

## SUGGESTIONS FOR STUDY

You are now embarking on the early stages of a junior high school program at Kittatinny. Patterns and habits that you establish in these two years are very important ones that can influence what you do in your four years of high school. Good habits are easier to maintain than poor habits are to change. To assist you in starting on the right note, you should make this list of suggestions as part of your study routine. Review it frequently.

- A. Set aside a regular time for homework.
- B. Start each work session with a positive attitude.
- C. Have tools and materials at hand in the classroom & at home.
- D. Give your full attention to the work at hand.
- E. Take notes.
- F. Organize facts, ideas, and materials so they make sense to you.
- G. Review your notes often.
- H. Keep a checklist; write down assignments in a special notebook.
- I. Proofread.
- J. Evaluate your own work continuously.
- K. Take rest breaks as planned.
- L. Over-learn (study more than you need to)
- M. Give yourself rewards for achieving your classroom and home-work targets.
- N. Submit neat and attractive work.
- O. Meet deadlines.

## EXPECTATIONS FOR STUDENT BEHAVIOR GRADE 7 & 8

### Before Homeroom

- A. Locker Time - Place coat and books in locker.
- B. Appropriate school dress is important. Remember, no hats, sunglasses, or clothing that would be deemed inappropriate such as T-shirts with profanity or inappropriate comments on it or advertising or advocating the use of alcohol or tobacco. Jackets are **NOT** to be worn during the day. Do not bring a walkman, electronic games, or trading cards to school. Shorts are permitted after May 1 and until the last day in September.
- C. Classrooms will be open by 7:30 a.m. Students are not to enter classrooms without teacher supervision.
- D. Hallway safety is important. Running, pushing, and rough play can cause injury.
- E. Speak appropriately. Foul, abusive or derogatory language is prohibited.

### Classrooms

- A. Report directly to class. Four minutes passing time is allotted between periods. **BE ON TIME AND IN YOUR SEAT WHEN THE BELL RINGS!**
- B. Come to class prepared to begin work, e.g., pen, pencil, and notebook, etc.
- C. Follow rules as outlined by your classroom teacher.
- D. Respect the rights of your classmates to learn and your teacher to teach. Cooperation, respect and courtesy are the keys to success.
- E. Be attentive at all times.
- F. Being in class for the entire period is important. Limit your request for the hall pass.
- G. Never bring soda or food to class.
- H. By completing your homework, you can guarantee success.
- I. Ask questions. That is how learning takes place.
- J. Class time ends when the bell rings. Do not congregate at the classroom door.

### Hallway

- A. Upon dismissal from class, go directly to your next period class.
- B. Running, pushing, or other unnecessary roughness could lead to an injury; walk responsibly. Safety is our goal.
- C. Enter the classroom before the bell. Use this time to prepare yourself for class.
- D. Do not go to the library, nurse, or guidance office between classes. You must have a pass from your teacher.
- E. Anytime you are in the hallway while classes are in session, you must have a pass.
- F. Public displays of affection are not permitted.
- G. Permission is needed for elevator use.

### Cafeteria

- A. Prior to your lunch period, stop at your locker, if necessary, and then proceed directly to the cafeteria. **BE ON TIME.**
- B. Students requesting to use the lavatory must obtain permission from your cafeteria supervisors.
- C. Follow all rules as outlined by your cafeteria supervisor.
- D. Students are to remain at their assigned tables. Table assignments will be changed periodically.
- E. Lunch lines are single file.
- F. Throwing food or leaving food on cafeteria table is prohibited. All students, at each table, are responsible for its cleanliness.
- G. Food is not permitted out of the cafeteria.
- H. Do not bring trading cards and/or games to the cafeteria.
- I. Students cannot be in the hallways or at their lockers during lunch period.

### After School

- A. Students are not to remain after school unless supervised by a teacher.
- B. Students wishing to use the library must have a pass from their subject area teacher.
- C. Students remaining for extra help must be supervised by a teacher until 3:25 p.m. or secure a pass to the library.
- D. Students assigned to administrative detention are to report directly to the administrative detention room and remain until 3:25 p.m. They will be dismissed directly to 3:30 p.m. late bus.
- E. Students participating in a sport or activity should report to their assigned location. Spectators may congregate in the D-Wing area or at the appropriate field location.
- F. Students are not permitted to walk to the Hampton Recreation area or McKeown School.

Not only is the attitude that you develop toward your classwork and homework an important one, but so is the attitude that you develop about yourself, your home, and your school. A good motto to follow is one that was written many years ago, "We are respected in proportion as we respect ourselves." The respect that you give yourself will show in the respect that you give in your home and in your school.

## ACADEMIC PROGRESS

Strong emphasis is placed upon academic progress of each student. Recognition for such progress can be awarded in several ways:

### Area Achievement Awards

At the end of the year, each department sends awards to the students who excel in a particular subject. Criteria for receiving an award may vary with each department, so be sure to check with your teachers to learn how you can strive for this award.

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## Commendations

Individual teachers may elect to send one of these reports to a student who has made a good turnabout to performance in a particular subject.

## Honor Roll

To be eligible for High Honor Roll, a student must achieve a 4.0 (A) average. To be eligible for the regular Honor Roll, a student must achieve a 3.5 to 3.9 average (for example, three B's and three A's).

## Eighth Grade Awards

At the dinner/dance in June, special awards are given to top students in major subject areas, for perfect attendance, for maintaining honor roll status, and for athletics.

## Summer School

A Summer School program has been initiated for those seventh and eighth grade students who have not successfully completed their academic requirements during the regular school year. Classes meet for six weeks in the summer from 8:00 a.m. until 12:25p.m. Students/Parents will be responsible for the cost of each course as per Board approved tuition rates. In the event of insufficient enrollment, students desiring to make up failed courses may attend any County-sponsored summer school program deemed acceptable by the administration.

SEVENTH AND EIGHTH GRADE STUDENTS MUST PASS ALL GRADED SUBJECTS IN ORDER TO BE PROMOTED INTO THE NEXT GRADE.

## Guidance

A Guidance Counselor is available to handle the needs of junior high students. A Counselor provides help for both 7<sup>th</sup> and 8<sup>th</sup> graders in such areas as academic, social, vocational, and personal counseling. Parent conferences can be arranged if necessary. A Counselor is responsible for testing, class placement, and all schedule changes.

Seventh grade students are scheduled to meet with their Counselor during the first weeks of the school year for orientation. Eighth grade students are assisted with high school course selections in the spring.

Appointments should be made to see Counselors. Occasionally the Counselor will call students in for a conference to discuss classes, grades, or other concerns. Individual classroom teachers may excuse students at their discretion during their class time to see Counselors. Personal appointments can be made with the Counselor before the Homeroom in the morning.

## Clubs & Special Activity Groups

Seventh and eighth graders are encouraged to participate in activities. Information about meeting time and place for each club will be listed on the daily announcements. Also, a special assembly will be held early in the school year to explain more about these programs. If a student remains after school for one of these activities he may take a 3:30 p.m. late bus home.

## Eligibility to Participate

In certain programs that require considerable time for practice after school, coaches and advisors may establish specific academic rules concerning a student's eligibility to participate. Failure in a course could mean removal from an activity. Serious infractions of school rules could bar a student from participating in any extracurricular activities.

## **RULES**

Although most of the following items are referred to in the rest of the handbook, there are areas that need to be of particular concern to seventh and eighth graders.

## Lavatory Use

Students may use the lavatories by using their KRHS pass. Lavatories may be used in between periods provided the student is not late to class. Students should not loiter in the lavatories.

## Hall pass Privileges

Students who chronically abuse the use of hall passes can have their pass privileges restricted for a certain period of time determined by the Assistant Principal.

## Hallways

Running in the hallways is not permitted. For those students who are new to the school, it may seem difficult at first to get to classes in the allotted time, but you will soon learn that there is sufficient time. A student should not go to his locker in between each period.

## After School

Students are not allowed to remain after school unless they participate in a supervised activity. Those students who plan to use the library from 2:15 p.m. to 3:25 p.m. must sign in, have a pass from a subject area teacher, state the work that they are doing, and remain in the library until the late bus arrives.

## Lockers

Do not share your combination, at any time, with anybody - not even your best friend. Be sure that you cover the lock with one hand while you are opening the locker to avoid anybody else learning your combination. This can prevent many problems later on in the year.

## Dances

Only 7<sup>th</sup>/8<sup>th</sup> graders are permitted to attend dances sponsored by their classes. Guests must also be on the 7<sup>th</sup> or 8<sup>th</sup> grade level and they must be signed up in the office at least three days prior to dance. The time for all dances will be from 7:00 p.m. to 9:00 p.m. Students must be picked up no later than 9:15 p.m. or they will be barred from future dances. Students must remain in building during dance. Any serious infraction of school rules can result in a student losing the privilege to attend any social functions during the year, i.e., after a fourth tardy, activity night/dance privileges are revoked for a marking period.

**NOTE:** Any ineligible student who attends a school-sponsored event will forfeit participation in subsequent activities and is subject to further disciplinary action.

## Attendance

All students must be in school on the day of a proposed field trip, dance, etc.

A Junior High School student who exceeds 15 unexcused absences will not be permitted to participate in class trips, field trip activities, and any other extracurricular activity designated by Administration.

If the number of unexcused absences reaches 16, a letter will be sent home and the matter will be referred to municipal court. (Also, see the Truancy section of the Uniform Discipline Code).

This is by no means the end of the information for 7<sup>th</sup> and 8<sup>th</sup> graders. (The Uniform Discipline Code, for example, applies to grades 7-12). Read through the rest of this handbook to find items that still pertain to you and become aware of what is expected of you in high school.

The Administration reserves the right to deny participation in extracurricular activities such as dances, activity nights, athletic events, and class trips, etc., to students who have been repeatedly disruptive.