

*Last updated 8/17/23

Draper Park Middle School Schoolwide Disclosure 2023-2024

<https://draperpark.canyonsdistrict.org/>

(801) 826-6900



Welcome to Draper Park Middle School! We want your middle school experience to be a smooth transition between elementary school and high school. The following schoolwide policies help us focus on learning. Please read and become familiar with them to help you have a great middle-school experience.

SCHOOLWIDE EXPECTATIONS

At Draper Park Middle the **COURAGE** Code represents our mission & core values.

C - Concept Mastery: Learn and master the academic concepts and skills you need for success now and later.

O - Outstanding Work Ethic: Invest the time and effort it takes to do your best, even when it's difficult.

U - Understanding and Empathy: Put yourself in someone else's shoes and understand that we are all learning.

R - Respect and Responsibility: Take care of yourself, others, and our school to make DPMS the best it can be.

A - Accountable for Time and Place: Be where you need to be, and be ready to learn.

G - Give Back: Look for opportunities to pay kindness forward and help others.

E - Engage: Get involved! Participate in class and during extra-curricular activities.

Vikings develop **COURAGE** when they **SAIL** together.

SAIL represents our vision and guiding principles. Draper Park students will use **SAIL** to guide their behaviors in all areas of the school:

S - Safe: Make sure you, others, and our school building are free from harm or risk.

A - Accountable: Take ownership and responsibility for your learning and all situations.

I - Inclusive: Include everyone, always.

L - Leader: Be a good example by leading yourself and others to act with integrity.

ATTENDANCE

Attendance and punctuality are **critical** for academic success. Frequent absence or tardiness disrupt your educational opportunities and reduce your chances for interaction with teachers and peers, classroom participation, learning experiences, and other valuable opportunities. Attendance may impact the student's citizenship grade. Please refer to the [Canyons School District attendance and truancy guidelines](#).

CHECK-IN – Students checking in prior to 7:50 will report directly to their first period class. Students arriving after 7:50 will need to check in with the Attendance Office, even if they arrive during a class break.

CHECK-OUT – If it becomes necessary for a student to leave school for any reason during the school day, they must sign out through the Attendance Office. A parent or designated person listed on Skyward **MUST** come in to the Attendance Office and sign the student out. (Students will **NOT** be allowed to check out with a note or call from a parent.) Students will not, under any circumstances, be released to anyone other than those listed on the student's emergency card.

BEHAVIOR

The behavior of the student in the school lies with the student, the parent, and then the school. We hope you choose to make the best choices each day. Students will earn **SAIL Points** (electronic currency) to spend on school and teacher store items. Students may also enter schoolwide drawings at the end of each quarter. Corrective or disciplinary consequences will be upheld as outlined in [Canyons School District conduct and disciplinary process](#).

BUS TRANSPORTATION

By state regulation, students must board the bus at the regular bus stop. Students are expected to follow all bus safety rules while riding to and from school including instructions from the bus driver. Misbehavior on the bus or at a bus stop may result in suspension from riding the bus to and from school and during field trips.

CHEATING/PLAGIARISM

If a student cheats or plagiarizes, they will have an opportunity to redo assignments/assessments in a more structured setting, under the supervision of a staff member, and/or with an additional practice assignment to support their learning (first offense). Second offense may lead to a reduction of earned score on the assignment or test. Repeated offenses may lead to an office discipline referral. Examples of cheating and plagiarism include: copying another source or individual's work electronically and/or written; use of AI software/technology in place of original work; allowing another student to copy your work.

CHROMEBOOKS

Each student will be checked out a Chromebook and charging cord. Students are responsible for any loss or damage to the Chromebook and/or charging cord. Fees for loss damage include \$30 for a lost cord, \$50 for a broken screen, and \$225 for a lost/broken Chromebook. Students should be mindful that student Chromebook internet activity is monitored.

CITIZENSHIP

The student's citizenship grade will reflect mastery of skills in non-academic areas like punctuality, work ethic, and attitude. All students will start at a baseline of a B and the citizenship grade will be adjusted accordingly. Citizenship grades will be based on the following rubric:

	BEHAVIOR Respectful, Always Safe	WORK ETHIC Engaged, Totally Responsible	ATTENDANCE Engaged, Totally Responsible	DIGITAL CITIZENSHIP
A HONORS	<i>Consistently follows or exceeds all expectations with few unexcused absences and tardies per quarter.</i>			
B SATISFACTORY	<i>Usually...</i> <ul style="list-style-type: none">Follows school and class expectationsRespects propertyRespect self and othersPractices self-control	<i>Usually...</i> <ul style="list-style-type: none">Completes work in a timely mannerCompletes quality workDemonstrates initiativeAccepts responsibility for own education	<i>Usually...</i> <ul style="list-style-type: none">Attends class regularly.Arrives on time: in seat, ready to workMinimal absences and tardies per quarter	<i>Usually...</i> <ul style="list-style-type: none">Comes to class with Chromebook and chargerUses technology appropriatelyFollows district technology agreement
C NEEDS IMPROVEMENT	<i>Occasionally follows or has difficulty following citizenship expectations with many unexcused absences and tardies per quarter.</i>			
F UNSATISFACTORY	<i>Rarely follows citizenship expectations with excessive tardies, unexcused absences, and any verified truancies per quarter.</i>			

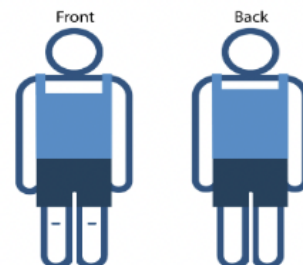
DELIVERIES

DPMS is a closed campus. Parents and family members are welcome to drop student items off for delivery in the office. Those items will be delivered to classrooms, by student aides, or given to students during passing periods. DPMS is not able to accept deliveries for students from Doordash, Uber Eats, or other food delivery services.

DRESS CODE (See [Board Policy 500.02](#) for more information.)

Students shall dress in a manner suitable to the day's activities consistent with the standards of health, safety, and acceptable behavior. Student clothing and accessories must not present a health or safety hazard or distraction, which would disrupt the educational mission. Student Clothing (see figure):

1. Must cover the body as outlined in the figure with a fabric that is not see through, with no viewable undergarments (bra straps excluded)
2. Shall be free from writing, images, or symbols that: are lewd, vulgar, profane, obscene, violent, or sexually suggestive. Or, that advocates, represents, or promotes racism, discrimination, violence, or hate. Or, which bear advertising, promotions, or likeness of tobacco, e-cigarettes, alcohol, or drugs or which are contrary to the education mission.



Students who do not adhere to the dress code policy will be asked to change or call home for a change of clothing.

FEE WAIVERS

Fee waiver forms are provided online and in the Main Office. Whether on a fee waiver or not, everyone has the opportunity to participate in class and school sponsored activities. You must apply each year for fee waiver eligibility.

FOOD AND DRINKS IN HALLS/CLASSROOMS

At lunchtime, all food and drinks should remain in the cafeteria. Students should eat lunch inside and throw away any trash they have before going out into the courtyard. Students are allowed to carry a water bottle with them throughout the day.

Please refer to specific teacher disclosures for specific information on snacks, etc. in the classroom. Students should not eat or drink in the hallways. Exceptions for medical purposes are allowed. Please notify administration or the counseling center of any specific needs.

GRADING/CLASS WORK

Draper Park students receive two grades for each class: an academic grade and a citizenship grade. Academic grades report the mastery of academic standards and citizenship grades reflect consistent demonstration of SAIL in the classroom. Academic grading consists of two main categories: **Practice/Assignments** (develops and prepares for mastery) and **Assessments** (that demonstrate understanding or mastery of concepts). **Practice/Assignments (20%) may include:** In-class work such as independent writing, group activities, labs, etc., participation in discussion, group activities, note taking, or homework. **Assessments (80%) may include:** Essays, portfolios, projects, presentations, quizzes, and tests.

Please check Skyward regularly for grade updates and address any concerns as soon as possible. Teachers are here to answer questions and help students progress.

Letter grades will be assigned based on the following percentages:

A	100-93	B-	82-80	D+	69-65
A-	92-90	C+	79-77	D	64-60
B+	89-87	C	76-73	F	59-0
B	86-83	C-	72-70		

In some circumstances, such as classes where students serve as a teacher aide or office aide, grades could be assigned as Pass/Fail.

HALL PASSES

Students should remain in class during all class periods unless they are accompanied by a teacher or have a hall pass from an authorized staff member. While in the halls, students should behave with courtesy and respect. It is the student's responsibility to be in the right place at the right time and to observe school time and bell schedules.

HEALTH ROOM

If a student does not feel well enough to go to class, they should report to the attendance office with a note from their teacher and call a parent. If the student feels too ill to return to class, they should be picked up. While students are waiting for a parent to check them out they may wait in the health room. If a parent is not able to check the student out, the parent may request that the student be given 15 minutes in the sickroom before they are sent back to class.

ITEMS DISCOURAGED/PROHIBITED AT SCHOOL

Items that are disruptive to the school environment and are easily lost or stolen are discouraged at school. These include electronic devices, skateboards, and all types of toys. If these items are at school, they should be stored in lockers and not be seen. They are not allowed in the classrooms. If they are out and/or being used, they will be confiscated and turned over to an administrator, and the parent may be contacted to retrieve the item. Parents may need to pick up confiscated items. Students are discouraged from bringing items of value to school, such as expensive electronics or large amounts of money, etc. The school is not responsible for lost or stolen items, even if they are stored in hall or gym lockers.

Many items are absolutely prohibited at school for any reason. These include, but are not limited to, laser pointers, any type of weapon, knives, fireworks or flammable materials, guns, and any look-alikes. If a student brings one of these items to school, they will be subject to consequences as outlined in district policy 500.02, Student Conduct and Disciplinary Process.

LOCKERS

Lockers are school property and are provided to students for storage of backpacks, schoolbooks and school equipment. You should not share your locker combination. If you give your combination to someone else, you do not have control over what that person chooses to do with it. Students are responsible for keeping their lockers neat and clean both inside and out. You should not write on, scratch, carve, dent or in any way damage their lockers or anyone else's locker. Students who violate these regulations will lose locker privileges and will be required to make payment sufficient to cover damages. School officials reserve the right to search any or all lockers. Illegal items found in lockers may be confiscated, and students to whom the lockers are assigned may face legal action. **The school is not responsible for stolen items.**

LOSS OF PERSONAL PROPERTY

Canyons School District is not responsible for any personal property which is lost, stolen, vandalized, or which may be entrusted for storage and/or safekeeping by Canyons School District or any employee of Canyons School District. There is no provision that allows payment for any personal item that is taken from any Canyons School District school.

MEDICATION AT SCHOOL

Students may bring up to a 12-hour dosage of their own prescription medication or over-the-counter medicine to school. Any student in possession of medicine exceeding a 12-hour dosage (e.g. bringing the whole bottle) is considered to be in violation of the district's illegal substance violation policy. Medication may only be administered to a student by school personnel if they are on a school health plan. The request for medication forms will be available in the main office. Please direct questions regarding medication at school to the main office.

NON-DISCRIMINATION

It is the policy of Canyons School District and Draper Park Middle School not to discriminate on the basis of race, color, national origin, sexual orientation, gender or disability in any educational program or activity.

PERSONAL TECHNOLOGY

Students should keep personal electronic devices (cell phones, smart watches, earbuds, etc.) silenced and put away from the warning bell at 7:45 AM to the last bell at 2:40 PM.

Cell phones are not allowed during the school day including lunch time and passing period. If a student is using their cell phone, it may be forfeited and turned into the main office for pick up.

The following interventions will be implemented:

- **Intervention 1:** Teacher Redirection
- **Intervention 2:** Teacher Redirection
- **Intervention 3:** Teacher takes the cell phone from the student and it is turned into the Main Office. The student may have the phone back after school. Teacher reviews personal technology expectations with the student, incident is logged, and contacts parent.
- **Intervention 4:** If cell phone violations in any class persist, the teacher will conference with the administration and work with the parent to address the issue.

As a one-on-one technology school, teachers will provide access to school devices when technology is required for instruction. Smart Watches may be used for time keeping purposes only. If students would like to work on homework on their Chromebook during lunch, students are invited to obtain a Media Center pass and visit the Media Center during their lunch period.

Students should **not** take pictures or videos of others without their permission. Using the camera feature in a restroom or locker room is prohibited and can be illegal. Students have a reasonable expectation of privacy at school, most particularly in locker rooms and bathrooms. Violations of this privacy may result in severe consequences.

Telephones for student use are available in the main office at all times. Phones in the cafeteria are also available before and after school. Students who require a greater degree of privacy for personal conversations should speak to a teacher or assistant principal about possible alternatives.

At no time shall the school or district be responsible for preventing or recovering from theft, loss or damage to cell phones brought onto school property.

PUBLIC DISPLAY OF AFFECTION

Public display of affection is unacceptable behavior. Students will be warned. If the behavior occurs repeatedly, parents will be notified and further disciplinary measures will take place.

SCHOOL SAFETY/EMERGENCY PROCEDURES

Students will be instructed by their teachers regarding emergency procedures and evacuation plans. Students are required to follow the outlined procedures when the school conducts a drill or when the emergency alarm is sounded.

SEXUAL HARASSMENT

Sexual harassment is defined as being disturbed persistently by someone because of one's gender. The government agencies responsible for enforcing laws against sexual harassment agree that certain behavior is unlawful. These behaviors can vary from an annoying glance to an attempted or actual physical assault. Such behavior includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. It is considered harassment when such conduct has the purpose or effect of unreasonably interfering with an individual's academic performance or creating an intimidating, hostile or offensive school environment. Any sexual harassment behaviors are prohibited for students and employees.

SKYWARD FAMILY ACCESS

Skyward Family Access provides current grade, assignment, and attendance information for students and parents. We encourage parents to monitor student's grades through Skyward regularly. You may access and log on to

Skyward at: <http://skyward.canyonsdistrict.org> If you have lost your login or password, please contact the main office in person as we cannot give passwords over the telephone. **Please remember that Skyward is the platform teachers will use to record final grades, not Canvas.**

VISITORS/CLOSED CAMPUS

All visitors to Draper Park Middle School must pick up a visitor's pass in the main office when they first arrive. Parents who want to meet with teachers before or after school should check in at the main office first. If possible, please schedule an appointment in advance to ensure teachers are available. Student visitors are not allowed at the middle school unless the school has invited other students into their building as part of the regular instructional process. The administration will follow State and District guidelines in this regard.

WEAPONS

Possessing (regardless of intent), using, selling or attempting to possess, use or sell any firearm, weapon, knife, explosive device, noxious or flammable material, firework, chemical weapon, martial arts weapon or other instrument including those which eject a projectile or substance of any kind, or any replica or facsimile of any of the above, whether functional or nonfunctional, whether designed for use as a weapon or for some other use is against District and school policy. Procedures for violating the policy will be enforced.

Draper Park Middle School
POLICIES AND PROCEDURES 2023-2024

I have read the Draper Park Middle School Policies and procedures. I agree to follow the current policies and procedures.

STUDENT AGREEMENT

Student Name (Print)	Student Signature	Date
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PARENT AGREEMENT

Parent Name (Print)	Parent Signature	Date
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Parent Phone Number	Parent Email
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