

2010-2011 Code of Conduct

Background Information

The code of conduct at Eastern Middle School ensures productive and safe learning environment for all. Our goal is to nurture students' growth in taking responsibility for their actions and their learning. In this spirit, reasonable, fair, firm, and consistent implementation of these rules and procedures is Eastern's policy.

Everyone at Eastern Middle School has three basic rights:

- The right to learn
- The right to respect and be respected
- The right to be and feel safe

At the beginning of each school year, our school code of conduct will be reviewed. Students are expected to behave according to the code of conduct when on school property, traveling to and from school, at any school sponsored event, or when engaged in conduct that affects the school.

Student Conduct Expectations

1. Arrive to all classes on time.
2. Demonstrate appropriate behavior:
 - use appropriate language with an appropriate indoor volume
 - walk through the building
 - keep your hands and feet to yourself; no horseplay or public displays of affection
 - show respect for the rights and property of staff and other students
3. Wear appropriate attire. Exceptions to the guidelines below will be considered for religious affiliation and/or health reasons.
 - shorts, skirts, and dresses should come to at least the finger tips when standing straight and hands are at one's side
 - halter tops, tube tops, or off the shoulder tops are not permitted
 - shirt straps must be at least 2 inches wide and cover all undergarments
 - shoes will be worn at all times; slippers stay at home
 - shirts/blouses will be properly buttoned
 - undergarments must always be covered
 - clothing that is provocative or promotes or glorifies alcohol, drugs, gangs, or contains sexually explicit or implicit innuendo is not permitted
 - Coats, hats and other head gear stay in lockers during the school day
 - wallet chains are not permitted
4. Keep backpacks in their locker throughout the school day
5. Consume food and drink in the cafeteria, unless you have a teacher escort.
6. Chewing gum is not permitted in the school building.
7. Always have an appropriate pass when in the halls, **including before** (7:30) and **after** (2:50) **school**. An official pass must have:
 - student first and last name
 - destination
 - date
 - time
 - legible teacher signature
8. Only bring materials needed and appropriate for school. Students assume the risk and responsibility for all items brought to school.
9. Cell phones **must be turned off and out of sight** between 7:00am and 4:00 pm.
10. Water bottles or other bottled/canned beverages are not permitted outside of the cafeteria.
11. Student ID must be worn in a manner that is visible at all times.
12. Use only the locker assigned to you throughout the school year

IN THE CLASSROOM STUDENTS SHOULD...

1. Be seated with materials and ready to begin when the bell sounds.
2. Stay seated unless granted permission by your teacher.
3. Contribute to the success of the class as a whole by showing respect for teacher's instruction and other students' rights and property.
4. Be respectful to and supportive of all school personnel.
5. Follow all guidelines, instructions, and rules in each classroom.

IN THE HALLWAYS STUDENTS SHOULD...

1. Walk; do not run through the building.
2. Keep your hands and feet to yourself (including public displays of affection and "horseplay").
3. Keep your voice at an appropriate indoor volume.
4. Use appropriate language.
5. Keep to the right side of halls and stairs.

IN THE CAFETERIA STUDENTS SHOULD...

1. Keep your own place in line, and do not "cut" in line.
2. Clean up after yourself by cleaning up spills and discarding trash appropriately.
3. After you have purchased your food, remain seated. Avoid engaging in horseplay.
4. Keep your voice at an appropriate indoor volume.
5. Remain silent during announcements.
6. Follow directions from all staff members.
7. Remain in the cafeteria until dismissed.

IN AN ASSEMBLY STUDENTS SHOULD...

1. Be seated and stay with their class.
2. Speak only if required; then use an appropriate volume.
3. Show respect for every presenter, performer, and program.
4. Show appreciation appropriately.
5. Only use the aisle portion when entering or exiting the bleachers.

ON THE BUS STUDENTS SHOULD...

1. Understand that riding the school bus is a privilege, not a right.
2. Ride your bus daily and board or depart from the same stop, unless you give your grade level administrator (assistant principal) a written request from your parent/guardian.
3. Stay seated, with feet in front and on floor, while the bus is moving.
4. Keep your property, hands, and feet to yourself and inside the bus.
5. Avoid engaging in horseplay or in any other behavior that might endanger safety.
6. Allow fellow students to sit when open seats are available.
7. Show respect for other students' rights and property.
8. Keep your voice at an appropriate volume and do not distract the bus driver.
9. Follow all school rules while at the bus stop and on the bus.

DURING FIRE ALARMS/DRILLS STUDENTS SHOULD...

1. Follow exit instructions posted in classroom.
2. Exit the building as soon as possible with teacher.
3. Listen for instructions. **NO TALKING.**
4. Stand in line for teacher to take attendance.
5. Do not return to building unless security/teacher releases you.
6. Return to class, in an orderly manner, as soon as possible with your class.

STUDENT GUIDELINES FOR COMPUTER USE:

1. You are responsible for any damage to both hardware and software.
2. Use only the machine to which you have been assigned.

3. Books are not to be piled on or near the computers or computing accessories.
4. Do not make any adjustments to the back of the computers, control panels, or printers.
5. Work only on the computer task assigned to you.
6. Print only with permission from your teacher.
7. Keep all food, gum, candy, and liquids away from the computers.
8. On leaving the room:
 - a. Push your chair under the computer or desk furniture.
 - b. Throw away any scraps or trash around your workstation.
 - c. Quit all opened programs from the file menu.
 - d. Turn off the computer only if directed.
9. If there is problem with a computer or printer, you must notify your teacher immediately.
10. Follow all guidelines set forth in the Montgomery County Public School System Computer rights and responsibilities.