



KHMS Student/Parent Handbook Addendum  
2018-2019 School Year

	<b>KENNETH HENDERSON MIDDLE SCHOOL</b> <b>BELL SCHEDULE - 2018-2019</b>	
1st Hour	7:50 - 8:20 (30)	
2nd Hour	8:23 - 9:08 (45)	
3rd Hour	9:11 - 9:54 (43)	
4th Hour	9:57 - 10:40 (43)	
5th Hour	10:43 - 11:26 (43)	
6th Hour	11:29 - 12:32 (43 + Lunch)	
7th Hour	12:35 - 1:18 (43)	
8th Hour	1:21 - 2:04 (43)	
9th Hour	2:07 - 2:53 (43)	
<b>A Lunch</b>	<b>11:29 – 11:49 (20)</b>	
<b>B Lunch</b>	<b>11:50 – 12:10 (20)</b>	

**Tardy to Class:**

- Each tardy to class will result in a lunch detention to be served during that lunch.
- Failure to serve detention the day of the tardy or the next will result in the detention time being doubled to two lunch restrictions.
- When attending lunch detention, students need to be on time and must bring homework or a book to read.
- Regular tardies to class will result in possible disciplinary action.
- Students who regularly do not serve their detention time will be susceptible to referrals and additional disciplinary action.

**Tardy To School:**

Each time a student accumulates 5 tardies to school they will be required to attend a class with the Truancy Officer after school on designated Thursdays. Parents will be notified. Habitual tardies to school will result in a referral to the Truancy Officer, parent contact, and possible disciplinary action if the tardies to school continue.

**Grading Policy:**

Teachers/Teams each have a grading policy that aligns with district expectations. Each teacher/team will communicate their grading policy to students and parents.

### **Physical Education:**

Students not bringing their complete uniform will have the following consequences:

- 1) First Offense- Point deduction and conference with the student.
- 2) Second Offense- Point deduction and detention.
- 3) Third Offense- Office Referral= 2 hours of detention assigned.
- 4) Fourth Offense- Parent contacted. Plan developed.

### **Student ID's**

Students will be allowed two temporary ID's in the event they cannot purchase or charge a standard student ID. After obtaining two temporary ID's during the school year they will have to purchase a new ID, charge one, or go to the In School Suspension room until a parent can bring them their ID.

### **Library Hours**

The library is open from 7:35 a.m. to 3:15 p.m. If the library is closed anytime during the school day students will be notified.

### **After School Tutorial**

Students are always encouraged to visit with their teachers to make arrangements for extra support and assistance with their school work. While teachers will make an effort to contact parents about grades and missing assignments, students and parents are also encouraged to communicate with teachers to make arrangements for extra support as needed.

### **In School Suspension**

Students assigned ISS will attend from 7:50 a.m.– 2:53 p.m. Students causing disruptions or refusing to work will be removed, and assigned OSS with the parent expected to provide transportation. Students not showing for ISS as assigned will receive no credit or make up opportunities for those assignments. Students in ISS are ineligible to attend or participate in activities for the day they serve in ISS. Attending practices is at the coaches' discretion.

### **P.R.I.D.E SIDE**

The staff at KHMS recognizes that students should be rewarded for displaying appropriate behavior in school, complying with rules and policies, demonstrating academic success, and for taking pride in the school community. For this reason, KHMS allows each student to participate in the P.R.I.D.E Side program. Each nine weeks, students earn points for their grades, lack of tardies and absences, behavior, and other achievements. Each nine weeks students will bring a copy of this form home for parents to sign. Special activities are planned for students who achieve the required number of points along with other perks. This program will be explained to students at the start of the school year.

### **Visitors**

The doors at KHMS are locked. When you visit KHMS you will want to look to the left of the doors. There you will notice a sign with directions on how to gain access to the building. Visitors will be allowed in by office staff. Once in the building, all visitors must check in the office for a visitor's pass. Parents are always welcome to visit; the only necessary procedure is that they make arrangements with the teacher and administration prior to observing in the classroom. After obtaining permission, parents need to come to the office and acquire a visitor's pass. Students may not bring guests (friends or relatives) to the building during regular school hours or to dances.