

Rapid Run Middle School

Student Handbook 2024-25



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Mission Statement: All students attending the Oak Hills Local School District achieve success by graduating with individual skills for career and college readiness and global competence.

This handbook is intended to highlight and summarize frequently referenced policies and procedures. Comprehensive language and citations for district policies and procedures can be found in the [OHLSD Core Student Handbook](#)

SCHOOL HOURS

The school day begins at 7:35 AM and ends at 2:15 PM.

LATE ARRIVAL or EARLY DISMISSAL

Students arriving within the first two hours of school because of illness, doctor appointments, etc. will be marked as a late arrival (if they have a parent note/call or dr. note). These are excused with no penalty. When you know your child will be arriving late or will be leaving early please send a note to school beforehand. All students released during the day must be checked out in the Main Office. Students will be released only to the custodial parent or guardian or to an adult designated by the custodial parent or guardian. The office staff must make positive identification of the adult checking the child out. If no note is sent in advance, the parent/person picking up the student(s) must come to the Main Office with ID to sign the student(s) out. All approved adults must be updated on the student's EMA form.

SUPERVISION

Arrival Time

Students should arrive at school in the morning no earlier than 7:00 a.m. Teachers go on building supervision duty at 7:00 a.m. Doors will open at 7:00am, attendance will be taken at 7:35 am. Students will remain in the commons until 7:15, at which time they will be dismissed to their first class. THE SCHOOL IS NOT RESPONSIBLE FOR THE SUPERVISION OF STUDENTS BEFORE 7:00 a.m.

Dismissal Time

School grounds are supervised for 15 minutes after school is dismissed. Students are expected to be off campus by 2:30 p.m. Those students remaining must be under the direct supervision of a teacher, coach, sponsor, or administrator. Students attending athletic events must leave the campus and return no earlier than 4:00 p.m. THE SCHOOL WILL NOT BE HELD RESPONSIBLE FOR THE SUPERVISION OF STUDENTS BEYOND 2:30 p.m.

STUDENT SERVICES

GUIDANCE

The Guidance Center is located in the main hallway within the Main Office. Guidance services are available to all students. Individual counseling by appointment, group sessions, testing and vocational information are handled through the Guidance Center.

HEALTH ROOM

The Health Room is open during school hours. Students must come with a note from their teacher to visit. Students who must take prescribed medication during the school day, must comply with district guidelines for [Use of Medications](#)

SCHOOL ATTENDANCE POLICIES

*PARENTS MUST CALL THE SCHOOL ATTENDANCE LINE (513-347-2970, Options 1, then 9) BEFORE 7:30AM TO REPORT ABSENCES FOR EACH DAY. GIVE THE NAME OF THE STUDENT, GRADE, AND REASON FOR ABSENCE.

For information regarding attendance, truancy, excused vs. unexcused absences, absence intervention, please review the [Oak Hills Core Handbook on School Attendance](#).

ACADEMICS

ACADEMIC PROGRAM

All students will take language arts, social studies, math, and science. The remainder of the student schedule will be fulfilled with electives and/or intervention. For more information on the Academic expectations of students, please review the [Oak Hills Core Handbook on Academics](#).

HOMEWORK

Homework is a part of every pupil's education program. Each student is expected to spend time outside of the school day, in addition to scheduled class instruction. Some assignments are long-range in nature and require planned study time for their completion.

MAKE UP WORK

Students who are absent are required to make up work missed in each class. Absences do not excuse a student from completing missed classroom work. Students have as many days as they were absent to make up work missed in class. Only in extreme cases of prolonged absence will more time be allowed for work to be made up, unless permission is granted by the teacher. **It is the student's responsibility to schedule any make-up of tests, quizzes, projects, etc., by contacting individual teachers. Failure to obtain make-up work is no excuse for not doing work missed.**

SCHOLASTIC RECOGNITION

Students who excel in their studies will be listed on the Honor Rolls which are compiled at the end of each grading period. Highest Honors indicates that a student has all grades of "A" – a 4.0 average.

TEXTBOOKS

Students are responsible for the care of textbooks assigned to them. Fines will be assessed at the time the books are turned in for damage or loss. Students will be responsible for the full replacement cost of the lost textbook except during the adoption year of the text when the student's fine will be 25% of the replacement cost.

ACTIVITIES AND ATHLETICS

TICKET /EVENT POLICIES

1. Students may purchase only one ticket for each event and that ticket must be for his/her own use.
2. Only students who attend RRMS may buy tickets and attend the home school social event.
3. Social event tickets may not be purchased unless all outstanding obligations have been paid and an Emergency Medical Authorization form is on file.
4. Students wishing or needing to arrive later than one-half hour after the event starts or leave more than one-half hour earlier than its finish, must have office verified parental permission prior to the activity.
5. Absence of more than one-half day (arrival prior to 11:00 a.m.) on the day of the event will result in the student not being permitted to attend that event. If students are suspended from school they are not permitted to attend any school events during the suspension period.
6. School dress code is in effect and all school rules apply at social events. Any infractions of these rules or misbehavior at a social event may result in an appropriate disciplinary action.
7. As described below in "Student Code of Conduct, students may be prohibited by authorized school personnel from participating in all or part of co-curricular and/or extra-curricular activities without further notice, hearing or appeal rights.

ATHLETICS

Oak Hills Local School District provides a variety of athletic activities in which students may participate provided they meet eligibility requirements established by the Board and by the Ohio High School Athletic Association (OHSAA). Participation in these activities is a privilege and not a right, and students may be prohibited from all or part of their participation in such activities by authorized school personnel without further notice, hearing and/or appeal rights in accordance with [Board Policy 5610.05](#).

Information regarding Athletics & Academic Eligibility can be found in the [Oak Hills Core Handbook](#).

CONDUCT

Guidelines

1. Conduct will follow the regulations of the OHSAA, Board of Education, OHLSD Athletic Department, Building Administration and Coaching Staff.
2. Since extracurricular activities are a direct extension of the school, all school rules apply before, during and after all extracurricular games, contests, practices and meetings.
3. Students must abide by the Oak Hills Local School District Code of Conduct and the Code of Conduct of their specific sport. *This includes contests before the school year begins.

PARTICIPATION FEES

Participation fees shall be collected to help defray the cost of extracurricular activities in the schools of the Oak Hills Local School District. The fees to be charged are as follows:

Athletics

Seventh and eighth grade students participating in interscholastic athletics will pay a fee \$135 per sport.

Extra-curricular

Cheerleaders

\$55 per sport

*All other fees vary by activity.

REFUND POLICY

Athletics

No refund will be made to any student after the first game has been played or if the student quits the team or is dropped from the team because of disciplinary reasons.

Extra-curricular

No refunds will be made after the second meeting of the organization, first contest, or first performance of a group or if the student quits the organization or is dropped from the organization because of disciplinary reasons.

HARDSHIP CASES

Students who cannot afford the athletic or participation fees and qualify for free lunch programs can have their fees waived with approval by the principal.

LOSS OF PRIVILEGE

Any student who has not paid instructional fees or any outstanding fees from previous or current school years may not participate in extracurricular activities even if the current participation fee has been paid unless they have been placed on a payment plan and are up-to-date on these payments.

TECHNOLOGY

COMPUTERS

Students are responsible for the care of computers assigned to them. Fines will be assessed for damaged or lost computers and chargers. Students will be responsible for the full replacement cost of the lost computer or charger.

OAK HILLS ACCEPTABLE USE POLICY & SOCIAL MEDIA USE

See School Board Policy [7540.03](#) – Student Technology Acceptable Use and Safety.

For additional information see [Policy 7544](#) regarding Social Media Use

POSITIVE BEHAVIOR INTERVENTION SUPPORTS (PBIS)

Rapid Run Middle School has adopted PBIS as our school-wide behavior model. This allows teachers, administrators, parents and students to reinforce positive behaviors and reinforce desired behaviors. Students will have opportunities to receive incentives for positive behavior. Desired behaviors will be posted around the building in ALL common areas. Students participate in lessons focused on these desired behaviors, incentive program, and the consequences that are connected with specific behaviors

Level 1 Behaviors	Level 1 Consequences
Running in the building Yelling Non-directed profanity Out of assigned area Use of electronic devices at non-designated times Unexcused tardy to class Unprepared for class Put-downs and disrespectful comments to others Classroom disruptions Inappropriate displays of affection Misuse of property Inappropriate dress Physical contact	Students who engage in Level 1 behaviors will be asked to identify their behavior and describe a respectful replacement behavior. Consequences are designed to discourage the behavior from occurring again in the future. Consequences for Level 1 behaviors may include, but are not limited to: <ul style="list-style-type: none"> ● Verbal warning ● Loss of privileges ● Written or verbal apology ● Conference with student ● Classroom detention supervised by assigning teacher

Chewing gum	
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Level 2 Behaviors	Level 2 Consequences
Chronic Level 1 behavior Cheating Plagiarism Forgery Noncompliance/Insubordination Spitting (not directed at a person) Improper use of electronic devices Unsafe “play-fighting” (kicking, pushing, grabbing, tripping)	Students who engage in Level 2 behaviors will be asked to identify their behavior and describe a respectful replacement behavior. Consequences for Level 2 behaviors may include, but are not limited to: <ul style="list-style-type: none"> ● Loss of Privileges ● Tuesday Detention ● Implementation of a behavior contract ● Parent/Student/Teacher conference ● Temporary loss of electronic devices

Level 3 Behaviors	Level 3 Behaviors
Chronic Level 2 behavior (three documented instances of the same behavior) Intimidation/Verbal Threats Stealing Fighting Harassment Spitting directed at another person Profanity directed at another person Vandalism Drugs Alcohol Weapons Criminal Acts	Teachers will send or escort students to the office following a Level 3 behavior. Possible Office Consequences may include, but are not limited to: <ul style="list-style-type: none"> ● Loss of privileges ● Loss of use of electronic devices ● Implementation of a behavior plan ● Restitution ● Thursday School ● Suspension ● Expulsion

STUDENT CODE OF CONDUCT

Student Discipline, [Policy 5600](#)

The Board of Education acknowledges that conduct is closely related to learning - an effective instructional program requires an orderly school environment and the effectiveness of the educational program is, in part, reflected in the behavior of students.

The Board believes that the best discipline is self-imposed and that students should learn to assume responsibility for their own behavior and the consequences of their actions. The Board has zero tolerance of violent, disruptive or inappropriate behavior by its students.

The Board shall require each student of this District to adhere to the Student Code of Conduct/Student Discipline Code adopted by the Board and to submit to such disciplinary measures as are appropriately assigned for infraction of those rules. Such rules shall require that students:

- A. conform to reasonable standards of socially acceptable behavior;
- B. respect the person and property of others;
- C. preserve the degree of order necessary to the educational program in which they are engaged;
- D. respect the rights of others;
- E. obey constituted authority and respond to those who hold that authority.

The Student Code of Conduct/Student Discipline Code designates sanctions for the infractions of rules, excluding corporal punishment, which shall:

- A. relate in kind and degree to the infraction;
- B. help the student learn to take responsibility for his/her actions;
- C. be directed, where possible, to reduce the effects of any harm which may have been caused by the student's misconduct.

Students may be prohibited by authorized school personnel from participating in all or part of co-curricular and/or extra-curricular activities without further notice, hearing or appeal rights. A student who has been disorderly on a school bus may be suspended from transportation services consistent with Board policy and the Student Code of Conduct/Student Discipline Code.

The Superintendent shall publish to all students and their parents the rules of this District regarding student conduct and the sanctions which may be imposed for breach of those rules.

The Superintendent shall inform the Board periodically of the methods of discipline imposed by this District and the incidence of student misconduct in such degree of specificity as shall be required by the Board.

The Superintendent, principals, and other administrators shall have the authority to assign discipline to students, subject to the Student Code of Conduct/Student Discipline Code and, where required by law, to the student's due process right to notice, hearing, and appeal.

The types of conduct prohibited by this Code of Regulations are as follows:

Rule #1: Damage or destruction of school property, property of school employees, or property of other students, on or off of school premises.

Rule #2: Damage or destruction of private property on school premises or in areas controlled by the school.

Rule #3: Assault on a school employee, student or other person.

Rule #4: Harassment of school personnel or other students during school and/or non-school hours. Sexual harassment, bullying and/or any other type of acts of harassment of school personnel or students is prohibited. Any staff or student experiencing these acts should immediately report the behavior to an administrator.

Rule #5: Fighting.

Rule #6: Hazing (to persecute or harass or humiliate another student and/or employee).

Rule #7: Chronic misbehavior which disrupts or interferes with any school activity.

Rule #8: Disregard any reasonable directions or commands by school authorities including school administrators and teachers.

Rule #9: Abuse of another. No student shall in spoken or written form use or direct to, or about a school employee, or student, words, phrases, or actions which are considered to be slanderous, degrading or threatening in nature, and/or words or phrases which are obscene or profane as defined by the majority of our society. Name calling and negative, uncomplimentary and offensive remarks related to physical handicaps or defects, mental handicaps, race, religion, nationality, appearance or other reason are prohibited.

Rule #10: Disrespect to a teacher or other school authority.

Rule #11: Refusing to take detention or other properly administered discipline.

Rule #12: Skipping detention.

Rule #13: Falsifying of information given to school authorities in the legitimate pursuit of their jobs.

Rule #14: Forgery of school or school related documents.

Rule #15: Cheating or plagiarizing.

Rule #16: Gambling.

Rule #17: Extortion of a student or school personnel.

Rule #18: Theft or possession of stolen goods.

Rule #19: Arson or other improper use of fire.

Rule #20: Possession of matches or lighters or other similar devices.

Rule #21: Possession or use of dangerous weapons or ordnance or objects which look like weapons or ordnance, including but not limited to, guns, firearms, ammunition, knives, grenades, sling shots, bows, arrows, machetes, brass knuckles, chains, studs, etc.; or possession or use of objects which may render physical harm to another if improperly used, including, but not limited to, axes, hatchets, hammers, saws, ice picks, screwdrivers, knives, etc.

Rule #22: Buying, selling, transferring, using or possessing any substance containing tobacco, including, but not limited to, cigarettes, cigars, a pipe, clove cigarette, chewing tobacco, snuff, and dip, or using tobacco in any other form.

Rule #23: Buying, selling, transferring, using, possessing or being under the influence of any controlled substance (drugs, narcotics, marijuana, betel nuts etc.) or inhalants, or buying, selling, using, possessing or being under the influence of any counterfeit controlled substance (any substance that is made to look

like a controlled substance, or is represented to be a controlled substance, or that is believed to be a controlled substance).

Rule #24: Buying, selling, transferring, using, possessing or being under the influence of any drug, medication, inhalant or other controlled substance which can be taken internally where the students involved cannot show a legitimate health or other reason for the use of such substances.

Rule #25: Buying, selling, transferring, using, or possessing any drug or alcoholic paraphernalia to include instruments, objects, papers, pipes, containers, etc.

Rule #26: A student that carries a cell phone or any other electronic device must follow reasonable directions or commands by school authorities including school administrators and teachers. The student is responsible to secure any electronic device in the manner prescribed by the building administration.

Misuse of an electronic communication device during the school day may result in confiscation of that device by a staff member or administrator. Students may not take photographs, record or videotape on school grounds without the permission of teachers or administrators. Students may not post photos, videotapes, writing or memes on school grounds, while using school internet or using school devices.

Rule #27: Buying, selling, transferring, using, possessing or being under the influence of any alcoholic beverage or intoxicant of any kind.

Rule #28: Cursing.

Rule #29: Use of indecent or obscene language in oral or written form.

Rule #30: Publication of obscene, pornographic or libelous material.

Rule #31: Placing signs and slogans on school property without the permission of the proper school authority.

Rule #32: Distribution on school premises of pamphlets, leaflets, buttons, insignia, etc., without the permission of the proper school authority.

Rule #33: Demonstrations by individuals or groups causing disruption to the school program.

Rule #34: Truancy.

Rule #35: Tardiness.

Rule #36: Leaving school during school hours without permission of the proper school authority.

Rule #37: Upon initial arrival, leaving school property without permission.

Rule #38: Presence in areas during school hours or outside school hours where a student has no legitimate business without permission of the proper school authority.

Rule #39: Failure to abide by reasonable dress and appearance codes set forth in student handbooks or established by administration or the Board of Education. This includes the prohibition of all clothing, jewelry, signs, etc. which at the discretion of the administration is reasonably related to, or represents gang or gang-like activity.

Rule #40: Improper or suggestive dress.

Rule #41: Indecent exposure.

Rule #42: Engaging in sexual acts, displaying excessive affection or other inappropriate behavior with a person of the same or opposite sex.

Rule #43: Turning in false fire, tornado, bomb, disaster or other alarms, or any other activity that induces panic defined as: a. Initiating or circulating a report or warning of an alleged or impending fire, explosion, crime or other catastrophe, knowing that such a report or warning is false b. Threatening to commit an "offense of violence" or c. Committing any offense with reckless disregard of the likelihood that its commission will cause serious public inconvenience or alarm.

Rule #44: Presence on school property with a communicable disease.
Rule #45: Failure to abide by rules and regulations set forth by administration for student parking.
Rule #46: Disobedience of driving regulations while on school premises.
Rule #47: Convey, attempt to convey or knowingly possess a deadly weapon or dangerous ordnance onto any property owned or controlled by or to any activity held under the auspices of the Board of Education.
Rule #48: Sell, offer to sell, or possess a controlled substance on school premises or at a school related function (trafficking in drugs).
Rule #49: Carrying a concealed weapon.
Rule #50: Aggravated murder.
Rule #51: Murder.
Rule #52: Voluntary manslaughter.
Rule #53: Involuntary manslaughter.
Rule #54: Felonious assault.
Rule #55: Aggravated assault.
Rule #56: Rape.
Rule #57: Gross sexual imposition.
Rule #58: Felonious sexual penetration.
Rule #59: Any disruption or interference with school activities.
Rule #60: Willfully aiding another person to violate school violations.
Rule #61: Commission by a pupil of any crime in violation of the Ohio Criminal Code, Ohio Traffic Code or the Ohio Juvenile Code.
Rule #62: Any other activity by a pupil which the pupil knows or should know will disrupt the academic process or a curricular or extracurricular activity.
Rule #63: Failing to report the actions or plans of another person to a teacher or administrator where these actions or plans of another person, if carried out, could result in harm to another person or persons or damage property, when the student has information about such actions or plans.
Rule #64: Violation of any board rule, regulation or policy.

For more information regarding hazing and bullying policies, please review the [Oak Hills Core Handbook Section on Hazing and Bullying](#).

Use of Tobacco on School Premises

[Oak Hills Core Handbook Section Tobacco on School Premises](#)

The Board of Education is committed to providing students, staff, and visitors with a tobacco and smoke-free environment. The negative health effects of tobacco use for both users and nonusers, particularly in connection with second-hand smoke, are well established. Further, providing a non-smoking and tobacco-free environment is consistent with the responsibilities of teachers and staff to be positive role models for our students.

Students who are found in use or possession of a vape device may be required to complete a vaping diversion course in addition to the appropriate school consequences.

Bus Conduct

The need for strict adherence to school bus discipline is critical. The potential safety related problems that could arise are indefinable. The driver needs to have discipline in order to devote his/her full attention to the hazards of the road. Children causing a disturbance are actually putting themselves, the other children and the driver in a very jeopardous position.

Code of Conduct on School Buses & Bus Regulations can be found in the [Oak Hills Core Handbook](#)

Bus Regulations

When riding a school bus, students shall:

1. be expected to walk a reasonable distance to the bus stop.
2. arrive at the bus stop 5 minutes before scheduled pick up time; the drivers will not wait for students to walk from their homes to the bus.
3. behave at the school bus stop in an orderly fashion, not threatening life, limb or property of any individual.
4. load in an orderly manner, go directly to assigned seats. Students must remain seated, keeping the aisle and exits clear.
5. respect the driver and be aware that he/she is in charge at all times and should be obeyed promptly.
6. be courteous, no profane language or gestures will be tolerated.
7. keep noise on the bus to a minimum. Classroom behavior is expected.
8. not be in violation of safety procedures, i.e. proper seating, proper loading and unloading procedures, proper street crossing procedures, no fighting, pushing, shoving, or tripping.
9. be aware that OH State Law prohibits eating, drinking, chewing gum or the use of tobacco products on the bus
10. not be destructive to the interior/exterior of the bus and should take an active role in litter control inside the bus.
11. not throw or pass objects on, out of, or into the bus.
12. not put objects or body parts outside of bus windows.
13. carry on the bus only objects that can be held in their laps. Animals (except service animals) of any kind are not permitted. Large objects and school projects may need to be transported by parents.
14. ride only their regularly assigned route. Students will board and disembark only at their designated stops.
15. have written permission from their parent or guardian and signed by the principal of their school, if they wish to leave at a stop other than their normal stop.
16. go directly to their bus upon dismissal from school and go directly home when they leave the bus.
17. use the emergency door only in an emergency situation, or as directed by the driver.

FAILURE TO COMPLY WITH THE ABOVE RULES WILL RESULT IN DISCIPLINARY ACTION. STUDENTS MAY LOSE BUS RIDING PRIVILEGES. RIDING A BUS IS A PRIVILEGE AND NOT A RIGHT.

METHODS OF HANDLING DISCIPLINARY PROBLEMS

Detention

Teachers and administrators may assign DT's to students. Parents will be notified of the date and a notice will be sent home for parents to sign. DT's are from 2:15-2:45. Failure to complete a properly assigned detention will result in further disciplinary action.

Thursday School

In certain situations, instead of an out-of-school suspension, students may be assigned to Thursday School. Under this program, students remain in school until 4:15 p.m. on the designated Thursday in a supervised situation in the school.

The procedures for suspensions, emergency removal, bus suspensions and expulsions can be found in the [Oak Hills Core Handbook Section regarding the Code of Conduct](#).

STUDENT DRESS CODE

Dress and Grooming, [Policy 5511](#)

The Board of Education recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference. The Board will not interfere with the right of students and their parents to make decisions regarding their appearance, except when their choices interfere with the educational program of the schools. The Board authorizes the Superintendent to establish a reasonable dress code in order to promote a safe and healthy school setting and enhance the educational environment. The dress code shall be incorporated into the Student Code of Conduct or Discipline Code.

Accordingly, the Superintendent shall establish such grooming guidelines as are necessary to promote discipline, maintain order, secure the safety of students, and provide a healthy environment conducive to academic purposes. Such guidelines shall prohibit student dress or grooming practices which:

- A. present a hazard to the health or safety of the student himself/herself or to others in the school;
- B. materially interfere with school work, create disorder, or disrupt the educational program;
- C. cause excessive wear or damage to school property;
- D. prevent the student from achieving his/her own educational objectives because of blocked vision or restricted movement.

Such guidelines shall establish the dress requirements for members of the athletic teams, bands, and other school groups when representing the District at a public event.

The Superintendent shall develop administrative guidelines to implement this policy which:

- A. designate the principal as the arbiter of student dress and grooming in his/her building;
- B. instruct staff members to demonstrate by example and precept wholesome attitudes toward neatness, cleanliness, propriety, modesty, and good sense in attire and appearance.

Expectations for dress and grooming:

1. Shorts - Appropriate shorts may be worn. Appropriateness is based upon length and decent fit. Appropriate length is mid-thigh. This also applies to skirts.
2. Tops should be respectable and non-revealing. Tops should cover the students shoulders and down to their pants. Bare midriffs, cropped tops, see-through tops, are not acceptable, nor are shirts with no sides. Clothing with drug, weapons, alcohol-related slogans, symbols, suggestive slogans, violent or obscene messages, or other designs or messages that are disruptive to the environment are not permitted.
3. Jeans and other apparel - Clothing with rips, tears or holes may be judged inappropriate for school dress. All pants must be worn at the appropriate waist level.
4. Footwear - Appropriate footwear must be worn. Safety may preclude some items (e.g., open shoes in the labs).
5. No head coverings or sunglasses except for religious or medical purposes are to be worn in the school building.
6. Overcoats or out-of-doors coats are not to be worn in the building or during class time unless specifically authorized by the principal.
7. Accessories and Jewelry: Heavy chains, studded bracelets, and dog collars are not permitted. Excessive piercings or jewelry that is disruptive to learning will be deemed inappropriate.
8. Tattoos - Any tattoo that would be a disruption to the educational system including drug, tobacco, weapons, and alcohol related references, obscene or double-meaning tattoos, and modesty based on community standards must be covered in school and at all school activities.
9. Hair color: The color and/or style of hair must be such that it does not cause disruption to the educational program or extra-curricular activity.

Sponsors and teachers of elective classes or activities may require standards that are more strict regarding dress and appearance for participation in their programs or activities.

At special times, such as spirit week and homecoming, dress which is different from the standards may be approved. Students involved in student council, class activities and performance or support groups that wish to promote such special days, must obtain approval from the principal in advance (minimum 48 hours) so that a general announcement can be made.

Ultimately dress code violations are based upon Administrative judgment.

MISCELLANEOUS

BICYCLES, SKATEBOARDS, ROLLERBLADES, SCOOTERS

These transportation devices should be walked on and off campus. Failure to comply may result in the loss of the privilege to have these devices on campus.

BOOK BAGS

Book bags are to be placed in lockers at the beginning of each school day and may be accessed throughout the day at scheduled times or upon request from the student's teacher.

CHANGE OF ADDRESS

Parents must submit a new proof of residency to the Rapid Run Middle School Main Office whenever there is an address change along with their new telephone number. If at any time, custody of a student is changed, the formal court papers must also be submitted to the student's counselor. Parents who move out of the district and do not notify the school of their change of address within two weeks, will automatically have their children withdrawn from Oak Hills schools. The students will not be given the opportunity to complete the semester.

FINES

Letters will be sent to parents explaining any unpaid charges at the end of each semester. Unpaid fees and fines can prevent a student from participating in extracurricular activities, social activities and graduation. An \$18.00 fee will be charged for checks returned for non-sufficient funds.

HOME-SCHOOL COMMUNICATION

It is vital that the school be able to frequently communicate with our families. Thus, the school utilizes the ONE CALL NOW system that quickly allows us to send phone messages, emails and text messages to families. ONE CALL NOW emails contain general information that are targeted to the whole school or specific grade levels. Oftentimes these emails are reminders of upcoming events or deadlines. Additionally, each Friday through the ONE CALL NOW, parents will receive an email with our newsletter, THE RAPID NEWS. ONE CALL NOW phone calls are used less frequently and are utilized to send families really important information and will be accompanied by an email. Text messages in the system are sent rarely and will only be utilized for emergency purposes or extremely vital reminders throughout the year. Please make sure that your email addresses and phone numbers are up-to-date in the school office so that you do not miss out on important information!

LOCKERS

Each student will be assigned a locker by the Core Team. Once assigned, students will not change lockers unless approved by a counselor or administrator. Students should not reveal their locker combination to friends or any other students. Students may visit lockers at scheduled times throughout the day or with teacher permission. LOCKERS ARE THE PROPERTY OF THE SCHOOL AND MAY BE EXAMINED BY AUTHORIZED PERSONNEL AT ANY TIME.

LOST AND FOUND

Articles which are lost or misplaced will be stored in the Main Office or in the Gym. Lost items will be discarded at the end of each quarter.

MESSAGES

We try to keep interruption of classes to a minimum. We may not relay messages from home during class time unless they are of an emergency nature. Likewise, students may not be called to the telephone from class unless an emergency situation occurs.

PHONES AND OTHER ELECTRONIC DEVICES

Students are to secure their phone or other electronic devices in their locker during school hours unless directed otherwise by a staff member. A student that carries a cell phone or any other electronic device must follow reasonable directions or commands by school authorities including school administrators and teachers. The student is responsible to secure any electronic device in the manner prescribed by the building personnel. The telephones installed in the Main Office may only be used by students with permission from a staff member. Misuse of an electronic communication device during the school day may result in confiscation of that device by a staff member or administrator. Students may not take photographs, record or videotape on school grounds without the permission of teachers or administrators. ***CALLING 911 IS A SERIOUS OFFENSE AND MAY RESULT IN AN OUT OF SCHOOL SUSPENSION AND POLICE REPORT.**

VISITORS

Visitors must use the intercom system at the front doors to enter the building. Visitors who only need to drop off material may do so in the foyer. Visitors who require entry to the building will be required to identify themselves with a state-issued ID prior to being admitted. Visitors are then required to come into the Main Office and obtain a pass before going to a classroom or elsewhere. **STUDENTS MAY NOT BRING VISITORS TO ATTEND CLASSES.**

EMERGENCY SCHOOL CLOSING

Two-Hour - Delay Absences on a two-hour delay may be called in after 8:00 a.m.

Total Closing - When the announcement is made that the Oak Hills School District's schools are closed, it includes all public schools in the district