

School Policies

Educational Philosophy

Toms River Schools are pupil centered. We recognize the school as a place (1) where unexplored abilities, interests, and traits are discovered and given opportunity for growth; (2) where those already marked are given encouragement; and (3) where the entire school population is offered visions of new and wider fields of knowledge and experience that make all life richer and more satisfying. These principles are basic in our school philosophy.

We recognize that all of a person's experiences influence that person's development. The curriculum of the Toms River Schools, therefore, embraces all pupil experiences in which the school has a measure of control. Included are class instruction, extra curricular activities, social functions, and community projects. The fulfillment of such an educational concept demands an informal and democratic type of environment.

Many distinct, but closely related factors determine the degree to which we can provide the desired environment. We acknowledge the importance of physical surroundings. However, even more important are the human relationships. Since our chief aim is to promote pupil growth through mutual understanding of problems, informal and friendly relationships are encouraged among teachers and pupils. Achievement of this aim depends upon recognition and active acceptance of this philosophy.

We believe that no educational philosophy can be static. The aims and policies of Toms River Schools are being continually re-examined in light of pupil and community needs and growth.

The Toms River Regional Schools believe that positive student commitment and behavior is at times a problem in our schools. We believe that it is important to help students realize that their own attitudes and actions are directly related to their school experience and that of their classmates. With the support and assistance of school personnel and parents, all students have the capacity to demonstrate actions that contribute to the effectiveness of schools and the worth of their learning experiences. Commensurate with their maturational levels and individual abilities, all students can behave in ways that enhance social relationships within the school and facilitate learning.

Therefore, we (the students, parents, teachers, administrators, and the Board of Education of the Toms River Regional Schools) expect all students to fulfill the behavioral expectations of the school community.

Expectations for Student Behavior

The behaviors listed under each statement of student expectations are examples only and, therefore, do not represent the full range of possibilities.

Prepare themselves mentally and physically for the process of learning:

- Students are nourished, rested, properly dressed and groomed.
- Students are free of drugs and alcohol.
- Students come to school prepared to learn.

Demonstrate respect for people and property:

- Students are honest, courteous, and polite.
- Students respect the property of others.
- Students accept the rights of others to have their own opinions.
- Students settle differences peacefully.

- Students display good sportsmanship at school-related functions.
- Students participate in the maintenance and cleanliness of school facilities, ties and property.

Take responsibility for their own behavior and learning:

- Students recognize that school is work, and academic development is the primary purpose.
- Students complete all homework, class work, and exams.
- Students make personal choices based on reasonable decision-making processes.
- Students accept constructive criticism and disagreement when necessary and appropriate.
- Students accept the consequences of their actions.

Use time and other resources responsibly:

- Students attend school regularly and punctually.
- Students use library time for schoolwork.
- Students use books and other equipment appropriately.

Share responsibilities when working as members of a group:

- Students cooperate, contribute, and share in the work of the group.
- Students accept and assume leadership when appropriate.
- Students listen to the points of view of others.

Meet the unique requirements of each class:

- Students participate actively in class work.
- Students follow class rules and procedures.
- Students bring to class textbooks, clothing, and other materials necessary for participation.
- Students observe rules for safe handling of class equipment and materials.

Monitor their own progress toward objectives:

- Students record and maintain records of progress.
- Students plan courses of study and schedules.
- Students seek assistance for school staff members and peers.
- Students value the relationship of learning to everyday life.

Communicate with parents and school personnel about school-related matters:

- Students take time to discuss academic learning and school progress with parents and school personnel.
- Students transmit information to parents and return responses to appropriate school personnel when requested.
- Students know the appropriate people to involve when a problem occurs.
- Students outline with parents and teachers a clear and concise educational goal for the school year.

Student Rules and Regulations

These rules and regulations are offered to the students of Toms River Intermediate East with the hope that the information provided will aid them in becoming familiar with acceptable procedure. It becomes increasingly important for all concerned to follow established forms of conduct to ensure maximum efficiency and control. These regulations should be reviewed thoroughly because they will serve as a valuable guide to the student during his years at Intermediate East.

Alcohol and Drugs: Possession, use, or sale of any alcoholic beverage or drug while under the jurisdiction of the school is prohibited. Violation of this regulation will result in removal from school and possible legal action, AS PER BOARD OF EDUCATION POLICY.

Attendance and Lateness: State law requires that all children from seven to sixteen years of age must attend school regularly. According to the school laws of New Jersey, all absences are unexcused except those caused by illness of the pupil, quarantine, death in the immediate family, and certain religious holidays. A student absent from school must present a written excuse to his homeroom teacher stating the dates absent and the reason for this absence and signed by his parent. This excuse is due the day the pupil returns. If you arrive at school after the school opening, a note from a parent will be required as to the reason for your tardiness. All late students must check into the main office before reporting to class. Students who are absent on the day of a scheduled school activity (dances, sports games, etc.) will not be permitted to participate in the days after school or evening activity.

Care of School Property: The school building and grounds are for students' use and not their abuse. Students are asked to keep school property as clean as possible so that we can all be proud of the appearance of our building. Appropriate fines will be assessed in cases of damage to or loss of schoolbooks, gym locks, and other property. Books and other articles are not to be left in the halls or on radiators, stairways, etc. Lockers should be kept in a clean tidy condition. Schoolbooks are to be covered at all times. Fines will be assessed and charged to students whose books, gym locks, and other school property are not returned in the condition in which they were originally distributed.

Changing Classes: Pupils should keep to the right at all times. They should move along from class to class promptly with no lingering in halls. Talking should be in moderate tones. Upon arrival at the room for the next class, pupils should enter immediately and remain inside the room. They should not run in the halls at any time. At no time during the school day should groups of students gather in the halls so as to impede the movement of traffic. When changing classes at the end of each period, one way traffic rules must be observed on all stairways.

Code of Dress: Cleanliness and neatness in all phases of school life are encouraged. A pupil's grooming, dress, and behavior have a bearing on how others react to him. If a pupil's attire is disruptive of the educational process; constitutes a threat to the safety and health of him/her or others; or is in violation of any state law, it will not be permitted in school. The school staff will continue to encourage pupils to behave and dress in a fashion that they judge to reflect good taste and a style appropriate for a school day. A pupil's dress, personal appearance and cleanliness, like his behavior, should reflect a sensitivity to and a respect for others. The fact that the school will permit a wide variety in school clothes does not mean that we necessarily feel that all styles are equally appropriate. Although this is no attempt to include all items, the following types of clothing would usually be excluded:

- Articles that are soiled with grease, oil, paint or dirt.
- Articles displaying indecent writing, pictures, or slogans.
- Articles that could cause damage to other students or property, such as chain belts, cleats on shoes, black sole work boots or neck and wallet chains.
- No hats are to be worn in school at any time.
- Coats, bandannas, headbands, or unusual clothing.
- Torn or ragged clothing, "cutoffs".
- Halter, tank, or midriff tops.
- Proper footwear must be worn at all times.
- Beach thongs or sandals that do not have a back strap.

Dances: Dances may be held during the school year with the approval of the principal. Dances are a privilege and if the privilege is abused, future dances may be canceled.

- All dances will start at 7:30 p.m. and end at 9:30 p.m. Parents are expected to pick up their child promptly at the conclusion of the dance. Students who are not picked up immediately after the dance will be excluded from future dances.
- Once a student is at the dance he may not leave until the end of the dance unless a parent asks for him at the door.
- School rules and regulations are in effect at all dances.
- Students wishing to attend the dances will be stamped before the homeroom period on the day of the dance or during the lunch period and students should try to have the exact fee for the dance.
- No beverages are permitted in the gym.
- Dances are for class members of this school only. No guests, no visitors! Violators will be requested to leave the dance without a refund.
- Students suspended from school are not eligible to attend their next scheduled dance.
- Students who are absent on the day of a scheduled school activity (dances, sports games, etc.) will not be permitted to participate after school or evening activity of that day.
- When a student has been suspended after May 1st he/she will be considered for exclusion from the 8th Grade Graduation Dance, yearbook signing, and/or the 8th Grade Graduation Ceremony.

Discipline: In order to provide consistency in discipline and so that the students will know what all penalties are and what will happen when an offense is committed, the following is a guide for all concerned. Offenses and minimum number of points are as follows:

1. Alcohol and drugs - Board Policy is invoked
2. Weapons - Board Policy is invoked
3. Vandalism - Administrative discretion
4. Fighting - Suspension and parent contact
5. Disruptive behavior - 6 + possible detention/suspension and parent contact
6. Disrespect for authority - 6 + possible detention
7. Smoking - 1 day suspension (1st offense), 3 days suspension (2nd offense), 5 days suspension (3rd offense)
8. Possession of cigarettes and/or matches - 6 + possible detention.
9. Profanity - 6 + detention/suspension and parent contact
10. Misbehaving in office assigned detention - 6 + additional detention (1st offense) Suspension (2nd offense)
11. Cutting office detention - 6 + 2 detentions (1st offense) 1 day suspension (2nd offense)
12. Cutting school - 6 + one week's detention
13. Bus referral - Warning letter and/or detention/suspension (1st offense) 3 days or more suspension (2nd offense), 5 days suspension (each subsequent referral)
14. Cutting class - 6 each period + detention
15. Three lates to class (less than 5 minutes) - 3 + detention
16. Unexcused lateness to class (more than 5 minutes) - 3 + detention
17. Tardy without a parent's note - 3 + detention
18. Cafeteria referral - 3 + detention
19. Hall referral - 3 + detention
20. Snowballing - Administrative discretion
21. Physically assaulting another student - Up to a 10-day suspension.

Fighting: The use of fists to solve a problem will not be tolerated. If a problem or difference of opinion exists, seek help from, S.S.T.O.P., your teacher, counselor, or the principal before you become involved in a fight. Students, who are involved in fighting, unless there are unusual or mitigating circumstances, will be suspended for a minimum of ten days for such aggressive behavior. When students have accumulated the following points these actions may follow:

- 18 points - Parent notification by mail.
- 24 points - a. Suspension for three days. b. Parental contact. c. Restriction from after school activities.

The Principal and / or the Assistant Principal will determine subsequent suspensions based upon severity and frequency of future infractions. When a student shows an unwillingness to follow basic school rules, he is assigned school detention. When a child has served a total of 20 days in detention, he will forfeit detention as a form of disciplinary action for violation of school policy. After this number of detentions is reached, the student will continue to receive points toward possible suspension. VIOLATION OF STUDENT RULES AND REGULATIONS NOT MENTIONED WILL BE ENFORCED AT THE DISCRETION OF THE ADMINISTRATION. After a 3-month period, all points accumulated during the first month of the three-month period will be automatically eliminated from the student's cumulative total. Examples: In December, points accumulated for September will be eliminated. In January, points accumulated for October will be eliminated. In February, points accumulated for November will be eliminated.

Early Dismissals: Written notes from parents are necessary to excuse students from school before regular dismissal time. Requests to leave school for part of the day are to be presented to the school office for approval before period one on the day an early dismissal is desired. This includes requests to attend church services on certain religious days. Every pupil who leaves the school before regular dismissal must be signed out, by his parent or legal guardian, in the office register.

Graduation Gowns for Eighth Graders: Students are measured for graduation gowns in February. Payment for rental of the gown is due at that time. If for any reason a student is unable to participate in the graduation ceremony, we will be unable to refund the fee.

Guests: We realize that some schools may be closed on days when we are in session and you might have a friend or relative who would like to visit our school during such a time. We are sorry that our size does NOT permit us to extend this courtesy; therefore, under no circumstances, will such a request be honored.

Lavatory Facilities: Pupils may use the lavatory facilities before and after schools without specific permission from a teacher. Use of the facilities during the school day requires a pass from a specific teacher, and you must sign out on the sign-out sheet in your room before leaving. If the facilities are damaged or the privilege abused, there will be stricter control over their use.

Lost and Found: Articles of clothing, jewelry, eyeglasses, wallets, which are found, should be turned in at the nurses' office. If you lose something, always check at the nurses' office. Articles lost in the gym locker rooms will remain in the locker room. Articles not claimed within two weeks will be removed from the building. Unclaimed books will be returned to stock.

Lockers:

- The student is responsible for the upkeep of the locker and will be charged for anything other than reasonable wear and tear.
- The combination is personal and is not to be shared with anyone!
- Any books or materials missing from lockers are the sole responsibility of the student.
- Lockers may be opened at the opening of school, before activities, after lunch, and at the close of school only. Opening lockers at other times is forbidden except by written permission for each pupil from a teacher.
- Lockers will be inspected periodically to see that they are cared for properly.
- All books, supplies, coats, lunches, etc., will be kept in lockers. NO materials are to be left at the desks.

- Pupils should turn the dial of the lock and try the door to make certain it is locked. Presetting the locker is prohibited.

Gym Lockers: In September, students are assigned a gym locker and lock. It is their responsibility to use only their locker throughout the year. At the end of the year any combination lock not returned to the school is the responsibility of the student. A \$5.00 charge will be assessed for its replacement.

Lunch: All pupils must eat their lunch in the school cafeteria. Lunches may be brought from home with milk and ice cream purchased here, or the entire lunch may be purchased from our cafeteria. There is sufficient time to eat lunch and return to class. Their cycle teachers will escort all pupils back to the classroom. The special cafeteria rules that follow should be studied carefully:

- Pupils are to sit with their cycles at designated tables. Special seats may be provided if the situation warrants.
- Voices are to be kept low.
- No boisterous behavior, arguing, fighting, or throwing of food will be permitted.
- Breaking of milk cartons and throwing of food and other objects is a dangerous practice. Violators are subject to severe punishment.
- No food or trash is to be thrown on the floor. Teachers should direct students to clean the area and the floor and tables should be left clean for the next group.
- Garbage cans will be placed at each end of the cafeteria. Students may place their trash in the nearest receptacles and should not leave their seats to wander around the cafeteria.
- Lavatory passes are available and students must sign out. No students are permitted to leave the cafeteria for any other purpose during their scheduled lunch unless they have a written pass from their teacher.
- Soliciting money from other students during lunch periods is prohibited.

Media Center: The Media Center is open daily. Any student coming to the library must have a permission slip from a teacher. Students may check out a maximum of three books for a period of three weeks and may renew the materials once. Overdue items incur fines of \$.05 per item per day. Books that are lost or damaged must be paid for at the current replacement cost. Reference books and materials are to remain in the media center.

Passing as a Class Unit: Homeroom teachers will acquaint pupils with the proper order and procedure for passing as a class unit in the corridors. Classes will pass in orderly lines keeping to the right in all hallways. Pupils are to keep together with their hands at their sides. Pushing, shoving, and general horseplay will not be tolerated.

Penalties: Violations of these rules and regulations will be treated with firmness and understanding, but when a student persists in failing to live up to his responsibilities; he forfeits his privileges, even the privilege of attending school. TRUANCY, CUTTING CLASSES, PROFANITY, SNOWBALLING, INSOLENT, GROSS MISCONDUCT, HABITUAL TARDINESS, VIOLATION OF THE SMOKING REGULATION, WILLFUL DISREGARD OF REGULATIONS, SUSTAINED MINOR INFRACTIONS, AND OTHER SERIOUS BREACHES OF DISCIPLINE CAN RESULT IN EXCLUSION FROM SCHOOL, REVOCATION OF SCHOOL PRIVILEGES, AND/OR DETENTION, AS DEFINED IN A PREVIOUS SECTION UNDER "DISCIPLINE".

Posters and Notices: Posters and notices of any kind must receive the approval of the principal before being posted. Please do not ask for permission to advertise activities that do not pertain to the educational programs of the school. Posters may be placed ONLY on unpainted surfaces.

Pupil Eligibility, Athletic and other Co-curricular Activities: The Board of Education recognizes its responsibility to provide an opportunity for pupils to participate in athletic and other co-curricular activities. The Board of Education also recognizes that the primary mission of the school system is to educate all pupils to the maximum level possible. For each school year, to assure that proper priority is given to all school activities, a high school student who has failed to meet the N.J.S.I.A.A. eligibility criteria for the year will be deemed ineligible. Intermediate students will be

ineligible for any non-credit school activity if they have received an "F" or two "D's" in any subject preceding the start of the activity.

School Bus: The driver of a bus is in complete charge of that bus. You are required to obey the driver at all times. If you are reported to the office for any infraction of bus rules, you may be excluded from the bus for a fixed period of time or on a permanent basis. If your bus privileges are revoked, your parents must assume the responsibility for your transportation. According to state statutes, when a child has his bus privileges revoked, it becomes the responsibility of the parent to transport him to and from school.

Smoking: Smoking on the school grounds, in the school building, on school trips, on a school bus, or while taking part in any school activity, is forbidden. Any infraction of this rule will result in suspension. The possession of tobacco products, lighters and matches is also prohibited.

Snowballing: It is recognized by everyone that snowballs are dangerous, and for this reason snowballing is prohibited. Violations of this rule will result in disciplinary measures.

Tardiness: There is sufficient time between periods to arrive at your next class on time. Pupils who are reported by any teacher for being late will receive disciplinary points. If a teacher holds you after class, which is the reason for your being late, the teacher responsible should give you a late pass for your next class. Unexcusable lateness is a violation, AS PER BOARD OF EDUCATION POLICY.

Telephone: A pay telephone is located near the small cafeteria and by the gym. Pupils must have written permission from a teacher in order to use these phones during school hours. Lunchtime use of the phone also requires permission from a teacher or administrator on duty in the cafeteria at that time.

Transfers: Requests for transfers to other school districts must be submitted in writing by parents at the earliest possible date. No transfers will be issued until all school debts have been paid and all school property returned.

Unauthorized Dismissal: Under no circumstances may a student leave school without the permission of the office staff or nurse.

Weapons and Dangerous Instruments: Dangerous weapons and instruments shall include any firearm, gravity knife, switchblade knife, dagger, dirk, stiletto, billy, blackjack, metal knuckle, sandclub, slingshot, cestus or similar leather band studded with metal filings or razor blades imbedded in wood, stun gun, any kind of ammunition, any explosive substance or any other instrument with no legitimate purpose that could cause alarm or bodily injury, such as baseball bats, scissors and other sharp instruments. In the event that a pupil or any other person, including visitors, spectators or trespassers, shall bring on any property or vehicle used for school purposes at any time, regardless of whether school is in session, or whether other persons are present or to any school-sponsored activity, program or event, or have in his/her possession or control, any weapon or instrument or threaten another person with such weapon or instrument, the following shall occur:

1. The weapon or instrument shall be confiscated by the school principal or assistant principal, or an individual designated by the principal to be in charge, and at any stage in the recovery and confiscation, the police shall be notified.
2. The incident shall be reported immediately to Superintendent of Schools.
3. The pupil's parents will immediately be notified.
4. The pupil will be suspended. NOTE: 6:28-2.8C (Educationally Handicapped Students) When an educationally handicapped student is suspended, the principal shall forward, at the time of suspension, written notification and a description of the reasons of such action to the Child Study Team. Such notification shall occur prior to the suspension, if this action would result in the pupil being suspended for more than ten days in the school year.

5. A preliminary hearing will be conducted at the earliest practical time after the imposition of the interim suspension. If after the preliminary hearing the school officials have reasonable cause to believe the pupil is a danger to himself/herself, others or school property, he / she will continue to be suspended pending a full hearing within 21 days from the suspension.