



**Youree Drive Middle AP Magnet School
6008 Youree Drive
Shreveport, Louisiana 71105
318-868-5324**



OUR HERITAGE

As the Spartans of early Greece were considered outstanding, so are the Spartans of today. True to our heritage, we try to uphold the virtues of old and add new virtues of our own. Just as honor, fitness, good sportsmanship, and a sense of fair play guided our forbearers, they still guide us today. To these we add our own virtues of hope, understanding of our fellow man, and a quest for peace.

The sword was used to drive forward in battle as the Spartans advanced toward victory. It is this type of determination that makes the Youree Spartans strive for the highest goals in everything, despite the obstacles or the competition.

VISION STATEMENT

Youree Drive Middle AP Magnet School, a nationally recognized school of academic excellence and achievement, moves forward embracing the challenges of a more diversified and technologically driven community of learners. We acknowledge the various learning styles of students and the necessity to meet their needs through cutting-edge technology, differentiated curricula, and specialized learning environments. This will be accomplished through professional development workshops, and cooperative administrative and staff planning. Youree Drive administrators, teachers, and staff also recognize the importance of parental and community involvement by continuing to promote a strong school PTSA. It is our hope that by creating a safe, nurturing, learning environment that promotes respect of both students and teachers, we will prepare our students for the 21st century.

**Jenifer Guerrero – Principal
Candice Webert – Assistant Principal
Greg O’Quinn - Assistant Principal
Greg Grace- Administrative Assistant**

**Please visit our website for school and teacher information at:
www.youreedrive.com**

PLEASE DETACH and RETURN THIS FORM to 6th PERIOD TEACHER

Please be advised that we, the parent/guardian and child, have read and understand all of the information in the Student Handbook & Planner for the 2019-2020 school year.

Parent Signature

Student Signature

Date

6th Period Teacher

READ, SIGN AND RETURN



CADDO PARISH SCHOOL BOARD HANDBOOK VERIFICATION LETTER

By signing this form, you acknowledge that you are aware of the contents of the **Caddo Parish Schools Student Handbook** that includes:

1. School Calendar
2. JG Discipline Policy
3. JG-R Possession/Use of Electronic Telecommunication Devices
4. GBN/Internet Use Policy
5. School Bus Conduct & Safety Instructions
6. Bullying and Anti Hazing (Policy JCDAF)
7. Grading Scale & Updated Information
8. Graduation Requirements (Policy IKFB)
9. Bring Your Own Device (BYOD) Responsible Use Agreement

NOTE: Failure to return this verification letter will not relieve a student or the parent/guardian from being responsible for knowing or complying with the rules contained within the Caddo Parish School Student Handbook.

Please answer both statements below by checking Yes or No:

1. My child may use e-mail and the Internet while at school according to the rules outlined.
 Yes No
2. My child's school work can be published on the Internet and photographs of my child can be published in print and/or electronic form including but not limited to yearbooks and directories.
 Yes No

The Caddo Parish School Board is requiring you to check the appropriate boxes and sign the Handbook Verification Letter. Your signature indicates review of the handbook, which includes the Discipline Policy, Use of Electronic Telecommunication Devices, Bring Your Own Device Policy, Internet Use Policy, School Bus Conduct and Safety, Bullying and Anti-Hazing Policy, Graduation requirements, Yearly Calendar and Grading Policy. Additionally, we request that you discuss these policies with your child, thereby maximizing the benefits of your child's educational experience. If you have questions throughout the school year, please contact your child's school principal. Please detach this signed page and return it to your child's 6th period teacher.

Print Name of Student Enrolled in Caddo

School Attending

Date

Date

Signature of Parent or Guardian

Signature of Student

**SIGNATURE
REQUIRED**



A copy of the district handbook can be found at www.caddoschools.org

Youree Drive Middle AP Magnet School
2019-20
Student Behavior Contract

Dear Students, Parents, and Guardians,

As the school year begins, we would like to stress the importance of good behavior, attendance, and academic readiness. It is important for students to be in their classes on a daily basis. Regular classroom attendance and participation will help to ensure student success in class as well as on standardized tests.

Our school wide expectations state that Spartans are, “Prompt, Prepared, and Polite.” In our efforts to provide an educational environment conducive to learning, we feel that students who exhibit appropriate behavior should be rewarded. These students earn the right to participate in various extracurricular activities. If a student fails to act appropriately, this will result in him/her being removed from extracurricular activities during that nine week period. These activities include participation in any athletic, individual or team activities, cheerleading, band, and choir. It also includes attending any dance, concert, athletic event, class event such as field trips, and grade level events.

The disciplinary infraction levels are as follows:

1. One out of school suspension will automatically result in a removal from activities during that nine week period.
2. Three or more days in ISS will result in a removal from activities during that nine week period.
3. Students with more than 5 unexcused absences will result in removal from activities during that nine week period.
4. Students with an F in any class will result in removal from activities during that nine week period.
5. Having unpaid fines or lost school items (books, uniforms, etc) will result in removal until paid.
6. Failure to return this contract will result in removal from activities.
7. Being picked up late from one after school activity will exclude you from future activities.

The faculty and staff work diligently to provide enriching extracurricular activities to our students. The right to participate in these activities is a privilege which in turn promotes responsibility. Research indicates that student participation in extracurricular activities fosters success in school and other facets of life.

We look forward to a pleasant and enriching school year! Please return this document signed to your 6th period teacher.

Sincerely,

Jenifer Guerrero
Principal
Youree Drive Middle School

Student’s Signature and Date

Parent’s Signature and Date

**YDMS Student Emergency Page
2019-2020**

Student Last Name: _____ First Name: _____ MI: _____

Date of Birth (mm/dd/yyyy): _____ Age: _____ Male or Female: _____

Mailing Address: _____

City: _____ Zip Code: _____

Parent/Guardian Contact:

Primary Contact Name: _____ Phone# _____

Guardian Name: _____ Relationship: _____

Phone #: _____ E-mail: _____

Guardian Name: _____ Relationship: _____

Phone #: _____ E-mail: _____

Additional Emergency Contacts:

Contact 1 Name: _____ Relationship: _____

Phone #: _____ May this person check the child out of school? **Y or N**

Contact 2 Name: _____ Relationship: _____

Phone #: _____ May this person check the child out of school? **Y or N**

Contact 3 Name: _____ Relationship: _____

Phone #: _____ May this person check the child out of school? **Y or N**

Parent/Guardian Name: _____

Parent/Guardian Signature: _____ Date: _____

***** Return completed to your 6th period teacher***

ADVANCED PLACEMENT MAGNET PROGRAM

Our AP Magnet Program includes a rigorous and challenging curriculum in all subjects that will offer high-achieving students an opportunity to be involved in advanced classes with highly qualified teachers, advanced labs, field trips, and extensive hands-on experiences. All magnet testing and placement decisions are made at the district level.

ATTENDANCE

ABSENCES:

Absences should be reported by the parent/guardian to the office before 8:00 A.M. on the day the student is absent. Parents will be called by JCAMPUS to verify their child's absence if the absence has not been reported by a parent. This is to confirm that the parent is aware that the student is absent and to request an explanation for the absence. Calling the school to report an absence does not excuse an absence unless a doctor's excuse is on file or the absence falls under the excused absence category.

According to the compulsory school attendance law, a middle school student must be present at least 167 days per school year to be eligible for promotion. An absence will not count against the total number of required days when the absence is due to: (1) personal illness of student or family member (when verified by a physician); (2) death in the immediate family; (3) certain recognized religious holidays; (4) natural catastrophe and/or disaster; or (5) attending school approved activities.

EXCUSED ABSENCES:

As specified in the Caddo Parish Discipline Policy, absences due to personal illness are only excused with a doctor's note or a parent's note within two school days after returning to school. Doctor's excuses and notes from parents must be brought to the front office when the student returns to school before going to class. When a student returns to school after an excused absence, he/she has three days or a number of days equal to the number of days of consecutive absences, whichever is greater, following his/her return to class to make up his/her work. It is the student's responsibility to secure any and all assignments after an absence and see that they are turned in within the time allotted.

Youree Drive office staff and administration reserve the right to deny an excused absence based on a parent note if those notes are excessive (more than 5) in number during the semester. Students with more than 3 consecutive days of absences must have a doctor's excuse upon returning to school. Parents may dispute the decision directly with the CPSB attendance department if denied at the school level.

CHECKING OUT OF SCHOOL

When it is necessary for a student to leave school before dismissal time, a parent/guardian should report to the front office to check-out the student. Such a check-out will require a signature. Parents/Guardians may also notify the front office in advance of the check-out. The procedures for check-outs are:

- The parent/guardian must report to the front office and sign the check-out log.
- Identification must be presented upon request.
- If anyone other than the parent/guardian is to be sent to check-out a student, a note signed by the parent/guardian and identification will be required. A phone call will be placed to the parent/guardian in the absence of a note.
- If a student knows that he/she needs to check-out in advance, a parent note should be brought to front office no later than 8:00 a.m. (The parent note must contain the student's name, date, time, and phone number of the parent/guardian). The office staff will call the parent before the designated time to verify the check-out.
- **There will be no check-outs after 2:30 P.M.**

If a student becomes ill and needs to check-out, the teacher will send a check out request form to the office or may allow the student to call home from the classroom. Once the parent arrives on campus the student will be called from class to check-out.

Doctor and dental appointments, personal illness of student or serious illness in the immediate family (when verified by a physician), death in the family, religious holidays, or school sponsored meetings are the only check-outs that will be excused.

A parent/guardian who suspects that some unauthorized person may try to check-out a student should notify the school office. Unless the school has legal custody papers on file, a child will be released to either natural parent.

LATE TO SCHOOL

After 7:40, students arriving to school will check in through the front office and be marked "late to school". All students arriving after 7:40 will arrive to class with a note from the front office. A child will never be marked late to school if he/she arrives late on a CPSB school bus.

Personal illness, doctors appointments, or death in the family are the **ONLY** excused check-ins. A parent walking in with their child does not constitute an excused check-in. Documentation must be provided within two days of the late to school entry in order to be excused.

Discipline for unexcused late to school entry as follows:

- 1st offense- Warning and parent contact
- 2nd offense- Lunch Detention(s)
- 3rd offense- After school detention(s)
- 4th offense- Referral to administration and 1 day ISS
- 5th offense- 2 days ISS
- 6th offense- 1 day OSS
- 7th offense: 2 days OSS
- Additional offenses will result in district level involvement

Students with a pattern of late to school infractions will be referred to the CPSB attendance department for truancy.

TARDIES

Every student at Youree Drive Middle School is responsible for getting to class on time. Learning to be on time is a very important lesson for middle school students. It is our responsibility to help them with this lesson. Students are expected to be in their seats when the tardy bell rings. Students will be rewarded for having no tardies each nine week period, which will be discussed at the beginning of the school year.

Tardies will accumulate each week. Reports will be run each Friday and discipline will be assigned accordingly.

- 2-3 tardies- 1 lunch detention
- 4-5 tardies- 1day after school detention
- 6 or more- 1 day ISS

SUSPENDED DAYS:

Suspended days are unexcused absences however, make-up work is allowed according to the attendance policy for Caddo Parish Schools. The teacher is allowed to give make-up work for 50% of the grade.

UNEXCUSED ABSENCES:

These absences are not confirmed by written documentation and will count against the total number of days students must be present at school. Make up classwork is at the teacher's discretion.

ARRIVAL AND DISMISSAL

Parents should use the side parking lot to drop off and pick up students. The front horseshoe is reserved for busses from 6:40-7:05 and 2:15-3:00. **Please do not enter driveway or park cars in front of the school between 6:40 A.M. and 7:00 A.M or between 2:15 P.M. and 3:00 P.M.**

- Cars may not enter the Carroll Street driveway between 6:40-7:30 or 2:40-3:15.
- Traffic should follow the pattern shown on the last page of this handbook for morning drop off.
- Student may only be picked up from the car loading zone after school.
- Students may not walk through the parking lot for any reason to get in a vehicle or after exiting a vehicle..
- Students exiting campus must do so on an approved sidewalk.

- Students may not wait in area businesses or parking lots for their rides after school. Any student not picked up will return to the cafeteria by 3:05 to be monitored until their ride arrives.

BELL SCHEDULE

- 1st: 7:20-8:18
- 2nd: 8:22-9:17
- 3rd : 9:21-10:16
- 4th: 10:20-11:15
- 5th: 11:19-12:48
 - 1st lunch 11:19-11:46
 - 2nd lunch: 11:50-12:17
 - 3rd lunch: 12:21-12:48
- 6th: 12:52-1:48
- 7th: 1:52-2:50

All students must be off campus no later than 3:15 p.m. unless attending a school-sponsored activity. Students on campus after 3:30 will be escorted to detention and may be picked up from the discipline office by a parent.

BUS REGULATIONS

Many students attending Youree are transported to and from school by school bus. Please be advised of certain regulations governing transportation privileges:

- Pupils transported in a school bus are under the authority of the bus driver while on the bus. Disrespect for bus drivers will not be tolerated.
- Students will be seated according to routines established by the bus driver.
- Students must ride assigned bus. Students will not be given permission to ride any bus other than the one he/she is assigned to ride.
- Students must leave the bus at their assigned stop. A parent permission slip asking to leave the bus at another bus stop must be presented to the office and approved by the Assistant Principal for Discipline.
- Knives, sharp-pointed objects, glass jars, or large objects that interfere with other pupils or the driver shall not be allowed on the buses.
- Students must remain in their seats and keep all parts of their bodies inside the bus.
- Singing, shouting, and loud noises are not allowed.
- Food, gum, and beverages are not to be consumed on the bus.
- Students may not use profane or abusive language.
- Students must refrain from throwing objects inside or outside the bus.
- Students are expected to respect private property while on the way to, or waiting at, the bus stop.

Violation of bus regulations will result in suspension of bus privileges and discipline consequences according to district policy.

CAFETERIA

Nutritious, well-balanced meals are important for proper growth and development. Students are encouraged to eat a school lunch in the cafeteria or bring one from home. Fast foods such as Sonic, McDonald’s, Pizza Hut, etc., are not allowed in the school cafeteria.

Students are expected to display proper behavior while in the cafeteria. Students are excused by a staff member to leave the table, dispose of trash, and clean up the area in which they eat. All foods and drinks are to be contained and consumed in the cafeteria only.

LUNCH PRICES:

Middle/Senior High Students..... FREE

BREAKFAST PRICES:

All Students..... FREE

CALENDAR

All Students Report.....August 12
 Labor Day Holiday.....September 2
 End of 1st Nine Weeks..... October 10
 Professional Development Day (No Students).....October 11
 Fall Break October 14-16
 Thanksgiving Holiday November 25-29
 End of 2nd Nine WeeksDecember 19
 Christmas HolidayDecember 20- January 3
 Professional Development (No Students)January 6
 Martin Luther King Jr. HolidayJanuary 20
 Presidents’ Day/Winter BreakFebruary 17-19
 End of 3rd Nine WeeksMarch 6
 Spring Break.....March 23-27
 Easter Holiday..... April 10-13
 Last Day of School (End of 4th nine weeks).....May 15

CELL PHONE POLICY

A. No student shall use or operate any electronic telecommunication device including any facsimile system, radio paging service, mobile telephone service, cellular phone, intercom, or electro-mechanical paging system in any public elementary or secondary school building during the academic school day unless authorized to use by the teacher or principal for academic purposes under the Bring Your Own Device policy.

B. No student shall use or operate any electronic telecommunication device including any facsimile system, radio paging service, mobile telephone service, cellular phone, intercom, or electro-mechanical paging system on any school bus unless the device is maintained in the silent mode; if a student’s use of a cellphone is disruptive, the bus operator may require that the student(s) refrain from using the cellphone.

C. Nothing in this policy shall prohibit the use or operation of any electronic telecommunication device by any person, including students, in the event of an emergency. An emergency means an actual or imminent threat to public health or safety which may result in loss of life, injury, or property damage.

A student who violates this policy may be disciplined in accordance with policy JG, policy GBN or any other applicable policy. School administrators shall, however, be allowed to hold a device for up to three (3) days with a parent return when the administrator deems it appropriate for violations of policy(ies).

CHANGE OF ADDRESS

The office must have your correct home address and a current telephone number for where parents can be reached during the school day for emergencies. Inform the office immediately if you change your address or telephone number. In order to change an address you must provide ONE of the following: Utility bill (gas, water or power) or lease agreement. This information change must be done in person, not over the phone. Phone numbers may be updated over the phone or sent in a signed note with your student.

COMMUNICATION

Frequent communication will be sent via the JCAMPUS automatic texting/call system. Please make sure your phone numbers are always correct in the JCAMPUS system to ensure you are receiving important information and updates from the school.

The school website (www.youreedrive.com) and our Facebook page (Youree Drive Middle AP Magnet) are also frequently used to promote upcoming events and celebrate student successes.

The school's master calendar (Google calendar) can also be accessed from the schools webpage.

Teachers will utilize the REMIND system to communicate from their classes in addition to phone calls home.

CONFERENCES

Parents who wish to have a conference with a teacher, counselor, or principal should phone the front office for an appointment. The appropriate school counselor will be notified for a conference request; otherwise leave a message for the individual teacher, and the teacher will schedule a phone conference. Please phone when the school can be of any service.

COUNSELORS

Counselors meet with students based on need. Students may fill out a request to see the counselor during class with a pass from the teacher. The student will then return to class and the counselor will call for them at their earliest convenience. Students will not see the counselor between classes nor will they be excused from a tardy if they stop to complete a request form between classes.

- 8th grade ---Mrs. Roslyn Davis 364-3092
- 7th grade and 504---Mrs. Janet Bacon 364-3098
- 6th grade ---Ms. Misti Duke 364-3091

CURRICULUM TRANSFER ADMISSION

- 3.0 overall average in all core subjects
- Score of at least 730 in ELA and math on the 4th grade LEAP or the most recent standardized test scores
- 95% or better attendance record
- Acceptable discipline record

Out of district magnet and curriculum transfer students will be reviewed each year. Failure to meet the magnet/transfer expectations will result in removal from YDMS and return to the home campus.

DISCIPLINE PROGRAM

Students and parents sign a behavior contract at the beginning of each school year. Failure to remain in compliance with the behavior contract will result in removal from extra-curricular activities for the remainder of the 9 weeks period.

DETENTION ROOM

- Detention is held from 3:00-4:00 P.M. on assigned days.
- Students who are late to detention are subject to further disciplinary action.
- Students should bring a pencil/pen and paper. They should be prepared to write for the entire hour.
- Parents are responsible for the student's transportation from detention. Students should be picked up on time.
- Skipping detention will result in ISS the following school day.
- Detentions may be rescheduled by the parent before 12:00 PM on the day of the detention.
- **Parents will be contacted if a student is placed in detention.**

IN SCHOOL SUSPENSION (ISS)

This program provides an opportunity for students to be disciplined within the educational environment. Keeping a student at school but barred from classes and activities enables the student to do his classwork and maintain his credit and grades

- Average length of assignment will be one to three days.
- Students will be isolated while working on their regular assignments.

- Students will not participate in the regular lunch program (eats separately) and will be escorted to the bathroom.
- No direct instruction will be formally conducted.
- Silence and other behavior codes will be rigidly enforced.
- Students in ISS may not participate or attend after school activities that day.
- Removal from the ISS room may result in Out of School Suspension (OSS) or additional days of ISS.
- **Parents will be notified if a student is placed in ISS or OSS.**

OUT OF SCHOOL SUSPENSION (OSS)

OSS will be assigned for major offenses as well as repetitive minor offenses.

MANDATORY SUSPENSIONS / EXPULSIONS

- Possessing weapons
- Battery of school personnel
- Threatening school personnel
- Group/gang fights
- Possessing/using controlled substance or alcohol
- Under the influence of alcohol
- Initiating false alarms and or bomb threats
- Defacing/stealing/or destroying school property
- Participating in a fight
- Bullying/threatening/Hazing
- Possessing/Using fireworks
- Using tobacco
- Student participates in gambling
- Using profanity toward staff members
- Making unfounded charges against school personnel

At Youree Drive Middle School, students shall be held strictly accountable for their behavior and the Caddo Parish Discipline Policy. Refer to the Caddo Parish policy for a detailed version of the current policy.

FEES

Students are charged a yearly school fee of \$50.00, which includes fees for all classes and the school planner. P. E. Uniforms will be purchased from P. E. for \$20.00.

Students with outstanding fees will not be allowed to participate in extracurricular activities including, but not limited to, sports teams, spirit groups, field trips, dances, and performances.

GRADING

GRADING SCALES

General	Enriched/AP/Gateway
93 -100 A	90-100 A
85 -92 B	80-89 B
75 - 84 C	70-79 C
67 -74 D	60-69 D
0- 66 F	0-59 F

PROGRESS REPORTS

If a student is making the grade of “D” or “F” at the mid-point of each nine-week reporting period, Caddo Parish policy requires that a progress report be sent to the parent. However, it has been decided that parents will be notified with a progress report the 5th week of each nine-week grading period, regardless of the student’s progress. A parent can expect to receive this information to be sent home with the student on the dates listed below. Please contact the individual teacher or counselor if you have concerns with your child’s grades.

NINE-WEEK REPORTING PERIOD

- August 12- October 10
- October 17-December 19
- January 7- March 6
- March 9-May 18

LIBRARY

The library is open to students from 7:00 a.m. until 3:30 p.m. daily.

- Students may only have 3 books checked-out at a time.
- Once a student's fines or overdue books total \$5.00 no more books can be checked-out. This includes fines and overdue books from other schools in the parish.
- Fines are .05 a day, but are capped at a total of \$5.00 per book.
- A student may be placed on the fee list to pay the cost of an unreturned library book.

PROMOTION

Promotion from one grade to another in Caddo Parish is now based on the following:

ATTENDANCE: An elementary pupil (K-8) must be present a minimum of 167 days to be eligible to receive credit for courses taken. Exceptions can be made only in the event of extended illness, as verified by a physician, and/or extenuating circumstances as approved by the Parish Supervisor of Child Welfare and Attendance in consultation with the principal.

REQUIREMENTS: All students must pass **reading** or **math** and pass 5 ½ courses of study to be promoted to the next higher grade. The School Building Level Committee will determine promotion for students for students who do not meet this requirement.

The Caddo Parish Pupil Progression Plan will be followed in detail at Youree.

MEDICINE

It shall be the policy of the Caddo Parish School Board that all students' medication be administered by a parent. However, under exceptional circumstances, and subject to the conditions set forth, if a student is required to take oral medication or an injection during school hours and the parent/guardian cannot come to the school to administer the medication, it may be administered by trained school personnel in strict compliance with the following regulations:

- The medication must be prescribed and written directions given by a licensed physician or dentist.
- A written request and authorization from the parent or guardian for each medication must be delivered in person by the parent or guardian to the school in which the student is enrolled.
- The medication must be provided to school personnel in a container that meets acceptable pharmacy standards and includes the student's name, the prescription number, if any, date, frequency, name of medication, dosage, route, and physician's name or dentist's name.

Forms for administering medicine at school are available in the office. Students are to keep all medicine in the office. The doctor and parent must sign the form before the office can dispense the medication.

PARENTAL INVOLVEMENT

Parents can and should be involved in a meaningful way in the education of their children. Parent involvement enables children to achieve better and learn more. Parents can help their child in the following ways:

- Provide your child with sufficient rest at night.
- Provide your child with a wholesome breakfast before going to school.
- Make sure that your child is present and on time each day.

- Encourage your child to respect the rights of others.
- Help your child to develop a positive attitude about self and school.
- Accept your child as an individual with his own pattern and rate of learning.
- Listen when your child talks about schoolwork.
- Show and develop an interest in the schoolwork your child brings home. Discuss the progress or problems.
- Provide a regular time for your child to do homework. Assist him as needed and check planner. Make the necessary contacts if you have questions concerning the work.
- Monitor your child's progress.
- Encourage your child to read often.
- Support the school and the school's activities.
- Closely observe report cards and progress reports. Check the JCAMPUS on a regular basis. Arrange a conference if necessary.
- Praise your child for doing his best work.
- Please help us reinforce our school expectations: **Be Prompt, Be Prepared, and Be Polite.**

STUDENT RESPONSIBILITIES

As a student at Youree Drive Middle AP Magnet, it is your responsibility during school days to:

- Come to school, attend all classes on time, stay in the classroom unless you have a hall pass (planner) to leave, and remain on the school campus at all times during school hours.
- Walk at all times inside the school, on the playground, and while going to the buses.
- Respect school property and the property of others.
- Show consideration for other students and for school personnel.
- Have a hall pass (student planner) when leaving the class during instructional time. The planner must be filled in correctly with the destination, the time the student left, and the teacher's signature.
- Do not bring, have in possession or use any unauthorized items/substances.
- Exhibit cleanliness, neatness, and good grooming at all times.
- Pay attention in class and work to the best of your ability at all times.
- Do not bring any electronic device or any other article that is not school related. This will be strictly enforced and may cause some inconvenience for students who have articles taken from them. These items are not allowed during school or at after school events. Confiscated articles will be returned to parents following district policy.
- Do not wear expensive jewelry or clothing (leather jackets, etc.) or bring expensive items or large amounts of cash to school. The school will not be responsible for lost or stolen items or cash.
- Cross the street at the light under the supervision of the crossing guard before and after school. Students are not permitted to leave campus before or after school and return to campus.

TELEPHONE

The telephone in the office may be used by students who have secured the proper permission from his/her teacher. The teacher will sign the planner with these instructions and the time he/she left class. Students are permitted to use the telephone at lunch after getting permission from the office staff.

UNIFORM POLICY

To meet dress code requirements, YDMS students must present themselves in the approved uniform:

TOPS: White or navy polo-style knit shirts (short or long sleeve); white oxford button-down shirts (short or long sleeve). Plain white, navy, black, or grey t-shirts or turtlenecks may be worn underneath these shirts. White middy blouses with plaid ties may also be worn by girls. The white middy blouse may be worn untucked. **All other shirts must be tucked in and the belt must be visible at all times.** Logos on tops must not exceed 2x2 inch. Additionally, students may wear any approved YDMS spirit shirts.

BOTTOMS: Khaki or navy pants, shorts, skorts or skirts. Approved blue plaid #134-57 pleated skirts for girls. Pants must be uniform style and school appropriate. Solid colored tights may be worn under shorts and skirts of appropriate length.

LENGTH: Skirts, skorts, and shorts must be no shorter than 4" above the top of the knee. Pants must not drag the floor and should sit on the natural waist of the student.

TIGHTNESS: Students must be able to pinch one inch on the side of all shorts, skirts, skorts, and pants. Excessively tight and stretch pants are not allowed.

BELTS: Students are required to wear a belt with any bottoms that have belt loops. Belt loops may not to be removed from clothing. Oversized belt buckles are not allowed.

SHOES AND SOCKS: Students may choose the style and color of shoes and socks. They should coordinate with the uniform and not attract undue attention. Flip-flops, backless shoes, and house shoes are **not** acceptable; shoes must have heel support for safety reasons. Additionally, all shoes must be tied or fastened.

OUTERWEAR: Waist-length jackets and coats are acceptable at school. No trench coats or oversized coats will be allowed. If the jacket/coat is not an approved solid color (navy, gray, white, or black) or an approved YDMS jacket, it must be removed after arriving at school. Blankets may **not** be worn to school in place of a jacket or coat.

Any plain navy, gray, white, or black sweater/sweatshirt/vest/hoodie is acceptable if worn over an approved school shirt. Sweatshirts and hoodies with the YDMS logo may be worn. All other logos must not exceed 3x3 inches. No hoods may be worn in the building.

SCHOOL IDs: All students are required to wear a school ID each day. One school ID will be provided free of charge to each incoming student. Misplaced IDs may be replaced for \$5.00 in the library. Temporary IDs may be purchased for \$1.00 each morning in the discipline office. All IDs, including temporary IDs, must be worn on the outside of the student's shirt and be visible at all times.

Uniforms must be worn to all school-sponsored activities (football games, basketball games, track meets, dances, etc.) unless otherwise approved and announced by the principal.

Spirit Groups (Pep Squad, Cheerleaders, Dance line) will be allowed to wear their uniforms on game days and other days approved by the principal.

All uniforms must be worn in the manner meant by the manufacturer. This means that there will be **no** ripping or cutting of hems, cuffs, sleeves, or bodies of the coordinates. Simple hemming of sleeve, slack, or skirt length may be made, but be aware of the growth factor. Due to the rapid growth of middle school children, clothing worn in the fall may not be acceptable in the spring.

Hair should be clean and combed so as to permit full vision at all times. Headwear such as hair rollers, combs, brushes, sunglasses, bandannas, hoods, and caps are **prohibited**. No chains or other heavy jewelry will be allowed.

No mode of student appearance will be considered proper for school that detracts from or disrupts the classroom and/or the school decorum. The principal (or designee) of the school shall make the final decision of what is considered proper or improper appearance.

Piercings in the ears are the **ONLY** acceptable piercing for students. No other visible piercings will be allowed.

Failure to comply with the YDMS dress code will result in school discipline.

WITHDRAWALS

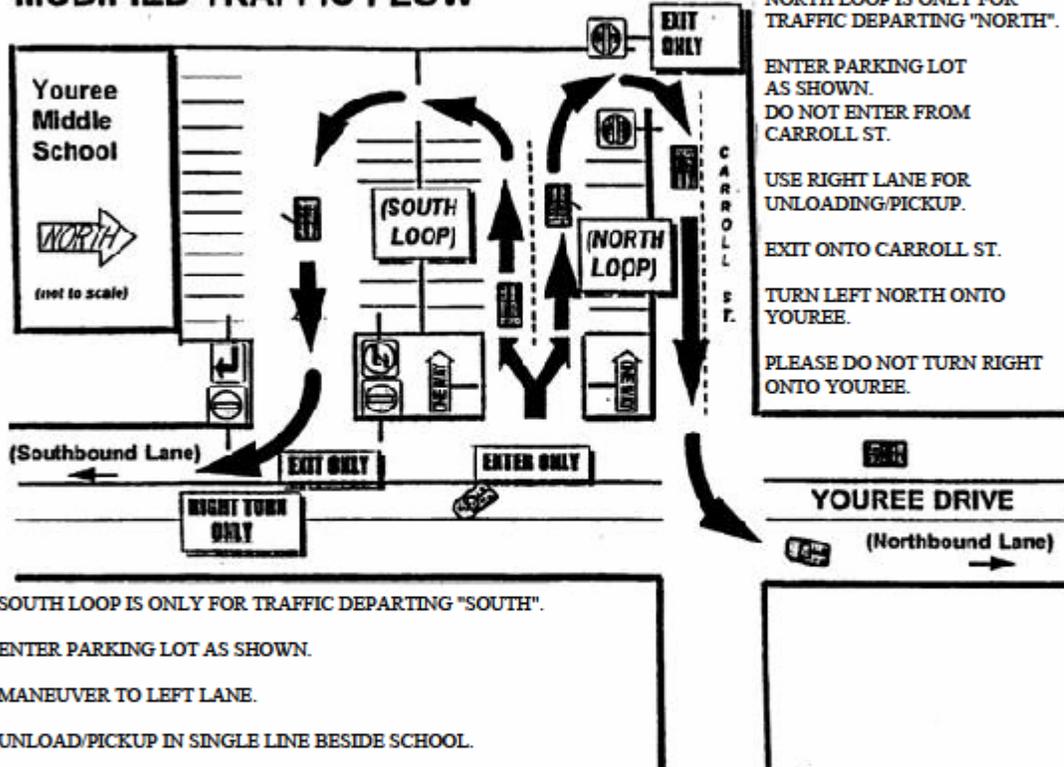
The following guidelines should be followed:

- Parent / guardian contact counselor by phone or visit to school.
- Parent / guardian must then submit a written statement.
- Parent / guardian should notify school at least one week in advance so that proper records will be ready when students checks out through the office.
- All debts and business matters must be in order or records will not be forwarded.
- All students will complete a Standard CPMS transfer form.
- **Parents need to be aware that this is a time consuming process and cannot be done in just a few minutes.**

The information in this part of the planner is written at the end of the previous school year. Subject and dates are subject to change. The updated information will be made available to you in the fall. If there are questions, please call Youree Drive Middle AP at 318-868-5324, or check out our website at www.youreedrive.com for all of the latest information and announcements.

YOUREE DRIVE MIDDLE SCHOOL Traffic Route

MODIFIED TRAFFIC FLOW



NORTH LOOP IS ONLY FOR TRAFFIC DEPARTING "NORTH".

ENTER PARKING LOT AS SHOWN.
DO NOT ENTER FROM CARROLL ST.

USE RIGHT LANE FOR UNLOADING/PICKUP.

EXIT ONTO CARROLL ST.

TURN LEFT NORTH ONTO YOUREE.

PLEASE DO NOT TURN RIGHT ONTO YOUREE.

SOUTH LOOP IS ONLY FOR TRAFFIC DEPARTING "SOUTH".

ENTER PARKING LOT AS SHOWN.

MANEUVER TO LEFT LANE.

UNLOAD/PICKUP IN SINGLE LINE BESIDE SCHOOL.

EXIT PARKING LOT TO SOUTH (RIGHT TURN ONLY).

PLEASE DO NOT TURN LEFT ONTO YOUREE.

THE FRONT DRIVE IS RESERVED FOR LOADING AND UNLOADING BUSES. PLEASE DO NOT DROP YOUR CHILDREN OFF THERE UNTIL ALL THE BUSES ARE FINISHED AND HAVE LEFT.

PLEASE USE CAUTION WHEN ENTERING OUR PARKING LOT. MANY STUDENTS WALK FROM SONIC, TEXACO, OR THE CHURCH AND OFTEN WALK ACROSS THE PARKING LOT IN BETWEEN CARS.

STUDENTS: PLEASE ADHERE TO ALL SAFETY RULES AND STAY ON THE SIDEWALKS WHEN COMING TO SCHOOL. PLEASE DO NOT RUN ACROSS THE PARKING LOT IN BETWEEN THE CARS.