



RAM Commitments

In alignment with the Oak Ridge Schools' Portrait of a Graduate, Robertsville Middle School students commit to growing in the life readiness skills of Self-Awareness, Self-Discipline, and Empathy.

Self-Awareness:

- I commit to understanding how my choices and actions impact others, experiences, and the quality of their education.
- I commit to understand how healthy decisions positively impact both my body and mind.
- I commit to demonstrating resiliency and an ability to accept constructive criticism to develop a strong sense of self and take responsibility for my actions.
- I commit to knowing my personal strengths and challenges, work to develop strategies for self-advocacy, and request assistance when necessary.

Self-Discipline:

- I commit to utilizing my personal skills and available resources in an efficient and effective manner to create useful routines that support learning.
- I commit to setting meaningful and challenging goals and creating an action plan to meet those goals, while recognizing challenges as opportunities for growth.
- I commit to holding myself accountable for my actions and accepting the outcome responsibly and respectfully.
- I commit to addressing conflict through productive and peaceful resolution steps and will seek support from a staff member for help.

Empathy:

- I commit to showing compassion for others and a desire to help all people, realizing everyone has struggles of their own.
- I commit to demonstrating an appreciation of others' ideas and actions by means of listening, showing kindness, and acceptance even when I may not agree with their point of view.
- I commit to seeking to understand and respect those who are different culturally, socially, emotionally, and academically.
- I commit to demonstrating global awareness and sensitivity to understand and respect cultural similarities and differences.



The RAMS' Way

RMS RTI₂B Tier I Plan

	Assemblies	Bathroom	Hallways/Stairs	Bus	Cafeteria	Classroom	Arrival/Dismissal
Respect	<ul style="list-style-type: none"> Listen/follow directions Sit in assigned area Ask appropriate questions Be mindful of body language and respond respectfully 	<ul style="list-style-type: none"> Respect the privacy of others Use bathroom items (toilet paper, soap, towels, etc.) appropriately Be mindful of body language and respond respectfully 	<ul style="list-style-type: none"> Listen/follow directions Keep hallways clean and uncluttered Respect wall displays Be mindful of body language and respond respectfully 	<ul style="list-style-type: none"> Listen/follow directions Keep bus free of food and trash Be mindful of body language and respond respectfully 	<ul style="list-style-type: none"> Respect cafeteria staff Respect others' food Listen/follow directions Clean up your trash and any trash you see Be mindful of body language and respond respectfully 	<ul style="list-style-type: none"> Listen/follow directions Focus on yourself and your actions Show substitutes the same respect you have for staff Be mindful of body language and respond respectfully 	<ul style="list-style-type: none"> Personal Devices should not be used on campus Leave personal devices off & in lockers during school day Keep auditorium/ gym free of food and trash Follow staff directives the first time given Be mindful of body language and respond respectfully
Attitude	<ul style="list-style-type: none"> Sit up, face forward, feet on the floor Come to attention quickly, remain engaged 	<ul style="list-style-type: none"> Clean up after yourself Report problems to staff 	<ul style="list-style-type: none"> Use an appropriate voice level Use appropriate language 	<ul style="list-style-type: none"> Be willing to share seats Use appropriate language 	<ul style="list-style-type: none"> Use an appropriate voice level Take only what you purchase Use appropriate language Always check out at register 	<ul style="list-style-type: none"> Be truthful, polite, and work cooperatively Use appropriate language and expected voice level Give your best effort 	<ul style="list-style-type: none"> Use an appropriate voice level Use appropriate language
Movement	<ul style="list-style-type: none"> Keep restroom trips to a minimum Enter quickly and quietly Dismiss one row at a time 	<ul style="list-style-type: none"> Use facilities during class change Return to class quickly Request an <i>eHallPass</i>, if needed, during class 	<ul style="list-style-type: none"> Walk with a purpose Keep to the right Plan ahead and take the most direct route 	<ul style="list-style-type: none"> Stay seated until you reach your stop or school. Remain seated until bus comes to a complete stop. 	<ul style="list-style-type: none"> Wait patiently in line Stay seated in assigned seat 	<ul style="list-style-type: none"> Be on time Be prepared Have materials ready Actively listen and participate 	<ul style="list-style-type: none"> Walk with a purpose Report to assigned area Remain in assigned area Stay seated
Safety	<ul style="list-style-type: none"> Keep hands and feet to yourself 	<ul style="list-style-type: none"> Flush toilets Wash hands Keep hands/feet to yourself 	<ul style="list-style-type: none"> Keep hands/feet to yourself 	<ul style="list-style-type: none"> Keep hands/feet to yourself Control volume and actions Use your phone responsibly (no videos/photos on the bus) 	<ul style="list-style-type: none"> Keep hands/feet to yourself Clean up any spills quickly Listen when staff member is using the PA 	<ul style="list-style-type: none"> Keep hands/feet to yourself Report dangerous situations 	<ul style="list-style-type: none"> Keep hands/feet to yourself



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Ram Perks: School-Wide PBIS

- Teachers, administrators, and staff members will distribute Ram Perk tickets to students exhibiting positive behaviors and following the RAMS' Way. This distribution will be at the discretion of the staff. (Student's first and last name should be written on each ticket)
- Students may use their accumulated tickets to purchase items at the Ram Perks Store that will be open during lunch throughout the school year.
- Student of the Week: Teachers will select students to be recognized for following the RAM Commitments and RAMS' Way. These students will receive recognition and certificate during WRAM weekly.
- RAMS' Way Assemblies: Each quarter students will be recognized for their academic and behavioral achievements. In addition, behavior expectations will be reviewed based on the needs of the building.

RMS Disciplinary Consequences

Level I Disruptive Behavior

Classroom Disruptive Behavior

After behavior has been addressed by the teacher, a parent has been contacted, and documentation has been submitted through a Microsoft Student Support Form.

If behavior continues and student fails to comply with warning/corrective direction, teacher should complete a Skyward Referral. Administration will address the behavior with the student and assign appropriate consequences based on severity and frequency of the incidences.

Breakfast/Lunch Behavior

After behavior is addressed and student fails to comply with warning/corrective direction:

- To be determined by administration and student may be removed to an alternative location to eat.

Hallway and Restroom Disruptive Behavior

After behavior is addressed and student fails to comply with warning/corrective direction:

- First offense: Teacher should complete *Microsoft Student Support Form*
- Second offense: Skyward Referral for Administration to address.
- Third offense: Administration will consider implementation of social restriction plan.

Bus Misbehavior

- First offense: depending on nature and severity student may face disciplinary action including but not limited to: after-school detention, RLC, OSS, possible loss of bus riding privileges, and parent will be contacted
- Subsequent offenses: to be determined by administration

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Personal Devices (cellphone, smartwatch, tablets, headphones, etc.): Personal Devices should be turned off and left in the students' locker. Students are allowed to have a communication device at school for the purpose of communicating with parents after school or at the direction of school personnel. Personal devices are permitted to be confiscated by staff in the event a student has one in their possession during the school day. Any refusal by a student to allow staff members to confiscate will be considered an act of defiance and will result in an additional Skyward discipline referral for noncompliance to a teacher directive.

- First offense: Teacher will complete Skyward Referral. Item will be confiscated and returned to student at the end of the day
- Second offense: item confiscated, returned to parent
- Third offense: item confiscated and returned to parent, student will serve 1 day after-school detention
- Fourth offense: item confiscated and returned to parent, student will serve 1 Day RLC
- Subsequent offenses: to be determined by administration

Dress Code – Referred to Administration

Please refer to the ORS Code of Conduct for dress code expectations.

- First offense: student conference, parent contacted, and parent may be asked to supply clothes for corrective dress prior to student returning to class.
- Second offense: student conference, parent contacted, and parent asked to supply clothes for corrective dress, 1-day RLC
- Third offense: student conference, parent contacted, and parent asked to supply clothes for corrective dress, 2 days RLC
- Fourth offense: student conference, parent contacted, and parent asked to supply clothes for corrective dress, 1 day OSS
- Subsequent offenses: to be determined by administration

Failure to Complete Assignments

Behavior should be addressed by the teacher with the student and should be offered Wednesday afternoon Café Catch Up. Teachers should contact parent to explain incident and inform of Café Catch Up and the need for transportation by 2:45pm. Teacher should complete the Café Catch Up Form.

If student does not attend Café Catch Up and the behavior does not change, a Skyward Referral for noncompliance to teacher directive can be completed if the behavior does not change.

Inappropriate / Vulgar Communication directed towards another person.

**Suggested consequences below may be altered by administration depending on severity of language and disruption to the learning environment.*

- First Offense: 1-day RLC.
- Second Offense: 2 days RLC
- Subsequent offenses: to be determined by administration

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Inappropriate / Vulgar Communication NOT directed towards another person.

**Suggested consequences below may be altered by administration depending on severity of language and disruption to the learning environment.*

- First Offense: lunch detention
- Second Offense: after school detention
- Subsequent offenses: to be determined by administration

Public Display of Affection:

- First Offense: warning
- Second Offense: 1 day after-school detention
- Subsequent offenses: to be determined by administration

Tardies to Class:

Students are expected to follow their daily schedule and arrive to class on time. Teachers will be responsible for monitoring tardiness for each of their classes and assigning consequences on an individual basis. Students need to go directly to next class when bell rings. Students should not congregate in bathrooms or in hallways between classes.

Teacher will contact parent and submit Microsoft Student Support Form on 3rd tardy to class. Beginning on a student's 5th Tardy to Class, teacher will submit a Skyward Referral for every 5 tardies received.

Students will receive a "fresh start" for the second semester.

Tardies to School

Tardies to class will be reviewed every day. A referral will be submitted in Skyward when a student reaches 5 tardies to school and an administrator will conference with the student. After 10 tardies to school, another referral will be submitted into Skyward, and the student will serve 1 day of after-school detention. Failure to serve ASD will result in two lunch detentions. A Skyward Referral for every 5 tardies received thereafter will result in an additional ASD. Excessive tardiness (3 days of ASD assigned) to school and class will result in greater disciplinary action to be determined by administration.

Students will receive a "fresh start" for the second semester.

Technology Violations/Acceptable Use Violations

- First Offense: depending on nature and severity student may face after-school detention, RLC, OSS, possible loss of computer privileges, and parent will be contacted
- Subsequent offenses: to be determined by administration

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Level II-IV Offenses (Automatic Office Referral)

Assault/Battery

- Long term suspension pending DHA, assault and battery will be reported to ORPD

Bullying (Cyberbullying/Harassment/Hazing/Extortion)

**Suggested consequences below may be altered depending on severity of bullying and disruption to the learning environment.*

- First offense: 2 days RLC and parent conference
- Second offense: 2 days OSS and parent conference
- Third offense: 5 days OSS
- Fourth offense: long term suspension pending DHA

RMS takes the issue of bullying in our school very seriously. Any student wishing to report an incident of bullying should complete Bullying/Allegation form that are available in every classroom and office in our building. That form should be turned into the first available teacher, counselor, or administrator. The staff member will deliver the allegation of bullying to the administration prior to the end of the school day and may choose to do so immediately depending on the nature of the allegation. The school administration will promptly investigate upon receipt of the allegation and follow up with parents.

Defiance/Failure to Comply/Disrespect-Directed at Staff Member

Teacher discretion should be utilized on the impact of the behavior on the classroom learning environment. If behavior is addressed by the teacher, a parent should be contacted, and documentation should be submitted through a Microsoft Student Support Form.

If behavior continues and student fails to comply with warning/corrective direction, teacher should complete a Skyward Referral and suggested consequences below may be altered depending on severity of incident and disruption to the learning environment.

- First Offense: 1-day RLC
- Subsequent offenses: to be determined by administration

Directed Profanity or flagrant forms of disrespect at Staff Member

- First offense: Up to 5 days OSS
- Second offense: Up to 10 days OSS
- Third offense: long term suspension pending DHA

Drugs/Alcohol

- See Oak Ridge Schools Zero Tolerance Policy in the ORS Code of Conduct

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Fighting/Mutual Combat/Provocation of Violence

- First offense: 3 days OSS, social restriction & behavior contract considered
- Second offense: 6 days OSS, social restriction & behavior contract implemented
- Third offense: recommendation for Expulsion (DHA)

Knowingly Falsifying a Report of Threatening Behavior

(Includes Bullying Cyberbullying/Harassment/Hazing/Extortion/Violence or Threats of Violence)

- First offense: 2 days RLC and parent conference
- Second offense: 2 days OSS and parent conference
- Third offense: 5 days OSS
- Fourth offense: 10 days OSS
- Subsequent offenses: to be determined by administration

Leaving School Grounds

- First offense: 1 days OSS
- Second offense: 5 days OSS
- Third offense: long term suspension pending DHA

Confrontational Behavior

Consequences will be determined by administration, based on the ORS Code of Conduct, depending on severity of the incident.

Sexting

- First offense: 5 days OSS/Contact ORPD
- Second offense: 10 days OSS/Contact ORPD
- Subsequent offenses: to be determined by administration

Skipping Class/Out of Area

- First offense: 1-day RLC
- Second offense: 1 day OSS
- Third offense: 2 days OSS
- Fourth offense: 4 days OSS
- Five offense: 10 days OSS
- Subsequent offenses: to be determined by administration

Theft

- First Offense: depending on the nature and severity, student may face disciplinary action and be assigned OSS for a time to be determined by administration, and parent will be contacted
- Subsequent offenses: to be determined by administration

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Threatening Behaviors (including gang activity)

- All offenses: all threats will be directed to Threat Assessment Team for evaluation, depending on the nature and severity student may face disciplinary action including by not limited to ISS, OSS, DHA and recommendation for Expulsion. In addition, ORPD could be contacted.

Tobacco/Vaping

Students who are vaping or found to be in possession of tobacco or tobacco products on school property including smokeless tobacco, and electronic cigarettes, will be assigned the following consequences:

- First Offense – Student will be *assigned five* days of out of school suspension, receive a tobacco citation and be required to attend a tobacco/vaping education class.
- Second Offense – Student will be assigned seven days of out of school suspension
- Third Offense – Student will be assigned a long-term suspension pending a DHA.

Students who are found to be distributing tobacco or tobacco products, including smokeless tobacco and electronic cigarettes, will be assigned the following consequences:

- First Offense – Student will be assigned seven days of out of school suspension, receive a tobacco citation and be required to attend a tobacco/vaping education class.
- Second Offense – Student will be assigned a long-term suspension pending a DHA.

Weapons

Please review ORS Code of Conduct and the Zero Tolerance Policy in its entirety. The following should be noted:

- The policy of the Oak Ridge Schools is to suspend students for no less than 2 days for possession of a simple pocket-knife.
- Possession of a "weapon-knife" (butterfly, switchblade, hunting knife, large pocketknife, etc.) concealed or openly with the intent to go armed is a violation of 39-17-1309 (2) will be subject to expulsion. Violation of this subsection is a Class E felony and will be reported to ORPD. Use of any knife in relationship to a threat of harm or actual injury will result in expulsion. Students who bring or use a firearm in school buildings, on school grounds or at school- sponsored events will be expelled for a period of not less than one year (TCA 49-6- 3401) (U.S.C. Code 18-921).

Students confirmed of committing the following Zero Tolerance actions will NOT be eligible to attend the Secret City Academy for in-person instruction.

- Possession of a firearm on school property/Activity.
- Making a threat to use a bomb, dynamite, or any other deadly or destructive device, including chemical weapons, on school property or at a school sponsored event.

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Student with knowledge of a Zero Tolerance Weapon Offense at school

Any student with direct knowledge of a weapon on school property that fails to **immediately report this safety concern to school staff, or an SRO** will be suspended out of school for a period of not less than 10 days and possible expulsion.

Vandalism

- All offenses: full restitution will be sought for all instances of willful vandalism, depending on the nature and severity student may face disciplinary action including but not limited to RLC, OSS, DHA and recommendation for Expulsion

Other Disciplinary Violations Not Specified

- Any other disciplinary code violations not specified in this document but covered in the ORS Discipline Code Handbook will be determined by school administration with consequences including but not limited to the Restorative Learning Center (RLC), Out of School Suspension (OSS), Social Restriction, After-School Detention, No-contact agreement, referring to Discipline Hearing Authority (DHA), and recommendation for Expulsion

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Cheating Policy

Cheating is defined as follows:

- Copying another student's work or answers on classwork, homework, or tests.
- Knowingly and willingly providing another student with answers on classwork, homework, or tests.
- Blatant plagiarism on projects and papers – from books, other print sources, Internet sources and other technological sources
- Falsifying an electronic document, certificate, etc. to receive credit for an assignment that was not actually completed by the student.

Please follow process below:

First Offense:

1. Teacher will complete a Microsoft Student Support Form for record.
2. Teacher will hold a conference with a student and contact a parent/guardian.
3. Teacher will assign a student a zero.

Second Offense:

1. Teacher will complete a Skyward discipline referral.
2. Teacher will assign the student a zero.
3. Administration will assign after school detention and contact parent.

Third Offense:

1. Teacher will complete a Skyward discipline referral.
2. Teacher will assign the student a zero.
3. Administration will contact the parent student will be assigned 2 days of RLC.

Fourth Offense:

1. Teacher will complete a Skyward discipline referral.
2. Teacher will assign the student a zero.
3. Administration will contact the parent and student will be given 1 day of OSS and will not be permitted to turn in make-up work for that day of the suspension.

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Field Trip Disqualification Guidelines

Student behavior, attendance, and academic success is of utmost importance at Robertsville Middle School. The following guidelines may be considered for participation in field trips.

Day Field Trips

The following criteria will result in a required conference with the field trip's sponsoring teacher, school administration, and the student to determine eligibility. Note that it is a possibility that students meeting any of the criteria below will not be permitted to attend a field trip.

- 1 incident of OSS in the semester of the trip
- 2 full days in the RLC during the semester of the trip
- Do not take removal from a single class period into account
- Misbehavior on any other field trip
- 10 unexcused absences per year
- Failing Grades in 2 or more classes

Students with more than one offense resulting in OSS or multiple instances resulting in RLC will not be permitted to attend the trip.

Overnight Field Trips

The following criteria will result in a required conference with the field trip's sponsoring teacher, school administration, and the student to determine eligibility. Note that it is a possibility that students meeting any of the criteria below will not be permitted to attend an overnight field trip.

- 2 full days in the RLC during the semester of the trip
- Do not take removal from a single class period into account
- Failing Grades in 2 or more classes

Disqualifying factors for participating in an Overnight Field Trip are as follows:

- **Assigned OSS at any point in time during the school year**
- **Multiple instances resulting in RLC will not be permitted to attend the trip.**
- Do not take removal from a single class period into account
- Misbehavior on any other field trip
- 10 unexcused absences per year

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Terms and Definitions

- **Discipline Hearing Authority (DHA):** The Discipline Hearing Authority is a Board of Education designee. This means that the Oak Ridge Board of Education has established the Discipline Hearing Authority to hear and rule on appeals related to student suspensions that exceed ten (10) days.
- **Out-of-school suspension (OSS):** a temporary, complete exclusion from school, school property, and school activities. Student is banned from all ORS school property for the duration of the suspension. Requires re-entry meeting with student, parent, and administration on the morning of the student's return to school prior to student being permitted to return to their regular schedule.
- **Restorative Learning Center (RLC):** (Formerly In-School Suspension) an alternative setting that removes the student from the classroom for a period of time, simulates suspension from regular school day, while still allowing students to attend school.
- **Class Removal: Students will only be assigned to RLC by administration.** In the event a student needs to be removed from class, please submit a Skyward Referral or if immediate assistance is needed contact the front office for an administrator.
- **After-school detention:** After-school detention will be held every day except Friday. All sessions will be one hour in length following the regular school day and ending at 3:45pm (Monday, Tuesday, Thursday) 1:45 (Wednesday). Failure to attend will result in being assigned 2 days lunch detention or RLC.
- **Social Restriction:** The following are guidelines/format for students placed on Social Restriction. There may be specific, individual cases where slight adjustments may need to be made, but for the majority of students placed on Social Restriction, this will be the format to follow.
 - The student will NOT go to the common morning holding area (Auditorium for 7th & 8th grade; gym for 5th & 6th grade). They will report to the RLC or the cafeteria until 7:35am at which time they will dismiss the student to homeroom.
 - Students on social restriction will not be allowed to use ANY hallway restrooms in the building. When they require restroom, the student will use the clinic restroom. Please have the student complete an eHallpass.
 - Students on social restriction will eat lunch in isolation daily.
 - There will be no change to a student's dismissal procedure unless indicated by administration.