



Mariner Middle School Student Handbook

WELCOME, TRITONS!

You're one of us! At Mariner Middle School, we ask every Triton to be:

- **Ready,**
- **Reliable,**
- **Responsible,**
- **Respectful, and a**
- **Role Model.**

YOU make us proud of Mariner Middle School!

ACADEMICS

Our school operates on a block schedule. Six classes meet each day, and we have odd days and even days. Classes that are double-blocked meet every day (language arts and math, for example). Other classes meet every other day (global perspectives, for example). Some classes meet for the entire year, while other classes are one semester (like PE or health).

It is important to know which are your **core classes**. You are required to pass these classes to be promoted to the next grade. Your core classes include **English language arts, mathematics, social studies, and science**.

You must earn a passing grade in all four core classes

ANNOUNCEMENTS

There are three formats for announcements at Mariner Middle School.

1. Students involved in television production write, produce, present, and stream announcements each day.
2. Administration uses the school's public address system.
3. The [Lunchtime Update](#) runs during our lunches and is always available on our Website under the Student Section.



Students receive important information and updates from our news productions from 9:35 - 9:45 AM. **During these morning announcements, all students are expected to remain quiet and attentive.**

In the afternoon, PM announcements and dismissal information are broadcast from 3:55 - 4:00. Other announcements may be made as needed throughout the school day. However, every attempt will be made to prevent disruption of regularly scheduled class activities.

During the morning announcements, Florida Law requires the Pledge of Allegiance to the flag to be recited in each school in the state of Florida at the beginning of each day. Students are expected to stand at attention as the Pledge is recited. Upon receipt of a **written request by his or her parent**, a student has the right not to participate in reciting the Pledge. This includes not standing and placing the right hand over his or her chest. (1003.44, Florida Statute).

Florida Law also requires the observation of a moment of silence of not less than one minute.

ASSEMBLIES

Assemblies are held during the year for the benefit of the student body. Assembly behavior should be refined and courteous. All students should give the speakers and/or performers their undivided attention. Gestures of appreciation should be in the form of applause. Rudeness, inattention or other poor behavior will be subject to disciplinary action.



THE ATLAS PROJECT

The ATLAS Project is an optional academic program that Tritons may elect to join. ATLAS is an acronym that stands for “Ambitious Thinkers Learn, Achieve, and Succeed.”

You may know that an atlas is a type of map that can help you find your way. At Mariner Middle

School, the ATLAS Project charts a pathway to middle school academic excellence, much like a map. You also may have read that Atlas was a character in Greek mythology who held up the entire sky on his shoulders. The ATLAS Project is *your* foundation, so that when you go to high school and beyond, the sky’s the limit!

The goal of the ATLAS Project challenges members to master academic standards, to demonstrate that mastery with high grades and proficient assessments, and to earn a seat in a rigorous high school program such as International Baccalaureate (IB), Cambridge (AICE), Advanced Placement (AP), or dual enrollment. ATLAS members prepare for these programs by:

- maintaining a 3.5+ GPA (As and Bs) in advanced core classes,
- competing in one or more academic competitions (school science fair, history fair, debate, district spelling bee, book battle, essay competition, etc.),
- earning credit in a foreign language,
- earning credit in one or more fine arts or performing arts courses,
- earning credit in a technical elective, such as horticulture/culinary or technology/robotics,
- participating in a community project (student council, NJHS, Builder’s Club, or the Community Service Project), and
- maintaining excellent attendance and disciplinary records.

During their three years at Mariner Middle School, ATLAS Project members will monitor their progress with support from their teachers and the ATLAS Committee. During the year, we will invite representatives from our local high schools to speak about their programs, such as IB, AICE, or dual enrollment.

Eighth graders earning ATLAS designation will be recognized at the eighth grade awards ceremony and will receive a special letter of recommendation to accompany their application to the school or program of their choosing.

ATTENDANCE AND TARDINESS

All students are required to be on time and present each day school is open during the school year. Students may not be absent from school without permission of the principal/designee. While a note from a parent/guardian is a request that a student's absence be excused, the school principal or designee is the only person authorized to excuse a student's absence.

Steps to follow when absent:

1. Have a parent or guardian call the school and inform the office of your absence before 10:15 AM on the day of the absence. The direct number to the front office is **772-1848**.
2. To request consideration for an excused absence, your parent/guardian should upload the excuse through Focus Parent Portal. They need to provide your name, date, date of absence, reason for absence and his/her signature. The principal is the only person who can excuse absences.
3. Ask all teachers for make-up assignments when you return. **You are responsible for completing makeup work.** You have the number of days absent plus one to complete all makeup work.

- A Pattern of Non-Attendance
 - Five (5) unexcused absences in a calendar month
 - Ten (10) unexcused absences within a 90-day period

When students show a pattern of non-attendance, the principal may request doctor's notes for absences moving forward. Additionally, the principal may refer the student to the child study team for truancy proceedings.

BICYCLES/SKATEBOARDS

Bicycles/skateboards must be parked in the rack provided. Students are to provide and use locks for their bicycles/skateboards. Students who ride their bicycles/skateboards in an unsafe manner or who interfere or impede the flow of traffic – including school buses – can be denied the privilege of riding their bicycles/skateboards to school. **State law requires that all bicycle riders must wear helmets.**

BUSES

It is a privilege to be able to ride the bus to and from school. Your bus driver has your safety in mind and has established rules with this in mind. These rules are posted at the front of the bus. The driver may refer students who do not abide by bus rules to the office. If you are referred to the office, you may lose your ridership privileges temporarily or permanently.

BUS RULES

- Stand off roadway while waiting for the bus
- Remain seated at all times when bus is moving
- Keep arms and head inside window
- Walk ten (10) feet in front of bus; wait for driver's signal before crossing road
- Unnecessary conversation with the bus driver is dangerous; remain quiet
- Outside of ordinary conversation, classroom conduct is to be observed
- Absolute silence is required at railroad crossings
- The driver is in full charge of the bus and students; **students must obey the bus driver**
- The driver can and will assign students to certain seats
- No eating, drinking, or chewing gum is allowed
- Students must be on time; it is recommended you arrive 20 minutes prior to your scheduled pickup time
- Students may only get on/off the bus at their designated stops

BUS CHANGES

Bus changes will be made **only for emergencies**. Students must bring a note from parent/guardian to the front office **before 11:00 am** for approval. Students can only hold a seat on one bus for the year therefore students are not allowed to ride a bus other than their own.

LATE BUS PROCEDURES

Whenever drivers are absent or routes don't have a driver assigned, buses may be late. Mariner Middle School employs the following procedures when waiting for late buses.

1. Teachers will display the [dismissal board](#) at 3:55 PM. Students, parents, and guardians may also use this to track bus arrivals.
2. Office staff will use the intercom to dismiss walkers, bikers, and parent pickup students in whatever order is most efficient at 4:00 PM. Students must pay attention to these announcements as well as the dismissal board.
3. Riders of missing buses will remain in their Period 11-12 classes, monitoring the dismissal board. When a bus arrives, riders must report to the bus immediately. Again, it is very important that students **pay attention to the dismissal board** to avoid missing the bus.
4. At 4:15, teachers will accompany any remaining bus riders to the cafeteria.
5. Students must sit immediately upon arrival at the table assigned for their bus.
6. Students must continue to monitor the dismissal board for arrivals. The supervisor will also call bus arrivals over the PA system.

7. To use the restroom, get a drink, or to take care of other needs, students must raise hands. An adult supervisor will assist.
8. At 4:30, bus supervisors will send a late bus messenger to parents and guardians including all routes that have not arrived as of 4:30. The late bus messenger will include the link to the [dismissal board](#).
9. Bus supervisors will provide ongoing details of bus progress and late buses after 4:30 on the [dismissal board](#).

We are hopeful that transportation will function more smoothly in 2023-2024. However, students must remember that the cafeteria is an extension of the bus ride home. Students that misbehave in the cafeteria may be suspended from bus transportation.

CAFETERIA

Mariner Middle School offers both breakfast and lunch in our cafeteria. Students must respect the rights of others as they would in any other classroom.

Students may not move from one table to another. Each table is responsible for cleanup and disposal of trash at the end of lunch to clean their own tables and appropriately dispose of their trash. **Food and drink must be stored in a lunch box during the day and must be consumed only in the cafeteria. Energy Drinks are NOT permitted on campus.** Glass bottles are not permitted on campus. All students are to remain in the cafeteria during their lunch period, unless they possess a written pass from a teacher or are using PBIS kudos to sit outside with friends.

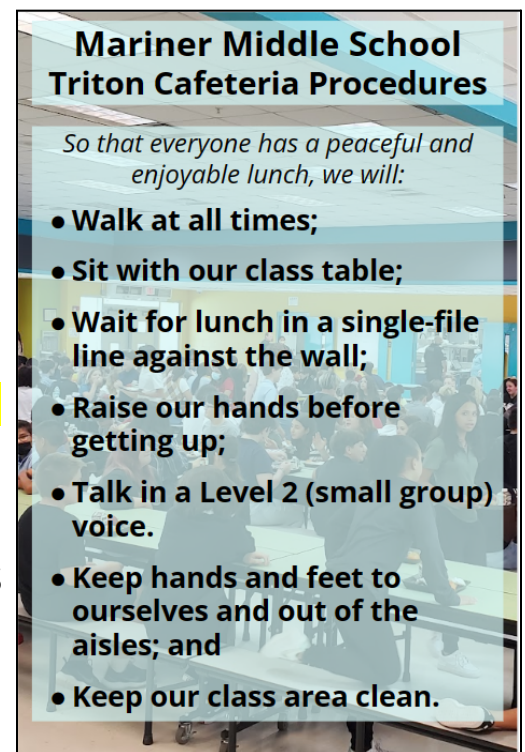
CELL PHONES [See Electronic Devices](#)

CHANGE OF ADDRESS/PHONE NUMBER

If your address or parent/guardian contact information changes please remind them to call the school to make the changes.

CLINIC

The school nurse and/or clinic assistant provides temporary care for injuries and illness. If a student is ill, parents are requested to keep him/her at home, as we are not equipped to keep sick or injured students for extended periods of time.



In order to use the clinic, **your parents must provide permission** to the school. This permission is in the beginning-of-the-year Focus Forms and is required by state law. All parents should complete the **emergency contact forms, also in Focus**; this information should be kept updated as these are used in case of emergency for all students.

If a student must take medication, arrangements should be made with the attending physician so that the medication may be given at home before and/or after school hours. If this is not possible, the medication may be given at school only if failure to take it could jeopardize the student's health. The Parent Permission for Medication Form MIS/398, available from the school, must be filled out by the student's parents. The permission form and medication (fully labeled) must be brought to school in the original container and must be given to the clinic for distribution to the student.

For 2023-2024, students may carry and self-administer headache medications on school property without a doctor's note or prescription. To do this, a parent/guardian and the student must file an authorization form with our clinic. [The form is located on the district website.](#)

If a doctor orders other nonprescription medication, such as cough medicine, it will be necessary for the doctor to give the parents a written note to send to the school. The container of nonprescription medication must be labeled with the student's name and directions concerning dosage. The medication must be given to the clinic for distribution to the student. If any medication is needed for more than a two-week period, the Doctor's Permission for Medication (Form MIS/401) must also be completed.

COUNSELING SERVICES

Mariner has a counseling team with school counselors, a licensed mental health professional, and a school social worker. Each of these team members is available to help students concerning a variety of situations including course selections, test score interpretation, problems in a particular class and problems dealing with home situations. Students may make an appointment at the Student Services desk or by asking a teacher to send an email to the guidance department.

Parents may make a request for a parent-teacher conference or other counselor meeting by calling the front office at 239.772.1848 and requesting a conference.

DISCIPLINE ([SEE PBIS](#))

DRESS CODE ([SEE STUDENT DRESS](#))

ELECTRONIC DEVICES

Students may possess mobile phones while on campus. However, phones must be powered off and in backpacks per School District Policy unless being used for an adult-approved activity. At no time should students be using their phones to take pictures or video recordings of any nature. Other electronic devices, such as handheld gaming devices, bluetooth headphones or earbuds, smart watches, and similar electronic devices must also be powered down and in backpacks. Electronic devices can become very expensive, students must understand that **the school accepts no responsibility for loss, damage, or theft:** It is best to leave electronic devices at home.

Students also must understand that inappropriate mobile communications can cause a great deal of distractions and safety concerns during the school day. Therefore, violations of the electronic device guidelines carry disciplinary consequences:



Electronic Devices must be powered OFF and stowed in your backpack during the school day.

First Infraction: **Warning**, written guidelines provided, parent contact (School Messenger).

Second Infraction: **Parent Pickup of Device and In-Person Parent Conversation**, written guidelines provided, (Next step parent pickup and disciplinary referral, after school detention)

Third infraction: **Parent Pickup of Device, Disciplinary Referral (INS)**, written guidelines provided, **After School Detention**, (Next step parent pickup, disciplinary referral and Thursday Night School)

Fourth Infraction; **Parent Pickup of Device, Disciplinary Referral (INS)**, written guidelines provided, **Thursday Night School**, (Next step parent pickup, disciplinary referral and Saturday School)

Fifth Infraction: **Parent Pickup of Device, Disciplinary Referral (INS)**, written guidelines provided, **Saturday School**, (Next step Administrative Review)

EMERGENCY DRILLS

Drills will be held at regular intervals. These drills are necessary to ensure the student's safety in the event of a real emergency. Orderly and quiet behavior should prevail during all drills. Guides for evacuation and assembly are posted in each classroom. Students will be given specific instructions by faculty during such situations.

EXPECTATIONS FOR STUDENT BEHAVIOR

- Ready
 - Attend every school day, unless you are sick
 - Get a good night's sleep

- Be prepared for class, and be on-task in class.
- Reliable
 - Be where you are supposed to be, and be on time to your destination.
 - Tell the truth to your friends, to yourself, and to adults on campus
- Responsible
 - Accept responsibility for your actions that result in negative *or positive* outcomes.
 - Trash always belongs in a receptacle and never on the floor, in the courtyard, or in the restrooms.
 - Complete assignments and tasks on time and by the due date.
- Respectful
 - Be kind—to your teachers, staff members, your friends, and your family. Whether you are in the middle of a project or in a disagreement, kindness goes a long way to finding a solution.
 - Gum and Candy are prohibited. After breakfast is over, food is prohibited outside the cafeteria. Food for lunch will be stored in your lunch box within your backpack. You will be directed to discard any food you take outside of the cafeteria. Any treats provided within a class must be consumed within that class.
 - Obscenity, profanity, and inappropriate gestures do not reflect you in a positive light and are prohibited.
 - If you're not OK with behavior directed towards you, say so. Be clear and direct. If the behavior continues, seek help from an adult *before* the situation escalates. This is NOT “snitching;” it is showing respect for yourself .
- Role Model
 - Take advantage of every opportunity to demonstrate your mastery of learning objectives: Zeros aren't permitted!
 - Treat others in the way you would like to be treated.

These five expectations describe a successful Mariner Middle School student. We all share the responsibility for making Mariner a special place where everyone feels valued and where excellence in performance is the ultimate goal.

Students who choose to disregard established classroom and school rules will receive disciplinary consequences established within school and classroom discipline plans. These plans aim to help students make responsible choices. However, our disciplinary system is progressive, with the repeated misbehavior resulting in elevated consequences. Please see the [Discipline Section](#) under PBIS for more information.

HOME/SCHOOL COMMUNICATION

FOCUS PARENT PORTAL

Parents must set up an account in Focus for real-time access to their student's gradebooks and to approve various forms for their student. Directions for setting up the Focus Parent Portal can be found in the front office and [here](#). Student grades are available 24 hours a day and can be accessed using Focus Parent Portal. Grade reports are by subject and reflect the student's current grade. You can also view attendance reports.

GOOGLE CLASSROOM

Nearly all of our classes use Google Classroom to house information, to communicate with students and families, and to assign assignments or assessments.

TRITON UPDATE

Parents receive a newsletter monthly (or more frequently). It is posted on the [school website](#).

SCHOOL MESSENGER

Teachers often use School Messenger to communicate with students and families. It enables teachers or administrative staff to communicate via voice, text, and email in multiple languages. For example, each Triton Update is accompanied by a School Messenger that informs parents of its posting.

HOMEWORK

Homework is considered to be an important part of learning. We encourage you to set aside time on a daily basis for study at home. This will add to your academic learning experience and will certainly improve your grades.

LOST AND FOUND

The Lost and Found is located in the media center. If you find something, please turn it in to the office as you would want the same courtesy.

MEDIA CENTER

Mariner Middle School offers a media center that provides learning, supplemental and recreational materials in the form of books, magazines, and audio-visual materials. Mariner Middle is also fortunate to have the regional library next door which can be visited by teachers

during the school day. Use of the media center is a privilege, and a pass from your teacher is necessary if you want to use the media center during school hours. **If books are not returned you may not be able to participate in special activities such as field trips, dances, etc.**

MONEY AND VALUABLES

Large sums of money or valuables should not be brought to school. This includes high value items such as jewelry, smartphones, smartwatches, bluetooth headphones or earbuds, or personal items that carry high sentimental value. **NEVER LEAVE VALUABLE POSSESSIONS UNATTENDED. THE SCHOOL WILL NOT BE RESPONSIBLE FOR RECOVERY OF ANY OF THESE ABOVE MENTIONED ITEMS THAT ARE TAKEN DURING SCHOOL HOURS.**

PARENT PICK-UP

Students must be picked up and dropped off only via the **Parent Pick-Up lane** in the front of the school directly off of Chiquita Blvd. Vehicles should always pull all the way forward and must not be left unattended. During afternoon pick-up students must wait to load their vehicles until instructed to do so by the Parent Pick-Up Supervisor. For safety reasons students may not be picked up or dropped off in the front or rear parking lot or on the side streets near the school.

PARTICIPATION IN P.E.

Physical Education classes at Mariner Middle School offer students a chance to learn, understand, and appreciate the important aspects of physical fitness, learn lifelong skills and enjoy and develop an active lifestyle. PE is a state requirement, and it is our goal to provide yearlong PE for every student. In some cases, full-year PE will not fit into a student's schedule. In the event that PE is not possible for a student, a waiver process is available.

For the sake of good health and comfort, students **MUST** dress out for physical education. The appropriate attire for physical education is determined by the physical education faculty. Uniforms can be purchased from the school. All clothing should be labeled with the student's name in indelible ink. Students will need to purchase a combination lock for their locker through the PE dept. Staff will not be responsible for items not locked securely in lockers.

PASSES

Students must always have a pass from a teacher to be out of their assigned area. This includes passes to the restroom, clinic, main office, media center, and guidance office or to other teachers. Students may only report to the destination on their pass and return quickly and efficiently to class.

PBIS (POSITIVE BEHAVIOR INTERVENTION AND SUPPORTS)

AWARDS

Awards for outstanding work, positive attitudes, and academic and personal growth in their subject area throughout the year are possible awards teachers can implement in the classroom. Awards programs will be held each spring during the early release days. Many of you will be asked to assist in the organization of this event.

We will also recognize Academic Honor Roll each nine weeks. Honorees are determined by letter grades:

- The A Honor Roll includes students with all As in academic areas and no grade lower than a C in the electives.
- The A/B Honor Roll includes students with As and Bs in all academic areas and no grade lower than a C in the electives.
- Academic Growth Awards includes significant growth as measured FSA-FSA or across diagnostic windows

Additionally, Mariner Middle School honors 8th grade students who meet the criteria for the President's Award for Educational Excellence. Selection criteria include grade point averages, norm reference test, initiative, integrity, leadership qualities, as well as a high recommendation from a teacher and or a staff member.

RECOGNITIONS

Kudos in the Focus gradebook are used to recognize the positive things students are doing on campus. This ties into our school wide PBIS plan. Students have a menu of rewards to select from. Kudos accrue throughout the school year but do not carry over from one grade to the next. Our current Kudo menu includes:

Schoolwide Menu	Cost	Who redeems?
Tardy Pass (<2 minutes late)	5	Teachers
Bingo Party	10	Team Leaders
Mentor Time Fun Friday on the courts	10	AP
Golf Cart Ride to Class	20	Principal
Principal for a Day	50	Principal

Lunchtime Menu		
Sit outside at lunch with two friends	5	Cafe Staff
Popcorn Party in cafeteria	5	Cafe Staff
Classroom/Grade Level Kudos		
<u>Your teacher will share ways you can redeem your kudos</u>		

DISCIPLINE

In a well-organized community, there is always a need for rules and regulations to guide its members. Failure to act responsibly and to recognize the rights of others requires corrective action which may include school discipline.

The chart below provides a descriptive outline of the Discipline procedures for Mariner Middle School

Teacher (Classroom) Management Plan

- Teachers develop procedures for classroom behavior *to avoid* contacting the office.
- Example: During the first week of school develop with students' specific expectations different procedures in the classroom and responses if these are not followed.
- Also, see [Tardy](#) and [Student Appearance and Dress](#) for Discipline plans for these issues.
- Minor infractions accrue per behavior, per child.

Step

1. **Warning:** Teacher discusses the behavior and correct replacement behavior with the student. The teacher may also assign a classroom consequence such as a seat change.
2. **Warning:** Teacher discusses the behavior and correct replacement behavior with the student. The teacher must assign a classroom consequence.
3. **Telephone Parent:** Parent is contacted to discuss the behavior and the contact is documented in Focus. The teacher must assign a classroom consequence.
4. **Minor Infraction in Focus:** Teacher describes the behavior and the correct replacement behavior with the student. Teacher may assign classroom consequences or team consequences such as a team time-out.

5. **Minor Infraction in Focus:** Teacher describes the behavior and the correct replacement behavior with the student. Teacher must assign classroom consequences or team consequences such as a team time-out.
6. **Minor Infraction in Focus, Telephone Parent:** Teacher describes the behavior and the correct replacement behavior with the student and with the parent on the parent contact. Teacher also communicates that the next incident of this behavior will result in a disciplinary referral to administration. Teacher must assign classroom consequences or team consequences such as a team time-out.
7. **Standard Discipline Referral-Step 7+:** Teacher will enter a discipline referral in Focus.



School (Administrative Referral) Plan

Step 7+: Please enter the referral in Focus.

- **Referral 0-1:** Remaining at Tier I is the goal of every student. Students should be able to correct negative behavior and display positive behavior with a minimum of administrative direction. Last year, 82.5% of our students were in Tier I!
- **Referrals 2-5:** Tier II–These students will be monitored and may be entered into MTSS for behavior. Last year, 11.3% of our students fell into Tier II.
- **Referrals 6+:** Tier III–these students receive the most intensive support, will receive an MTSS plan, and may check in/out with administration or school counseling. Last year, 6.3% of our students qualified for Tier III supports.
- **Referral 10-12:** This is rare, and fewer than 2% of students get to this point. The school will schedule an administrative hearing with parents to discuss the student’s options moving forward. At the conclusion of the hearing, the student may be recommended for alternative placement. If the student is not recommended for alternative placement, then significant interventions, such as behavior agreements and/or mandatory schedule changes may be instituted.



District Disciplinary Plan

- Occurs when PBIS, MTSS, and disciplinary consequences are not successful in encouraging appropriate student behavior.
- An administrative hearing will be scheduled. At a hearing, the Assistant Principal for Discipline and Attendance presents disciplinary steps that have led to the hearing. The student has an opportunity to share his/her perspective, the parent has an opportunity to share his/her perspective, and the principal may ask questions of the assistant principal, student, or parent.

- The outcome of a hearing may be a second chance, additional suspension, or recommendation for alternative placement. A recommendation for alternative placement is just that—when we refer a student for alternative placement, we are transferring our school’s disciplinary authority to the district. The district will also review the disciplinary findings and may unenroll the student from our school and re-enroll the student at Success Academy (formerly ALC) for 45 or more days.
- **Do Not Return:** In some cases, particularly when a target of student misbehavior remains on campus, school administration may issue a Do Not Return directive. In these cases, the student may not return to Mariner Middle School after completion of Success Academy.

REPORT OF STUDENT PROGRESS

Electronic report cards are issued to students each nine weeks through Focus. They serve as a progress report indicating an academic grade and the instructor’s comments for each subject in which the student is enrolled. Attendance is also reported on this form. Interim reports are also posted electronically halfway through each quarter. As always, parents and students can access real-time grade and attendance information in Focus.

RESPECT FOR EQUIPMENT AND FACILITIES

Each student is encouraged to assume responsibility for the care of school property. Accidental damage of school property may require reimbursement by the student for repair or replacement. Malicious damage must be repaired or replaced at the student’s expense. In addition, appropriate disciplinary procedures or legal action may be invoked in the event that malicious intent is determined.

SCHOOL HOURS

School Office hours for the school year are 8:00 AM – 5:00 PM. Students are in class from 9:35 AM – 4:00 PM, with the first academic period beginning promptly at 9:45 AM.

Students are not to be in or around the building prior to 9:20 AM or after 4:00 PM without prior approval from the principal. Students may only be on campus prior to 9:20 AM or after 4:00 PM if supervised by a staff member. Even with prior approval, students must be supervised during their stay by a Mariner staff member.

SEXUAL HARASSMENT AND HARASSMENT

Everyone who works and learns in The School District of Lee County has a right to feel respected and safe. If any words or actions make you feel uncomfortable or fearful, you need to tell a teacher, counselor, assistant principal or the principal. Your right to privacy will be respected as much as possible. We take seriously all reports of sexual harassment and harassment based upon race, age, national origin and disability, and will take all appropriate action to investigate such claims, to eliminate that harassment, and to discipline any persons found to have engaged in such conduct.

The School District will also take action if anyone tries to intimidate you or take action to harm you because you made such a report. **SEXUAL HARASSMENT AND HARASSMENT BASED ON AGE, RACE, NATIONAL ORIGIN AND DISABILITY ARE AGAINST THE LAW. DISCRIMINATION IS AGAINST THE LAW.** Please refer to the Lee County School District Code of Conduct for details.

SIGNING OUT OF SCHOOL

If a parent should find they must sign a student out early from school they **MUST** come to the front office with a photo ID. The student will **NOT** be called from class until the parent is present. Only people with ID designated on the emergency card can sign a student out. Please make sure your information is up to date in Focus. If possible, please schedule outside appointments after school hours whenever possible to allow students maximum time in class.

Unless an emergency arises, students will not be dismissed from class between 3:30 PM – 4:00 PM.

SMOKING

It is against school board policy for anyone to use tobacco in any form while in the school building and on campus. The possession of any tobacco product, vapes, lighters, and/or matches, while on campus or at any school activity, is prohibited. Violation of these policies will result in disciplinary action.

STUDENT ACTIVITIES

Throughout the year we will have a variety of activities, including dances, fairs, field trips, etc. Even though these trips are sometimes off campus, all school rules apply. Supervision of students will end at the specified ending time of the event. Parents are expected to pick their children up on time or notify the school that they will be late. Student behavior and items past due may be used to determine eligibility in after school student activities.

STUDENT DRESS

2023-2024 Dress Code Plan

Students with NO recorded dress code violations will earn kudos quarterly

1st Dress Code: Documentation, reteach expectations, correct to Triton dress code.

2nd Dress Code: Documentation, reteach expectations, correct to Triton dress code.

3rd Dress Code: Lunch Detention, correct to Triton dress code, parent pick up of item out of Triton dress code.

4th Dress Code: After-school detention, correct to Triton dress code, parent pick up of item out of Triton dress code.

5th Dress Code: Thursday Night School, correct to Triton dress code, parent pick up of item out of Triton dress code.

6th Dress Code: Saturday School, correct to Triton dress code, parent pick up of item out of Triton dress code, Administrative Review.

Mariner Middle School encourages our Tritons to dress for success! Our dress code policy clarifies expectations set by the district in the 2023-2024 Student Code of Conduct. The county dress code states:

The purpose of the dress code is to encourage students to focus on the learning process without the distractions of unsuitable dress and grooming, as well as developing good habits that will lead to "dressing for success" in college and career. Students shall maintain a clean, orderly

appearance at all times. The responsibility for the personal appearance of the student rests with the parent/guardian and the student. Personal appearance shall not disrupt the educational process. A student who is dressed appropriately is demonstrating a respect for self and others, as well as contributing to a safe and orderly learning environment. The following establishes the minimum acceptable standards for student dress to be interpreted and enforced by the principal or designee. Enforcement will focus on positive guidance without embarrassment to the student and should not disrupt the educational process. Principals have the authority with their staff and community, as permitted by School Board policy, to establish additional standards at individual schools.

Tops:

- *Shirts shall be appropriately fastened in accord with the design of the shirt. The length shall extend beyond the waist level.*
 - At Mariner Middle School, "appropriately fastened" means that all buttons save the top button of polo shirts must be fastened, and buttons may not be removed.
- *Clothing that exposes underwear or body parts in an indecent or vulgar manner is prohibited.*
- *Transparent or see-through tops, tops that bare midriff, strapless, low-cut clothing or tops and outfits that provide minimum coverage or are of a suggestive nature are prohibited; halters, backless dresses or tops, tube tops, tank tops, muscle shirts or any clothing which may be distracting are prohibited.*
 - At Mariner Middle School, appropriate tops include
 - polos
 - oxfords
 - Mariner Tritons spirit t-shirts or any solid-colored t-shirt.

Bottoms:

Las versiones en español del manual están disponibles en la oficina.

- *Apparel shall be adequate in both length and coverage to be considered appropriate for school.*
 - *At Mariner Middle School, “adequate length” means that skirts, shorts, or dresses must extend to a minimum of three inches above the student’s knees.*
 - *At Mariner Middle School “adequate coverage” means bottoms constructed of sturdy material, such as cotton or denim.*
- *Pants shall be worn fastened and at the waist with no undergarments showing.*
- *Pants with holes, tears, etc. may not be worn if, in the principal’s judgment, they may cause a disruption to the school environment.*

Footwear:

- *Students must wear shoes at all times that are safe and appropriate for the learning environment.*
 - *At Mariner Middle School, “safe and appropriate” means closed-toe shoes with backs or back straps.*

Outerwear:

- *The wearing on campus of hats, caps, headgear (including hoodies) or sunglasses except in conjunction with designated school-approved uniforms or at authorized athletic practices or activities is prohibited. There may be certain exceptions for medical conditions, religious observation and physical education classes held outside. The principal will determine these exceptions.*
 - *At Mariner Middle School, jackets or sweaters may not have a hood.*
 - *At Mariner Middle School, an appropriate top must be worn under any outerwear.*
- *Long/oversized coats, jackets or jerseys are prohibited.*

Miscellaneous:

- *Any articles of clothing or jewelry that could likely cause injury – such as chains, bracelets, rings and chokers with or without spikes or studs – are prohibited.*
- *Wallet chains of any length are prohibited.*
- *Apparel, emblems, insignias, badges or symbols that promote the use of alcohol, drugs, tobacco or any other illegal activity are prohibited.*
- *Apparel or symbols which may be gang-related may not be displayed on a student’s person or in the student’s possession.*
- *Gang-related tattoos, or other tattoos that may cause a substantial disruption to the educational environment as determined by the principal, are prohibited.*
- *Adornments that, in the principal’s judgment could cause injury, be a safety risk or cause a disruption to the school environment may not be worn. Examples of prohibited adornments include, but are not limited to, hoops or rings attached to the nose, eyebrow, cheeks or lips.*

- At Mariner Middle School, hoop earrings larger than a half-dollar are also prohibited. Again this is to promote safety in the hallways, particularly during congested passing times.
- *Any method of public display (including clothing, nail polish and other items that may be worn or carried) of an organization affiliated with controversial, obscene or illegal activities on a person may not be worn if, in the principal's judgment, they may cause a substantial disruption to the school environment.*

A one-page [student dress code](#) is available on our website.

TARDY (SEE [ATTENDANCE AND TARDINESS](#) FOR ADDITIONAL DETAIL)

Students who arrive late to school (after 9:45 AM) must report to the front office with a note from their parents stating the reason for their tardiness. The line at parent drop-off is sometimes long. Please allow adequate time. Unexcused and/or repeated tardiness will result in disciplinary consequences in accordance with our attendance intervention plan.

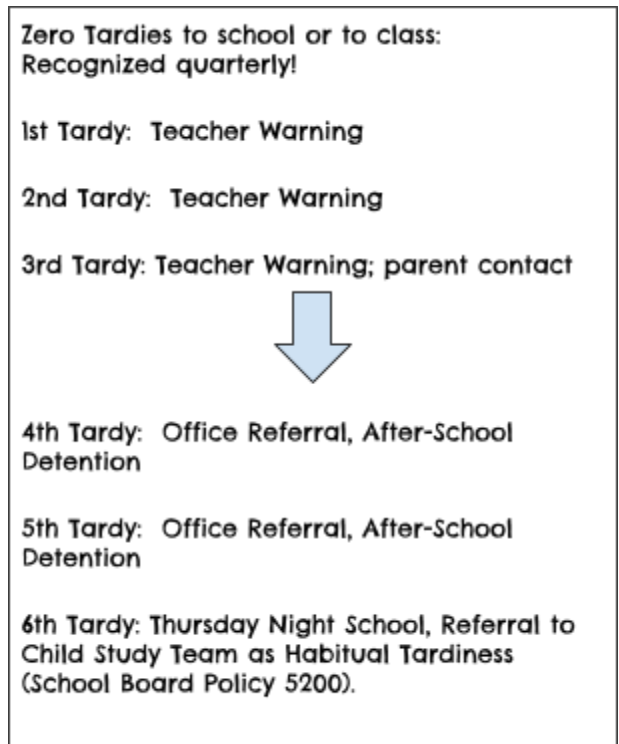
During the school day, Mariner Middle School maximizes in-class time with three-minute passing periods. Students must move quickly and efficiently between classes.

We researched student tardiness in the 2022-2023 school year and discovered that the students were marked on-time **99% of the time**. Still, some of our students need can and must do better about arriving on time to class.

We are going to be tracking tardies quarterly. Students who are on-time *and* have 90% or higher attendance will be recognized and earn a treat!

However, you *may* run a little late from time to time, and that's OK—the hallways might be busy, a stop to the restroom might be necessary, you may ask another teacher a question on the way to class, or you might have simply talked too long with a friend.

We become concerned when lateness affects your classwork or becomes a disruptive pattern. Your teacher will call home on the third tardy, and if you receive four tardies to the same class during the same quarter, you will receive an office referral. Take a look at the diagram above for a summary.



TELEPHONES

Telephones are reserved for school business. Parents may reach the school at 239-772-1848. Telephone calls will not be put through to staff members who are supervising students except in the case of extreme emergency. Staff members regularly check for messages and will return telephone calls at their earliest convenience.

Telephone calls will not be put through to students. Students will be permitted to use the telephone at the Student Services desk. Students must have a pass. Changes in the normal way students go home at dismissal should be **planned in advance** and will only be honored in case of emergency with written permission from the parent. Mariner Middle School will follow the Lee County School District policies for temporary changes in school bus transportation. Telephone permission for attendance of school field trips is not permissible.

TEXTBOOKS & CHROMEBOOKS

Basic hardbound texts, paperback books, and Chromebooks are provided for loan to the students. These books belong to the taxpayers - your parents - so take good care of them.

- Check your hardbound textbooks thoroughly when you receive it so that you won't be blamed for any prior damage.
- Your consumable textbooks (the ones that you write in) are much more fragile—take care of them! We do not have extra copies if students lose or destroy consumable textbooks.
- **Students are responsible for any damaged or lost textbooks or Chromebooks.**

VISITORS

All visitors to the school must report to the front office to register. **Violators are guilty of trespassing.** Former students are welcome to visit the campus only with a teacher's request and administrative approval made at least one day prior to the day of visitation.

WITHDRAWALS AND TRANSFERS

The parent must be present with photo ID to withdraw and/or transfer their student. All due textbooks, library books, and Chromebook must be returned before a withdrawal and/or a transfer can take place.

***DRAFT APPENDIX 1: DISCIPLINE CATEGORIES AND CONSEQUENCES

Mariner Middle School follows the Lee County School District Code of Conduct. Disciplinary consequences flow directly from the Code, but we are working to build guidelines *here* so that students are informed of possible consequences and rewards. We will work on this appendix throughout 2023-2024. While we must conform to the Code of Conduct, we will work with staff and Student Council as we build this guide.

Behavior Affecting the Learning Environment

Disruptive Behavior: Participating in and/or encouraging any activity that substantially disrupts the classroom environment or its related functions.

Insubordination/Disrespect: Refusal or failure to follow a direction or an order from a school staff member, bus driver or any adult in authority, and/or the use of words or acts which demean, degrade, antagonize or humiliate a person or group of persons.

First:

Second:

Third:

Fourth:

Skipping Class

First:

Second:

Third:

Fourth:

Unauthorized Area

First:

Second:

Third:

Fourth:

Electronic Device

First:

Second:

Third:

Fourth:

Tardiness

First:

Second:

Third:

Fourth:

Cheating

First:

Second:

Third:

Fourth:

Dress Code Violation

First:

Second:

Third:

Fourth:

Behavior Affecting the Safety or Well-Being of Self or Others

Safety Violation

First:

Second:

Third:

Fourth:

Horseplay

Profanity

Peer Conflict

Fighting

Physical Attack

Tobacco Possession

Threat/Intimidation

Drug Use/Possession - Excluding Alcohol

False Accusation

Harassment