

# Liberty Middle School

## Home of the Patriots

7465 Wallace Tatum Road, Cumming, Georgia 30028  
(770) 781-4889 Fax (678)-513-3877

### Forsyth County Code of Student Conduct

The Forsyth County Code of Student Conduct is posted on the LMS website for your convenience.  
These Patriot tips are meant to be an addendum to the FCS Code of Conduct.

## Patriots Want to Know

### Code of Conduct Extras and Helpful Hints

**School Hours:** 9:00am – 4:15 pm. School doors open at 7:45am - no drop-offs before 7:45am.

**No check-outs after 3:45pm due to attention needed for dismissal.**

**Before School Hours:** 7:45 – 8:50 students dropped off in car line stay in cafeteria, bus riders stay in the gym.

**Tardy:** Students are considered tardy if not *in class* by 9:00am, and must check in through the front office.

**Morning Help:** It is advisable that students make arrangements with teachers in advance if they are in need of early morning tutoring. There is a board outside the cafeteria that indicates whether designated teachers are ready to receive students for extra help in the mornings. The magnet placed on the teacher's name on the board indicates whether the teacher is ready to receive students for extra help that morning. Please refer to the board to see if your teacher is available.

**Check outs:** Please come in to the office with picture ID. ***You will need to know your student's ID number, as LMS is now using the CheckMate system.*** Only people listed on Parent Portal will have permission to check out students (so it is important to keep information updated in the system). Please inquire in the front office if you have parent portal questions. We cannot call students up to the office in advance of a parent coming in to the office to check them out. No one will be able to check out after 3:45pm due to the attention needed for dismissal.

**Clinic Check-Outs** - In the event your child is not feeling well while at school, he/she may be evaluated by our school nurse. If criteria for early dismissal are met (fever, vomiting, diarrhea), the parent will be contacted for student pick up and the absence will be considered "excused". If the nurse deems the student able to take comfort measures and return to class but the parent chooses instead to pick the child up from school, this would be considered an "unexcused" absence and a parent or doctor's note will need to be submitted within 5 days of returning to school.

**All illnesses need to be assessed in the clinic** as checkouts for illness will not be excused without a clinic visit. It will be up to the nurse's discretion as to whether the student will be marked excused or not. If the checkout is not excused by the nurse, a parent and/or medical note will need to be sent in to the school within 5 days in order for it to be marked "**excused.**"

**How are you getting home?** The front office staff has been instructed to **NOT** deliver messages to students changing transportation arrangements. Please finalize these with your child before leaving for school each day. Students are not allowed to change buses or stops for any reason. In the event of an emergency, our administration will certainly offer assistance as needed.

**Forgot your lunches or other items?** Yes, our front office will accept these items, but we urge all of our parent partners to weigh the importance of their child having these items vs. the valuable lessons in responsibility/independence that are being “passed over.” Items **will not be delivered** and the student **will not be called** to pick up item so it is their responsibility to check in the office for expected or forgotten items (**students are allowed to check for your texts between classes**). Please label with student’s name and use this service sparingly or as a last resort for critical needs. Please consider not leaving valuable items for pickup. We cannot allow outside food, such as fast food, to be dropped off unless it is placed in an unmarked container, such as a paper bag or lunch box.

**Deliveries:** No signed deliveries sent to school for students such as flowers, balloons, gifts of any kind for any celebrated events or holidays due to security risks.

**Meal Prices:** Breakfast price - \$1.50 Lunch price - \$2.60. Parents and individuals in Infinite Campus may eat with their child, however this should be done sparingly or on special occasions.

**Absences:** Students must submit a note or parents must fax or e-mail the attendance office within five (5) school days for the student’s absence to be considered excused. Attendance boxes are located on each hall, and one in the front office.

Attendance **Fax Number: 678-513-3877** or Attendance Email: **[kbailey@forsyth.k12.ga.us](mailto:kbailey@forsyth.k12.ga.us)**.

**Make-up Work:** It is the student’s responsibility to turn in make-up work, when he/she is absent from school. The student has five (5) school days to make-up work. The teacher has the discretion to grant a longer period to make up work if there are extenuating circumstances.

**Bring Your Own Technology (BYOT):** With direction from the teachers, students at LMS are allowed to utilize their cell phones and personal electronic devices during the day for appropriate uses. They are not allowed to make or receive telephone calls at any time but they can occasionally check for text messages during class changes. While this is allowed, our staff discourages the use of instant messaging for after school arrangements, check outs and other situations that might interfere with the learning environment or compromise safety. The privilege of BYOT is designed for students to leverage technology to advance their learning – more information will follow.

**Who Should I Call?** If you have academic/behavioral questions or concerns, we always encourage parents to contact the teacher first. Every teacher has a phone extension and email and they are your most important partners in ensuring the success of your child.

**Dress Code:** In addition to the code of conduct dress code guidelines, please understand that what may be acceptable outside of school may be inappropriate in a learning environment. For example, yoga pants or leggings **must** be accompanied by a top layer that is dress code appropriate length. This also includes shorts worn under long t-shirts. Shorts, or bottom layer of clothing, should always be visible. Please understand the principal is authorized to require or allow adjustments to this code on a case-by-case basis.

**Promotion/Retention Information:** Any student, who does not earn a grade of 70 or above in two or more classes, will be a candidate for retention. In addition, eighth grade students must meet state standards in Reading and Mathematics as assessed by the Georgia Milestones End of Grade Assessment to be eligible for promotion. More information on this is available (including the parent’s right to request promotion) but our faculty and staff will work diligently to help your child meet with success.

**Medications:** All medications (prescription and nonprescription) must be brought to the school nurse by a parent/guardian. No student will be allowed to bring medications to school.

**Lost and Found:** All lost and found items will be located in a designated area in the building. Please check frequently if you have lost any items as the collection will be donated at the end of each month.

As always – please feel free to talk with any staff member should you have further questions about LMS.

GO PATRIOTS!!!