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**SCHOOL CONTACTS**

We are here to serve you and your child on his/her middle school journey! If you have a question or concern, please contact the teacher or school staff member most directly involved with the matter. If that person is unable to assist you or you have further concerns, please contact your child’s Assistant Principal. If your concern persists, please notify the Executive Principal.

**OFFICE STAFF**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Celia Conley</td>
<td>Executive Principal</td>
<td><a href="mailto:celia.conley@mnps.org">celia.conley@mnps.org</a></td>
</tr>
<tr>
<td>Ms. Ruth Hayslett</td>
<td>7/8 Grade Assistant Principal</td>
<td><a href="mailto:ruth.hayslett@mnps.org">ruth.hayslett@mnps.org</a></td>
</tr>
<tr>
<td>Dr. Bryan Seay</td>
<td>5/6 Grade Assistant Principal</td>
<td><a href="mailto:bryan.seay@mnps.org">bryan.seay@mnps.org</a></td>
</tr>
<tr>
<td>Mr. Marcus Goodwin</td>
<td>Dean of Students</td>
<td><a href="mailto:marcus.goodwin@mnps.org">marcus.goodwin@mnps.org</a></td>
</tr>
<tr>
<td>Mrs. Shauna Beene</td>
<td>7/8 Grade Assistant Principal</td>
<td><a href="mailto:shauna.beene@mnps.org">shauna.beene@mnps.org</a></td>
</tr>
<tr>
<td>Ms. Tjuana Reed</td>
<td>Dean of Instruction</td>
<td><a href="mailto:Tjuana.reed@mnps.org">Tjuana.reed@mnps.org</a></td>
</tr>
<tr>
<td>Mrs. Delethia Rosado</td>
<td>5/6 Grade Counselor</td>
<td><a href="mailto:delethia.rosado@mnps.org">delethia.rosado@mnps.org</a></td>
</tr>
<tr>
<td>Ms. Stephanie Tirado</td>
<td>Secretary</td>
<td><a href="mailto:stephanie.tirado@mnps.org">stephanie.tirado@mnps.org</a></td>
</tr>
<tr>
<td>Ms. Latasha Woodliff</td>
<td>Secretary</td>
<td><a href="mailto:natasha.woodliff@mnps.org">natasha.woodliff@mnps.org</a></td>
</tr>
<tr>
<td>Ms. Tanika Higgins</td>
<td>Financial Bookkeeper</td>
<td><a href="mailto:tanika.higgins@mnps.org">tanika.higgins@mnps.org</a></td>
</tr>
</tbody>
</table>

**Spanish**

Si usted necesita información adicional o si tiene alguna pregunta, por favor llame o contacte al intérprete español a 615.333.5642

**Arabic**

إذا كنت بحاجة إلى معلومات إضافية أو لديك سؤال، برحي الاتصال بالمتترجم العربي والكردي:
Roz Shareef (615.333.5642, roz.shareef@mnps.org)

**Somali**

Haddii aad u baahan tahay macluumaad ama aad qabto su’aalo, fadlan u dir maamulaha iskuulka telefoon.

**Vietnamese**

Nếu có điều gì装卸没 hoặc muốn biết thêm chi tiết, xin tiếp xúc với hiệu trưởng của trường số tài.

**Serbo Croation/Bosnian**

Ako trebate dodatne informacije ili imate neko pitanje, molim nazovite svoju skolu i kontaktirajte direktora.

**Kurdish**

بو زاینیاری زیاتر یان هرپیسیاریک ؟ تکایه پیامه ندی بک به برنهیوئری قولتابخانه.
OVERVIEW

DISTRICT VISION
Metropolitan Nashville Public Schools will be the fastest-improving urban school system in America, ensuring that every student becomes a life-long learner prepared for success in college, career, and life.

DISTRICT MISSION
We deliver a great public education to every student, every day.

MNPS CORE VALUES
Whole learner, literacy, excellence, relevance, innovation, talent, collaboration, equity, and diversity

After Completing Grades 5 – 8, Each Student Will:
- Be academically prepared for the transition to high school by the end of 8th grade: read and write at or above grade level, and demonstrate proficiency in math, social studies, science, and the arts.
- Show expanding proficiency in a wide variety of multiple literacies including technology, computer, digital, and information literacy.
- Exhibit awareness of his or her impact on others, responsibility for oneself and others, and a service orientation.
- Formulate education and career plans for high school and beyond.
- Approach learning with curiosity and motivation; proficiently demonstrate a growth mindset.
- Demonstrate age-appropriate 21st century learning skills:
  - Collaboration: Able to interact positively with peers, respect those from different backgrounds and perspectives, value diversity, and engage constructively and democratically with peers and adults
  - Communication: Form logical arguments and examine multiple viewpoints
  - Critical thinking: Demonstrate research and study skills and ability to organize information and ideas
  - Creativity: Exhibit abstract thinking across subject areas
ANTIOCH MIDDLE SCHOOL MISSION
Antioch Middle School will provide a nurturing environment that fosters academic excellence and personal growth for all learners.

AMS VISION
Antioch Middle School will become the top choice for families and be a pillar in the Southeast Nashville/Antioch community. We will attract top teacher talent, ensure high levels of student achievement, provide enriching experiences for every student, and engage parents in every facet of our school.

STUDENT PLEDGE
Achieving and model students are:

- Brilliant while learning life-long skills,
- Environmentally safe,
- Accepting uniqueness in our diversity,
- Reflective thinkers and doers and
- Successful in reaching and exceeding individual goals.

WHY ANTIOCH MIDDLE SCHOOL?
We believe AMS is highly effective for developing scholars and citizens. Here are some of the reasons why:

- Our student-centered staff of professional educators, administrators, and support personnel
- AMS Honors Program: Honors English (6-8), Honors Math (6-8), Integrated Math I and Physical Science for high school credit (optional, eighth grade only), virtual course options
- Exploratory classes, including Visual Art, Band, Chorus, Coding/Computers, Physical Education, STEAM, and AVID Elective
- Student technology, including notebooks, interactive white boards, tablets, and response units
- Encore gifted/talented student program
- Student Support services, including guidance counseling, social/emotional development classes, mentoring, and Restorative Practices
- Athletics for students in grades six, seven, and eight, including football, boys and girls basketball, boys and girls soccer, volleyball, wrestling, boys and girls track, and cheerleading
- House Points positive behavior system including incentive events, privileges, and Paw Mart student store
- Student clubs and leadership opportunities, including Student Ambassadors, Student Council, Yearbook, and more
- After-school tutoring and NAZA programs
- Academic and character recognition awards, Pep rallies, Career Day, Diversity celebrations
- Project-based learning
- AVID advanced academics
- Community Achieves School
ABOUT THIS HANDBOOK

The Antioch Middle School Student Handbook contains information specific to our school. It also references the Metropolitan Nashville Public Schools Student-Parent Handbook, which describes policies that pertain to all students in the school district.

Both handbooks are published annually and distributed to students at the beginning of the school year. Additional copies are available from the school office.

DAILY PROCEDURES

BINDERS

Each student at Antioch Middle School must have a binder to organize classwork, homework, notes, tests, and assignments. Maintaining your binder and bringing it to every class every day is extremely important for your success in middle school.

Each teacher will give specific instructions regarding what to include in your binder, when binders will be checked, and what to remove from your binder. However, all binders must have the following contents.

Required Contents
- Good quality 3-ring binder: 2”, 2.5”, or 3” with pocket inserts
- 5-6 colored tab subject dividers to separate classes
- Zipper pouch to store supplies (A 3-hole-punched, heavy-duty, re-sealable plastic bag will also work.)
- 2 or more pens
- 2 or more pencils
- 1 or more colored highlighter pens
- Notebook paper
- Agenda/daily planner/calendar (your teachers will give you this)

Suggested Contents
- 1-2 zipper pouches (for supplies)
- Notebook dictionary/thesaurus
- Calculator

In addition to these binder items, students should bring to school all items on their grade level’s school supply list which is available from the school office each summer and from teachers during the first days of school.
STANDARD SCHOOL ATTIRE

Antioch Middle School will maintain a professional learning environment. Standard School Attire (SSA) is an important part of helping students be in a learning mindset while at school.

**Tops:**

<table>
<thead>
<tr>
<th>REQUIRED</th>
<th>Permitted</th>
<th>NOT permitted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Any solid color</td>
<td>May have short or long sleeves</td>
<td>Stripes, designs, T-shirts, Any low-cut, midriff-revealing, or baggy shirt</td>
</tr>
<tr>
<td>Must have a collar</td>
<td>AMS school spirit shirts (Must be purchased from the school bookstore and unaltered.)</td>
<td>Logos of any kind larger than two inches in any direction (except school logos)</td>
</tr>
<tr>
<td></td>
<td>Undershirts that are a solid color (no text or images visible)</td>
<td>Any clothing with a hood, Denim shirts or vests, Sleeveless shirts, See-through material</td>
</tr>
</tbody>
</table>

**Bottoms:**

<table>
<thead>
<tr>
<th>REQUIRED</th>
<th>Permitted</th>
<th>NOT permitted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Solid black, navy, or khaki color</td>
<td>Pants, shorts (knee-length), capris, skirts (knee-length), skorts, jumpers</td>
<td>Jeans or denim of any kind, Jogging pants, sweat pants, athletic gear, Tight-fitting pants of any kind, including jaggings, Sagging below the waist, Cut-offs without a hem, Holes, rips, or tears, See through material</td>
</tr>
<tr>
<td>Length must be lower than fingertips when standing</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Outerwear:**

<table>
<thead>
<tr>
<th>Permitted</th>
<th>NOT permitted (Must be placed in lockers or other appropriate location prior to class.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single blazer, suit jacket, vest, sweater, light fleece or jacket, or cardigan over SSA shirt</td>
<td>Heavy coats, Hoodies of any kind, Denim jackets or vests, Any kind of hat or headwear</td>
</tr>
</tbody>
</table>
Miscellaneous:

<table>
<thead>
<tr>
<th>REQUIRED</th>
<th>NOT Permitted</th>
</tr>
</thead>
<tbody>
<tr>
<td>- AMS Student ID worn visibly on the front of the torso using a lanyard or clip</td>
<td>- Hats worn anywhere on the body</td>
</tr>
<tr>
<td></td>
<td>- Hair scarves, hair bonnets</td>
</tr>
<tr>
<td></td>
<td>- Bandanas, gloves, sunglasses</td>
</tr>
<tr>
<td></td>
<td>- House shoes, slippers, athletic slides</td>
</tr>
<tr>
<td></td>
<td>- High-heeled boots or shoes</td>
</tr>
<tr>
<td></td>
<td>- Open-toed shoes of any kind</td>
</tr>
<tr>
<td></td>
<td>- Tight fitting, baggy, or revealing clothing of any kind</td>
</tr>
<tr>
<td></td>
<td>- Large or obtrusive jewelry</td>
</tr>
<tr>
<td></td>
<td>- Chains or spiked accessories</td>
</tr>
<tr>
<td></td>
<td>- Clothing or accessories that could conceal items</td>
</tr>
<tr>
<td></td>
<td>- Purses, fanny packs, and/or backpacks must be stored in your locker.</td>
</tr>
</tbody>
</table>

Optional Special Attire Days

Bears Bunch No-SSA Fridays: Students that meet the behavior, academic, and attendance goals for Bears Bunch will earn three (3) wristbands that can be used to be out of SSA for one behavior cycle (4.5 weeks).

<table>
<thead>
<tr>
<th>Bear Bunch No-SSA Fridays:</th>
</tr>
</thead>
<tbody>
<tr>
<td>NOT Permitted</td>
</tr>
<tr>
<td>- Anything that can be disruptive to the learning environment (examples: Profane language or images)</td>
</tr>
<tr>
<td>- Tight, baggy, or revealing clothing of any kind</td>
</tr>
<tr>
<td>- Jeans with holes or tears</td>
</tr>
</tbody>
</table>

Other Special Attire Days: Notice of any temporary exceptions to the SSA policy (such as events or incentives) will be communicated in advance to students in writing.
SSA Discipline Policy

Students may not attend class while in violation of SSA policies.

Immediately fixable SSA violations: Students who are not in compliance with SSA policies will be asked to immediately fix the violation. Examples of this kind of violation include wearing a hat or wearing an unapproved piece of outerwear.

Not immediately fixable SSA violations: Students whose violation of SSA policies is not immediately fixable will be referred to the school office, and directed to contact a parent to bring a change of clothing. Examples of this kind of violation include wearing unapproved tops or bottoms. Repeated referrals for these violations are subject to increased disciplinary consequences.

School administrators have final discretion regarding all standard school attire determinations.

SSA Exemptions

AMS will provide reasonable accommodation to students whose bona fide religious belief, medical condition, or disability requires special clothing.

To request such an accommodation:
1. A parent or guardian must submit a request, including explanation of necessity, to the school Principal in writing.
2. The Principal will review the exemption request. The parent or guardian will be notified in writing of the status of the request with ten school days.
3. To appeal, the parent may request a meeting with the Principal. Based on the outcome of that meeting, the Principal will notify the parent within five school days.
4. A further appeal may be made to the Director of Schools.

STUDENT IDENTIFICATION BADGES

Students must wear an ID badge visibly at all times while on school grounds during the school day. They may wear it on a lanyard around their neck or clipped to the upper portion of a shirt. ID badges may not be worn at or below the waist or on the back. Parents should assist with ensuring that their child is wearing his or her ID badge each school day.

- Students must present their ID badges to a school staff member upon request.
- Students who do not have an ID badge may be denied admission to school events.
- The school requires ID badges to be used to access school programs such as library, food service, and some technology-based applications.
- ID badges are not hall passes. However, students may be required to show their ID in addition to the school’s hall pass policies.
- Students who possess their ID badges during school hours may be eligible for random incentives at school discretion.
• Students who repeatedly fail to display ID badges will be subject to more severe sanctions/consequences.
• There is a $5.00 fee for replacement of lost ID badges.

BUS TRANSPORTATION

MNPS bus transportation is available for all students living at least 1.25 miles from the school in the Antioch Middle School zone and others per district policy. You can quickly find your bus route, pick-up and drop-off times, and bus stop location by visiting www.mnps.org/transportation and clicking FIND MY BUS STOP. If you need assistance, please contact MNPS Customer Service at 615-259-4636.

Bus rules
• Obey the bus drivers’ instructions.
• Remain in your seat on the bus.
• Keep your hands, feet, and objects to yourself.
• Talk quietly.

A bus driver’s job is an EXTREMELY difficult task. The school makes every effort to support them in their efforts to be effective, responsible, and safe. Bus discipline is handled using progressive discipline. In extreme or repeated cases of student misconduct, students may lose the privilege of bus transportation for the remainder of the school year.

To request to ride a different bus or use a different bus stop other than the one assigned:

1. A parent must complete a Transportation Request Form available in the school office and submit it to the school office at least one week prior to the requested date(s) of altered transportation plans.
2. The school office will submit the form to MNPS Transportation and notify the parent and student if it has been approved.
3. A student must receive notice of approval prior to changes in bus transportation.
ARRIVAL

The school opens at 8:35 am each school day. No supervision is available prior to 8:35 and students should not be dropped off at school prior to this time.

Students who are car riders in the morning should be dropped off from the vehicle lanes in front of the office. Vehicles may not park unattended in these lanes at any time. No cars should enter the bus lanes on the Blue Hole Road side of the building.

Students must enter the building, pick up breakfast from assigned area (Cafeteria for Grades 5 and 6; bus entrance hallway for Grades 7 and 8) if desired, take care of locker and restroom needs, and report directly to their first period class. Students should eat their breakfast in their homeroom classroom. Any student not reporting directly to their first period class will be subject to disciplinary action.

The school day begins at 8:55 am. Students who arrive at school after 8:55 are tardy and should enter the main school entrance with a parent, guardian, or other responsible adult to sign in. Students who are tardy will receive a tardy pass to class from the office. Students with excessive tardiness are subject to our Tardy Discipline Policy and will be reported to the MNPS Attendance Office or to the Attendance Review Board of the Metropolitan Nashville/Davidson County Juvenile Court. Monthly mandatory tardy and attendance meetings will be held for students with excessive tardies and/or absences.

LOCKERS, BACKPACKS, & PURSES

All backpacks, purses, cell phones, personal electronic devices, jackets/outerwear, and other personal and/or valuable items must be placed in a student's locker.

Each grade level allows students to access their lockers only on a specific schedule. Students are otherwise not permitted to access their lockers during the school day without written authorization. Students must take any materials needed for class or lunch from their locker at the assigned time.

Students sign a locker contract at the beginning of each school year that explains the following locker policies: Students are responsible for keeping their lockers locked and not sharing their combination with other students. The school is not responsible for lost or stolen items from lockers. Students are discouraged from bringing large amounts of money or other valuable items to store in lockers. Lockers may not be shared with other students. Lockers are subject to search by school administrators at any time.

RESTROOMS

Students should use the restroom when they arrive at school each morning, prior to Period 1. During the day, students typically have two scheduled class or individual restroom breaks. Students should use the restroom at these times to maximize their time in the classroom. Teachers may issue hall passes to students for emergency restroom use.
**BREAKFAST AND LUNCH**

Breakfast and lunch are provided to all students free of charge. Optional a la carte snacks are also available for purchase. For our students’ convenience, our cafeteria accepts cash prepayment to student accounts for purchasing a la carte snacks.

The cost of lunch for adult visitors is $3.75 and adult holiday meals are $4.50.

Students may pick up breakfast in the cafeteria (Grades 5 and 6) or at the kiosk in the main hallway (Grades 7 and 8) when they arrive at school. Students should take their breakfast to their homeroom class and eat it there.

Students go to lunch with their class. When in the cafeteria, students must sit in their class’ assigned area, raise their hand if they need to get something, and speak at Voice Level 1. Teachers will provide instructions for cleaning each class’ lunch area in an orderly manner.

**BEING IN CLASS**

Timely arrival to every class maximizes each student’s chances of being ready to learn. Students must be in class by or before the scheduled start of the class so that class can begin on time and teachers can submit accurate attendance.

Students must:

- Take care of restroom and/or locker needs during transition times (as permitted).
- Have a hall pass or written permission from a teacher to be anywhere other than their scheduled class during their scheduled class’ time.

A student who arrives to class between one and nine minutes late without a written excuse from a school staff member will be considered tardy and is subject to the following consequences.

*Tardy discipline policy*

Each offense: Student notification of tardiness by teacher recording of the tardy in Infinite Campus.

Repeated tardies: Teachers submit a discipline referral the third and every successive tardy during the current Behavior Cycle.

A student who is absent from any portion of a class for ten or more minutes without a written excuse from a school staff member will be considered to have been cutting class and will be immediately referred to a school administrator for assignment of disciplinary consequences according to school policy.
CELL PHONES AND OTHER PERSONAL ELECTRONIC DEVICES

Cell phones or any other personal electronic devices are permissible on school grounds but must **BE TURNED OFF AND STORED IN THE STUDENT’S LOCKER DURING THE DAY.** Any exception to this policy will be at the discretion of school administrators. A student who brings his or her device to school does so at his or her own risk. The school will not be responsible for lost or damaged items. No searches or investigations will be conducted for lost or stolen devices.

Personal electronic devices not in a student’s locker during the school day will be confiscated and stored in the school office.

**Personal Electronic Device Discipline Policy**

1st offense: Confiscation of device until the end of the school day.
2nd offense: Confiscation of device until the next school day. Device may be picked up only by a parent/guardian between 8:35 AM and 4:05 PM on business days.
3rd offense: Confiscation of device until the next school day. Device may be picked up only by a parent/guardian between 8:35 AM and 4:05 PM on business days and a conference will be held.

Devices may be confiscated by any staff member and should be delivered to the school office immediately. School administrators may search any confiscated device if reasonable suspicion of a violation of other school rules exists.

**DISMISSAL**

Dismissal is at 3:55 pm. No supervision is available after 4:05 and **students must be picked up by this time** unless they are attending a designated after-school activity.

Students who are car riders will be released only from school’s main office entrance. Drivers picking up these students must drive to the traffic circle near the main office entrance.

**No students will be dismissed between 3:25 and 3:55.** Students will only be dismissed to adults listed on the student’s information record. As a safety and security measure, adults must show identification to office staff prior to release of the student.

At 3:50, afternoon announcements will be made. **Students must remain at Voice Level 0 during the dismissal process so everyone can hear all announcements.** After that time, car riders, walkers, athletes, and after-school program participants will be dismissed. These students must immediately report to their designated area.

WALKERS: When they are called, walkers must exit through the greenway access door and may only travel directly to the Community Center via the pedestrian tunnel.

CAR RIDERS: When they are called, car riders must exit through the main office entrance and may not use any other exit.
BUS RIDERS: Bus riders walk with their last period class, then must exit through the bus doors and may not use any other exit.

The school maintains records of the normal method of dismissal for each student. **If a student needs to temporarily change dismissal plans, written documentation must be submitted to the school office no later than the morning of the requested change.** Students who do not submit this documentation will not be permitted to alter their dismissal arrangement. Students will not be permitted to call parents at the end of the school day to change dismissal plans.

<table>
<thead>
<tr>
<th>USUAL DISMISSAL METHOD</th>
<th>TEMPORARY DISMISSAL METHOD</th>
<th>DOCUMENTATION NEEDED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus</td>
<td>Car, walking, or after-school activity</td>
<td>Written request from parent to school office, including phone number for verification</td>
</tr>
<tr>
<td>Walking</td>
<td>Car or after-school activity</td>
<td>Written request from parent to school office, including phone number for verification</td>
</tr>
<tr>
<td>Walking</td>
<td>Bus</td>
<td>MNPS Transportation Request Form submitted to the school office at least one week prior to the requested date(s)</td>
</tr>
<tr>
<td>Car</td>
<td>Different car pick-up person, walking, or after-school activity</td>
<td>Written request from parent to school office, including phone number for verification</td>
</tr>
<tr>
<td>Car</td>
<td>Bus</td>
<td>MNPS Transportation Request Form submitted to the school office at least one week prior to the requested date(s)</td>
</tr>
<tr>
<td>Assigned Bus</td>
<td>Different Bus or Stop</td>
<td>MNPS Transportation Request Form submitted to the school office at least one week prior to the requested date(s)</td>
</tr>
</tbody>
</table>
## STUDENT BEHAVIOR EXPECTATIONS

As an Antioch Bear, I will be:

**GOOD TO GO, RESPECTFUL, ON TASK, WORKING HARD, LISTENING**

<table>
<thead>
<tr>
<th>Hallway</th>
<th>Restroom</th>
<th>Classroom</th>
<th>Cafeteria</th>
<th>Arrival &amp; Dismissal</th>
<th>Assemblies</th>
</tr>
</thead>
</table>
| **Good to go** | - Follow your class for the entire transition.  
- Go immediately to your location with a hall pass. | - Follow restroom expectations, the entire time.  
- Track the speaker. | - Come to class on time  
- Come to class with all materials  
- Track the speaker. | - Follow cafeteria expectations the entire time.  
- Follow expectations the entire time. | - Follow expectations the entire time. |
| **Respectful** | - Keep hands, feet, and other objects to yourself.  
- Be polite to your peers and teacher | - Keep hands, feet, and other objects to yourself.  
- Be polite to your peers and teacher | - Keep hands, feet, and other objects to yourself.  
- Be polite to your peers and teacher | - Keep hands, feet, and other objects to yourself.  
- Be polite to your peers and teacher | - Keep hands, feet, and other objects to yourself.  
- Be polite to your peers and teacher |
| **On Task** | - Follow all directions the first time given.  
- Participate appropriately.  
- Maintain a clean and orderly environment. | - Follow all directions the first time given.  
- Participate appropriately.  
- Maintain a clean and orderly environment. | - Follow all directions the first time given.  
- Participate appropriately.  
- Maintain a clean and orderly environment. | - Follow all directions the first time given.  
- Participate appropriately.  
- Maintain a clean and orderly environment. | - Follow all directions the first time given.  
- Participate appropriately.  
- Maintain a clean and orderly environment. |
| **Work Hard** | - Give 100% effort when following directions. | - Give 100% effort when following directions. | - Give 100% effort when following directions. | - Give 100% effort when following directions. | - Give 100% effort when following directions. |
| **Listen** | - Track the teacher when they are speaking to you or giving directions.  
- Track your teacher when they give directions.  
- Head movements when you agree or disagree (ex. Nodding in agreement) | - Track the speaker when they are speaking to you or giving directions.  
- Head movements when you agree or disagree (ex. Nodding in agreement) | - Track the speaker when they are speaking to you or giving directions.  
- Head movements when you agree or disagree (ex. Nodding in agreement) | - Track the speaker when they are speaking to you or giving directions.  
- Head movements when you agree or disagree (ex. Nodding in agreement) | - Track the speaker when they are speaking to you or giving directions.  
- Head movements when you agree or disagree (ex. Nodding in agreement) |
Voice Level 0 = Silent
Voice Level 1 = Whisper voice
Voice Level 2 = Speaking voice
Voice Level 3 = Outside voice

At the beginning of the school year and at other times, as necessary, teachers and staff will teach all students what these expectations look like in the classroom, the hallways, the cafeteria, on the bus, and in other areas of the school building.

These expectations will help make Antioch Middle School a safe place to learn and can benefit students by:

- Preparing them to make the most of their educational opportunities
- Increasing the likelihood of being respected and heard by others
- Opening more privileges and opportunities to extend learning beyond the classroom
- Allowing them to enjoy the cooperative aspects of education
- Maximizing the opportunities for recognition of hard work and cooperative effort

**HOUSE POINTS**

The house system fosters pride, responsibility, and respect for the contributions of others. Its purposes include:

- To build and promote community across the grade levels and throughout the school
- To encourage positive behavior
- To strive to meet high academic expectations
- To teach students to take ownership of their roles in the community
- To promote a positive mindset within our school climate
- To empower our students to believe in themselves and set high expectations for their future. By modeling and supporting positive choices and strong character traits, students take more pride and ownership in their learning and academic progress.

Students earn House Points for meeting or exceeding school-wide expectations. House Points are awarded to a student’s account in LiveSchool (a digital positive behavior system). Students and parents can view student behavior and earnings in real-time by downloading and logging into the LiveSchool app on any mobile device. The school will provide an access code to parents at the beginning of the year or parents can contact the school office any time to request one.

Students earn 5 House Points for attending each class on time each day. Students can also be expected to earn 3 House Points for meeting or exceeding school-wide behavior expectations in each class each day.

House points are primarily used to help students’ houses win weekly, monthly, quarterly, and yearly House competitions throughout the school year. House points DO NOT count towards any disciplinary actions for behavior.
Students may spend their House Points on classroom, school-wide, and grade-level incentives. When students spend House Points, a staff member will deduct the cost of the incentive or event from the student’s LiveSchool account.

Details about incentive events and costs will be provided to students at the beginning of each nine-week grading period. Unspent House Points at the end of the school year do not carry over to the next school year.

**BEARS BUNCH**

Students are eligible for Bears Bunch if they meet the following criteria:

- No more than one discipline referral for a behavior cycle.
- No more than one absence during the behavior cycle.
- No grades less than a C during the current reporting period.

Every student who earns Bears Bunch will receive a wristband to be out of SSA on each Friday of that Behavior Cycle. They will also be eligible for other incentives such as treats and free-time.

**INTRAMURALS**

Students who receive fewer than two discipline referrals in a behavior cycle are eligible to participate in Intramurals, a student-choice game and activity period during the school day.
STUDENT MISBEHAVIOR CONSEQUENCES

Students who choose not to comply with Antioch Middle School’s Student Behavior Expectations risk interfering with their own learning and the learning of other students and will be subject to our progressive discipline plan. Our intent is to provide misbehaving students with reasonable, but not unlimited, assistance with correcting their misbehavior.

Students whose behavior is in violation of AMS’s Student Behavior Expectations will also be in violation of the Metropolitan Nashville Public Schools Student Code of Conduct. Student misbehavior is generally classified as either a minor or a major violation.

Minor Violations

Minor violations are behaviors that do not meet AMS Student Behavior Expectations and may impede the learning of the student committing them or the learning of other students. Interventions for minor violations are administered and monitored by a student’s teachers.

Students who commit minor behavior violations will be subject to behavior interventions, which are restorative in nature and may include restorative conferences/circles, restitution, detention, or other measures. Repeated violations will result in the student receiving a discipline referral.

Major Violations

Major violations are behaviors that do not meet AMS Student Behavior Expectations and significantly disrupt the learning of the student committing them, the learning of other students, or a school climate of safety and order. Consequences for major violations are assigned by school administrators according to district policy outlined in the MNPS Student-Parent Handbook and may include expulsion from school for up to one calendar year.

Zero Tolerance offenses include: Threats by Electronic Transmission, Drugs, Aggravated Assault of Staff, Explosives, Firearms, and some forms of sexual activity.

BULLYING

Bullying or harassment is not tolerated at Antioch Middle School or in any MNPS school. Please reference the MNPS Student-Parent Handbook to view the district policy on bullying.

Any student, staff, or other adult who witnesses bullying or harm to a student must report it to a school staff member as soon as possible. An administrator will conduct a thorough investigation and provide follow-up information in writing to the accused and the accuser.

Not all conflict is bullying, however. The following graphic is a good way to check.

If a student is saying things that are rude or mean, you should attempt to solve the conflict by talking to the person. If you need help with this, just ask a School Counselor or your teacher.
is it BULLYING?

When someone says or does something *unintentionally* hurtful and they do it once, that's **RUDE**.

When someone says or does something *intentionally* hurtful and they do it once, that's **MEAN**.

When someone says or does something *intentionally* hurtful and they *keep doing it*—even when you tell them to stop or show them that you're upset—that's **BULLYING**.
GRADES

At Antioch Middle School, each student’s grades reflect only his or her progress toward mastery of specific academic standards. Mere completion of assignments or tasks is insufficient for earning high grades; instead, a student must demonstrate a solid understanding, as measured by multiple means, of predetermined curricular content. This philosophy of grading is referred to as Standards-Based Grading.

Students and their parents/guardians should monitor academic progress through regular feedback from teachers and the following means:

- Report cards each nine weeks
- Progress reports four weeks before each report card
- Parent Portal access, allowing parents/guardians can monitor grades online at any time
- Annual TCAP performance reports

<table>
<thead>
<tr>
<th>Academic grading scale</th>
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</thead>
<tbody>
<tr>
<td>A = 100-93</td>
</tr>
<tr>
<td>B = 92-85</td>
</tr>
<tr>
<td>C = 84-75</td>
</tr>
<tr>
<td>D = 74-70</td>
</tr>
<tr>
<td>F = 69-50</td>
</tr>
<tr>
<td>I = Incomplete</td>
</tr>
</tbody>
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Academic grades are based on work products that address grade level standards.

- Grades reflect student mastery of grade level content standards
- Within each category, grades shall be determined and recorded using multiple forms of assessment that demonstrate proficiency in a standard, including but not limited to:
  - Projects/Presentations
  - Performance Tasks
  - Formative and Summative Assessments
  - Portfolio Assessments
  - Writing Tasks
- Students will have multiple opportunities to demonstrate proficiency.
- Students will be given additional opportunities to show mastery of standards thus extra credit will not be assigned.
- 10% of each student’s final grade will be based on homework completion.
- Students’ scores on the Tennessee Comprehensive Assessment (TCAP) will make up 10% of the student’s yearly (final) average in the subject areas of mathematics, reading/language arts, science, and social studies.
- Separate grades (DR=Demonstrates Regularly or DO=Demonstrates Occasionally) are given for each of five components of Social and Emotional Learning.
HOMEWORK

Research provides strong evidence that, when used appropriately, homework benefits student achievement (Good & Brophy, 2003; Cooper, Robinson, & Patall, 2006). Homework, therefore, is beneficial and important in a student's overall program and is required in MNPS schools.

The purposes of homework are to:

- Extend learning, provide for the practice of concepts and skill development in concepts and/or skills initially presented in the classroom and that students can do independently to deepen their knowledge and understanding.
- Provide opportunities for independent work.
- Provide opportunities for enrichment.
- Provide opportunities to preview work they will have (i.e., flipped classroom).
- Provide opportunities to check for understanding and for possible instructional follow-up when students struggle to complete their homework assignments or have misconceptions.

Homework is:

- Challenging at the right level of difficulty. Students should be able to complete homework assignments independently with relatively high success rates, but they should still find the assignments challenging enough to be interesting.
- Assigned so that the total homework load from all a student’s teachers follows the “10 minute rule” (Cooper, 2007): all daily homework assignments combined should take about as long to complete as 10 minutes multiplied by the student's grade level.
  - 5th Grade: 50 minutes per night
  - 6th Grade: 60 minutes per night
  - 7th Grade: 70 minutes per night
  - 8th Grade: 80 minutes per night
  Additional time may be added for daily at-home reading for enjoyment.
- 10% of each nine-weeks’ grade based on completion and/or accuracy.
GENERAL INFORMATION

ABSENCE FROM SCHOOL

Regular attendance is extremely important. Students, supported by their parents/guardians, should make every effort to be at school each day.

Following an absence from school, students are required to bring a note from a parent or guardian to explain the absence within three school days of returning to school. A student should take all absence excuse notes to the school office.

Students with five or more unexcused absences will be reviewed by the school’s Attendance Committee and may be required to submit a doctor’s note for any further absences.

Refer to the MNPS Student-Parent Handbook for a list of excusable absences and the full attendance policy.

ATHLETICS

Students in the 6th, 7th or 8th grade may participate in school-sponsored athletics, including football (fall), cheerleading (fall and winter), volleyball (fall), boys’ basketball (winter), girls’ basketball (winter), boys’ soccer (spring), girls’ soccer (fall), boys’ track (spring), girls’ track (spring), and wrestling (winter).

Tryouts for each sport will be announced to students prior to the athletic season.

To be eligible to play, students must not have a failing grade in more than one class during the semester immediately before the season occurs. For instance, a 7th grade student wanting to play a fall sport who failed math and social studies during the spring semester of his or her 6th grade year would not be eligible to play.

Potential student athletes must also submit completed permission forms, insurance information, and evidence of a recent physical examination to the team coach to be eligible to participate.

In order to participate in after-school practices, scrimmages, or games, athletes must attend at least half of the school day on which the event occurs.

All Student-Athletes must abide by the guidelines of the Antioch Middle School Athletic Contract which must be signed by a parent before they can start participating in that sport. This contract will be discussed and signed at the parent meeting that will be scheduled for each individual sport.

The coach of each sport will provide students and parents with detailed information regarding tryout requirements, participation guidelines, practices, and game schedules.
BEFORE- AND AFTER-SCHOOL ACTIVITIES

Students participating in before-school activities arrange in advance to meet their adult sponsor at a specific time to gain entrance to the building. Doors will not otherwise be open to students before 8:35 AM.

Students participating in after-school activities must report directly to their assigned location when directed during afternoon announcements. Students attending evening events which do not begin immediately after school (such as athletic games, family nights, dances, concerts, etc.) must leave campus at dismissal and may return at event time.

AMS typically hosts one or more community-based before- or after-school programs. Contact the school office to pick up program applications. There is typically no cost to students or parents, but space is limited.

COMMUNICATION

Because communication in all directions is important for student success, Antioch Middle School offers a variety of communication methods. You can find school information and events at:

- **Antioch Middle School App**: Get notifications of events, communication with the Principal, and school info at your fingertips. Search for “Antioch Middle” on the Apple App Store or Google Play.

- **LiveSchool App**: Track your child’s behavior and effort through Bear Bucks and demerits in real time. Search for “LiveSchool Student” or LiveSchool Parent” on the Apple App Store or Google Play.

- On **Facebook, Instagram, or Twitter** @antiochmpbears

*Students*: Students may request a conference with a teacher at any time. The teacher will schedule a mutually available session and will notify a parent/guardian if necessary.

*Parents/guardians*: Parents and guardians are encouraged to contact their child’s teacher(s) to share or request any information that can help the child succeed. Telephone calls are welcome and will be routed to a teacher’s voicemail during class hours. E-mail is also an excellent way to contact teachers. Teachers and staff members will respond to voicemails or e-mails within two school days. Parents are also encouraged to schedule conferences with teachers at times of the teacher’s availability.

*Teachers or administrators*: Faculty and staff members may request conferences or communication with students, parents, and guardians to discuss student learning or other related matters.
CONTACT INFORMATION

Parents and guardians are responsible for ensuring that the school office is aware of any changes to contact information, including phone numbers, e-mail addresses, or emergency contact persons. Changes to mailing addresses require proof of residency. Keeping this information accurate helps the school maintain contact with parents/guardians regarding school events, student reports, or in the event of an emergency.

Custodial parents are encouraged to provide the school with all current and relevant legal documentation showing any restrictions to visitation. If this is not provided, a parent proving legitimate connection to a student has parental rights under the non-custodial legal provisions of access. This includes all student records and could involve release of the student if we have not received documents indicating otherwise.

INFINITE CAMPUS PARENT PORTAL

Parents can access student grades and receive important school and student messages via the Infinite Campus online portal and mobile app. Additional information will be sent home at the beginning of the school year and can be requested from the school office at any time.

HONORS

Antioch Middle School takes great pride in honoring the exemplary work of its students. To that end, teachers recognize students in a variety of ways and the school recognizes students for the following achievements each nine weeks:

Principal’s List: Academic grades of all A’s and effort grades of 3 or higher. Students on the Principal’s list also earn a Principals’ Club membership that allows them special privileges each nine weeks.
Honor Roll: Academic grades of all A’s and/or B’s and effort grades of 3 or higher
Citizenship Honors: Effort grades of all 4’s
Perfect Attendance: No absences or tardies during a nine-week period

ILLNESS

Each student’s health is extremely important to us, and we need parents’ help in maintaining a healthy environment for all of our children. Parents should protect their child and other children by not sending a child to school if he/she has diarrhea, vomiting, or a fever above 100 degrees. Any child with these symptoms must be kept at home a full 24 hours without symptoms before returning to school.

Head Lice: If a child should become infested with head lice, it is the policy of the district that he/she may not return to school until the child’s parent has obtained a statement from a physician or the Health Department stating that the child is nit-free. A student’s absence will only be excused for three days following being sent home for infestations.
**Strep Throat:** Students should not return to school until at least 24 hours after beginning antibiotic therapy and being fever free.

**Communicable Disease:** If a child develops chickenpox, mumps, measles, or strep throat, the child must have a doctor’s statement stating the child is not contagious and may return to school.

**ITEMS NOT PERMITTED**

Permanent markers, rubber bands, athletic balls, toys, games, trading cards, game players, toy skateboards, and other similar items should not be brought to school unless requested by a teacher in writing. Without such permission, these items are subject to confiscation and may be held at school until picked up by a parent.

**MEDIA PERMISSION**

Throughout the school year, television, radio, and print reporters may cover activities at our school and the school may recognize students for achievement. Students may only be taped, interviewed, or photographed with parental permission. So we can abide by each parent’s wishes, parents should complete the media permission located in the MNPS Student-Parent Handbook and return it to the school office.

Students will also be given the opportunity to visit educational websites. If a parent does not want his/her child to have access to these resources, he/she may opt out by signing the form available in the MNPS Student-Parent Handbook.

**MEDICATIONS AND MEDICAL INFORMATION**

Students needing occasional medications, such as over-the-counter medications or prescriptions with an administration schedule of three or fewer times per day should take these medications at home, if possible. If a medication must be administered at school, a parent/guardian must complete a Request to Administer Medication Form available in the school office. Only trained school personnel may administer medication to students.

**Medication must be kept in the school office. Students in possession of any medication, including over-the-counter or prescription drugs, will be subject to school discipline policies pertaining to possession of drugs.**

Parents of students with medical conditions must notify the school office at the beginning of every year. The office will ask parents to complete additional documentation.

Refer to the MNPS Student-Parent Handbook for additional policies regarding student medications.
MONEY

Parents should not allow their child to bring money to school for anything other than lunch, supplies, field trips, or school-sponsored fundraisers. When sending cash or checks to school, parents should secure it in a sealed envelope with the following information on the outside on the envelope:

- Child’s name
- Teacher’s name
- Amount enclosed
- Purpose of sending the money

Checks are permitted and should be made out to “Antioch Middle School.” Any checks returned for insufficient funds will eliminate that family’s privilege of writing a check to the school. A fee will also be charged by the bank.

OUTSIDE FOOD/PARTIES

Students or parents may not bring outside food to the school for consumption during school hours. This includes cupcakes, fast food, or snacks except those brought as a student’s personal lunch. Students who arrive late to school may not enter the school with outside food.

Birthday parties are not to be held during school hours. Birthday party invitations or notifications may not be distributed or posted during school hours. Food, balloons, flowers, or gifts may not be brought, sent, or delivered to the school.

School-organized celebrations or events involving outside food may be held periodically. When these occur, students and parents will be notified in advance of the event and will be permitted to bring specified items.

PTO

Our Parent-Teacher Organization (PTO) helps parents engage in their child’s education, support the school, and build relationships with teachers, staff, and other families. Please join us for monthly meetings and other events. Information about upcoming events and programs is available on our school website and in newsletters sent home periodically with your child.

SCHOOL-ASSIGNED RESOURCES

Each student will have the opportunity to use a variety of school resources to assist them with their learning goals. These will include textbooks, lockers, library books, laptops, and other classroom resources. Students are responsible for maintenance and care of any assigned resources. Damage to or loss of these items will incur financial liability including repair or replacement cost. Parents/guardians will be notified of any such fines. Failure to pay these fines will result in report cards and student records being held or other legal actions.
SCHOOL CANCELLATION

When it is necessary to dismiss early or close schools, local radio and television stations will notify the community. We encourage parents to review family emergency plans with their child in the event of an early dismissal.

SCHOOL TELEPHONES

Use of the school telephone by students is limited to emergency calls and school business calls only. Permission from the student’s teacher is required before any school telephone may be used. Calls for permission to attend athletic events, ride the bus with friends, or other inappropriate reasons will not be permitted.

SCHOOL VISITORS AND MEALS

Visitors should report directly to the office, sign in, and obtain a visitor’s badge. Visitors must show a government-issued identification to be issued a visitor badge through our Raptor system.

Parents who wish to eat lunch with their child will have a designated area to do so. They may purchase lunch from the cafeteria, if desired.

SAFETY

The safety of our students and the security of our school campus are of utmost importance. In addition to meeting our expectations for student behavior, students must adhere to the following specific policies that help keep all students, staff, and visitors safe.

- **Students may not open any exterior door for anyone**—including for teachers, school staff, maintenance staff, or students—before, during, or after school hours. Doing so compromises the security of the building and may result in an immediate out-of-school suspension.
- **Students may not pull a fire alarm box unless there is a fire in the building.** Doing so evacuates the entire school, activates first responders, and requires specific protocols to ensure the suitability of the building for reentry. Any student who commits this offense may receive immediate out-of-school suspension and/or expulsion.
- **Students may not tamper with any fire extinguisher.** Doing so can discharge the extinguisher, dispersing chemicals, requiring significant cleaning, and placing others at risk in the event that the extinguisher is needed for an actual fire prior to corrective servicing. Any student who commits this offense may receive immediate out-of-school suspension.
- **The school conducts regular drills to prepare students and staff for unlikely, but serious emergency events.** During these drills, students must remain at Voice Level 0 and follow all staff instructions. Failure to do so may result in immediate out-of-school suspension.
1. **Request for alternate format**
   To request this information in an alternate format, please contact your building principal or department head.

2. **Request for auxiliary aids at a school building statement**
   Individuals who need auxiliary aids and services are to make their request known to the building principal or department head prior to the date it is needed. (Interpreters for the deaf or hard of hearing must be requested forty-eight [48] hours prior to the event.)

*The Metropolitan Nashville Public Schools (MNPS) does not discriminate on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission to, access to, or operation of its programs, services or activities. Las escuelas Públicas Metropolitanas de Nashville (MNPS, por sus siglas en inglés) no discriminan por la raza, religión, credo, género, identidad de género, orientación sexual, origen nacional, color, edad y/o discapacidad en la admisión, acceso u operación de sus programas, servicios o actividades.*