



*Randolph Public Schools*  
"Building Tomorrow, Today"



## RCMS STUDENT & FAMILY HANDBOOK

### RANDOLPH COMMUNITY MIDDLE SCHOOL

"Knowledge is Power"

#### RCMS Vision

*RCMS students believe Knowledge is Power and embody Pride and Purpose to realize personal and global transformation.*

- Students will achieve their full academic potential and persevere in solving complex authentic problems through creativity and innovation.
- Students will effectively lead, communicate, and interact with **diverse cultures** in order to shape and impact the 21st century global society.
- Students demonstrate **integrity, empathy, and responsibility** to oneself and the community.

#### RCMS Mission

- RCMS is committed to authentic student scholarship through culturally responsive and engaged teaching and learning. Students are inspired through self exploration and robust academic discourse to build their agency.
- RCMS creates a safe and inclusive environment that supports the social-emotional growth of students, honors diversity, builds positive relationships between peers and staff that are based on mutual respect.
- Through consistent and accountable expectations, RCMS stands united in supporting the entire student in reaching their full potential.

## CONTACT US

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**RCMS BELL SCHEDULE**

**7:30AM - 2:30PM**

<b>7:15-7:30</b>	<b>15 MINUTES</b>	<b>BREAKFAST</b>
<b>7:30-7:40</b>	<b>10 MINUTES</b>	<b>ADVISORY</b>
<b>7:40-8:40</b>	<b>60 MINUTES</b>	<b>BLOCK 1</b>
<b>8:40-8:44</b>	<b>4 MINUTES</b>	<b>TRANSITION</b>
<b>8:44 - 9:44</b>	<b>60 MINUTES</b>	<b>BLOCK 2</b>
<b>9:44 - 9:48</b>	<b>4 MINUTES</b>	<b>TRANSITION</b>
<b>9:48- 10:48</b>	<b>MINUTES</b>	<b>BLOCK 3</b>



#### BLOCK 4

1ST LUNCH: 10:50-11:20(30 minutes)

10:50-12:24

MINUTES

2ND LUNCH:11:22-11:52(30 minutes)

3RD LUNCH: 11:54-12:24(30 minutes)

12:24- 12:26

2 MINUTES

TRANSITION

12:26- 1:26

60 MINUTES

BLOCK 5

1:26- 1:30

4 MINUTES

TRANSITION

1:30- 2:30

60 MINUTES

BLOCK 6

## RANDOLPH COMMUNITY MIDDLE SCHOOL REPORTING TERMS

Report cards are not mailed out to families. Families will access report cards via our new online Student Information System, PowerSchool. Student and Parent Logon information is forthcoming.

### Randolph Community Middle School Reporting Terms

#### Grades 6-8

	Term Start	Progress Report	End	# of Days	Date Issued
	Aug 31, 2021	September 27th	November 9th	44 student days	November 16th
2	November 10th	December 6th	January 25th	45 student days	January 31st
3	January 26th	February 16th	April 5th	45 student days	April 11th
4	April 6th	May 5th	June 16th	44 student days	June 23rd



This page will provide information for schools about the coronavirus known as COVID-19 and will be updated as additional guidance is available. School districts should also consult the state Department of Public Health's COVID-19 page at [www.mass.gov/covid19](http://www.mass.gov/covid19) and the [Centers for Disease Control and Prevention's guidance for schools](#).

**CURRENTLY THERE ARE NO SPECIFIC SOCIAL DISTANCE FEET REQUIREMENT THIS IS SUBJECT TO CHANGE**

**DURING TRANSITIONS FROM CLASS TO CLASS STAY TO YOUR RIGHT**

## GOOGLE CLASSROOM

Think of Google Classroom (GC) as your child's digital link to learning.

Teachers use GC to share assignments, homework, newsletters, and much more with students AND parents!

- Every students must join a Google Classroom for each of their classes each year
- Students must use their Randolph email address to join Google Classroom
- Students should check each Google Classroom daily

For help with Google Classroom visit the [RPS website linked here](#)

## CHROMEBOOK LOAN

Each year students will borrow a chromebook.

The fee is \$20.

Students and guardians must sign the Device Loan Agreement.

## RCMS PROGRAM OF STUDIES

### **GRADE 6**

MATH 6

SCIENCE 6

SCIENCE 6

SOCIAL STUDIES 6

ELA 6

COMPUTER SCIENCE 6 - [Code.org](#)

### **GRADE 7**

MATH 7

SCIENCE 7



## **GRADE 8**

MATH 8  
SCIENCE 8  
SOCIAL STUDIES 8  
ELA 8  
ENGINEERING  
GEOMETRY

**Honors sections** are offered for all core classes. Students are placed in Honors based on teacher recommendations, IREADY and DIBELS scores and previous grades and work ethic

## **INTERVENTION CLASSES**

Some students will be required to take additional coursework based on their academic needs. Below are the courses that are offered to students. Students are recommended for these courses by their teacher or an administrator based on IREADY and DIBELS scores.

- RULES BASED READING
- READING GROUP
- CC MATH INTERVENTION
- IREADY Lab

## **EXPLORATORY CHOICES**

- ART
- BAND
- CHORUS
- EMPOWERING WRITERS
- WELLNESS Physical education
- VIRTUAL LAB

For students who are **independent learners** and want to explore courses through web based programs including:

- [Rosetta Stone](#) Languages
- [APEX](#) Variety of courses
- [IBM CYBERSECURITY BADGE](#) This is an in-person course in a computer lab

## **SPORTS AND CLUBS**

- SOCCER
- FOOTBALL
- CHEERLEADING
- YEARBOOK
- TRACK AND FIELD
- BASEBALL
- BASKETBALL
- SOFTBALL
- MORNING SHOW CREW
- BOYS TO MEN Mentor group
- S.A.F.E. TEAM - Student Activists for Equity
- NATIONAL HONOR SOCIETY (QUALIFYING GRADE POINT AVERAGE 3.5)
- GIRLS ON THE RUN - Girls health and running program



## CELL PHONE POLICY:

- Cell phones must remain in your bookbag for the time you are in school. No cell phone usage is allowed during the school day..
- If you have an emergency and need to contact your parent, you can make an emergency call in the main office

There will be **one verbal warning**. The first time a student is found using a cell phone during the school day, it **will be confiscated and submitted to the Main Office**. The student can retrieve their cell phone at the **end of the school day**. The **second time** a student is found with an electronic device: the device will be confiscated and submitted to the Main Office. **Confiscated items may be recovered only by a parent or guardian at the school's discretion**. The **third time** a student is caught with an electronic device: the device will be confiscated and submitted to the Main Office. **Confiscated items may be recovered only by a parent/guardian after a parent/guardian meeting is conducted.**

Why? ... Because cell phones are a distraction from getting the knowledge you need & Tik Toc will still be there when you get home.

## DRESS CODE

### CLOTHING NOT ALLOWED

- Pants or shorts short enough to see undergarments.
- Spaghetti straps
- Halter tops
- Tube Tops
- Muscle shirts/tank tops
- Clothing with inappropriate language, images, & gestures.
- No head coverings (hats, durags, scarves, bonnets, bandanas) unless worn for religious or medical reasons.
- No crop tops
- No shirt, no shoes, no ready.
- Skirts must be longer than hands down at the side.

The Randolph Public School District strives to educate and prepare our students for a successful life. Our dress code strives to uphold these ideals. Developing the habit of dressing appropriately for school helps to prepare students for life after high school. Students should be dressed in a manner that does not interfere with their health, safety and welfare and that is not distracting to the educational process.

The responsibility for the dress and appearance of the students will rest with individual students and parents/guardians.

They have the right to determine how the student will dress providing that attire is not destructive to school proper complies with requirements for health and safety, and does not cause disorder or disruption. The administration is authorized to take action in instances where individual dress does not meet the stated requirements.

This does not mean that student, faculty, or parent groups may not recommend appropriate dress for school or special occasions. It means that students will not be prevented from attending school or a school function, or otherwise be



## DEAN VISITS

- 1st trip to dean = Checklist worksheet & warning
- 2nd trip to dean = Lunch detention
- 3rd trip to dean = Call home & after school detention
- 4th trip to dean (don't get this far) = Possible in school suspension.

DRUGS & WEAPONS = EXPULSION

BULLYING, FIGHTING, OUTRAGEOUS DISRESPECT = SUSPENSION

## BULLYING

### **All students have the right to learn in a safe, warm and inviting environment.**

"Bullying" is the repeated use by one or more students or by a member of a school staff including, but not limited to, an educator, administrator, school nurse, cafeteria worker, custodian, bus driver, athletic coach, advisor to an extracurricular activity or paraprofessional of a written, verbal, or electronic expression, or a physical act or gesture, or any combination thereof, directed at a victim that:

- Causes physical or emotional harm to the victim or damage to the victim's property;
- Places the victim in reasonable fear of harm to him/ herself, or of damage to his/her property;
- Creates a hostile environment at school for the victim;
- Infringes on the rights of the victim at school; or
- Materially and substantially disrupts the education process or the orderly operation of a school

"Cyber-bullying" means bullying through the use of technology or any electronic communication, which shall include, but shall not be limited to, any transfer of signs, signals, writing, images, sounds, data or intelligence of any nature transmitted in whole or in part by a:

- Wire
- Radio
- Electromagnetic
- Photo-electronic or photo-optical system, including, but not limited to, electronic mail, internet communications, instant messages or facsimile communications

Cyber-bullying shall also include the creation of a web page or blog in which the creator assumes the identity of another person or knowingly impersonates another person as author of posted content or messages, if the creation or impersonation creates any of the conditions enumerated in the definition of bullying.

Cyber-bullying shall also include the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons, if the distribution or posting creates any of the conditions enumerated in the definition of bullying.

Bullying and cyber-bullying may occur in and out of school, during and after school hours, at home and in location: outside of the home. When bullying and cyber-bullying are alleged, the full cooperation and assistance of parents families are expected.



## SECTION 1: REGULAR ATTENDANCE

in all classes, every day, is essential for a student's growth and life-long achievement. Regular school attendance is linked to higher graduation rates, lower drop-out rates, higher college attendance rates and higher paying jobs. It is therefore most important that a specific set of expectations be established to ensure a clear understanding of the conditions under which a student may have an allowable absence. All absences must be verified with proper documentation. Failure to submit proper documentation will result in an unexcused absence.

Parent(s)/guardian(s) have a legal responsibility to ensure their child is in school every day school is in session unless excused. It is a high priority for the Randolph Public School District to monitor attendance and address the basis for chronic absenteeism with appropriate supports and interventions. It is the mission of the Randolph Public School District to work with families and community partners to ensure students arrive at school on time, every day, ready to learn.

A student who misses more than 10% of school due to excused and unexcused absences is considered chronically absent. (e.g. school is in session for 30 days and the student is absent a total of 3 or more excused and unexcused days)

## SECTION 2: STATE LAWS REGARDING ATTENDANCE

The following State Laws outline the responsibilities of parent(s)/guardian(s) for monitoring and preventing children's absences from school:

- The Commonwealth of Massachusetts states that parent(s)/guardian(s) are required to ensure children between the ages of 6 to 16 attend school. (*Chapter 76, section 1 of the MA General Laws*)
- School administrators shall implement a Pupil Absence Notification Program as discussed in greater detail below (*Chapter 76, section 1B of the MA General Laws*).
- Educational professionals are mandated to report to the Department of Children and Family (DCF) their reasonable belief that a child is suffering from educational neglect.
- If truancy persists, School Attendance Officers may file a Child Requiring Assistance application with Juvenile Court as appropriate. If a student is in elementary school, a criminal complaint for Failure to Cause School Attendance may be filed against the parent. (<http://www.mass.gov/courts/selfhelp/family/cra.html>)
- Families that receive benefits under Transitional Aid to Families with Dependent Children are subject to specific attendance requirements.

## SECTION 3: TRUANCY

- A student is considered truant when he/she has an unexcused absence.
- A parent/guardian note does not excuse an absence if the absence does not meet the criteria to be excused.

Pursuant to **School Committee Policy JH**, students may be excused temporarily from school for the following reasons:

- **Illness or quarantine (see further below)**
- **Bereavement or serious illness in family (parental note required)**
- **Weather so inclement as to endanger the health of the child**
- **Religious observances for those religious holidays determined by the MA Department of Elementary and Secondary Education (parental note required)**
- With regard to absences for illness or quarantine, please find the following:
  - Absences should be supported by written explanation of the parent/guardian. This will be required in advance for types of absences where advance notice is possible.
  - In instances of chronic or irregular absence reportedly due to illness, the school administration may require a physician's statement certifying such absences to be justifiable. Additionally, a doctor's note or other documentation clearing a student to return to school may be required as necessary and appropriate.
  - Sick visits should be supported by a doctor's note specifying the date of the appointment.
  - Routine medical appointments should be supported by a doctor's note specifying the date of the appointment. (Well child visits should be scheduled after school hours, or at the beginning or end of a school day so students can still be in school for as much of the school day as is possible).
  - *Please note: Doctor's notes will be accepted when submitted to the school nurse within two (2) weeks*





**any way. School officials are authorized to verify all information presented.**

- Absences for legal matters involving the student will also be excused. To excuse such absence, **a note from a court officer or copy of the summons must be provided and filed in the office.**

#### **SECTION 4: TARDIES**

A student who is not in his/her school at the start of the school day is considered tardy. Any school delays declared by the superintendent will not count as a tardy for students.

For middle and high school students, unexcused tardies to a class may result in school detention or other school disciplinary infraction.

#### **SECTION 5: DISMISSALS**

All requests for early dismissals must be submitted in writing and given to the principal or designee at the start of the school day or, if possible, the school should be given a 24-hour notice. Teachers are teaching students up to the final dismissal time. While early dismissals are discouraged, it is recognized that emergencies sometimes arise. **Frequent or chronic early dismissals shall result in a parent -school conference to determine whether additional action is necessary.**

#### **SECTION 6: MAKE UP WORK**

Work missed due to an absence shall be made up in a timeframe established by the classroom teacher. Teachers have at least 24 hours to provide students with any makeup work. Pre-established deadlines (i.e., papers, projects, homework) must still be completed on-time by the student. It is the responsibility of the student to make up all work missed because of absence.

Failure to do so may result in a failing grade due to insufficient or unsatisfactory academic performance.

**LONG TERM ILLNESS (3 days or more) necessitates a homework request by the student's parent/guardian. Teachers will be notified by a guidance counselor or the assistant principal in such cases.**

#### **SECTION 7: PRINCIPAL NOTIFICATION**

Each principal will notify a student's parent/guardian within three (3) days of the student's absence in the event the parent(s)/guardian(s) has not informed the school of the absence.

Parent(s)/Guardian(s) will be notified when a student has at least five (5) days in which the student has missed two (2) or more unexcused classes/periods or has five (5) or more unexcused absences in the school year. A reasonable effort will be made to schedule a meeting with the building principal/designee, the parent(s)/guardian(s), and the student to develop action steps for student attendance. As appropriate, the school may invite relevant school staff and staff from relevant public safety, health and human service, housing, and nonprofit agencies.

#### **SECTION 8: ABSENCE NOTIFICATION**

On the day a student is absent, the school issues a robocall around midmorning to notify the parent(s)/guardian(s) that their child is absent. It is the responsibility of the parent/guardian to verify and confirm via a phone call, email, or a note regarding the child's absence.

**Please note: The Randolph Public Schools District attendance procedures as set forth in this document supersedes all other school-based handbooks and procedures.**

## **RCMS F.O.C.U.S WORKSPACE**



"CREATING PEACE AND BUILDING COMMUNITY"

The RCMS FOCUS Workspace provides students who are experiencing challenges in class an space to reflect and a trusting adult to support them in being reflective on their behavior. FOCUS brings the principles and practices of conflict resolution into the realm of student correction, offering students a face-saving means of dealing with negative behavior. Students are given the opportunity to right their wrongs constructively and responsibly.

Teaching students valuable pro-social skills that will last a lifetime. FOCUS offers students a wide-ranging curriculum focusing on pro-social skills, perspective taking, decision making, bully/victim/bystander issues, anger management, and more. Activities can enhance language arts, social studies, and more.

Students are referred to the Work space by teachers and/or the school's administration. During their time students are required to complete school work.

General duration is 1 hour - 3 days

*FOCUS WORKSPACE IS AN ALTERNATIVE TO SUSPENSION FOR QUALIFIED STUDENTS*

**SIGNATURE PAGE**

**PLEASE RETURN THIS SIGNATURE PAGE TO YOUR CHILD'S ADVISOR**

The signatures below indicate that the student and parent have reviewed the contents of this handbook.

Parent signature: \_\_\_\_\_Date:\_\_\_\_\_

Student signature: \_\_\_\_\_Date:\_\_\_\_\_



GOOGLE CLASSROOM



STAFF DIRECTORY



CLEVER LOGIN





STUDENT REGISTRATION



BREAKFAST & LUNCH MENUS

225 High StreetRandolph, MA 02368

[VIEW MAP](#)



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