PRINCIPAL'S MESSAGE

Welcome to the 2024-2025 school year! We are extremely proud of the programs we offer our students here at Richardson Middle School and we encourage you to make the most of your time with us.

~ *Principal Balogun*

VISION STATEMENT

RMS will inspire critical thinkers who contribute to the community as responsible and educated members of society.

MISSION STATEMENT

RMS will achieve its vision by:

- Providing rigorous and engaging learning opportunities that empower students to achieve their maximum potential.
- Encouraging ongoing questioning and risk-taking, as well as creating opportunities for discovery and thoughtful reflection.
- Connecting and applying learning to students' lives and the community.
- Developing character through exposure to diverse experiences.
- Ensuring a safe environment where students are taught to persevere and take ownership of their character.

ATTENDANCE

Educational research shows there is a direct link between consistent school attendance and academic success.

ABSENCES: Regular attendance leads to a more successful school experience at Richardson Middle School. If a need should arise for a student to be absent, parents or caregivers should send an email to rmsattendance@tusd.org stating the reason and date(s) of the absence. When applicable, a doctor's note should be added to the email. After three consecutive absences, a doctor's note is required.

SCHOOL INFORMATION

Students are responsible for knowing all school policies listed in this planner, as well as all school news that is shared via the classroom teachers. Additional information is available to students and parents on the school website: tusd.org/schools/richardson

STUDENT CONDUCT

STUDENTS WILL…

… treat everyone at RMS with respect.
…respect everyone's privacy and property.
…access and use technology in an appropriate manner.
…attend all classes on time and be prepared to work.
…use appropriate language.
…keep hands, feet, and other objects to themselves.

STUDENTS WILL NOT…

…bully, fight, or threaten others at or outside RMS.
…buy or sell food, drinks, candy, cards, etc. with other students.
…have gum, soda, or energy drinks while on the RMS campus.
…play fight, rough house or horseplay.
…interfere or distract from the learning process of others.

Bullying Policy: We will not condone bullying of any kind (verbal, physical, electronic, exclusion, etc.) here at RMS. Any student who experiences or witnesses bullying should notify an adult immediately.

Academic Dishonesty Policy: RMS will not condone academic dishonesty (cheating). If students violate this policy, consequences may include a lower citizenship grade and/or detention.

Cell Phone Policy: Maintaining the integrity of the learning environment is the top priority.

- *"Gate to gate, phones can wait."*
- Students MUST have their cell phones **turned off** during the school day.
- Cell phones must remain **inside lockers** throughout the school day.
- Smartwatches, portable game units, wired headphones, and wireless headphones (i.e. AirPods)are not permitted on campus.
- **No photo/video anywhere/anytime** on campus.
- Cell phone charging is not allowed on campus.

If a student is caught using a cell phone during class, in the halls, restroom, etc., the following consequences will apply:

- **First Infraction** – Confiscation of cell phone by teacher or school personnel. The cell phone will be sent to a school administrator's office. Administrator will review the cell phone policy and the cell phone will be returned to the student at the end of the school day.

- **Second Infraction** – Confiscation of cell phone by teacher or school personnel. The cell phone will be sent to a school administrator's office. Parents will be notified by school personnel. Administrator returns the cell phone to a parent at the end of the school day and reviews the cell phone policy.

- **Third Infraction** – Confiscation of cell phone by teacher or school personnel. The cell phone will be sent to a school administrator's office. Parents will be notified by the school personnel. The cell phone will be returned to a parent at the end of school day. There will be a **revocation of cell phone privilege for the remainder of the school year.**

Certain infractions will result in students immediately losing the cell phone privilege for the remainder of the year. This penalty will be decided by school administrators and includes, but is not limited to, infractions such as:

- Posting harmful material against students and/or any members of the school community
- Refusing to give the device to a school employee who requests it
- Creating videos or taking photos on campus
- Making threats against the school community

FOOD SERVICE & WELLNESS POLICY

Food items can be purchased in the cafeteria and at the Red Cart. Parents are encouraged to use the Titans School Solutions program which enables money to be placed on the student's account, this can be done online: (family.titank12.com). RMS adheres to the Torrance Unified Wellness Policy which prohibits outside and homemade food items in large quantities to be brought on to the campus. This is a safety issue for students with food allergies. Parents can bring lunches to their children but **no food items to share with other students.** Multiple servings, cupcakes, pizza, and cakes would be examples of some food items that will not be allowed on campus in sizes that can feed more than one person.

Students are expected to show consideration and observe ordinary rules of etiquette at all times. Misbehavior will not be tolerated. Students cutting in line or leaving trash on the tables will be disciplined. Students may only purchase food for themselves and are not to borrow money or food from their peers. Misbehaviors such as running, shoving, food throwing, etc., will not be tolerated. **Students are not allowed to eat or drink (with the exception of water) in classrooms, on the blacktop or field, and in the library or computer lab.**

Student Safety: In order to provide all of our students a safe learning environment, all communication during school hours must be conducted through the school office. We recommend calling the front office at 310 533-4790 or email rmsoffice@tusd.org

School office drop-off ability and policies are in place for safety and security purposes. There is no access to the office lobby to deliver or drop off items for your student. School items and single-serving lunches may be dropped off to the cart outside the office gate from Periods 1 through 3 only. Any food items that exceed single-serving size will be held in the office until the end of the school day. The cart will be wheeled inside at lunch for student pick-up (items will not be delivered). RMS is not responsible for dropped off items that are lost or stolen. Ordering food from restaurants or delivery services is prohibited at RMS.

Traffic Safety: Students must use the crosswalks to ensure safety when traveling to and from school. Furthermore, students who bicycle, e-bike, skateboard, or scooter to school are required to wear helmets in accordance with Torrance Police Department policy. Students may not ride bicycles, e-bikes, skateboards, or scooters on campus at any time. All cars dropping off or picking up students should follow the directions given by the crossing guard to guarantee the safety of RMS students.

Off Campus Behavior: RMS is responsible for students going to and from school. Consequently, incidents which occur off-campus before students arrive on campus or before students reach home will be dealt with in the same manner as on-campus misbehavior. Students must follow all school rules while attending an off campus activity, this includes sporting events at South High.

APPROPRIATE DRESS

In keeping with Board policy, students are expected to follow the dress guidelines in order to maintain a respectful, safe, and supportive learning environment during all regular school activities:

Dress code violations will follow the discipline matrix as set forth in Administrative Rule 5144 – Discipline Policy for grades 6-12. First through third offense is handled with a warning and change of clothing up to suspension for disruption and willful defiance (K-8). (Education Code 48900(k)

- Flat, closed-toed shoes must be worn at all times. Crocs, sandals, slippers and slides are not permitted.
- Clothing, jewelry and personal items (backpacks, gym bags, water bottles etc.) shall be free from writing, pictures or any other insignia which are vulgar, profane, or of a sexual nature, or bear drug, alcohol or tobacco company advertising, promotions and likenesses, or which advocate racial, ethnic, sexual orientation, or religious intolerance.
- Due to student identification and campus safety concerns, hoods are not to be worn on campus.
- Clothes shall conceal undergarments at all times.
- Swimwear, excessively short skirts/shorts, excessively low cut tops, tube tops, and lingerie are not appropriate school wear.

The administration and staff may establish reasonable dress and grooming regulations for times when students are engaged in extracurricular or other special school activities.

BEHAVIOR CONSEQUENCES

Our goal is to provide an environment where students experience a school-wide commitment to high standards of academic excellence and personal character. Recognition of superior performance is essential to student growth and development. Equally important is a need for a program to hold students accountable to help them gain self-direction and a sense of responsibility. Students come to school to learn, teachers come to school to teach. Anything that prevents this from happening is not appropriate. Infractions of school rules may result in the following progressive discipline policy consequences:

- ➢ Warning
- ➢ Detention
- ➢ Campus service
- ➢ In-school suspension/class suspension
- ➢ Out-of-school suspension
- ➢ Expulsion

Students may be suspended* or expelled for any of the following (Ca. Ed. Code 48900):**

a(1) Causing, attempting to cause, or threatening to cause physical injury to another person.

a(2) Willfully using force or violence upon the person of another, except in self-defense.

b Possessing, selling, or furnishing any firearm, knife, explosive, (included firecrackers & poppers), or other dangerous object.

c Unlawfully possessing, using, selling, or otherwise furnishing, or being under the influence of any controlled substance, as defined in Section 11007 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.

d Unlawfully offering, arranging, or negotiating to sell any controlled substance, as defined in Section 11007 of the Health and Safety Code, an alcoholic beverage, any *look alike* controlled substance, or an intoxicant of any kind.

e Committing robbery or extortion.

f Causing or attempting to cause damage to school property or private property.

g Stealing or attempting to steal school or private property.

h Possessing or using tobacco or any products containing tobacco or nicotine.

i Committing an obscene act or engaging in habitual profanity or vulgarity.

j Unlawfully offering, arranging, or negotiating to sell any drug paraphernalia, as defined in Section 11364 of the Health and Safety Code.

k Disrupting school activities or otherwise willfully defying the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.

l Knowingly receiving stolen school or private property.

m Possessing an imitation firearm.

n Committing or attempting to commit a sexual assault; or committing a sexual battery as defined in the penal code.

o Harassing, threatening, or intimidating a pupil who is a complaining witness or witness in a school disciplinary proceeding.

p Engaging in an act of bullying.

Due process shall be afforded to each student suspended or expelled. All such action will be taken in strict conformity with the procedures and

limitations set forth in the Education Code.

*Suspension: Removal of a student from school for a specified length of time.

**Expulsion: The dismissal of a student from all Torrance Unified School District schools by the Board of Education.

The following is a list of some offenses that are citable by the Torrance Police Department.

594PC	Vandalism
415.3PC	Offensive Words in Public
63.4.030TMC	Skateboarding on School Property
21212 (a)VC	Riding a Bike without a Helmet
45.1.2 TMC	Loitering (Truancy)
308(b)PC	Possession of Tobacco and Tobacco Paraphernalia
46/6/27TMC	Possession of Firecrackers
485PC	Keeping Lost Property

PERSONAL AND SCHOOL PROPERTY

Students are responsible for their own personal property and are discouraged from bringing valuables to school including personal sports equipment, toys and large sums of money. The school is not responsible for
lost or stolen items. Students are responsible for any school property that is loaned to them (i.e. lockers, iPads, Chromebooks) & must return items in the same condition they were received.
When Individual textbooks are issued to students, it is their responsibility to cover them and treat them with care. Students are responsible to pay for all damaged, lost, or stolen textbooks. Student registration (or 8th grade promotion certificate) will be held until payment is made.

BACKPACKS AND LOCKERS

All students at RMS have been issued lockers to store their personal items throughout the school day. In order to maintain safe pathways in the classrooms, book bags and backpacks must be stored inside lockers throughout the school day. Students must plan adequate locker time before school, at recess, at lunch and after school to access their materials. Students are not allowed to go to their lockers during class time and are not to share their lockers or combinations with other students. These same locker policies apply to usage of assigned PE lockers. Backpacks and personal items are not allowed on the blacktop or in the corridors outside of classrooms due to the potential tripping hazard and/or theft. Failure to follow this safety policy may result in progressive discipline policy consequences.

PRINCIPAL'S HONOR ROLL AND HONOR ROLL

A student that achieves a 4.0 grade point average (GPA) earns the distinction of Principal's Honor Roll. A student with a minimum 3.50 grade point average (GPA) earns the distinction of Honor Roll. All grades must be *A*, *B*, or *C*. All classes, including those taken at South High School, are used to determine eligibility. In addition, all citizenship grades must be ***E* or *S***. Any student who earns a GPA of 3.5 or higher, but has a *U* or *N* on his/her report card is not eligible for any Honor Roll distinctions

RICHARDSON
RATTLESNAKES