Kent-Meridian High School 2020-2021

KM Student Handbook

Statement of Student Responsibility - As a KM Royal, I will:

- Meet the attendance requirements set by the Kent School District and KM.
- Be on time for school and for class.
- Behave in a manner that will reflect well upon me, my family and KM.
- Complete all graduation requirements of the Kent School District and KM.
- Comply with any reasonable request by a Kent-Meridian staff member.
- Read and comply with the Student Behavior Expectations listed in this handbook.

What it means to be a KM ROYAL

R- Show RESPECT to self and others.

O- Take OWNERSHIP in your learning and school environment.

Y- YOU make the difference! Attitude is everything!

A- Show ACCOUNTABILITY for school work and behavior.

L- Be a LEADER and lead by example!

General Information

Alignment with the KSD Handbook
The Kent-Meridian High School student handbook contains information specific to KM. Please also see the Kent School District at https://www.kent.k12.wa.us/Handbook for additional information. If information in the KM handbook contradicts the KSD handbook, then we will defer to the KSD handbook.

Fines
ALL student fines must be cleared to participate in dances, athletics, clubs, and graduation or to receive transcripts. Fines and fees can be paid at the Cashier office only. The cashier is available before and after school and the office is located across from the main office.

Homework Requests
Excused absences (an excused absence is defined as an illness, family death, family emergency, medical, dental or

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in to the school nurse: A completed *Medication Authorization Form* (available online or in the KM nurse's office) Or two notes: One from a doctor stating: name of medication, dose, time and reason it must be given during school hours. Another note from the parent/guardian giving permission for your child to receive the prescribed medicine at school.

Lockers
Students are responsible for their assigned locker and will pay for any damages. Do not write on or in the locker nor DWWDFK DQ\WKLQJ VWLFNHUV ODEHOV HWF 3DGORFNV DWWDFKHG WR ORF Lockers are property of the Kent School District and are subject to search at any time.

Pick-up/Drop off
Student pick-up and drop-off occurs in the front lot only. Parents/guardians picking up students during the school day must first check in to the Attendance office. Students will only be released to a parent/guardian or authorized person who must provide photo identification.

Student ID cards
Students are always required to carry their picture ID cards with them. The card is free, with replacements costing $5.00 each. Replacements can be purchased with the cashier and your new picture ID can be taken in the Graduation Center. Student ID cards are required to checkout library books.

Valuables
Items of value (personal technology devices, etc.) that are brought to school are brought at your own risk. The school is not responsible for lost or stolen valuables that are brought to school. Stolen items should be

Delivery of Personal Items
If a student needs an item (books, lunch, wallet, etc.), it can be left at the main office. The student will be called between classes. We will not keep or deliver flowers, balloons, and other gifts.

Emergency Procedure
Emergency procedures will be taught and reviewed by classroom teachers, administrators, announcements, and bulletins. During a drill or emergency students are always required to stay with their teacher. Any inappropriate behavior will be considered severe and appropriate student discipline will be assigned.

Class of 2020 Required Credits

	KSD	Public, 4 - year Colleges/ Universities	Recommended Courses for Highf1d Credits

Progressive Discipline Model

Intervention	Consequence	Teacher Initials	Student Initials	Behavior/Incident
Step 1) 1:1 Conversation between Teacher and Student	N/A			
Step 2) Letter Home to Parent - Letter to be signed by parent or guardian - Letter returned next day or automatic move to Step 3	Parent discretion and return of signed form			
Step 3) Referral to Interventionist: Phone call home to provide 24 hour notice of ASD Inform parent of next steps to be taken if behaviors continue.	After School Detention			Enter FYI into skyward and direct to Behavior Interventionist.
Step 4) Referral to Behavior Interventionist: Phone call home to provide 24 hour notice of ASDx2	2 After School Detentions			Enter offense into skyward summarizing Steps 1-4 and direct to Behavior Interventionist.
Step 5) - Referral to BIT* - Phone call home - Student sits in on BIT meeting** to develop strategies for success	2 Days ISS			Step 5, and all discipline actions after, will result in Code Blue for remainder of semester. Enter offense into skyward and direct to Dean of Students.

- 1-3 days Out-of-School Suspension
- 4-5 day Out-of-School Suspension
- 6-10 Days Out-of-School Suspension
- Long-Term Suspension 11+ Days
- Emergency Expulsion
- Expulsion

Kent - Meridian Student Expectations

1. Cooperate with staff and follow all classroom rules. Students are expected to be respectful and adhere to the expectations and reasonable requests by KM staff. If a student does not follow the expectations teachers will use the PDM process outlined above.

2. Be on time to class. KM is a center for learning and those students that are making poor choices and who are chronically tardy to class are not permitted to continue doing so. Teachers will mark students tardy in Skyward if they are not inside the door by the end of the bell ringing. Students are considered absent from class if they are more than 10 minutes late.

3. Come to school every day and go to class. If you are absent make sure to excuse the absence. Parents/guardians are required to notify the school when their student is absent and can call in an absence at 253-373-7405, press 1 for Attendance. Students with unexcused absences (truancies) may be assigned after school detention.

4. Keep moving to class during passing. Congregation of students in hallways is prohibited to prevent safety hazards and traffic congestion. Students need to continue to move to class during passing times.

5. Get a hall pass. Students out of class must have KM license plate pass from their teacher and have signed out of class when leaving. No passes will be issued during 4th period. No passes in the first 10 minutes and the last 10 minutes of class.

6. Do not eat or drink in the building (except cafeteria). Water in a clear and closed container is OK.

7. Closed campus - stay on campus and within authorized areas. During lunch, only the courtyard, commons, East Wing lot and cafeteria are authorized. Students are not to leave campus without parents/guardians and/or school permission and need to check out at the attendance office. Students with off-campus passes for lunch are not allowed to drive vehicles off campus for lunch. Security or administration will ask for ID with an off-campus sticker before allowing a student off-campus. Only KM students are allowed on campus during school hours. Non-KM students must report to the main office. All visitors including outside agency/support personnel must report to the main office and show proper ID prior to receiving student and/or campus access.

8. Keep your skate/longboards in your locker. You may not carry them around campus during the school day and may not ride them on campus at any time. School District Policy prohibits any type of skating (skate/longboarding, skate shoes or roller blading) on campus at any time.

9. Put away your electronic devices and focus on school. Personal electronic devices may be used during non-instructional time (passing and lunch). Music must be listened to via earbuds or headphones only at appropriate times. No headphones in use, in your ears, or over your ears in the classroom unless specific permission from your teacher. If these rules are violated, electronic items will be surrendered by the student to a teacher or other supervising adult on request. Failure to surrender the item on this request will result in a code blue and may be considered Defiance of Authority which may result in suspension.

10. Dress appropriately. The following are NOT allowed at KM during the school day:

- No clothing with inappropriate symbols (i.e. alcohol, tobacco, drugs, firearms, gang material, hand gestures, lewd pictures, profanity, etc.)
- No revealing clothing (i.e. low-cut necklines that show cleavage, strapless, backless, off the shoulders, bikini, tube, spaghetti straps, halter or single strap shirts, bras, bra straps, loose arm-hole shirts/tanks, sagging pants with underwear, shorts or boxers showing)
- No face coverings (i.e. sunglasses, full face paintings, masks, etc.)
- No distracting headgear. For many years KM had a NO Hats, No Hoods, No bandanas, NO Headgear period policy. As of January 2018, KM students will be allowed to wear beanies, ball caps, bandanas, dew rags and