

# Wright Middle School

## A Message from the Principal

Dear Students and Parents,

Welcome to J. S. Wright Middle School. I am excited about the opportunity to be a part of the tradition of J. S. Wright Middle School. J. S. Wright Middle School has a history of success that we will continue this year. As you all know, success does not come easily. It takes a cooperative effort by all team members. Each member must have an attitude of a willingness to do whatever it takes to get the job done. The bar has been set high at J. S. Wright Middle School by the accomplishments and successes of previous students. It is our goal to honor that expectation with a consistent daily effort to succeed.

This handbook is one important tool that you will need for success at J. S. Wright Middle School. The information in this handbook will provide you the answers to most of the questions that may arise during the school year. The information alone does little good. It is your responsibility as a student to know this information.

My expectation for all students is for you to give your best effort each day. Our faculty and staff have worked hard preparing for this year. Our teachers are second to none. Their purpose is to insure your success. They will provide each student with every possible opportunity to learn and grow to their fullest potential. Students, I expect each of you to work equally as hard for yourselves.

Parents, your commitment to your child's education is invaluable. The things you deem important are naturally important to your child. In our society, apart from your child's spiritual health, there is no more important gift you can give your child than complete support of his or her education. Please communicate with your child's teachers and monitor their progress. Our teachers welcome your input and support. Your involvement is invaluable not only to your child and J. S. Wright Middle School but to our community as a whole. Our teachers, staff and I will give our best effort each day; but, nobody can adequately fill the role you play in your child's education.

Again, I am excited about being a part of J. S. Wright Middle School this year. I look forward to meeting all of you. I pledge to each of you my best effort each day to provide the environment that will foster a superior education for your child. All of us working together greatly enhances the probability of your child succeeding academically in this school year. Thank you in advance for your support.

Sincerely,

F. R. (Dick) Williams, Jr.  
Interim Principal

## MISSION STATEMENT

**The mission of Wright Middle School is to promote student learning by challenging and guiding students toward a successful transition to a higher level of learning.**

## STUDENT GUIDELINES

All students should enter the cafeteria in the morning. All students at Wright Middle may eat breakfast free. Students will then quietly go to their hallway for morning reading. Walkers and car riders must get to school on time (before 8:00 a.m.) if they plan to eat breakfast.

All students at Wright Middle School will be dismissed at 3:10 each day. Walkers should start home immediately. There should be no loitering, grouping together, or wandering around the school or school grounds.

Cars can be driven to school only with special permission from the principal. Other students cannot ride with these drivers unless they have written permission from their parent/guardian and the office.

### Telephones

The school telephones are for business uses only! If students must call home, they must come to the office, state the reason for the call, and the call will be made for them. Incoming emergency messages will be relayed to the students as soon as possible.

### Lockers

Students will be assigned a school locker and a gym locker for the storage of school supplies, equipment, and clothing. It is the student's responsibility to see that these lockers are kept neat. Book bag straps should not hang out. Lockers are provided at no cost. Each student should use only their assigned locker and should not share lockers with other students. Lockers cannot be closely supervised; therefore, do not store valuable articles in them. Money should never be left in lockers. **School officials reserve the right to inspect lockers at any time.**

## **Cafeteria Procedures**

Breakfast and lunch are provided for the student's convenience. A well-balanced meal can be purchased for a very reasonable price.

Students may pay for lunches for the week by bringing the correct amount of money to the teacher on Monday morning. No charges will be allowed.

Applications for free or reduced meals are in the cafeteria. When the application is completed, it should be returned to the cafeteria manager for approval. After approval, students may begin to eat free or at a reduced rate. Applications are on hand all during the school year. If financial conditions change, students should contact the lunchroom for a form. This procedure is handled confidentially.

If the student elects to bring lunch from home, they are required to go into the lunchroom to eat it. They are also required to follow the same cafeteria procedures.

We ask students to please assist in keeping food, napkins, straws, and other "litter" off the tables, chairs, and floor of the cafeteria. Each person who eats in the lunchroom is responsible for leaving the area clean for the next person who eats there. Poor behavior can cause a student to lose his or her right to eat in the cafeteria.

The teachers will appreciate your cooperation in the following manner:

- \*Stand orderly and quietly in line while waiting on your lunch.
- \*Do not pick up another student's lunch card.
- \*Practice good table manners and clean up behind yourself.
- \*Do not be loud, rude, or display any unruly behavior.
- \*Please put trays, silverware, and trash in the proper container.
- \*Food cannot be taken from the cafeteria.
- \*Follow all directions given by adults.

When there is a delay to the start of school due to inclement weather or other situations beyond our control, breakfast will not be served. Parents are asked to make the necessary arrangements for breakfast when a delay is necessary.

## **HALLWAYS**

Please walk on the **right side** of the hallways in an orderly manner observing the following:

- Do not run, push, jump, or play in the hall.
- Do not stop to visit or chat with your classmates. This creates unsafe conditions for all students and causes others to be tardy to class.

- Students should have a pass with them whenever they are in the halls, except during class changes or when escorted by a teacher.

## **BATHROOMS**

Students are asked to please help maintain the bathrooms by observing the rules that are listed below:

- Do not loiter or play in the bathrooms.
- Help keep bathrooms clean and neat.
- Do not write on the bathroom walls or doors.
- Report anything unusual in the bathroom to a school official immediately.

If a student has a physical problem, which requires frequent or emergency trips to the bathroom, please inform the school by sending a note from the doctor stating the nature of the problem so that we can provide for the student's needs.

## **Lost and Found**

Clothing items that are found will be displayed in the cafeteria and all other items will be stored in the main office. After a period of two weeks, unclaimed articles will be donated to charity. Students should write their name in all textbooks, workbooks, and notebooks. Also, personal property items should be labeled. Please report any lost or stolen items by writing a detailed description of the article that is lost. This description should be given to the school secretary. We request that if the article is found, a thank-you note is written to the finder.

## **ITEMS NOT TO BE BROUGHT TO SCHOOL**

1. Students should not bring large sums of money, radios, cameras, cassette/CD players, video games, dice, playing cards, trading cards or other valuables to school.
2. The above listed items may be confiscated until a parent comes to pick the item up.
3. Magic markers, paint, and liquid paper are not to be brought to school.
4. Paging devices (Beepers) and cellular phones are not allowed.

## **VISITORS**

1. Students are not allowed to have visitors at school for any reason.
2. Parents are always welcome in the school. We encourage parents to make appointments to see staff members.
3. All visitors are required to sign in at the main office and receive a visitor's pass.

## **ILLNESS AND MEDICATION**

If a student becomes ill at school, a pass should be obtained from the teacher to go to the nurse's office. Parents will be asked to pick up any student who is too ill to stay in school. It is important that the school have emergency information, especially a phone number, where parent/guardian/neighbor may be contacted during the school day. Any student who is released to go home sick more than three times during the school year may be required to bring a doctor's statement upon returning to school. Extenuating circumstances must be on file in the office.

### **Prescription medication:**

Students must have a "permission for prescription medication" form filled out and signed by the student's physician and parent or legal guardian. All medications must be properly labeled and in its original container. ALL MEDICATION BROUGHT TO SCHOOL WILL BE KEPT IN A LOCKED MEDICINE CABINET AND ADMINISTERED BY THE SCHOOL NURSE.

### **Non-prescription medication:**

Students must have a "permission for non-prescription medication" form filled out and signed by parent or legal guardian. Medications brought to school to take during the school day which includes, but is not limited to aspirin, cough drops, sprays, Tylenol, Midol, etc must have the student's name marked on it, and in its original container. ALL MEDICATION BROUGHT TO SCHOOL WILL BE KEPT IN A LOCKED MEDICINE CABINET AND ADMINISTERED BY THE SCHOOL NURSE.

**NURSE WILL NOT CALL HOME FOR PERMISSION TO GIVE NON-PRESCRIPTION MEDICATIONS.**

## **INCLEMENT WEATHER**

Listed below are radio and television stations to listen to or watch concerning school closings, delays, or dismissals when it becomes necessary to cancel school or dismiss early due to inclement weather or other emergency conditions.

WANS - Anderson - 107.3 FM  
WFBC - Greenville - 93.7 FM  
WRIX - Anderson - 103.1 FM  
WSCZ - Greenwood - 96.7 FM  
WSSL - Greenville - 100.5 FM  
WMY1 - Hendersonville - 102.5 FM  
WZLA - Abbeville - 92.9FM  
WLOS TV - Asheville - Channel 13  
WSPA TV - Spartanburg - Channel 7  
WYFF TV - Greenville - Channel 4  
Abbeville – Charter Communications

If parents fear for the safety of their child or have doubts concerning the situation, they are advised to use their own judgment. Please do not call the school. It is important to keep the school's telephone lines open.

### **TEXTBOOKS**

Textbooks are loaned to students for their use during the school year. Textbooks damaged beyond reasonable wear and tear, lost, or stolen, will be charged to the student. Lost and/or damaged charges must be paid immediately. Since textbooks are loaned to students, the student to whom they are assigned must use them.

### **FEES**

Instructional fees are necessary to provide materials vital to the educational program. It is expected that all students pay for fees. Should a severe hardship exist, it will be the parent's responsibility to set up a fee payment plan with the principal or the principal's designee. A student may not participate in athletics until all fees to the school have been paid.

### **ADDRESS OR TELEPHONE CHANGES**

Any change of address or telephone number should be reported to the school immediately to allow necessary communications between school and home. Parents, please inform your child where and how you or someone else can be reached in case of an emergency at school. If you do not have a telephone in your home, please make arrangements for the school to have the number of someone who can contact you.

### **EMERGENCY PLAN AND SAFETY DRILLS**

According to the requirements of state law, J. S. Wright Middle School has an emergency plan that outlines procedures, assigns roles, and provides a plan of action should a school emergency arise. In addition, fire, tornado, and earthquake drills are held.

### **EARLY DISMISSALS**

The parent/guardian must sign-out their child in the school office. In order for your child to get the minimum number of minutes as required by state law they must stay the entire school day. Therefore habitual early pickups will not be allowed. Requests for early dismissal must be for valid reasons such as for sickness or medical appointments. School attendance is critically important to academic success. Medical appointments during school hours are discouraged. Students will be dismissed early from school for medical reasons that are verified by the school office. This may involve the school calling the parent/guardian and/or requesting a written excuse from the doctor with which the student has the appointment. Emergency situations and funerals must be verified by the parent/guardian.

## **WITHDRAWAL PROCEDURES**

A student withdrawing from J. S. Wright Middle School and transferring to another school must complete the following steps:

- 1) Report to the guidance office to obtain a withdrawal form.
- 2) Take the withdrawal form to all of your teachers, the media specialist, the lunchroom supervisor and have them complete and initial their part of the form.
- 3) Turn all books in to the teacher that issued them.
- 4) Return to the office and receive final clearance from the guidance counselor and/or principal. All fees must be paid before final clearance can be given.

An official transcript will be mailed to the student's new school upon request from that school.

## **ATTENDANCE AND TARDIES**

In accordance with state law, all students between the ages of 6 and 17 years of age must attend school a minimum of 170 days (a maximum of 10 days absent). This rule, established by the State Board of Education, does not apply to cases of extended or chronic illnesses that are certified by a physician, nor does it apply to absences due to emergency conditions that are approved by the principal.

The school day at J. S. Wright Middle School begins at 8:10 a.m. Students must enter the double doors at the cafeteria prior to 8:10. Students who arrive after 8:15 a.m. are considered late and will be marked tardy and should report to the front office to receive a pass to be admitted to class.

To enter school after being absent, the student must bring a written excuse from a doctor or from home signed by the parent or guardian. The student must give the note to the attendance clerk in the office. This statement must be turned in within three days of the student's return to school.

When a student has three (3) consecutive absences, either excused or unexcused, the school will contact the parent to determine the reason for the absences. An absentee intervention plan will be developed in accordance to district guidelines.

Students with five (5) unexcused absences will be reported to the District attendance Supervisor.

Students who have four (4) tardies in a nine weeks will be assigned After School Detention. Those students who are habitually tardy may be required to make up academic work during their lunch hour or related arts hour.

## ACADEMICS

The administration, faculty, and staff of J. S. Wright Middle School believe that their primary purpose is to provide each student with an opportunity to reach his/her potential in the academic, social, physical, and emotional areas. We believe that we must offer a varied academic program along with a wide range of other experiences.

### CLASSES

All students are enrolled in the following classes:

*English/Language Arts* instruction includes writing, speaking, thinking, listening, vocabulary and reading comprehension.

*Math* instruction ranges from general math to algebra.

*Science* is also taught in all grades. Units will integrate life, earth, and physical science.

*Social Studies* will encompass world history, United States history, world geography, and South Carolina history.

*Physical Education* is taught in all grades.

*Related Arts* consists of physical education/health, band, art, and chorus.

*Band: optional for students who would like to participate.*

Chorus: 7<sup>th</sup> and 8<sup>th</sup> grade students must audition for a position.

### HOMEWORK

Homework assignments will be used for practice and to extend classroom learning.

Homework promotes responsibility and independent study skills.

Students are required to record all homework assignments in their agenda.

Parents are encouraged to review their child's homework.

### MAKE-UP WORK

It is the student's responsibility to make up all required work that is missed because of an absence, excused or unexcused. On the first day back in school, the student must contact teachers to discuss the make up work and the date that it is due.

### STUDENT ASSIGNMENTS

Students or parents must contact the school prior to 9:00 a.m. to request assignments for extended absences. The assignment sheet can be picked up at the end of the school day.

Classes will not be interrupted during the day to request assignments.

### GRADING AND REPORT CARDS

Grades placed on the report card will be in numerical values. The numerical value placed on the card for each subject will be the average of grades for the grading period.

The grading scale is as follows:



A= 93-100 B= 85-92 C= 77-84 D= 70-76 F= Below 70

## **REPORT PERIOD**

Students will be issued report cards at the end of each nine weeks. However, parents are required to come to school during the end of the first report period to pick up report cards from the teacher. Parents are required to sign one sheet of the student's grade report. The other sheet is the parent/guardian's copy to keep. Teachers will be available for conferences after reports go out. Students will also be issued progress reports midway through each nine-week grading period.

# **SCHOOL SERVICES**

## **GUIDANCE PROGRAM**

J. S. Wright Middle School has a full-time guidance counselor available to work with parents and students. Students desiring to see the counselor may do so through a request to his/her teacher or by asking the counselor for an appointment. Parents desiring a conference should call the guidance counselor for an appointment. Conferences with teachers can be held during school hours during their planning periods or through special arrangements. Please call the guidance counselor to set up a parent-teacher conference.

Guidance sessions can assist pupils in understanding themselves better, making wise choices and adjustments, relating well to others, growing independently, and being responsible one's self. The counselor works with classes and individuals to help students make the best choices in developing to their full potential. In addition, the counselor assists the students in career development and working better with the school, parents, and the community.

Also, through the guidance department, outside agencies provide additional support for stress-related problems, for the prevention of teen pregnancy, and alcohol and drug abuse.

## **MEDIA CENTER**

The media center offers a collection of materials for student to use in class assignments, research work, and pleasurable reading. These materials include books, magazines, and newspapers. All books, except reference books and magazines, may be checked out. Books that are lost or are not returned must be paid for in full. Since the media center benefits everyone, students are asked to cooperate in keeping it a quiet place to read, study, and do research. The media center hours are from 8:00 a.m. to 3:45 p.m.

Students who wish to use the Internet must obtain an Internet Disclaimer form, which the parent/legal guardian must complete.

## **HOMEBOUND INSTRUCTION**

Homebound instruction will be provided for students who must miss school for an extended number of days for medical reasons. Applications for homebound instruction may be picked up in the guidance office at the school or at the district office. A student may not be considered officially homebound until the form is returned to the school. Forms must be signed by a certified physician. Official homebound days are not counted as absences from school.

## **SCHOOL NURSE**

A district nurse is in the school on a regular basis and is on call when needed. She checks height, weight, hearing, and vision. She also screens for other health-related problems and is available to discuss and advise students with health problems.

# **SCHOOL ACTIVITIES**

## **INTERSCHOLASTIC ACTIVITIES**

J. S. Wright Middle School will field a football team, a boys' and girls' basketball team, and a girl's volleyball team. These teams are sanctioned by the South Carolina High School League. Students who participate in interscholastic activities sponsored by the school shall be required to meet all the standards or requirements as prescribed by the state high school league and school district.

Any student engaging in any athletic competition, which is sponsored by the school, shall be required to furnish a statement by a medical doctor certifying his/her physical fitness. Physicals are provided at a cost of approximately \$10.00 per student. However, no student may participate in any athletic program until all school fees have been paid. A student must purchase school insurance or provide a statement from his/her parent/guardian that he/she is covered by insurance in order to participate.

## **CHEERLEADING**

Any sixth or seventh grader wishing to try out for cheerleader for the next school year must sign up during the specified time. The cheerleader sponsor will then determine if academic grades and behavior are acceptable. Names of students whose grades or behavior are not acceptable will be removed from the candidate list. Violation of any cheerleading regulations or rules will result in immediate discipline and could result in immediate dismissal from the squad.

## **ASSEMBLIES**

School assemblies are a part of school life at J. S. Wright Middle School. Programs of culture and special interest enrich the curriculum. Pep rallies promote athletics and school spirit. Other assemblies recognize scholarship and leadership. Proper behavior is a

requirement for a good assembly program. Students should enter the assembly quietly, participate courteously, and leave in an orderly manner. Booing, whistling, and other acts of discourtesy towards speakers or performers will not be tolerated. A favorable image of J. S. Wright Middle School is to be maintained at all times.

### **FIELD TRIPS**

All students who participate in field trips or other excursions must have their parents/guardians sign a permission or release form that is placed on file before the student is permitted to leave school. All educational trips are classified as authorized absences and carry full make-up privileges for all work missed. A student who is under suspension or who exhibits inappropriate behavior will not be allowed to attend field trips.

The administration reserves the right to remove any child from a field trip.

## **HONORS AND AWARDS**

### **HONOR ROLL**

All students in grades 6, 7, and 8 who qualify will be named each nine weeks. Selection for the “A” honor roll will require that all grades be 93 or higher. Selection for the “A/B” honor roll will require that all grades be 85 or higher.

### **BETA CLUB**

Students selected for the National Junior Beta Club must score either proficient or advanced on PACT, and must have prior demonstration of exemplary citizenship. Selection will be made at the beginning of the year and at the end of the first semester. Subjects used for qualifying will be math, science, social studies, and English language arts.

### **STUDENT PICTURES**

Students pictures will be used to promote our school in various ways, such as, bulletin boards, newspapers, our school’s website, etc.

### **STATEMENT OF NONDISCRIMINATION**

The School District of Abbeville County does not discriminate in any of its educational programs, activities or employment policies on the basis of race, color, creed, national origin, religion, sex, age, handicaps, or marital status.

## **J.S. Wright Middle School Student Dress Code**

The main objective of Wright Middle School is to provide the best possible education for your child in a safe and productive environment. In order for us to accomplish this task, we need your assistance with many different components. Making sure that your child's clothing follows the dress code is one factor where your assistance is very important.

Students are to dress and groom themselves in a clean and neat manner that does not distract or interfere with the normal routine of the school. Your dress should not be immodest or revealing. Use these common sense guidelines in relation to appropriate dress for school.

- ◆ Wear shoes at all times. Any style of flip-flops is acceptable but bedroom slippers are not allowed.
- ◆ Do not wear a hat, cap, headband (including head bands that cover the forehead area), or similar head covering inside the school.
- ◆ Do not wear tank tops, halters, sheer blouses, or any clothing that exposes the midriff, chest, and/or bust. Sleeveless tops are permissible. No spaghetti straps. No undergarments should be exposed.
- ◆ Do not wear any article of clothing or patch bearing any words or phrases that are obscene, vulgar, or otherwise in bad taste or which may cause a disruption. This includes t-shirts and other items advertising or promoting products that are illegal for students to use.
- ◆ Do not wear tattered and/or torn clothing.
- ◆ All shorts and skorts must be long enough to reach or extend beyond the middle of the thighs. A good test to ensure that your shorts are the correct length is to stand up straight and place both hands at your side. The shorts must extend beyond your middle finger.
- ◆ Dresses and skirts must be knee length or longer. If a dress or skirt has a slit in it, the slit cannot extend above the student's knee.
- ◆ Do not wear clothing that is form fitting or too tight.
- ◆ Jeans, pants, shorts, etc., should fit in the waist. "Busting Slacks" will not be allowed. Wearing a belt is recommended.
- ◆ Wearing clothing that exposes any undergarments will be in direct violation of the school's discipline policy.
- ◆ Having combs, picks, etc., in the hair is not permitted.
- ◆ Do not wear pierced jewelry in your eyebrow, tongue, nose, or on any other body parts other than on your ear. Due to safety reasons and some of our related arts activities, only small earrings will be allowed.

If you come to school inappropriately dressed, you will be counseled about the way you are dressed. A phone call will be made for you asking for someone to bring you appropriate clothing from home. It is hoped that all students will adhere to these guidelines so that the issue of clothing is kept to a minimum. **The administration reserves the right to adjust the dress regulations.**

## STUDENT EXPECTATIONS

J. S. Wright Middle School expects all students to:

- ✓ Be life-long learners
- ✓ Prepare him or her self for their future
- ✓ Behave and conduct his or her self in an orderly manner
  - ◆ Use appropriate language
  - ◆ Be honest
  - ◆ Arrive at school/classes or any school function on time
  - ◆ Be attentive in class
  - ◆ Walk on the right side to all classes
  - ◆ Always have a hall pass
- ✓ Demonstrate Respect
  - ◆ Towards his or her self
  - ◆ Towards any employee of J. S. Wright Middle School
  - ◆ Towards other people's belongings
- ✓ Be prepared for school
  - ◆ Bring all necessary materials to class
  - ◆ Bring only the necessary items to school
  - ◆ Complete all assignments
  - ◆ Talk to his or her parents about school
  - ◆ Receive enough sleep
  - ◆ Dress appropriate for school
- ✓ Follow the Abbeville County Student Code of Conduct
- ✓ Follow J. S. Wright Middle School's discipline policy