



INNOVATION MIDDLE SCHOOL

"Where Technology and Character Come Together!"

5095 Arvinels Avenue

San Diego, CA 92117

Phone: (858) 278-5948 / Fax: (858) 278-5758

www.iMiddle.org



Regular Bell Schedule: M, T, Th, F

Period 1	7:35-8:30
Period 2	8:34-9:29
Period 3	9:33-10:28
Period 4	10:32-11:27
SURGE	11:31-11:59
Lunch	12:03-12:33
Period 5	12:37-1:32
Period 6	1:36-2:31

My Student Connect info is:

PIN _____

Password _____

Minimum Day Bell Schedule: Wednesdays

Period 1	7:35-8:20
Period 2	8:24-9:09
Period 3	9:13-9:58
Period 4	10:02-10:47
Period 5	10:51-11:36
Period 6	11:40-12:25
Lunch (optional)	12:25-12:45

Principal

Mr. Klein

Vice Principal

Ms. Labas

My Class Schedule- 1st Semester Subject-Teacher-Room

1. _____
2. _____
3. _____
4. _____
- 4A. _____
5. _____
6. _____

My Class Schedule- 2nd Semester Subject-Teacher-Room

1. _____
2. _____
3. _____
4. _____
- 4A. _____
5. _____
6. _____

MASCOT AND SCHOOL COLORS

School Mascot: SURGE
 School Colors: Slate blue
 Heather and Charcoal gray

Office Hours

7:00 a.m. – 3:30 p.m.

Student Day

7:35 a.m. – 2:31 p.m. M, T, Th, F

7:35 a.m. – 12:25 p.m. Wednesdays

Students may enter campus at 7:15 a.m.
and are required to stay in the designated meeting areas.

Student Handbook will be updated as needed. Please check www.iMiddle.org for current information.

I have read and understand the information contained on this page.

Student Initials: _____

Parent Initials: _____

2011-2012 SCHOOL CALENDAR KEY DATES

FALL SEMESTER 1

September 6	School Opens- Full Day of Instruction
October 21	1 st Progress Report, Semester 1 Students take home Progress Report * Parent Signature Required *
November 11	Veterans Day Observance- No school
November 21-25	Thanksgiving Vacation Week
December 9	2 nd Progress Report, Semester 1 Students take home Progress Report * Parent Signature Required *
Dec. 19-Jan. 2	Winter Vacation
January 16	Dr. Martin Luther King Day Observance
January 27	Fall semester ends- Final Semester 1 Grades

Fall Semester Report Card mailed home by the District

For calendar updates, please check our website at www.iMiddle.org

2011-2012 SCHOOL CALENDAR KEY DATES

SPRING SEMESTER 2

January 30	Spring semester begins
February 17	Lincoln Day Observance- No school
February 20	Washington Day Observance- No school
March 16	1 st Progress Report, Semester 2 Students take home Progress Report * Parent Signature Required *
April 2-6	Spring Break Vacation Week
April 27	2 nd Progress Report, Semester 2 Students take home Progress Report * Parent Signature Required *
May 18	Memorial Day- No school
June 11	8 th Grade Promotion Ceremony (Tentative)
June 12	Last day of school- Final Semester 2 Grades

Final Report Card mailed home by the District

For calendar updates, please check our website at www.iMiddle.org

The iMiddle Manner

A core central goal of Innovation Middle School is to develop strong character traits in our students. While students have clear expectations for their behavior on campus, they also have the freedom to practice the higher values of **Respect, Responsibility, Honesty/Trust, Caring/Fairness, Perseverance, Self-discipline, Courage, and Citizenship**. However, there will be times when some students will not make proper choices and may even abuse this freedom. For example, if there is an incident of cheating, it is the responsibility of the school to teach the participants a valuable, lifelong lesson about the importance of being trustworthy. Acts of academic dishonesty, including adherence to Network Acceptable Use Policy, are of major concern at iMiddle School.

Consequences may include one or more of the following:

- Detention, suspension or loss of privileges, including technology
- Student may earn a zero on the assignment, quiz/test, and/or an "F" and/or "U" for the grading period
- Student may receive a Referral and Parent(s) notified. Progressive consequences given for repeated offenses
- Student discipline will be in accordance with SDUSD Policies and Procedures. The site Administration may assign alternative consequences depending on the circumstances involved.



We are **SURGE**:

Supportive
Upbeat
Responsible
Generous
Enterprising



Students who are consistently making the right choices deserve to be recognized.

Recognition may include:

- A special honor at an assembly or public event such as *Fun Friday*
- Public recognition at a rally, special field trips
- Parent contacted with a positive call or note home
- A special privilege at school (e.g. front of line pass)



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GENERAL SCHOOL INFORMATION – ALPHABETICAL BY SUBJECT

A.S.B. – Associated Student Body

The purpose of A.S.B. is to promote school spirit and develop student leadership. A.S.B. officers apply and are selected based on grades, citizenship and recommendations. These students help to bring fun activities and a sense of community to iMiddle. Every iMiddle student is automatically a member of the A.S.B.

Attendance – Every Day Counts! Higher Attendance = Higher Achievement

Absences – Absences must be reported by sending a note or a phone call from a parent or guardian to the Attendance Desk. If your child is absent, you should receive an automated call from the Principal.

Doctor’s appointments, early dismissal – A parent must request an early dismissal by phone call or note to the Attendance Desk (not to a teacher). Any student leaving campus early without an official release slip is considered to be truant.

Extended Absences/Contracts – Parent or guardian must notify the Attendance Desk (not the teacher) for a Contract of Independent Study (min. 5 days) at least five school days in advance. If a contract is not obtained, this absence will be unexcused. Extended trips/personal leaves are highly discouraged during the school year.

Tardies and Truancies – A student is considered Tardy if they are not in their seat by the start of class bell. A student is Truant if they are not where they are supposed to be and without a pass. Tardies and truancies will result in consequences. After the 4th tardy, including first period, students will be referred to Saturday School.

Tardy Policy

*Tardy #	Action	Person Responsible
1	Verbal warning	Teacher
2-3	Personal 1:1 conversation Teacher provided consequences may include: <ul style="list-style-type: none"> • Telephone call home • Lowered Citizenship Grade • Lunch clean-up • Detention 	Teacher & Student Teacher & Student
4+	Assigned Saturday School, Detention Referral to Counselor	Counselor & V.P.
11+	8 th graders will lose privileges for Promotion Activities/Ceremony if not made-up 7 th graders will lose privileges	



*Please note: This is total tardies, not just in a particular class or semester and includes 1st period.

Books- Library and Textbook

Students may visit the Library Media Center outside of the instructional day during posted times. Students must be with their teacher or have a pass during class hours.

Please observe the following rules when using the Library Media Center:

1. Students must be with their teacher or have a pass in order to go to the Library during class time.
2. Books are checked out at the Circulation Desk only with a proper I.D. card.
3. Students must comply with due dates for materials, typically two weeks.
4. Students with overdue books may be charged a fine of 5 cents per day for regular books with a circulation period of two weeks.
5. Drinks, gum, and food are not allowed in the Library Media Center.
6. Students must be considerate. No loud talking or disruptive behavior please. Remember, other people have the right to a conducive learning environment.



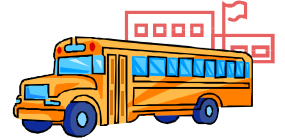
I have read and understand the information contained on this page.

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Parent Initials: _____

Bus Rules

- Students must be at the bus stop on time.
 - Students must show respect at all times with their voice, tone, and body language.
 - Students may not depart the bus once they have boarded the bus.
 - Students must follow school and bus rules at all times.
 - Students must have their bus passes daily. Students will only receive two temporary passes per semester.
- Parents will be responsible for picking up their child if he/she fails to bring their bus pass to school or if he/she misses the bus after school. Repeated loss of bus pass may result in lunch clean-up and/or detention.



If these basic bus rules are violated, a staff member and bus driver will apply the following supports in a consistent manner:

Support Through Accountability

- 1st Offense: Warning
 - 2nd Offense: Bus intervention (e.g. change of seat)
 - 3rd Offense: 2nd bus intervention (e.g. parent conference)
 - 4th Offense: Bus referral will be sent to Administrator resulting in possible suspension from assigned bus
- Major (severe) infractions are sent on a referral immediately to the Administrator's attention.

Consequences may include the following:

- After-school detention, lunch detention, suspension from riding bus
- A parent conference may be requested at any time

For a complete set of bus rules and policies, please refer to the booklet “*Information about Your School Bus Service*” published by SDUSD and distributed at the beginning of the year with your bus stop information.

Clubs/Student Activities

Students may participate in teacher sponsored clubs during lunch and/or after school. School clubs are offered for a variety of interests and are sponsored by staff members each school year. Announcements regarding meeting dates and times can be found on the Innovation Middle School website (www.iMiddle.org). Students must maintain at least a 2.0 GPA and satisfactory citizenship in order to participate in any iMiddle extra-curricular activities, including field trips.

Counseling and Guidance

Every student will have access to a School Counselor who will be able to help with school or personal issues. The counselor can help plan the student's school program, provide academic and personal guidance, and provide many other areas of assistance. An appointment with the counselor may be requested by filling out a “*Request to See Counselor*” form. These forms are available in every classroom, and in the Counseling Center.

Crosswalks - All students MUST use the crosswalks, especially when crossing in the front of the school on Arvinels Ave.

Health Services

The Health Office is available to students during school hours each day.

- All on-campus injuries must be reported to the office.
- All students must have a current emergency card on file in the Health Office.
- All medical and doctor excuses for Physical Education are handled through the Health Office.

Students who feel ill must go to the Health Office with a pass. The Health Tech or staff member on duty will determine the course of action.

Student Handbook will be updated as needed. Please check www.iMiddle.org for current information.

I have read and understand the information contained on this page.

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Health Services

- Medication:

Certain over-the-counter medications are available to students who have a “*Health Information Exchange Consent Form*” completely filled out and on file at school. The itinerant nurse or Health Technician will assess the situation, the student’s health history and dispense medication according to District protocol. Medications are not allowed to be carried by the student.

If other prescribed medications are routinely required at school, a physician’s order is required.

- **Asthma and the use of Inhalers at School** - Students who use inhalers as prescribed by their physician should have a duplicate inhaler brought to school to be kept in the Health Office. It is acceptable for students to carry and self-administer their inhalers **ONLY** with the written permission of both the physician and parent/guardian. The permission form for inhalers at school, Authorization for Asthma Medications to Be Taken During School Hours, may be obtained in the School Office or online.

Homework

Students are expected to write down their homework assignments by period in their Student Planners daily, complete their homework and turn it in to their teacher on time. Each student attending Innovation Middle School should read for a minimum of 30 minutes each night. Please refer to the school and individual teacher websites if there are questions about assigned homework or if the student is absent. The average time students are expected to spend on homework is as follows:



Grade 7- 1 ½ hours per night

Grade 8- 2 hours per night

Please see updated iMiddle Homework policy and Late Work Policy on www.imiddle.org under the Student section.

Lost and Found - If anything valuable is found, please turn it in to the Library. Any found or unclaimed items left at the end of the school year will be donated to charity.

- Found valuables such as a wallet, watch, purse, jewelry, etc., will be securely stored in the Finance Office.
- Found gym clothes will be with the P.E. teacher(s), or in the Lost and Found.
- Found articles of clothing, binders or notebooks will be in the Lost and Found or the Office.
- Found textbooks or Library books will be returned to the Library Media Center or the Office.

Passes

In general, no passes will be issued the first or last 10 minutes of each class period. When leaving a classroom, students must have their planner/pass signed by the teacher or staff member.

Physical Education Uniforms

Official iMiddle Physical Education (P.E.) shorts and t-shirts or similar are the required P.E. uniform. Students may purchase solid navy shorts (no pockets) and solid gray t-shirt in lieu of official iMiddle uniforms. Students should keep their set of P.E. clothes in a large zip-lock or plastic bag in their backpack. Having a substitute set is preferable. For safety reasons, students must wear shoes that tie. Students are not permitted to wear sweat pants or shorts with pockets at any time. When physical education attire becomes torn, ripped or defaced, such as having any writing other than the student’s name, the garment must be replaced. Clothes such as sweaters, jackets, shorts or shirts may not be worn over or under the physical education uniform. P.E. clothes may be purchased in the Financial Office throughout the school year. Please wash your P.E. uniform as often as possible, but at least once or twice a week.

*** Students may only wear their P.E. uniform during their P.E. class. Dress code violators will receive “loaners.” Please see P.E. syllabus for further information***



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Schedule Changes

Student and/or parent initiated requests will be decided by the Principal with the following questions in mind:

- *Can the change readily be made without disruptions to the present schedule?*
- *Is there a teacher recommendation or opposition for the change?*
- *Does this change more clearly meet the career and/or educational goals of this student?*
- *If there is a problem with the current schedule, was a parent conference held to problem-solve?*

Changes will generally not be granted in cases of, “I changed my mind”, “I don’t like the teacher or period”, “The teacher doesn’t like me”, “My friend is taking this class”, “It’s too cold in the morning to take PE”, etc.

School Supplies and Student Planner

Students are encouraged to develop good organizational and study habits as these traits will help students achieve their future goals. In order to support students in developing these skills, each student must purchase a Student Planner. Students are expected to write their assignments in their planners daily. Lost planners must be replaced. Planners are available for sale in the Finance Office or as a bundle with P.E. uniforms and S.O.S. kits.

In addition, students will be required to bring the following supplies to class every day:

- | | | |
|---|-------------------------------|-------------------------------|
| *1 ½” metal three ringed binder | *1 or 2 erasable ink pens | *1 sm. box of colored pencils |
| *8 organized tab dividers with slide-in labels | *1 or 2 highlighter pens | *1 pocket divider (2 pockets) |
| *4 or 5 #2 sharpened or mechanical pencils with erasers | *1 large plastic pencil pouch | |
| *paper (8 ½ by 11, wide or college ruled) | *1 pkg. graph paper | |
| *1 - 12 inch ruler with metric & inch measurements | *1-2 spiral notebooks | |
| *1 calculator (scientific with fraction key preferred) | * ear buds | |



SCHOOL DISCIPLINE CODE

Students who do not follow school rules and procedures are subject to disciplinary action by a school official. This action may take the form of lunch detention, after-school detention, a parent conference, an intervention plan, lunch clean-up, Saturday School, in-school suspension, suspension from regular school attendance, or recommendation for expulsion in cases of Zero Tolerance (ZT).

General Classroom Rules

1. BE PRESENT and BE ON TIME!
2. Be seated when the bell rings.
3. Be prepared – books, planner, notebooks, paper, pen, sharpened pencils, etc.
4. Listen and follow directions the first time.
5. Be courteous. Raise hand before speaking.
6. Respect the rights, opinions, and property of others.
7. Work without disturbing others.
8. Use class time appropriately. Avoid unnecessary note writing, hair combing, application of makeup, etc.
9. No gum allowed in school.
10. Place trash in trash can and recyclables in the appropriate recycling can.
11. Remain in your seat until dismissed by your teacher.
12. Walk to your next class – no running on campus unless instructed to do so.

It’s simple: RESPECT YOURSELF, RESPECT OTHERS, RESPECT the ENVIRONMENT, and be RESPONSIBLE for your words and actions even when nobody is watching!

1. **ASSAULT** – Any student who is involved in an unprovoked attack or an assault on any student or adult (verbal or physical threat or action) will be suspended from school and will be referred to School Police Services Department, which may conduct an investigation for possible expulsion proceedings (Penal Code 240.242.E.C. 44014).
2. **BALLOON/FLOWER BOUQUETS** – Flower and balloon bouquets or other gift items are not to be delivered or brought to classrooms. They will be held in the office until school is dismissed.
3. **CAMERAS/CELL PHONE CAMERAS/VIDEO CAMERAS** – Innovation administration and staff strongly encourage students not to bring any valuables to school, including cameras and iPods due to the risk of loss or theft and violation of Media Release. The school is not responsible for lost or stolen items and reports may not be investigated. Students must ask permission of the teacher or Administrator before taking any pictures. If these devices are out or on without permission, they will be given to Administration and the parent/guardian will be required to pick them up from the school office. These devices are not allowed in the locker rooms or in the bathrooms under any circumstances.



I have read and understand the information contained on this page.

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4. **CELL PHONES, PAGERS & OTHER ELECTRONIC SIGNALING DEVICES** – Innovation follows the district policy for middle schools in regards to cell phones. Innovation administration and staff **strongly encourage** students **not** to bring any valuables to school, including cell phones due to the risk of loss or theft. The school is not responsible for lost or stolen items. These devices must be kept out of sight and turned off during the school day. They may be used only before and after school off campus. Cell phones and other electronic devices will be confiscated if used during times not permitted. **Parents will be required to pick up devices in the office if they are confiscated.** Repeated unauthorized use of such devices may lead to disciplinary action.
5. **COMPUTER/INTERNET USE** – Students must have SDUSD Network Use Contract on file before using any computer at school. This contract outlines responsibilities, acceptable use, privileges, network etiquette, security and vandalism policies under the Network Use Guidelines. Students must follow the Network Use Guidelines. Violations may result in cancellation of computer privileges or other action.
6. **DEFIANCE** – Any student who defies any staff member or refuses to follow his/her directions or refuses to give their name will be referred to the appropriate authority for disciplinary action. A minor or major disruption to instruction will lead to disciplinary action, incl. suspension.
7. **DISRUPTION** – Any student who deliberately disturbs or hampers classroom instruction or school activities will be immediately referred for disciplinary action (Education code 10609, District Procedure 2619).
8. **DRUGS/ALCOHOL** – Possession or use of narcotics, dangerous drugs, or alcohol is a violation of the law. Students involved with or possessing narcotics or alcohol will be suspended and referred to School Police Services and/or San Diego Police Department for further disciplinary action and support (Education code 48904).
9. **EXPLOSIVE/FLAMMATORY OBJECTS** – Possession or use of any explosive such as firecrackers, poppers, bomb bags, stink bombs, or similar items may result in an immediate suspension from school. This section applies to the possession/usage of matches and lighters as well. Be advised that the Municipal Code of San Diego, Section 53.10(b) (2) states that “It is a misdemeanor to possess or explode firecrackers on campus.” A referral may be made to School Police Services for violations.
10. **EXTORTION OR THREATS** – Any students involved in obtaining money or other possessions of value through the use of intimidation or violence will be suspended. An investigation by School Police Services may be required (Extortion: Penal Code 518. Threats: Penal Code 519).
11. **FIGHTING** – Fighting, including play fighting, slap boxing and “body shots”, is strictly forbidden. Students who fight will be referred to the Counselor or Vice Principal for disciplinary action and suspension. Self-defense is not an excuse to engage in a fight. Therefore, both parties who engage in a mutual combat fight will be given appropriate consequences as determined by the administration. Conflict resolution will always be the expected method of avoiding a fight at Innovation Middle School. After three fights inflicting injury within one year, the student will be required to attend a Zero Tolerance (ZT) Program. For details, see the district’s Zero Tolerance Policy.
12. **FOOD AND DRINK IN CLASSROOMS** – Food and drink are not allowed during normal classroom hours. At times, teachers may use their discretion to reward students with treats such as pizza, healthy snacks and other food items (under supervision).
13. **GAMBLING and SELLING ITEMS** – Gambling in any form is prohibited by state law. Gambling is defined as wagering or betting money on the outcome of any activity. Students who are involved in this activity may be suspended. Students should not have dice, cards or anything that can be considered a gambling device in their possession at school. These will be taken from students (Administration Code 301. Education Code 10601-10609). The sale of items (e.g. candy) at school is also prohibited.
14. **GUM** – Gum is not allowed on campus (not in pockets, backpacks, purses, etc.). This means NO gum at school! Perpetual violators will be referred for disciplinary action.
15. **iPods, MP3 PLAYERS, CELL PHONES, ETC.** – Innovation Middle School administration and staff strongly encourages students **not** to bring any valuables to school including electronic devices due to the risk of loss or theft. **The school is not responsible for lost or stolen items which may not be investigated.** MP3 players (e.g. iPods), portable radios and CD players, if brought to school, must be kept out of sight and turned off during the school day unless otherwise instructed. Devices may be confiscated if used during times not permitted. Confiscated items may be held for up to two weeks and require a parent/guardian to pick up in the office. Students must ask bus drivers for permission to use these devices on the bus.
16. **LEAVING CAMPUS WITHOUT PERMISSION** – Students may not leave campus at any time without permission. Leaving campus without a “Blue Slip” is considered Truancy (District Procedure 2380).
17. **MISBEHAVIOR GOING TO AND FROM SCHOOL** – Students are subject to disciplinary action for any form of misbehavior in the process of going to and from school (District Procedure 2619).
18. **PERMANENT MARKERS/AEROSOL CANS** – Permanent markers and aerosol cans are not permitted on campus.
19. **PROFANITY/PORNOGRAPHY** – The use of offensive words or profanity is unacceptable. Obscene actions, possession of pornographic materials or habitual profanity can lead to suspension. **SLAM BOOKS** – Slam books are not allowed on the school campus. These will be confiscated and returned only to the parent.

DO NOT BRING VALUABLES TO SCHOOL!
Students are advised to never leave purses, backpacks, personal property or objects of value unattended, even for a few seconds. Innovation Administration and staff strongly encourage students not to bring anything of value to school. The school is not responsible for or required to investigate lost or stolen items. If you must bring money on campus, please keep it safely in your pocket or wallet.

Do not leave money or electronics in your backpack!
iMiddle staff may not investigate lost or stolen items.



I have read and understand the information contained on this page.

Student Initials: _____

Parent Initials: _____

20. **STUDENT FUNDRAISING** – The only fundraising allowed on campus is for school sponsored events and activities. Students are responsible for their own school fundraising items. No other fundraising, including candy or food sales, is allowed on campus.
21. **STUDENT TRANSPORTATION** – Skateboards or roller-blades are not to be ridden on campus at any time. All bikes must be locked in the bike racks. Students are responsible for securing their bikes with a personal lock. All bike riders must obey all traffic laws and school bicycle regulations, or face bicycle suspension. According to state law, helmets must be worn. Bicycles are not to be ridden on campus. Students must use the crosswalk at **all** times. Bicycles should be walked in from the front of the school. **SKATEBOARDS, ROLLERBLADES AND SCOOTERS (including RAZORS)** are to be stored in 6th period teacher classrooms until dismissal. Violations of acceptable use may result in loss of privilege (San Diego Municipal Code 84.12).
22. **THEFT** – Any student involved in the theft or attempted theft of school or personal property will be suspended. This includes receiving stolen property. Contacting School Police Services may be required. Innovation Middle School administration and staff strongly encourage students **not** to bring any valuables to school due to the risk of loss or theft. Students are encouraged not to bring large amounts of money to school, or to leave backpacks/purses/netbooks unattended. Thefts should be reported immediately to the Administration, but may not be investigated.
23. **TOBACCO** – Students involved in the use of tobacco on any part of the school grounds will be suspended. Possession of tobacco on campus is also grounds for suspension. Students are not to have any form of tobacco (smokeless tobacco, chew packets, and betel) in their possession at school or during school activities. This policy may also extend to the possession and/or use of matches and lighters (Education Code 48900-20). Please refer to district policy.
24. **TOUCHING AND HARASSMENT** – Public displays of affection, or “PDA”, (e.g. kissing, romantically embracing, etc.) are never allowed on school grounds. Inappropriate touching of another’s body is forbidden and will be dealt with as a serious matter requiring an investigation for disciplinary action. The rule is “*Keep your hands off others at all times.*” Harassment includes actions such as unwelcome sexual advances, requests for sexual favors or verbal, visual, physical conduct of a sexual nature. **BULLYING WILL NOT BE TOLERATED** and will be handled with swift and appropriate intervention and/or disciplinary action.* See district policy Student Nondiscrimination and Sexual Harassment for more details.
25. **TOYS** – Toys such as lasers, yo-yos, darts, stuffed animals, handheld electronic games (e.g. PSP, Gameboy), baseball cards, game cards, finger boards, water guns, squirt bottles, squirt guns, pacifiers, marbles, etc. are not to be brought to school and can be taken from students. Confiscated items may be held up to two weeks and require a parent/guardian to pick them up.
26. **VANDALISM** – Anyone who maliciously damages or defaces school property, or the property of another person, is required by law to pay for the damages. This includes defacing school property with permanent marker or felt-tipped pen. Immediate suspension and possible police contact may be required (Penal code 594). Permanent pens are not allowed on campus.
27. **WEAPONS** – Weapons such as paintball guns, nunchuks, chains, firearms, knives, ninja stars and pellet guns are forbidden by law. Knives of any size, even Swiss army knives, razor blades and pocket knives are never to be brought on campus for any reason. San Diego Unified School District has adopted a Zero Tolerance (ZT) Policy for students who possess weapons, or are engaged in repeated fights and/or acts of violence. Any student who has an object considered to be a weapon will be referred to the Administration for immediate suspension and investigation by School Police Services Department and/or San Diego Police Department for possible expulsion (Penal Code 626.10) (Education Code 48910).

<p>The Crime Stoppers Hotline for emergency use is: (619) 235-TIPS</p> <p>Call to report a crime and remain completely anonymous! You just might earn a cash reward!</p>

BULLYING & CYBERBULLYING

In its commitment to providing all students and staff with a safe learning environment where everyone is treated with respect and no one is physically or emotionally harmed, Innovation Middle School will not tolerate any student or staff member being bullied (including cyberbullying), harassed, or intimidated in any form at school or school-related events, including off-campus events, school-sponsored activities, school busses, and any event related to school business, or outside of school hours with the intention to be carried out during any of the above. Students who observe, overhear, or otherwise witness such actions should, and parents/district visitors are strongly encouraged to report the behaviors to a staff member, preferably the Principal, Vice Principal, or Counselor. Any form of retaliation in response to a report of such acts is prohibited and will lead to appropriate disciplinary or legal action.

If you are a victim or witness to any act of bullying or cyberbullying, please do the following:

- 1) Fill out a Bully Report Form available in the Counseling Center and return it to the box in the Counseling Center, Library or main office. Reports can be made anonymously, but this may interfere with the investigation. Please help keep our school a safe environment and report bullying! ***Or***
- 2) Inform a staff member that you are (or someone you know is) being bullied. A formal investigation with necessary disciplinary action will take place following any report of bullying; including cyberbullying.

I have read and understand the information contained on this page:

Student Initials: _____ **Parent Initials:** _____

*To ensure that bullying does not occur at school, Innovation Middle School will provide training and assemblies in bullying awareness and prevention, and cultivate acceptance and understanding in all students and staff to build our school's capacity to maintain a safe and healthy learning environment free from harassment, threats, embarrassment, or inappropriate targeting of others.

INNOVATION MIDDLE SCHOOL DRESS CODE

In order to promote a suitable learning environment and develop professional, responsible citizens who are models of good behavior, the following code for dress is required for all students and is not negotiable. If items of clothing or accessories are deemed inappropriate by school personnel, the student will be required to change. Refusal to conform to the school dress code outlined below, including wearing school issued "Loaners" as instructed or repeated dress code violations, may be grounds for discipline, including suspension, for defiance.

Pants, skirts and shorts

- Worn at the waist, **NO SAGGING!**
- Not skin tight
- Skirts/shorts should be no shorter than mid-thigh when seated and meet the fingertip test (i.e. with student standing with hands on sides, skirts/shorts should be longer than fingertip length)

Midriffs and immodest clothing

- Straps must be greater than 3 inches thick and **NO TANK TOPS!**
- No exposed midsection when arms are raised
- Low cut tops are inappropriate

Shirts

- Cannot depict any profanity, violence, drugs, alcohol, tobacco, sexual act or be offensive to any gender, ethnicity, or faith

Shoes

- Must be closed toe
- No slippers or "flip flops"
- Sandals must have a back strap
- Heels cannot exceed 2 inches

Hats, caps and hoods

- Not permitted unless a doctor's note is given
- May be confiscated for parent/guardian pick up from office

Miscellaneous

- Any clothing, accessories, or colors that are associated with gangs or violence are prohibited. This includes wallet chains, bandannas, hairnets, gloves, excessive jewelry, etc.
- Sunglasses are not to be worn unless prescribed by a doctor
- Pajamas are not allowed except on possible Spirit Days
- Trench coats are prohibited
- Writing on the body is not allowed



ATTENTION: A jacket, sweater, sweatshirt, etc. may not be worn to cover-up inappropriate clothing

*Staff at iMiddle will have the final determination as to whether dress is suitable for school

The following consequences will be issued for violators of the school dress code:

1st violation: Student must change into loaner clothes

2nd Violation: Student must change into loaner clothes & lunch detention (1 day)

3rd Violation: Student must change into loaner clothes & Lunch Detention (3 days) & Parent Contact

3+ Violations: Student must change into loaner clothes & Lunch Detention (min. 3 days) & Parent Contact with possible suspension

I have read and understand the information contained on this page.

Student Initials: _____

Parent Initials: _____

8TH GRADE PROMOTION CRITERIA AND ACTIVITIES

8th graders who exemplify the iMiddle Manner and meet criteria below will be invited to attend a special Promotion Ceremony at the end of the year. In order for students to be promoted to the 9th grade, they must meet the academic standards of the San Diego Unified School District. School staff will communicate this information throughout the year.

In order to participate in the 8th grade Innovation Middle School Promotion Ceremony and Activities at the end of the year, students must meet the following criteria for the Semester 2 Progress Report.

Student Criteria:

- No “F” or “U” marks (classroom and schoolwide citizenship apply)
- No more than 10 (ten) tardies the entire year (includes first period tardies).
- No more than two truancies the entire year.
- No overdue school fines for textbooks, library books, netbooks, materials or equipment.
- No more than 2 (two) suspensions (including in-school suspensions), or 1 (one) Zero Tolerance (ZT) referral
- No suspensions within three weeks of the last day of school

***iMiddle staff will have final discretion in determining student participation**

IN CASE OF AN EMERGENCY

All district schools have developed a Comprehensive School Safety Plan and bell system that meets state requirements. The safety plan includes procedures that help us keep a safe and orderly environment for all students and staff. Emergency procedures are discussed with students and teachers every year.

Innovation Middle School regularly tests the bell system and practices emergency drills in cases of fire, natural disaster or other emergencies that may or may not require a lockdown. Our goals in any emergency are to:

- Keep students and staff safe
- Stay calm
- Facilitate an orderly evacuation to the back field area or alternate emergency location
- Account for every student and adult on campus

Parent Action in Case of Emergency – Remain calm. In the specific cases of emergency, where students will be dismissed early, signs will be posted with instructions. We will follow school, district and police directives to reunify parents with students. This may take some time, so please be patient.

Additional emergency tips for parents:

1. Students should memorize home, cell and work phone numbers for both parents.
2. Students should know the name and phone number of an adult to use as an alternate emergency contact. This person should also be included on the school enrollment form.
3. Families should have an alternate plan for rides, or plan to walk to or from school.
4. Please post important school dates on the refrigerator so you know when holidays, minimum days and events are occurring. Check the iMiddle website regularly for calendar, news and announcements.
5. Remember to notify the school of any changes in home address and home or work phone numbers.
6. Be sure all numbers and names of adults who we can release your child to in the event of an emergency are on file in the office.
7. Notify the school of any restraining orders and/or any court or custody issues that may involve the school or your child.
8. Report any concerns or suspicions that you may have to a teacher, counselor or administrator immediately.

**If you prefer to remain anonymous, please call the Campus Crime Stopper Hotline
at 619-235-TIPS (619-235-8477)**

I have read and understand the information contained on this page.

Student Initials: _____

Parent Initials: _____