
MESSAGE FROM THE PRINCIPAL

Welcome to Parker Middle School!

This “**Parker Handbook**” presents **rules, regulations, and other school information**. Please read it carefully and refer to it as needed. Your parents are asked to read the rules and regulations and to support the school in our efforts to maintain a quality learning environment.

SCHOOL MISSION

The Chelmsford Middle Schools strive to provide a comprehensive academic environment where all students develop positive behavior patterns, positive social interactions and strong self-images with input, cooperation and support from parents, staff and community.

WE ARE HERE TO HELP!

In addition to our amazing teaching staff, we have many other professional adults ready and willing to help you navigate your way through middle school. The Principal, Assistant Principal, Nurse, Guidance Counselors, Psychologist, Office Staff, Resource Officer, Supervisor of Students, and Social Worker.

Please refer to the Parent and Student Handbook on the Parker webpage for more information.

THE SCHOOL DAY:

STARTING THE DAY OFF RIGHT

A healthy breakfast and a good night’s sleep will make you feel better and get you off to a great start!

TIME TO GO TO SCHOOL

Did you remember all your stuff? (mask, homework, etc.) Don’t forget to check the weather forecast!

The school day starts at 8:19, dismissal is at 12:00 PM. After you travel home and have lunch, you are required to login remotely to finish the school day, ending at 2:40 PM. **Students are not allowed in school before 8:05AM because supervision is not available.**

WHAT TO WEAR?

The school administrators have the final decision on the suitability of what you are wearing and will base his or her decision on safety or potential disruption to the educational process.

Students who fail to meet student dress requirements must:

- Find alternative clothing in your locker or from a friend;
- Receive alternate clothing from the nurse’s office, or;
- Have a parent bring in alternate clothing or go home to change clothes.

WHAT HAPPENS WHEN I GET TO SCHOOL?

When the doors open, please go directly to your homeroom. Staff will greet you as you walk through the building.

WHAT DO I DO IF I AM LATE?

If you are late for school, check in at the office window and bring a signed note from a parent/guardian explaining why you are late. If you arrive after 8:19 AM, you must ring the buzzer to get into the building. If you are persistently late, you may be subject to disciplinary action.

WHAT IF I AM TOO SICK TO GO TO SCHOOL?

Consistent attendance is critical to overall success in school. If you are unable to attend, the following steps should be taken:

- Your parents should call/email your school's attendance line to report your absence.
- Absent Line: 978-251-5133 X:4100 or email: parkerattendance@chelmsford.k12.ma.us
- If you have not called the absent line or emailed the with the reason you are out, please bring an absence note with the reason and the date(s) of your absence.

- Check your teacher's Google classroom for assignments.
- If you are absent from school, you may not attend school activities later that day unless approved by the principal or assistant principal.

WHAT IF I NEED TO BE DISMISSED?

You need to have your parent/guardian email, call or write a note stating what date and time you will be dismissed and who will be picking you up. You need to bring this note to the main office. All students will be dismissed directly from the office. No student may leave the building without checking out from the main office or the nurse's office first.

FREE STUDENT MEALS FOR SCHOOL YEAR

The U.S. Department of Agriculture recently announced that universal free school meals and COVID-19 meal service flexibilities (grab and go, parent pick up, etc.) have been extended through June 30, 2021. The Department encourages all students to take advantage of these meals so that children will have nutritious food and to help keep school nutrition programs running.

- **COHORT A & REMOTE STUDENTS: Grab & Go meal pick-up on Tuesdays, 12:00 PM–5:00 PM @ Chelmsford High School**
- **COHORT B & REMOTE STUDENTS: Grab & Go meal pick-up on Fridays, 12:00 PM–5:00 PM @ Chelmsford High School**

HOW DO I FIND OUT ABOUT IMPORTANT SCHOOL INFORMATION?

Important school information is given to you in the morning homeroom bulletin and is posted on bulletin boards throughout the school. You should make it a practice to:

- Listen to all announcements
- Monitor the CPS Webpage.
- Check your email for the Weekly Bulletin sent home on Fridays
- Connect Ed emails and phone calls

BEHAVIORAL EXPECTATIONS & OTHER IMPORTANT INFORMATION

WHAT KIND OF BEHAVIOR IS EXPECTED OF ME AT SCHOOL?

- Respect for yourself, respect for each other, and respect for your school! We must work together to keep Parker Middle School moving in a positive direction
- Use a reasonable voice and not yell, scream, or shout, or use inappropriate language
- Keep to the right while walking in the hallways to avoid blocking other students

WHAT BEHAVIORS ARE NOT ALLOWED IN SCHOOL?

- Gum chewing
- Borrowing, exchanging, or taking money from other students. Don't bring large amounts of money to school
- Threats, acts of intimidation, inappropriate language or gestures, aggressive behavior-including touching, assault, pushing, shoving, fighting, harassment of any kind or bullying
- No unauthorized leaving of school grounds
- Copying homework/assessment or letting another student copy your homework/assessment

Students who violate behavior expectations may be excluded from participating in extra-curricular events (i.e. dances, socials, class trips, after school activities, etc.)

THINGS THAT DON'T BELONG AT SCHOOL

The following items are not allowed at school

- Energy drinks, Soda or other caffeinated beverages
- Electronic games or devices, laser pens, cameras, video cameras (**taking pictures/videos of students and staff is not permitted in school**)
- Squirt guns, water guns, etc.
- Lighters, matches or other lighting devices, alcohol, illegal drugs, counterfeit drugs, drug paraphernalia, tobacco (chewing or smoking, such as cigarettes/e-cigarettes/any vaping paraphernalia), any weapons, fireworks, stink bombs - bringing any of these to school will get you suspended or expelled and, in some cases, reported to the police
- Other devices that may create a disruption or unsafe environment (i.e. shock delivering devices)
- Students found with any of these items will be handled using the discipline procedures in the district Student/Parent
- Handbook. The item will be taken away. Items located in your locker are considered in your possession

CELL PHONES

Cell Phone should be off and kept in your backpack during the school day. If a student is caught using a cell phone and it is the first offense, it will be brought to the office, where the student may pick it up at the end of the day. For a second offense, the phone will remain in the office until a parent/guardian picks it up. For repeated offenses (third offense or greater), he/she may be required to drop the phone off to the office first thing every morning and retrieve it at the end of the day. The school administration may also add additional disciplinary action for repeated offenses.

WHAT IF I NEED TO CALL HOME OR HOME NEEDS TO CALL ME?

You may ask the teacher ask to use the office phone for a **school-related** call. Your parent/guardian can call the office and your parent/guardian will be connected to with you.

WHAT HAPPENS IF STUDENTS DO NOT FOLLOW THE BUS RULES??

Students who fail to follow bus rules face the possibility of losing the privilege of riding any bus to and from school. If you are referred to the office by a bus driver for breaking a bus rule, you may be given a written warning or potentially suspended from riding the bus.

HOW DOES THE SCHOOL HANDLE BULLYING?

Tolerance and respect for others, their beliefs, skills, differences and appearances are *expected* in Parker Middle Schools. The district has a comprehensive bullying policy in place which includes how to report an incident. Please refer to the Bullying Resources tab found in the parent & student section of the district and each school's website for further information. If you have any problems, tell your counselor, a teacher, or your administrator right away.

HOW DO I FIND OUT ABOUT BEFORE & AFTER SCHOOL CLUBS, INTRAMURALS, & LATE BUSES?

You will receive an email, which lists all activities, days of the week, locations and the club advisors. An activity fee is required to participate.

HOW DO I GET PROMOTED TO THE NEXT GRADE?

To be promoted to the next grade, you must:

- Receive a passing final grade in Language Arts
- Receive a passing final grade in mathematics
- Receive a passing final grade in at least one other major subject that meet five (5) days/week for the entire school year

If you do not fulfill the above requirements, you may be kept in your current grade for the next school year or be required to attend a summer school program.

Important Information from the School Nurse:

The Health office forms, policies and updates may be found on the Parker webpage <https://www.chelmsford.k12.ma.us/Page/1224>

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