

WELCOME TO BSMS



STUDENTS AND FAMILIES -

WE HAVE MADE SOME ADJUSTMENTS TO OUR STUDENT EXPECTATIONS AS WE MOVE INTO THIS POST PANDEMIC ERA, AND BACK TO A MORE “NORMAL” SETTING. PLEASE READ THIS GUIDE TO BE SURE YOU START THE SCHOOL YEAR WITH A CLEAR UNDERSTANDING OF OUR BSMS NORMS. WE WANT EVERYONE TO FEEL SAFE AND WELCOME IN OUR SCHOOL COMMUNITY. WE WILL REVIEW MORE INFORMATION AND DETAILS IN ASSEMBLIES CONDUCTED DURING THE SECOND WEEK OF SCHOOL.

Ballston Spa Middle School

Student Success Guide

2022-2023

BSMS Students are RESPONSIBLE, RESPECTFUL AND SAFE!

BE HERE

Be on time
Come prepared
Participate fully
Try your best

BE RESPONSIBLE

Be honest with self and others
Be accountable for the goals that you set
Accept responsibility for your actions and your words
Be accepting of others and of our differences
Ask for help

BE SAFE

Follow directions
Promote a welcoming environment for all
See Something, Say Something

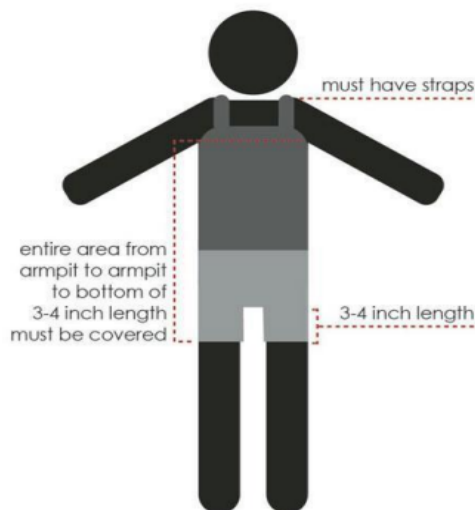
For students unable to follow the rules for conduct, disciplinary action and consequences may result.

RESPECT

Students will respect another student's individual differences, work/effort, space, and belongings. Interactions between students and adults will be polite and appropriate.

STUDENT DRESS

Students are responsible for dressing appropriately. Clothing choices should represent the educational environment. Our goal is to teach and model professionalism, self respect and safety. Students are not permitted to wear costumes, capes, flags, pajamas or blankets as school attire.



HEADWEAR

Hoods are **NOT** to be worn in the building during the school day. Hats are allowed to be worn at the discretion of the teacher. No character hats or other hats that distract from the learning environment.

TARDINESS / CUTTING CLASS / TRUANCY

Attendance is the key to success. Be on time every day to each of your classes. This means that you are inside the classroom when the bell rings. If you are late to class 3 or more times, a referral is written and after-school detention will be assigned.

PUBLIC DISPLAYS OF AFFECTION

Displays of affection (i.e. kissing, hugging, arm-linking, inappropriate touching, etc.) are not appropriate in school. Students who repeatedly ignore this rule will receive a referral.

CLASS BEHAVIOR

Follow classroom rules as outlined by adults in the classroom; no disruptive behavior.

CAFETERIA BEHAVIOR

Follow cafeteria rules as outlined by adults in the cafeteria. Students are expected to stay at their table and not wander. Use of student phones during lunch is a privilege. Students are not permitted to photograph/video or record any interactions or individuals on school property.

BATHROOM BEHAVIOR

You must have a pass to use the bathroom and cannot use the bathroom in between classes. Vandalism to any bathroom will result in severe disciplinary action and/or community service.

BUS BEHAVIOR

The school bus is essentially an extension of the school. All of the rules of the Middle School Code of Conduct apply on the bus. Additionally, there are specific bus rules which must be followed. Parents/guardians are responsible for the behavior and safety of their students at the bus stop until they enter the bus and after they depart the bus. Students who demonstrate disruptive, insubordinate and/or violent behavior will receive a bus referral that will result in parent notification and disciplinary action along with potential suspension from the bus.

PHONES

Cell phone use is only permitted during lunch. Phones should not be used or visible at any other point in the day. **Follow the OFF and AWAY rule.** Exceptions will be made by individual staff members for educational purposes only. The following procedure will be followed for student who fail to follow the cell phone policy:

- 1st Offense:** Referral to Dean
- 2nd Offense:** Lunch Detention and Call Home
- 3rd Offense:** After-school detention

Further Offenses: Loss of Phone Privilege- Student's phone will be secured in the Deans' Office and can be picked up at the end of the school day.

HALLWAYS

Students will walk in the hallways. Avoid congregating in large groups during transition times; report directly to your next class. Students are not allowed to use restrooms or stop at ANY office (i.e. Guidance, Attendance, Nurse) in between classes without a pre-signed pass.

HARASSMENT

Harassment occurs when one or more students use power over another to make that person feel insecure, fearful, or unworthy. Harassment is against the law. It singles out a person through inappropriate sexual, racial/ethnic, religious, verbal, or physical comments/actions. If harassment occurs, report it immediately to any staff member in the building.

Middle School students have the right to feel safe in the classrooms, in the hallways, in the cafeteria - anywhere in the building. Every person has value and it is important that each student feel comfortable and welcome in school.

HAZARDOUS HORSEPLAY

Students should refrain from any behavior that jeopardizes the safety of others. This includes play fighting, pantsing, pushing, etc...

THREATS / INTIMIDATION

Making threats verbally, in writing, or through pictures against other students, staff, or the school is a violation of the Code of Conduct. This includes texts and social media.

FIGHTING

Participating, provoking or recording a fight will result in severe disciplinary action.

TOBACCO, VAPES, ALCOHOL and other ILLEGAL SUBSTANCES

Students are not allowed to possess, consume, sell, distribute, exchange; or remain in the presence of the consumption, sale, distribution, or exchange of cigarettes, vapes, alcoholic beverages, illegal substances, or drug paraphernalia; nor be under the influence of any such substances.

SEE SOMETHING, SAY SOMETHING

Any person observing a student mistreating others, vandalizing school property, possessing a weapon, alcohol and/or an illegal substance on school property or at a school function shall report this information immediately to school officials. Any weapons, alcohol or illegal substances, vaping materials found will be confiscated and destroyed immediately. The parent/guardian of the student involved, and School Resource Officer, will be notified of the event and appropriate disciplinary or corrective action will be taken.

CHROMEBOOKS

Basic Chromebook Care and Responsibilities:

- Bring a charged Chromebook to school every day
- Chromebooks will be placed in a backpack during transitions.
- Use the Student Tech Help Desk to report issues with your CB and wait for a response
- Gaming/surfing the web is strictly prohibited
- Use of VPNs, Proxy sites, and hot spots are prohibited
- Students/parents are responsible for damages and the cost to repair
- Streaming or listening to music is prohibited unless assigned by a staff member for educational purposes
- No creation of google docs for use as personal chats/emails.

UNAUTHORIZED VENDING

Students will refrain from selling or trading items in school for personal profit e.g. candy, gum, etc.

DISRESPECT / INSUBORDINATION

Insubordination to reasonable requests and defiance of authority toward any staff member is not permitted.

PLAGIARISM

Part of being a responsible person is honesty with yourself and others. Plagiarism (submitting work done in whole or part by others as if it were your own), cheating, and copying homework are not responsible actions.

STEALING

Theft of any kind may result in restitution by the person(s) responsible. Suspension may also occur.

VANDALISM

Defacing or damaging school property will result in disciplinary restitution, possible restitution, and possible police intervention.

LOCKERS

All students will be assigned a locker with a lock. The lockers belong to the school. The administration has the right to search lockers. Students should not share their locker or combination with other students. The school is not responsible for items taken from student lockers. Students are encouraged to use their locker to lighten the load of their backpack during the midday locker visit (students are only allowed access to lockers at the start of the day, before block 4 and before block 6).

LATE BUSES

Late buses are available for students who have made arrangements at least one hour prior to dismissal to stay after school for a school approved activity. All students who ride a late bus must have a late bus pass filled out by school personnel. Late buses leave the BSMS at 3:25. Late buses will run Tuesday through Thursday each week. Late routes are not set routes and students may not be dropped off at their normal stop. Late route drivers determine the best drop off for students which means students are usually required to walk a longer distance.

AFTER-SCHOOL ACTIVITIES

In order to be eligible for participation in Ballston Spa High School/Middle School extracurricular activities, students must conduct themselves as good citizens both in and out of school at all times. Students attending after-school activities must report to their destination immediately after dismissal.

HIGH SCHOOL EVENTS

Middle School Students must be accompanied by a responsible adult (parent/guardian) while attending High School Events. (ie. Varsity Football Games)

LOST AND FOUND

The BSMS is not responsible for the loss of student property at school. Students finding articles not belonging to them should turn these items in to the office. Should you lose an item, please check the Lost and Found Area in the Main Lobby. Students should label all school materials and personal property. Report any lost or stolen items to the Dean's office. After a period of time, items not claimed will be donated.

ARRIVAL

Student drop off is on the Garrett Road side entrance between 7:10 - 7:26. Students will wait in the cafeteria until 7:20 then will be dismissed to their first class. Students taking the bus will be released from their bus at 7:20. Any student who would like to purchase breakfast can pick up a Grab n Go from the cafeteria between 7:20 - 7:26. First Block starts at 7:30 and students are expected to be on time.

DISMISSAL

Student pick up will be on the Garrett Road side entrance between 2:23 - 2:30. Students taking a bus need to go directly to their bus at dismissal. Students are not permitted to loiter in the school after dismissal.