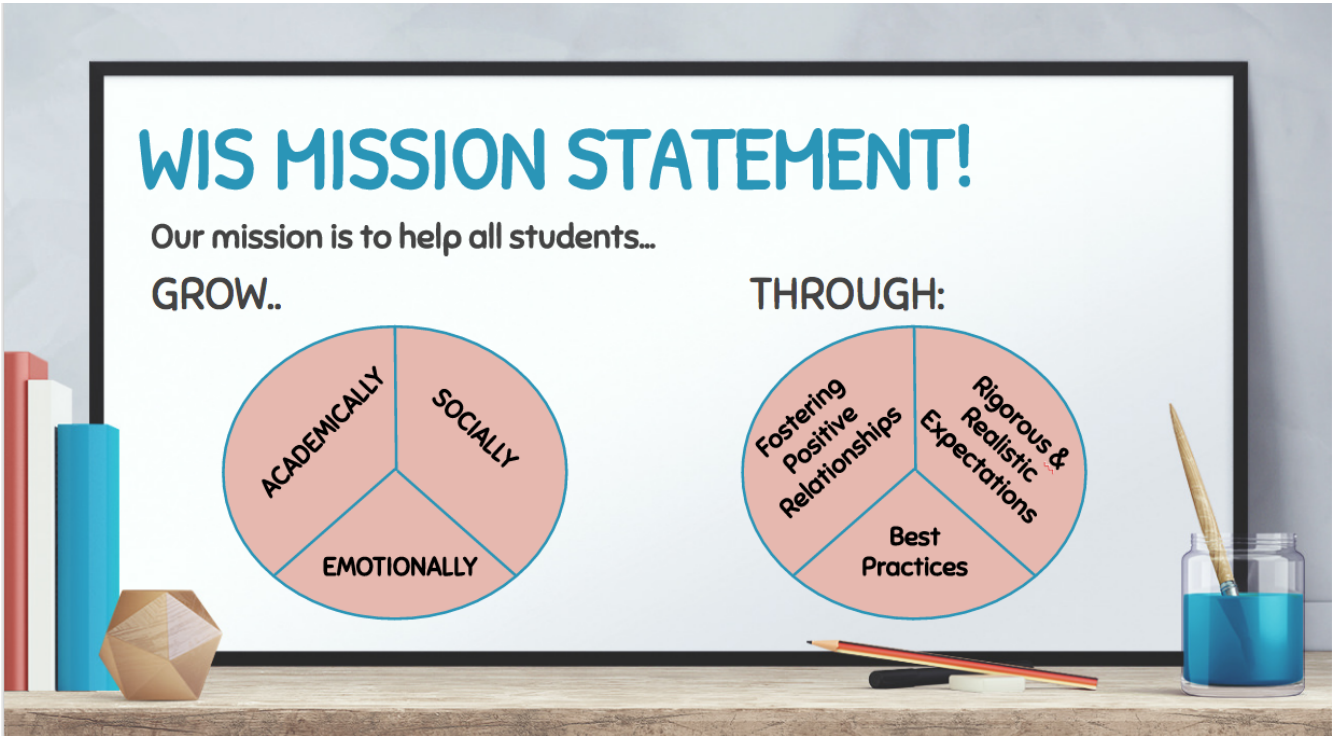


Wall Intermediate School

Parent/Student Handbook

2023 - 2024



2801 Allaire Road
Wall, NJ 07719

[Wall Intermediate School Website](#)

(732) 556-2500

A/B Calendar

Wall Intermediate School Wall, New Jersey 2023/2024 School Calendar

September						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30



February						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

Important Dates

- Sept 1st.....In-Service(Staff only)
- Sept 4th.....School Closed (Labor Day)
- Sept 5th.....In-Service(Staff only)
- Sept 6th.....Students Return
- Sept 25th.....In-Service(Staff only)
- Oct 11th.....Early Dismissal WHS Students Only (PSAT Administered)
- Nov 9th & 10th.....School Closed (NJEA Convention)
- Nov 22nd.....Early dismissal (Staff & Students)
- Nov 23rd & 24th.....School Closed (Thanksgiving Recess)
- Dec 22nd.....Early dismissal (Staff & Students)
- Dec 25th-29th.....School Closed (Winter Break)
- Jan 1st.....School Closed New Years Day
- Jan 2nd.....School Re-open
- Jan 15th.....School Closed (Martin Luther King)
- Feb 19th - 20th.....School closed (President's Day Weekend)
- March 29th.....Early Dismissal Students and Staff
- Apr. 1st-Aprilth.....Spring Recess
- May 27th.....School Closed (Memorial Day)
- June 12th-14th.....Early Dismissal
- June 14th.....Last day for Students & Staff

October						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

March						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

April						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

May						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Closings for inclement weather or emergencies will result in an adjustment to the district calendar.

 School Closed	 Staff In-Service	 A/B Day	 B DAY	 16	 2	Early Dismissal Students & Staff
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PREFACE

The material covered within this Student Handbook is intended as a method of communicating to students and parents regarding general district information, rules and procedures, and is not intended to either enlarge or diminish any Board policy, administrative regulation or collective bargaining agreement. Material contained herein may therefore be superseded by such Board policy, Board Regulation, administrative regulation, or collective bargaining agreement. Board policies and regulations are available on the district website. Any information contained in this Student Handbook is subject to unilateral revision or elimination from time to time without notice.

TABLE OF CONTENTS

1 .INTRODUCTION

[WIS MISSION STATEMENT:](#)

[WIS PHILOSOPHY OF EDUCATION](#)

[Contact Information](#)

2. GENERAL SCHOOL INFORMATION

[Staff Directory](#)

[School Hours/AM Private Transportation Drop-Off/Pick Up](#)

[Bell Schedules](#)

[Records](#)

[Emergency Closing](#)

[Visitors](#)

3. STUDENT PROCEDURES AND EXPECTATIONS

[Attendance](#)

[Assemblies, School Programs, Athletic Events And Musical Performances](#)

[Backpacks](#)

[Campus Boundaries](#)

[Care Of School Property](#)

[Deliveries for Students](#)

[Extra-Curricular And Co-Curricular Activities](#)

[Hall Passes](#)

[Items Lost or Stolen](#)

[Student Dismissal Options](#)

[Student ID / Lanyard](#)

[Students Remaining At School After Regular Dismissal](#)

[Chromebooks](#)

[Textbooks](#)

[Use of Internet Disclaimer and Media Release](#)

4. TRANSPORTATION PROCEDURES

[Late Buses](#)

[Temporary Bus Route/Stop Changes](#)

[To And From School](#)

[Bike Rack](#)

[Skateboards/Scooters/In-line Skates/Roller Skates Prohibited](#)

5. SCHOOL LIFE

[Academics](#)

[Making up Missed Work](#)

[Academic Difficulties](#)

[Graduation Requirements](#)

[Counseling Services](#)

[Resources](#)

6. STUDENT BEHAVIOR

[Positive Behavioral Supports](#)

[Dress Code](#)

[Disciplinary Procedures For School Bus Problems](#)

[Electronic Network Use](#)

[Lockers](#)

[Food And Drink](#)

[Student Code of Conduct](#)

[HIB / Tobacco/Drugs/ Violence](#)

[Dating Violence at School](#)

[Secret Societies/Gangs](#)

[Out of School Conduct](#)

[Disciplinary Actions](#)

[Search and Seizure](#)

[Security And Video Cameras](#)

[Vaping Sensor](#)

7. HEALTH SERVICES

[Student Medication And Screening Procedures](#)

[School Health Services](#)

[Physical Education Medical Excuses](#)

INTRODUCTION
Mission
Philosophy
Contacts

OUR DISTRICT MISSION STATEMENT

The mission of the Wall Township Public Schools is to empower all students to lead lives of fulfillment and purpose by providing a safe, comprehensive and caring educational environment that will enable students to achieve their unique potential academically, socially and emotionally. Our students will become confident, creative and critical thinkers who communicate effectively and engage meaningfully as responsible members of a global society.

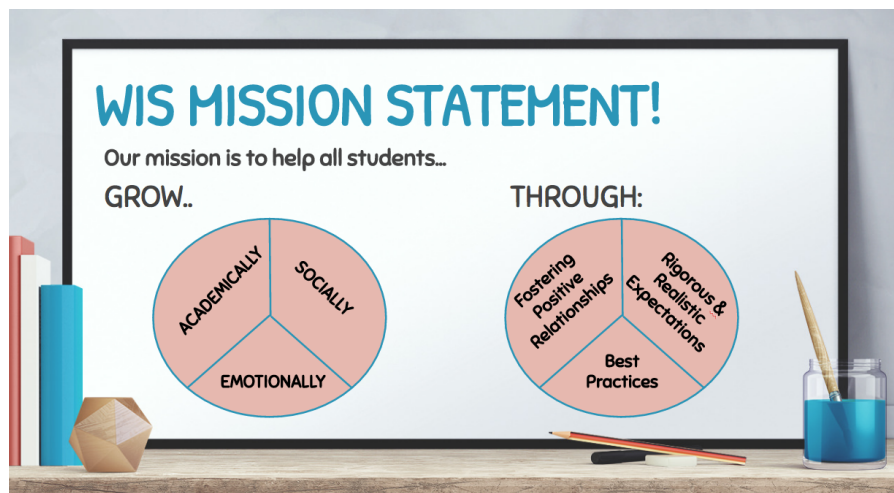
BELIEF STATEMENTS

The Wall Township Public School District believes that:

- Each student is a valued individual with unique physical, social, emotional, and intellectual talents and needs.
- Acknowledging that all students can learn and do so in different ways, the district provides a variety of instructional approaches, resources, and appropriate assessments to support their learning.
- Teachers, administrators, students, parents, and the community share the responsibility for advancing the school system's mission, beliefs, and goals.

- Our educational and extracurricular programs enable our students to become contributing members of society by fostering the development of ethical values, knowledge, and skills.
- Students need to develop a deep understanding of essential knowledge and skills and also develop the capacity to apply their learning to reason, solve problems, and produce quality work.
- A safe and supportive learning environment is fundamental to promote student achievement.
- Effective communication with families as partners in the education of their children is essential to the success of our school system.
- Diversity enriches our school system through a variety of ideas, values, and cultures.
- Productive use of technology is vital to learning and helps students connect with a rapidly changing world.

WIS MISSION STATEMENT



WIS PHILOSOPHY OF EDUCATION

Our diversified curriculum provides educational opportunities to promote the intellectual, emotional, physical, and social development of our young adolescents. Students are encouraged to become more aware of the implications of personal judgments and decisions as these choices affect themselves and others. Wall Intermediate School will provide students with a background to meet the future challenges of secondary education. The basic organization of Wall Intermediate School is structured with students as the focus. The staff works together via an interdisciplinary team model to deliver a program that responds to the physical, intellectual, ethical, social and emotional developmental needs of adolescents. In

this manner the “whole child” is considered. Essential links to the school operation are the teachers, guidance counselors, school psychologist, school family liaison counselor, nurse, media specialist, child study team, support staff, assistant principals and principal. It is only through a cooperative effort that we deliver the best educational program possible for our students.

Contact Information

WIS IMPORTANT PHONE NUMBERS	
Main Office	732-556-2500
Guidance Office	732-556-2534
Nurse’s Office	732-556-2513
Attendance Line	732-556-2525

WIS ADMINISTRATION			
Principal	Mr. Eric Laughlin	elaughlin@wallpublicschools.org	(732) 556-2501
Assistant Principal	Mrs. Kristen Scott	kscott@wallpublicschools.org	(732) 556-2503
Assistant Principal	Mr. Thomas Ridoux	tridoux@wallpublicschools.org	(732) 556-2505
Supervisor of Social Studies, Foreign Languages and ELL K-12	Dr. Tracy Skinner	tskinner@wallpublicschools.org	N/A
Supervisor of Math and Science 6-12	Mrs. Laura Kurmin	lkurmin@wallpublicschools.org	N/A
Supervisor of Special Education 6-12	Dr. Nancy Samaha	nsamaha@wallpublicschools.org	N/A
Supervisor of Instruction and Communications (including ELA)	TBD	TBD	TBD
Cafeteria Director	Mrs. Debra Markoski	dmarkoski@wallpublicschools.org	(732) 556-2524

WIS GUIDANCE & COUNSELING			
Grade 6 Counselor	Mrs. Kirstin Procter	kprocter@wallpublicschools.org	(732) 556-2517
Grade 7 Counselor	Ms. Mollie Curran	mcurran@wallpublicschools.org	(732) 556-2518

Grade 8 Counselor	Mrs. Eliza Willms	ewillms@wallpublicschools.org	(732) 556-2516
School Social Worker	Ms. Cailyn Gilvary	cgilvary@wallpublicschools.org	(732) 556-2519
School Psychologist	Mrs. Nadine Wade	nwade@wallpublicschools.org	(732)556-2128
LDTc	Ms. Dana Hanlon	dhanlon@wallpublicschools.org	(732)556-2137
School Family, Anti-Bullying Specialist	Mrs. Kelly Eastmond	keastmond@wallpublicschools.org	(732)556-2127
Nurse	Mrs. Carrie Penn	cpenn@wallpublicschools.org	(732) 556-2513

WIS Team Leaders			
Grade 6 Red	Mrs. Mandy Araneo	maraneo@wallpublicschools.org	N/A
Grade 6 Blue	Mrs. Aimee Bramley	abramley@wallpublicschools.org	N/A
Grade 7 Red	Mr. Joseph Nardino	jnardino@wallpublicschools.org	N/A
Grade 7 Blue	Mrs. Allison Cadigan	acadigan@wallpublicschools.org	N/A
Grade 8 Red	Mrs. Gail Maher	gmaher@wallpublicschools.org	N/A
Grade 8 Blue	Mrs. Alyson Ehrlich	aehrlich@wallpublicschools.org	N/A

WTPS DISTRICT CONTACTS			
Superintendent	Dr. Tracy Handerhan	thanderhan@wallpublicschools.org	(732) 556-2006
Assistant Superintendent of Curriculum and Instruction	Ms. Jennifer McCann	jmccann@wallpublicschools.org	(732) 556-2023
Director of Special Services, Section 504 Compliance Coordinator	Ms. Kelly Bond	kbond@wallpublicschools.org	(732) 556-2121
Director of Information and Technology	Mr. John Higham	jhigham@wallpublicschools.org	(732) 556-2003
Director of Human Resources	Mr. Michael Scarano	mscarano@wallpublicschools.org	(732) 556-2009
Director of Intervention Services & Student Wellness, K-12 District Anti- Bullying Coordinator	Ms. Tiffany Steiner	tsteiner@wallpublicschools.org	(732) 556-2657

Director of Athletics	Ms. Marni Henry	mhenry@wallpublicschools.org	(732) 556-2065
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WIS WEBSITE ADDRESS: [Wall Intermediate School Website](#)

GENERAL SCHOOL INFORMATION
Staff Directory
School Hours
Bell Schedules
Records
Emergency Closing
Visitors

Staff Directory

Staff contact information can be located at: [Staff Directory](#)

School Hours

PRIVATE TRANSPORTATION DROP-OFF/PICK UP

Homeroom begins at 8:10 a.m. Students are dismissed at 2:50 p.m. Students may enter the school building at 7:45 a.m. and should clear the building by 2:55 p.m. in the afternoon unless in a supervised activity. Students that need to work with a teacher after school need to coordinate, in advance, with the teacher.

7th and 8th grade students reporting to school prior to 8:00 a.m. should report to the main gym. 6th grade students reporting to school prior to 8:00 a.m should report to the Auxiliary Gym. Any student taking advantage of the morning breakfast program should report to the Cafeteria.

Student drop off will take place along the west end of the front curb area and students will enter through the front door. Please do not pull in front of the building, but rather, circle around the side parking lot and drop off near door number 12. Please follow the instructions of staff members posted at dropoff areas, as they will direct you to the appropriate dropoff locations. The same use of the side parking area will be used for private transportation pick up at the end of the day.

Bell Schedules

Period	Regular Day		Early Dismissal		90 Minute Delay	
	Start	End	Start	End	Start	End
Morning Arrival	7:45 AM	8:10 AM	7:45 AM	8:10 AM	9:15 AM	9:40 AM
Homeroom	8:10 AM	8:13 AM	8:10 AM	8:13 AM	9:40 AM	9:43 AM
1	8:13 AM	8:50 AM	8:13 AM	8:35 AM	9:43 AM	10:11 AM
2	8:53 AM	9:30 AM	8:38 AM	9:00 AM	10:14 AM	10:42 AM
3	9:33 AM	10:10 AM	9:03 AM	9:25 AM	10:45 AM	11:13 AM
4	10:13 AM	10:50 AM	9:28 AM	9:50 AM	11:16 AM	11:44 AM
5	10:53 AM	11:30 AM	9:53 AM	10:15 AM	11:47 AM	12:15 PM
6	11:33 AM	12:10 PM	10:18 AM	10:40 AM	12:18 PM	12:46 PM
7	12:13 PM	12:50 PM	10:43 AM	11:05 AM	12:49 PM	1:17 PM
8	12:53 PM	1:30 PM	11:08 AM	11:30 AM	1:20 PM	1:48 PM
9	1:33 PM	2:10 PM	11:33 AM	11:55 AM	1:51 PM	2:19 PM
10	2:13 PM	2:50 PM	11:58 AM	12:20 PM	2:22 PM	2:50 PM
Extra Help	3:00 PM	3:50 PM	N/A	N/A	3:00 PM	3:50 PM

Records

Transfers

When a family plans to move to another district, a transfer card must be completed for each student. The following information must be given to the Guidance Office at least a week in advance:

1. Destination
2. Last day of attendance at Wall Intermediate School
3. A "Consent to Transfer Records" form signed by a parent or guardian

Change of Address

It is important that a parent/guardian contact the Superintendent's Office immediately of any address change.

It is important that a student/parent/guardian notify the Guidance Department immediately of any change of contact information (email, telephone number, etc).

Emergency Closing

In the event weather conditions make it necessary to close school or delay the opening of school, the notification will be posted on the district website and announced via the ConnectEd phone system.

Visitors

Parents are always welcome at Wall Intermediate School. To help protect students and school property and to prevent disruptive activity, school officials must know if any persons who are not members of the staff or student body are inside the building or on the grounds. **All visitors who are in the building between the hours of 7:30 a.m. to 4:00 p.m must immediately sign in and wear a visitor badge. We do not allow visitors in the classroom unless prior arrangements have been made with the classroom teacher or main office. All visitors are required to produce a government issued photo ID and use our main entrance to enter the building between the hours stated above.**

All visitors will be subject to visitor policies in accordance with State Government and District policies.

Students from other schools are not allowed to visit while school is in session. Please call ahead to arrange to meet with teachers, counselors or administrators. Walk-in appointments are generally not available.

STUDENT PROCEDURES AND EXPECTATIONS

Attendance

Assemblies, School Programs, Athletic, & Musical Performances

Backpacks

Campus Boundaries

Care Of School Property

Deliveries for Students

Extra-Curricular And Co-Curricular Activities

Hall Passes

Items Lost or Stolen

Student Dismissal Options
Student ID / Lanyard
Students Remaining At School After Regular Dismissal
Chromebooks
Textbooks
Use of Internet Disclaimer and Media Release

Attendance

While our students are attending Wall Intermediate School, students are developing skills in self-advocacy, confidence and communication. The first step in this development is walking through the door. Although it sounds simple, chronic absenteeism is on the rise and this is something that we want to change. One of our school goals at Wall Intermediate School is to decrease our chronic absenteeism so that all of our students have an opportunity to grow academically, socially and emotionally. Keep in mind that chronic absenteeism may jeopardize a student’s academic advancement.

Although a combined effort with the Board, superintendent and Wall Intermediate School faculty and administration is a positive first step, we need support from our parents and students in order to reach our goal. As we move forward, it is important that we all share a common language when discussing our attendance expectations. We have listed some key terms and definitions that you will see in our goal, attendance letters and in [Board Policy #5200 - 5400](#) and [Board Regulation #5200 - 5400](#).

School Day

In order to be present for a school day, the student must be present for four hours. At least one hour of attendance must be before noon and at least one hour must be after noon.

Excused Absence for State Reporting

For purposes of state reporting, the school can enter either excused or unexcused into the New Jersey School Register and we are governed by the Student Attendance and Accounting Rules(N.J.A.C. 6A-32- 8). This is intended to facilitate the necessary federal reporting requirements of enrollment and attendance.

Absences (Unexcused for State Reporting) That DO NOT Count Towards Truancy

- The student's illness is supported by parent notification.
- The student's suspension from school.
- Family illness or death supported by parent notification AND a written letter from the parent upon return to school.
- Necessary and unavoidable medical or dental appointments that cannot be scheduled at a time during the school day supported by parent notification AND a written letter from the parent upon return to school.
- An absence for a reason not listed above but deemed excused by the Principal upon written request by the student's parent stating the reason for the absence and requesting permission for the absence to be an excused absence.
- **Please note - reasons listed here pertain to Wall Intermediate School. For a full list, please refer to the full [WTPS BOE regulation #5200 - Attendance section C](#).*

Absences (Unexcused for State Reporting) That DO Count Towards Truancy

Any absence that is not listed as an excused absence is an absence that counts toward truancy.

**Please note - as per WTPS BOE policy #5200, written documentation must be supplied in order to be deemed an absence that does not count toward truancy.*

Chronically Absent

A student is deemed chronically absent when his/her absences exceed 16 days per school year.

**Please note - all absences are counted in this number (excused and unexcused absences that count to truancy)*

Students who are chronically absent may be retained at grade level as per policy 5410 & 5200.

Truancy

A student is deemed truant when his/her absences that count toward truancy exceed 10.

**Please note - Excused absences do not count toward truancy. When students are deemed truant, the Principal will make a determination regarding the need for a court referral for truancy, per NJAC 6A:16-7.6(a)4.iv.*

Tardy Policy

Instructional time is valued and is a high priority at Wall Intermediate School. The tardy procedure is designed to provide an incentive for students to make constructive use of the entire instructional day. If students arrive at school after 8:10 a.m., they are considered late to school. Students who are late arrivals to school must sign in at the Main Office. On the fourth and subsequent lates to school/homeroom in a marking

period, a disciplinary consequence will be assigned.

Early Dismissal

Before a student leaves the building prior to dismissal, a parent or guardian must come into the building and sign-out the student. Please leave ample time as your child will not be called out of class until you pass through security. Only adults whose names appear on the emergency contact sheet as parent or guardian will be allowed to sign-out students.

Legitimate reasons for early dismissal include (but are not limited to) personal illness, death or critical illness of an immediate family member, state-approved religious holidays, and legal/court appearances.

Students who are taking part in after school events are required to attend a full day of school (see school day above) in order to take part in the activities. These activities include (but are not limited to) the following:

1. School Trips
2. School Concerts or Plays
3. School Dances
4. Sports Events

Assemblies, School Programs, Athletic Events And Musical Performances

Assemblies are planned for the good of all students. It is a time to experience something new with fellow classmates. Students are required to attend all school assemblies. Students will be expected to be on their best behavior. Students who do not behave appropriately during an assembly will be subject to disciplinary action.

Students will be a courteous audience. Appreciation is shown by applause rather than yelling, whistling, and booing. To ensure a minimum amount of disturbance from the audience during a performance/game, movement in or out of the gymnasium/auditorium should be limited. Students should be accompanied to evening events by an adult.

Backpacks

Students may carry small tote bags or drawstring knapsacks during the school day. All bags should be smaller than 12" x 14". Large book bags and backpacks will not be allowed to be carried from class to class as they present a tripping hazard. Please note that backpacks and large totes are still acceptable to carry to and from school.

Campus Boundaries

Wall Intermediate School is a closed campus. That means students are to stay at school from the time they arrive until school is dismissed. Once at school, students are expected to stay in supervised areas.

Students may leave campus only when pre-authorized by a parent, the school has granted permission, and the student has signed-out by an authorized adult in the Main Office.

During lunch periods and during regular school hours, the parking lots are considered outside the legal area.

Care of School Property

It is each student's responsibility to show respect for all school property. A student who is found to have damaged school property may be held responsible for the reasonable cost of repairing or replacing that property and disciplinary action may result.

Deliveries for Students

Developing greater responsibility and independence is an important part of intermediate school. Students should be responsible for taking all of their school and extracurricular materials (including lunches and/or money) with them each morning. Parent drop off of such items should be kept to a minimum as it does not hold students accountable for responsibly bringing their own materials. If a parent wishes to bring an item to their child, it must be brought to the lobby no later than 10:00 a.m. **So as not to interrupt the educational process, items will only be given to students during their lunch period. Students will not be called from class to pick up items.** Parents will need to clearly label all items dropped off with student name, grade and lunch period.

Extra-Curricular & Co-Curricular Activities

Please refer to the school website at <https://www.wallpublicschools.org/WIS> for up to date information.

Hall Passes

Students are not permitted in the halls during class periods unless they have been issued a pass from a teacher or are accompanied by a teacher. When using restrooms, students should hang their hall pass on one of the three hooks at the entrance of that restroom. Once three hooks are filled, that restroom is considered "full" and students should wait outside that restroom until a hook is made available by a student leaving

the restroom.

Items Lost or Stolen

Students are encouraged not to bring valuables to school; however, if a student has misplaced an item or suspects an item may have been stolen, they need to check the appropriate lost and found area or report the stolen item. Lost clothing is placed on the Lost & Found rack in the cafeteria, in each locker room and small items may be kept in the Main Office. High value items that are not found need to be immediately reported to the Main Office. Students will be asked to complete a written report about the missing item.

Students that find an item that has been lost or misplaced by another person should immediately report the found item. A delay in reporting may be interpreted as theft.

Student clothing and personal items should be clearly labeled with the students' name. The district assumes no responsibility or liability for loss or damage to personal property brought on campus.

Student Dismissal Options

In accordance with Board of Education Policy, on days when your child does not use district provided transportation, you may request the following dismissal procedure for your child:

1. Option I - Your child is permitted to walk/bike (with helmet) home unescorted.
2. Option II - Your child may be picked up by his/her parent/guardian or designee without signature.
3. Option III - Your child will remain supervised after school until pick up and will be signed out by yourself or someone that you have listed on the Student Information form.

A form will be sent to parents/guardians at the beginning of the school year in which parents/guardians will choose their preferred dismissal option/options.

Options I and II can both be selected simultaneously. Option III cannot be selected with either of the other two options.

If your child is involved in after school activities, including sports programs, this form will be used to dismiss your child from that activity unless a Dismissal from After School Activities form is on file with the coach or advisor.

Student ID/Lanyard

At the beginning of the school year, each student is given an ID badge, ID holder and lanyard. The ID is property of the Wall Township School District and serves not only as

identification but also as a lunch card, library card and used to sign into various locations in school. The ID badge is part of the WIS Dress Code and must be prominently displayed in front and above the waist on the outer garment at all times with the exception being in PE class and during some lab activities. Students may purchase their own lanyards provided the lanyard has a breakaway feature. Students are not permitted to bring the ID badge home and are required to leave the ID badge in their lockers at the end of the school day.

In order to promote responsibility and accountability the following procedures are in effect in the event a student loses and/or defaces the ID badge and/or lanyard.

1. Students should secure their ID badges/lanyards in their lockers prior to reporting to their buses at the end of the school day.
2. In the event the student needs to purchase a new ID badge/lanyard, the student will bring \$5.00 to the Main Office. The student will receive the new ID badge/lanyard.
3. Students not displaying an ID badge will be called up to purchase lunch after students with ID badges/lanyards are served.
4. Students may be required to use ID's to "swipe in and out" at monitored bathrooms and certain offices etc..
5. At no time should a student be in possession of multiple IDs. Duplicate IDs must be turned into the office.
6. Students are not to deface or obscure the information on their ID badge. ID badges that are defaced or vandalized require the student to bring \$5.00 to the Main Office. The student will receive a new ID badge/lanyard.

Students Remaining At School After Regular Dismissal

At the conclusion of the school day (2:50 pm or 12:20 pm) students must promptly exit the building or report to a scheduled after school activity. Students will take the district provided school bus home or have a parent/guardian pick them up. Students may not remain in the building unsupervised at the conclusion of the school day.

Chromebooks

Chromebooks are issued to each student to carry and utilize throughout the school day and take home with them on a daily basis. During the first week of school, the students will attend their grade level Class Meetings to discuss the district and school rules, procedures, expectations and responsibilities for success in a 1 to 1 Chromebook environment. Chromebooks are considered a school provided supply, comparable to a text book.

1:1 Chromebook Policies

- Students shall comply with the school district's Acceptable Use of Technology Policies.

- The parent or student shall be responsible to reimburse the school district the cost of any technology device that is lost, damaged beyond reasonable use or beyond its value, abandoned, missing, stolen, or cannot be returned to the district.
- The parents or student shall be responsible to pay a fine to the school district for any repairable damage to the device and/or peripherals. “Damaged” is defined as hardware or software breakage that hinders the operation of the device.
- Students are required to report any hardware/software problems or missing equipment to his/her AM homeroom teacher, within two school days of the commencement of the problem.
- A parent is required to immediately file a police report in the event it is believed the technology device has been stolen. Within one school day after filing a police report, a parent shall complete the School District Provided Technology Device Loss Form and submit the completed form and a copy of the police report to the school.
- The parent acknowledgement and an accepted School District Provided Technology Device Form shall be required for each student.

Please click the link below to access the Technology Insurance Form.

[Technology Insurance Form1](#)

Textbooks

It is each student’s responsibility to return his or her textbooks in a condition that would reflect normal wear for that year. With this in mind, any excessive wear will result in a prorated fine. In the absence of paying the fine, report cards, diplomas, and yearbooks will be withheld until the matter is resolved. A student who loses a book must reimburse the school for the replacement cost of the book.

Use of Internet Disclaimer & Media Release

It is the obligation of parents to inform the school administration that they do not give permission for their child/children to have access to use the internet and/or to be part of any media related (newspaper, website, school publication, video images, etc.) releases. Parents must inform the building principal in writing within the first week of school in September of their intention to deny permission for internet access and/or media related releases.

TRANSPORTATION PROCEDURES

Late Buses

Temporary Bus Route/Stop Changes

To And From School

Bike Rack

**Skateboards/Scooters/In-line Skates/Roller Skates
Prohibited**

Late Buses

Wall Intermediate has two shifts of late buses which depart from the school at the front door at 4:00 p.m. and the west side door at 5:00 p.m. Students must have a Late Bus Pass in order to board one of the three 4pm late buses (North Bus, Central Bus, and

South Bus). These passes are issued by the staff member supervising the student or the main office if the student was attending a sporting event. The student will write their address on the pass and give it to the bus driver to ensure that the proper bus is being boarded. The staff member issuing the pass is responsible for supervising the student during the after school time period. The 5:00pm late buses (North Bus and South Bus), which depart from the west side of the building, are primarily for those participating in more extended activities such as athletics and theater productions. While no passes are required to board either of the two 5pm late buses, it is essential that WIS students confirm their address with the driver to make sure that they are getting on the bus that services their area of Wall.

Temporary Bus Route/Stop Changes

When an **emergency** arises and a student needs to ride a different bus or get dropped off at a different bus stop, please contact the Main Office (732) 556-2500 or send a note stating the reason for requesting the change. If granted, the student will be given an Alternate Destination Permission Form to give to the bus driver. This procedure will help ensure the safe arrival of the student to his/her destination. This request will only be honored if it is unsafe for the student to get off at his/her regular stop and or ride a regular route, e.g., extenuating circumstances resulting in no adult supervision of the student at home. **Please do not ask for “a bus pass” to ride home on a different bus for purposes other than true emergencies.**

To & From School

School rules are in effect when students are on their way to and from school. Consequences may be assigned to students who do not follow school rules when traveling to and from school. Students need to be especially considerate of the yards and property of others as they walk to school, walk to the bus stop, or wait for the school bus.

Students who walk or bike to school will need to have a form signed by a parent/guardian and will meet with their grade/team level Assistant Principal for a safety meeting in order to receive permission to arrive/depart school in this manner. This safety meeting will be focused on following safe practices when crossing streets and intersections, as well as other pedestrian and bike riding safety considerations. In addition, bicycles ridden to school by students must be parked in the designated area on the west end of the school. Bikes must be locked. Students must wear a helmet as required by law and are not allowed to carry any other passengers on their bike.

Bike Rack

A bike rack is provided near the west door to the cafeteria. All bikes should be locked in this area and all bike riders should take their bike helmets to their locker during the

school day.

Skateboards/Scooters/In-line Skates/Roller Skates **Prohibited**

Due to the inherent dangers, both to participant and nonparticipant, the use of skateboards, scooters, in-line skates or roller skates on Wall Intermediate School grounds is not allowed. This includes both motorized and non motorized skateboards, scooters, in-line skates or roller skates or similar equipment. Students are not allowed to bring these prohibited items to school, use them as transportation to or from school, or use them on school grounds.

SCHOOL LIFE
Academics
Making up Missed Work
Academic Difficulties
Graduation Requirements
Counseling Services
Resources

Academics

Grades

Genesis provides a parent portal that makes it possible for parents to view their child's report cards and progress reports. The parent/guardians portal replaces the need for generating paper copies of such documents. Dates of report cards and progress reports are available on the school website and a Blackboard Connect call to remind parents to view grades on such dates will be sent by the school. If your family does not have computer access and wishes to receive paper copies of report cards, please contact the

guidance department at (732) 556-2534.

A 92-100 Excellent

B 85-91 Good

C 78-84 Average

D 70-77 Below Average

F 0-69 Failure

I Incomplete (work must be completed in 10 school days)

MX Medically Excused

Honor Roll Requirements

- High Honor Roll = 92 or better in all subjects
- Honor Roll = 90 average with no grade below 85

Academic Awards

Educational Excellence (Gold):

- Minimum of 98 CORE AVERAGE

Academic Honors (Silver):

- Minimum of 96 CORE AVERAGE

Scholastic Achievement (Bronze):

- Minimum of 94 - CORE AVERAGE

7th Grade Core Academic Average (defined as)

- Final average in Mathematics, Language Arts, Social Studies, and Science
- Final average of all 4 marking periods in these subjects

8th Grade Core Academic Average (defined as)

- Final average in Mathematics, Language Arts, Social Studies, and Science
- Final average of first 3 marking periods in these subjects

Making up Missed Work

It is the student's responsibility to make up for all work missed when they return to school. Students will be allowed a reasonable amount of time, at least one day for each day of absence, as determined by the teacher to make up missed work. Class work/homework that is not made up will be graded accordingly.

Academic Difficulties

If a student has earned a marking period failing grade for a course, or a 75 or less average at the end of the third marking period, a mandatory meeting will be scheduled by the student's counselor. This meeting will include the parent/guardian, student, counselor and teacher. During this meeting deficiencies will be identified and a plan created to address those concerns.

In the event that a student earns less than a 65 during the first marking period, or a 60 during the remaining three marking periods the actual grade reported on the report card will be raised to a 65 during marking period one and 60 during marking period two, three or four.

Academic Ineligibility Policy

1. Two failing marking period grades place a student on "academic ineligibility."
2. Students become ineligible the day report cards are issued/posted. Students who are on academic ineligibility cannot participate in extracurricular activities during the time that they are ineligible.
3. Students who are ineligible will not be allowed to attend practices, but will be allowed to attend tryout sessions for a team or activity. Ineligible students cannot participate or attend after school scrimmages, games, concerts, program presentations, practices or dances, etc.
4. The guidance counselor will work with and monitor an ineligible student. Providing that the interim (mid-marking period) progress report shows that the student is no longer failing two subjects, he/she will be removed from the ineligibility list and can resume participating in extracurricular activities.
5. The guidance department will provide lists of academically ineligible students to extracurricular advisors and coaches. When a student returns to eligibility and wishes to participate in an extracurricular activity, the student must obtain a note from his/her guidance counselor to give to the coach or advisor.
6. Students who continue to fail any two subjects in consecutive marking periods automatically become ineligible for the entire next marking period.

EXCUSAL FROM CLASS OR PROGRAM

The Board of Education ([Policy 5250](#)) directs that a pupil be excused from any part of the instructions in health education, family life education, sex education, or instruction that includes dissection of animals that the parent(s) or legal guardian(s) of the pupil or the adult pupil finds morally, conscientiously, or religiously offensive. A request for excusal must be presented in a signed statement and submitted to the Principal.

An excused pupil shall be assigned to an alternate program of independent study on a substitute topic within the health education, family life education, or sex education program. The parent's or legal guardian's right of excusal applies to any alternate program as well.

No excused pupil will be penalized by loss of credit as a result of his/her excusal, but a pupil will be held accountable for successful completion of any alternate program assigned.

Graduation Requirements

In order for an eighth grade student to graduate from the Wall Intermediate School, the student must pass eighth grade language arts, mathematics, science, and social studies.

Any eighth grade student failing to meet the above requirements will not graduate and may not be allowed to participate in the graduation ceremony or the eighth grade graduation dance.

In addition, an eighth grade student who has not received a final passing grade in all of these subjects shall be required to either successfully complete a credit recovery course offered by Educere or receive 30 hours of instruction (in each failed subject area) by a certified teacher and pass the Wall Intermediate School final exam.

Counseling Services

School Counseling Programs & Resources

The counseling program in our school is available to help students, parents, and teachers develop positive learning experiences. Our program consists of a variety of services and activities including individual and group counseling, parent and teacher consultation, classroom lessons, grade level assemblies, referral assistance to other programs and services in the community and student testing.

The school counselor maintains ongoing communication with administration, staff, parents and students. However, the services of the school counselor are to provide direct assistance to students in the school. For this reason, a major portion of the counselor's day is scheduled with the needs of the students as the focus. When necessary, consultation with parents and teachers are scheduled at a time convenient to both parties. Parents are invited to seek the services of the counseling department at any time. Appointments may be scheduled by calling the guidance office.

2nd floor is a telephone helpline for youth which is operated by 180 Turning Lives Around, Inc. The helpline provides a confidential service for young people to reach a non-judgmental, trained listener. 180 is a non-profit agency in existence since 1976. Its programs serve over 20,000 individuals and families each year. 180's School-Based

Abuse Prevention Program operates in over 30 Monmouth County schools each year. They can be reached at: <http://www.2ndfloor.org> or (888) 222-2228.

Resources

Several resources are available to parents and students in order to support the academic needs of Wall Intermediate School students. Resources are listed below:

1. **Genesis** - a student management system that provides parent access to student academic records. Parents/guardians are given a login identification password in order to access their child's information including classroom grades, attendance, and discipline record via the [Genesis Parent Portal](#) link on the district website found in the Parent and Community Resources tab. Parent login issues may be resolved by contacting the guidance department.
2. **Wall Backpack** - Through the school website ([Wall Backpack](#)), pages and "Virtual Backpack" parents and children can access teachers' extra help schedules, permission slips for upcoming activities, PTO information, clubs/athletic team schedules, and other school related information.
3. **Extra Help** - Schedule is posted online providing the day of the week individual teachers are available after school for assistance. Any student can receive extra help by reporting to the teacher's room immediately after school on the teacher's scheduled day.

<u>STUDENT BEHAVIOR</u>
Positive Behavioral Supports
Dress Code
Student Conduct On School Buses
Electronic Network Use
Lockers
Food And Drink
Student Code of Conduct
HIB /Tobacco /Drugs/

Threats of Violence
Dangerous Weapons or Explosives
Dating Violence At School
Secret Societies/Gangs
Out of School Conduct
Disciplinary Actions
Search and Seizure
Security And Video Cameras
Vaping Sensor

Positive Behavioral Supports

Wall Intermediate School believes it is important to recognize students for high academic achievement as well as their ability to adhere to the school's "Six Pillars of Character" and "7 Mindsets" programs. Students will be recognized for exhibiting these traits through the following recognition programs:

Shielding- Faculty and Staff will issue "shields" to students demonstrating characteristics of the Six Pillars and/or the 7 Mindsets. Shields may be "cashed in" for a reward each marking period.

Knighting- Each marking period, a smaller number of students will be recognized for conduct or improvement that goes "above and beyond" the day to day expectations of Wall Intermediate School. Those students can be nominated by any Faculty or Staff member and will be "Knighted" among their peers and presented with the reason for their Knighting.

Students of the Marking Period- Each marking period, one student from each of our six teams will be chosen as the Student of the Marking Period. Those students will be chosen based on the combination of outstanding academic and behavioral success and/or improvement. The students will be selected by the faculty members assigned to each team. Selected student's names will be acknowledged on the school's website.

Dress code

Wall Intermediate School requires that a student's dress be neat and clean, not interfere with the educational process, and not be a safety hazard.

It is both the parents' and school's responsibility to help students make appropriate

decisions regarding dress and grooming. Students in violation will be counseled about proper dress and grooming and may have to change their attire, have clothing brought in or be sent home. The Administration reserves the right to determine whether or not student clothing is appropriate and to discipline any student who is not properly dressed.

Students participating in voluntary extracurricular activities shall conform to the regulations governing the various activities. Students who represent the school in a voluntary activity may be required to meet additional dress and grooming standards approved by the principal and may be denied the opportunity to participate if those standards are not met.

In accordance with this section, students are to adhere to the following:

1. Shoes must be worn at all times.
2. Student ID should be properly worn starting with homeroom and students should continue to wear it for the remainder of the school day (except for PE and some lab activities).
3. Appropriate shorts are permitted during school hours.
4. Students may not wear tube/strapless, halter, spaghetti-straps, or see-through tops. Off-the-shoulder tops and backless dresses may be deemed inappropriate. Midriffs must always be covered. Undergarments (bra-straps, bandeaus, etc.) should not be visible.
5. Clothing with large holes and tears may be deemed inappropriate.
6. Headgear may not be worn indoors unless required for religious purposes or for medical needs with a written doctor's recommendation. Hats will be confiscated.
7. Words or pictures that are not appropriate for the school environment may not appear on clothing.
8. Chains, choker studs or any other similar adornments are prohibited.
9. Students are to refrain from wearing sunglasses or tinted glasses of any type in school without a written doctor's recommendation on file with the school nurse.
10. Pants must be worn at waist height and at no time should undergarments be visible.

Inappropriate dress: Failure to comply with dress code rules.

Minor / First - Student Conference to Short Suspension

Serious / Repeated - Detention to Long Suspension

Student Conduct On School Buses

Students who refuse to obey the directions of the bus driver may forfeit their privilege of transportation. A student being transported on district provided transportation is required to comply with all regular school rules and the rules outlined below and/or by

the bus driver. Any student who fails to comply with these rules may be denied transportation services and shall be subject to disciplinary action. Occasional minor infractions of rules by students will be cause for verbal warnings from the bus driver. Students who disobey rules shall be taken to their designated stop, let off the bus, and advised they will receive a referral. In cases involving a fight or physical altercation, students may be returned to the school.

The following rules apply to all students riding school buses:

1. The bus driver represents an extension of the authority of the school.
2. The driver is in complete charge of the bus and the passengers. The driver may assign specific seats to students if he or she deems it necessary.
3. Orderly conduct must be maintained at all times.
4. Students may only ride their assigned bus. Permission to ride another bus will only be granted for an emergency situation (see temporary bus route changes below).
5. Students are to remain seated at all times on the bus. Heads and hands are to remain inside the windows.
6. Students may have their riding privilege suspended for repeated and/or egregious bus conduct violations.
7. Cross in front of the bus or as instructed by the bus driver when it is necessary to cross the road.
8. Students may not throw objects.
9. Use emergency exits only as directed by the bus driver.
10. Stand away from the bus when it is moving.
11. Be at the bus stop ten minutes before the scheduled pick-up time.
12. Store musical instruments or other large objects which might pose safety risks or barriers to safe entry and exit from the bus in a safe manner as directed by the bus driver.

Disciplinary Procedures For School Bus Problems

The following disciplinary procedures govern the general conduct of all pupils transported to school.

Any conduct, behavior, or action of a student judged to be disruptive or in any way interfering with the safe transport of students, will be subject to progressive disciplinary measures. This may include a warning, detention, parental conference, Saturday detention, short and/or long term suspension. Specific judgments in regard to consequences and penalties will be based on board policy, severity, frequency and the number of prior behavioral infractions committed during the school year. A student may be denied transportation for bus infractions, resulting in his/her parents providing the necessary transportation to and from school.

General Bus misconduct: Failure to comply with bus rules.

First Offense - Student Conference and other disciplinary action as appropriate.

Second Offense - Assigned seat for one month and other disciplinary action as appropriate.

Third Offense - Loss of all bus privileges for five days, assigned seat for two months and other disciplinary action as appropriate.

Fourth Offense - Loss of all bus privileges for ten days, assigned seat for the remainder of the school year and other disciplinary action as appropriate.

Electronic Network Use

Student Teacher Electronic Communications

Students may not use social media/networking or a teacher's personal email address, phone or text messaging to communicate with them. Students may only use the teacher's district provided email address ending in @wallpublicschools.org for electronic communications.

Internet User Contract

All students must sign the Internet User Contract to gain access to the Internet, Library Pro, research databases and computers. Students are expected to adhere to this policy and to use the computers and materials in a responsible manner.

The primary purpose of Wall intermediate School electronic networks is to support and enhance learning and teaching by providing electronic communications and access to shared information resources. Computer networks allow people to interact with many other computers and users. Students and parents will be asked to sign an Internet agreement which outlines acceptable use of the Internet.

All computers and electronic communications will be used in a responsible, efficient, ethical, and legal manner. Failure to adhere to the policy or accompanying guidelines may result in revocation of the user's access privilege and possible further disciplinary action. Wall Township's [Use of Technology policy #2360](#), and [Acceptable Use of Computer Network/Computers and Resources policy #2361](#) can be located on the district web site.

Inappropriate use or access to electronic networks or technological equipment:

Failure to comply with technology/computer rules. To use computers/technology and/or electronic communications in an irresponsible, unethical, or illegal manner. Students may not possess or participate in unauthorized publication and computer communications that attack or embarrass individuals or groups while in school.

Minor / First - Revocation of Access to Short Suspension

Serious / Repeated - Short Suspension to Expulsion

IPods, MP3 Players, Handheld/Portable Video Games, Cell Phones, Electronic Communications,& Recording Devices

Electronic communication and recording devices (ECRD) include any device with the capability to audio or video record or capable of receiving or transmitting any type of communication between persons. An ECRD includes, but is not limited to, cameras, cellular and wireless telephones, pagers/beepers, laptop computers, tablet computers, electronic readers, personal digital assistants (PDAs), two-way radios, portable fax machines, video broadcasting devices, bluetooth items (including bluetooth headphones), wifi items, and any other device that allows a person to record and/or transmit, on either a real time or delayed basis, sound, video or still images, text, or other information.

A pupil is not permitted to have turned on or use these devices on school grounds during the school day, during passing time, lunch time, extra help, detention, intramurals, when the pupil is participating in a curricular or school sponsored co-curricular activity or any other school related activities. An exception to this is after school when students may use their own cell phone in the main and side entrance foyer areas for emergency parent contact or at any time with the permission of a school staff member directly supervising the student. In addition, some teachers may permit the privilege of bluetooth headphones connected to their chromebooks during silent reading time. This “instructional bluetooth headphone” exception is only with teacher permission and students who violate this by continuing to wear these headphones in the hallway will lose any such privilege and will have their headphones confiscated and held for parental pick up. Repeat offenses will be addressed as “Insubordination”.

Students are NOT permitted to have cell phones in their possession during school hours. Cell phones should be turned completely off and secured in a student’s locker. Students are not permitted to record video, or audio, or take pictures with any personal device in the building either during school hours or after school hours, or at any school event without express permission from administration.

Wall Intermediate School is not liable for lost, stolen or damaged devices/property and by bringing the device to school the student understands and assumes all risks.

Any of these items that are seen or heard during the school day will be confiscated and turned into the office. Offenses will require a parent to pick up the device from the office. If parents need to contact a student during the day, they are to call the Main Office (732) 556-2500.

The above guidelines also apply to iPods, MP3 players, handheld/portable gaming systems, personal music devices, and devices using headphones or earbuds.

Smart watches may be worn but must be in “Do Not Disturb” mode. Students who

engage in texting on a smartwatch will lose the privilege to wear it in school.

Recording video, sound and/or taking photos: Failure to comply with electronic communications and recording rules.

Minor / First - Central Detention to Saturday Detention

Serious / Repeated - Short Suspension to Long Suspension

Cell phone/Smartwatch violations: *Failure to comply with cell phone/smart watch rules.

First Offense - Central Detention

Second Offense - Two Central Detentions

Third Offense - Extended Central Detention

Additional Offenses - Saturday Detention

*All cellphone/smart watch infractions, starting with the second and subsequent infractions, will result in the confiscation of that item, Parents will be responsible for picking up the confiscated item.

Lockers

The lockers are the property of the district. Lockers are assigned to students as a convenience for storage of books, lunches, and extra clothing during the school day. Since lockers are not completely safe, large sums of money and other valuables should not be stored in them. Students should clean out their lockers on a regular basis. Both school and gym lockers may be checked periodically by school officials.

Student responsibilities regarding lockers include:

1. To keep the locker clean and in good shape.
2. To keep the combination a secret. The school is not responsible for theft from any locker.
3. To refrain from sharing the locker.
4. To use only the locker assigned to the student.
5. To use the locker to store only materials and supplies appropriate for school.
6. No items or adornments are to be posted outside of the locker.
7. No private locks are to be placed on the locker at any time.
8. No permanent stickers are to be placed on the lockers.
9. The student assigned to the locker is responsible for any and all items found in the locker during locker inspections by school officials.

Locker misuse: Failure to comply with locker rules. Students are not allowed to use school lockers for the storage of illegal items, items in violation of school rules, or harmful items. Students may not post pictures or stickers of questionable taste with subtle or outright sexual, drug, alcohol, tobacco, or gang connotations or messages.

Minor / First - Student Conference to Detention
Serious / Repeated - Short Suspension to Long Suspension

Food And Drink

Students are not to consume food outside of their lunch period. Students are not to bring in open beverage containers i.e.: coffee, open water bottle, soda, etc. to school. Refillable water bottles may be used outside of the cafeteria. Students may not be in possession of energy drinks i.e.: Red Bull, Monster, etc. at any time.

Food and/or drink outside of the designated area: Failure to comply with Food and drink rules.

First Offense - Student Conference

Second Offense - Central Detention

Third Offense - Two Central Detentions

Additional Offenses - Extended Central Detention

Student Code of Conduct

Overview

Discipline, as administered in Wall Intermediate School, is designed to enable students to develop the self-discipline and responsibility necessary to function successfully in the education and social environment. The major objectives of discipline in schools are to teach the following fundamental concepts for living in any society:

1. Respect for the rights, dignity and safety of all individuals;
2. Respect and understanding of laws, rules, and regulations; and
3. Respect for public and private property.

Teachers, counselors and administrators will work with students and parents in meeting the above objectives.

One of the most important issues and concerns for our young people is the development of self-discipline. While self-discipline does not appear as a content subject, it serves as the foundation of the school's entire educational structure. Self-discipline is training that develops good judgment, ethical conduct, self-control, character, and a sense of responsibility. It means more than people just following orders, but following rules of behavior because they accept these rules for themselves. In addition, self-disciplined individuals may not always conform to their peers, especially when doing so would violate their own values.

Any conduct, behavior, or action of a student judged to be disruptive or in any way interfering with the educational process, having a negative impact on the class or school, preventing others from learning, preventing the student from learning, or a

violation of teacher or school rule will be subject to progressive disciplinary measures. This may include a warning, detention, parental conference, Saturday detention, short and/or long term in-school or out-of-school suspension. Specific judgments in regard to consequences and penalties will be based on board policy, severity, frequency and the number of prior behavioral infractions committed during the school year.

The principal has the discretion to suspend student privileges, including a student's participation in athletics, extracurricular and/or co-curricular activities. Examples include, but are not limited to, athletic events, practices, meetings, theater productions, concerts, field trips, assemblies, dances and class meetings.

The administration reserves the right to discipline misconduct not specifically mentioned in this handbook. In addition, many of the infractions listed would constitute police notification as per the Memorandum of Agreement with the Wall Township Police and Monmouth County Prosecutor's Office.

Important points:

- The district has authority and control over a student at school during the regular school day, at any school-related activity, regardless of time or location, while being transported in district-provided transportation, and while traveling to and from school.
- Students are responsible for conducting themselves properly, in accordance with the policies of the district and the lawful direction of staff.
- A student who violates the Student Code of Conduct shall be subject to disciplinary action.
- Students with chronic and recurring behavior problems and disciplinary infractions which do not show improvement following typical disciplinary action are subject to harsher measures which may include expulsion.
- A student's due process rights will be observed in all such instances, including the right to appeal the discipline decisions of staff and administrators.
- The district's disciplinary options include remedial measures such as counseling, peer mediation, detention (during lunch, after school, on non-student days), suspension (in-school and out-of-school), expulsion and removal to an alternative education program. Disciplinary measures are applied depending on the nature of the offense. The age and past pattern of behavior of a student will be considered prior to any disciplinary measures being applied.
- When students commit drug and alcohol-related offenses, school imposed discipline may also include completion of a district selected and approved drug and alcohol assessment and rehabilitation program.
- In addition, when a student commits substance abuse, drug, or drug paraphernalia, alcohol and/or tobacco-related offenses or any other criminal

act, he/she will also be referred to law enforcement officials as per the Memorandum of Agreement with the Wall Township Police and Monmouth County Prosecutor's Office. Violations of the district's weapons policy, as required by law, shall be reported to law enforcement.

Disciplinary Infractions & Range of Actions/Consequences

Potential disciplinary problems are listed below along with a range of consequences. Due to their nature, some infractions are delineated for minor and/or first offenses and for serious and/or repeated offenses. When this is indicated, the disciplinary action may fall anywhere within the minimum to maximum range. This determination is made following an investigation of the situation. Students with chronic and recurring behavior problems and disciplinary infractions who do not show improvement following typical disciplinary action are subject to harsher measures.

Late to school/homeroom: Students must be in Homeroom no later than 8:10 am. Consequences reset at the beginning of each marking period.

- Third Offense - Warning
- Fourth Offense - Central Detention
- Fifth Offense - Two Central Detentions
- Sixth Offense - Extended Central Detention

Tardiness: Arriving less than five minutes late to class, and/or arriving without the appropriate class materials without proper reason.

- First Offense - Teacher Warning
- Second Offense - Teacher Detention
- Third Offense - Central Detention
- Additional Offenses - Additional Central Detentions

Cutting Class: Arriving more than five minutes late to class without proper reason.

- First Offense - One Central Detention
- Second Offense - Two Central Detentions
- Third Offense - Extended Central Detention
- Fourth Offense - Saturday Detention
- Additional Offenses - In-School Suspension

Failure to attend or misbehavior in after school detention (teacher or central).

- First Offense - Two Central Detentions
- Second Offense - Extended Central Detention
- Third Offense - Saturday Detention
- Additional Offenses - In-school Suspension

Failure to attend and/or misbehaving at Saturday detention.

First Offense - In-School Suspension

Second Offense - Two Days In-School Suspension

Third Offense - Two Days Out-Of-School Suspension

Additional Offenses - Three Days Out-Of-School Suspension

Failure to comply with school safety rules: Violation of school rules established to ensure the orderly operation of the educational program.

Minor / First - Student Conference to Short Suspension

Serious / Repeated - Central Detention to Long Suspension

Disruption of school life and/or conduct unbecoming a student: Disruptive behavior which disturbs the orderly educational operation of the school. Includes but not limited to: common area disruptions in the hallway or cafeteria caused by noise or behavior..

Minor / First - Student Conference to Short Suspension

Serious / Repeated - Central Detention to Long Suspension

Defiance of authority and/or insubordination: Refusal to follow the reasonable requests of school personnel, and/or an argumentative and disrespectful response to school personnel.

Minor / First - Student Conference to Short Suspension

Serious / Repeated - Central Detention to Long Suspension

Lewd and/or inappropriate language/profanity.

Minor / First - Student Conference to Short Suspension

Serious / Repeated - Central Detention to Long Suspension

Lewd and/or inappropriate public display of affection.

Minor / First - Student Conference to Short Suspension

Serious / Repeated - Central Detention to Long Suspension

Inappropriate physical contact.

Minor / First - Student Conference to Short Suspension

Serious / Repeated - Central Detention to Long Suspension

Mischief and/or teasing: Tampering or interfering with the property of another with the intent to cause inconvenience to the owner or another person. Teasing another individual by intentionally annoying, pranking, or poking fun.

Minor / First - Student Conference to Short Suspension

Serious / Repeated -Central Detention to Long Suspension

Outside of permissible area: Students that are in unsupervised areas of the building and/or grounds that have been designated "off limits." This also includes grade level "team" hallways where a student has no instructional reason to be.

Minor / First - Student Conference to Short Suspension

Serious / Repeated - Central Detention to Long Suspension

Loitering and/or trespassing: To be on Wall Intermediate School property without permission and/or purpose, to be on the premises during posted hours of closure, or to refuse to leave the grounds after being directed by school officials or police to do so.

Minor / First - Central Detention to Short Suspension

Serious / Repeated - Short Suspension to Long Suspension

Use of sound or light devices: Bringing to school and/or using sound or light devices which cause disruptive behavior which disturbs the orderly educational operation of the school.

Minor / First - Central Detention to Short Suspension

Serious / Repeated - Short Suspension to Long Suspension

Forgery, lying, and/or cheating: Writing or giving false or misleading information to school officials, includes false signatures. Giving or receiving information on tests, class projects or other assignments.

Minor / First - Central Detention to Short Suspension

Serious / Repeated - Short Suspension to Expulsion

Serious / Repeated - Long Suspension & Restitution to Expulsion & Restitution

Property damage: Damage or destruction of property belonging to the school, school personnel, or others, including private property. Students will be held responsible for property damage when careless and reckless behavior cause the damage.

Minor / First - Student Conference & Restitution to Central Detention & Restitution

Serious / Repeated - Central Detention & Restitution to Long Suspension & Restitution

Off-campus problems immediately before, during, or immediately after school or any school activity: Loitering, littering, and any other disciplinary problem that begins at school and carries over to off-campus locations. School rules are in effect when students are on their way to and from school.

Minor / First - Student Conference to Short Suspension

Serious / Repeated - Short Suspension to Long Suspension

Gambling: Playing any game of skill or chance for money or anything of value.

Minor / First - Student Conference to Short Suspension

Serious / Repeated - Short Suspension to Long Suspension

Theft: Taking, giving, possessing, or receiving property belonging to another person.

Minor / First - Saturday Detention & Restitution to Short Suspension & Restitution

Serious / Repeated - Short Suspension & Restitution to Long Suspension & Restitution

Possession and/or use of dangerous items (includes laser pointers, matches, and lighters): Matches, lighters, laser pointers or other items or materials which could create dangerous situations are prohibited at all times on school property or at any school related function.

Minor / First - Saturday Detention to Short Suspension

Serious / Repeated - Short Suspension to Long Suspension

Vandalism: Intentionally damaging, defacing, or destroying property belonging to the school, school personnel, or others, including private property.

Minor / First - Saturday Detention & Restitution to Short Suspension & Restitution

Serious / Repeated - Short Suspension & Restitution to Long Suspension & Restitution

Closed campus violation: Students who leave the school grounds without permission during the school day.

Minor / First - In School Suspension to Short Suspension

Serious / Repeated - Short Suspension to Long Suspension.

Extortion: Demanding money, or something of value (e.g., lunches) from another person, by threats, physical force, or in return for protection from violence or the threat of violence.

Minor / First - Short Suspension & Restitution to Long Suspension & Restitution

Serious / Repeated - Long Suspension & Restitution to Expulsion & Restitution

Fighting and/or assault: Having intentional physical contact with another person which causes physical injury or would reasonably be expected to cause physical injury.

Minor / First - Short Suspension to Long Suspension

Serious / Repeated - Long Suspension to Expulsion

False Alarm: Reporting a fire or pulling a fire alarm without reasonable belief that a fire exists. Reporting the presence of a bomb on or near school property without reasonable belief that a bomb is present. Making a false 911 call.

Minor / First - Short Suspension to Long Suspension

Serious / Repeated - Long Suspension to Expulsion

Arson: Any action which may cause a fire, intentionally starting a fire or combustion of school property, regardless of whether a fire occurs. Reporting a fire or pulling a fire alarm without reasonable belief that a fire exists. Reporting the presence of a bomb on or near school property without reasonable belief that a bomb is present. Making a false 911 call.

Minor / First - Short Suspension to Long Suspension

Serious / Repeated - Long Suspension to Expulsion

HIB / Tobacco/ Drugs

Hazing/Harassment/Menacing/Bullying/Intimidating Prohibited

Each student is expected to conduct himself/herself with a proper regard for the rights and welfare of others, demonstrating an attitude of respect to help cultivate a school climate where each individual can feel safe, secure and accepted. Harassment, intimidation, bullying, *hazing, or menacing in any form (physical, verbal, exclusionary or in any cyber mode), based on any motive (including, but not limited to, race, color, creed or sexual orientation), will not be tolerated and any allegations of the same will be thoroughly investigated. “Menacing” as used in this policy means by word or conduct the student intentionally attempts to place a school employee, another student, or visitor in fear of serious physical injury. Any act that injures, degrades or disgraces a student, staff member, or visitor will not be tolerated. Please report any act to the school Anti-Bullying Specialist.

The district prohibits any form of harassment, intimidation, or bullying through electronic means, which is known as cyber bullying. A student may be subject to discipline, up to and including expulsion for a violation. A student may also be referred to law enforcement for a violation.

HAZING

The Wall Township Board of Education strictly prohibits students from engaging individually or collectively in any form of hazing* or related initiation activity, in conjunction with any school activity or involving any person associated with the school, regardless of where the incident occurs. Any student who participates in hazing or conspires to engage in hazing will face immediate disciplinary action, up to and

including suspension, expulsion, exclusion and loss of participation in extracurricular activities. Students participating in hazing may be referred to law enforcement authorities for prosecution.

*"Hazing" means any action taken or situation created that causes, or is reasonably likely to cause harassment, bodily danger or physical harm, serious mental or emotional harm, extreme embarrassment or ridicule, or personal degradation or loss of dignity to any student or other person associated with the school.

No person in charge of a school-sponsored activity will permit the above-mentioned behavior. Any student who engages in such prohibited behavior is subject to disciplinary action and/or referral to law enforcement officials.

Harassment, intimidation, or bullying to others [HIB Policy 5512](#): Any gesture, written, verbal or physical act or any electronic communication, whether it is a single incident or a series of incidents, that is: A reasonable person should know, under the circumstances, will have the effect of physically or emotionally harming a student or damaging the student's property, or placing a student in reasonable fear of physical or emotional harm to his person or damage to his property; or has the effect of insulting or demeaning any student or group or group of students; or Creates a hostile educational environment for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student.

Minor / First - Remedial Counseling to Long Suspension

Serious / Repeated - Short Suspension to Expulsion

Sexual harassment: Examples of sexual harassment may include, but not limited to: 1) physical touching; 2) graffiti of a sexual nature; 3) displaying or distributing of sexually explicit drawings, pictures and written materials; 4) sexual gestures or obscene jokes; 5) touching oneself sexually or talking about one's sexuality in front of others; spreading rumors about or rating other students or others as to 6) appearance; 7) sexual activity or performance.

Minor / First - Remedial Counseling to Long Suspension

Serious / Repeated - Short Suspension to Expulsion

Drug-Free Philosophy

Students have a right to attend school in an environment conducive to learning. Since alcohol and other drug use is illegal, and interferes with both effective learning and the healthy development of children and adolescents, the school has a fundamental legal and ethical obligation to prevent the use of drugs and to maintain a drug-free educational environment.

The Wall Township School District will not tolerate substance abuse or possession, distribution or sale, or use of alcohol and other illegal and harmful drugs (illicit drugs,

drug paraphernalia, non-therapeutic use of prescribed drugs, misuse of solvents and other dangerous substances) in the schools, on school grounds, while being transported on district-provided transportation, or during school sponsored activities including athletic events, dances, field trips, etc.

Students in violation of the district's drug, alcohol and tobacco policy will be subject to disciplinary action and/or referral to law enforcement officials. **For specific information regarding potential interventions see the [Anti-Substance Abuse and Student Conduct Agreement Form](#).**

While alcohol and other drug use is dangerous in all segments of American society, it poses a special risk to young people by denying them the opportunity for normal physical and psychological development. To this end, the district is committed to drug free schools and intends to send an absolute and clear message that alcohol and other drug use is illegal and will not be allowed in the Wall Township School District or during school sponsored events and activities.

Wall Intermediate School supports programs and activities that address prevention, early intervention, appropriate referral, and consequences for students as it pertains to chemical substance use.

Tobacco and Electronic Cigarettes/Vapor Pens Prohibited

A student who violates the provisions of this Policy shall be subject to appropriate disciplinary measures in accordance with the district's Student Discipline/Code of Conduct and may be subject to fines in accordance with law. In the event a student is found to have violated this Policy and the law, the Principal or designee may file a complaint with the appropriate Municipal Court or other agency with jurisdiction as defined in N.J.A.C. 8:6-9.1(c).

A student found to have violated this Policy and the law may be required to participate in additional educational programs to help the student understand the harmful effects of smoking and to discourage the use of tobacco products or any other matter or substance which can be smoked, or any cigarette paper or tobacco in any form, including smokeless tobacco; and any electronic device that can be used to deliver nicotine or other substances to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, cigarillo, pipe, or any cartridge or other component of the device or related product. These programs may include, but are not limited to, counseling, smoking information programs, and/or smoking cessation programs sponsored by this school district or available through approved outside agencies.

In the event the Principal or designee, after inspection of the confiscated item(s), has reason to believe the item(s) may have contained or may contain a controlled dangerous substance or a controlled dangerous analog pursuant to N.J.S.A. 2C:35-2,

the Principal or designee will immediately notify the parent and the Superintendent or designee. The Principal or designee will arrange for an immediate medical examination of the student and shall comply with all of the provisions of N.J.A.C. 6A:16-4.3 and Policy and Regulation 5530 – Substance Abuse. Principals and designees will be trained to identify controlled dangerous substances in electronic smoking devices.

The Board of Education will comply with any provisions of a municipal ordinance which provides restrictions on or prohibitions against smoking equivalent to, or greater than, those provided in N.J.S.A. 26:3D-55 through N.J.S.A. 26:3D-63

Use and/or possession of tobacco products, electronic cigarettes or vaporizers: Failure to comply:

Minor / First - Short Suspension to Long Suspension
Serious / Repeated - Short Suspension to Expulsion

Alcohol, Drugs, Anabolic Steroid, Or Narcotics, Including Counterfeit Drugs And Narcotics

A student shall not possess, transmit, conceal, use, smell of, or be under the influence of an alcoholic beverage, drug, inhalant, or narcotic except as prescribed by a duly licensed medical practitioner and registered with the school nurse or principal; nor shall a student possess, transmit, conceal, or use any counterfeit drug, drug paraphernalia, or narcotic. The use and/or possession of illicit drugs (including Anabolic Steroids) and the unlawful possession and use of alcohol is illegal and harmful and is subject to consequences outlined in Board policy.

Whenever a student appears to possess, sell or be under the influence of a controlled dangerous substance, alcohol or other chemical compound, the student shall immediately be referred to the Principal's office. Established Board procedures will be followed regarding screening, medical follow ups, and disciplinary action.

***Alcohol, drugs, Anabolic Steroids and/or any intoxicant:** The use, being under the influence, possession, sale, transfer, or distribution of alcohol, drugs of any type (including the non-therapeutic use of prescription drugs and over-the-counter substances), or any intoxicant (includes misuse of solvents and inhalants in any form) is prohibited.

Minor / First - Short Suspension to Long Suspension
Serious / Repeated - Long Suspension to Expulsion

***Drug paraphernalia:** The use, possession, sale, or transfer of any paraphernalia connected with the use of drugs or any mind altering substance is prohibited.

Minor / First - Short Suspension to Long Suspension

Serious / Repeated - Long Suspension to Expulsion

*Student possession of controlled dangerous substances and/or paraphernalia are also subject to referral to law enforcement.

Threats Of Violence

Wall Intermediate School is committed to promoting healthy relationships and a safe learning environment. To this end, student threats of harm to self or others, targeted lists, threatening behavior or acts of violence, including threats to severely damage school property shall not be tolerated on district property or at activities under the jurisdiction of the district. All reports will be promptly investigated.

Students found in violation of this policy shall be subject to discipline and/or referral to law enforcement officials. The district may enter into contracts with licensed mental health professionals to perform student evaluations on risk assessments.

Dangerous Weapons Or Explosives

Students shall not bring, possess, conceal, handle, transmit, use or threaten to use a weapon on district property or at school related activities.

Weapons may include, but not be limited to, knives of any type (including pocket knives), bullets or ammunition of any type, guns or pistols of any sort (including pellet guns, air guns, and “look-alike” guns), explosives of any type (including illegal fireworks and explosive fireworks), smoke bombs, chemicals, brass knuckles,, throwing stars, metal knuckles, straight razors, noxious, irritating or poisonous gases (including pepper spray), poisons, drugs or other items or materials which could create a dangerous situation.

Prohibited weapons possessed on or about a person while on district property are subject to seizure or forfeiture.

Incidents of students possessing weapons will be reported to the student’s parents and a referral to the appropriate law enforcement agency shall be made. Appropriate disciplinary and/or legal action may be taken against students who possess weapons and with students who assist possession in any way.

Possession and/or threat to use weapons (dangerous instrument): Failure to comply:

Minor / First - Short Suspension to Long Suspension

Serious / Repeated - Long Suspension to Expulsion

Dating Violence At School

The Board of Education believes a safe and civil environment in school is necessary for children to learn. A pupil who is a victim of dating violence suffers academically and the pupil's safety at school is jeopardized. Acts or incidents of dating violence at school whether they are verbal, sexual, physical, or emotional will not be tolerated and will be dealt with in accordance with the school's pupil code of conduct. [District Policy 5519](#)

Secret Societies/Gang Behavior Prohibited

The presence of gangs and gang activities can cause a substantial disruption of or material interferences with school and school activities. It is the policy of this district that membership in secret fraternities or sororities, or in other clubs or gangs not sponsored by established agencies or organizations, is prohibited.

Gangs which initiate, advocate or promote activities which threaten the safety or well being of persons or property on school grounds or which disrupt the school environment are harmful to the educational process. The use of hand signals, graffiti, or the presence of any apparel, jewelry, accessory or manner of grooming which, by virtue of its color, arrangement, trademark, symbol or any other attribute which indicates or implies membership or affiliation with such a group, presents a clear and present danger to the school environment and educational objectives of the community are forbidden.

Incidents involving initiations, hazing, harassment, menacing, intimidation and/or related activities of such group affiliations which are likely to cause bodily danger, physical harm or personal degradation or disgrace resulting in physical or mental harm to students are prohibited.

Any student wearing, carrying or displaying gang paraphernalia or exhibiting behavior or gestures which symbolize gang membership, or causing and/or participating in activities which intimidate or affect the attendance of another student will be subject to disciplinary action.

Gang activity:

Minor / First - Short Suspension to Long Suspension

Serious / Repeated - Long Suspension to Expulsion

Out Of School Conduct

Students whose actions violate any of the Code of Conduct provisions in a setting outside of school are also subject to disciplinary action when their actions can reasonably be anticipated or do substantially disrupt or materially interfere with the operation of the school or to intrude upon the rights of other students.

Disciplinary Actions

Range Of Disciplinary Actions/Consequences

The Range of Disciplinary Action/Consequences list is provided to explain disciplinary consequences. In some instances a combination of consequences will be utilized.

1. Student Conference/Restorative counseling: Students are guided through a process where they identify problems in their behavior and then develop strategies to become more successful.
2. Time-out: Time-out from a class or multiple classes may be assigned as a consequence for behavioral problems. Students work in a closely supervised, quiet study situation.
3. Teacher Detention: Supervised detention after school with the classroom teacher may be assigned as a consequence for tardiness to class and behavioral problems. Students work in a closely supervised, quiet study situation from 3:00 until 4:00. Students should bring enough homework, books, etc., to keep them busy for the entire session. Sleeping, socializing, eating, drinking, etc., are not permitted.
4. Lunch Detention: Supervised detention during lunch may be assigned as a consequence and is mainly reserved for cafeteria misconduct. Students work in a closely supervised, quiet study situation for that 38 minute period where they will also eat their lunch.
5. Central Detention: Supervised detention after school may be assigned as a consequence for tardiness (class or school) and behavioral problems. Students work in a closely supervised, quiet study situation from 3:00 until 4:00. Students should bring enough homework, books, etc., to keep them busy for the entire session. Sleeping, socializing, eating, drinking, etc., are not permitted.
6. Community Service Detention: (During the 2023-2024 school year, WIS will be piloting this form of detention.) Students will engage in restorative activities including, but not limited to, collecting trash from the school building/school grounds, setting/resetting desks/chairs, putting bags in trash cans, hanging educational materials in display cases/bulletin boards etc. (with signed parental permission).
7. Before School Detention: Students will serve detention according to Central Detention rules for 40 minutes prior to the start of school.
8. Extended Central Detention: Students will follow Central Detention for an extended period of time on Fridays. The duration of Extended Central Detention is 1 hour and 50 minutes.
9. Saturday Detention: Supervised detention may be assigned as a consequence for serious and repeated behavioral problems and will be scheduled on Saturday morning from 8:00 a.m. until noon at Wall High School. Students work in a closely supervised, quiet study situation for four hours. Students

should bring enough homework, books, etc., to keep them busy for the entire session. Sleeping, socializing, eating, drinking, etc., are not permitted. Anyone cutting Saturday detention, or causing a disturbance may be suspended from school.

10. Special Assignment: A special assignment may be assigned as a consequence for behavior problems.
11. Restitution: Students are required to return, repair, or reimburse for the cost of items or property which has been stolen, vandalized, or damaged in any way. This includes Chromebooks that are deliberately mistreated.
12. Parent Involvement and/or Conference: A parent is contacted by telephone, personal contact, or by letter. A conference involving parent(s), the student, and appropriate school personnel may be conducted.
13. Exclusion from Athletics, Extracurricular and/or Co-Curricular Activities: The student is allowed to participate in the regular instructional day, but is excluded from participating in activities and events that take place outside the regular school day.
14. Short Suspension (in-school or out-of-school): The student is excluded from school and related activities for a period of one to three school days for willful violations of the Student Code of Conduct. The facts are thoroughly investigated and the specific charges explained to the student. The student is provided an opportunity to explain his/her version of the situation with the appropriate school official. A parent conference may be scheduled prior to the student returning to school.
15. Long Suspension (in-school or out-of-school): A student is excluded from school and all related activities for a period of four to ten school days for willful violations of the Student Code of Conduct. The facts are thoroughly investigated and the specific charges explained to the student. The student is provided an opportunity to explain his/her version of the situation with the appropriate school official. A parent conference may be scheduled prior to the student returning to school.
16. Expulsion: An expulsion includes the removal of the student from school, from school activities, and all related school functions. A student may be expelled for severe or repeated violations of the Student Code of Conduct. The student is suspended pending an expulsion hearing and decision by the Board of Education.

General Guidelines For Teacher And Central Detention

Students should fully understand that any teacher or staff member in the building has the authority to correct misconduct at any time. Therefore, it is conceivable that a teacher might assign detention to a student who is not in any of his/her classes.

Students assigned central detention must bring work of a productive nature to the

detention room and work silently for the full time period. Normally, students will not be allowed to leave the detention room so, therefore, must take care of lavatory/locker visits in the time between the end of the school day and the start of detention.

General Guidelines For Suspensions

Suspensions may be in-school (ISS) or out-of-school (OSS) depending on the offense. The length of suspension will be determined by school authorities and will reflect the offense committed. The parent or guardian will be notified in writing of the action taken. Homework assignments may be found on Genesis via the district and school website: www.wallpublicschools.org. It will be the responsibility of the student to finish this work along with any other make-up work, projects, quizzes, tests, etc. Students will be expected to have assigned work completed upon return to school. If additional assistance is needed for the student to complete assignments relating to new material, a number of days equal to the period of suspension will be allotted to complete the work. A suspended student OSS may not loiter or appear on school property or at any school sponsored activity at or away from the school. A student will be readmitted to school after a satisfactory solution to his/her conduct is agreed upon by parents, administration and the student involved.

Avenues Of Appeal For Disciplinary Actions

Students and parents have the right to appeal school-based disciplinary actions according to the following chain of command structure. At whatever level the initial action is taken, the appeal would be to the next level on the chain.

1. Classroom teacher
2. Grade-level Assistant Principal
3. School Principal
4. Superintendent of Schools
5. Board of Education
6. Commissioner of Education

Search and Seizure

The Board seeks to assure a climate in the school which is appropriate for institutions of learning and which assures the safety and welfare of personnel and students. To assist the Board in attaining these goals, school officials may search the person and personal property, including the facility or property provided by the school. Searches may be conducted at any time on district property or when the student is under the jurisdiction of the district at school-sponsored activities. School officials may seize any item which is evidence of a violation of law, Board policy, administrative regulation or school rule, or which the possession or use of is prohibited by such law, policy, regulation or rule. District officials may also search when they have reasonable information or suspicion that emergency or dangerous circumstances exist. All searches for evidence of a violation conducted by the district shall be subject to the

following requirements:

1. The district official shall have “reasonable suspicion” to believe evidence of a violation of law, Board policy, administrative regulation or school rule is present in a particular place;
2. The search shall be “reasonable in scope.” That is, the measures used are reasonably related to the objectives of the search and not excessively intrusive in light of the age, sex, maturity of the student and nature of the infraction.

Security And Video Cameras

A variety of strategies are used to ensure student and staff safety and to deter property damage. Video cameras are used to record activity in school common areas such as hallways, gyms, cafeteria, and around the exterior of the campus. Recorded activity cannot be reviewed by parents/guardians and may be referenced during investigations.

Most students respect others and appropriately care for property. Video cameras serve as a deterrent for potential abusers and support of those who take pride in their school.

Vape Sensor

Restrooms are equipped with “vape sensors”. Should a vape sensor activate while a student is in the restroom, any student present may be questioned and/or searched as it relates to reasonable suspicion.

<u>HEALTH SERVICES</u>
Student Medication And Screening Procedures
School Health Services
Physical Education Medical Excuses

Student Medication And Screening Procedures

The Board of Education shall not be responsible for the diagnosis or treatment of pupil illness. The administration of prescribed medication to a pupil during school hours will

be permitted only when failure to take such medication would jeopardize the health of that pupil, or that pupil would not be able to attend school if the medication were not to be made available to him/her during school hours.

For the purpose of this policy, "medication" includes all medicines both prescribed and over-the-counter. All medication must be brought by the parent/guardian to the nurse's office in the original, labeled container and be accompanied by a written physician's order.

This order shall include:

1. The purpose of the medication
2. Dosage
3. Time for the medication to be administered or special circumstances to administer.
4. Possible side effects

In addition, the Board shall require the signature of the parent/guardian giving permission for such administration and relieving the Board and its employees of liability for the administration of the medication. All medication shall be securely stored in the nurse's office. Any remaining medication shall be picked up by the parent/guardian at the end of the school year or end of the medication period. All medication not picked up by the last day of school will be destroyed. For your convenience, the school administration has medication forms available for your doctor to complete and sign. These forms can be obtained from either the nurse or the Main Office.

Students may carry and self-administer a medication if it is considered to be life-saving, for example an Inhaler or Epi-Pen. Medical documentation must be on file in the nurse's office. All other medication must be supplied by the parent to the school nurse along with a physician's note which shall include the name of the medication, dosage, frequency and purpose. School forms are available for your convenience. All medications require medical documentation including those sold over-the-counter.

School Health Services

Tuberculosis

- All students transferring into New Jersey from out of state must be screened for TB.

Physical Examination

- Physicals are given by the school physician or may be administered by a private physician.
- All students planning to participate in a school sport. (This examination is required to be completed prior to the first practice.)
- Special physicals are given to those students who are classified by the child

study team at the time of their classification and then every three years.

Growth and Development

- All students will be weighed and measured. In addition, each student referred for child study team evaluation, entering the school or referred by the parent, teacher or self will also be weighed and measured.

Blood Pressure

- All students will receive a blood pressure screening.

Hearing

- All 7th grade students receive a hearing test. In addition, any student referred by the parent, teacher or self.

Vision

- All 6th & 8th grade students receive vision screening during the school year. In addition, any student referred by parent, teacher or self.

Scoliosis

- All 7th grade students will receive a Scoliosis examination as required by state health code.

Additional Information

- Each of these services performed by the school is designed to supplement, never to replace the duties of the family physician. Parents/Guardians will be notified of any abnormal or unusual findings.

Physical Education Medical Excuses

Students with an extended medical excuse (≥ 3 days) from a physician must submit documentation to the nurse. The note must include the reason and length of time to be excused from physical education class. A parent may only excuse a student for two days. Longer excuses require a doctor's note to ensure that the class grade will not be affected.