

Independence Charter Middle School

STUDENT AND PARENT HANDBOOK

MISSION STATEMENT

Our mission is to provide each student an academically challenging and equitable educational experience based on safety, respect and accountability through team teaching, and dynamic, interactive student, parental, and community involvement. These students will possess eagerness, high school readiness, and the skill for life-long learning.

CODE OF CONDUCT

All students admitted to ICMS must sign a “Code of Conduct” in which they promise to conduct themselves respectfully and properly. A copy of both the parent/guardian and student “Code of Conduct” are listed below. In addition to this, teachers are required to sign a Code of Conduct. These Codes are in effect while at school or any event representing ICMS. It is very important that we all work together in setting an example for our children. ICMS and its staff believe in positive discipline, and setting a positive example is the first step.

CODE OF CONDUCT FOR PARENTS/GUARDIANS:

I understand that I have chosen to enroll my child in the Independence Charter Middle School, and to be a vital part of my child’s education as an adult role model. With that I PROMISE...

- ◆ To be a positive role model for my child.
- ◆ To complete a minimum of 40 hours of school volunteer activities per year (or 60 hours for two or more children).
- ◆ To attend parent meetings and conferences.
- ◆ To support my child’s education via regular communication to teachers and the administration.
- ◆ To monitor my child’s study habits and the completion of my child’s homework or assigned projects.
- ◆ To conduct myself in a responsible and mature manner in my interactions with teachers, administrators, staff members, and students.
- ◆ To make sure my child attends school regularly and arrives on time.
- ◆ To pick my child up from school in a timely manner.
- ◆ To support classroom rules set by teachers.
- ◆ To refrain from profanity in speech and written language at all times.
- ◆ To abide by ICMS policy concerning restriction of weapons on school grounds.
- ◆ To be financially responsible for the restoration of school property caused by defacing, destruction, or loss of said property by my child.
- ◆ To enforce the student dress code for my child.
- ◆ To participate in parent/student continuing education when offered by the school.
- ◆ To ensure that my child abides by the Student Code of Conduct.
- ◆ To follow the Parent Code of Conduct while on school grounds and at school sponsored events and activities.

I understand that I have made the choice for my child to attend Independence Charter Middle School and the Governance Committee of the school may modify the Code of Conduct. Furthermore, ***I understand that all consequences for misconduct, including those for dismissal from the school, are unique to children who attend Independence Charter Middle School.***

Parent Signature (Guardian)

Date

CODE OF CONDUCT FOR STUDENTS:

I understand that I choose my own actions and reactions to others and to situations. I also understand that every choice has a consequence, whether it be positive or negative. With that, I PROMISE...

- ◆ To treat myself, teachers, peers, and the school grounds with respect.
- ◆ To obey school and classroom rules set by teachers.
- ◆ To refrain from any behavior that interferes with teaching or disrupts the learning environment.
- ◆ To participate in physical education activities and to maintain a healthy lifestyle by avoiding harmful substances and behavior.
- ◆ To refrain from profanity in speech and written language and indecency in personal conduct.
- ◆ To settle disputes with my peers and if unable to settle them I will seek help from an adult at the school.
- ◆ To not endanger others or myself by bringing any form of weapon, weapon replicas or weapon-related instrumentalities to the school.
- ◆ To refrain from vandalizing or misusing any school property (i.e. books, lockers, and equipment on school grounds).
- ◆ To keep hands, feet and objects to myself at all times.
- ◆ To take responsibility for my education by having good attendance, arriving at school on time, coming to class prepared, completing homework or assigned projects on time, and by not engaging in any form of academic dishonesty.
- ◆ To not engage in any form of intimidation, bullying, or harassment (sexual, racial/cultural, reference to a disability or otherwise).
- ◆ To not participate in secret societies (i.e. gangs or occult activities) on school grounds or at school sponsored events.
- ◆ To strive to exhibit behaviors that earn the respect of teachers, peers and parents.
- ◆ To follow the school dress code.
- ◆ To follow the Code of Conduct at school and all school sponsored events and activities.
- ◆ To be where assigned at all times.
- ◆ To not participate in any illegal activities while at school and/or school sponsored activities.
- ◆ To refrain from hitting, pushing, tripping or other means of horseplay.
- ◆ To not possess, use, distribute, sell, conspire to sell, or be under the influence of alcohol or other prohibited or controlled substances.
- ◆ To refrain from threatening behavior whether written, verbal or physical.
- ◆ To follow the Acceptable Use Policy for all personal and school technology.

Furthermore, I understand that all consequences for misconduct are unique to students who choose to attend Independence Charter Middle School and may be modified by the Governance Committee of the school. ***I understand that failure to abide by the Code of Conduct can serve as grounds for dismissal from Independence Charter Middle School.***

Student Signature

Date

GENERAL INFORMATION

School Hours: The building is open to students from 7:00 a.m. to 4:15 p.m. daily. Students may not be dropped off prior to 7:00 a.m. and must be picked up no later than 3:15 p.m. Students enrolled in After School Activities must be picked up no later than 4:15 p.m. This is a student safety and supervision issue. A \$100 per semester After School Activities fee will be charged if a student is regularly left at school past 3:15 p.m.

Visitors: In order for us to provide a safe environment for our students and staff, all parents and visitors to ICMS must check-in directly through the office for clearance. A visitor ID is required for all visitors entering the building. Those without authorization are trespassing and subject to arrest. **Parents requesting to shadow students will be required to make prior arrangements.**

Immunization Requirements: * *7th Grade: "Tdap Booster" Must have for the beginning of the school year.*

6th--7th and 8th Graders:

5 DPT/DTaP/TD	3 HEP B*
4 Polio	2 HEP A*
2 MMR*	Tdap Booster

*MUST BE COMPLETED BY THE FIRST DAY OF SCHOOL TO ATTEND.

Health Concerns: It is the responsibility of the parents to notify the school if their child has a temporary or permanent health problem. Health problems may restrict some students from participating in some school activities, such as physical education. Written notification from a family physician describing the condition and advising the school of the type and length of restriction is requested. Permanent restrictions must be reported to the office at the beginning of each school year.

Emergency Care: Parents must provide ICMS with a minimum of three (3) emergency telephone numbers in case the student becomes ill or has an accident. The principal or designated person will provide first aid and attempt to notify the parent/guardian as soon as possible. If the school cannot reach the parent/guardian in an extreme emergency, EMSA or other emergency medical services may be called. Expenses for emergency care will be directed to the parents. **It is important that parents immediately update emergency numbers when changes are made.**

Administering Medicine to Students: School employees, under strict procedures, may dispense medications. Medications must be unopened and in original container and labeled with the child's name and instructions for dispensing. The school principal or their designee are the only ones authorized to dispense medicine upon the written directions of a physician. A student that needs to carry an inhaler, EpiPen, insulin pump or other approved medical device or medication with him/her at all times must register it in the office. Otherwise, NO medications are allowed with the students while at school. This includes any over-the-counter medication, antacids, and cough drops. The office staff and faculty are not allowed to dispense any medicines, prescription or over-the-counter, not authorized by a physician. It is the responsibility of the parent/guardian to provide the school with a written statement/action plan signed by a physician for any specific medical accommodations required by a student.

Student Care/Release: A request for the release of a student from school will only be honored to persons authorized to check the student out of school. Students are only released to the custodial parent/guardian, the non-custodial parent (with written authorization of the custodial parent and presentation of certified copy of a legal document providing relationship to the student), or the custodial parent's designee. It is the responsibility of the custodial parent to notify the school of restrictions related to the release of a child, such as divorce

decrees that limit or deny access to school information. The non-custodial parent is responsible for providing mailing information to the school.

Pledge of Allegiance: The Pledge of Allegiance to the United States Flag and the Oklahoma Pledge may be given during programs and assemblies throughout the school year. Students have the right not to participate, but non-participating students must remain silent and respect the rights of others during the ceremony.

Students Records (FERPA): Upon request, the official records of a student may be inspected and reviewed by the student's parents or an eligible student eighteen years or older.

Textbook/School Equipment Responsibility: All students are issued textbooks, equipment, and/or uniforms. These items are the property of Independence Charter Middle School. Students and their parents are accountable for all issued textbooks, school equipment, and/or uniforms. These items must be returned at the end of each school year, or when withdrawing or being released from ICMS for any reason.

With the advent of powerful hardware and software, the Internet and the World Wide Web, computers have become a major communication tool. While computer use can stimulate intellectual, social and cultural growth, it can also facilitate harassment and other irresponsible, destructive behavior. Independence Charter Middle School will make it mandatory that **all students sign an ICMS Acceptable Use Policy** for the responsible use of technology while on the school grounds. The policies defining and governing acceptable and unacceptable use will apply to anyone who uses any computer system, network system, Internet or Intranet web site, or other data processing equipment owned or leased by Independence Charter Middle School as well as personal access systems, such as personal cell phones, smart watches or tablets, when used to access Independence Charter Middle School systems.

Financial Obligations: The administration may withhold grades, class schedules, withdrawal forms or other records of any student who fails to make financial restitution for lost textbooks, school equipment, and/or library books. Parents/Guardians are also requested to pay for any of the stated items if lost or damaged.

Care of Personal Property: Students are responsible for the care and safety of their own personal property. Names **MUST** be placed on supplies, uniforms, coats, and other items needed at school. Physical education uniforms are required and **MUST** have the students' name marked inside the uniforms. Mark regular uniforms and coats, book bags, backpacks, pencils bags, etc. Electronics, such as handheld video games, tablets/Ipads, cell phones, smart watches, lasers and other electronic devices are not permitted in lockers, backpacks, book bags, gym bags or class unless specific permission has been granted by school administration. Phones must be turned into the office until after school. If a student is attending an after-school activity, their phone must stay in the office until dismissal at 4 p.m. ICMS does not carry theft insurance and is not responsible for a student's lost items if stolen or damaged at school.

Search of Students/Student Lockers/Student Property: A search of an individual student, student property, lockers or school-wide searches may be conducted to safeguard the educational process, preserve discipline and order, and promote the safety and security of all students and faculty at Independence Charter Middle School. Students **do not** have privacy rights on school property. Lockers, desks, backpacks, gym bags and book bags may be searched with reasonable suspicion of any violation of state law or school policy. At least one adult witness must be present during the search of student property, locker or desk.

Closed Campus: Students will not be released early from school unless their parent/guardian comes **into** the school and officially checks them out. This requires a name and signature for release, whether the student is going to lunch or an appointment. Students will **NOT** be allowed to leave with other parents and/or students

during the lunch period. A note from a parent stating permission for their child to leave with another student/parent for lunch will **NOT** be permitted.

Sexual Harassment: ICMS prohibits unwelcome sexual advances, requests for sexual acts or favors, with or without accompanying promises, threats or reciprocal favors or actions, or other verbal or physical conduct of a sexual nature. This includes lewd or sexually suggestive comments, off-color language or jokes of a sexual nature, gestures, slurs and other verbal, graphic, or physical conduct relating to an individual's sex, or any display of sexually explicit pictures, greeting cards, articles, books, magazines, photos, drawings or cartoons, which adversely affect a student's performance. Victims shall be referred to the school counselor and/or administration. Perpetrators will be considered for suspension, reported to law enforcement personnel, and/or released from ICMS.

Safety Guidelines: Safety awareness and the prevention of accidents are important goals of our school. Students will follow the rules and procedures that specifically address safety to them and others:

1. Students will walk safely through the building as well as outside.
2. Students will walk on sidewalks if available.
3. Students will not approach or enter strange automobiles. Invitations to do so should be reported immediately at home and at school.
4. Students are to be considerate of smaller and younger students, or visitors.
5. Students are to remain on school grounds before and after school, unless specified by faculty and/or parents. Written parental permission or notification is necessary for students to leave the school grounds.

Cafeteria Rules:

1. Sit down and wait for a duty teacher to dismiss your table to get in the lunch line.
2. Students will be dismissed for the lunch line when the table is full and students are calmly and quietly seated.
3. Cutting in line is prohibited unless a student has a pass.
4. Students need to remain quiet in the lunch line out of respect for our cafeteria workers.
5. Students need to raise their hands and wait for teacher permission to leave the table for any reason.
6. All students, regardless of grade level, will use the 6th grade bathrooms during lunch.
7. If students feel they need a coat/jacket, it should be brought with them to the cafeteria.
8. Wait for teacher dismissal to go outside and/or return to class at the end of the lunch period.
9. Out of respect for our school and our custodian, students will clean up their area before being dismissed. Second lunch students will also be required to stack their chairs.
10. Food and drinks are prohibited outside the cafeteria.
11. During the lunch periods, students must enter and exit the school through the cafeteria doors.

Outdoor Rules:

1. When outside for recess or other activities, students are to remain on or inside the track, the basketball court or by the swings. Students cannot be around the storage sheds, fences surrounding the property, or climbing the trees or other outdoor features.
2. Playground equipment must be used appropriately and returned to the designated place when finished.
3. Students are expected to respond immediately to the whistle.
4. As in all other areas of school, students are expected to show respect to other students, the teachers and the campus at all times. Play by the rules and be a good sport.

Attendance: School attendance is important to the student's success. Poor attendance often results in poor achievement. IT IS THE RESPONSIBILITY OF THE PARENTS TO NOTIFY THE OFFICE OF A STUDENT'S ABSENCE. Students are expected and required by Oklahoma Law to attend school every day the

school is in session, except on those occasions when the school has been notified of an illness or a family emergency. The school needs to be notified if a student will be absent for a pre-arranged non-school activity. Failure to do so may cause the student to incur an “unexcused absence.” It is the responsibility of the student to make up any work that has been missed due to an absence. **The number of consecutive days absent plus one is the allowable time to complete and turn in make-up work unless student has made other arrangements with each teacher.** Excused absences may be granted to a student by the school upon request of the parent/guardian for the following reasons: illness, accident, injury, medical or dental appointments, death in the family, religious holidays, and emergencies. Students missing a significant number of days of school may be expected to make up the seat time. Ten absences that occur in one school term (semester) that are either excused or unexcused may be grounds for a recommendation of retention of a student.

Tardies: Students shall be charged with a tardy if they enter the building at or after 7:46 a.m., or arrive late to a class. Morning assembly begins at 7:45 a.m. and is the official start to the school day. It is treated as a class, and as such, students will be counted tardy if they arrive late to school. For each class: the first tardy will result in a warning. With a second tardy, the parent/guardian will be contacted. The third and fourth tardies will result in a lunch detention and parent contact. An accumulation of more than five tardies for any class will result in after-school detention. A pattern of absences/tardies will result in a conference with the student, the parent/guardian, and an administrator.

Classroom and School Discipline: ICMS believes in a positive discipline policy. Through example and direction, our students will learn to follow procedures, policies, and rules. Discipline rules and policies within the classroom are also in place when students are passing from one class to another, as well as when they are in the cafeteria or any other part of the school campus. These rules and policies will also be in effect when students are attending any school-related function. ICMS has a goal to establish a strong communication line between the school and the parent/guardian of our students. Students who fail to comply with the ICMS standard may receive, but not limited to, the following consequences: lunch detention, after-school detention, alternate in-school placement, or out-of-school suspension.

Lunch and after-school detentions: Students will be assigned lunch detention for minor rule infractions up to five times. Parents/guardians will be contacted each time their student commits an infraction. After the fifth lunch detention, students will be assigned after-school detention and be given a list of the infractions for a parent/guardian to sign. After three after-school detentions, the student will serve an in-school suspension. If a student continues to exhibit behavior that does not follow the ICMS standard, the parents/guardians will be asked to attend a conference with administration and/or counselor, faculty, or governance board representative.

Suspension: Short-term suspension is from one (1) to ten (10) days. Long-term suspension exceeds ten (10) or more days. The length of the suspension, which is the decision of administration, will be commensurate with the severity of the Code of Conduct violation. A student is subject to suspension for violations including, but not limited to, the following:

- ◆ Fighting
- ◆ Burglary, robbery, larceny, theft and/or possession of stolen property
- ◆ Continuous violation of dress code
- ◆ Sexual misconduct
- ◆ Using profanity
- ◆ Tagging, flashing, etching or displaying gang or cult signs or symbols
- ◆ Violating rules of acceptable use of technology
- ◆ Truancy
- ◆ Possession of a firearm/dangerous weapon or replica and/or knowingly participating in the concealment of a weapon on the school campus, or at a school sponsored activity
- ◆ Assault, battery, or assault and battery on a fellow student, school official/school employee/school patron

- ◆ Vandalism or malicious mischief
- ◆ Arson or attempted arson
- ◆ Participating in an unauthorized or disruptive demonstration
- ◆ Disrespecting, threatening or verbally abusing a school employee/school patron or other student
- ◆ Extortion or blackmail
- ◆ Sale, distribution, use, possession or being under the influence of marijuana or a prohibited/controlled dangerous substance
- ◆ Sale, distribution, use, possession, or being under the influence of alcoholic beverages
- ◆ Sale, distribution, use, and/or possession of tobacco or tobacco related products
- ◆ Defiance of an administrator, teacher, or school employee or person designated to act in that capacity
- ◆ Violation of school rules and procedures
- ◆ Making a bomb threat
- ◆ Commission of any act which disrupts the educational process or endangers the health or safety of the student, other students, or school personnel
- ◆ Withholding evidence important to the resolution of an offense
- ◆ Possession or use of fireworks on campus or at a school sponsored activity
- ◆ Participation in any illegal activities

A student whose presence poses a danger to persons or property, or an ongoing threat to disrupting the academic process or the environment may be immediately removed pending a hearing with administration and the Governance Committee. Any student in violation of this code is subject to release from ICMS, arrest, and/or additional days added to the suspension. Suspended students are not allowed to return to the campus of the school, participate in or attend extracurricular activities sponsored by the school until the expiration of their suspension.

Grading System:

100-90	A (4.0)	69-60	D (1.0)
89-80	B (3.0)	59 and Below	F (0.0)
79-70	C (2.0)		

Algebra I and Geometry carry a 5.00 for an A, 4.00/B, 3.00 /C.

Conduct Grades: Conduct grades are based on the following criteria:

Excellent (E) – follows uniform policy, punctual, rarely absent, completes assignments on time, prepared for class, exemplifies “work hard and be nice,” follows the ICMS Code of Conduct, communicates respectfully, seeks help when needed, actively participates in class, goes above and beyond, takes ownership for learning, assists peers

Satisfactory (S) – follows uniform policy, punctual, completes assignments on time, prepared for class, minimal absences, works towards developing the ICMS character traits, puts forth good effort to follow the ICMS Code of Conduct, participates in class

Needs Improvement (N) – uniform infractions, pattern of tardiness and/or absences, pattern of not completing assignments, is not prepared for class, disrespectful attitude, use of confrontational gestures instead of communicating how to solve a problem

Unsatisfactory (U) – out of uniform on a consistent basis (this includes wearing non-uniform jackets to class), consistent tardiness and/or absences, not turning in assignments or making up missed work, is not prepared for class, defiant, disrespectful to others, showing poor choices with following the ICMS character traits, not following the ICMS Code of Conduct

Eligibility: Academics and conduct are both considered in eligibility status. ELIGIBILITY MATTERS FOR SPORTS AND ANY SCHOOL-SPONSORED EXTRACURRICULAR ACTIVITIES. Student eligibility will be checked starting the fourth week of each semester and each succeeding week thereafter. An ineligibility list will be generated by noon on Friday throughout the school year. A student must be passing (no D, F, N or U) all subjects in which they are enrolled. If not, the student will be placed on probation for the next one-week period. If the student is ineligible in one or more classes at the end of the probationary one-week period, the student will be ineligible to participate during the next one-week period. A student who is not passing all subjects will be notified by school officials. STUDENTS ARE RESPONSIBLE FOR INFORMING THEIR PARENT/GUARDIAN CONCERNING THEIR ELIGIBILITY STATUS. A student who has lost eligibility under this provision must be passing all subjects to regain eligibility.

ZAP (Zeros Aren't Permitted):

ZAP is an intervention to give students an opportunity to complete missing work, which will help them learn and be academically successful. It is designed to increase the expectations of students by believing that every student can and will be successful. The goal is to teach students to complete and turn in assignments/projects on time, a skill they will need in high school and beyond.

How the program will work:

- A student fails to turn in an assignment or project on time: The student will receive a ZAP ticket from the teacher. The ticket will be turned in with the assignment the following day. The ticket must be signed by a parent/guardian.
- If the student fails to turn in the assignment the next day, the student will attend ZAP from 3-4 p.m. after school, during which time he/she will be making up the assignment.
- Completed assignments will be collected by the ZAP supervisor, who will then turn the assignments in to the appropriate teacher. If more time is needed, the parent/guardian will be contacted and the student will return to ZAP the next day.
- Credit earned on completed ZAP assignment will be up to the teacher's discretion.
- If, after 3 days in ZAP, any one specific assignment that is still incomplete will be turned in and graded as is.
- If the student refuses to attend ZAP, he/she is subject to office referral and may receive in-school suspension until the work is completed.
- **Participation in extracurricular activities or sports will be suspended for the student until work is completed.**

ZAP rules:

- Students must come to ZAP prepared to be working on assignments for the duration of the time in ZAP.
- The ZAP room must remain quiet at all times.
- Restroom/water breaks will **not** be taken while in ZAP.
- If students are not meeting expectations while in ZAP, an extra day will be assigned. In extreme cases, the student may be assigned an in-school suspension until the work is completed.
- If students are excessively/repeatedly tardy to ZAP, they will have an additional day in ZAP.

Parents and teachers must take the responsibility to communicate with each other concerning the student's grades and behavior. This is a "two-way" process in which teachers and parents must work together.

Parents having concerns with their child's achievement are encouraged to communicate with the teacher first. It is a good idea to have the student in attendance at this conference. If the situation is not resolved or it continues, contact the office to schedule a conference with the teacher, administrator, and/or student.

Uniform Dress Code

- ❖ The ICMS dress code puts the focus on academics, not fashion, because students project a neat, serious, business-like image.
- ❖ The ICMS dress code encourages students to express their individuality through personality and academic achievements, not outward appearances.
- ❖ Uniforms can be less expensive.
- ❖ Uniforms can eliminate the visible differences between students.
- ❖ Uniforms can eliminate pressure to wear name brand clothing, “gang colors,” etc.
- ❖ Uniforms can create a sense of school pride and belonging.
- ❖ Uniforms can eliminate safety issues by requiring a tucked-in shirt and belt to be worn.

Students in grades six, seven, and eight are required to be in uniform each and every day, unless otherwise announced. They not only have the responsibility to wear the correct uniform, but to wear it appropriately. Administration will have the final say on uniform correctness and/or appropriateness. Parents will be contacted if their student comes to school out of uniform, and will be expected to bring appropriate clothing to school for the student to change into.

TOPS:

- ❖ Shirts:
 - Red, navy blue or white plain, solid color polo-style shirts with collar, long- or short-sleeved
 - No logos or insignias except for the approved, official ICMS logo. May not have different-colored collar, placket, hem, or any other decoration (unless the student’s name is embroidered on the shirt)
 - Shirts must be long enough to remain tucked in at all times.
 - Undershirts may be plain red, white, or navy blue. No other color of undershirt is allowed.
- ❖ Plain, solid color red, navy blue, or white cardigan, v-neck or crew neck sweater (button or zip)
- ❖ Plain, solid color red, navy blue, or white pullover or sweatshirt without a hood. Only the approved, official ICMS logo is allowed (unless the student’s name is embroidered on the shirt).

BOTTOMS:

- ❖ Pants:
 - Dress slacks with either a flat or pleated front in khaki or navy blue with belt loops and a belt. No elastic ankles. Khaki or navy jeans, stretch knit pants or pants with outside pockets are not allowed
 - Fashion pants such as joggers, cargo, hipsters, or skinny jeans are not considered uniform attire. Slacks must fit properly and may not sag.
 - Pant legs may not be rolled up.
- ❖ Shorts:
 - Plain or pleated front dress shorts that are navy blue or khaki, must include belt loops and a belt.
 - No shorter than a dollar bill’s width (about four fingers) above the knee, even when worn with tights/leggings.
 - Shorts must fit properly and may not sag.
- ❖ Skirts:
 - Navy blue, khaki, or predominately navy plaid uniform skirt. May be a skort if of appropriate length. Parents, please do not purchase skirts/skorts without having them approved by the office if you are unsure of the style or length.
 - No shorter than a dollar bill’s width (about four fingers) above the knee, even when worn with tights/leggings (solid color black, grey, white, navy blue, or red).
 - Plain navy blue or khaki uniform jumpers are allowed if of appropriate length.

OTHER UNIFORM DRESS CODE REQUIREMENTS:

- ❖ Shirts must be tucked in at all times.
- ❖ A belt is required with all pants and shorts. The belt must be solid color brown, tan, black, or navy blue.
- ❖ Shoes must be athletic type or leather style with closed toes and heels. No sandals, house shoes, slides, or croc type shoes will be allowed. Socks are required to be worn with athletic shoes. Boots must be below the knee.
- ❖ Clothes must be appropriate in size, not extremely tight nor extremely loose.
- ❖ Tights/leggings worn under shorts and skirts must be solid color black, grey, white, navy blue, or red.
- ❖ The proper uniform polo-style shirt must be worn under sweaters, sweatshirts, and pullovers, and be tucked in.
- ❖ Shirts, pants, or jackets for ICMS athletics or activities may be worn only by members of that team or activity (for example, only track team members may wear track gear; only Student Council members may wear Student Council t-shirts), and only when announced by the coach or activity sponsor.
- ❖ Limited jewelry: small earrings, one small necklace without sharp objects or pendant larger than a quarter. Bracelets may not have spikes or be noisy/distracting to learning environment.

COLD WEATHER:

- ❖ NO hoodies or jackets with hoods may be worn during the school day. Any non-uniform sweatshirt, coat, or jacket worn for the trip to and from school must be left in the locker during school hours, except for lunch recess.
- ❖ ICMS administration has the right to determine when cold weather attire is allowed.

NOT ALLOWED AS PART OF THE ICMS UNIFORM DURING THE SCHOOL DAY:

- ❖ Hoodies
- ❖ Jackets other than ICMS athletic team jackets
- ❖ Jackets with logos other than the ICMS logo are not considered appropriate uniform and are not allowed, even if they seem to comply with the color requirements.
- ❖ Hats or bandanas
- ❖ Headbands must not exceed two inches in width
- ❖ Hair styles, hair color, or makeup that distracts from/disrupts learning environment. Administration (with input from teachers/staff) will determine what is considered distracting or disruptive. If a student's attitude and behavior is negatively impacted by their hair or makeup, it will be considered disruptive and not permitted.
- ❖ Short shorts or skirts
- ❖ Pants with belt loops cut off, tears, holes, or frays, even if tights or other pants are worn underneath
- ❖ Blankets, scarves, gloves, mittens, ear coverings, or sunglasses
- ❖ Writing on hands, face, arms, etc.
- ❖ Visible tattoos
- ❖ Smart watches

FREE CLOTHES DAYS:

- ❖ The following is not allowed: tank tops, midriff-baring tops, plunging necklines, inappropriate logos, yoga/exercise pants, and ripped jeans.
- ❖ Tights and leggings may not be worn as pants. They may be worn under dresses or tunics that abide by the ICMS dress code for length.
- ❖ Clothes must be acceptable and appropriate, and stay within the dress code guidelines for length and fit.
- ❖ Administration will determine if any part of an outfit is inappropriate or distracting.

BACKPACKS AND PURSES ARE TO BE LEFT IN LOCKERS FOR THE ENTIRE SCHOOL DAY

RISE (Respect, Integrity, Self-Control, Effort): ICMS students will take pride in themselves and their education by practicing the character traits of respect, integrity, self-control, and effort:

<p>R</p>	<p>RESPECT</p>	<p>Treat others in a manner in which you want to be treated</p> <p>Respect school and others' property</p> <p>Make only positive responses to others</p> <p>Practice self care</p>
<p>I</p>	<p>INTEGRITY</p>	<p>Be honest and fair even when no one is looking</p> <p>Leave with only your own items</p> <p>Do your own work</p>
<p>S</p>	<p>SELF-CONTROL</p>	<p>Speak when it is your turn</p> <p>Stay where you are supposed to be</p> <p>Use materials in the manner for which they were intended</p> <p>Refrain from hitting, pushing, tripping or other means of horseplay</p>
<p>E</p>	<p>EFFORT</p>	<p>Enter the classroom quietly and follow the classroom procedures</p> <p>Have all assignments and supplies with you</p> <p>Be actively engaged</p> <p>Do your best work</p>

Independence Charter Middle School takes pride in the education of our students. This success can only be accomplished with the support and help of parents. Parents play the key role in a child's development and success. By working together as partners, we will strive to give your children a strong, useful education for the future, as well as helping them become productive citizens in our community. Take pride in your child's school with your support and your time.

The Success of Your Child Depends on Your Willingness to Be Involved!
Welcome to ICMS!