



**William G. Rohrer Middle School
 Haddon Township Public Schools
 101 MacArthur Boulevard
 Westmont, New Jersey 08108
 856-869-7750 ext. 8000 Fax: 856-869-7772
 www.rohrer.haddontwpschools.com**

Patricia Schwab, Ed.D.
 Principal

Lauren Passkoff
 School Counselor

Michael F. Berner, M.Ed.
 Assistant Principal

**STUDENT / PARENT / GUARDIAN
 HANDBOOK**

The Administration requests that you review with your student the information enclosed in this handbook. A student that is informed of the rules and regulations of the school, the personnel and the opportunities that exist is a student prepared for success.

Please pay particular attention to the following policies:

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| 1. <u>Attendance Policy</u> : Page 5 | 5. <u>Harassment, Intimidation & Bullying Policy</u> : Page 17 |
| 2. <u>Dress Code Policy</u> : Page 10 | 6. <u>Internet Policy</u> : Page 14 |
| 3. <u>Substance Abuse Policy</u> : Page 21 | 7. <u>Lateness Policy</u> : Page 6 |
| 4. <u>Family Educational Rights and Privacy Act (FERPA)</u> : Page 16 | 8. <u>Marking System</u> : Page 12 |

If you, the parent / guardian or student should have any questions pertaining to the information enclosed in this handbook, please do not hesitate to contact the administration.

PRINCIPAL'S MESSAGE

This handbook is designed to assist parents throughout the school year and contains much information that you will find helpful to you and your children. The handbook contains many of the school's guidelines, rules, regulations, and activities. It is so important that parents form a strong bond with the school in order to provide for guidance, direction, and support for every student to attain his or her maximum educational benefits. Complete copies of all policies, rules, regulations, and other information are available through the middle school office. I extend my appreciation to the many people who worked to make this Parent/Student Handbook possible and hope that you, as parents, will use it frequently.

Patricia Schwab, Ed.D., Principal

**HADDON TOWNSHIP PUBLIC SCHOOLS
SUPERINTENDENT'S OFFICE
(856) 869-7700**


Bonnie Edwards, Superintendent
Jennifer Gauld, Business Administrator & School Board Secretary
Elizabeth Mennig, Assistant Superintendent of Curriculum & Instruction
Patricia Nero, Administrative Assistant

Dana Cotter, Supervisor of Special Services
Michael Moore, Superintendent of Buildings/Grounds

BOARD OF EDUCATION

Mark Cavallo, President
Bonnie Richards, Vice-President
Robert Brown John Kendall
Laura Chudd James Lex
William Mann Allison Rodman
Craig Roncace

Haddon Township Board of Education



Mission Statement

The Haddon Township School District shall establish the highest standards of excellence for educating all individuals to use knowledge, values, and skills to function as responsible members of society. The school district will provide a nurturing, stimulating environment; a dedicated staff; an innovative curriculum that supports the New Jersey Core Curriculum Content Standards; and the opportunity for community involvement and support.

Revised October 16, 2008

SCHOOL DAY

School Office Hours*: 7:30 AM – 3:30 PM

Students' School Day: 8:31 AM – 2:40 PM

Student Activities/Sports/Clubs: After school, times vary

*It is requested that parents/guardians or members of the community needing assistance either visit or telephone at 869-7750 ext.8000 between the above-posted office hours.

Regular Schedule

Period	Grades 6-8	
MS Music / Period 0	7:45 - 8:28	
First Period	8:31 - 9:18	8 th grade World Language
Homeroom	9:21 - 9:26	
Second Period	9:29 - 10:12	7 th grade cycle
Third Period	10:14 - 10:40 10:42 - 11:06	6 th grade lunch/advisory
Fourth Period	11:08 - 11:34 11:36 - 12:02	8 th grade lunch/advisory
Fifth Period	12:04 - 12:30 12:32 - 12:58	7 th grade lunch/advisory
Sixth Period	1:01 - 1:44	8 th grade cycle
Seventh Period	1:47 - 2:40	6 th grade cycle
Dismissal	2:40	

1/2-Day Schedule

Period	Grade 6-8 ½ DAY Schedule
MSMusic / Period 0	7:45 - 8:28
First Period	8:31 - 8:59
Homeroom	9:02 - 9:06
Second Period	9:09 - 9:35
Third Period	9:38 - 10:04
Fourth Period	10:07 - 10:33
Fifth Period	10:36 - 11:02
Sixth Period	11:05 - 11:31
Seventh Period	11:34 - 12:10
Dismissal	12:10

2-Hour Delay Schedule

Period	Grade 6-8 Delayed Schedule
No Music	No Music
Homeroom	10:30 - 10:34
First Period	10:36 - 10:53
Second Period	10:56 - 11:21
Third Period	11:24-11:44 6 th grade 11:46-12:06 lunch/advisory
Fourth Period	12:08-12:28 8 th grade 12:30-12:50 lunch/advisory
Fifth Period	12:52-1:12 7 th grade 1:13-1:33 lunch/advisory
Sixth Period	1:35-2:01
Seventh Period	2:04-2:40
Dismissal	2:40

PROCEDURES FOR GOING TO THE NURSE AND FOR MEDICATION

The Rohrer Middle School has a well-equipped health aid station. The nurse is on duty from 7:45AM until 2:55PM everyday. In addition to regular health screenings, physicals, emergency first aid and dispensing of medication, the nurse is available to help with any personal or social problem.

Students must adhere to the following rules concerning the health office:

- Students must have a pass to report to the nurse. The two exceptions to this rule are an extreme emergency and if a student is injured. This is particularly important with injuries involving the head and eyes.
- No student shall be permitted to take any prescription or over-the-counter medication unless in the presence of the school nurse. Authorization for each prescription/over-the-counter medication (Tylenol, cough syrup, Advil, etc.) must be submitted by the medical provider and parent or guardian, which will be placed on file in the nurse's office. Prescription and over-the-counter medication must be in the original container/package and delivered to the nurse by the parent or guardian. Students may not carry medication (prescription and/or patent/over the counter) with them at school unless approved by their medical provider.
- Student(s) with a temperature greater than 100.0°, will be dismissed from school by the nurse. Students should remain home until they are fever free for twenty- four hours.
- Students, who are sent home due to obvious illness, may not return to school on that day, even if they begin to "feel better".
- Students who need to leave school due to illness will only be dismissed to the parent or to the person(s) designated by the parent on the student's emergency record.
- Parents who receive a text or phone call from their child should call the school nurse at ext. 8144. Students' cell phones should be off and away during school hours.

IMMUNIZATION REQUIREMENTS:

- DPT Series of three shots
DPT Booster- given after four years old.
(TDAP VACCINE (Tetanus, Diphtheria, acellular pertussis) Beginning Sept 1, 2008, every child born on or after Jan. 1, 1997 and entering or attending grade 6 shall have received one dose of Tdap given no earlier than the 10th birthday and five years have elapsed from the last DTP/Dtap or Td dose.
- Polio-Sabin or IPV Series
Polio Booster given after four years old.
- Measles Vaccine: Two doses given after one year of age.
- Rubella (German Measles) or documented laboratory evidence of rubella immunity. Given after one year of age.
- Mumps or documented laboratory immunity. Given after one year of age.
- Hepatitis B series (either 3-shot or 2-shot Merck series)
- PPD (Tuberculosis Test) on students transferring into the district from certain areas. Nurse will determine need for testing.
- Meningococcal Vaccine:
Beginning Sept. 1, 2008 every child born on or after Jan. 1, 1997 and entering or attending grade 6 shall have received one dose of meningococcal-containing vaccine. This also applies to all students transferring into a New Jersey school. Please note: This applies to students when they turn eleven (11) and attending the sixth grade.
- Recommended but not mandated is the following vaccine:
Gardasil Vaccine: Given in three doses over six months starting at age 11-12 (can begin at age nine).

NURSE – MEDICAL SCREENINGS

Health screenings (weight, height, blood pressure) are done on all the students in the middle school. Vision screening is completed for all sixth and eighth grades. A hearing screening is completed for all seventh grade students.

Scoliosis and hearing screenings are conducted on all students in the seventh grade. Any parent/guardian may defer scoliosis screening by providing the nurse with a written note.

Height, weight, blood pressure, pulse, vision and hearing are completed for any student scheduled for a physical with the school doctor for clearance to participate in an interscholastic sport.

SPORTS PHYSICALS

Students who choose to participate in intramural sport athletics must receive a physical examination by their own medical provider and paperwork returned to the school nurse prior to their participation in the sport.

Only one physical examination is required for the school year. Students need not receive a separate examination for each season; however, a recertification form completed by a parent/guardian will be required for each subsequent sport during the year.

All paperwork from physicals completed by your private medical office need to be returned to the school nurse before participating in the sport.

ATTENDANCE POLICY

The Haddon Township Board of Education has a policy that students must attend 183 days to obtain a thorough and efficient education promised to every student by the New Jersey Constitution.

The following procedure is in place to prevent a student from not receiving a thorough and efficient education.

ABSENCE	ADMINISTRATIVE PROCEDURES
5 days	1. E-mail State mandated action plan via email notification
9 days	1. E-mail contact
12 days	1. Letter – U.S. mail 2. <i>Class trip attendance could be jeopardized.</i>
15 days	1. Letter – U.S. mail 2. <i>Parent/student conference with administrator</i> 3. <i>Formal attendance action plan</i> 4. <i>Class trip attendance could be jeopardized</i>
20 days (Considered Chronic Absent by the State of NJ)	1. Letter – U.S. mail 2. <i>Superintendent notification</i> 3. <i>Warning of possible court procedures</i>
30 days	1. <i>Possible retention in grade</i>

IMPORTANT POINTS:

- Parents should call 869-7750 ext. 8777 and/or email prior to 7:30AM to inform the attendance secretary if a child will be absent or late from school.
- Immediately returning from an absence and before 8:30AM, students must report to the attendance secretary to submit a note from home (see form in opening day packet) explaining the reason for their absence. The note should contain the date of absence, full name of child, grade and homeroom of child, specific reason for absence, and a signature of parent or guardian. Any absence of five (5) days or more requires a doctor's note.
- School attendance is mandatory in the state of New Jersey. All students enrolled in public schools in New Jersey are required to attend school "all the days and hours that the public schools are in session in the school district except for absences which are excused."
The fact that a parent approves an absence and writes an excuse does not make the absence lawful or approved. Students are limited to a total of 30 absences in a school year (this limit includes approved, excused and unexcused absences). Students with more than 30 absences will be retained.
- Approved absences – for which there are no penalties, are limited to those authorized in writing by a physician, dentist, judge, or school official. Parental notes are accepted for religious observance, family trips (approved two weeks in advance, see page 7), and death in the immediate family. Such absences are approved. Medical notes or other official documentation will not be accepted more than five days after the date of the absence.
- When students are absent, they may not attend after school and/or evening activities without administrative approval.
- Excessive absences could jeopardize a student's class trip attendance.
- Parents/guardians of a student absent ten consecutive school days may request home instruction. Homebound instruction forms may be obtained from the middle school secretary, main office. The parent/guardian and physician will complete the form and return to the middle school secretary, main office. Approval will be determined by the Board of Education, based on completion of form, medical necessity and anticipated duration of illness.

ABSENCE DUE TO RELIGIOUS HOLIDAYS

- To be entitled to the privileges of a religious holiday the pupil must present a note signed by a parent or legal guardian.
- Any pupil absent from school because of a religious holiday will not be deprived of any award or eligibility or opportunity to compete for any award because of such absence.
- Pupils who miss a test or examination because of absence on a religious holiday will be given the right to take an alternate test or examination.

LATE TO SCHOOL

- Any student arriving to school after 8:31AM will be considered late and must report to the attendance secretary in the main office
- Any student arriving late must have a note from a parent explaining their child's lateness to render an excused late. A note signed by a doctor, dentist or court official will render an approved late.
- Excessive tardiness (excused or unexcused) of a student could result in disciplinary action, and could jeopardize a student's class trip participation.

LEAVING SCHOOL EARLY

- In an effort to maintain a consistent learning experience for your child, please make every attempt to schedule appointments after school hours whenever possible.
- Parents who have arranged a doctor, dentist, or court appearance must write a note requesting permission for the student to be excused early. Notes must be brought to the attendance secretary, main office, before 1st period begins.
- A parent/guardian must sign out their child with the attendance secretary, main office, before a student is released early from school. As stated in the school attendance policy, students who attend school for less than the 3.25-hour minimum school day will be considered absent a full day.
- Under no circumstances will students be dismissed over the telephone or be allowed to leave school with neighbors, family friends, etc., unless proper notification has been given to school officials by the child's parent/guardian prior to the student pick-up (e.g. note and phone call by parent). It is imperative that school officials be made aware of any emergencies or serious family situations that may affect a student's school experience.

GUIDELINES FOR MAKEUP WORK FOR STUDENTS ON VACATION

When a vacation is planned that would remove a child from school, a written notice should be sent to the attendance secretary at least two weeks in advance of the intended vacation. Students are responsible to obtain their assignments and homework.

Students who are out for more than five (5) days miss a substantial amount of class work. It is therefore the responsibility of the parent to ensure that their child acquires the missed assignments.

HOMEWORK REGARDING ABSENCES

Students are expected to complete all assignments on time in the designated format. Students who are absent should check My Grade Portal, friends, or with each teacher when returning to school.

If a student is going to be absent three (3) or more consecutive days, a parent/ guardian may contact the office for missed assignments. Parents/guardians should contact the office to ensure work is ready to be picked up. Parents/guardians and students are encouraged to check My Grade Portal for updated assignments. The student shall have time to make up missed assignments as follows:

<u>School Days Absent</u>	<u>Days to Make up Work or Tests</u>
1 – 3 Days.....	Equal to days absent
4 – 7 Days.....	5 school days
7 or more Days.....	by arrangement with the teacher

MAKE-UP TESTING

Whenever it is necessary for students to take a makeup test, teachers are encouraged to allow the student to take the test after school under teacher supervision. If this is not practical, then arrangements should be made with another teacher to allow the student(s) to take a make-up test in his/her classroom.

In the event that the test may not be administered during the class period or either before or after school, other arrangements will be made as necessary.

WITHDRAWAL OF STUDENTS

The middle school secretary should be notified at least two (2) days in advance of a student's impending withdrawal. The student will receive a withdrawal form and instructions. All textbooks, library books, and obligations must be cleared before the student secures a transfer record to another school.

CHANGE OF ADDRESS/EMAIL/TELEPHONE NUMBERS

Students moving to a new address or a change in their contact information (telephone number /email) are to inform the main office immediately.

GENERAL SCHOOL INFORMATION

AFTER-SCHOOL CLUBS, ACTIVITIES, INTRAMURAL AND INTERSCHOLASTIC SPORTS

Students at RMS are encouraged to participate in clubs, dances, activities and interscholastic sports because these are an integral part of the middle school experience.

In order to participate in an extra curricular activity:

- A student must be present for a half session (3.25 hours) during the school day in order to participate in after school activities.
- Any student with a D or F average in a subject area may be excluded from extra curricular activities.
- All interscholastic athletes must ride the school bus to all away games and return to Rohrer Middle School on the bus prior to being picked up by their parents. In case of an emergency the head coach can make an exception to this rule.

MUSIC (BAND, STRINGS AND/OR CHORUS)

Students at RMS are encouraged to participate in band, strings and/or chorus, which take place at 7:45am. This is considered a class and therefore students are required to attend. Students will receive a letter grade each marking period.

- Students are to report for band, strings and/or chorus on their designated days at 7:45am.
- Any student who is late or absent to band, strings and/or chorus must be reported by a parent/guardian with either a phone call or a note stating the reason.
- If no note or phone call is received, the lateness or absence will be unexcused. For every three (3) unexcused lateness or absence, the student will receive a detention.
- Students who no longer wish to participate are required to submit a letter to the office signed by a parent/guardian stating that they wish to be dropped from band, strings and/or chorus.

EVENING DANCES & ACTIVITIES

The schedule of school dances and evening activities are noted on the current school calendar. Students from other schools are not allowed to attend. Parents/guardians should arrange to be at school ten minutes earlier than ending time to pick up their children.

Students may only leave an event before the official ending time if or when signed out by a parent/guardian. Students will not be able to enter the event thirty (30) minutes after the official starting time.

FIELD TRIPS

Field trips are designed to be part of the total school experience. Students are expected to participate in all field trips. Students are expected to attend school and/or complete assignments if not attending the field trip.

The administrator(s) will use discretion in determining if a student will be permitted to participate in a school-sponsored trip. It is a student's privilege to participate in a school trip, not a right. (See attendance policy - page 5)

STUDENT AGENDA AND STUDENT PASSES

Student agendas are provided free of charge to all students. The agenda is an excellent instrument for recording daily assignments and to assist with time management. Please note that student passes are inscribed into the agenda. Replacement agendas can be purchased for \$5.00.

TELEPHONE USE

The office phone is to be used only for school business or in case of an emergency. Students are permitted to have personal cell phones on school property, however:

- They must be off and away at all times.
- A parent/guardian should call the main office ext. 8000 to have a message given to their child

EMERGENCY SCHOOL CLOSINGS

In the event of inclement weather or other emergencies, school may be closed for the entire day or delayed in opening. School-closing information will also be posted on the RMS website. In addition, the school district will send a recording to the contact telephone number provided by the parent/guardian of each student with emergency school closing information. If our school is to close for any reason, you will hear the number (556) or “Haddon Township School District” broadcasted over local TV channels and most radio stations.

EMERGENCY DRILLS

All schools are required by law to conduct two emergency drills each month.

- The object of the fire drills is to practice leaving the building in an orderly fashion.
- To ensure the safety of our students one emergency drill will be conducted each month to prepare for a variety of situations.
- Students will be made aware by administrators and teachers of the procedures and behavior expected during an emergency evacuation. Students failing to follow procedures and/or emergency instruction will be disciplined.

SCHOOL VISITORS

All visitors are to report to the main office to sign the visitor’s logbook and at that time will receive a visitor’s pass. Visitors and parents are not to visit a teacher’s classroom unless the principal has given prior permission. The pass should be returned at the conclusion of the visit. The administration reserves the right to refuse school visitors, to limit their visit and/or to have visitors removed from the school.

BICYCLE/SKATEBOARD SAFETY and SAFETY GUIDELINES

- Students may ride bicycles/skateboards to school. Bicycles/Skateboards must be walked on school property.
- Bicycles must always be locked on designated racks. The school cannot assume any responsibility for bicycles.
- All students age 17 and under riding bicycles/skateboards are required by state law to use helmet protection.
- Skateboarding is not permitted on school grounds.

OBLIGATION

An obligation may include one or more of the following items:

- School issued technology
- Money owed to food services
- Lost and damaged books
- Sports uniforms

STUDENT AFFIRMATIVE ACTION AND EQUAL EDUCATIONAL OPPORTUNITY

William G. Rohrer Middle School provides equal educational opportunity for all students regardless of race, creed, color, national origin, sex, sexual orientation or handicap. Students who feel that written material or school rules and regulations violate personal civil rights with regards to affirmative action or equal educational opportunity may file an inquiry and appeal through the main office.

GRIEVANCE PROCEDURE

(Chain of Command)

When a problem arises, please request a meeting first with the teacher. If the teacher is unable to resolve the problem, request a meeting with the principal. If the problem is still not resolved to your satisfaction, please request a meeting with the Superintendent of Schools. Only after attempting to resolve the problem in this manner, should the Board of Education be consulted.

SCHOOL INSURANCE

The school makes available to students a low-cost accident insurance policy. The school accepts no responsibility as to the coverage of the insurance. The deadline for obtaining insurance is final. Details will be sent home the first day of school each year.

SCHOOL RULES AND REGULATIONS

CARE OF SCHOOL AND PERSONAL PROPERTY

- Students are to maintain respect for school property at all times. There is to be no defacing of school property.
- Use wastebaskets and other appropriate containers to discard trash.
- Each student is responsible for his/her own books. He/she must pay for any book damaged, lost or stolen.
- All books must be covered.
- Students will be fined for damaged books. The amount of the fine will be determined from the extent of the damage, but will not exceed the cost of the book.
- There will be a refund on lost books, which are later found.
- Students that damage or destroy school property will pay the cost of repairs and/or replacement.

STUDENT DRESS CODE: BOARD POLICY 5260

The Dress Code of the William G. Rohrer Middle School is designed to establish guidelines, which permit students to exercise freedom of choice and responsible decision-making in selecting attire that is appropriate for school. The manner in which students dress has a strong effect on their attitude and behavior, students are expected to be neat, clean and dressed in moderation.

Students should consider the following guidelines when planning their attire:

- Clothing should be mid-thigh or longer in length.
- Hats are to be removed upon entering the building and placed in the locker. No other head covering is permitted except those worn for religious observations.
- Clothing that is excessively tight, sheer, brief, low cut or revealing, so as to be embarrassing or immodest will not be permitted.
- Clothing imprinted with obscene vocabulary, inappropriate and/or double-meaning images, will not be permitted.
- Clothing which advertises or promotes alcohol or tobacco products may not be worn.
- It is not permitted for skin to show from chest to below mid-thigh, whether it is uncovered or visible through sheer or open material.
- Tank tops and muscle shirts may not be worn.
- Sunglasses, glazed and/or tinted glasses may not be worn inside school buildings unless the school nurse grants permission.
- No slippers
- No Flip-flops, open-toed sandals
- Any mode of dress that, the administration decides is a safety hazard, health hazard, or a distraction to others may not be worn.
- Chains of any type are not permitted to be worn and/or attached to clothing, as they are a safety concern.

Note: Because no dress code can be all-inclusive, the administration reserves the right to make the final decision on all attire.

CAFETERIA RULES

Our comprehensive cafeteria services are an integral part of the total school program. Menus are carefully planned so that students may be served well-balanced meals at a nominal cost.

The following practices are to be followed by students:

- Students may use cash for daily lunch / snack purchases
- A check or money order is preferred when adding funds to a student's lunch account
- Courtesy is expected in the service lines.
- No glass containers are permitted in school or the cafeteria
- Each student is required to leave the floor and table clean before exiting the cafeteria. Students who do not abide by these directions may be asked to assist in cleaning the cafeteria.
- Any student throwing food or any other object for any reason is subject to disciplinary action.
- Students are permitted to leave the cafeteria with an appropriate pass.
- Students are required to follow directions given by any adult staff member.
- Students should avoid bringing celebratory foods from home for consumption during the lunch period.

BUS RULES

The following regulations have been made concerning the duties of the bus driver and the behavior of students on the bus and at the bus stop.

- Students must get on and off the bus at an assigned stop unless the transportation director at 869-7703 has approved a change.
- Serious misbehavior by students will result in disciplinary action.
- Any and all damages to a bus through vandalism will be the responsibility of the student's parent/guardian.
- No food of any kind will be eaten on the bus. This includes chewing gum. Pupils are to assist in keeping the bus clean.
- Students must obtain permission from the bus driver to open bus windows. Students who open bus windows are responsible for closing them before leaving the bus.
- No pupil shall, at any time, extend his or her hands, arms or head out of the window, whether the bus is in motion or standing still.
- Books, parcels, arms and legs must not protrude into the aisle.
- Emergency equipment and exits must not be touched or fooled with and must be accessible always.
- Pushing, fighting or other unnecessary disturbances will not be tolerated on the bus or at the bus stop.
- All students are to remain seated until the bus arrives at the designation (bus stop or school) and comes to a full stop.
- Pupils are to leave the bus in an orderly manner.
- They must not cross the highway until given a signal to do so by the proper person.
- All students assigned to a school bus must ride the bus to and from school unless other arrangements are made via the transportation director at 869-7703. Parents are requested to forward in writing any changes in travel arrangements.

PHYSICAL EDUCATION RULES

Each student is required to wear the approved RMS gym shirt along with shorts/sweatpants and a pair of sneakers. School clothes should be stored and secured in the locker. All students must participate during the scheduled physical education class period unless a medical excuse is provided. Additional guidelines will be distributed in gym class.

The locker rooms contain lockers for students' use during their physical education period. If a combination lock is used during that period, it must be removed at the end of the period. Otherwise, it is recommended that students use their hall lockers for the security of valuable personal items.

HALL LOCKERS

Students will be provided with a hall locker for coats and books. Students should only use assigned lockers.

Students:

- Do not share your combination with others.
- Do not "rig" your locker; misuse of the locker will result in disciplinary action.
- Do not switch lockers. See the office staff if you wish to switch lockers.
- Report any malfunction of the locker to the office.
- Students may visit their lockers after dismissal from AM MPR, before lunch, after lunch and at the close of the school day or any other time designated by the team.

LOCKER SEARCHES

Lockers are the property of the school and will be subject to periodic and random inspection. They may be opened and searched by the administration at any time.

Administrators intend to respect the privacy of all students, specifically the right for students to store appropriate personal property in their assigned lockers. However, with reasonable cause, administrators may search a student or locker in order to protect the health, safety, and welfare of the entire student body.

RESTROOM RULES AND REGULATIONS

- Students may go to the restroom from their class but must have a pass.
- All students will sign-out using the form provided in the agenda upon leaving and returning to the classroom.

PARENT/STUDENT GRADE PORTAL

Haddon Township provides online tools that allow students and parents to track assignments, projects, grades and progress reports. Teams or individual teachers may post assignments or other academic information on a regular basis.

Log-on information is provided at the beginning of each school year.

PROGRESS REPORTS:

Progress Reports are available through the parent portal. Parents will be notified by e-mail when progress reports are available online.

REPORT CARDS

There will be four (4) report card periods, one approximately every 45 days. After report cards are issued, envelopes are to be signed by the parent/guardian and returned to school within one week. Report card dates are noted on the current school calendar.

MARKING SYSTEM

GRADES

A = 93 – 100

B = 85 – 92

C = 77 – 84

D = 70 – 76

F = BELOW 70

P = PASS

M = MEDICAL

I = INCOMPLETE

NP = NOT PROGRESSING

EFFORT

O = OUTSTANDING

S = SATISFACTORY

U = UNSATISFACTORY

ADVISORY CLASS

The students at William G. Rohrer Middle School will have an advisory period that will be twenty-six minutes in length. The advisory class enables students to have a staff member available to them during the day to help them with any problems. The advisory is a proactive step to help students to develop skills and habits to be successful in middle school.

Students will receive a participation grade each quarter on their report cards:

O = Outstanding

S = Satisfactory

U = Unsatisfactory

PRINCIPAL'S LIST

A student must attain an “A” in all subjects to be included on the Principal’s List. Accelerated Math students in Grades 7 and 8 remain on Principal List with a “B”.

A special recognition luncheon will be planned to honor those students who were on the Principal’s List for two or more report periods during terms one through three of the current school year. Disciplinary referrals may result in exclusion from the Principal’s luncheon.

HONOR ROLL

A student may attain a combination of “A’s” and “B’s” in each subject to be on the Honor Roll.

RETENTION

Circumstances that may result in retention are:

- As specified in the attendance policy (page 5), students who exceed 30 absences during a school year.
- Any student who receives 2 or more failures for the year in major academic subject areas is eligible to be retained.

Parents of students in danger of retention will be notified of this possibility at least 8 weeks prior to the end of the academic year. Final notification of retention will occur when final grades have been recorded.

COURSE COMPLETION

Any student who fails a subject for the year is subject to course completion during the summer. Course completion can be completed in one of three ways:

- Summer School
- Complete an approved on-line course
- “Course completion packet” for cycle classes

**PARENT / TEACHER
CONFERENCES / COMMUNICATION**

Parents are encouraged to establish positive lines of communication with their child's teachers through individual conferences, phone conversations, e-mail and if necessary, through written letters.

We invite parents to arrange conferences with teachers by telephoning the office staff at 869-7750 ext. 8000. Sometimes a telephone conference will suffice. If the concern warrants a conference at school, the office staff will arrange a mutually convenient appointment.

DEPARTMENT OF SPECIAL SERVICES

The Child Study Team (CST) may receive a referral from school personnel, I & RS Team, or a parent for a student who is experiencing academic, physical, sensory, emotional, communication or social difficulties. A parent may refer by submitting a letter requesting an evaluation of his/her child to the Child Study Team.

Special services vary from student to student and are outlined in Individual Educational Plan (IEP's), which is developed by IEP teams consisting of Child Study Team representatives, teachers, parents and others as necessary. Special services are available to all students who have been identified through evaluation as being in need of special services. These services include individualized or modified instruction, occupational therapy, physical therapy, speech/language therapy, counseling, adaptive physical education or recreation, specialized transportation, and case management by a Child Study Team member.

THE INTERVENTION AND REFERRAL SERVICES

The I & RS process is coordinated by the school counselor. The I&RS team is made up of the Principal, Assistant Principal, School Nurse, Counselor, a member of the Child Study Team and at least one teacher. The process identifies a student at risk with academic issues, behavioral, social or emotional problems. The I&RS team works with the parents/guardians and teachers to set up strategies for home and school to help the student become more successful in school.

SPECTRUM PROGRAM

Haddon Township School District offers a gifted and talented program called Spectrum. The purpose of the Spectrum program is to identify students in grades K-8, whose potential or performance is so extraordinary that they require modifications to their instructional program. For details of this program please contact the office or visit the district website.

In addition to the Spectrum program, students who meet certain criteria in seventh and eighth grade can participate in an accelerated math program.

**INTERNET POLICY
BOARD OF EDUCATION POLICY #2361**

**ACCEPTABLE USE OF COMPUTER
NETWORK/COMPUTERS AND RESOURCES**

The Board of Education recognizes that school district efforts to remain current with new technology devices and programs will shift the manner in which information is accessed, communicated and transferred and, therefore, will alter the nature of teaching and learning. Access to new technology devices and programs will allow pupils to explore and utilize information from extensive global resources while exchanging information and communicating with individuals and entities throughout the world. The Board supports access by pupils to these information sources but reserves the right to limit in-school use to materials appropriate for educational purposes. The Board directs the Superintendent to effect training of teaching staff members in skills appropriate to analyzing and evaluating such resources as to appropriateness for educational purposes.

The Board also recognizes technology allows pupils access to information sources that have not been prescreened by educators using Board approved standards. The Board therefore adopts the following standards of conduct for the use of computer networks and declares unethical, unacceptable, or illegal behavior as just cause for taking disciplinary action, limiting or revoking network access privileges, and/or instituting legal action.

The Board provides access to computer networks/computers for educational purposes only. The Board retains the right to restrict or terminate pupil access to computer networks/computers at any time, for any reason. School district personnel will monitor networks and online activity to maintain the integrity of the networks, ensure their proper use, and ensure compliance with Federal and State laws that regulate Internet safety.

Standards for Use of Computer Networks

Any individual engaging in the following actions when using computer networks/computers shall be subject to discipline or legal action:

- A. Using the computer networks/computers for illegal, inappropriate or obscene purposes, or in support of such activities. Illegal activities are defined as activities that violate Federal, State, local laws and regulations. Inappropriate activities are defined as those that violate the intended use of the networks. Obscene activities shall be defined as a violation of generally accepted social standards for use of publicly owned and operated communication vehicles.
- B. Using the computer networks/computers to violate copyrights, institutional or third party copyrights, license agreements or other contracts.
- C. Using the computer networks in a manner that:
 1. Intentionally disrupts network traffic or crashes the network
 2. Degrades or disrupts equipment or system performance
 3. Uses the computing resources of the school district for commercial purposes, financial gain or fraud
 4. Steals data or other intellectual property
 5. Gains or seeks unauthorized access to the files of others or vandalizes the data of another person;
 6. Gains or seeks unauthorized access to resources or entities
 7. Forges electronic mail messages or uses an account owned by others
 8. Invades privacy of others
 9. Posts anonymous messages
 10. Possesses any data which is a violation of this Policy; and/or
 11. Engages in other activities that do not advance the educational purposes for which computer network/computers are provided.
 12. Intentionally attempts to interfere with the monitoring of network activity.

Internet Safety Protection

As a condition for receipt of certain Federal funding, the school district shall be in compliance with the Children's Internet Protection Act, the Neighborhood Children's Internet Protection Act, and has installed technology protection measures for all computers in the school district, including computers in media centers/libraries. The technology protection must block and/or filter material and visual depictions that are obscene as defined in Section 1460 of Title 18, United States Code; child pornography, as defined in Section 2256 of Title 18, United States Code; are harmful to minors including any pictures, images, graphic image file or other material or visual depiction that taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; or depicts, describes, or represents in a patently offensive way, with respect to what is suitable for minors, sexual acts or conduct; or taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

This Policy also establishes Internet safety policy and procedures in the district as required in the Neighborhood Children's Internet Protection Act. Policy 2361 addresses access by minors to inappropriate matter on the Internet and World Wide Web; the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications; unauthorized access, including "hacking" and other unlawful activities by minors online; unauthorized disclosures, use, and dissemination of personal identification information regarding minors; and measures designed to restrict minors' access to materials harmful to minors.

Notwithstanding blocking and/or filtering the material and visual depictions prohibited in the Children's Internet Protection Act and the Neighborhood Children's Internet Protection Act, the Board shall determine other Internet material that is inappropriate for minors.

In accordance with the provisions of the Children's Internet Protection Act, the Superintendent of Schools or designee will develop and ensure education is provided to every pupil regarding appropriate online behavior, including pupils interacting with other individuals on social networking sites and/or chat rooms, and cyber bullying awareness and response.

The Board will provide reasonable public notice and will hold one annual public hearing during a regular monthly Board meeting or during a designated special Board meeting to address and receive public community input on the Internet safety policy - Policy and Regulation 2361. Any changes in Policy and Regulation 2361 since the previous year's annual public hearing will also be discussed at a meeting following the annual public hearing.

The school district will certify on an annual basis, that the schools, including media centers/libraries in the district, are in compliance with the Children's Internet Protection Act and the Neighborhood Children's Internet Protection Act and the school district enforces the requirements of these Acts and this Policy.

Consent Requirement

No pupil shall be allowed to use the school districts' computer networks/computers and the Internet unless they have filed with the Principal or designee a consent form signed by the pupil and his/her parent(s) or legal guardian(s).

Violations

Individuals violating this Policy shall be subject to the consequences as indicated in Regulation 2361 and other appropriate discipline, which includes but are not limited to:

1. Use of the network only under direct supervision;
2. Suspension of network privileges;
3. Revocation of network privileges;
4. Suspension of computer privileges;
5. Revocation of computer privileges;
6. Suspension from school;
7. Expulsion from school; and/or
8. Legal action and prosecution by the authorities.

N.J.S.A. 2A:38A-3 Federal Communications Commission: Children's Internet Protection Act Federal Communications Commission: Neighborhood Children's Internet Protection Act

Edited: 17 July 2012

Adopted: May 12, 2011

Revised: August 21, 2014

Attached to Policy # 2361 is the Haddon Township Public Schools One to One iPad Policy, Procedure and Information.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) STUDENT RECORDS

The parents of any student enrolled in school have the right to review any school records, which pertain to their child. The right to review records applies to divorced and non-custodial parents who, according to the courts, have the same rights pertaining to student records as non-divorced parents. The school may deny a non-custodial parent this right only if the school has been notified in writing by the parent with custody that a non-custodial parent has had the right to access records terminated by the court.

Cumulative records indicate the location of records for disabled students. The district also insures that all school records are collected, maintained, secured, accessed, and destroyed in accordance with state and federal regulations. The district follows all policies and procedures in Policy #5121 pertaining to student records. The Principal and/or his designee annually apprise the faculty and staff of the policies and procedures pertaining to student records.

NO CHILD LEFT BEHIND

The Federal No Child Left Behind (NCLB) legislation requires that all teachers be or become highly qualified in the core academic subject(s) they teach (English, Math, Science, Social Studies, the Arts and World Languages). All teachers at Rohrer Middle School meet the highly qualified status as established by the New Jersey DOE.

TITLE I – STUDENT, PARENT & STAFF PARTICIPATION

All Haddon Township schools and the parents of the students participating in activities, services, and programs funded by Title I agree that they will share the responsibility for improved student academic achievement and develop a partnership that will help children achieve New Jersey's high educational standards.

Educators will hold high expectations and the belief that each child will learn by:

- Showing respect for each child and his/her family
- Providing a safe and supportive environment at school
- Promoting quality learning that enables children to meet the state's curriculum standards
- Working with and encourage parents to be involved in their child's education
- Reporting on each child's progress and provide opportunities for parent-teacher conferences

Parents and guardians will:

- See that their children attend school regularly and for the appointed time
- Show respect and support for the children, the teachers, and the school
- Communicate regularly with the children's teachers
- Provide a home environment that encourages learning
- Talk with the children about their school activities each day
- Be invited to a Title I meeting annually

Students will:

- Come to school prepared to learn
- Attend school regularly and be on-time
- Obey the school rules
- Show respect for themselves, other people, and property

As a community we believe that students, parents, and school staff share the responsibility for student academic achievement.

HARASSMENT, INTIMIDATION & BULLYING POLICY

School Board Policy 5512.01.

The Board of Education prohibits acts of harassment, intimidation or bullying against pupils. A safe and civil environment in school is necessary for pupils to learn and achieve high academic standards. Harassment, intimidation or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a pupil's ability to learn and a school's ability to educate its pupils in a safe environment, and since pupils learn by example, school administrators, faculty, staff and volunteers should be commended for demonstrating appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment, intimidation or bullying.

It is important to note that harassment, intimidation and bullying is defined as any gesture, any written, verbal or physical act, or any electronic communication, whether it be a single act or a series of incidents, that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical, or sensory disability, or any other distinguishing characteristic, that takes place on school property, at any school sponsored function, or on a school bus, or off school grounds...that substantially disrupts or interferes with orderly operation of the school or the rights of another student, and that: a) a reasonable person should know, under the circumstances, will have the effect of physically or emotionally harming a student or damaging the student's property, or placing a student in reasonable fear of emotional harm to his person or damage to his property; b) has the effect of insulting or demeaning any student or group of students; or c) creates a hostile educational environment at school for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student. For a detailed explanation of this policy, please see 5512.01 in the Haddon Twp. Board of Education Policy Manual or on the school web site at haddontwpschools.com

DISTRICT SEXUAL HARASSMENT POLICY

N.J.S.A. 2A:38A-3

It is the policy of the Haddon Township Public Schools to maintain a learning and working environment that is free from sexual harassment.

It shall be a violation of this policy for any member of the Haddon Township Schools' staff or student body to harass another staff member or student through conduct or communications of a sexual nature as defined in the definition.

- Sexual harassment shall consist of unwelcome sexual advances, requests for sexual favors and other inappropriate verbal or physical contacts of a sexual nature when made by any member of the school staff to a student, when made by any member of the school staff to another staff member or when made by any student to another student when:
 - Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or education, or when:
 - Submission to or rejection of such conduct by an individual is used as the basis for academic or employment decisions affecting that individual, or when:
 - Such conduct has the purpose or effect of substantially interfering with an individual's academic performance or creating an intimidating, hostile or offensive educational environment.
- Sexual harassment, as set forth in Section A, may include, but is not limited to the following:
 - Unwelcome sexual advances, such as offensive sexual flirtations, repeated requests for dates or writing of love letters after rejection of overtures
 - Pressure or coercion for sexual activity
 - Repeated remarks to a person, with sexual or demeaning implications
 - Unwelcome touching, such as patting, pinching or brushing against another's body
 - Suggesting or demanding sexual involvement accompanied by implied or explicit threats concerning one's grades, job, etc.
 - Displays of nude or pornographic pictures, lewd or vulgar cartoons, etc.

- Practical jokes about gender-specific traits
- Sexual harassment may also consist of intimidating, abusive or hostile behavior of a nonsexual nature toward a staff member or student because of gender. Verbal abuse and hostility that is not sexual in character but is directed solely at a female staff member or student because they are female, for example, is likewise a violation of this policy on the same level as harassment of a sexual nature.
United States Department of Education – Office of Civil Rights Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties (1997)

Staff and Student Protection from Sexual Harassment

The right to confidentiality, both of the complainant and of the accused, will be respected consistent with the school district's legal obligations, and with the necessity to investigate allegations of misconduct and to take corrective action when this conduct has occurred.

Sanctions

A substantiated charge against a student in the school district shall subject that student-to-student disciplinary action including suspension or expulsion, consistent with the student discipline code.

DISCIPLINE CODE & CONSEQUENCES

STUDENT BEHAVIOR

The foundation of the acceptable behavior that is expected in the William G. Rohrer Middle School is based on the [Six Pillars of Character](#): trustworthiness, respect, responsibility, fairness, caring, citizenship. Students attending the William G. Rohrer Middle School are expected to conduct themselves as responsible individuals. Students must adhere to school rules that have been established to insure a positive and safe learning environment. Students who do misbehave by violating these rules will be treated firmly but fairly. Students who exhibit generally poor behavior during the school year may be excluded from class trips and other activities.

All teachers and staff share the responsibility of maintaining an orderly school atmosphere. Teachers may discipline any student whether they have that student in class or not. Students are expected to treat all RMS staff members with respect.

All disciplinary decisions will be made at the discretion of the school administration.

STUDENT EXPECTATIONS FOR BEHAVIOR

- Students are expected to follow all school rules and regulations from the time they leave their home in the morning until they return home.
- Complete and submit assignments on time
- Arrive at school on time – you are accountable for unexcused lateness
- Act cooperatively and responsibly so that classroom instruction is not interrupted
- Use appropriate language or gestures when communicating
- Act responsibly on school premises and off campus during school functions (e.g. restrooms, hallways, field trips, etc.)
- Act responsibly and follow District's policy when using technology and social media
- Show respect to all school staff members
- Practice self-control; demonstrate respect for the rights, property and feelings of others
- Academic honesty
- Use school property/facilities with care
- Adhere to bus regulations – give drivers respect and cooperation
- Attend all classes and do not leave school grounds without authorization
- Refrain from chewing gum in school
- Refrain from selling anything in school
- Insure that school forms and notes requiring a signature are returned to school
- Understand that falsifying a parent's or guardian's signature is wrong
- Refrain from the possession/usage of cigarettes, lighters and matches
- Refrain from possession of intoxicants or narcotics

- Refrain from possession of weapons or dangerous materials
- Refrain from physical and/or verbal confrontations and/or threats
- Refrain from throwing snowballs
- Refrain from being in any location in the building without a teacher being present
- Refrain from engaging in the sexual harassment of pupils or staff members (See Sexual Harassment Policy on page 17)

TEACHER’S ROLE

The teacher will discipline students for the first three incidents related to the minor infractions as listed below. Consequences for the first three offenses may include: denial of privileges, parent contact, lunch or after-school detention, and team restriction. Repeated minor infractions (three or more) may result in the student being required to meet with the teaching team, counselor or Child Study Team prior to being referred to the building principal.

- Misbehavior in class
- Gum chewing
- Lateness to class
- Misbehavior in the restrooms, hall, cafeteria, etc.
- Failure to bring in any requested materials.
- Eating in class without permission
- Possession or use of nuisance items

ADMINISTRATOR’S ROLE

The administrators will deal with referrals submitted by the teams and/or teachers for major infractions (e.g. defiance, fighting, obscene language, bullying, etc.) The administration has various options in dealing with referrals:

- A warning to the student regarding consequences of further infractions
- Time out in a supervised environment with a school staff member
- Administrative detention.
- Behavior contract
- Parental conference
- Immediate suspension
- Referral to the Child Study Team or Guidance Office

STUDENT DISCIPLINE CONSEQUENCES

The final decision for appropriate consequences rests with the administration. In the event that a law has been violated and/or a crime has been committed related to any offense, police notification will be made by the administrators.

LUNCH DETENTION

If assigned a lunch detention, students will be permitted to eat their lunch in the lunchroom at a separate table.

DETENTION (2:45-3:30)

If assigned an after school detention, students are expected to report to the office at the end of the school day. An assigned teacher will supervise the students in detention and dismiss at 3:30. The student will be given 24-hour notice for any after school detention

SATURDAY DETENTION (8:30-11:30)

The administration may utilize, at their discretion, Saturday detention as an appropriate consequence in lieu of detention and suspension. Failure to serve an assigned Saturday detention session will result in further disciplinary action.

IN-SCHOOL SUSPENSION (ISS)

The administration may utilize, at their discretion, ISS as an appropriate consequence in lieu of detention and suspension. Failure to serve an assigned ISS session will result in further disciplinary action.

OUT-OF-SCHOOL SUSPENSION (OSS)

Out-of-school suspension is assigned for repeated infractions or serious infractions such as fighting, threatening behavior, possession of alcohol or controlled substances, theft, etc. Out-of-school suspension may be from one to ten days in duration, depending upon the seriousness of the offense and the past record of the student. Parent/ guardians are responsible for the student during the OSS period. Students are not allowed to return to school during the out-of-school suspension period, nor may they attend any school-sponsored events during a suspension. A parental conference may be required before a student is permitted to return from a suspension.

The Superintendent will be notified of any out-of-school suspension. Following the 5th suspension (ISS and/or OSS) a Superintendent hearing will be scheduled.

EXPULSION

Expulsion is the most severe form of discipline that can be levied against a student by a New Jersey public school. The decision of a local Board of Education to expel a student has the effect of denying the student educational opportunities in any public school in the state. School administrators can only recommend expulsion to the Board of Education and the Superintendent. Only the Board of Education can take action to expel a student.

STUDENTS' RIGHTS FOR SUSPENSION

In suspensions up to ten (10) days the student should be given an informal hearing before the student is suspended. It shall consist of the following:

- The administrator shall listen to the student's version of the facts and speak with any pertinent witnesses that the student may wish to have. The student shall be given a chance to dispute or defend the charges against him / her to demonstrate a case of mistaken identity.
- The student shall be given a statement of charges and the evidence supporting the accusation either orally or written.
- Parents will be notified as soon as possible and a letter will be sent home stating the charges, number of days suspended and the date of return.
- A conference with the parents may be required before the student re-enters school.

Students who pose a continuing danger to persons or property or an ongoing threat of disrupting the academic process may be removed at once, their hearing to be held within the date and time conditions of suspension, if possible.

Where a suspension is listed as one day, the suspension will last for at least one full school day. Prior suspensions should be a determining factor in the length of suspension even though the present incident is unrelated to the first offense. The number of days is at the discretion of the administration depending on individual circumstances.

SUBSTANCE ABUSE POLICY

Drugs, Alcohol, Steroids and Tobacco

Policy 5530 "Substance"

The Board of Education recognizes that a pupil's abuse of harmful substances seriously impedes that pupil's education and threatens the welfare of the entire school community. The Board is committed to the prevention of substance abuse and the rehabilitation of substance abusers by educational means, but will take the necessary and appropriate steps to protect the school community from harm and from exposure to harmful substances. Accordingly, the Board will establish and maintain a comprehensive substance abuse intervention, prevention, and treatment referral program in the schools of this district.

"SUBSTANCE ABUSE" is defined as:

- "Substance" means alcoholic beverages, controlled dangerous substances as defined at N.J.S.A. 24:21-2, anabolic steroids, any chemical or chemical compound that releases vapors or fumes causing a condition of intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system, including, but not limited to, glue containing a solvent having the property of releasing toxic vapors or fumes as defined at N.J.S.A. 2A:170-25.9, or over-the-counter or prescription medications which are improperly used to cause intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system.
- "Substance abuse" means the consumption or use of any substance for purposes other than for the treatment of sickness or injury as prescribed or administered by a person duly authorized by law to treat sick and injured human beings.
- "Evaluation" means those procedures used to determine a pupil's need for an educational program or treatment that extends beyond the regular school program by virtue of the use of substances by the pupil or a member of the pupil's family.
- "Intervention and referral to treatment" means those programs and services offered to help a pupil because of the use of substances by the pupil or a member of the pupil's family.

PROCEDURES

All staff members shall be alert to signs of substance abuse by pupils and shall respond to those signs in accordance with administrative regulations. Any staff member to whom it appears that a pupil may be under the influence of a substance other than anabolic steroids on school property or at a school function, shall report the matter as soon as possible to:

1. The Principal (or, in the Principal's absence, to a person designated by the Principal) and
2. The school nurse or the school physician.
3. If neither the school nurse or school physician is available, the staff member responsible for the function shall be notified.

The Principal or his/her designee shall immediately notify the pupil's parent(s) or legal guardian(s) and the Superintendent. The Principal must arrange for an immediate medical examination of the pupil:

The Principal must arrange for an immediate medical examination of the pupil:

1. By a doctor selected by the parent(s) or legal guardian(s) or,
2. If the parent(s) or legal guardian(s) doctor is not immediately available, by the school physician.
3. If neither the parent(s) or legal guardian(s) doctor nor the school physician is immediately available, the pupil shall be taken to the emergency room of the nearest hospital for examination and diagnosis. The pupil may be accompanied by the pupil's parent(s) or legal guardian(s) if possible and will be accompanied by a member of the school staff appointed by the Principal.
4. An examination conducted by a physician other than the school physician or the emergency room of the nearest hospital shall not be at district expense. Treatment will not be at Board expense.

If there is a positive determination from the medical examination of the pupil indicating the alcohol or drug use interferes with the pupil's physical or mental ability to perform in school:

1. The pupil will be returned to the care of the parent(s) or legal guardian(s) as soon as possible; and
2. Attendance at school will not resume until a medical report verifies the pupil's alcohol or drug use no longer interferes with the pupil's physical or mental ability to attend school.

When a pupil's substance abuse or suspected substance abuse threatens the pupil's life or places the pupil and/or others in imminent peril, all procedures shall be expedited in accordance with the emergency. Policy No. 8441, Care of Injured and Ill Persons, may be implemented as appropriate, provided no component of the procedures implementing this policy is omitted. The Board will provide intervention and treatment referral services by teaching staff members who are properly and appropriately certified and trained to render such services. Such services will include instruction, counseling, and related services to a pupil who is receiving medical or therapeutic care for diagnosed substance abuse; referral to a community agency approved by the County Local Advisory Council on Alcoholism or Drug Abuse or the State Department of Health; support services for pupils who are in care or returning from care for substance dependency; and/or a special class or course designed to meet the needs of pupils with problems of substance abuse.

POLICE NOTIFICATION

There are some behaviors, which in addition to being contrary to school codes, are also in violation of the criminal laws for this state. When such behaviors occur, appropriate law enforcement authorities may be contacted and will take whatever action deemed necessary.

The involvement of law enforcement in most situations will be at the discretion of the school official handling the matter. Certain behaviors, however, will automatically result in police notification. These behaviors include drug related incidents, weapons offenses, bomb threats, assaults on staff member, and various other illegal activities.

The procedures and policies stated in this document (other than those mandated by NJ statute) are subject to change during the school year at the discretion of the Board of Education and/or the William G. Rohrer Middle School Administration.

