

WILLIAMSBURG MIDDLE SCHOOL



HOME OF THE WOLVES

Our Mission

Equity, access, and high levels of learning for all.

Our Vision

We, the staff of WMS, are committed to providing an encouraging learning environment that empowers the whole child to develop the knowledge and skills they need to be successful life-long learners and globally-minded citizens capable of achieving their goals.

2025-2026 STUDENT HANDBOOK

WILLIAMSBURG MIDDLE SCHOOL

3600 NORTH HARRISON ST.

ARLINGTON, VIRGINIA

TELEPHONE: 703-228-5450; FAX: 703-536-2870

<https://williamsburg.apsva.us/>

Williamsburg was built in 1954 and originally served as a junior high for grades seven, eight and nine. From September 1978 until June 1990, Williamsburg was an intermediate school with seventh and eighth grades only. Currently, Williamsburg Middle School is composed of sixth, seventh and eighth grade students. The school colors are blue and white and we are known as the "Wolves."

APS HANDBOOK AND STUDENT CODE OF CONDUCT

The APS handbook and student code of conduct are located on the Arlington Public Schools website.

ARRIVAL, ATTENDANCE & DISMISSAL PROCEDURES

ARRIVAL

Drop off begins at 7:25 AM through Doors 1 and 14 in the car loop located near the main entrance. Students being dropped off early will not be able to enter the building before 7:25 AM. Bus riders and walkers/bikers may enter through Door #4 beginning at 7:25 AM. Students will not be permitted entry from any other point. Students must use available crosswalks.

ATTENDANCE POLICY

The Arlington County Policy Implementation Procedures consider the following excused absences:

- Illness, quarantine of student, doctor or dentist appointment, death in the family, observance of a religious holiday, summons to a court of law, suspensions, family emergency, and all others approved in advance by principal or designee.

Parents are asked to notify the school in advance of a pre-arranged absence and on the day of an unexpected absence. Personal notification by the parent or guardian not made at the time of the absence must be done within two days of a student's return to school for the absence to be excused. After that, absences are considered unexcused and require the principal's approval to be considered excused. An automated dialing system calls parents to inform them that their child is absent from school.

TARDY POLICY

Students are expected to arrive at school on time. Students arriving after 7:50 a.m. will pick up a tardy slip from the main office prior to going to class. School staff (i.e, School Social Worker) will contact and work with families of students who are chronically late and/or absent. If lateness becomes a pattern for a specific student, a conference may be

requested by the administrator.

DISMISSAL

Students are dismissed from the classes when the dismissal bell rings. Students are expected to exit the classroom without running and walk down the hallways to their lockers. Students are expected to retrieve their belongings and either get to their bus, exit the building if a walker, or meet their parents in the car loop. Students attending after school activities may go directly to their assigned spaces. Students will not be permitted to linger in the hallways. Hallways have to be cleared by the administration and the counselors. If a student would like to stay after school to decorate a friend's locker, they must be supervised and receive permission from an adult.

BICYCLES AND BUSES

BICYCLES

In accordance with national and county code, all students 14 years old or younger must wear helmets when riding their bicycles. Bicycles must be parked in the racks, which are located in front of WMS, outside Door #5, and near the basketball courts. **All bicycles must be locked. The school is NOT responsible for damage to or theft of bicycles.**

BUSES

Students will receive notification via ParentVue of their eligibility to ride a bus.

RIDING UNASSIGNED BUS

A written request from parents must be approved by an administrator in order for students to ride buses other than their normal route. The bus driver must be notified by the school office when approval is given for a change of bus. If the bus is full the request will be denied. This also pertains to students who do not ride the bus but are going home with somebody who does. PLEASE NOTE: This will be strictly enforced this year as buses were consolidated during the 2025-2026 school year, causing them to be filled to capacity, without room for additional students.

LATE BUSES

Late buses will be provided **Monday, Tuesday, and Thursday** for students participating in supervised after-school activities. Buses DEPART Williamsburg at approximately 4:15pm. Buses will be provided during the sports seasons, **on game days only at 4:45pm**, for students involved in interscholastic sports. If you leave campus, you may not return to ride a late bus.

****Students staying after school who require a late bus must be under the direct supervision of an adult at all times. Unsupervised students will wait in the office until a parent can pick them up or the late bus is available.**

COUNSELING, GRADES, HOMEWORK

COUNSELING SERVICES

The counseling program at Williamsburg supports and enriches the instructional program, fosters the growth and development of students in all areas, and assists instructional and administrative staff in realizing school objectives. Counseling services are available on a short-term basis to help students resolve personal issues which may impact their

educational performance. Counseling, with parent permission, may be offered individually or in small groups. Counselors provide orientation to new students and those in transition, schedule students to best meet their needs and accomplish their educational goals, and maintain student records.

A positive relationship between school and home is an essential ingredient for student success. We encourage parents to contact school counseling services with any issues concerning their children. Parents/guardians have the option through ParentVUE to select counseling and SEL services they do not want their child to participate in.

GRADES

Synergy (StudentVUE or ParentVUE) is the student information system and **official/historical** grading system for transcripts. Canvas is the learning management system, where grades and assignments are also available for parents to view when they have created a “parent observer” account. Parents and students can access information via our website under “Family Access Center.” ParentVUE is an online system where parents and students can access grades and basic information. How to access Parent Vue can be found at <https://www.apsva.us/family-access-center/>

APS no longer posts or provides interim grades each quarter; therefore it is important to check grades in both ParentVUE and Canvas throughout each quarter to monitor your grades.

HOMEWORK

Homework may consist of out-of-class activities or projects that enrich, enhance, and extend a school experience, provide a real-life application of a subject being studied, and/or develop an appreciation for community resources.

1. When to request homework: On the second consecutive day of the student’s absence.

2. How to request homework:

- Parents call the main office at **(703) 228-5450** before 9:00 a.m.
 - The student’s teachers will be notified that a request for homework was made.
 - The homework will be bundled together, labeled with the student’s name and be waiting in the main office for pick up the same day.
- Parental request after 9:00 a.m.:
 - Any administrative assistant receiving the message will notify the student’s teachers by mailbox that a request for homework was made after 9:00 a.m.
 - For homework requests made after 9:00 a.m. the same procedures are followed, but homework will be ready for pickup by 3:30 p.m. the following day.

PRINCIPAL'S LIST

At the end of each nine-week grading period, students will be recognized for their achievement. Principal’s List are students who have achieved the grade of an “A” in every subject.

REPORTING PERIODS

Report cards are issued electronically each quarter. They can be found in ParentVue and StudentVue in the “documents” section. Synergy will email auto-generated weekly

summaries of student progress to provide parents with a snapshot of their student's progress. Remember that grades can change within a week after that snapshot is provided as teachers continue adding grades.

WOLF PAWS

Wolf Paws are part of the positive behavior incentive program at WMS. Students are given a wolf paw when they demonstrate positive behavior, which supports one of the three guiding principles at WMS: **Respect for self, Respect for others and Respect for our shared environment**. There are four quarterly Wolf Paw drawings where students can pick a prize from the display case if their wolf paw is drawn.

WOLF TIME

Wolf Time will be used as an academic intervention and/or extension block to provide all students access to a tiered system of support. The focus is to address the whole child to succeed academically and socially/emotionally. Students are expected to engage in the activity they are assigned to for each rotation. Wolf Time is not a study hall period.

GENERAL INFORMATION

CAFETERIA (Breakfast and Lunch)

Breakfast is served daily from 7:25 am to 7:40 am. Lunch time varies by day (A/B, C, etc.) and grade level. Breakfast is \$2.00 and the cost for lunch is \$3.50

CLINIC

The clinic is open during school hours and is staffed daily by a School Health Aide and a Public Health Nurse (who also covers Discovery Elementary School). Clinic staff will provide first aid and will call a parent/emergency contact if the student needs to go home or requires follow up care. Students who need prescription or over-the-counter medications (including self-carry emergency medications) at school must have an authorization form (signed both by a parent and physician) on file in the clinic for the current school year. Medications and forms should be brought to the clinic by the parent. All medications must be in the original containers and must match the prescription exactly. For more information or to download any school health forms, please visit: <https://health.arlingtonva.us/public-health/school-health/>.

DRILLS

Emergency drills are required in all schools. Students are expected to follow expectations during drills as we are practicing what to do in the event of a real emergency. We conduct the following drills; Fire, Earthquake, Tornado, Lockdown and Secure the Building.

EMERGENCY CLOSING

Please monitor social media and radio and television announcements when weather conditions are such that normal opening or closing times are affected. Information about emergency closings or delayed openings can also be found on our website as well as email via School Talk messaging.

FORGOTTEN ITEMS

If a student has forgotten lunch, homework, or any item, parents may bring the item to the main office. When there is a break in the schedule, the student will be asked to come to the main office to pick up the item. Please understand that we will get the items to your

student; however, they may not be delivered right away so as to minimize classroom disruptions.

FUND RAISING

Students are permitted to fundraise for school sponsored events when it has been approved by an administrator.

FIELD TRIPS

Field trips are meant to enhance the overall educational experience for students. They provide an opportunity to connect and extend their learning and experiences. Attending a field trip is a privilege. Students who are attending field trips are representative of Williamsburg Middle School. As such, students are expected to demonstrate positive behavior while on the trip and also in school prior to any field trip, including all school sponsored activities.

LIBRARY

The library is an active learning environment that is open to classes and individual students throughout the day and before and after school. Our collection consists of print books, e-books, audiobooks, and online resources. All materials circulate for three weeks. Students should have a pass from a teacher and sign in for individual library visits. Students who wish to go to the library after they finish their lunch may ask for a pass. The passes are limited and are distributed on a first-come, first-serve basis.

LOST AND FOUND

Lost articles can be found in the Lost and Found, located in the cafeteria. Valuable articles will be placed in the main office. Lost articles not claimed within a reasonable time will be given to charity. Putting names on clothing and all personal articles will assist in returning lost articles. WMS is not responsible for lost and found items.

MOVING/Change of address

If a student is transferring to another school, an email must be sent to the Registrar. Please include the last day of attendance and the name of the school system to which the student is transferring. Before the last day at Williamsburg, the student must secure a check-out slip from the Registrar and follow the appropriate directions. A parent or guardian must also come to the Counseling Services Office to sign appropriate documents. The Registrar must be informed if a change of address has occurred.

PHONE CALLS

Cell phones are not to be used during school hours, and “away for the day” in the students locker. A designated phone in the main office is available for student use. **Students are expected to use the office phone to communicate with parents/guardians**, and not their cell phones as the expectation is the phones are to be off and away.

WATER/WATER BOTTLES

Only water is allowed in class. Students are **strongly encouraged** to bring clear water bottles. Students bringing coffee or other beverages to school will be asked to pour them out except when consumed in the cafeteria during lunch.

AFTER SCHOOL ACTIVITIES

There are many after-school opportunities for students. Students are encouraged to get involved in extracurricular activities. Intramurals, clubs and activities meet on days when there are late buses: Monday, Tuesday, and Thursday.

New clubs or activities may be started during the school year if a sponsor is available and if enough students are interested.

Any student staying after school must be under the direct supervision of an adult. Students who are not able to demonstrate appropriate behavior may be excluded from participation in after school activities.

Students will be required to have a bus pass to ride a late bus. These passes will be distributed and signed by club or activity sponsors for after school programs. Listed below are the current intramural and interscholastic sports programs, clubs and activities already in existence.

CHECK IN PROGRAM

This is a program which provides supervision of students from 2:35 p.m.-6:00 p.m. A fee is charged for participation. Check-in students may participate in other after school activities.

CLUBS AND ACTIVITIES

Clubs and activities are sponsored by WMS staff and community members who volunteer to meet the varied interests of the students. More information can be found on the WMS Website under Activities.

INTERSCHOLASTIC SPORTS PROGRAM

This is a competitive program in which students try out for the team. Tryouts are required for all sports except Diving, Wrestling, and Swimming. All students must have a current physical on file with the activities office in order to participate in Interscholastic Sports (see Physical Examination Policy). Check the activities board in the hall by the cafeteria or the school's website for specific starting dates.

Sports at WMS: Swimming, Cheer, Tennis, Girls' Basketball, Boys' Basketball, Girls' Soccer, Boys' Soccer, Track, Ultimate Frisbee, Wrestling

Eighth-grade students are eligible to participate in the high school sports: Football, Field Hockey, Volleyball, Baseball, Crew, Cross Country, Softball, and Lacrosse at their neighborhood high school.

INTRAMURAL SPORTS PROGRAM

This program is an outgrowth of the Physical Education program and the objective is to offer all students an opportunity to participate in sports activities.

PHYSICAL EXAMINATION POLICY FOR MIDDLE SCHOOL ATHLETICS

All middle school student-athletes must pass a physical examination after May 1st of the current school year to participate or try out for WMS sport teams. Williamsburg Middle School recommends obtaining a physical examination between May 1st and August 30th.

This policy has been instituted countywide to streamline the management process and tracking of physical exams and to prevent student-athletes from participating with an outdated physical examination.

“Students who have been examined once during the period of May 1st of the current year through June 30th of the succeeding year (14 months) do not have to be examined again during that period unless they have had a serious injury or a serious illness.” This policy brings 8th graders who plan to try-out and play for their high school sub-varsity teams into compliance with the high schools’ physical examination guidelines.

STUDENT BEHAVIOR & EXPECTATIONS

Students are expected to follow our 3 Guiding Principles: 3 Rs at all times:

1. Respect Yourself,
2. Respect Others,
3. Respect Our Shared Environment

ACADEMIC IMPROPRIETY

Students found to have engaged in academic impropriety will have an additional opportunity to complete the assignment/task. **The highest score they are able to receive on the second chance is 70%, without an opportunity for a retake.** Those who provide information to others will also adhere to the same stipulations as the student using the information. All teachers will follow the same guidelines when discovering that students are engaged in this behavior. Leaving an online assessment will be considered academic impropriety. Teachers are able to see when students leave a test/quiz. When students do so, it will be viewed as an attempt to find the answer using a search engine. There will be no exceptions.

Williamsburg Honor Code:

I promise to act with honesty and integrity. I understand the consequences of dishonest academic/scholastic behavior.

Examples of Academic Dishonesty (not an exhaustive list)

- Improper test procedures (e.g. talking, display of resources)
- Copying or allowing anyone to copy any assignment or assessment
- Sharing information about questions and/or answers before, during, or after a test
- Forgery: signing another’s name on school-related documents
- Theft or alteration of anyone’s property, work, or materials
- Plagiarism: copying words and ideas and presenting them as your own
- Submitting researched material without citation
- Looking up answers using an electronic device during an assessment
- Anything not specifically mentioned that gives students an unfair advantage, provides help when not permitted, is presented as their own work and isn’t, etc.
- Using Artificial Intelligence (AI) in any way to complete an assignment/write a paper

A Level One response will be applied when a student has been found to have displayed academic dishonesty.

ACCEPTABLE USE (INTERNET) POLICY

The Arlington School Board supports the integration of technology to reach educational goals. Users of technology are responsible for appropriate behavior on school computer networks just as they are in a classroom or a school library. General school rules for behavior and communication apply; consequences for inappropriate behavior also apply. Students are responsible for signing and adhering to the guidelines in the [Acceptable Use Policy](#).

Parents are encouraged to monitor their student's iPad usage at home so that appropriate usage is applied at home as well. If families notice their child is not utilizing the iPad as expected, they are encouraged to discuss the matter with the students and also report the inappropriate content to teachers or Instructional Technology Coordinators. The APS website has additional information for a [Lightspeed Content Filter](#). Please understand that each device is the property of APS and is intended for use only by the student to whom it is assigned for educational purposes.

ACCEPTABLE USE OF TECHNOLOGY & DEVICES

APS has developed a plan to ensure that students know how to use the internet safely and understand APS rules for technology use. In accordance with the Code of Virginia, all students and their parents/guardians must annually sign the APS Acceptable Use Policy. All schools are responsible for ensuring that their students have signed the AUP through StudentVUE. Parents/Guardians acknowledge they have reviewed and agreed to the AUP through the AOV process in ParentVUE. Violations of this policy can lead to legal and/or disciplinary action.

Student device use expectations: Students will use all technology responsibly. • Students will not use the division's computer equipment and communication services for sending, receiving, viewing, or downloading illegal or inappropriate material. • Students will only connect to the APS network using approved methods. • Students will respect intellectual property and copyright laws. • Students will not tamper with or alter the system in any way that disrupts the network. • Students will report suspected computer viruses and other problems immediately. • Students will understand that all messages and files sent, accessed or received on or through APS equipment are subject to inspection. • Students who connect to the APS network using a personal device must comply with all applicable policies. • The use of APS technology is for school-related instructional and APS business activities.

All students will: • Be respectful and appropriate in comments and in written text while using the device. • Log into their personal account(s) and only use their assigned devices. • Be sure not to share their personal log-in with anyone else. • Use pictures and videos, whether captured on the device or downloaded, only to benefit learning. • Use lock screen and wallpaper images that are appropriate. • Understand that each device is the property of APS and is intended for use only by the student to whom it is assigned. Distribution of inappropriate images, videos, and files, whether captured on the device or downloaded, is prohibited.

APS personnel may inspect student devices at any time. If inappropriate content is found on the device, it will be deleted, and school administrators may take disciplinary action.

FILTERING APS limits students' exposure to inappropriate and illicit internet content by putting systems in place that block students' access to some websites. These restrictions are in place on all devices that APS issues, whether the student is using the device at school, at home, or in a public space. While APS makes significant efforts to filter inappropriate content, your child could reach content you feel is not appropriate. If this occurs, families are encouraged to discuss the matter with the students and report the inappropriate content to teachers or Instructional Technology Coordinators. Purposely bypassing content filters is a violation of the APS Acceptable Use Policy. Parents have access to LIGHTSPEED filtering, which provides visibility into your student's internet usage while using APS-issued devices, and more control of their use at home and after-school hours. Please see this APS webpage on [LightSpeed Content Filtering](#).

USE OF SOCIAL MEDIA Social media is a powerful platform for engaging students and including them in conversations that affect their ability to thrive in school and life. When using social media to interact with APS, students are expected to:

- Be polite
- Refrain from using profanity and racial or ethnic slurs.
- Remain respectful.
- Only tag news on tweets that contain appropriate messaging.
- Remember that once a message is online, it can't be taken back.
- Only represent themselves when messaging. Creating fake APS social media accounts is not acceptable, and
- Remain truthful in their messaging.

School administrators may be notified if students behave inappropriately when communicating with the school division or others via social media.

ASSAULT, FIGHTING

Students who become angry or upset with anyone are encouraged to resolve conflicts peacefully. Teachers, counselors, and other school personnel can help students find civil, nonviolent ways to handle disagreements. A student who threatens to harm or physically attacks another student or staff member—or is part of a group that does this—is subject to administrative responses.

ALCOHOL, TOBACCO, DRUGS

A healthy learning environment is free of alcohol, tobacco, drugs, inhalants, and look-alike or synthetic drugs. This includes prescription and nonprescription medications that a student is not authorized to have in school (see Medications). The School Board Policies prohibit the possession, use, distribution, or sale of these substances in any form on school property. Consequences vary according to the student's age, the nature and number of offenses, and Arlington County and Virginia law.

BULLYING

WMS is committed to creating a safe, caring, respectful learning environment for all students. The definition of bullying is any aggressive and unwanted behavior that is intended to harm, intimidate, or humiliate the victim; involves a real or perceived power imbalance between the aggressor or aggressors and the victim; and is repeated over time or causes severe emotional trauma. Bullying also includes the repeated infliction or attempted infliction of injury, discomfort, or humiliation on a student by one or more students. It is a pattern of aggressive, intentional or hostile behavior that occurs repeatedly and over time. "Bullying" includes cyberbullying.

All staff members who observe, suspect or become aware of a situation are expected to intervene. This applies during all activities, including activities on school property, on a

school bus, or while en route to or from school, and those occurring off school property if the student is at any school-sponsored, school-approved or school-related activity or function, such as field trips or athletic events where students are under the school's control. Students are strongly encouraged to report any acts of bullying/ harassment to school staff immediately.

Reports will be shared with an administrator. School administrators will investigate complaints and implement appropriate disciplinary action, as needed, in accordance with APS disciplinary codes. This policy also includes cyber bullying (such as social media postings, emails, text messages, phone calls, etc.). Victims of bullying will be offered counseling services. Students who bully/harass other students will also be offered assistance as appropriate. Students who wish to report complaints anonymously may do so by using the Bullying Reporting link found at the bottom of the WMS website or using the APS [Reporting Form](#).

BUS CONDUCT

The driver of the school bus is responsible to maintain order and safe conditions at all times. Riding a school bus is a privilege and proper conduct is expected. **An administrator may assign seating or deny students transportation when their conduct represents a threat to the safe operation of the school bus.**

CAFETERIA

Students are expected to eat their lunch in the cafeteria and clean up after themselves, including the table and floor. All students are responsible for ensuring their shared environment (table and surrounding floor area) is clean even if it is not their mess. Students are not permitted to cut in line and should only wait in line if they are buying lunch. Students may only be excused from the cafeteria ONLY if they have a written pass from the teacher.

CELL PHONES AND OTHER PERSONAL ELECTRONIC DEVICES

Phones, Air pods, and smart glasses, as well as other personal electronic devices must be **off and away** in a locker for the duration of the school day and during school-sponsored field trips, with the exception of overnight trips. Phone accessories, such as airpods and earbuds, are also to be away.

Smart watches and other wearable devices may be worn, but features equivalent to those on a smartphone, including texting, phone calls, internet applications, and stored media are to be off when cell phone use is prohibited. That is, smartwatches must be in “study or do not disturb” mode. Staff will confiscate devices after one warning. After the second infraction and beyond, when the device has been confiscated, a parent/guardian is required to pick the device up. There are no exceptions to this rule.

Students are prohibited from using phones, tablets, and other mobile devices in restrooms and locker rooms, unless there is a medical necessity or emergency.

Teachers, administrators, and staff members may allow the use of cell phones, smart watches, airpods, earbuds, or video-recording devices when appropriate for a specific instructional purpose, however the devices provided by Arlington Public Schools should meet most needs.

Cell phones and other personal electronic devices may be used on school grounds only before and after school.

- 1st Infraction: Warning by the teacher and phone must be put away.
- 2nd Infraction: Students hand their phone to the teacher (parent will be notified). The phone may be collected by the student at the end of the day.
- 3rd+ Infraction(s): Phone is brought to the main office for parent pick up.
- 4th+ Infraction: Students may be issued a phone pouch for a yet to be determined period of time.

DISRUPTIVE BEHAVIOR

A student who willfully disturbs the learning environment makes it difficult for the rest of the class to stay on task and continue learning and may put others at risk. This is also true at events such as athletic competitions and field trips. Disruptive behavior includes refusing to follow a directive, using offensive language or gestures, making threats, harassing someone or others, bullying and fighting. Parents will be informed, and grade-level administrators will be consulted. Administrators will follow up with the teacher and parents regarding continual disruption patterns. According to APS policy, the administrator reserves the right to determine the next course of action.

DISCRIMINATION

Discrimination is treating someone unequally based on a certain characteristic in a way that interferes with a person's education and/or academic performance. Discrimination based on a person's race, color, religion, sex, pregnancy, sexual orientation, gender identity or gender expression, age, marital status, genetic information, national origin, mental or physical disability, or protected veteran status is strictly prohibited. For more information, see School Board Policy J-2 Student Equal Educational Opportunities/Nondiscrimination.

DISCRIMINATORY HARASSMENT Discriminatory harassment is verbal, physical, written, graphic, or electronic conduct that disparages or showing hostility toward an individual or group of individuals based on a person's race, color, religion, sex, pregnancy, sexual orientation, gender orientation or gender expression, age, genetic information, national origin or mental or physical disability and is strictly prohibited. Examples of discriminatory harassment include epithets, slurs, negative stereotyping, jokes, and written, printed, or graphic material that contains offensive, demeaning, or degrading images or comments. Discriminatory harassment creates an intimidating or offensive learning environment that interferes with a student's education and/or academic performance. For more information, see School Board Policy J-2 Student Equal Educational Opportunities/Nondiscrimination.

APS, as is WMS, is committed to responding to all complaints of discrimination in a manner that stops the discrimination, prevents it from happening again, and helps support the person who was discriminated against to make sure that any harm done by the discrimination is addressed. Discriminatory harassment is subject to administrative responses.

DISCIPLINE -

All APS administrators follow the **2024-2025 APS Administrative Discipline Framework-SECONDARY**. The APS Levels of Interventions and Responses were developed, with local and state guidance, to provide school staff and division-level administrators with guidance

in determining the appropriate interventions, supports, and/or responses for student behaviors. Each of the five levels/categories represents the maximum consequence permitted for specific code violations; however, depending on the circumstances, administrators may provide intervention, support, or response from a lesser category. Administrators and leadership teams engage in an investigative decision-making process to determine appropriate responses for behaviors at all levels. Parents are often called regardless of the level of infraction.

DRESS STANDARDS

APS has developed a systemwide dress code standard to ensure consistency within and across all schools regarding dress expectations. APS values the importance of providing equitable learning opportunities and the rights of all students while ensuring student attire does not create a hostile or intimidating atmosphere or interfere with the health and safety rights of any student. In addition, APS strives to address the marginalization of any students or any student group in all areas of school life, including the clothing worn by a student. All students should be able to dress comfortably for school while recognizing the role they play in creating a positive learning environment. This standard can aid in ensuring equitable responses and eliminating disparities in enforcement based on students' school location, race, gender, ethnicity, religion, sexual orientation, household income, gender identity or cultural observance. By necessity, appropriate school dress is the responsibility of each student and their parents/guardians. Students may wear clothing that is comfortable for them, expresses their self-identity and adheres to their religious beliefs while meeting the values of equity and respect for all students. Clothing is defined as items worn on the body, on top of undergarments. Clothing for school requires top and bottom or a full one-piece apparel item. For safety reasons, attire such as hats and hoodies may be worn as long as the student's face is visible. *However, WMS recommends that hats and hoodies remain off in the school building unless students are outdoors.*

APS defines "inappropriate" as clothing that does not cover the buttocks or genitals, underwear worn without any clothes covering (visible waistbands or straps on undergarments worn under other clothing are acceptable), swimwear as standalone apparel (outside of pool areas), and clothing with language or images that are vulgar, discriminatory, derogatory, or obscene. In addition, clothing that promotes the use of weapons, illegal acts or violence, drugs, alcohol/drug paraphernalia or gang involvement may not be worn to school. Any student not complying with any of these standards will be required to correct their clothing immediately. The student's parent/ guardian will be contacted, and the student will need to change into clothing in compliance with the APS dress code standard.

DRILLS

Students who do not follow teacher directions and expectations will be referred to an administrator.

GUM

Chewing gum is not allowed at WMS. There are exceptions for students who need to chew gum, of which school staff is aware, and have granted the student permission.

HALLWAY

Students found repeatedly in the hallway without a pass after class has started will be referred to an administrator.

HANDS OFF AT ALL TIMES.

This includes fighting, play fighting, “horseplay” or any physical “fooling around” to include public displays of affection. All students are expected to keep their hands to themselves at all times. Refusal to adhere to this policy could result in disciplinary action.

MEDICATIONS AT SCHOOL

To ensure that students take prescription and nonprescription (over-the-counter) medications safely WMS clinic/school health nurse, as stated by APS, may, with authorization from a licensed practitioner, administer the medications. Parents must bring the medication to the school health room for storage and provide documentation for administering it. For more information, see School Board Policy J-8.3.1 School Health Services.

SCHOOL PROPERTY: LOCKERS

Students are responsible for the proper care of all books, supplies and furniture they use at school, including assigned lockers for Teacher Advisory (TA) hallway and Physical Education (PE). Lockers are the property of the school and intended for student use. Students will be expected to keep lockers locked. Personal locks are not permitted on lockers. Building administrators have the right to inspect lockers and contents if there is reasonable suspicion to do so (APS Policy J-6.7). Reasonable suspicion is a rational presumption that school rules or the law have been violated or are being violated.

Students are responsible for damage to lockers. Students should not use tape on the interior or exterior of lockers and should not put stickers on lockers. Locker decorations (e.g., celebrating a friend’s birthday) are permitted, but should be removed after two weeks. Custodians will remove and dispose of all decorations after this time. Students SHOULD NOT share their locker combination with other students. Students should close their locker after each use. If a locker is not working properly, the student should notify their TA or PE teacher.

SEARCHES AND CONFISCATION OF STUDENT PROPERTY

APS depends on students to help keep schools safe and drug-free. School officials may conduct random inspections of lockers, desks, and other areas on school property. If they have reason to believe a student has a weapon, alcohol, drugs, vape, stolen property, or similar evidence, the student backpack, purse, pockets, outer garments or electronic device may be searched. Items that do not belong at school, or are being misused, may be taken away from the student and returned to the parent. If a student refuses to have a school administrator search suspicious items, the administrator may refuse permitting the student to return to the learning environment until the matter has been addressed. For more information Policy J-6.7 Student Searches and Confiscation of Student Property

SELLING ITEMS

Students are not permitted to sell items for personal profit.

WEAPONS

Students may not bring weapons to school. Knives, laser pens or any item that can be construed or used as a weapon, or cause harm in any way or look like a weapon will be confiscated and turned over to an administrator. These items will not be returned to the student. Students violating this expectation will be subject to disciplinary action.

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It is important that the school staff work closely together with parents/guardians and be supportive of steps taken to bring about desired changes in behavior. If, after behavioral interventions have been taken, an administrative response becomes necessary, school staff will impose appropriate, fair responses. Administration will communicate effectively with parents/guardians to explain the situation, the actions taken, the due process procedure, and the goal of working together to see positive results

STUDENT & PARENT HANDBOOK SIGNATURE PAGE

PLEASE SIGN, DATE, AND RETURN THIS PAGE ONLY

After reading the Student Handbook, please sign the appropriate lines below and return the form to the Main Office or your student's TA teacher.

We, the parent(s)/guardians, have read and understand the contents of the Student Handbook.

My child, _____, and I have also reviewed and understand the student

handbook for the **2025-2026** school year.

We agree to follow the policies outlined in the Parent Handbook.

Student Signature _____ Date _____

Parent Signature
Date

Teacher

Date