

# Claremont Middle School

## MAKING THE 5TH TO 6TH Grade Transition

OAKLAND UNIFIED SCHOOL DISTRICT  
CLAREMONT MIDDLE SCHOOL  
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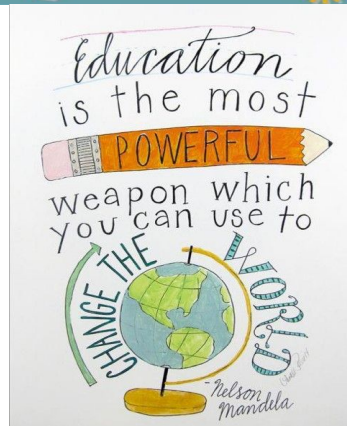
**Claremont Middle School**

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# MIDDLE SCHOOL ACADEMICS



**Growth Mindset:** At our core, the teachers and staff of Claremont believe that all brains are muscles. We all get better at what we practice. People that read a lot become great readers. People who shoot lots of free throws become good free-throw shooters. People who lift lots of weights become very strong. With this philosophy at the heart of what we do, we want students to use all of their brain power and skills to become better readers, mathematicians, scientists, historians, athletes, musicians, artists, and computer scientists. We know that if our students practice the skills related to any discipline that they will improve tremendously and be very successful at Claremont and beyond.

Contrary to what people use to believe - there is no such thing as someone being “Bad” at math or “Bad” at reading. That student has simply have not read that many books at their current reading level so that they could move to the next reading level, or they have not practiced or been taught the right procedures of specific math skills. With targeted and continued practice we all improve.

## **Logistics of 6th grade**

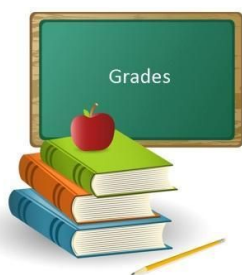
- All 6th grade core classrooms are located in the 6th grade wing, rooms 1-5. To get there you take a left after passing the main office;
- 6th graders have all core classes with other 6th graders;
- Students will be in the same room and have the same teacher for both English and History;
- During lunch, all 6th grade students go directly to the cafeteria area, and once dismissed are able to work off energy in the courtyard
- Teachers are not available during lunch unless by prior arrangement.
- At the end of the school day students are expected to go straight to their after school activity or exit the campus.

## Subject Matters

There are 7 class periods each day. Students take the following classes

- English Language Arts
- World History
- Math
- Science
- PE
- Computer Science/Music
- Advisory

Students will try out two electives this year, computer science and music, and next year will be able to choose from a variety of electives!



## Letter Grading

In middle school, students earn letter grades of A, B, C, D, or F (+/-) on their report cards. Letter grades have the following numerical values:

A+ 98-100 A 93-97 A-92-90

B+ 87-89 B 83-86 B-82-80

C+ 77-79 C 73-76 C-72-70

D+ 67-69 D 63-66 D -62-62

F 59 or below

## Homework Requirements

Each core class will assign weekly homework.

- In English, your homework will be to read 30 minutes a day four times a week and do a reading response assignment to show comprehension. If you want to push yourself further, either read longer than 30 minutes a day, or read more than 4 times a week!
- In Science, you will most often have Newsela articles to read and analysis questions to answer. Homework is assigned biweekly.
- In Math, your homework will focus on practicing and reviewing the skills you are learning in the class. Homework is assigned 4 days per week.
- In History, your homework will prep you for weekly vocabulary assessment. Each week you will do similar tasks with different words!
- In all classes, unfinished classwork may be assigned as homework.

## Time Management/Study Habits

Students have seven classes in a school day with many different teachers, expectations and homework assignments! We do our best to try to align our work, but there will be some differences in style for each classroom. We have found that one of the single most challenging aspects of the transition to 6th grade is keeping track and turning in homework. We recommend, especially at the beginning of the year, looking through your child's backpack weekly to make sure all the great work they are doing actually gets turned in. Ask your child before throwing away papers from their backpack as it could still be needed in the future.

Along with being responsible for all of the above, students must also be responsible for managing time - both at school and at home. One major academic process that students must fit in to their busy schedules is homework - whether completing assignments, major projects, or studying for tests. The planner will be the tool that the school will give you to help keep yourself on track.

### 3 things that will help students be successful:

- Having a book that they like reading and will use daily during advisory or for SSR at home
- Going through the homework folder daily with someone at home
- Weekly backpack organization, to keep things neat and tidy

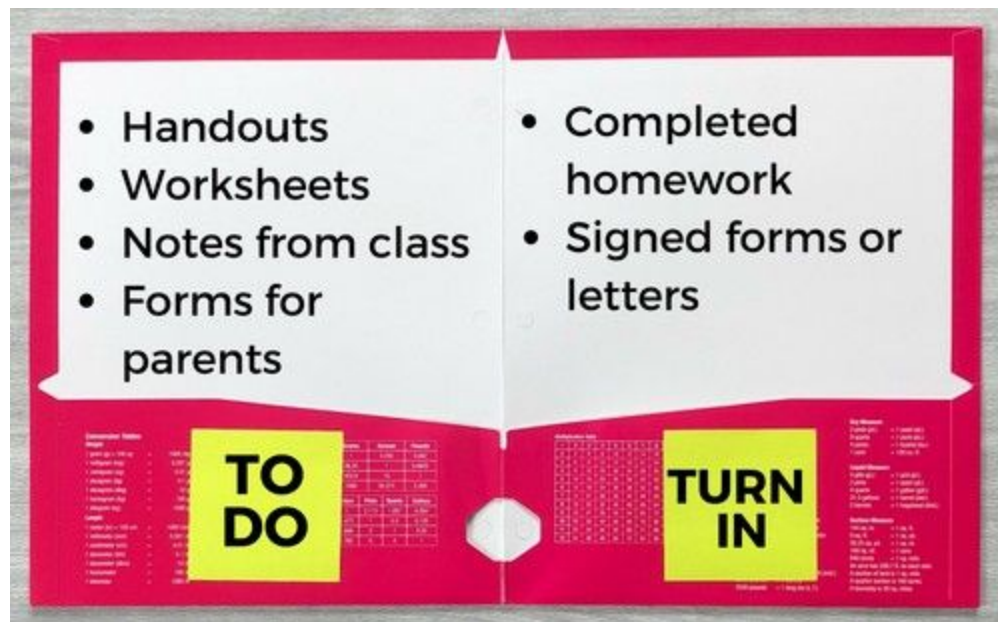
### School Supplies

School supply lists will be sent out with registration packets! However, there are two supplies in particular, that we want to provide more context and instruction around!



### Homework folder

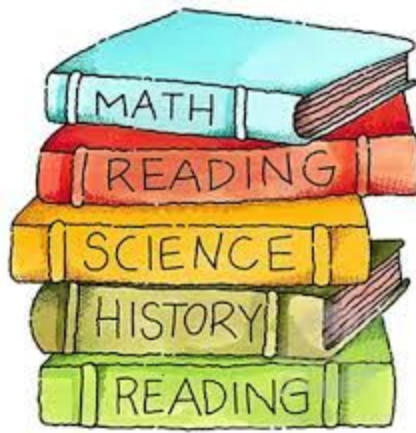
One of the supplies will be a homework folder. To increase efficiency, it is requested that students organize their folders in the following fashion, and label accordingly!. On the left side, is homework that needs to be done, and on the right, homework that is completed and ready to turn in. Visual below.



### Planner

One of the most important objects a student will possess in middle school is the planner which is provided to all students by Claremont Middle School. The planner is a place where students can write down homework assignments, upcoming projects, dated activities, or any other important information. The planner has both monthly calendars and weekly calendars. Because 6th graders will have many different classes and teacher expectations to keep track of, writing everything down is essential. Planners will be provided at the beginning of the school year and students will be instructed through their advisories, how to use them effectively.

The planner will also be the way you use your bathroom passes during your classes. If you do not have your planner, you will have to plan your bathroom breaks during brunch, lunch or passing periods.



## Core Academic Classes

### English

Language Arts classes integrate reading, writing, speaking, and listening. Students will participate in brainstorming sessions preceding writing, peer and teacher conferences, revision of drafts, and publication of final pieces. Mechanical and grammatical skills will be taught in context. They will also write about the class novels they read, analyzing characters, plot development, etc.



### Math

Sixth Grade curriculum builds on last years' standards, and will get them ready for next years' standards. It covers Geometry, Ratios, Unit Rates, Percents, Dividing Fractions, Expression and Equations, and Data Sets.

### Science

The sixth grade curriculum is the integration of physical, biological, earth and environmental sciences. Concept development and scientific process skills are emphasized as essential goals. To achieve literacy, students practice inquiry based science and use higher order thinking skills in problem solving. Experiential and collaborative learning are emphasized.



### Social Studies



Using ancient history content, students will learn valuable skills such as argumentative writing, map reading, timelines, multiple and diverse perspectives, cooperative learning, critical thinking, and rigorous academic language through reading, writing, and class academic discussions. We will be studying Early Humans, Mesopotamia, Egypt & Kush, Hebrews, India, China, and Greece.



# Non Core Academic Classes

## Introduction to Computer Science

Sixth grade Introduction to Computer Science will give students a first look at how computers work and how to program them. This is a key job skill for the 21st centuries! We focus on 2 main projects where students will explore computer programming concepts by developing their own website and creating a short animation. We will be using the coding resources provided by Code.org, which allows students to access their lesson materials from any computer in any location.



## Music

6th graders at Claremont receive one semester of instrumental music instruction. Students will have a chance to select a wind or percussion instrument and begin to learn to play it. The class is designed to establish the foundations of reading and playing musical notation, and will culminate in students playing a two minute long piece with independent parts. Students are encouraged to elect for the year long 7th grade and 8th grade band classes.



## PE

6th grade students will learn and develop lifelong fitness and wellness habits. They will have opportunities to participate in team sports such as, Soccer, Volleyball, Basketball, Football and more. They will also participate in cooperative games and many individual fitness activities.



PE requires a uniform of a gray or black shirt and gray or black shorts or sweatpants (yoga pants ok). Claremont sells uniforms that will work for PE during registration. After this time, students who want to purchase the uniforms, will go to the front office with payment(cash or check, during non class time) and will receive a receipt. They will then bring receipt to their PE teacher to get clothing they paid for! A significant part of the PE grade is based on students dressing daily and putting out consistent effort. So dress daily and do your best!

## Advisory

Advisory, which is shorter than the traditional classes will include but are not limited to the following activities.

- Sustained Silent Reading
- Relationship Building
- Academic Check ins
- Student led conferences



# Academic Support

All of your teachers will have office hours during at least one day of lunch. It is a time for you to work on homework assignments and projects, meet with teachers for extra help, or organize your binders. The counselor will also open up a space for students to catch up on work and give students the opportunity to get extra help! During Academic Support, you may choose to work on any of the following:

- Daily Homework
- Projects
- Independent reading/responses
- Study for a test or quiz
- Make-up work
- Organize binders
- Test or quiz make-up
- Essay support

Additionally, if you are struggling to find a book at your level, you can check in with your advisory teacher, grade level dean or the librarian to help you find a book at your level.



## Additional Ways to Get Support ·

- Encourage your child to have at least one "STUDY BUDDY" for each of their classes who will collect work when your child is absent and with whom they can review notes, study, and share information.
- Encourage your child to participate in class discussions and ask questions. If they are uncomfortable asking questions during the class, encourage them to see the teacher at the end of the period or after school.
- Do not hesitate to contact your child's teachers or Dean with any questions that you have regarding your child's adjustment and progress in school. Note, due to the time constraints of the job, please give the adults on campus up to 2 business days to get back to you.





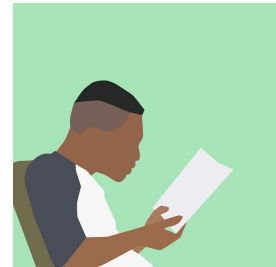
# Supporting your child's learning:

One of the key growth areas for 6th graders is to stay on top of the daily and weekly assignments. We often find that students do the work, but don't turn it in on a consistent basis, and so you want to check in regularly with your child to make sure they are turning in and getting credit for their work!

1. Especially at the beginning of the year, ensure that your child is daily marking work in their planners. You may want to use incentives to support creating this good habit.
2. Log onto [parent.ousd.org](http://parent.ousd.org) and check your student's grades on a weekly basis. If you do not know how to log on please contact the front office or the Dean for appropriate codes.
3. Ask your student what they are reading about with the following prompts:

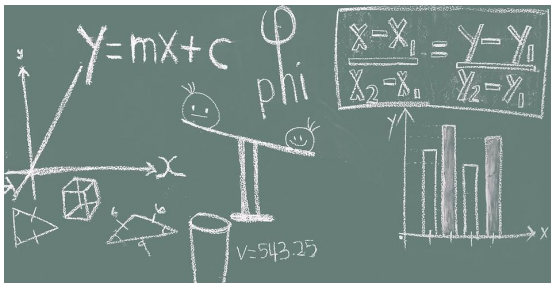
## Fiction:

- Tell me about what is going on in your book right now.
- What do you think will happen next? How do you know?
- What are a few words that you found challenging in the reading? How did you determine the meaning?
- Draw, or describe what you think the main character looks like? How do you know?



## Non fiction:

- What fact(s) did you enjoy learning about the most?
- Of the information you learned, which would you like to share with someone else?
- Would you like to read more books about this topic? Why?
- What else would you like to learn about this topic?
- What kind of research do you think the author had to do to write this book?
- Did you discover anything that may help you outside of school?



**Math:** Common Core has changed the way we teach Math! If they are working on their math work with you, feel free to ask them any of the following questions to support their growth

- How did you figure that out?
- What other strategy could you use to get the same answer?
- Explain how you came to this answer.

# Establishing a Study Time and Place

Discuss and establish with your child the time of day that will be set aside for homework. Late afternoon and early evening are the best times. It is important to consider whether your child needs "down" time when they get home from school before starting their homework or if your child would do better starting immediately.



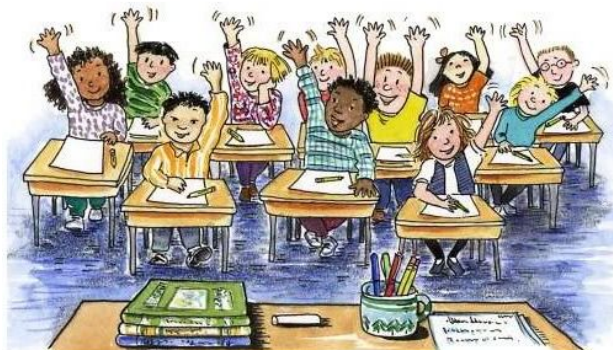
A good home study location....

- is a quiet place, free of distractions (exception: some kids like having quiet music playing in the background)
- has good lighting
- includes a chair, requiring the student to sit up straight, and a table or desk
- should be used each time the student studies
- parents should be available if their child needs help

Discuss with your child the length of time that is to be set aside for homework. A 6th grade student at Claremont Middle School has approximately 60 to 90 minutes of homework per night, including 30 minutes of reading.

This, of course, is an estimate and your child needs to understand that the actual time to complete assignments will vary each day based on assignments and scheduled tests. · Plan for study breaks. Some students are able to concentrate for long periods of time while others need to break every 20 minutes. Your child's age and individual needs will help you to determine how long they can concentrate before needing a rest. Using a kitchen timer to signal break time and back to work time is helpful (a break should be no more than 5 minutes).

Do not allow this study time to be the source of a power struggle. Make it clear that school is your child's responsibility.





# Outside of Classroom Support

There are many adults on campus that can support your child. If they'd like to meet with any of the following adults, they can check in with any adult that is out on the yard at break or lunch to page them, classroom teachers, or go directly to the Dean. All of these people can get you in touch with the right person to support your student and, all of these adults will respond to notes left in boxes, or emails! For issues that are more serious, please have an adult on campus fill out a COS referral.

**Dean's Role** at Claremont Middle School is to assist with the transition from 5th to 6th grade in all capacities.

What does the dean do?

- Works with students and families to make sure students are living up to their greatest potential
- Helps students resolve problems which interfere with learning
- Shares information with parents (as needed) to help clarify and/or solve student and/or school-related problems.
- Supports in holding students accountable for behavior

**Counselor's Role** at Claremont Middle School is to address the academic, career, and personal/social development of all students to prepare them with the knowledge and skills necessary to succeed in high school and beyond.

What does the counselor do?

- Facilitates educational and career planning
- Supports students with specific needs
- Attends meetings with parents and teachers as requested
- Monitors student progress
- Team member of school Crisis Team
- Provides support for parents regarding their child's educational development

**Community Schools Manager's Role** at Claremont Middle School is to integrate the partnership work of the school with its academic mission - managing, leading, and coordinating the community work to support school and student needs.

What does the Community School Manager do?

- Head of the COS (Coordination of Services) team
- Partner with agencies to acquire needed services for our school
- Provides individual/small group support for student or family concerns
- Communicates with collateral contacts (therapists, doctors, ER) as necessary
- Point person for "at-risk" behavior (suicidal ideation, self injury, 51As)
- Offers crisis intervention and prevention
- Provides referrals to community agencies to assist students facing personal or family concerns outside the scope of the school counseling program

**Restorative Justice Coordinator's Role** at Claremont Middle School is to support relationships among students, and staff to ensure all feel supported, so we can maintain a healthy culture at Claremont!

What does the RJ coordinator do?

- Facilitates circle conversations in classes to create positive school culture
- Facilitates conversations between students to prevent future conflict
- Works with students, and if needed other adults on campus and off to support positive relationships
- Develop and train a peer RJ group to support ongoing efforts at creating a positive school culture



# SOCIAL LIFE

It is important to remember that the purpose of coming to middle school everyday is to learn! That being said, social skills can greatly enhance their chance of having a positive environment in which to learn. Also, as adults we know we need to get along with all types of people as we navigate the world, and your success is measured by more than simply what you know. As with everything in life, students will get out of middle school what they put into it.

Efforts and choices will directly affect grades, opportunities to participate in sports/activities, peer interactions, and relationships with adults both in and out of school. Part of growing up and gaining independence involves gaining the trust of both teachers and parents. To do so, students must demonstrate responsibility and the ability to make good choices across settings.

The students' ability to problem-solve and choose positive ways to interact with parents, teachers, and peers will aid in making their middle school experience successful.



# Making Friends



**Take care of yourself and your body.** Eat healthy, take regular showers/baths, and wash your face. A little hygiene can make all the difference.

**Stay out of peer conflicts!** In the middle school, it can be around every corner. Be responsible on social media. One little thing said on snapchat, IG or text can ruin your reputation and destroy friendships. Try and be neutral if two groups of people who you're friends with are having an issue. Stay away from people who start drama for the fun of it: you could end up getting hurt.

**Join a club or activity.** As simple as it might sound, joining an activity group or club can really increase your friendship circle. And who knows, you might have a talent for something you aren't even aware of, and you may develop a new skill.

**Be yourself.** It may sound cheesy, but the best friends are the ones who know the real you.

Don't start wearing different clothes or acting differently to make friends. Just be yourself and see if they're friends. Potential it really is what's on the inside that counts.

**Just say hi!** Go up to someone you would like to get to know and say "Hi" and offer a compliment or ask them a few questions.

**Be open to new experiences and new people.** Keep your options open by being open-minded! Middle school is a great place to make new friends.

**Don't Gossip.** If you say mean things behind a person's back, they will probably find out. Don't be a gossip; don't spread gossip.



## Who Do You Hang Out With?

# Peer Pressure and Bullying

Middle school is a time of great transition; emotionally, physically, and socially. All of these changes can either be nurtured, or hindered by peers. Remember, peer pressure can be either positive or negative.



**Examples of positive peer pressure** are encouraging friends to study by offering to study with them or motivating them to work hard at a sport.

**Examples of negative peer pressure** are someone encouraging students to curse, be mean to others, or engage in an illegal activity.

In order to best handle social pressure, the following tips might be helpful:

1. Find friends with similar interests, values, and beliefs
2. Be assertive—tell friends what you like/don't like
3. Don't use drugs and alcohol
4. Avoid situations in which you know you could get in trouble
5. Learn to handle conflicts in a positive way
6. Talk with trusted adults about situations that you do not understand and/or that make you feel uncomfortable.





## Bullying

Our social expectations align with the CMS way. Be compassionate, mindful and safe. For bullying, we expand these expectations to include the following:

1. We will treat others with kindness, respect, and tolerance.
2. We will try to help students who are mistreated or bullied.
3. We will try to include students who are left out.
4. If we know that somebody is being mistreated or bullied, we will tell a trusted person(s) who can help (i.e. teacher, coach, mentor, community leader, older sibling, parent)

In sum, if one of us is hurt, all of us is hurt.

Bullying is when someone repeatedly and on purpose says or does mean or hurtful things to another person who has a hard time defending himself or herself. Help is available to students who feel they are being bullied. Students are always encouraged to report bullying behaviors to a trusted adult. We do have measures in place to support students who feel like they may be bullied. The Dean will help coordinate.

Some student measures include:	Some adult measures include:
<ul style="list-style-type: none"> <li>-Walk away or breathe deeply for 10 seconds</li> <li>-Remind others of CMS expectations and personal boundaries</li> <li>-Drop a note in the "drop a note" box, which can be found in many of your teachers' classrooms</li> <li>-Check in with trusted adult</li> </ul>	<ul style="list-style-type: none"> <li>-Structured conversations in advisory around these topics</li> <li>-Educational tasks for students who are reported</li> <li>-Dedicated Restorative Justice Coordinator to support relationships</li> <li>-Counseling services</li> </ul>

A summary of the district's Anti-Bullying Prevention and Intervention Plan and Policy can be found below. More information can be found on the OUSD website.

*Bullying is defined in Education Code 48900(r) as any severe or pervasive physical or verbal act(s) or conduct, including electronic communications, committed by a pupil(s) that has, or can be reasonably predicted to have, the effect of one or more of the following:*

- (1) Reasonable fear of harm to person or property.*
- (2) Substantially detrimental effect on physical or mental health.*
- (3) Substantial interference with academic performance.*
- (4) Substantial interference with the ability to participate in or benefit from school services, activities, or privileges.*

*No student or group of students shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, cyberbully, cause bodily injury to, or commit hate violence against any other student or school personnel. Conduct rises to the level of bullying only if it is severe or pervasive.*

**GET !  
INVOLVED!**



## *Student Club and Activities*

### **SPORTS**



#### Fall

Flag Football  
Volleyball



#### Winter

Basketball  
Soccer



#### Spring

Baseball  
Lacrosse  
Track and Field

#### Year Round

Ultimate Frisbee

If interested in trying out for any of these sports, please pay attention to daily announcements, or talk to your P.E. teacher.



### **CLUBS**

There are some clubs that we have every year due to the continued need or desire. Other clubs, spring up due to teacher interest or student interest. If your child is interested in a club that is not listed here, have them approach a teacher they feel comfortable with, or the dean and we can try to make it happen! Clubs either happen after school one day a week for an hour, or lunch one day a week for the duration of the lunch period!

Board Game Club  
Magic the Gathering Club

Art and Anime Club  
Computer Science Club



# LEADERSHIP



Leadership is a fun way for students to make new friends, be positive role models, and promote school and community spirit and pride.

In this school, students have an opportunity to lead in approved activities. Activities that have happened in the past include; staff v. student games, dances, bake sales, talent shows, student led action.

In order to qualify for leadership you will need to fill out an application and have a nomination from a teacher.

You are eligible to apply for leadership if...

- You have one or less restored referrals AND
- You have 3 or less restored tardies

## How to stay informed



**Claremont Web Site:** Visit the school website at [www.claremontms.org](http://www.claremontms.org) to find teacher/staff contact information, the daily bell schedule, the school calendar and other useful resources.

**Claremont Knightline Email Newsletter:** Subscribe to this free email newsletter to receive updates about school news, events, activities and our wonderful scholars being highlighted for excellence in academics, athletics, and other extracurricular activities. Email [news@claremontms.org](mailto:news@claremontms.org) to get subscribed.



**Contact teachers:** Feel free to contact teachers via email, or by leaving a message at the office. Due to the time constraints of the job, please give teachers at least 2 business days to get back to you.

**Planners:** Students will receive planners at the beginning of the year. They will use it as passes, but also will be expected to write down their homework daily. If your child is not doing this, incentive systems can be put in place to get them on the right habit!



**Report Cards:** The school year is split up into 6 marking periods. Three marking periods equal a semester. Semester grades stay on your child's transcripts. Student report cards are distributed six times a year, about a week or so after the marking period ends. You are welcome to log into [parent.ousd.org](http://parent.ousd.org), to see current grades or report cards. Also, the school will send home a report card each marking period with your child.

**School Visits:** Families are welcome on campus to observe in a class. If you have not made an appointment, someone from the office will escort you for up to 15 minutes. You are not able to interact with anyone in the classroom or disrupt the learning. Please also put your electronics away in the classroom. If you would like to have a meeting with a teacher, or other personnel, please make an appointment, so that they will be available. Due to the time constraints of the job, we will be unable to honor drop in appointments.

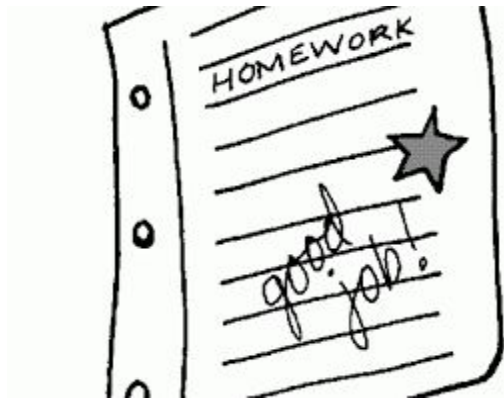


**Student Led Conferences:** Advisory teachers will hold Student-Led Conferences twice - once this year for all students, and twice for any students who are not meeting academic grade level expectations. Student-led conferences (SLC) put the spotlight on the most important person, the student; help improve parent/caring adult involvement; and get the student to finally ask the teacher, "How can I improve my work?" SLCs put the students in the director's chair, hold them accountable for their learning, and make them responsible for sharing their learning with their parent/caring adult. This allows them to see that by exercising their growth mindset, they can improve.

**Telephone Messages:** The school uses an automated "robo-call" system to deliver important messages by telephone to our community. If you are not receiving these messages, contact the school office and let us know which telephone number we should use to keep you informed.



**To access grades and other info:** Students can go to [student.ousd.org](http://student.ousd.org). They need to have their firstname.lastname email address and lunch number. Parents, go to [parent.ousd.org](http://parent.ousd.org). This OUSD website allows registered parents and guardians to log in for online access to detailed information about their student's school performance, including current grades, report card grades, assignments, standardized test scores and attendance. To register for an account you will need a valid email address, the home telephone on file for your student, and the verification passcode or VPC, which you can get from the school secretary or grade level deans.



**To access the homework calendars for all grades:** Go to the Claremont website at [www.claremontms.org](http://www.claremontms.org), and click the “The Claremont Learning Center” link on the right side of the webpage. By clicking on your child’s grade, you will see the syllabus on the left and homework due down the right side of the page.



**Our School Climate Expectations-**  
**At Claremont Middle School we are Compassionate, Mindful & Safe.**

**At Claremont Middle School, we are...**

COMPASSIONATE	MINDFUL	SAFE
 <p>We consider other people's feelings.</p> <p>We speak and act in a way that allows/helps others to learn and feel good about themselves.</p>	 <p>We think about the consequences of our actions <i>before</i> we act.</p> <p>We choose to act in a way that allows other people, our school, and ourselves to achieve success.</p>	 <p>We do our best to protect others and ourselves from getting hurt physically or emotionally.</p> <p>When we see something unsafe happening, we tell adults.</p>

#### **BEHAVIOR RUBRIC:**

We will be expecting all students to uphold the School Climate Expectations. If they are not followed, consequences will be given. A consequence, is not always a bad thing. It’s intention is to give feedback to a student about their behavior. We do everything we can to use consequences as instructive. However, if it gets into the tier 3 behaviors where safety is at risk, consequences will often result in exclusion of activities or school itself.

	<b>Behaviors</b>	<b>Consequences</b>
<b>Tier 1</b> <b>Compassionate*</b> For students who need support with basic or emotional needs	-Falling asleep in class -Friendship dispute -Playing too much -Missing materials -Eating inside the building	-Teacher or other adult check in -Parent Contact, for continued -Restorative conversation -Needs assessment
<b>Tier 2</b> <b>Mindful</b> For students who are having trouble being mindful of their actions impacts on others	-Disturbing learning -In out of bounds area -Inappropriate language -Teasing -Plagiarism/Cheating	-Reflection sheet -Loss of privilege -Parent contact -Restorative Conversation -Educational activity
<b>Tier 3</b> <b>Safe</b> For students whose actions cause an unsafe environment	-Fighting -Illegal activity -Substance use or distribution -Harassment -Weapons -Habitual profanity	-Parent/Teacher/Admin conference -Suspension -Educational activity and presentation to adults -Welcome Circle -Expulsion

\*Note if we notice the same student is experiencing tier 1 concerns(since this will mean the student will continue to miss instruction), our next step will be to get families involved so we can make sure students can find ways to meet their needs without missing class time!

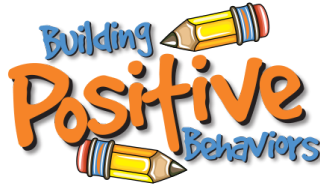


#### **Other behaviors:**

There are certain offences which often occur outside of the classroom, that will result in immediate consequences in order to curb behavior. If behavior continues, families will be notified and may be asked to come in to support.

<b>Offense</b>	<b>Consequence</b>
Littering/Disrespect to adults	Trash clean up
Profanity/Violent Play	Immediate benching
Cell phone or hats	Taken, and follow progressive office procedure



**CMS Bucks:**

When students are being compassionate, mindful and safe, they will be eligible to receive a CMS buck, which can be redeemed for things like school dances or spent at the school store, which happens periodically during lunch.

**Reading:**

Advisory-There are several reading competitions throughout the year, through advisory classes. If your student is reading during advisory, he or she will be supporting their advisory in winning the competition. Individual-Students will be eligible to win prizes based on increases in SRI score throughout the year.

**Fun Fridays:**

Periodically, during advisory, students will be able to do special activities either with other advisories, the whole grade or perhaps the whole school!

**Student of the month assemblies:**

If students show off their CMS, or their GRIT in their academic classes, they may be recognized in our student of the month assemblies!

**Field trips:**

The goal is that students who are CMS, will be able to go on several field trips throughout the year!

**Other events:**

This year, leadership students worked together to put on events such as staff v. student games, talents shows and dances!! Can't wait to see what new events students put together next year!

## Attendance:

We expect every student to attend school every day, on time, and ready to learn. Academic success requires daily and punctual attendance. All absences and tardies must be verified by a parent or guardian.



**Missed work:** Regardless of the reasoning of the absence, all students must contact each teacher to get all work missed(homework, classwork, etc.) and turn in immediately. Any work not turned in when absent, will result in a zero and will negatively impact the grade. *Please have your student see all teachers for missing work, the day they come back to school, so they have all the materials they need to make up their work quickly and avoid negative impacts on grades!* Better yet, have your child arrange with other students to create “study buddies” who can get missing work when their buddy is absent!

## **EXCUSED ABSENCES**

Parents must call or visit the office to notify staff on the day of an absence to provide the reason and/or required documentation to excuse the absence. We understand that there are life circumstances and when it is necessary to keep your child at home. Four types of absences can be excused:

1. Illness of child: a doctor's note is required after 3 consecutive absences and after 5 non-consecutive absences.
2. Health or dental appointment: an appointment slip is required.
3. Death of an immediate family member.
4. Religious observance or court appearances need prior written notice

Please see California Ed Code 48205 for more information

## **UNEXCUSED ABSENCES**

**Even if verifying the absence, all other absences are considered unexcused**, for example: family vacations, family emergencies, over sleeping, or parent illness. If the parent or guardian does not call or visit the office to provide an excusable reason or documentation, the absence will be marked unexcused.



**Chronic absenteeism:** Chronic absenteeism is defined as missing 10% of the year or more, (even if the absences are excused). Our attendance team meets regularly to review data and determine interventions to support families. If your child falls under the 10% threshold at any time throughout the year, your family may be expected to follow an attendance contract through the Student Attendance Review Team(SART). Also expect to receive letters in the mail.

## **TARDIES**

**School starts at 8:30 am.** When a student is late, she or he misses important instructional time.

**Students who arrive after 8:30 will be marked tardy, and that tardy creates a TRUANCY.** Tardies may be excused with a doctor's note or appointment slip. Otherwise, the tardy will be unexcused.

**Truancy:** According to ed code, students will be considered truant, if they have more than 3 unexcused absences or missing more than 30 minutes of school on three separate occasions(including tardies) without a valid excuse in a school year. Please see Ed code 48260 for more information.

## **Independent Study Plan (ISP)**

You can request an Independent Study Plan from the Attendance Clerk for planned absences of five to ten consecutive days due to **medical illness or surgery**. A request must be made a minimum of **two weeks in advance**. Vacations are not considered a valid reason for independent study. Please make every effort to schedule vacations for the accumulated three months that students have break from school. There will be a team assembled to review and approve your request based on the reason for planned absence and eligibility (satisfactory attendance and academic performance). For more information, see Oakland Unified board policy 6158 and 5112.3 and Ed code 48232 and 48416 and please reference the [OUSD Academic Calendar](#) to assist with planning your travel.

## **STUDENTS WITH MEDICATION**

For students that require medication during the school day, we must have current orders (orders expire after 1 year) completed by a physician and signed by the parent/legal guardian. Without current orders, medication cannot be administered at school without a parent/legal guardian present to administer the medication. Please provide an inhaler, or other medication labeled by the pharmacy to be kept here in the Main Office or School Nurse's office. If a student can self-carry/ administer, it must be stated in the doctor's order.

**After School Program:** We are happy to continue our partnership with Bay Area Community Resources as our lead agency for our After School Program, BACR. All Claremont families will be asked to complete an enrollment application prior to the start of school to ensure the safety of our students during our school funded events that occur after school. There are also fee based options such as after school enrichment and academic support.



## School Expectations

### **Arrival, Dismissal and Office Visits**

Students will enter and exit campus daily via the Miles gate.

#### *Before School:*

- If students need to go to the front office in the mornings before school, they should go through the main door and once their business is complete, leave through the main door and enter the campus through Miles gate.
- All students are to enter the building when the bell rings at 8:25. If they have business with a teacher and want to meet with them before that, they either need to have a pass from the teacher(written the day prior) or the teacher needs to meet them in the courtyard.

#### *Dismissal:*

- If students need to go to the front office after school, they should exit miles gate, walk around and come through the main door.
- If they have business with a teacher, they need to enter their classroom before they leave the building or they either need to have a pass.

#### *Lunch time or afterschool extra support:*

Students are able to see teachers if they have business with a teacher in two ways.

1. They need to enter their classroom before they leave the building
2. They need to have a pass from the teacher they are hoping to see.

#### *Office Visits:*

For any office visit during the day, students need to have a pass or radio communication. If it is in between passing periods, students need to have permission from their next period teacher, meaning they should go to their next class to get a pass, ensuring that the teacher of the current period is aware of their whereabouts.

**Closed Campus:** Claremont Middle School is a closed campus. All students are required to stay on school grounds during the school day. If a student needs to leave, they need permission from a parent or the parent needs to be present. Then they need to communicate with the office and sign out. This is done for safety purposes. Similarly, deliveries from outside sources such as uber eats, door dash etc, will not be permitted even if ordered by a parent, as it puts unknown persons on our campus. Please send your child with a school lunch or have them buy lunch on campus. If your child forgets their lunch, they can always get an IOU from the cafeteria or choose something from the food share bins for free.

**Contacting your child:** Parents who need to contact their child during the school day, please call the main office and our staff will get important messages to them. If necessary, we will pull them out of class so that you are able to speak to them on the phone. PLEASE do not call your child's cell phone during school hours : it is disruptive to the classroom teachers, student learning, and will result in your child receiving consequences for phone usage at school. While we understand that parents may sometimes need to get a message to your child during the school day regarding after school plans, etc. We ask that you contact the school office so that a message can be given to your child without disrupting the educational and learning process.



**Dress Code:** Students shall at all times dress and groom themselves in a manner that is consistent with the Oakland Unified School District's educational goal of providing a safe and secure educational environment. Consistent with the District's goal of providing safe and respectful school communities, students are to dress and conduct themselves in a manner that demonstrates the seriousness appropriate in a learning environment. To further elaborate...

- Shoes must be worn at all times. All shoes need to have a permanent back for safety reasons. This means that slides, crocs and flip flops are not permitted on campus.
- Wearing of any attire, slogans, initials, colors or jewelry that advocate gang participation, use of drugs, alcohol or vulgarity is prohibited. Clothing should be free of writing, pictures or any other insignia, which are crude, vulgar, profane or sexually suggestive.
- Clothing needs to cover all undergarments.
- Blankets are not a clothing option on campus. Students are free to wear sweatshirts and other warm clothes. Blankets will be confiscated, and will require an adult to pick them up.
- Headgear, hats, hoods, visors and sunglasses are to be removed before entering the building, unless it is necessary for medical or religious reasons.
- Wave caps, do rags, and hairnets are not allowed on campus. Headbands and the like are allowed, as long as more than half of your hair is visible.
- For more information please see Oakland Unified Student and Family handbook.

**Electronics:** Cell phones, headphones, airpods, bluetooth & Electronic devices must be on silent and put away before your child goes through Miles gate.. If you need to reach your child during the school day, you may do so by calling the front office at 510-654-7337. If a cell phone

rings, or is visible, your child will be asked to turn it over to an adult.  
Step 1: The first time a student violates this policy, the device will be held in the school office until the end of the day. Your child may pick up the phone at the end of the day and parents will be notified.

Step 2: The second time, the device will be held in the main office until the end of the day and a parent or guardian must come and pick up the device from the office. At the time, you and your child will be asked to sign a document stating that the next time your child is using the device on campus that it will remain in the front office for five days.

Step 3: A third violation of this policy means the device will be held in the office for five days.

Students will be allowed to pick it up at the end of the fifth day.

Step 4: Further violations will be treated as Step 3.



**Food:** We are very excited to offer ALL STUDENTS a free *Grab and Go Breakfast* during nutritional break at 9:19-9:28. Please encourage your child to enjoy this nutritious and free meal!

- All food will be eaten outside or in the cafeteria. Eating in the building may result in disciplinary actions, such as confiscation and contact home.
- Food needs to be disposed of in trash and recycling cans.
- All 6th grade students will be expected to eat lunch in the cafeteria area. 7th and 8th grade students will be able to eat food in all outdoor areas or in the cafeteria.
- If your child is not taking advantage of school lunch, please ensure that lunch does not need to be refrigerated or heated up! There are no microwaves for students to use.



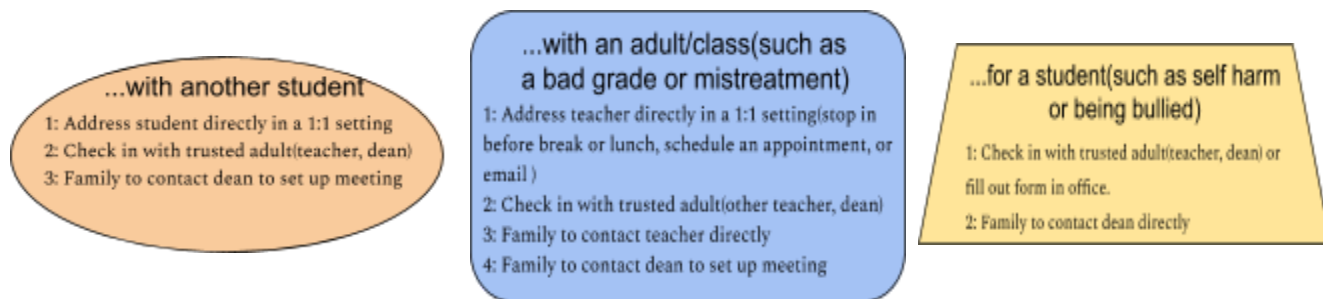
**High Value Items:** Please do not bring items to school that have high value. Claremont is not responsible for items that are lost or stolen. We will attempt to look and have a lost and found, but not bringing these items, will make it a non-issue.



**Skateboards/Scooters/Bikes:** Students are able to walk their skateboards, scooters, bikes, etc. to the bin or the bike rack in the yard before school. Once you cross Miles

gate, they are not to be ridden. They can pick it up at the end of the day from the bin or the bike rack. We would like to encourage all students to wear a helmet for safety.

**Student concerns:** As students move into middle school, we do our best to encourage advocacy and agency. To this end, if a student has a concern, they should follow these steps. In an emergency however, adults or students should contact office directly.



**Tardy to class policy:** Students are expected to be inside the classroom in their seats, working, with appropriate supplies, when the bell rings. If they are not, they are considered tardy. Students who are tardy will receive a phone call home, and will be notified, that they have tardy detention. Tardy detention will be consistent week to week, barring days off.

- 1 tardy = 10 minutes, 2 = 20 minutes, 3 = 30 minutes, 4 = 40 minutes, 5=50 minutes 6 = 60 minutes; more than 6 tardies in a week will result in an immediate parent-teacher conference so we can immediately support students to prioritize their academics.

**Visitors to campus:** Parents/caring adults who wish to visit the classrooms must pre-arrange such visits with the teacher. Twenty-four hours' notice is recommended. Student visitors are not permitted. When anyone walks on campus, they need to go through the front door and will have to wait to get buzzed in. Then, they need to immediately report to the office, to sign in and get a visitor's pass. The office is open from 8am-4pm. All visitors must report to the office and obtain a visitor's pass immediately upon entering the building. Parents should call in advance to set up appointments with administrators and counselors to ensure their availability.



# Day 1 ready:



## A 6th Grader's Official First Day at Claremont Middle School

<b>WHEN:</b> The first day of school for all students is Monday, August 12th, 2019.	<b>WHAT TO BRING:</b> You need to bring a few pencils and a pen. You will have a week to get your supplies in order.	<b>WHERE TO GO:</b> All students will head through Miles gate, towards the PE area and will look for their name. They will go to the class where they are listed. Many adults will be out there to help you find your way!!	<b>FIRST PERIOD:</b> At the end of your first period class you will receive your schedule for the rest of your day! The teacher will orient you on where you will need to go next!
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# Bell Schedule

## Regular Day

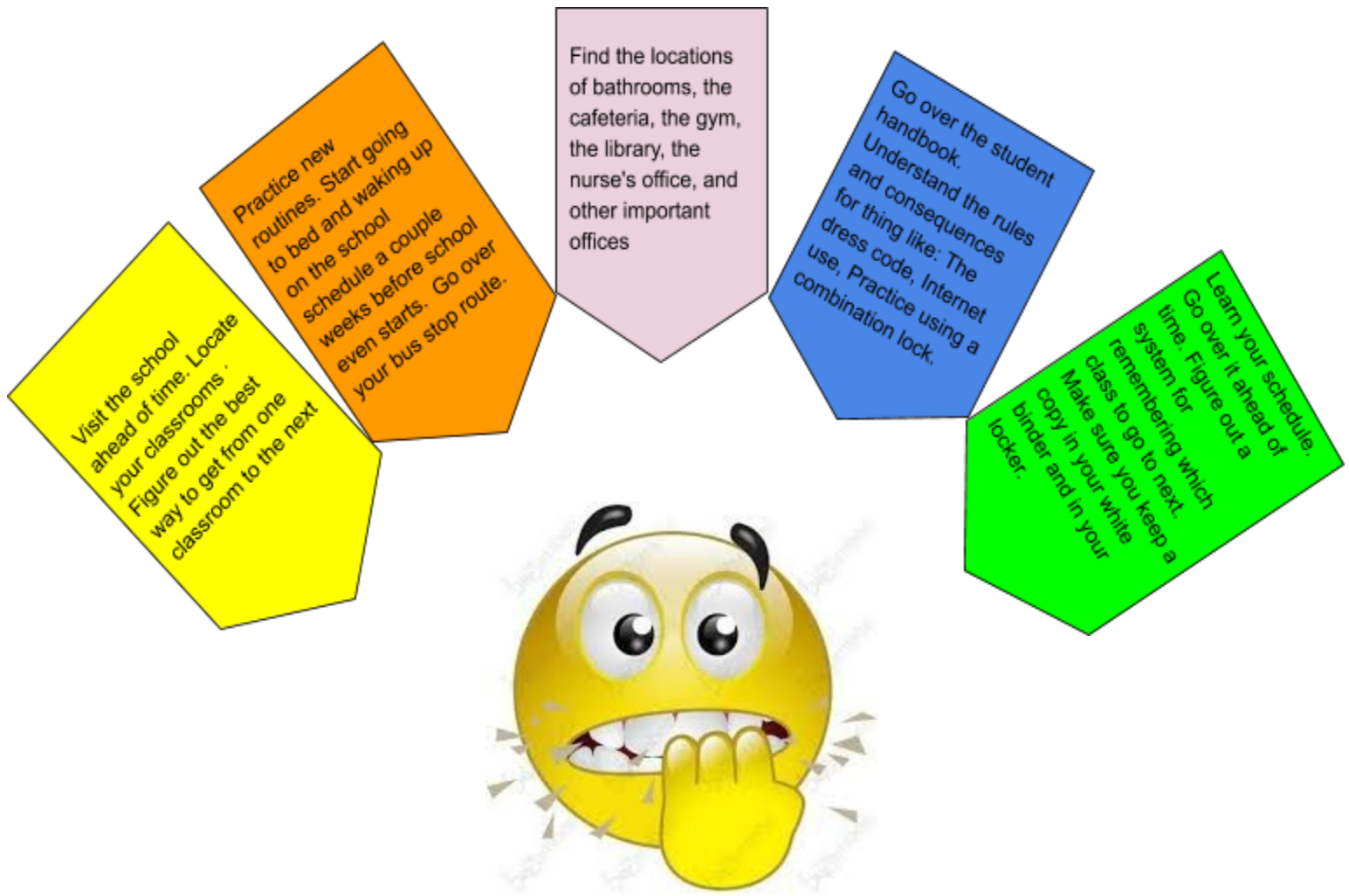
Period 1	8:30-9:23
<b>Break</b>	<b>9:23-9:32</b>
Period 2	9:35 - 10:28
Period 3	10:31-10:59
Period 4	11:02-11:55
<b>Lunch</b>	<b>11:55-12:27</b>
Period 5	12:31-1:24
Period 6	1:27-2:20
Period 7	2:23-3:15

## Minimum Day

Period 1	8:30-9:08
<b>Break</b>	<b>9:08-9:17</b>
Period 2	9:20 - 9:58
Period 4	10:01 -10:39
Period 5	10:42-11:20
<b>Lunch</b>	<b>11:20-11:52</b>
Period 6	11:52-12:34
Period 7	12:37-1:15



# Ways to Calm First-Day Jitters



# FREQUENTLY

# QUESTIONS

# ASKED

**How many classes are in one day?**  
7

**How far do I have to go in one day?**  
All 6th grade classes are in one hallway, except PE and music, which is across the courtyard!

**What time does school start?**  
Students can enter the building at 8:25am and must be in class by 8:30am

**How long are the classes?**  
Most of the week classes are 52 minutes, on wednesdays the classes are 38

**Do we have our own lockers?**  
You do have PE lockers, but hallway lockers are not in use. You can carry a backpack.

**How long do we have for lunch?**  
32 minutes. The first 15 is eating time; the last 17 are recess time (weather permitting)

**How long do we get between classes?**  
You will have 3 minutes to get to your next class. - Backpacks and bags will be kept with you but out of the way of others in classrooms

**Is there a lot of homework in 6th grade?**  
About 20 - 30 minutes per subject per day Teachers often give class time to start homework, and students are encouraged to use their Academic Support time as well.





*We are so excited to meet each and every one of you. We look forward to a fun, safe, and successful 2019-2020 school year!*

*Sincerely, The Faculty and Staff of  
Claremont Middle School*

