

WMHS Student Handbook 2024-2025



WMHS has

 **P**romptness

 **R**espect

 **I**ntegrity

 **D**edication

 **E**ngagement

Wildwood Middle High School
700 Huey Street
Wildwood, Florida 34785
Phone: 352-748-1314
Fax: 352-748-7668

VISION/MISSION/BELIEF STATEMENT

Wildwood Middle High School will provide a positive educational environment that promotes maximum learning opportunities through academic training and life experiences cultivated by the efforts of students, parents, faculty, and business partners.

OFFICE HOURS

Student Class Hours: 8:55am- 3:50pm
Teacher Hours: 7:55am-3:55pm
First bell rings at 8:51am
Class begins for all students 8:55am
Dismissal at 3:50pm
Early Dismissal time is at 1:30pm

**Note: Students should be picked up by 4:20pm. Supervision is not provided prior to 8:20am or after 4:20pm*

ADMINISTRATIVE STAFF

Rodney Rocker, Sr. – Principal
James Wulff – Assistant Principal
Alison Patrick – Assistant Principal
Lorenzo Fields – Assistant Principal

GUIDANCE STAFF

Corey Pinkard – Data Entry
Jacqueline Boone– Middle School Counselor
Michele Palko – High School Counselor
Lori Williams – Guidance Clerk

SUPPORT STAFF

Dee Ragar – Curriculum
D. Palmer – MTSS
Illiana Miranda – Staffing Specialist
Chelsea Lipham- Testing Coordinator
Deputy Nathanael Fraysier – School Resource Officer

OFFICE STAFF

Dennise Fravel - Secretary
Catherine Orozco - Front Office Clerk
Gina Lacayo - Student Services Clerk
Michelle Williams - CNA Clinic Aide

MEDIA CENTER SPECIALIST

Tanner Wood

ATHLETIC DIRECTOR

Brian Haugabrook

CAFETERIA MANAGER

Carol Graham

CUSTODIAL / MAINTENANCE

Darrell Segrest

**WILDWOOD MIDDLE HIGH SCHOOL
ALMA MATER**

Down where the swaying palm trees dance beneath the sky,
Proudly stands our Alma Mater as the years go by.

Chorus

Wildwood Middle High School thee we love; Thee we'll never fail.
Hail to thee our Alma Mater; hail to Wildwood, hail.

Stand forever, throned in beauty, hold its purpose high;
And the same old Alma Mater, may it never die.

(Repeat Chorus)

TABLE OF CONTENTS	
Content	Page
STUDENT ACCOUNTABILITY POLICY	5
ATTENDANCE	6
<i>UNEXCUSED ABSENCES</i>	6
<i>MAKE-UP WORK</i>	7
<i>SCHOOL ACTIVITIES ABSENCE</i>	7
<i>STUDENT CHECKOUT PROCEDURE</i>	7
<i>TARDIES</i>	8
<i>WITHDRAWAL</i>	8
BULLYING/HARASSMENT	9
CAFETERIA	9
DISCIPLINE	9-14
<i>ISS/OSS</i>	10
<i>Cell phone and electronic Device</i>	11-12
<i>Dress Policy</i>	12-14
DUAL ENROLLEMENT	14
EXTRACURRICULAR ACTIVITIES	14
<i>ATHLETIC ELEGIBILITY</i>	14
<i>INSURANCE</i>	14
<i>OTHER EXTRACURRICULAR ACTIVITIES</i>	14
<i>STUDENT SUPPORT</i>	14
FALSE ALARMS	14
FortifyFL	14
GRADING SYSTEM	15
<i>MISSING ASSIGNMENTS</i>	15
GYMNASIUM, WEIGHT ROOM, ATHLETIC FIELDS	15
HALL PASSES	15
HAZING	16
ID BADGES	16
MEDIA CENTER	17
MEDICINE	17
MOMENT OF SILENCE	17
MONEY OWED	17
PLANNERS	17
TEXTBOOKS	17
PLEDGE OF ALLEGIANCE	18
PUBLIC DISPLAY OF AFFECTION (PDA)	18
SEMESTER EXAMS	18
STUDENT DRIVING AND PARKING REGULATION	19
STUDENT TRANSFER PROCESS	19
TRESPASS-FLORIDA STATE STATUTE	19
ALMA MATER	3
STUDENT AGREEMENT	21
This handbook is to inform you of policies that affect you as a student. Adhere to the policies written. If any questions arise, seek input from the faculty and staff on campus.	

WILDWOOD MIDDLE HIGH SCHOOL

2024- 2025 POLICIES AND PROCEDURES

It is the policy of the School Board of Sumter County that no child shall be discriminated against because of race, color, sex, national origin, age, or disability. Policies in this handbook will either highlight the county policies or deal specifically with Wildwood Middle High School. **It is the student's responsibility to familiarize himself/herself with each of the policies in the Student Code of Conduct as well as the policies and procedures contained in this handbook.**

Student Accountability & Discipline

Teacher accountability, test scores, school violence, disrespect to staff, and school grades are in the news every day. Students, teachers, administrators, and parents should all share the responsibility for school accountability. For this reason, Wildwood Middle High has implemented the Student Accountability Policy.

Students must do their work and follow the rules if they wish to attend Wildwood Middle High School. If students fail to do this, teachers should:

1. Have a documented student conference; let the student know there is a problem, what needs to be done to solve it, and what will happen if it is not corrected.
2. Contact the parent (in-person conference and/or telephone call; documented in a short form). Parents will be notified by the teacher that their assistance is requested to correct the issue and/or concern.
3. Submit a discipline referral if the first two steps do not resolve the issue.

Repeated Level I infractions will become Level II infractions and repeated Level II infractions will become Level III infractions. When a student accumulates three (3) discipline referrals in a semester or five (5) discipline referrals in a school year, they will meet with the assistant principal and school counselor. When a student accumulates **three (3) Level III** referrals in the semester or **five (5) Level III** referrals during the school year, students will be suspended out-of-school until the school district office conducts a **review for alternative placement**.

This program is not designed for students that normally do their work and follow the rules. It is designed to give teachers an option to deal with students that are habitual in not adhering to school wide expectations and following the rules. Our goal is for teachers to continue to motivate students, practice good classroom management skills, and use this program as a last resort. We feel this program will give teachers a valuable tool in maintaining control of their classrooms, increase student achievement, and maintain a safe environment. Students should enjoy coming to school to learn and teachers should enjoy coming to school to teach.

ATTENDANCE

Attendance is a crucial factor in a student's success. Absenteeism is the single most common reason for student failure. Good attendance is necessary to be successful at school. Parents may withdraw students at the age of 16 if they come to school and complete a Declaration of Intent to Terminate School Form. After withdrawing, if students want to return to school, they must successfully complete one semester of Adult Education before returning to high school.

Criteria for determining excused absences shall be as provided in Florida Statutes that include absence for religious instruction or a religious holiday, absence due to sickness, injury, or other insurmountable condition, and absence due to participation in an academic class or program. Also, absences for which prior approval the school principal has given will be excused, although those will be included in the ten absences and beyond, which a physician's statement is required.

- **Parents may write a note to excuse a student's absence up to 9 times.**
- **On the 10th absence and thereafter in a semester, a doctor's note must excuse the absence.**
- **Students have 3 days upon their return to school to turn in their letters and/or doctor's notes to excuse their absence.**

Unexcused Absences

Unexcused absences are absences that are not accounted for and the reason for non-attendance is unknown. All student absences are marked unexcused until an acceptable and approved excuse has been provided by the parent or guardian indicating the reason for the student's absence. A written note is required within *three (3) days* of the student's return to school, or the absence will remain unexcused. For excused absences, the student shall have one school day for each day absent, to complete make-up work. Principals may grant extensions to the make-up time limit for extenuating circumstances. For unexcused absences, work may be completed for fifty-nine percent (59%) credit of earned score.

As a student accumulates unexcused absences through a semester, the following actions and consequences will occur:

NUMBER OF UNEXCUSED ABSENCES	ACTIONS/CONSEQUENCES
3 Unexcused Absences	<ul style="list-style-type: none">• Parent Contact• Student will be referred to a school administrator and/or designee
5 Unexcused Absences	<ul style="list-style-type: none">• Parent Contact• Student will be referred to a school administrator• Child Study Team (CST) Meeting scheduled• YFA Notification
7 Unexcused Absences	<ul style="list-style-type: none">• Parent Contact• Student will be referred to administration• School Resource Deputy Home Visit
9 Unexcused Absences	<ul style="list-style-type: none">• Parent Contact• Student will be referred to administration• Begin process for CCS meeting

Sample note:

Date

Please excuse (Student Name and Grade Level) from school on (dates) due to (provide reason).

Parent Signature and Phone number

***Note:** Office staff will randomly call parents to verify the validity of the note.

***Excused absences**-Absences for religious instruction, a religious holiday, sickness, injury, participation in a school program, or insurmountable condition will be determined as excused.

Additionally, absences for which the school principal has given **prior approval will be excused**. Students must complete a student/vacation leave form signed by their parents and the principal before the absence and present the note to the teachers. *Note: Vacation Leave forms may be obtained in the school office. **These absences will count towards the 10 absences rule (see below)**. Missed work can be made up for all excused absences and field trips. One day for each day absent will be given to complete the required work. **Students cannot make up work for more than 59% credit if the absence is unexcused.**

MAKE-UP WORK

If a student receives an excused absence, he/she may make up work missed during the absence. However, it is the student's responsibility to request make-up work. **A student will have (1) day to make-up work for each day missed**. Any work not made up during this specified period will automatically receive a failing grade. **A student with an unexcused absence, inclusive of an out-of-school suspension, will be allowed a maximum of 59% credit for makeup work.**

SCHOOL ACTIVITIES ABSENCES

Students will be counted as being in school if they are attending an academic instructional activity, or school sponsored activity, away from the school site. All class work and homework can be made up for any courses missed. A student will have (1) day to make-up work for each day missed. It will be the student's responsibility to inform the teachers of this type of absence prior to the absence and to retrieve make-up work from the teacher.

STUDENT CHECKOUT PROCEDURE

Students must always sign out through the front office when leaving school. To sign out, a student must have the following:

1. Students must be picked up by an approved person listed in Skyward as emergency contact.
2. The student must be present for 30 minutes of a class to be considered present.
3. **Anyone checking out a student must present a picture ID and be on the student's emergency contact list**

Once a student arrives on campus (by bus, car, or walking), he/she is not allowed to leave campus without signing out through the main office. Failure to do so will result in disciplinary action. If a student needs to go out to his/her vehicle, he/she must get permission from an Administrator or the School Resource Officer (SRO).

Tardies & Tardy Hall

At the start of each class, all students not in the classroom will be considered tardy. Tardy students should not be permitted into the classroom to prevent disruption. Tardy students should report immediately to the ISS room for **Tardy Hall**. Tardy Hall is an alternative classroom setting for the period the student is tardy. This includes students tardy to school without a parent note.

Unexcused tardy students should not attempt to enter the classroom and report directly to Tardy Hall. At the start of class, the teacher will close the classroom door and not allow TARDY students to enter the classroom.

Administration will sweep campus and ensure all tardy students report directly to Tardy Hall.

A student late to class **will only be permitted** to class and not go to Tardy Hall if the student has a legitimate pass signed by a teacher or office staff.

Students who are **excusably tardy** will be marked present by the teacher. Students who are not present in class at the start of the period will be marked absent. When students arrive to Tardy Hall, office staff will change the absent status to tardy for the period.

Students late to school will be handled in the same manner. A student who is late to school without an excusable reason during any period will report directly to Tardy Hall, not to disrupt the current period's classroom. Office staff will direct students either to report to their regular period class or to Tardy Hall based on whether it is excused or unexcused. A student who is excusably late to school may go to their current period classroom with a **WHITE** office pass/printout. A student who is inexcusably late to school must report directly to Tardy Hall with a **BLUE** Late to School Pass. Students on a late bus will receive a white excused tardy pass and a chance for breakfast.

Teachers will only mark students tardy when a student enters their class late with an excused pass. This tardy is an excused tardy. Unexcused tardies are marked when the student enters Tardy Hall.

Total unexcused tardies will be monitored by ISS staff and students will have consequences accordingly. Consequences will be per semester:

UNEXCUSED TARDIES – CONSEQUENCES

3 rd UNEXCUSED TARDY	WARNING	PARENT NOTIFICATION
5 TH UNEXCUSED TARDY	1 DAY OF IN SCHOOL SUSPENSION	PARENT NOTIFICATION
7 TH UNEXCUSED TARDY	2 DAYS OF IN SCHOOL SUSPENSION	PARENT NOTIFICATION
10 TH UNEXCUSED TARDY	3 DAYS OF IN-SCHOOL SUPENSION	PARENT NOTIFICATION

*ADDITIONAL TARDIES (10+) WILL RESULT IN INCREASED CONSEQUENCES (MORE DAYS OF IN-SCHOOL SUSPENSION, SUSPENSION, ETC.)

Tardy Hall is an alternative setting for the classroom when a student would be tardy to class without an excusable reason to prevent disruption to the classroom, teacher, and students. Resources for students in Tardy Hall include:

- Textbooks
- Student computer
- Additional academic materials, as needed

Students in Tardy Hall cannot receive a zero nor an unexcused absence.

Students who do not report to Tardy Hall will receive a discipline referral for *Skipping*.

WITHDRAWAL

Parents and the student must meet with the guidance counselor and complete an Intent Form before withdrawing the student. Students 16 years of age and older who miss 11 consecutive days of school without notifying the school will be withdrawn for non-attendance.

BULLYING/HARASSMENT

Our Code of Student Conduct states that bullying, harassment, and/or hazing will not be tolerated. All incidents of threats, signs or discussions of weapons, signs of gang activity, inappropriate use of technology, or the conditions that might invite or encourage violence **MUST** be reported to an adult. This may also include teasing, name-calling, intimidation or spreading rumors. Informational link on the district website is <http://www.stopbullying.gov/>

An informational hotline to report bullying is **Speakouthotline.org** or 1-800-423-TIPS (8477). Students can anonymously use this resource or use the **VOICE BOX** located near the guidance clerk's office. It is also highly encouraged they notify a school administrator or SRO.

CAFETERIA

1. Students will not be allowed to charge any items to other individuals account.
2. Each student must use their ID badge/lunch number.
3. Students are expected to clean up after themselves after eating lunch.
4. In order to promote healthy habits and lifestyles we encourage you to bring a healthy snack to school events or celebrations. A smart snack calculator may be found at the following website: <https://foodplanner.healthiergeneration.org/calculator>

Deliveries to School

No deliveries from a business will be allowed for students. If food is delivered to a student, it must be brought to the front office from immediate family before the students designated lunchtime. If food is delivered after the student's lunchtime, then it will be held in the front office until dismissal. Students are not allowed to receive food through the front doors or eat in the classrooms. If these guidelines are not followed, then a student can lose the privilege to have food delivered.

DISCIPLINE

It is crucial that all students follow the expectations of the school. Students who do not comply with school rules will participate in the discipline program described in detail below. This policy is not designed for students who normally complete their work and follow the rules. It is designed to give teachers disciplinary options for students who are habitually disregarding classroom learning expectations, inclusive of not completing assignments and not following the rules.

Repeated Level I infractions will become Level II infractions and repeated Level II infractions will become Level III infractions. When a student accumulates three (3) Level III referrals in the semester or five (5) level III referrals during the school year, students will be suspended out-of-school until the school district office conducts a review for alternative placement.

We ask that students comply with faculty and staff requests and directions. Failure to do so will be viewed as gross insubordination and result in an OUT OF SCHOOL SUSPENSION (OSS).

Our goal is for teachers to continue to motivate students, practice good classroom management skills, and use this program as a last resort. This program will give teachers a valuable tool in maintaining control of their classrooms and maintaining a safe environment where students enjoy attending school and enhance their learning. The school may utilize the School Resource Officer to serve Child Study Team meeting notices and/or home visits.

The disciplinary actions will include in-school suspension (ISS), and out of school-suspension (OSS). On occasion, a student may be assigned after-school instruction. Details are provided to describe each disciplinary on the following pages.

IN-SCHOOL SUSPENSION (ISS)

In-school suspension at Wildwood Middle High School improves discipline and reduces out-of-school suspensions.

The following are guidelines of in-school suspension:

1. The student will be assigned only by administration.
2. The student will eat lunch between the regularly scheduled lunch periods.
3. The student will go to the restroom during designated restroom breaks.

ISS Rules

1. Report to ISS on time. Do not be late; If so, another day will be assigned.
2. The rules of the ISS classroom will be presented upon arrival.
3. Have all class materials with you when you report (paper, pencil or pen, books, assignment sheet, etc.) Failure to have any one of these items will result in additional time. Remove all class materials when you leave and push in your chair.
4. Assignments will be sent to the student and the teacher/staff member's school-issued email address. Students will not be allowed to leave the ISS room to get assignments.
5. If you check in late or check out early during the day for any reason, that day does not count, and another day will be assigned.
6. Sit in assigned seat only.
7. These behaviors are prohibited in the ISS room:
 - A. No talking at any time.
 - B. No food or drink in the ISS room. This also includes chewing gum, candy, etc.
 - C. Disobeying a request: if you are told to do something and you refuse to complete the task, another day will be assigned.
 - D. Putting head down, sleeping, causing a distraction, leaning back in chair is not permitted. This may result in another day assigned.
 - E. Not staying on task of completing your assignments.
 - F. No Note writing, letter writing, drawing, or doodling.
 - G. Writing on desks or books (vandalism)
 - H. Throwing objects
 - I. Viewing videos or playing games unrelated to assigned work on school-issued laptop.
8. If you need something, raise your hand. Please do not leave your seat without permission.
9. The arm and hand will not be used to hold the head up.
10. It is the student's responsibility to get more work from their teacher if assigned work has been completed. This can be done either before or after school, or by emailing teacher(s). If a student does not get additional work, a reading assignment will be given.
11. Assignments must have your name, teacher's name and class period on each assignment that is turned in.
12. If additional time is added, it will be served on consecutive days.

NOTE: If a student is a disruption while assigned to ISS, he/she will receive additional days in ISS. The accumulation of (5) ISS rule violations will result in an out of school suspension.

Attention: The amount of time you spend in ISS will depend on YOU!!! The above rules will be strictly enforced, and additional ISS time will be added at the Administration's discretion. Rules infractions will add ISS time. Follow the rules in the classroom to avoid attending ISS. If you are assigned to ISS, you will be released according to your assigned time!!!

OUT OF SCHOOL SUSPENSION (OSS) GUIDELINES

A student who receives an out of school suspension (OSS) will not be allowed to enter any Sumter County School campus during his/her suspension. This includes picking up students, attending sporting events, dances, and after-school activities. Any student who is suspended from school and enters any Sumter County School campus may be arrested for trespassing, according to the Florida State Statue 810.097. **An out of school suspension counts as an unexcused absence and students can only receive 59% maximum for any completed make-up work.**

Cell Phones & Electronic Devices

It is the strong recommendation of Wildwood Middle High School that students and parents carefully weigh the choice of whether to bring personal cell phones, earbuds, music players, cameras, and other electronic devices to school. These devices can be disruptive to the learning environment, create discipline issues, and are all too frequently damaged, lost, or stolen. If students choose to bring cell phones and other electronic devices to school, they are subject to the following policy guidelines.

Use of Cell Phones & Electronic Devices at School:

1. **Students will be allowed to use cellphones before school, between classes, during lunch, and after school. Abuse of this policy will be followed with consequences.**
2. Cell phones should not be visible in any classroom (State Law- HB 379).
3. Cell phones must not disrupt classroom lessons with ringtones, beeping, or vibrating. Phones must be on silent.
4. Cell phones and other electronic devices may not be used to disrupt classroom lessons or other educational activities, such as assemblies.
5. **Cell phones, cameras, or other devices should not be used to photograph or film others without their consent.**
6. Students found videoing any fighting may receive discipline consequences.

Parents are reminded that in cases of emergency, the main office is the appropriate point of contact to ensure that your child is reached quickly and assisted in an appropriate way.

Earbud/Headphone Policy:

For safety reasons, earbuds are prohibited in the classroom and the student may only wear **one** while traveling through campus. Failure to comply with the policy will result in a discipline referral.

Over the head/ear headphones are prohibited during school hours.

Care for Electronic Devices:

1. Students who bring cell phones, earbuds, or other electronic devices to school are solely responsible for the safety and security of those devices. **Personal devices such as laptops, tablets and iPads are not permitted.**
2. The school accepts no responsibility for cell phones, personal laptops, earbuds, or other electronic devices that are lost, damaged, or stolen at school or while traveling to and from school.

Process for Violation of This Policy

Students who violate the rules for the use of cell phones and other electronic devices, set forth above, will face corrective action as described below:

NUMBER OF OFFENSES	ACTIONS/CONSEQUENCES
1st Offense	<ul style="list-style-type: none">• Device is confiscated• Warning & Parent Contact• Student receives device back from administration at the end of the school day
2nd Offense	<ul style="list-style-type: none">• Device is confiscated• 1 Day of In-School Suspension• Parent Contact• Parent must pick up the device from the school
3rd Offense	<ul style="list-style-type: none">• Device is confiscated• 2 Days of In-School Suspension• Parent Contact

	<ul style="list-style-type: none"> • Parent must pick up the device from the school • Student is notified that all future violations will result in out-of-school suspension
4th Offense	<ul style="list-style-type: none"> • 3 Days of In-School Suspension • Student must turn in cell phone to Student Services each day and retrieve it at the end of each day • After 4th violation, students will lose the privilege to use their cell phone during the school day (including lunch and between classes) <p>**If students violate the use of cell phone policy after a 4th violation, they will then receive a 3 day out of school suspension for Gross Insubordination.</p>

***Students who fail to surrender their electronic device will automatically receive one day of OSS for Level 3 - Gross Insubordination**

Dress Standard

The following specific guidelines must be followed to be within the limits of the Dress Code Policy:

Pants/Shorts

- Proper undergarments should always be worn under approved Pants/Shorts.
- Pants, Jeans, or shorts with holes, rips, and/or tears are permitted. Holes, rips, and/or tears must not be visible higher than the **(length of a dollar bill)** from the front and back of the bend of the knee.
- Shorts can be no higher than the **(length of a dollar bill)** from the front and back of the knee.
- Skirts and dresses can be no higher than the **(length of a dollar bill)** from the front and back of the bend of knee.
- All bottoms should be secured at the waist; undergarments should not be exposed.
- If your pants have belt loops, you are expected to wear a belt. If you do not wear a belt and your underwear are showing, and/or your pants are not secure at the waist, you will be expected to put on a school loaner belt or zip tie. If not, you will receive dress code violation consequences.
- Jeggings, leggings, tights, yoga pants, or other form fitting pants are acceptable only if a dress code approved shirt, dress, or similar cover/top **covers the buttocks area**. Bottoms that are sheer, too tight, revealing, or causes disruption are not permitted.
- Athletic shorts/pants and sweat pants are allowed to be worn, but lounge pants and pajama pants are not permitted.

Tops/Shirts

- Proper undergarments should always be worn under approved Tops/Shirts.
- All shirts must have sleeves.
- Shirts must be long enough that they cover the stomach, sides, and back. Midriffs, backs, and sides should not be exposed when arms are extended above the head.
- Necklines may not be low cut or revealing, including when a student is leaning over.
- Any clothing or accessories such as (hats, socks, shoes, etc.) with alcohol, tobacco, drug, sexual overtones, violent logos or culturally insensitive material are not permitted.

- Sheer or see-through tops will not be allowed. This includes tops with holes, rips, tears, patches or shreds that reveal skin.

Shoes

- Athletic shoes, flip flops, sandals, slides, Croc type shoes, and boots will be allowed.
- Unsafe footwear is not permissible. (i.e. house shoes/slippers, Heelys, etc).

Accessories

- Trench coats will not be allowed.
- Hats, hoodies and beanies may be worn in outside areas only. **If students continue to disregard this rule, they will not be allowed to wear them at all.**
- Gloves can be worn during cold weather (below 50°F) when outside. Fingerless gloves will not be allowed.
- Jewelry, belts, chains, make-up, and other accessories that create a significant disruption may not be worn (example: flashing belts, etc.)
- Combs and picks are not to be worn in the hair.
- The following headgear shall not be worn on campus: **du-rags, bandanas, bonnets, shower caps, etc.** Students may wear headbands, scarves, or any headgear that is 3 inches in width or thinner.
- One earbud is permissible only while outside of classroom. **Over the ear headphones are not allowed at any time while on campus.**
- Personal Earbuds are not to be worn in classrooms.
- Cellphones must be concealed, silenced, and out of sight in the classroom. Students will be allowed to use cellphones before school, between classes, during lunch, and after school.

****Any student who violates this dress code policy will be subject to disciplinary action.**

**** Administration reserves the right to make final judgement on any clothing/accessories that are questionable.**

Dress Code Infraction Consequences:

NUMBER OF OFFENSES	ACTIONS/CONSEQUENCES
1st & 2nd Offenses	<ul style="list-style-type: none"> ● Warning ● Parent Contact ● Dress Code Form ● Opportunity to change or In-School Suspension for the remainder of the day
3rd Offense	<ul style="list-style-type: none"> ● Warning ● Parent Contact ● Dress Code Form ● Opportunity to change or ISS for the remainder of the day
4th Offense	<ul style="list-style-type: none"> ● Parent Contact ● Dress Code Form ● 1 day In-School Suspension

5th Offense	<ul style="list-style-type: none"> • Parent Contact • Dress Code Form 2 days In-School Suspension
6th Offense & All Thereafter	<ul style="list-style-type: none"> • Parent Contact • Dress Code Form • 1 Day Out-of-School Suspension

DUAL ENROLLMENT

Students arriving on campus from dual enrollment (LSCC, Vo-Tech, etc.) classes must sign in through the office.

EXTRACURRICULAR ACTIVITIES

School personnel will be responsible for supervising an event 30 minutes prior to the event, during the event, and 30 minutes after the event. Students should wait for their ride and be picked up at the front of the school. It is the expectation that parents pick-up their child within the 30-minute time frame. Violation of this policy could result in a trespass warning and could result in the student being removed from the sport or activity. Students not participating in extracurricular activities should not be on campus past 4:25 pm.

ATHLETIC ELIGIBILITY

To try out, practice, or participate in sports, a student will need a physical examination, birth certificate, school insurance, and a permission form signed by his/her parent or guardian.

Athletic Eligibility is determined by regulations of the Florida High School Athletic Association.

The following regulations are among the established criteria:

1. When a student turns 19 years, 9 months of age, they become ineligible immediately.
2. Student athletes must maintain a 2.0 grade point average. Transfer students may become eligible when they comply with special regulations.

INSURANCE

All students will receive school insurance that covers the students during school hours. Any student participating in activities outside the school day must purchase sports/afterschool insurance. This will cover the student for all activities for one school year. All accidents must be reported to the teacher, supervisor, school nurse or secretary. This staff member will complete an accident report.

OTHER EXTRACURRICULAR ELIGIBILITY

The same established criteria for credits, grades, and grade point averages in athletics apply to other extracurricular competitive activities.

STUDENT SUPPORT

Students who are on campus to support an activity or event are expected to be picked up within 30 minutes at the end of the event.

FALSE ALARMS

Any student responsible for a false alarm, bomb threat, etc., is subject to disciplinary action.

FORTIFYFL

FortifyFL is a “suspicious activity” reporting tool that allows you to instantly relay information to appropriate law enforcement agencies and school officials. Fortify app can be downloaded on student’s phone or accessed at <http://www.getfortifyfl.com/>

GRADING SYSTEM

The primary responsibility for determining each student's level of performance and ability to function academically is that of the classroom teacher. The following grading system is to be used in relation to determine the performance of students in the Sumter County school system. Each member school must conform to the grading scale mandated in s.232.2463, which is as follows:

Grade	Percent	Grade Point Value	Definition
A	90-100	4.0	Outstanding Progress
B	80-89	3.0	Above Average Progress
C	70-79	2.0	Average Progress
D	60-69	1.0	Lowest Acceptable Progress
F	0-59	0.0	Failure

Adapted from Sumter County Progression Plan

Student progress reports and report cards are provided once per nine weeks. Student grades for each subject are accessible on Skyward. A username and password are needed to review student grades. Any concerns about grades need to be addressed with the teacher.

COMPUTING GRADES

There are two (2) categories of grades used to compute class averages. Grades that are primarily based on the student's practice of academic skills and grades that measure the students' academic achievement. The practice category will include all classwork and homework assignments, notebook checks, bell work, etc. The performance category will indicate mastery of content in a course and include all projects, papers, presentation labs, quizzes, tests, and exams. Depending on the classification of the class the categories will be weighted accordingly.

Class	Practice	Performance
General	40%	60%
Honors	30%	70%
AICE/General Paper	30%	70%

MISSING ASSIGNMENTS

Students are expected to complete class assignments and submit these assignments. If a student does not complete the class assignments, communicate this information with the student and the parent. Continue to encourage the student to complete the necessary assignments. Be sure that parents are aware of this issue. Monitor the missing assignments frequently. For excused absences, the student shall have one school day for each day absent, to complete make-up work. Principals may grant extensions to the make-up time limit for extenuating circumstances.

For unexcused absences, work may be completed for fifty-nine percent (59%) credit of the earned score. Any late assignments will reflect a grade of 0%. If students are absent, the teacher will follow the district grading policy for excused and unexcused absences.

GYMNASIUM, WEIGHT ROOM, ATHLETIC FIELDS

Students are not allowed in these areas unless in a physical education class meeting. Students are not allowed in these areas at any time unless there is adult supervision.

HALL PASSES

Students will not be allowed out of class without a designated hall pass provided by the teacher. Students must sign the class sign-out log before leaving and sign-in upon their return to the classroom.

Restroom Policy

Students will use the restroom closest to their classroom. ONLY students in Building 28 and Building 36 are permitted to use those restrooms. A student will be considered out of area if they are using a restroom far from their classroom or on a different side of their designated location. Students who are "Out of

Area” will receive a long form. Students will need to use the SmartPass digital restroom app for students sign in/sign out for leaving the classroom. Teachers are to monitor and adhere to the school-wide policy for student restroom use.

It is the student and/or parent’s responsibility to provide the school with any documentation of an existing medical condition that should be considered regarding this policy.

HAZING

Hazing means any action or situation that endangers the mental or physical health or safety of a student at a school with any of grades 6 through 12 for purposes of initiation or admission into or affiliation with any school-sanctioned organization. It includes (a) pressuring, coercing, or forcing a student to participate in illegal or dangerous behavior, or (b) any brutality or physical nature, such as whipping, beating, branding, or exposure to the elements. **The Sumter County School Board will not tolerate hazing.**

ID Badge Policy

The Sumter School District & Wildwood Middle High School uses a school-wide Identification (ID) badge system for students and staff. The IDs are important for the safety and security of the school by allowing quick identification of those on our campus.

Wildwood Middle High School desires to provide a safe and orderly environment to foster student learning.

Efficiency is an added feature of the ID system. Student ID badges provide an effective process with many student services areas, including the media center, food services and bus transportation.

In addition to safety and organization, the student IDs will help Wildwood Middle High School students prepare for the world after high school, where real-world identification is often required. For identification and security, identification badges are required in government and military facilities, colleges, and universities and in most workplaces. We believe that our school campus should reflect the same expectations.

POLICIES & PROCEDURES

1. Each student will be issued an ID card with a lanyard.
2. **Students must wear their photo ID badge while on-campus.**
3. The IDs may not be changed or altered in any way. The sticker on the back must remain intact.
4. The first ID and one (1) replacement are free. Since IDs are required, the cost of additional replacement IDs is \$10. IDs may be obtained at Student Services.
5. Students are to adhere to the following guidelines, procedures, and consequences:
 - Damaged or defaced ID cards will be confiscated and must be replaced at the student’s expense.
 - Students are responsible for their ID cards. A student who has lost his/her identification card should apply for a replacement in the Front Office.
 - ID badges shall not be duplicated.
 - Any student with unauthorized possession of an ID card not belonging to him or her will be subject to disciplinary action.
 - A student must surrender his or her ID card to any staff member upon the staff member’s request
 - Anyone without an ID badge may be stopped and questioned as to their purpose.
 - You may not check out a library book if you do not have your ID.
 - Students withdrawing from school must return the ID badge to complete the withdraw process.

NUMBER OF OFFENSES	ACTIONS/CONSEQUENCES
1st Offense & 2 nd Offenses	<ul style="list-style-type: none"> • Warning • Free Replacement (1st time only)
3rd Offense	<ul style="list-style-type: none"> • Warning • Parent Contact • Replacement Cost of \$10, if needed
4th Offense	<ul style="list-style-type: none"> • 1 day In-School Suspension • Parent Contact • Replacement Cost of \$10, if needed
5th Offense	<ul style="list-style-type: none"> • 2 days In-School Suspension • Parent Contact • Replacement Cost of \$10, if needed
6th Offense &	<ul style="list-style-type: none"> • 3 Day of In-School Suspension • Parent Contact • Replacement Cost of \$10, if needed
All Thereafter	<ul style="list-style-type: none"> • OSS • Parent Contact • Replacement Cost of \$10, if needed

MEDIA CENTER

WMHS (Wildwood Middle High School) advocates for every student to be involved in and have free access to a quality school media center. Media enhances and supports the self-esteem and well-being of young adults by creating an exemplary environment where students are made to feel that they fit in and are part of the school. Wildwood Middle High School Media Center is open from 8:30 am to 4:00 pm daily. A media pass must be obtained from someone on the library staff before lunch for students to visit the media center. Students are allowed 2 checkouts at a time.

MEDICINE

Any medication must be turned into the nurse, in the original prescription bottle with the student's name on it. The parent must also complete a medication form and submit it to the nurse before administering it. If a medical issue requires frequent bathroom breaks or a student is unable to participate in a class, a doctor's note must be submitted to the nurse.

MOMENT OF SILENCE

At least one minute will be set aside during first period for a moment of silence. During this moment of silence, students should remain silent and not interfere with other students' participation.

MONEY OWED

All outstanding student debts to clubs, classes, and activities must be cleared before the student can participate in the 8th grade promotion ceremony or graduate from school.

PLANNERS

Students will utilize an online planner for keeping track of classwork and school activities.

TEXTBOOKS

Laptops and textbooks are required and provided for each student by the Sumter School District and the State of Florida. Each student is responsible for their care. Lost, damaged, or destroyed laptops/textbooks

must be paid for before additional laptops/textbooks are issued. Laptops and textbooks misused, lost, or destroyed will be paid for by the student according to the condition of the book when assigned. If a student fails to return or pay for a laptop or textbook, they must pay the following school year before being issued any additional laptops or textbooks. When a student laptop is not returned, a police report will be filed by the school resource deputy and law enforcement. When a laptop is damaged, a student may set up a payment plan to return it to continue their schoolwork. **Personal device (laptops, I-pads, tablets, etc) are no longer allowed to be used on campus. This is a Sumter district policy.**

When, as a result of losing, damaging, or destroying any instructional material, a student has been assessed the purchase price of the material and the student or parent has not paid the required sum to the principal after reasonable collection attempts, the student will be suspended from participation in extra-curricular activities and may lose campus parking privileges, if a high school student. At the principal's discretion, the debt may be satisfied by the student through community service at the school site as determined by the principal.

PLEDGE OF ALLEGIANCE

A student may be excused from instruction and/or reciting the pledge of allegiance, including standing and placing the right hand over his or her heart when his/her parent(s), as defined by Florida Statutes, files a written request with the school principal.

DISPLAYS OF AFFECTION

Students must refrain from showing excessive gestures of affection. Long embraces and kissing are forbidden and will result in a discipline referral for PDA (public display of affection violation).

***DON'T LET YOUR PRIVATE ROMANCE BECOME A PUBLIC AFFAIR.**

SEMESTER EXAMS

Students who miss more than ten (10) total periods in any class during a semester must take the semester exam regardless of any other reason to be exempt. When students are obligated to take the semester exam for violation of the attendance policy, he/she must earn 75% or risk not earning credit for the course.

Students who do not earn 75% or better on the semester exam and have a semester average for the course of 60 or better should complete an ATTENDANCE APPEAL FORM. It is the student's responsibility to obtain an appeal form from the Student Services and have it completed by the teacher, get all appropriate signatures, attach all appropriate documentation, and return it to Student Services. **All incomplete appeal forms will be denied.** Forms will be available during exam week. Administration will review the appeal form for approval or denial and notify student of the decision.

If a student accumulates ten (10) or more unexcused absences in a semester, there is NO opportunity for an appeal.

In the cases of students falling under the excessive absence policies, both excused and unexcused, the following grade calculation will be used:

- If the student meets the minimum testing requirement and has a passing average, the school should record their actual semester numerical and letter grade average.
- If the student meets the minimum testing requirement, but does not have a passing semester average, the school should record their actual semester numerical and letter grade average.
- If the student does not meet the minimum score requirement on the semester examination and has a failing average, the school should record the actual semester average.
- If the student does not meet the minimum score requirement on the semester examination but has a passing average for the semester, the school should record a **59** as the semester numerical average and an F as the letter average.

STUDENT DRIVING AND PARKING REGULATION

Students must have a WMHS decal to park on the WMHS campus. Students must adhere to the following guidelines:

1. All cars must be registered with the school resource officer (SRO) and have a valid WMHS parking decal. Parking decals must be displayed from the rearview mirror facing forward for visibility. The driver of a vehicle in the student parking lot without a valid WMHS decal is subject to disciplinary actions (see below).
2. Students must get a parking permit from the SRO to park on campus. Students must show the SRO their driver's license, registration, and proof of insurance to obtain a parking permit. Violations of regulation will subject the individual to the cancellation of privileges to park on campus. A parking permit can be obtained from the SRO for **\$25.00**. If the replacement is lost or stolen, you can purchase another one for \$5.00.
3. Students are to park in their assigned spot, which does not include the teacher's parking area, the vocational building, bus loop, grass, dirt, or other restricted areas beside or behind the school property.
4. No loitering or "hanging out" in the parking lot. Once students enter the parking lot, they may not leave until school is dismissed or they have been checked out from the main office.
5. Students are **NOT** permitted to be in the parking lot during school hours. Students must have permission from an administrator or the SRO to enter the school parking lot during the instructional day.
6. No loud music or noise. Automobile sound systems should not be heard outside the automobile. Per Florida State Statute 316.271(3), do not sound your horn unless it is an emergency.
7. Students shall not drive faster than 10 M.P.H. on school grounds; this includes going to and coming from the athletic fields. No student may drive on or across median or landscaped areas in the parking lot. Students must enter and exit the parking lot on the paved driveways.
8. Seatbelt use is required by law, and students may be ticketed for not buckling up.
9. Students are not allowed to ride in the bed of pick-up trucks while on our campus. Per Florida State Statute 316.2015(2)(b), you must be 18 years or older to ride in the bed of a pick-up truck.
10. Parking violations can result in the following disciplinary actions: loss of student parking privilege, car towed at the owner's expense, traffic citation(s), break detentions, long forms, and/or a combination of these actions.
11. Rules governing motorcycles are the same as those that apply to automobiles.
12. Bicycles will be placed on bicycle racks in designated campus areas.
13. Students who are dropped off or picked up should do so in the administration office area. Students are not to be dropped off in the student parking lot.
14. Excessive absences and tardies to school can result in loss of driving privileges.

***Note:** No vehicles are to be in the bus loading area during school.

STUDENT TRANSFER PROCESS

Thirty (30) days before each semester begins, the district will post a list of out-of-field teachers on the district website. A parent whose student is assigned an out-of-field teacher may request that his or her child be transferred to an in-field classroom within the school and grade in which the student is currently enrolled. Any parent may request their child be transferred to another classroom teacher once during a school year. The request must be made in writing and given to the school principal. The parent does not have the right to select the specific classroom teacher. These requests may not put a classroom over the state mandated class size. The principal must approve or deny the transfer within two weeks after receiving the request. If the request is denied, the principal must notify the parent and specify the reasons for denial.

TRESPASS-FLORIDA STATE STATUTE

810.097. Trespass upon the grounds of a school facility. Any person who is a student currently under suspension or expulsion and enter or remains on campus or any other school facility owned by any such school commits a trespass upon the grounds of a school facility and is guilty of a misdemeanor of the second degree.

VISITORS

- Florida Statute 69.274 prohibits the intentional disruption or interference with the lawful administration of school. Unauthorized visitors shall be considered trespassing.
- All visitors must sign in at the front office.
- No visitors can accompany students to school. Parents and others doing business with the school must come through the main office.

WILDWOOD MIDDLE HIGH SCHOOL
STUDENT AGREEMENT HANDBOOK

This handbook is written to provide students with basic information concerning the policies and procedures used at WMHS to ensure the safety of all individuals on campus. I have reviewed and understand the dress code policy for WMHS and the consequences associated with the dress code.

The handbook must be read and kept on file for future reference.

Please sign and submit it to your PAWS teacher. Your signature below indicates that you have read and understand this document. Should questions arise regarding policy, consult this handbook or the school administration.

Student Name: _____ Date: _____

Student Signature _____