

BARRINGTON MIDDLE SCHOOL

2023 - 2024

That **Behavior**
You **Makes**
Successful

Schoolwide Procedures and Expectations

When I say...Barrington

You say...Bolts

1st PERIOD

Morning, Schedule,
Hallway, and Restroom
Procedures

Example schedule 8 period day

- 1st Language Arts
- 2nd History
- 3rd Science or 6th grade lunch
- 4th PE or 7th grade lunch
- 5th Math or 8th grade lunch
- 6th Elective
- 7th Elective
- 8th Reading/Critical Thinking

Where to go when I arrive on campus?

- Car riders, walkers, and bike riders will enter through the front gates of the school. Bus riders will exit the bus and report to their designated area. Biker riders remember to lock your bikes for safety.
- 6th graders will place their bikes inside the concrete bike rack area (space permitting)
- 7th and 8th graders will place their bikes on the bike racks outside of the concrete area.
- 6th graders will report to the cafeteria and be seated.
- 7th graders will report to the patio area outside of cafeteria and use all available seating to remain seated
- 8th graders will report to the gym and be seated in bleachers.
- **Breakfast will be provided at each designated area.**

A.M. HOLDING AREAS/BREAKFAST

- The expectation for the AM holding area are as follows:
- Be seated.
- Ask an adult for permission for use the restroom.
- Follow adult directions.
- Keep area clean. Throw away trash. Keep OUR campus clean.
- When dismissed from AM Holding:
 - Students are expected to go directly to your first period class. Students who don't follow these expectations will be subject to disciplinary action.
- 6th graders will report to the cafeteria and be seated.
- 7th graders will report to the patio area outside of cafeteria and use all available seating to remain seated
- 8th graders will report to the gym and be seated in bleachers.

HALLWAYS

- After the bell, when your teacher dismisses the class, students will walk immediately to their next period.
- Back stairways **will not be used**.
- Students must be in their assigned grade level hallway when transitioning. No class in that hallway MEANS you should not be there.
- Students will walk on the right side of the hallway, use inside voices and no horseplaying.
- Students must **sign out** before leaving the classroom and **sign in** upon returning.
- No passes will be issued during the **first 10 minutes** or the **last 10 minutes** of class.

HALLWAYS

- Students are expected to follow direction of all teachers/staff while walking/transitioning from one class to another. Additionally, it is expected that students will not ignore an adult for ANY reason when given a direction.
- Students are expected to use the appropriate restroom for that area and not be in the hallway without a PASS..
- Students are expected to use bins to place passes when using the restroom.
- Students are expected to use the trash cans in the hallway to throw away any trash.
- Students are expected to keep moving during transition of classes. Walk and talk but not stopping and standing around.

Courtyard

- Walk only on the sidewalks
- Use trash cans
- When using front outside stairwell– go up the stairs based on the hallway you will enter. For example, 8th graders walk up the stairs near 8th grade hall not 7th grade and then walk across the balcony.
- Students are not allowed to stop and hang out on the balcony. Walk and talk as you move to class.

RESTROOMS

- Students will not take markers, pencils, pens, or other writing utensils when they are given permission to go to the restroom.
- Appropriate restroom behavior is always expected. We must work together to keep our restrooms CLEAN.
- Students are expected to NOT stand in the restroom and TALK. The restroom is not for hanging out at ANY time.
- Students are expected to use the appropriate restroom for that area and not be in the hallway without a PASS.
- Students are expected to use bins to place passes in when using the restroom.
- Only one student is allowed in a stall at a time.
- Cell phone use is not permitted in the restroom.



Expectations

Based on our discussion thus far, what are the behaviors that make you successful?

Hallway Expectations

Follow Directions

No Horseplaying

Go Directly to class.



2nd PERIOD

LUNCHROOM EXPECTATIONS AND BUS INFORMATION

Additions to make campus even safer

- Cameras have been added to all outside areas
- Cameras have been added to all inside common areas and hallways
- We can see everything that happens inside and outside of our buildings.
- Just Smile as you travel on campus and make sure you follow your expectations and be an Incredi-Bolt.

LUNCH Procedures

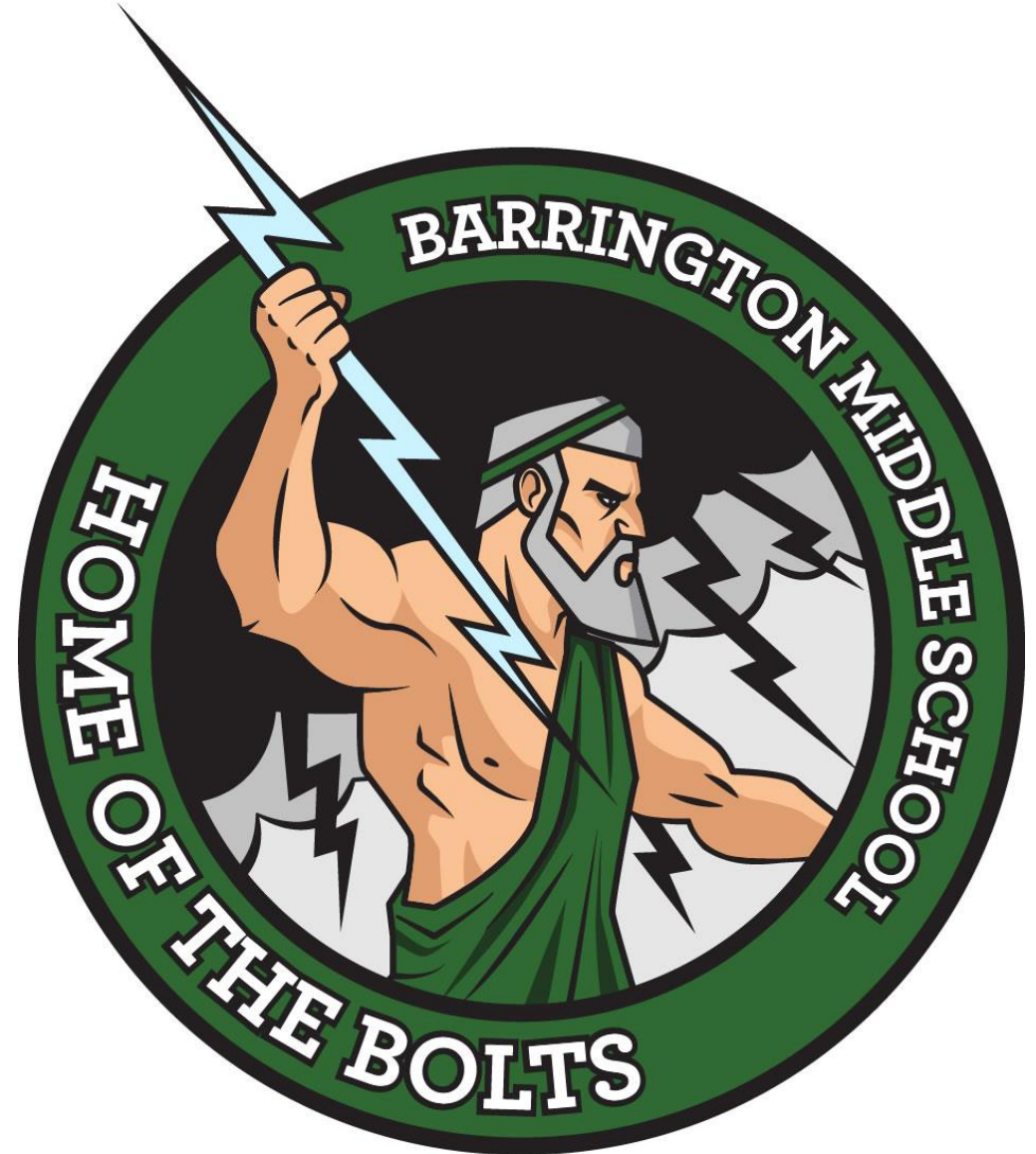
- Students will be escorted to lunches by teacher in a line and voice level of 0-1.
- Teachers will help students quietly enter the cafeteria using the doors near the bathrooms and sit in their assigned tables.
- Students will wait until their table numbers are called before lining up.
- Students will **remain seated** unless given permission.

LUNCH Continued

- Only **2-3** students in a serving line at a time. Then form a line in the middle. Students may only get in line **ONCE**.
- Be ready with your lunch number and what you're ordering. If you're not ordering from the lunch line, don't go to the line.
- Students are responsible for cleaning up their tables and any trash or spills on the floor and keep food inside cafeteria unless given permission.
- Students do not leave the cafeteria without permission from an administrator/guidance counselor/teacher on lunch duty.
- Students are not allowed to have food delivered. **NO Exceptions.**

Cafeteria

- ✓ **Sit**
- ✓ **Ask**
permission
- ✓ **Clean area**



Information for Bus Riders

- Students needing a bus pass should listen for announcements throughout the day to know if they need to get a bus pass printed or not to ride home.
- Students should know which bus route they ride and have it written down on their schedule or saved somewhere.

PASSES/CLASS DISMISSAL

- Students are dismissed by the teacher after the bell has rung. The sound of the bell does not dismiss students.
- Reminder 😊...No passes the **first ten** minutes and **last ten** minutes of class.
- Teachers may dismiss in a specific pattern. It is the expectation that students adhere to teacher directions. Again, the bell does not dismiss you.
- **You must have a pass when leaving class. Go to class first, then after the first ten minutes, you may ASK for a pass.**

Hallway Expectations

Follow Directions

No Horseplaying

Go Directly to class.



3rd PERIOD

Passes and Student
Responsibility for
Personal Items

Personal Items/valuables

- Per HCPS policy, students are responsible for any valuables they bring on campus. This includes but is not limited to:
- CELL PHONES
- Computers
- Shoes/jackets
- AIRPODS
- Jewelry
- Water bottles
- FUNDRAISING MONEY

Hallway Expectations

Follow Directions

No Horseplaying

Go Directly to class.



SCHOOL-WIDE &
HCPS DISTRICT
POLICIES

4th PERIOD

Cell Phones and Electronic Devices

During school hours and while on the bus, cell phones and other electronic devices are to be used under the supervision of district staff for educational purposes only.

Students must comply with the directives of school/district staff regarding when and where electronic devices can be used.

Devices may only be used in approved areas and students must comply with the directives of school/ district staff regarding when and where electronic devices may be used. Cell phone conversations and video recording during the school day are prohibited unless under the supervision of staff/school personnel.

District Policy

ELECTRONIC DEVICE SCHOOLWIDE EXPECTATION

- Electronic devices (cell phones, earbuds, etc..) will be **put away** when the bell rings for Homeroom. Teachers will explain classroom **cell phone expectations**.
- With teacher permission **ONLY**, electronics can be used in a classroom.
- With administration permission **ONLY**, electronics can be used at lunch or other common areas.
- **IF NO PERMISSION IS GIVEN DEVICES MUST BE PUT AWAY IN POCKETS, PURSES OR BACKPACKS.**
- It is **your responsibility** to understand the HCPS B.Y.O.D. (bring your own device) policy. Bring electronic devices AT YOUR OWN risk. This includes giving your devices to others.
- Inappropriate use of cell phones/electronic devices, will result in disciplinary action.

Consequences

- Consequences for cell phone/electronic device violations per 9 weeks:
 - Warning and device put away
 - Teacher holding of device for class period or day and call home.
 - Team issued detention with notification home.
 - Device sent to office to be retrieved at end of the day.
 - Repeated offenses will result in referral to administration with ISS or parent conferences arranged.

Dress Code – HCPS Policy

Sixth – Twelfth Grades

- Shoes shall be worn. Skate tennis shoes and bedroom slippers are unacceptable and not allowed.
- Clothing that exposes the entire shoulder, tube tops, spaghetti straps, or similar type of clothing may only be worn with a blouse or shirt. Clothing exposing the torso or the midriff, either front, back, or sides shall not be worn. Underwear shall not be visible. Clothing shall not expose the mid-chest area. Clothing not properly fastened or with tears that are indecent shall not be worn. Clothing traditionally designed as undergarments or sleepwear shall not be worn as outer garments. All pants and shorts shall be secured at the waist. Boys' shirts shall have sleeves. Mini-skirts, mini-dresses, and short shorts shall not be permitted. Hemlines shall be no shorter than fingertip length.
- Head coverings shall not be worn in the building unless required for religious observance or health-related reasons.
- Garments and/or jewelry that display or suggest sexual, vulgar, drug, gang, weapons, or alcohol-related wording or graphics, or that provoke or may tend to provoke violence or disruption in the school, shall not be worn. Wallet chains shall not be worn.

Possible Consequences

- Consequences for dress code violations per 9 weeks:
 - Warning
 - Teacher Detention
 - Sent to office, Warning letter phone call home, Admin Detention
 - ISS

Tardies

- Students are expected to report to school and class on time, seated and ready for instruction prior to the tardy bell.
- School consequences will include the following:
 - Parent/Guardian Notification
 - Restorative Practices
 - Lunch or Team Detentions
 - Work detail/campus beautification
 - Referral to Administration

Random hall sweeps/lockouts may occur to help remind our students to be on time. Late students caught in these sweeps will be escorted to a specific location, documented, and sent to class with pass.

Social Media

SOCIAL MEDIA DISRUPTION (SMD) SMD is defined as the intentional use of digital devices such as cell phones, computers, tablets etc. to send, post, or share negative/harmful content that creates an adverse impact on a school's learning environment. Negative/harmful content can in turn cause discomfort or humiliation, or unreasonably interfere with the school's ability to maintain routine safety and order on campus.

- This offense includes the transmission of negative/harmful content regardless of who the initial recorder was; i.e. if a student is sent the information and then in turn sends out the same information, they too are held accountable
- This offense includes the intentional posting or sharing of messaging that is insensitive, inappropriate, harmful, and/or slanderous to individuals and/or to groups

Be an INCREDI-BOLT
in person and online 😊

Social Media

Be an INCREDI-BOLT
in person and online 😊

Social Media Disruption (SMD):

- This section was added to assist schools in addressing the increasing volume of disruptions and behavioral offenses related to the use of Social Media.
- SMD is defined as the intentional use of digital devices such as cell phones, computers, tablets etc. to send, post, or share negative/harmful content that creates an adverse impact on a school's learning environment. Negative/harmful content can in turn cause discomfort or humiliation, or unreasonably interfere with the school's ability to maintain routine safety and order on campus.
- This offense includes the transmission of negative/harmful content regardless of who the initial recorder was; i.e. if a student is sent the information and then in turn sends out the same information, they too are held accountable.
- This offense includes the intentional posting or sharing of messaging that is insensitive, inappropriate, harmful, and/or slanderous to individuals and/or to groups.
- This offense is not dependent upon the subject(s) awareness of being recorded. Negative/harmful content includes, but is not limited to:
 - School fights
 - Bathroom incidents
 - Vaping/smoking
 - Hazing
 - Intentionally creating a disturbance
 - Destruction of property
 - Sexual conduct

Possible Consequences

FIRST time Consequences for students causing a social media disruption may include:

- Parent/Guardian Conference
- No contact contract
- Peer Mediation
- Letter of Apology
- Referral to Student Services
- Class Detention
- In School Suspension
- 1-3 Days OSS
- Flexible Schedule



Expectations

Based on our discussion thus far, what are the behaviors that make you successful?

Hallway Expectations

Follow Directions

No Horseplaying

Go Directly to class.



5th PERIOD

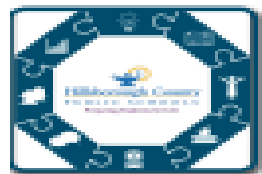
EMERGENCY DRILLS

SAFETY – It is everyone's responsibility!

- Safety is a PRIORITY on our campus & it is EVERYONE'S responsibility!
- During any drill, *fire drill/tornado drill/lockdown*, students should be at a level zero. There should be no talking while exiting the building for a drill, during a lockdown drill and or in the hallway during a tornado drill.
- Hoods or hoodies will not be worn on campus! HCPS district policy considers this a safety issue. We need to see your face.
- Going somewhere on campus? You MUST have a pass to be out of class. You may not use a pass the first ten minutes nor the last ten minutes of class.
- Front, bike and bus gates will be closed/locked when the first bell rings.
- All gates will remain closed and locked during school hours.
- All visitors will sign in at the front office, obtain and wear a Visitors badge.
- All staff members will wear a visible employee ID badge and a Centegix badge.

EXIT and EMERGENCIES

- Teachers will instruct students on emergency procedures exit map. Students will practice emergency route with teacher. and and go over the definitions on the continuum.



HILLSBOROUGH COUNTY PUBLIC SCHOOLS SITE THREAT CONTINUUM



- Routine protocol for controlling and managing a campus
- Directs visitors to limited access points or entrances on campus

Access Control: The baseline for all successful actions as it pertains to campus safety must begin with a standard protocol of controlling or managing your campus. This basic tenet is Access Control.

Access Control directs any visitors to a limited number of entrance points on the campus through a variety of ways. Locked gates, Main gate entrance, door locks, etc.



- Response to vague, non-specific threat to safety of campus
- Requires extra vigilance at access points of campus

Monitored Access Control: The next level of security on the HCPS Site Threat Continuum is Monitored Access Control. This is a response to a vague, unsubstantiated, non-specific threat that may impact the safety of the campus.

It requires site administrators to be more vigilant at the access points of their campuses, to include assigning someone to these access points.



- High level response to crisis or threat
- Movement of staff, students, and visitors away from threat to safe area

Evacuation: The use of an evacuation as a response to a crisis or threat should not be understated. This response can be the first actionable response in a crisis situation, or it can come after other responses have been deployed.

Evacuation is the movement of staff, students and visitors away from the threat to a safe area. May also mean reverse evacuation (move inside).





- Crisis situation off campus but in immediate vicinity
- Students, staff and visitors secured on campus

Lock-In: This protocol addresses crisis situations not actually on an HCPS site, but in the immediate vicinity. These off-campus situations may include law enforcement or public safety activities that do not pose an immediate threat to students or staff, but could eventually affect the campus well-being if the activities get closer to campus.

The objective is to LOCK the students, staff and visitors IN to the campus and take a cautionary approach to the threat.



- On campus, non-active threat
- Strictly controls movement on campus

Lock-Out: This protocol addresses crisis and emergency situations that may pose an immediate threat to students or staff. This protocol should be utilized if a threat on campus is inactive, but has the potential to cause death or great bodily harm.

The objective is to LOCK-OUT everyone from a campus or site and strictly control the movements on the site.



- Most restrictive response to crisis, active threat or emergency on campus
- Ensures immediate security of students, staff and visitors

Lock-Down: This protocol is the highest and most restrictive response to a crisis, threat or emergency on a campus. Lockdown occurs when present or imminent danger threatens a site. This protocol should be utilized if a threat on campus is active which can cause death or great bodily harm.

After triaging the threat, a de-escalation to LOCK-OUT or LOCK-IN may be appropriate.



- For use with various emergency events
- Identify a safe place on campus to mitigate threat (inclement weather, hazardous material, etc.)

Shelter in Place: This posture address a variety of emergency events such as severe weather events, smoke and other environmental situations.

The objective is to locate a safe place in a site or building to mitigate the emergency conditions. An example may be to use a hallway for severe/tornadic weather.



- Medical Emergency
- Assess situation, determine if there is need to call 911

Medical Emergency: Immediately activate 911 via cell phone if available or have someone activate 911. Confirm location of incident. For cardiac or respiratory distress, activate emergency plan for CPR and AED.

Notify onsite School Resource Officer/Deputy if assigned. Provide as much detailed information as possible to rescue personnel.



TORNADO WATCH

This means that there is a chance of dangerous winds - maybe a tornado.

SIGNAL: Routing Slip and/or PA Announcement

DO THIS: Review Site Emergency Plan

TORNADO WARNING

This means that a tornado has been seen.

SIGNAL: 6 Blasts of Classroom Bell

GO QUICKLY TO: _____

IF YOU SEE OR HEAR A TORNADO COMING, don't wait! Go to the shelter area right away. Curl up on the floor and protect yourself like this. Be sure to cover your head like this.



Fire Drill and Tornado Drill

Teachers will review procedures

6th PERIOD

POSITIVE BEHAVIOR INCENTIVE SYSTEM - PBIS

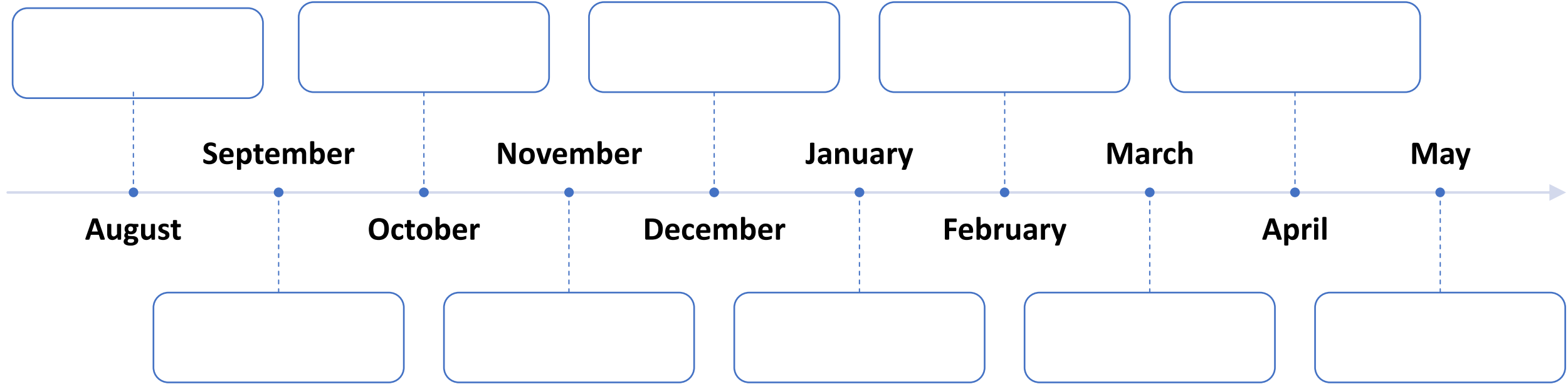
Positive Behavior Incentives

- Barrington has a POSITIVE BEHAVIOR SYSTEM(PBS) to reward students for meeting expectations.
- Students have opportunities to earn **LIGHTNING STRIKES** from faculty members. LIGHTNING STRIKES can be used to purchase admittance into the monthly PBS activities.
- Student can also participate in quarterly team incentives.
- **Demonstrating the Character trait for the nine weeks**

This QR code will be on lunch tables for students to take the survey.



PBS CALENDAR – We need your opinion! Take the survey to tell us what you want an incentives for following expectations and making good choices.



Hallway Expectations

Follow Directions

No Horseplaying

Go Directly to class.



7th Period

Cyberbullying and Bullying Policy

Cyberbullying

- Definition: A specific form of bullying using technology to hurt, harm, or humiliate another individual or group.
- What does this mean to you as a student?
- When can this be done?
- How can this impact us here at school?
- Why is our cell phone policy and expectations at school important to cyberbullying?



What is the Gaggle Safety Management System?

Gaggle is a safety management tool that helps support student safety and well-being using Microsoft 365 for Education and Canvas Learning Management System (LMS). It also helps ensure that students are safely and correctly using school-provided digital tools in accordance with the [Student Network and Internet Acceptable Use Policy](#) found in the [Student Code of Conduct](#).

Bullying VS. Conflict/argument/disagreement

BULLYING

(Intimidating behaviors that are repeated, intentional, and involve a power imbalance) Systematically and chronically inflicting physical hurt or psychological distress on one or more students or employees that is severe or pervasive enough to create an intimidating, hostile, or offensive environment; or unreasonably interfere with the individual's school performance or participation.

If you are having a conflict/disagreement with a peer and OR a peer/you are not being nice, there are several ways to get help.

Below are a few:

WE are here to HELP! 😊

- Talk to your adult/parent
- Talk to/explain situation to a teacher/adult wherever the situation is occurring
- Talk to a PE coach
- Talk to guidance counselor
- Ask for a mediation with a counselor
- Talk to an assistant

Be an INCREDI-BOLT in person and online

Mediation is a mode of negotiation in which a mutually acceptable third party helps the parties to a conflict find a solution that they cannot find by themselves.

In order to show Behavior that Makes you Successful, you should

- STOP and think before you post on any social media platform.
- STOP and think before you send any message/email/digital communications.
- STOP and think before you record any screenshots or any other behaviors of yourself AND especially others.



Expectations

Based on our discussion thus far, what are the behaviors that make you successful?

Hallway Expectations

Follow Directions

No Horseplaying

Go Directly to class.



8th PERIOD – PM DISMISSAL
and Student Services

Student Services – Helping to direct you when you're not sure which directions to go. 😊

6th-Mr. Sandfrey

7th-Mrs. Watson

8th-Mrs. Oakes

Social Worker – Ms. Salmon

Psychologist - Ms. Porto

School Resource Officer – Officer Payne

Nurse/Clinic – Nurse Brown and Nurse Harmon

Principal – Mrs. Whitman

Assistant Principal – Mr. Stingone 6th and 8th A-L

Assistant Principal – Mrs. Young 7th and 8th M-Z

Counselors

Bus Riders

- Bus riders will exit through the cafeteria. Be sure to get to your bus quickly.
- If you ride a bus, behave as if you are still at school. You are BMS!
- During the first week of school, be prepared to sit in the cafeteria and wait for your bus to be called.
- Look at the board/projector for your bus route. IF your bus route is listed, you will exit to load your bus.
- NEW this YEAR! – When you hear the air horn (a loud sound) blown once, that means you have 2 minutes before busses leave. When you hear the air horn blown twice, busses are leaving.

Car Riders and Walkers

- Walkers and car riders will exit out of the front gate.
- Walkers use the sidewalk to safely exit.
- Car riders are to wait in the designated area and follow adult directions. Loading only occurs in the front of the school under the overhang area.
- Bike riders must WALK their bikes out of the gate and follow adult directions. **Do not ride your bikes in the car line.**

Dismissal Procedures

- When the teacher dismisses the class at the end of the day, students will go directly to their designated areas to exit campus. (Bus, Car, walker, or bike).
- Students must be supervised by an adult if they are staying after school for an event (for example sports, concerts, practice etc.)
- Reminder to use sidewalks and throw trash into the trash cans.

What did you learn today that will allow you to show Behavior that Makes you Successful ?

Remember you are BMS!
It's going to be a great year!