

HORIZON MIDDLE SCHOOL

1750 Piros Drive
Colorado Springs, CO 80915



Home of the **PANTHERS**

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2022-2023
Student/Parent Handbook

There may be slight changes to some items in this planner prior to, or during, the 2022-23 school year. Any changes will be based on changes in policy or procedure and an updated copy of this Handbook will always be available on the school website. Thank you for your understanding.

Horizon Middle School PANTHERS

Welcome to Horizon Middle School! We are excited to have you as PANTHERS!

The purpose of this handbook is to describe procedures and expectations of Horizon Middle School. These expectations are stated in accordance with District 49 Board of Education policies and Colorado Revised Statute. These policies and laws declare that every student in a public school in the state of Colorado has the right to learn in an environment that is safe, conducive to the learning process, and free from unnecessary disruptions. You are expected to know and follow these expectations. Specific/additional policies and expectations may be in effect for individual classes. **We Believe ALL students can and WILL learn!**

**If at any time you would like a printed copy of this handbook, please contact the school office and we will be happy to provide one for you.

SCHOOL HOURS

Horizon School Hours are 8:00 a.m. – 3:15 p.m.

Students should not arrive at school earlier than 7:40 a.m., as there will be NO school supervision before that time. Students will be allowed into the cafeteria at 7:40 am for breakfast, but students should not come to school earlier than necessary. Breakfast will be served from 7:40 – 7:55 am each morning. Students will be allowed in the hallways at 7:54 am. Students need to be off campus by 3:30 pm unless they are staying for after school activities under the supervision of a teacher or coach. Students on school grounds after 3:30 pm or before 7:35 am, and not involved in a school activity, may be charged with trespassing.

BELL SCHEDULE

***The schedule is below, bell times have been staggered slightly by grade level following periods 1-7 in order to help relieve hallway congestion.**

7:40 – 7:55 – Breakfast offered in cafeteria

7:55 – 8:00 – Students allowed in hallways/lockers

8:00 – 8:58 – 1st period:

9:01 – 9:56 – 2nd period:

9:59 – 10:54 – 3rd period:

10:57 – 11:52 – 4th period:

10:54 – 11:24 – **1st Lunch (7th grade)**

11:27 – 12:21 – 4th period

11:53 – 12:48 – 5th period:

11:54 – 12:24 – **2nd Lunch (6th grade)**

12:24 – 1:20 – 5th period

12:48 – 1:16 – **3rd Lunch (8th grade)**

1:21 – 2:16 – 6th period

2:19 – 3:15 – 7th period:

HOME and SCHOOL COMMUNICATION

(PowerSchool & Ready 4K)

Please sign up for app and online access to PowerSchool . Here you will be able to view your child’s attendance and grades, and you can email your child’s teacher as well as receive notifications from the teacher. To sign up for the PowerSchool, please stop by the office for more information.

We often send out emails and phone messages to our families reminding everyone of important events or announcements. This has proven to be an effective way to keep all of you informed about school events. Please make sure our school office always has your accurate email and phone information so you do not miss any school communication.

Additionally, this year we have Ready4K available to families as well. Once signed up you will receive weekly text messages to support you and your child through middle school. Each week you should expect to receive evidence-based tips and activities for helping your middle schooler build independence, develop strong academic skills, form friendships, make decisions and cope with emotions. You will also receive tips for navigating the complexities of middle school engagement and your child's adolescent development.

TITLE I

Horizon is a school-wide Title I school, meaning all students at Horizon receive services through the Title 1 program. We also offer instructional interventions to students who need more support and extension activities for students who may be more gifted. We view it as our responsibility to meet every student’s learning needs during the 7+ hours they are in school. Extended learning opportunities are offered after school, and sessions include enrichment and remediation instruction for students. At the beginning of each year, parents have the opportunity to fill out applications for Free and Reduced lunch. If accepted, this provides additional funding for the school as well as waiving/reducing: supply, lunch, athletics, activities, and other fees. Applications are available online or in paper format. We encourage you to complete this process online, as it will be a quicker process. Computers are available to use at Horizon if needed.

RENAISSANCE

Reward, Recognize, Respect, Relationships, Reinforce = Results

Recognizing and rewarding academic success is an important aspect of creating school spirit at Horizon. Through the Jostens National Renaissance program, we celebrate student achievement and school PRIDE throughout the school year. To qualify for Renaissance, students must have no referrals and earn a 3.0 GPA or higher at the end of the quarter. There are 3 levels for Renaissance, Gold (4.0), Black (3.5-3.9) and Red (3.0-3.49). Upon completion of each quarter students who achieve one of the levels listed are awarded with extra incentives and activities that are planned throughout the following quarter.

Student Schedules

We try to offer a variety of classes and experiences for our students. Every attempt is made to assign students to the classes they request. At times, requested classes are full or unavailable. Students may request schedule changes prior to the start of each semester by speaking with, or emailing, their grade level counselor. Schedule changes will not be made after the first day of each semester. We will not make schedule changes in order to switch teachers (same class, but different teacher).

GRADING

Student Report cards will be visible online through PowerSchool, unless a parent requests a paper copy to be mailed home. Parents are encouraged to check PowerSchool regularly to keep updated on student progress. Teachers will update student grades at least weekly.

Quarterly Academic grades used will be:

A.....Excellent	(90-100)
B.....Above Average	(80-89)
C.....Average	(70-79)
D.....Below Average	(60-69)
F.....Failure	(Below 60)
PPassing	
I.....Incomplete	
M.....Missing	

*End of quarter (report card) grades will be based a combination of student's performance (60%) and practice (40%) work

*an incomplete will be given for work missed during an absence, prior to the passage of the 2-day make-up time. An "I" will become an "M" if work is not made up in the time allotted for the number of days absent.

Practice (40%)

Practice grades will include a combination of in class work, participation, and homework. Practice grades will be visible in the Parent Portal as a percentage (%) grade. The exact make-up and how much weight is based on each will be different by class type. *For example: PE classes will place a larger emphasis on participation, and less on homework, than will a core area class.

There is a standard, school-wide, consequence for completing practice late. Practice work that is not completed by the date due will be assessed a 10% penalty for lateness. **For example: a rough draft homework assignment is due in Language Arts class and it is turned in 10 days late, the assignment was originally worth 20 points, after grading the assignment the earned grade is 18 out of 20, however since it was more than one week late a 10% penalty will be assessed, meaning the highest grade possible is 18 out of 20 (20 points minus 10% penalty). Therefore, the actual score given on the assignment will be 16 out of 20 – for a grade of 80%.

Performance (60%)

Performance grades are standards-based and meant to evaluate student performance in relation to the standard/criteria. Work will be assessed based on mastery of the standard criteria

as it relates to the rubric. There are assignments, at times, that teachers will give both a performance and practice grade for the same assignment.

In general, criteria converts to a percentage grade scale as described below:

- 8 – 100
- 7 – 95 or above
- 6 – 85 or above
- 5 – 80 or above
- 4 – 75 or above
- 3 – 70 or above
- 2 – 65 or above
- 1 – 50 or above
- 0 – Never completed or 49 and below

*Students grades are a combination of practice (40%) and performance (60%). You can track your students' grades at any time through PowerSchool, or installing the app on your phone. You will be able to see an “overall” grade throughout the quarter in PowerSchool.

***Students will have until the end of the unit of study to turn in work for that unit. Teachers will communicate the last date work will be accepted for the current unit at least one week (7 days) prior.**

Student grades will be used to determine eligibility for athletics and activities. Students who have an “F” will not be allowed to participate in games, meets, and contests the following week. Grade checks will be conducted every Thursday to determine eligibility for the following week.

Parent-Teacher conferences will be formally held twice a year. Conferences will be offered both in-person and virtually over ZOOM. You are encouraged to attend conferences and meet with your child’s teachers to get firsthand knowledge of their progress. However, you are encouraged to call or email your child’s teachers at any time. Anytime you make a phone call or send an email to Horizon staff, you will always receive a reply within 24 hours.

COMPUTERS - 1 to 1

All Horizon students will need a computer at school and at home each day. Horizon is considered a 1:1 school, meaning each student must have a computer. Students can check out a ChromeBook from Horizon to use at school and at home, this computer will be assigned to the student while enrolled at Horizon. A technology agreement will need to be completed and the yearly technology fee will be assigned.

All communication is monitored for inappropriate words, searches, and emails at all times. The District has a monitoring system that notifies school personnel and, in some cases, law enforcement. Monitoring occurs anytime a student is logged into their District account, whether on a school or personal computer. Monitoring often creates alerts that result in a phone call from District security or law enforcement to be dispatched to the home.

FOOD/DRINK in the CLASSROOM

Food and drink are not allowed in the hallways or classrooms at any time (water bottles are allowed). Open containers are not allowed in hallways or classrooms. Food or Drink are only

allowed for a special occasion and arranged by the teacher (snacks are not regularly allowed in any grade level) or school Renaissance reward.

Breakfast and lunch are to be eaten in the cafeteria and food will not be taken from the cafeteria, either to the classroom or outside.

*Water bottles, with a lid, are allowed and encouraged.

*Only water is allowed (no Gatorade, coffee, soda, anything with color) in classrooms and hallways

PDA (Public Display of Affection)

Students are not to be kissing, holding hands, or engaging in other inappropriate physical contact with each other while on school grounds, on school buses, or at any school-sponsored activity.

ELECTRONIC EQUIPMENT

Horizon Middle School will not be responsible if items are brought to school and are subsequently lost, stolen, or broken. Cell Phones, iPads, gaming and other devices are included in this policy as well and should not be brought to school unless it is part of the instructional program and approved by a teacher. Use of these devices during the school day to take photographs or video that is not related to the instructional process may involve disciplinary action.

Students are expected to be able to listen and respond when spoken to in hallways and classrooms. Classroom use is at the teacher's discretion. It is ok if some teachers allow music in the classroom during work and others do not. Students are expected to be engaged in learning and able to listen to directions at all times.

CELL PHONES

Cell phone use will be allowed during lunch as well as before/after school. Parents should not call or text their student at school as this can be disruptive to their learning, the learning of others, and to teaching. Students have access to school phones to make emergency calls, before or after school and during lunch. Parents can always call 495-5210 to get a message to their student.

Electronic devices will be confiscated if misused (including texting, calling, emailing, etc. during class) and a parent will need to come to school to collect them. **Cell phones, and other electronic equipment, are brought to school at your own risk, school staff will not investigate reports of broken or lost cell phones.**

DRESS CODE

The goal of the dress code is to promote a safe, disciplined school environment, to prevent interference with schoolwork and behavior, and to encourage uniformity of student dress. All students will dress in a way that is appropriate for the school day or for any school-sponsored event. A student's appearance, including dress and grooming, must not disrupt the educational process, interfere with the maintenance of a positive teaching/learning climate, or compromise reasonable standards of health, safety and decency. The responsibility for the dress and grooming of a student rests primarily with the student and his/her parents/guardians.

Any student deemed in violation of the dress code shall be required to change into school-loaned appropriate clothing and/or make arrangements to have appropriate clothing brought to school immediately. If the student cannot promptly obtain appropriate clothing, an administrator shall request the student change into loaned clothing, if available, and notify the student's parent/guardian.

The following procedures listed in ***must wear***, ***may wear***, and ***cannot wear*** will be used to guide students, staff, and parents in appropriate school attire. In the case of questionable dress, school staff will have the final word on what is appropriate.

Students Must Wear:* while following the basic principle of Section 1 above:

- A Shirt (with fabric in the front, back, and on the sides under the arms), that reaches the bottom of the rib cage.
- Pants/jeans or the equivalent (for example, a skirt, sweatpants, leggings, a dress or shorts).
- Shoes.
- Clothes that are clean and neat and meet reasonable standards of health and hygiene.

*Courses that include attire as part of the curriculum (for example, professionalism, public speaking, and job readiness) may include assignment-specific dress, but should not focus on covering bodies in a particular way or promoting culturally-specific attire. Activity-specific shoes requirements are permitted (for example, athletic shoes for PE).

Students May Wear: as long as these items do not violate "must wear" requirements:

- Religious headwear
- Fitted pants, including opaque leggings, yoga pants and "skinny jeans"
- Pajama pants
- Ripped jeans, as long as underwear and buttocks are not exposed
- Tank tops, including spaghetti straps; halter tops
- Athletic attire

Students Cannot Wear:

- Clothing that distracts from the educational process or causes a disruption to the school environment.
- Head coverings that fully or partially cover the ears or head, including hats and hoods. -unless there is medical or other permission granted.

*Approved coverings worn as part of a student's religious practice or belief shall not be prohibited under this policy.

- Any clothing that reveals visible undergarments
- Clothing that includes violent or obscene language or images.
- Images or language depicting/suggesting drugs, alcohol, vaping or paraphernalia (or any illegal item or activity).
- Clothing that includes: hate speech, profanity, pornography, gang affiliation.
- Swimsuits (except as required in class or athletic practice).
- Accessories that could be considered dangerous or could be used as a weapon (bullet proof vest, body armor, tactical gear, chains, spikes, etc..).
- Any item that obscures the face or ears (except as a religious observance or as personal protective equipment (PPE)).

In the case of questionable dress, administration will have the final word on what is appropriate.

HALLWAY EXPECTATIONS

- Walk on the right side of the hallway (just like driving)
- A pass is required to be in the hallway during class or lunch
- Be aware of students in classrooms and not to disturb their learning
- Yelling, horseplay, running, etc. is not allowed
- Keep our school clean, if you see trash - pick it up.

STUDENT BEHAVIOR EXPECTATIONS

Discipline is a learning experience. Discipline is essential to a child's development. It is necessary for the success of an effective school program. It is our belief that discipline by the teacher or staff and self-discipline by the student will result in a harmonious learning environment and promote positive character traits and social skills. It is the philosophy of the administration that parents/guardians should be informed when a student experiences a discipline problem. Parents/guardians will be notified when a student is referred to the office for a discipline problem. Students may be suspended up to ten days from school according to state law. Students assigned detention after school will call their parents/guardians to inform them of a problem and the possibility of being late. Home and school must work together in the matter of student discipline.

Students are subject to disciplinary action for any misconduct that occurs:

- In school
- On school property
- In a school vehicle
- While participating in or attending any school-sponsored activity or trip
- Off campus: any actions that filter over into the school including but not limited to: inappropriate internet activity and electronic communication, fighting or physical altercations, verbal threats or altercations, etc. are all subject to disciplinary actions.

Disciplinary Procedures: (BOE policy: JK, JKD/JKE, JKD-E, JKE-E, JKD-R, JKE-R)

The objectives of disciplining any student are to teach valuable life skills, ensure a safe environment that is conducive to learning, and prevent the incident from occurring again. In addition, the student learns self-discipline and socially acceptable behavior. Our discipline philosophy relies on the administration of logical consequences for behavior. A school administrator may discipline, suspend, or recommend expulsion of a student who engages in the following prohibitive behavior according to the District 49 student conduct and discipline code:

Grounds for Suspension/Expulsion:

- Behavior on or off school property, which is detrimental to welfare or safety of other students or school personnel, including behavior that creates a threat of physical harm to others.
- Willful destruction or defacing of school property - vandalism
- Continued willful disobedience or open and persistent defiance of proper authority.
- Use or Possession of a Weapon Which Includes Knife, Pocket Knife, Firearm or Any Other Object Considered to be a Weapon or facsimile
- Repeated interference with the school's ability to provide educational opportunities to other students.
- Use of Obscene Language, Behavior or Threats to a Staff Member or another Student

- Harassment/Bullying (sexual, verbal, physical, racial, etc.)
- Sale, Use, or Possession of drugs, alcohol, tobacco, or paraphernalia
- Discrimination, Harassment, Bullying (sexual, racial, physical, written, etc.).
- Lying or giving false information.
- Obtaining money or objects of value from an unwilling person, or forcing an individual to act through the use of force or the threat of force – stealing or extortion
- Physical injury to another person – fighting or assault
- Scholastic dishonesty – cheating, plagiarism,
- Visiting inappropriate websites.
- Violation of criminal law, school or district rules and regulations.
- The commission of an act which, if committed by an adult, would be robbery or assault.
- Failure to comply with the state immunization requirements (will not be reported as a disciplinary action).
- Repeated interference with a school’s ability to provide educational opportunities to other students.
- Declaration as a habitually disruptive student.

NOTE: Students will be required to complete all assignments missed while they are suspended. In order for students to not fall behind in their classes, they should request work and do it while suspended. As with all absences, students will be allowed two days to make-up work for every day they are suspended. A parent contact or conference is required before a student may return from an out-of-school suspension.

***Students who engage in an activity or behavior that results in a suspension will NOT be allowed on the school grounds for the duration of the suspension.** A parent or legal guardian MUST come to the school to conference with the administrator and take the student home upon a phone call notifying of the suspension. **There will be NO In-School Suspension (ISS) alternative at Horizon Middle School.**

Habitually Disruptive Students:

A Remedial Discipline Plan will be enacted for “habitually disruptive” students. A student is habitually disruptive when he/she causes a disruption in the classroom, school grounds, in school vehicles, or at school activities more than three times during the year and is suspended for those actions. “Habitually disruptive” behaviors are actions, which are willful, overt, and require the attention of school personnel. Students will be referred for further disciplinary action for violation of Remedial Discipline Plan.

D49 Code of Conduct:

A District 49 Student Conduct and Discipline Code Book for the current year will be posted on the District 49 website at www.d49.org. If you would like a printed copy of the District School Conduct manual, please request one by calling the school office at 495-5210. A link to the Code of Conduct will also be published on the school website when available.

Bullying:

Bullying is NOT tolerated at Horizon Middle School. Students who are victims of acts of bullying or who have witnessed acts of bullying should come to the Counseling Office to report what has occurred. **Bullying is defined as unwanted, aggressive behavior among school aged children that involve a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time.**

Students often have conflicts with each other that would not be considered bullying. In these instances, it is beneficial for students to speak together to discuss their conflict. Our

counselors are always available to help students work through the situation.

Students can use the Safe-2-Tell Hotline to report incidents as well, (877-542-7233). This service notifies Horizon Middle School of the situation, so that it is addressed. We encourage you to report anything that makes you feel threatened, bullied or if you notice a friend that may need help.

COUNSELING SERVICES

The counseling department at Horizon Middle School exists foremost to serve the needs of the students. Acting as a consultant to teachers, administrators, and parents/guardians, the counselors also serve students through both family and classroom involvement.

To see the counselor, any student may come to the counseling office: during lunch, before or after school, or with a pass from a teacher to request an appointment. Parents/guardians are welcomed and encouraged to either phone or come in to discuss concerns about their child/children.

Some of the things students may visit the counselor for are:

1. School problems -- grades, teachers, friends
2. Family relationships
3. Social concerns
4. Physical limitations
5. Low self-esteem
6. Loneliness
7. How to make decisions
8. Getting extra help before or after school from tutors or staff

Often the counselor will request to see a student for the purpose of getting acquainted, sharing information, or discussing their class schedule. Confidential student information may be disclosed only if endangerment to self or others is indicated. Please call the main office if you would like an appointment.

ATTENDANCE

(BOE policy JH, JH-R, JHB, JHB-R)

Good student attendance is important to success at school. **Students are expected and required by Colorado State Law to attend school every day that school is in session.** The school must be notified that you are ill or if you have a family emergency. Parents should call the 24-hour attendance line (495-5201) as soon as possible when an absence is anticipated, to include illness, medical or dental appointments, religious holidays or family trips. Parents must call within 48 hours of an absence or the absence becomes unexcused. Students are allowed 10 excused absences per school year. It is the student's responsibility to make up any work missed during the time of their absence. Students are allowed 2 days to make up work for every day absent. Students arriving late to school must report to the office to sign in. **If unexcused attendance becomes an issue, form letters will be sent home which begin the Truancy Process.**

- 3 days (or 24 periods)- 1st letter of concern
- 5 days (or 40 periods)- 2nd letter of concern and attendance contract developed, parent meeting
- 7 days (or 56 periods) – notice of non-compliance
- 10 days (or 80 periods) – truancy petition

Truancy:

If a student is absent without a signed parental excuse or if the student leaves school or a class without permission of the teacher or administrator in charge, the student shall be considered truant. A "habitual truant" shall be defined as a student of compulsory attendance age who has **7 unexcused or more than 10 excused** occurrences of absences during any school year. Absences due to suspension or expulsion shall not be counted in the total of unexcused absences.

When a student fails to report on a regularly scheduled school day, and school personnel have not received notice, the school shall make a reasonable effort to notify the parent/guardian by telephone and/or the dialer. When a student is declared habitually truant, the school shall require a meeting between the student's parent/guardian and appropriate school personnel to review and evaluate the reasons for the student being habitually truant.

A student shall be given notification of his/her first truancy offense. The student may be subject to disciplinary action, which includes a suspension. Additional truancies shall be grounds for detention, suspension, and/or expulsion.

Make-up Work:

Make-up work shall be allowed for any class in which a student has an absence unless otherwise determined by the building administrator. It is the responsibility of the student to pick up any make-up assignments permitted on the day returning to class. We also encourage you to email your teachers while absent to get a head start on making up anything you miss. There shall be 2 days allowed for make-up work for each day of absence. For example, if a student is absent for 2 days, he/she will be allowed 4 days to make up work.

Make-up work shall be allowed following any absence with the goal of providing the student an opportunity to keep up with the class and an incentive to attend school. When requesting make-up work, please allow 24-hour notice to the teachers.

ILLNESS and SCHOOL NURSE

In the event that a student becomes ill at school and, if in the opinion of the school nurse/principal, a child is too ill to remain at school, the child will be made as comfortable as possible. The parent will be contacted and arrangements will be made for the child to be sent home. It is **ESSENTIAL** that the school always has a contact number for one or both parents/guardians. If we are unable to contact the parents/guardians at home or work, the number designated on the emergency card will be used.

Students are not permitted to carry, in their possession or hold in a backpack, any over the counter (Tylenol, Advil, Sudafed, cough drops, etc..) or prescription medication. Students who need to take medication at school must have written permission from a Doctor and it must be on file in the health office at Horizon. Medication can only be administered at school by trained school personnel. A student may carry an inhaler if a Doctor's note is on file in the health room.

We must always ensure vaccinations are up to date and accurate for all students. On occasion, there are students who do not meet vaccination requirements. When this occurs, nursing staff will contact parents over the phone and in writing to inform you of what is needed. If Colorado School requirements are not met, your student may not be able to attend school until the requirement is fulfilled.

NUTRITION SERVICES

Hot lunches are available. Milk or juice is included with the lunch. Extra milk or juice may be purchased. Forms are available in the school office for families who are eligible for reduced or free lunches. We encourage you to complete an application as it could possibly help reduce athletic and classroom fees as well. Lunch may be purchased by the day, week or month. Charges are not allowed. You are encouraged to use www.payforit.net to pay for students' lunches. You can see lunch menus at www.d49.org on the Nutrition Services site. If you have any questions about the lunch program Horizon please call food services at 495-5214.

Horizon also has a breakfast program. The breakfast program runs from 7:40 – 7:55 am each morning before school. If you want your child to eat breakfast at Horizon, they MUST be at school before 7:55 am. Students arriving tardy or late to school will not have the opportunity to eat breakfast at school.

MODES of TRANSPORTATION

Bicycles must be parked and locked in the racks provided. The school is not responsible for damage or theft of parts while bicycles are parked in the racks. Motor operated bikes/scooters are not allowed. Roller blades, skateboards, and scooters may be used as transportation to and from school but must be kept in the racks during the school day and brought at your own risk. We will not provide storage for these items inside the school. Skateboarding, rollerblading, bicycling or riding a scooter is NOT allowed on the sidewalks on school property.

TRANSPORTATION – Buses

Students are expected to follow the rules given by the bus driver at all times. Riding a bus is a privilege. Willful disobedience, destruction of property, and actions dangerous to others that distract the driver, may be grounds for suspension of bus privileges. If a student is suspended from the bus, they must find their own transportation during the time assigned.

All students must have a Z pass to ride the bus. If they do not have one, the parent needs to send a note with their student and the student must bring it to the office to get an authorized bus pass to give to the driver. If the student does not typically ride a bus, the parents will be billed for that ride.

To put money on a student's Z pass, or to purchase a replacement, please go to the Transportation Department (10850 E. Woodmen Rd.). Funds can also be put onto an account through www.payforit.net. Call 495-1159 with further questions.

ATHLETICS

D49 Eligibility Policy and Procedures:

School District 49 believes that extra-curricular athletic and activity programs are an extension of the total education program. Therefore, the administration, teachers and coaches will constantly monitor the students' performance in their classes to determine if they are eligible for participation. District 49 eligibility procedures will be in addition to CHSAA minimum standards and will apply to all students participating in extracurricular activities:

1. All sixth-grade students shall be eligible upon entering middle school, and all ninth-grade

- students shall be eligible upon entering high school by meeting CHSAA requirements.
2. Each student will have a weekly grade check, which will be given to coaches and sponsors each week to insure academic progress.
 3. A student's grade will be used to determine eligibility for athletics and activities.
 4. Students who are failing (F) any class will become ineligible for the next Monday through Saturday period, or during fall and spring break until the next grade check.
 5. Students will not be allowed to participate in a game or activity with the team while they are ineligible. They may practice and each school will offer academic support programs to accommodate student needs.
 6. Appeals may be made to the Principal/Athletic Director to ensure that teacher errors are dealt with in a timely manner.
 7. If the student removes the "F" by the next weekly grade check and has no other "F"s he/she will become eligible on the following Monday.
 8. A student that is suspended from school is suspended from all athletics and activities. No participation is allowed in practices, games or events during the period of suspension.
 9. Coaches/sponsors will be allowed to receive/access grades of participants during the off-season to monitor academic progress. Identification of students at risk shall be determined through the weekly grade checks.

Grade checks will be conducted weekly (Thursday/Monday) coaches/sponsors will notify students who have an "F" on Thursday and they will have until Monday to improve their grade and become eligible.

District 49 **DOES NOT** provide accident insurance for students participating in school sports or any other school activity. The parent/guardian assumes responsibility for payment of expenses incurred in the event of an injury.

Parents and students should check the school website for schedules and sports-specific information.

EXPECTATIONS at Co-CURRICULAR EVENTS

Students are encouraged to attend after school activities and contests. Whether you are a participant or a spectator, please observe these rules of good sportsmanship at all times:

- Consider all opponents as guests.
- Accept all decisions of the officials without complaint.
- Never hiss, boo, or use offensive language toward players, coaches, officials, or visitors, including opponent free throws at a basketball game.
- Play fair according to the rules of the game. Horizon Middle School will be known for its good sportsmanship.
- Students attending after-school activities must remain at the activity and will have made prior arrangements to be picked up or lose their privilege to attend. When students leave the activity, they must leave school grounds.

Etiquette for Assemblies, Concerts, and Public Performances:

Assemblies or shows are provided for educational value, as well as entertainment.

Students are expected to:

- Act in a courteous and polite manner at all times.
- Be quiet and give the speaker/performer your attention during the presentation.
- Be polite and respectful toward the speaker/performer.

- Stay in your seat until the conclusion of the assembly or performance.
- Appropriate hand clapping is the only acceptable manner in which you should show your appreciation
- Students and parents are expected to stay for the ENTIRE performance.

VISITING SCHOOL

Parents/guardians are welcome and encouraged to visit Horizon. However, please call the teacher to make arrangements for the visit. The teacher's responsibility is to the children; please do not interrupt the teacher or classes as this takes time away from instruction and supervision. All parents/guardians, volunteers, and guests of the school must report to the office with a picture ID upon entering the building. District 49 utilizes the RAPTOR system to enhance school security. Anyone visiting Horizon Middle School must be prepared to show a valid driver's license when checking in at the front office. The safety of our students is our highest priority. Raptor will provide a consistent system to track visitors and volunteers while keeping away people who present a danger to students and staff members. The system quickly prints visitor badges that include a photo, the name of the visitor, time and date. The visitor's sticker **MUST** be worn while in the school.

Although we encourage other friends and relatives to watch students participate in extra-curricular events, friends are not permitted at school during our regular school hours. Parents are also requested to make an appointment with the teacher at any time they feel a conference is needed. Visits to Horizon can aid the student, parents/guardians and teacher.

SCHOOL CLOSURE

When it becomes necessary to delay the start of the school day or to close District 49 because of severe weather conditions, the announcement will be made as early as possible. The report will be made over local TV stations including, but not limited to: KKTV-11, KRDO-13, KOAA-5/30, and FOX 21 as well as most local radio stations. Parents are urged NOT TO TIE UP the telephone lines by calling the school during these times.

When there is a cancellation, all school activities will be canceled for the day and evening. You may also sign up to be alerted to any closures or announcements through our district website www.d49.org or download the D49 app. Through this system you are able to receive an email or text alert whenever a closure or announcement is released.

Horizon Middle School
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