

Name:

Vista Heights Middle School

Blackhawk Handbook 2018-19



Vista Heights Middle School

484 W. Pony Express Parkway

Saratoga Springs, UT 84045

Phone: (801) 610-8770



Dear Vista Heights Student,

Welcome to the 2018-2019 school year! We are so excited for the new year to begin and have worked hard this past summer to plan and prepare for your experience here to be as amazing as possible!

Our school is an awesome place! We ask that you demonstrate the Vista Values of Respect and Responsibility.

Here at our school you will find caring adults, challenging and fun classes, and a world of opportunities. Please come to school prepared to learn and participate in each class. Your positive attitude and work ethic will lead to the level of success you desire. Be awesome every day!

Let's make this year great together.

Sincerely,

Mr. Todd Dawson, Principal

Mr. Derek Reynolds, Assistant Principal

Mrs. Jamie James, Assistant Principal

Mrs. Amie Sisam, Assistant Principal

Vista Heights Middle School 2017-2018
Front Office: (801) 610-8770
Counseling Center: (801) 610-8771
Attendance: vhmsattendance@alpinedistrict.org
Fax #: (801)768-4226

School Information:
School colors: Black, Teal and Silver
Mascot: Blackhawks
School website: vistaheights.alpineschools.org

Important School Dates:

August 17	7 th Grade Day (8:15-11:30 a.m.)
August 20	First Day of School (all grades)
September 3	Labor Day (No School)
September 5 & 6	Picture Day (during English class period)
October 18, 19	Fall Break (No School)
October 22	Professional Development (No School)
November 21-23	Thanksgiving Break (No School)
December 20	First day of winter break (No School)
January 3	School resumes after winter break
January 21	Martin Luther King Day (No School)
February 18	Washington-Lincoln Day (No School)
March 4	Professional Development (No School)
April 1-5	Spring Break (No School)
May 27	Memorial Day (No School)
May 30	Last Day of School

Term 1 August 20 – October 17, 2018

Term 2 October 18– December 19, 2018

Term 3 January 3 – March 8, 2019

Term 4 March 11 – May 30, 2019

Parent/Teacher Conferences Dates:

First Term: Thursday, September 13, 2017 3:30-8:00 p.m.

Third Term: Tuesday, February 12, 2018 3:30-7:00 p.m.

Administration/Counseling Assignments:

Administrators:

Principal	Mr. Dawson
7 th Grade	Mrs. James
8 th Grade	Mr. Reynolds
9 th Grade	Mrs. Sisam

Counselors:

A-B	Mr. Wiltbank	M-PE	Mrs. Pauga
C-E	Mrs. Peterson	PH-SP	Mrs. Webb
F-HO	Mr. Ringger	SI-Z	Mrs. Preece
HU-L	Mrs. Yardley		

Vista Heights Middle School School-Wide Behavioral Expectations

At Vista Heights Middle School, our core focus is to provide a safe and effective learning environment for all students, it is important to maintain behaviors and attitudes that fall in line with our Vista Values of being Respectful and Responsible wherever you are in the building and in whatever you are doing.

In order to create a safe and effective learning environment, we are implementing a school-wide positive behavioral plan, which is outlined below:

School-Wide Behavior Expectations:

Vista Values

- Respect
- Responsibility

Teacher Expectations:

- Teachers will establish classroom procedures that support a positive learning environment and that promote respectful, responsible, and safe behavior.
- Teachers will encourage students to follow the Vista Values, by distributing Respect and Responsibility Praise Points, which students can redeem during for various rewards throughout the year.

Student Expectations:

- Students actively participate in class and give their best effort every day.
- Students follow the Vista Values and seek to be respectful and responsible in their interactions with peers and adults.

Student Recognition:

- Vista Values Reward Points: Individual recognition points that will be redeemed for rewards throughout the years.
- Student of the Day: Two students each day will be recognized over the announcements for demonstrating excellence in the trait of school focus for that month.
- Honor Roll and Citizenship: Students meeting specific criteria will be recognized by the school's administrative team for their excellence in these areas.

Vista Values Respect and Responsibility Matrix

	Respect	Responsibility
All	<p>Allow learning to happen. Treat yourself, others, and property kindly, causing no harm. Follow directions. Use appropriate language.</p>	<p>Do your best. Be accountable for your own actions. Follow school policies.</p>
Classroom	<p>Allow teachers to teach and students to learn. Follow reasonable requests. Be attentive. Use equipment as intended.</p>	<p>Do your best work. Arrive on time. Be prepared for class. Take action to correct mistakes. Follow class rules & procedures.</p>
Flight Time	<p>Behave in a way that allows learning to happen. Follow rules for the activity you attend.</p>	<p>Choose to improve your learning and grades. Check your grades often and identify missing assignments. Arrive with supplies and assignments.</p>
Hallways	<p>Be considerate of others' property. Maintain personal space. Display affection appropriately. Allow learning in classrooms to continue without disruption. Travel safely: walk, hands to self</p>	<p>Use and maintain your own locker. Avoid sharing your combination. Control your belongings. Go directly where you need to be; return to class quickly. Stay in allowed areas.</p>
Cafeteria	<p>Wait patiently in line for food. Follow directions from staff. Use an arms' length voice. Share table space. Be considerate of other's property.</p>	<p>Clean up after yourself- throw away trash. Report problems to staff. Control your property. Sit in seats.</p>
Assemblies	<p>Turn off electronic devices. Give attention to the program. Show support to participants without causing disruption.</p>	<p>Be positive. Sit in designated areas.</p>
Other Places (Auditorium, bus, gym)	<p>Stay in your seat. Leave other people alone. Follow directions and rules for the situation.</p>	<p>Keep your belongings with you. Clean up after yourself.</p>

Response to Problem Behavior:

When a student struggles to follow the Vista Values, he or she is re-taught the behavioral expectations with feedback from an adult. If the student repeats the inappropriate behavior after being re-taught, teachers may provide the student with an opportunity to redirect his or her behavior. This may include a Vista Values written reminder, which will involve a teacher conference with the student, outlining consequences for any further infractions for that same offense. Major behavioral infractions, such as physical violence, vandalism, or repeated minor violations will result in an office referral.

Our goal is to teach students appropriate social and academic behaviors; consequences for behaviors that do not follow the Vista Values will be determined with this goal in mind.

The following table helps define those behaviors not in line with our Vista Values.

Category	Behavior Examples (Not all behaviors are listed)
Repeated Minor Class Behaviors	Nuisance item, talking repeatedly, throwing papers, etc.
Insubordination	Ignoring teacher request, repeatedly breaking the same rule, etc.
Defiance	Overtly refusing to follow directions, back-talking to authority
Non-Physical Targeting	Calling a name, spreading a rumor, rude gestures, etc.
Bullying	Repeated verbal, social or physical targeting of a single person
Physical Targeting	Horseplay, pushing, shoving, repeated unwanted touching, other minor aggressive actions, etc.
Physical Aggression	Fighting, hitting, deliberate physical harm
Tardy	Not being to class or assigned location on time
Truancy	Failure to be in assigned place at assigned time, deliberately avoiding class, failing to arrive when requested to "Flight," leaving campus during the day, not checking out before leaving
Miscellaneous Vista Values violations	Failure to clean-up at lunch, knocking on doors, disrupting in auditorium, littering, etc.
Language	Using inappropriate language, swear words or gestures
Dress Code	Any violation of dress code
Nuisance Items	Cell phones, spinners, skateboards, sports equipment. Any item used inappropriately or at the wrong place/time can be considered a nuisance item.
Out-of-Bounds	Being in faculty areas, being in unauthorized areas, leaving lunchroom during lunch, not using a hall pass etc.
PDA	Holding hands, lengthy hugs, kissing, etc.
Academic Integrity	Sharing assignments, copying tests, sharing pictures of assignments or tests, using unauthorized software to complete assignments, plagiarizing, etc.

Safe-School Violation	Threats, weapons, drugs, fireworks, lighters, fires, etc.
Sexual Harassment or Assault	Touching students in private areas, unwanted touching, sexual based comments
Property Violations	Vandalism, theft, destruction, etc.
AUP Violation	Inappropriate use of technology, hacking others' accounts, searching/sharing/actively viewing pornography

School Tips

If you are having trouble with a class.

Visit with your teacher about what you need to do to improve your grade. Take advantage of Flight Time to get help in the classes you are not doing well in.

If your locker is jammed.

Let the front office know so they can refer someone to assist you.

If you are absent and need missed work.

When you are absent your parent/guardian is required to email the attendance secretary at vhmsattendance@alpinedistrict.org to excuse the absence within 10 days. The email must include the student first and last name, and the dates you are excusing. If you miss more than three consecutive days you may have your homework collected for you and available in the front office. Most missed assignments should be discussed and made up with your teacher.

If you need to purchase a lunch credit.

Please visit the lunchroom and pay before school begins or pay online. You can make lunch payments online at www.mealpayplus.com. Please note that online payments can take 48 hours to post.

If you need to pay fines/class fee/PE uniform.

The financial office will be open before school, during lunch and after school. You may also pay your fees online at www.myschoolfees.com.

If you lost or found something.

Please visit the front office lost and found. Please remember that valuable items should not be brought to school. Vista Heights is not responsible for any lost, damaged or stolen items.

If you have a question about your grades.

Visit with your teacher during Flight Time or check your grades online through Skyward. A computer is now available in the library for students to check their grades before or after school.

If someone is harassing or bullying you.

Talk to your teacher, counselor or an administrator. Please talk to someone so we can help you.

If you are ill.

Make sure your parent/guardian excuses your absence, and then work with your teacher to collect missed assignments. If you become ill during school let your teacher know. Check with the secretary in the front office to call home. If you are leaving school you must be checked out through the front office.

Student Policies

Attendance

Attendance is one of the most significant factors affecting student achievement in school. In order to assist students in their efforts to be academically successful and responsible citizens, Vista Heights expects students to be in class, prepared and on time each day. The objectives of the Vista Heights Attendance Guidelines are to:

- Teach responsible behavior by encouraging students to be accountable for their attendance.
- Support parent and student efforts in promotion of school attendance.
- Provide a safe, effective, uninterrupted learning environment for every student.

Absences:

When a student is absent from school, parents are required to excuse the absence within 10 days. We prefer absences are excused by a note or email. Any attempts to excuse an absence beyond 10 days, must be done through an administrator.

- Any student who misses (10) consecutive school days will be reported to state and district agencies, except for extenuating circumstances.
- It is the responsibility of the student to collect any work missed during the absence.
- If a student is absent for more than 3 consecutive days arrangements can be made for collection and pick up of homework.

Checking in late/Checking out early:

Students who arrive after school has begun need to check into the main office with a note or phone call from their parent or guardian. Students may not leave during the school day unless they are checked out through the front office by a parent/ guardian or authorized person. Any person checking out a student must present photo ID and be listed in Skyward as an emergency contact before the student may be released from the school. You may update the emergency contacts for your student via Skyward.

Tardies:

Students are expected to be on time to class, prepared, and ready to work when the tardy bell rings. There is a six minute passing period between classes. When the tardy bell rings all teachers will close their doors.

- Students not in the classroom before the bell rings are considered tardy and must report to the tardy office for a note.
- Any student reporting to school late must check in at the main office if the tardy is excused with a note, parent phone call or parent may walk in with the student. Unexcused tardy students need to report to the tardy office.
- Excessive excused check- ins will be addressed by administration.

Truancy:

Students are considered truant if they are deliberately not in their assigned location at the assigned time. This may include missing part or all of a class or being gone the entire school day after arriving at school. Leaving campus during lunch and Flight time is also considering truancy.

Auditorium Behavior

Students are expected to uphold the Vista Values while attending events in the auditorium. As a consequence, students who do not act responsibly and respectfully in the auditorium may lose the privilege to attend future events. Please follow these simple rules:

- Go directly to a seat as led by your teacher. Move toward the center of the rows; do not save seats next to you.
- Be courteous to those performing. Refrain from whistling, shouting, and other disruptive behavior.
- Remain seated until dismissed by the person in charge.
- No candy, pop, or food of any kind is allowed in the auditorium.
- Please do not put feet (shoes) on the seat or railing in front of you

Backpack Policy

Please refrain from using oversized backpacks in school. Backpacks should be able to fit under your classroom seat. The Administration reserves the right to determine whether the bag is too large.

Bus Guidelines

Students are expected to adhere to Vista Values while on the school buses. Bus drivers will instruct you concerning specific bus rules, which includes being respectful and responsible. Please use caution and good judgment when you are around a school bus. Students must be careful while boarding buses after school. Never approach a moving bus or run along beside the buses as they enter or leave the parking lot. Riding the school bus is a privilege; if you fail to follow the rules or expectations of the driver you may lose that privilege. **No student should ever cross the parking lot to reach a bus.**

Closed Campus

Adult visitors to the school must first check in at the front office. Student visitors are not allowed. Students from other schools who are loitering may face a misdemeanor charge of trespassing. The police will be called. Once students arrive at school, they may not leave the school grounds unless properly checked out through the main office. If students do check out of school, they must check back in through the main office if they return to school. Students leaving school grounds without properly checking out will be marked as truant.

Computer Use/Acceptable Use Policy (ASD Policy 5225)

When using computers with internet access at Vista Heights, students must first have parents or guardians sign the Internet Use Policy Form online, giving permission for their student to access the internet. School computers must be used responsibly by students. School computers must not be used to access or create materials that are considered inappropriate at school. This includes, but is not limited to: images and messages that are sexually explicit, violent, grotesque, or are meant to demean or harass others. Computer use is a privilege and may be taken away if students use the computers in an inappropriate fashion. Vista Heights strictly enforces the policies set forth by the Alpine School District's Acceptable Use Policy. The current policy is found at: <http://alpinedistrict.org/policy/proc5225.pdf>

Drug/Alcohol/ Tobacco Policy (ASD Policy 5430)

Vista Heights Middle School is a "Drug Free Zone," this means that these rules not only apply to campus, but they are enforced up to 1000 feet off campus. Any student in violation of drug and alcohol policy shall be subject to the following actions:

- Suspension from school for up to ten school days.
- Referral to the local police department.
- Referral to a district expulsion hearing

A drug offense consists of the possession, use, or distribution (giving away or selling) of any controlled substance (including marijuana, cigarettes, e-cigarettes, cocaine, steroids, prescription drugs, or other drugs listed in the law): or any imitation controlled substance (something that looks like a controlled substance, even though it isn't): or any drug paraphernalia (things like hypodermic needles, bong, roach clips, hash pipes, etc., which may be used to produce, package, distribute, or use drugs.)

Electronic Device Policy (ASD Policy 5250)

We are NOT responsible for lost, stolen, or damaged electronic devices brought to school. If an electronic device becomes a nuisance item it may be confiscated and returned to the student after class/after school. Continued abuse of electronic devices may result in additional conferences and may lead to further consequences.

First Aid/Medication

Dispensing Medication

Prescription medication must be kept in the front office and parent/guardian must provide the school with a written request and written health care provider approval. Forms may be picked up in the front office or downloaded from the district website. If proper authorization has been obtained, a parent must bring medication to the school in its original prescription bottle with the original pharmacist label. It will be kept in the front office. It is a district policy that the only medication that a student may have in their possession is for asthma or diabetes. The student must have physician authorization on file in the front office for these medications.

Over the Counter Medication

- Parents/guardians may request non-prescription drugs such as acetaminophen or ibuprofen be dispensed by school personnel to the student. School personnel must receive parental permission by phone call EACH TIME a student requests such treatment. If your student requires regular doses of pain medication, please fill out a medical form provided by a doctor, and supply the office with medication.

- With parent permission, students may carry and self-administer ONE dose of easily identified non-prescription, over-the-counter medication with the exception of syrups.
- No student is permitted to sell, share, or otherwise give to others any medication, prescription or non-prescription. Violations of this policy are subject to disciplinary action.

Grade Reports

Report cards will be available online via Skyward. Parents and students are encouraged to use Skyward to monitor student progress during the year.

Academic Tracking: Tracking methods to monitor progress may include talking with a teacher, Flight Time progress reports, and Skyward.

Language

Respectful and responsible language should be used with peers and adults anywhere on school grounds. Language which includes swearing, obscene jokes or gestures and dirty words will not be tolerated whether it is in the classroom, halls, playing fields, or anywhere else on school grounds.

Lockers

For students choosing to have a locker, a combination lock is assigned to students at the beginning of the year. Students are expected to use their locker in a respectful and responsible manner. Students will share their locker with another student. Locker combinations are changed each year and the combination is issued only to those students who are responsible for that locker. The school is not responsible for lost or stolen items; please leave valuable items at home! Lockers should be clean and cannot have any material on the outside. Legal opinions have ruled that school lockers will remain the property of the school. Authorized personnel have a responsibility and right to examine the contents of lockers for reason of health, safety, and security.

It is imperative that you keep your combination confidential. The following guidelines will help avoid problems with your locker:

- Do not give your combination to **ANY OTHER PERSON**. If your locker combination is shared, you will be responsible for any damage or missing items.
- Do not leave your combination set on the last number.
- Use only your assigned locker. Do not change lockers without permission from the office.
- Do not use markers (even whiteboard markers) on the locker
- Do not use **ANY** adhesive substances on the locker (wallpaper, stickers, sticky mirrors, etc.) **MAGNETS ARE GREAT!**

Lunchroom

Lunch may be purchased on a daily or monthly basis. Payments for lunch may be made prior to school in the cafeteria or the easiest way to pay and track your balance is online at www.mypaymentsplus.com. Payments made online take 48 hours to post. The a la carte line is a privilege, not a right. Inappropriate behavior in the a la carte area will result in closing the line and losing the privilege. Students are expected to exhibit respectful and responsible behaviors in the lunchroom, as outlined in the Respect and Responsibility Matrix.

Media Center

The library is open from 7:45 a.m. to 3:15 p.m. and during lunches. During class time, class groups must be accompanied by their teacher. An authorized media center pass is required of all students who use the library during instructional time. Students should check in at the desk as they enter so the staff is aware of who is in the center and what they will be doing, so the staff is better able to assist. Most books are checked out for two weeks and may be renewed for three additional two week periods. There will be a charge of \$.10 per day for overdue items. Late reference items will be charged \$.25 per day. At all times, students are expected to exhibit respectful and responsible behavior in the Media Center.

Miscellaneous Items

- Trading cards, toys, and other distracting items are to be left at home.
- Skateboards and all similar items are not permitted to be used on school property.
- Sports equipment should be used as intended only in designated areas during lunch periods. It should not be used at all in the hallways or taken to class.
- Miscellaneous items will be returned to a parent/guardian upon request.

Relationships

Students are not allowed to hold hands or engage in other inappropriate physical contact (PDA “public display of affection”) anywhere on campus or at any school-sponsored activity. This applies to any gender relationship.

Safe School Policy (ASD Policy 5182)

The ASD Safe School Policy includes avoiding the following:

Abetting is the act of supporting, encouraging, and/or assisting activities which violate the safe school policy.

Bullying is defined as aggressive behavior that is intended to cause harm or distress, exists in a relationship in which there is an imbalance of power or strength and may be repeated over time. Bullying may be physical, verbal/written or psychological, and through cyberspace.

Physical Bullying includes, but is not limited to, pushing, grabbing, pinching, shoving, poking, tripping, kicking, hitting, and destroying property.

Verbal/ Written Bullying includes, but is not limited to, name calling, mean teasing, spreading false rumors, intimidation, sexual comments, harassing and threatening comments which are communicated verbally, in writing or through electronic media.

Cyber Bullying includes, but is not limited to, using email, web pages, text messaging, blogs, instant messaging, or any other electronic means for aggression, intimidation, or harassment against another person. Examples may include, but are not limited to sending mean, vulgar, or threatening messages or images; posting inappropriate pictures that are sensitive, private information about the victim; pretending to be someone else to hurt that person; rude comments; lies; stalking; threats; extortion; harassment; and transmission of unflattering or embarrassing photographs.

Acts of Violence that disrupt the daily operation of the school include but are not limited to physical or sexual assault, intimidation, aggression, possessing or displaying a dangerous weapon, or committing acts of terrorism.

Dangerous Weapon means any items capable of causing death or serious bodily injury, or a facsimile or representation of the item. (Weapons shall include but not be limited to firearms, knives, metal knuckles, straight razors, explosives, noxious, or poisonous gases, poisons and drugs.)

Hazing/Harassment means intimidation or any act that injures, degrades, or disgraces a student or staff member.

Gang/Secret Societies/Hate Groups means a group of three or more people who form an allegiance and engage in a range of anti-social behaviors that may include violent or unlawful activity or which advocate hatred or discrimination on the basis of race, religion, sex, national origin or disability.

Gang Activities shall include students who:

1. Wear, possess, use, distribute, display or sell any clothing, jewelry, emblem, badge, symbol, sign or other things which are evidence of membership or affiliation in any gang.
2. Commit any act or use any speech, either verbal or non-verbal (gestures, handshakes, etc.) showing membership or affiliation in a gang.
3. Use any speech or commit any act in furtherance of the interests of any gang or gang activity, including, but not limited to: a. soliciting others for membership in any gangs; b. requesting any person to pay protection or otherwise intimidating or threatening any person; c. committing any other illegal act or other violation of school district policies; d. inciting other students to act with physical violence upon any other person; e. defacing school property (i.e.: books, lockers, walls, etc.)

Sexual Harassment (ASD Policy 5185)

Sexual Harassment is defined as unwanted conduct or communication of a sexual nature that adversely affects a person’s educational opportunities, relationships or environment. This includes electronic harassment in the form of texts, chat rooms, social networking sites, pictures, etc. District Policy prohibits sexual harassment of any kind – adult to adult, adult to student, student to adult or student to student. Anyone may file a sexual harassment complaint when an incident arises with a counselor or administrator.

Forms are available in the front office and the Guidance Center and the incident will be investigated immediately. Students who harass others may be suspended or possibly expelled.

Substitute Teachers

Substitute teachers will be treated with the same respect as the regular classroom teacher. Those students who fail to respect any adult in the school will be subject to school discipline. Substitutes participate in our regular Vista Values reward system, and they are encouraged to award positive points to students who they see acting in respectful and responsible ways.

Vending Machines

Please do not abuse this privilege. Vending machines are available to you before and after school and during lunch, but not between classes as food and drinks are not allowed in the classrooms. Anyone found kicking; hitting, rocking, or damaging the machines may be fined. If the machine “eats your money” Vista Heights will not refund your money.

Safety Procedures:

The safety of our students and staff is our priority at Vista Heights Middle School; we are implementing a Standard Response Protocol that has been adopted throughout Alpine School District. This is a collection of procedures that school districts, law enforcement, and first responders learn regarding emergency situations. The following graphic outlines the procedures that all students and staff will follow in case of emergency.



STANDARDTM RESPONSE PROTOCOL

STUDENT SAFETY

A critical ingredient in the safe school recipe is the classroom response to an incident at school. Weather events, fire, accidents, intruders and other threats to student safety are scenarios that are planned and trained for by students, teachers, staff and administration.

SRP

Our school is expanding the safety program to include the Standard Response Protocol (SRP). The SRP is based on these four actions. Lockout, Lockdown, Evacuate and Shelter. In the event of an emergency, the action and appropriate direction will be called on the PA.

LOCKOUT - "Secure the Perimeter"

LOCKDOWN - "Locks, Lights, Out of Sight"

EVACUATE - "To the Announced Location"

SHELTER - "For a Hazard Using a Safety Strategy"

TRAINING

Please take a moment to review these actions. Students and staff will be trained and the school will drill these actions over the course of the school year.

More information can be found at <http://iloveguys.org>

If an emergency happens during the lunch time hour or at class break students would report to first period class (this would be either A1 or B5 depending on if it is an A day or B day).



LOCKOUT SECURE THE PERIMETER

Lockout is called when there is a threat or hazard outside of the school building.

STUDENTS:

- Return to inside of building
- Do business as usual

TEACHERS

- Recover students and staff from outside building
- Increased situational awareness
- Do business as usual
- Take roll, account for students



LOCKDOWN LOCKS, LIGHTS, OUT OF SIGHT

Lockdown is called when there is a threat or hazard inside the school building.

STUDENTS:

- Move away from sight
- Maintain silence

TEACHERS:

- Lock classroom door
- Lights out
- Move away from sight
- Maintain silence
- Wait for First Responders to open door
- Take roll, account for students



EVACUATE TO A LOCATION

Evacuate is called to move students and staff from one location to another.

STUDENTS:

- Bring your phone
- Leave your stuff behind
- Form a single file line
- Show your hands
- Be prepared for alternatives during response.

TEACHERS:

- Grab roll sheet if possible
- Lead students to Evacuation Location
- Take roll, account for students



SHELTER FOR A HAZARD USING SAFETY STRATEGY

Shelter is called when the need for personal protection is necessary.

SAMPLE HAZARDS:

- Tornado
- Hazmat

SAMPLE SAFETY STRATEGIES:

- Evacuate to shelter area
- Seal the room

STUDENTS:

- Appropriate hazards and safety strategies

TEACHERS:

- Appropriate hazards and safety strategies
- Take roll, account for students

School Resources

Counseling Center

Counseling services are available for all students. If a parent or student would like to visit with a counselor please make an appointment with the counseling secretary.

Schedule Changes: Schedule changes are strongly discouraged. In the event a schedule change is needed, a completed schedule change form and \$5 fee is required before the change can be made with your counselor.

HOPE Squad

Hope Squad is a group of peer mentors that work to create awareness about and prevent self-harm and teenage suicide. HOPE stands for "Hold On, Persuade, and Empower." We know that our students have friends who struggle with self-harm talk and behavior. Most times friends don't know what to do with the information that is shared with them and stand by and watch as their friend suffers in silence. Peers have the ability to "**persuade**" their friends to just "**hold on**" long enough to get help, and they become "**empowered**" when they see their friends get the help they need. Our students were asked to nominate friends who they trusted and felt comfortable talking to. HOPE Squad members were selected from these nominations and then trained on how to best provide support to their peers and where they could turn to for help. We want all of our students to know that they do have resources available to them here at Vista. Our HOPE Squad has been instrumental in creating a positive, safe, and healthy learning environment for our students at Vista Heights.

Options for Getting Additional Help from Teachers

Option 1: Flight Time

Flight Time is a 35 minute segment of the school day schedule, Tuesday-Friday, when students have the opportunity to work on assignments or meet with teachers to work on any failing grades or missed work. Students occasionally miss school due to illness, absences, or other activities (competitions/festivals). Flight Time is a chance to identify missed work or suffering grades. Almost all of the students at Vista Heights will have the opportunity to do some remediation during the course of the year for one reason or another. Students are expected to be in their assigned location for all of Flight Time and are expected to use their Flight Time appropriately and effectively. Students who fail to do this are subject to normal consequences related to tardiness, truancy, and misbehavior.

We feel that giving students the benefit of clearing up any missed assignments or giving them extra one on one time with their teachers for clarification on concepts during the school day will provide a solid basis for maintaining grades and provide a win/win learning scenario. Not all students may be able to come in before school or stay after school. Flight Time gives all students equal opportunity to have the extra help they may need.

Option 2: Late bus

Buses will be available for students to take home if they need to stay after school to make up work. The late buses will run Tuesdays and Wednesdays, and will leave the school at 3:50pm. You will receive a ticket from teachers that you work with, and you must have a ticket from a teacher in order to ride the late bus home.

Skyward

We encourage you to use Skyward during the school year to keep informed of your progress. Teachers will update grades regularly in order to remain current. Skyward can be accessed by internet at vistaheights.alpineschools.org. You can access updated assignments, attendance, grades or leave an e-mail message for teachers. Please become familiar with Skyward as we will now be paperless for report cards and midterm reports.

Standards of Dress and Grooming

Students should be covered from the top of the chest/shoulder to mid-thigh when standing straight.

Underwear should not be visible. Specifics include:

- Sheer fabrics or pants with holes/shreds that reveal skin DO NOT COUNT as “covered.”
- Shirts should cover from the top of the neck and over the shoulder with no undergarment or flesh showing at the midriff or under the arms,
- Stomachs/midriff/upper legs must stay covered during routine movement. Shirts that rise up regularly to show stomachs or reveal underwear are not permitted. The length of shorts must have a minimum of a 4-inch inseam.

Certain types of clothing are not allowed, even if they comply with the above rules.

- Clothing that contains slogans, pictures, or advertisements for things not allowed at school should not be worn. This includes, but is not limited to, clothes with vulgar language, obscene or profane jokes or slogans, pictures/advertisements for alcohol, drugs, sex, or tobacco, etc.
- No Hats
- Head coverings, such as shirt hoods, hoodies, bandanas, hats, or masks, should not be worn in the building.
- Clothing that is intended as, (or considered to be) gang affiliated is not allowed.
- Clothing that is dripping wet or muddy, deliberately distracting, or ragged should be avoided.

ASD Board Policy 5152

1.0 STANDARDS OF DRESS AND GROOMING

- 1.1 The Alpine School District Board of Education requires **all of its students to conform to standards that avoid extremes and that exemplify personal cleanliness.** Any personal appearance in either clothing style or personal grooming is prohibited if
 - 1.1.1 **it tends to cause a material and substantial disruption of the educational process in the school.**
 - 1.1.2 it would endanger the health, safety or welfare of either the student or others.
 - 1.1.3 **it does not conform to generally accepted community standards or it calls undue attention to the anatomical details of the individual.**
 - 1.1.4 it does not conform to the requirements of a special class or activity approved by the school principal which requires special dress or grooming and in which the student expects to participate.
 - 1.1.5 **it appears as an obvious attempt to challenge the intent and scope of the policy or the authority of the school** in its reasonable interpretation and enforcement.

1.2 District Guidelines

- 1.2.1 Hair - Hair should be clean and well groomed. Hair styles distracting in appearance or needing constant attention are not acceptable.
- 1.2.2 Clothing –
 - 1.2.2.1 All students are required to wear appropriate footwear to school. Footwear must not mark or damage floors.
 - 1.2.2.2 Clothing which is ragged, tattered, or deliberately distracting in appearance must be avoided. Short shorts, short skirts, halter tops, bare midriffs, cutoffs, tank tops, “bike” shorts, and jeans of a “grubby” type are not acceptable. Clothing which contains slogans or insignia which are contrary to the educational purposes of the district should not be worn. This includes, but is not limited to vulgar words, profane or obscene slogans, and pictures or advertisements for alcohol, tobacco, and drugs.
 - 1.2.2.3 Headwear should not be worn in the building.

Vista Heights Middle School Map

Vista Heights Middle School



400 Satellite



500 Satellite

