

Point Webster Middle School

STUDENT/PARENT HANDBOOK 2022-2023



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Point Webster Middle School

Mission Statement

Our mission is to provide a safe and nurturing learning environment for children to achieve their individual maximum potential.

Our desire is to develop students who persevere in their studies, take responsibility for their choices, and are honest in their character.

We seek to equip the students with the necessary skills to thrive as productive workers and committed citizens, and to meet the challenge of change in a global community.

We strive to help children discover and explore their gifts and talents, and to value and respect each other's uniqueness.

In order to accomplish our mission, staff, parents and students must work in collaboration of effort and trust with open communication.

Our success will be measured by our students who exemplify a life long love of learning.

STUDENT/PARENT HANDBOOK

Welcome!	Page 4
Curriculum and Instruction.....	Pages 5-7
MA Common Core Standards, Student Courses/Program of Studies, Homework Guidelines, School Supplies, Grading Policies and Procedures, Interim Reports, Report Cards, Honor Roll Criteria, Quincy Public Schools Promotion Policy, Aspen	
Attendance.....	Pages 7-9
School Hours, Absences, Tardy, Dismissals, Homework Requests, Vacations	
Student Support Services	Page 9
Nursing & Medical Information, Guidance Counseling Services	
General School Information	Pages 9-12
Before and After School Programs and Activities, Agenda Books, Bus Information, Communication Between School and Home, Contact Cards, Daily Announcements, Dress Code, Drop Off/Pick Up/Parking, Electronic Devices, Field Trips, Food Services, Lockers, Lost and Found, “No School” Announcements, Parent-Teacher Organization (PTO), Personal Property, Standardized Testing, Textbooks	
Student Code of Conduct	Pages 12-14
Quincy Public Schools Rights & Responsibilities, Student Behavior Guidelines, Internet Acceptable Use Policy, Detention	
Emergency Procedures	Pages 14
Safety Drill Instructions, School Messenger System	
Calendars	Pages 15-16
Annual School Events, Quincy Public Schools 2022-2023 Calendar	

Welcome to Point Webster Middle School

You are about to encounter a new experience in your life – middle school! It is a bridge between elementary school and high school – between childhood and adolescence.

Point Webster Middle School’s vision ensures a positive, safe, secure and nurturing environment where students are inspired to be lifelong learners and taught the skills necessary to become successful citizens in our school, and in the community. In addition, we teach our students to be ‘On Point!’ each day through respectful, responsible, ready and safe behaviors.

Point Webster Middle School is committed to the rigorous educational standards outlined by the Massachusetts Department of Elementary and Secondary Education. Point Webster Middle School’s staff works diligently to prepare students with the academic skills and content knowledge necessary to become College and Career Ready, while fostering an environment of respect and appreciation for cultural differences. Our staff prepared our students to work collaboratively to solve problems, think critically and communicate effectively and successfully.

Your teachers, guidance counselors and administrators wish you much success. We hope that this Student/Parent Handbook will help you become more familiar with our school, its programs, services and rules necessary for proper behavior. We also hope that you will develop pride in your school by doing your best and exemplifying the importance of education.

Curriculum and Instruction

MA Common Core Standards and the Quincy Public Schools:

Quincy Public Schools has fully implemented the MA Common Core Standards in all classes. The MA Department of Elementary and Secondary Education explains that Common Core State Standards provide a consistent, clear understanding of what students are expected to learn, so teachers and parents know what they need to do to help them. The standards are designed to be robust and relevant to the real world, reflecting the knowledge and skills that our young people need for success in college and careers. With our students fully prepared for the future, our communities will be best positioned to compete successfully in the global economy.

Student Courses/ Program of Studies

Grade 6-8 students have six class periods per day. Class schedules may include the following: Math, English Language Arts, Science, Social Studies, Reading, Spanish and may include an SSB class. Students also have one specialist class per day that rotates and may include: Art, Music, Physical Education, Health, Media and Technology. Please note that the grade 5 schedule is based on an elementary school model.

Homework Guidelines

The full version of the Quincy Public Schools homework guide is available online at:

[https://www.quincypublicschools.com/school_committee/policy_manual/school_committee_policy_section_9./](https://www.quincypublicschools.com/school_committee/policy_manual/school_committee_policy_section_9/)

Quincy Public Schools, as a school community, regards homework as an integral part of the academic program. The term *homework* refers to assignments, which will achieve their purpose when prepared during an independent study or at home. The purpose of homework is to improve the learning process, to aid in the mastery of skills, and to stimulate interest on the part of the student. The amount of homework considered reasonable varies with the age and grade of the student. Particular attention must be paid to a student's Individual Education Plan (IEP) and other plans.

In general, students will receive the following amount of homework:

Grade 5 = Up to 60 minutes per night, Monday through Thursday.

Grade 6 = Up to 20 minutes per subject, per night, Monday through Friday.

Grade 7 = Up to 20 minutes per subject, per night, Monday through Friday.

Grade 8 = Up to 20 minutes per subject, per night, Monday through Friday.

School Supplies

School supply lists are given out to students at the end of the previous grade for their next year's classes and then again during the first week of the school year. Families are encouraged to purchase these materials to assist students in their academic endeavors as well as to create a system to organize them.

Grading Policies and Procedures

The Quincy Public Schools Middle School grading periods are divided into trimesters, and grade 6-8 students will receive Interim Reports and Report Cards.

Interim Reports:

Grade 6-8 students will receive Interim Reports, which indicate the student's academic standing at the middle of each term. They may include comments from the teacher to clarify the grade given. The scale is:

P= Passing,

D= Danger of Failing,

F= Failing

Report Cards:

Grade 5 students will receive an elementary standards-based report card, which outlines expectations of what students should master by the end of the school year. Students will receive a number, 1-4, based on the Quincy Public Schools Performance Levels for academic and learning behavior. The grading scale is:

- 4 – Student performance is advanced for the reporting period.** Students who receive a 4 are demonstrating skills at an advanced level and beyond the expected learning of the grade-level standard.
- 3 – Student performance meets the standard for the reporting period.** Students who receive a 3 are meeting the expected learning in that end-of-year grade level standard. “Mastery of” or “Proficiency in” the standard does not mean that teaching and learning end; rather, it indicates that the student has reached a level of performance expected of grade-level students for that standard with consistency, accuracy, independence and quality.
- 2 – Student performance toward the standard is at a beginning level for the reporting period.** Students who receive a 2 are at a beginning level toward the standard and are demonstrating a level of understanding that is typically expected during the course of the academic year.
- 1 – With prompting & assistance student is unable/rarely able to meet the criteria for standard.** Students who receive a 1 are still acquiring pre-requisite skills in order to understand the content of the grade-level standard.

Additionally, there are Performance Levels for personal growth and development, homework & effort. They are: E (Exceeds expectations), M (Meets expectations) and N (Does Not meet expectations).

Grade 6-8 students receive letter grades each trimester, which are based on each student’s numerical grade. The letters (A+, A, A-, B+, B, B-, C+, C, C-, D+, D, D- or F) represent the quality of work in most subjects. The letters E (excellent), S (satisfactory) or U (unsatisfactory) may also be used. The report card also contains standardized comments that clarify the letter grades. The report card is also a record of conduct, attendance and tardiness. The grading scale is:

A+	97-100	C	73-76
A	93-96	C-	70-72
A-	90-92	D+	67-69
B+	87-89	D	63-66
B	83-86	D-	60-62
B-	80-82	F	59 and under
C+	77-79		

Honor Roll Criteria, grades 6-8:

High Honor Roll = All A’s with the allowance for one B, and no U in specialist classes or conduct.

Honor Roll = All A’s and/or B’s with the allowance for one C, and no U in specialist classes or conduct.

Quincy Public Schools Promotion Policy:

If a student fails two or more subjects for the year or is absent 28 or more days, he or she may not pass to the next grade unless an agreed-upon summer program, approved by the principal, is successfully completed. The principal will notify the parent or guardian as soon as poor classroom performance and/or the student’s attendance indicates there is a possibility that he/she may not be promoted to the next grade.

Aspen:

Aspen’s **Student Portal** provides teachers, parents, and students with the opportunity for direct communication. Families can use the **Student Portal** to view academic progress, daily attendance records, schedules, Interim Reports, and End of Term Grades for their Quincy Public Schools students, along with the ability to contact teachers. Students and parents can explore different sections of the Portal, including:

- **My Pages:** Student homework assignments and timelines
- **My Info:** Student demographics, daily attendance, transcripts, assessments, and notifications

- **Academics/Gradebook:** Academic information for each class may be included, including student attendance grades; Assignments, including due dates and scores, class period attendance
- **Calendar:** Students can create appointments and manage their class assignments
- **Student Locker:** Students can upload and save files in the virtual locker. For example, from your home computer, you might upload an English essay, or a spreadsheet you created for Math class. Then, when you arrive at school, you can access your files from any computer.

To access the **Aspen Student Portal** visit: <http://aspen.quincypublicschools.com/aspen/logon.do>. Students should have received their user name (8-digit local student ID number) and a generic password at school. If you have not received this information, please contact your child’s guidance counselor.

Attendance

School Hours:

School is in session from 8:15 am-2:30 pm, Monday through Friday, unless there is a school holiday or vacation day. Grade 5 has an Early Release Day every Wednesday. Early Release Wednesday dismissal time is at 12:15 pm. Students should enter the building through the front door. Students in Grade 5-8 participating in the breakfast program should use the front door from 7:45 am to 8:10 am. If there is inclement weather before school, students can go to the cafeteria or may be given permission to go into the gym once there is supervision in that area. Students should leave the building and general school area immediately after dismissal unless they are involved in an after-school activity or are staying with a teacher or in the office.

Absences:

Consistent attendance in school is important and encouraged. We ask that you notify the office in the morning if your child will not attend school that day. If your child is marked absent by the teacher, the school will call the parent/guardian to report your child’s absence. When a student is absent from school, he/she must bring a note from his/her parent/guardian or doctor explaining the absence upon returning to school. Following an absence, it is the student’s responsibility to see his/her teachers concerning make-up work when he/she returns to school.

Absence Procedures:

Middle school administrators and staff use many strategies, programs, and incentives to promote regular attendance.

- The attendance aide shares accumulative absences with the assistant principal/guidance counselor.
- The nurse/guidance counselor follows up on consecutive absences or after a pattern of absences by speaking to the student individually and to the parent/guardian.

For students who exhibit a pattern of excessive absenteeism, the following procedures **may** be taken at the discretion of the principal:

Proactive Attendance Plan

- A letter may be sent to parent/guardian after four days of unexcused absences per term.
- A parent/guardian meeting may be held.
- A follow-up letter may be sent to parent/guardian after seven absences per term.
- An attendance hearing may be held with supervisor of attendance.
- The supervisor of attendance may visit the home.
- A referral to outside counseling may be recommended.
- A referral to the “Family Assistance Conference” may be made.

In extreme cases:

- A referral to the Department of Social Services may be made.

- A CRA petition may be filed with the court by the supervisor of attendance.
- A “Failure to Send” petition may be filed with the court by the supervisor of attendance.

Tardy:

If your child is going to be late to school, a parental note is required explaining the tardiness as well as indicating the time you expect your child to arrive at school. If a student enters school without a note, he/she will be admitted to school. However, a note of explanation must be sent to school the next day. Students who are not in homeroom by 8:25 am are considered tardy and must sign in at the front office. Late students may have a detention or be held after school unless they have a written excuse signed by a parent or guardian. Repeated tardiness will result in detentions for each day tardy and a possible suspension hearing if the issue continues.

Tardiness Procedures

All tardies require a note of explanation from the parent/guardian. For students who exhibit a pattern of excessive tardiness, the following procedures **may** be taken at the discretion of the principal:

- Unexcused tardiness may result in detention.
- A letter may be sent to the home.
- Repeated tardiness may necessitate an attendance/suspension hearing.
- Interventions may include a home visit by the supervisor of attendance.
- A referral to outside counseling may be recommended.
- A referral to the “Family Assistance Conference” may be made. Please note: Excessive tardiness may affect your child’s perfect attendance.

Dismissals:

If you know ahead of time that your child is to be dismissed from school, please send a note to the school office indicating the time and general reason for the dismissal.

Dismissal Procedures

- A parent/guardian must write a note to the principal stating the date, time and reason for dismissal. The parent/guardian has the responsibility of picking the student up from school. We do not allow students to leave on their own at any time during the school day.
- Students who become ill during school can only be dismissed by the school nurse or the principal.
- A student is not permitted to leave school grounds during the school day without permission. Failure to follow the correct dismissal procedure will be considered truancy.

Homework Requests for Absences:

Parents may request homework from teachers due to student absences. It is also recommended that students get the homework through checking Aspen, checking Google Classroom and/or communicating with a friend as well as speaking with his/her teacher concerning make up work upon returning to school. Requests for extended absences can be made by calling or sending a note to the main office.

Vacations:

Family vacations should not be planned during school time. For the consistency of your child’s education, please plan vacations during the December, February, April or summer breaks.

Student Support Services

Nursing & Medical Information:

A School Nurse is on site during school hours to assist with the medical needs of the students. Students who are ill before school should not be sent to school. If your child becomes ill at school and it is necessary for him/her

to be dismissed, the nurse will call the home and a parent/guardian must make arrangements to pick up the child. The school system does not permit students who are ill to walk home or take public transportation unless they are signed out and accompanied by an adult on their contact card.

Students must have a pass from a teacher in order to report to the nurse unless there is an extreme emergency. Families should supply the nurse with updated medical information, physicals and a list of immunizations to be kept on file. The Department of Public Health in MA requires that all children in school keep updated immunizations and receive a physical exam prior to seventh grade. If your child plays middle school sports, he/she is required to have an up-to-date (within 13 months) physical exam on file.

Vision, hearing and postural screening, along with height and weight measurements, are done periodically at Point Webster. A parent/guardian will be notified should a child need further evaluation.

Guidance Counseling Services:

Guidance counselors are available at school for students to access when necessary. The counselors are a valuable source of information, support and direction for students regarding academic, social and emotional issues related to school. The counselors will:

- a) Act to facilitate communication between students and their parents, teachers, administrators and peers.
- b) Register new students, keep track of student progress, organize standardized testing and help with the orientation and course selection process.
- c) Make referrals to professional, community services when appropriate, as well as offer information on personal and social services available in the community.
- d) Provide support to students and their families for issues that impact students in school.
- e) Teach students social, emotional and behavioral skills necessary to be successful in school.

Parents are encouraged to contact the counselors when necessary, but especially if there are events occurring in their child's life which may affect the child at school. Guidance counselors can also provide bullying report forms to students or parents who request them.

General School Information

Before and After School Programs and Activities:

There are a variety of before and after school clubs, sports and activities for students to participate based on funding availability. Some enrichment and academic programs are limited to qualifying students, but other activities are available to any student who signs up with a parent's permission. Programs are announced in the fall so that students may sign up for the activities on a first-come, first-serve basis. Participation/user fees may apply for these sports, clubs and activities.

Agenda Books:

Students will be provided a school Agenda Book at the beginning of the school year. All assignments should be recorded by students in their Agenda Book. It is recommended that the Agenda Book be brought home every night for parents/guardians to review and check. Any written communications between home and school can be written in or attached to the Agenda Book.

Bus Information:

Bus transportation is available to students in grade 5 who live an excessive distance from school or to students who require special transportation. The grade 5 bus routes, bus stops and pick-up times are posted in the local newspaper. Students may also ride the bus for field trips. All bus rules regarding behavior are the same as in school. It is important that students abide by the bus conduct rules identified in the Quincy Public Schools Student/Parent Rights and Responsibilities Handbook. In particular, students need to:

1. Listen to and follow the directions of the bus driver at all times.

2. Keep hands, head, and arms inside the bus.
3. Refrain from damaging bus property since students will be required to pay for repairs.
4. Remain in their seat at all times.
5. Not throw anything out the bus windows or within the bus.
6. Refrain from eating, drinking, gum chewing or other activities not permitted in school.

Communication between School and Home:

There are a number of different ways that we communicate with our families.

We invite parents to:

- Open House on Thursday, September 15th
- Parent/Teacher Conferences
- Parent/Teacher Organization (PTO) Meetings which are held monthly.

Also:

- The Aspen portal (<http://aspen.quincypublicschools.com/aspen/logon.do>) provides parents and students the ability to view academic progress, daily attendance records, schedules, Interim Reports, and End of Term Grades for their Quincy Public Schools students, along with the ability to contact teachers with questions and concerns. Please contact the school if you need to reset your password.
- The Quincy Public Schools Web Site has a specific Point Webster link, which is the source of a variety of information. (<http://quincypublicschools.com/pointwebster/>)
- A Point Webster Middle School Newsletter is published online after Trimester 1 and 2 identifying important school updates, information and events.
- A calendar with important dates and information is sent home monthly with your lunch calendar.
- Student Agenda Books are a great tool for notes to be sent between home and school.
- Interim Reports and Report Cards contain important information on student academic progress.
- Parents are encouraged to contact teachers and/or guidance counselors when necessary and to set up meetings when applicable.
- The principal may also send home information via the School Messenger or the Aspen email system.

Contact Cards:

It is extremely important that the school has home, work, and cell phone numbers on file to contact parents, guardians, relatives and/or a neighbor in case of an emergency with your child. Please update these phone numbers and addresses in the main office if they change. Students will only be released to those persons on the emergency contact cards, which are kept on file in the office.

Daily Announcements:

Each day will begin with daily announcements at 8:25 am. Students will be informed of school activities, clubs, sports, student honors and recognitions, special events and noteworthy information during daily announcements in the morning and again in the afternoon.

Dress Code:

The Quincy Public Schools Dress Code outlines that “a student’s manner of dress should be appropriate and not present a danger to the student’s health or safety, interfere with school work or create a classroom or school disruption. T-shirts may not have messages advocating illegal (or inappropriate) activities such as, but not limited to weapons, drugs, alcohol or violence.” Students may not wear hats or hoods in the building for safety concerns and sunglasses may not be worn in the building.

It is suggested that Point Webster students not wear flip-flops or sandal slides due to safety issues.

Drop Off/Pick Up/Parking

We prefer that students are dropped off in the parking lot on the gym side of the building. Please enter the parking lot from Lancaster St. and exit via Grafton St. Please remember that Lancaster St. is one-way traveling south in the morning and the afternoon when school is in session. Parents/guardians may park along the fences in the parking lot on the Grafton St./gym side of the building for drop off and pick-up. In order for the QPS buses to arrive at the building on schedule, we ask that cars not be parked in a manner that blocks the flow of traffic at the corners on Alden St. and the school driveway on Lancaster St. All Pre-K students will be dropped off/picked up on Edwards St.

Electronic Devices:

Students are not permitted to use electronic devices such as tablets, cell phones, smartwatches or other electronic communication devices during school hours (including breakfast and lunch time). Students must remove earphones upon entering the school building. Devices may be confiscated and returned at a later time/date, and students who violate this rule may be subject to disciplinary action. Please store these items appropriately.

Personal Property:

Cell Phones, Gaming Devices and Personal Electronic Devices: Student should not have these items in school. If they are brought to school, students must lock these items in their locker, it is not the responsibility of the school if they are lost or stolen. If there is an electronic device brought to school, it should not be seen or heard at any time. **Bikes:** If a student rides a bike to school, they do so at his/her own risk. There is a bike rack for students to lock up their bikes during school hours. For student safety, students should not ride bikes on school property. Therefore, bikes can be walked by their owners to the rack where they secure them for the day.

Field Trips:

Field Trips are an important part of our curriculum and additional learning as well as social opportunities for students. Students are expected and encouraged to attend all field trips and are responsible for the material presented or learned on the trip. A student's prior behavior may exclude him/her from a field trip. When on field trips, students are reminded that they are representing not only themselves, but their family, the school and the community to the public. All school rules apply on trips, and students are expected to behave in a positive manner.

Food Services:

Breakfast and Lunch are free of charge at Point Webster Middle School. The meal services system is automated, so every student has his/her own numerical password and account to use each time he/she eats breakfast and/or lunch or makes a snack purchase in the cafeteria (snacks are optional). An account can be pre-paid, or a student can pay each day for the food he/she purchases.

Breakfast Program- Breakfast is served for grade 5-8 students each morning from 7:45 am to 8:10 am in the cafeteria. Breakfast is FREE for all students.

Lunch Program- Students have a 30-minute lunch/recess period each day. Lunch is FREE for all students and snacks may be purchased. Milk is also FREE for all students.

Lockers:

All students will be assigned lockers during the school year. Students are expected to purchase a lock to secure their lockers. Students may only go to their lockers at specified times. It is the responsibility of each student to keep his/her locker clean and orderly. The school can not be responsible for items that are missing from lockers. Students are reminded of the importance of securing their school and personal belongings at all times. Students should not bring items of value or large quantities of money to school. Lockers are the property of the school and are only loaned out to students; therefore, school authorities have the right to inspect lockers if deemed necessary. Students are responsible for their locker and should not share their locker with another student. Students are also

reminded not to share their locker key and/or locker combination with another student.

Lost and Found:

The main location for clothing items that have been found is in the school cafeteria. Unclaimed items are donated to a charitable organization in December and in June. Found valuables such as money, jewelry or eyeglasses are held in the main office until the end of the school year.

“No School” Announcements:

School cancellation, delay and early release information is broadcast over local radio and TV stations. It may also be broadcast at <http://www.quincypublicschools.com> or through the School Messenger, which will send a pre-recorded telephone message or a text message to your home.

Parent-Teacher Organization (PTO):

The PTO is a forum for parents/guardians and staff members to meet and discuss recent and anticipated school happenings. The meetings are held at 6:30 pm, on one Tuesday each month. The specific PTO meeting dates are found in the Principal’s Newsletter and in your child’s first day of school packet.

Standardized Testing:

All students have MCAS testing each spring. There are ELA and Math tests for all students in grades 5-8 in March-May. Students in grades 5 and 8 will be taking a Science and Technology/Engineering test in March-May. Students will be taking MAP testing 3 times per year to measure academic achievement, growth and knowledge in Reading, Math and Science. Additionally, students who speak a primary language other than English have a series of ACCESS tests in January/February to measure their progress in learning English. It is especially important that students attend school, arrive on time, get a good night’s sleep and eat a nutritious breakfast during testing.

Textbooks:

Students are provided textbooks in the appropriate classes during the school year. It is important that students cover their books and maintain them in the same condition which they received them. If a book is lost, stolen or damaged, it is the responsibility of the student and/or his/her family to pay the replacement cost of the book by the end of the school year. Costs vary by book, but range between \$8.00 and \$85.00 per book.

Student Code of Conduct

Quincy Public Schools Students Rights and Responsibilities:

The Quincy Public Schools has specific guidelines outlining what is expected within a student’s code of conduct. Please refer to the Quincy Public Schools Student/Parent Rights and Responsibilities handbook for specific details. The handbook can be found under the following link.

https://www.quincypublicschools.com/family_resources/family/students_rights_and_responsibilities

Student Behavior Guidelines:

Below are Point Webster’s expectations – Be Respectful, Responsible, Ready and Safe – for its students in all areas of the school. Students will be taught these expectations, and they will be reinforced/rewarded throughout the school year. Students who do not meet these expectations will be referred to administration and/or guidance, and behavior consequences (detention, suspension, Saturday School, etc.) may apply.

	All Settings	Classrooms	Hallways/ Stairways	Cafeteria	Restrooms
Respectful	Use encouraging words Use inside voices Be kind	Greet your teacher Respect personal space Follow teacher directions Respect class materials Raise your hand and wait until called on Respect classmates	Walk quietly during learning time Keep hands and feet to yourself Respect property	Use indoor voices Be polite to cafeteria workers Eat your own food Leave all food/drinks inside Stay seated until dismissed	Respect privacy Wash hands Flush toilet
Responsible	Take pride in your school and yourself Accept redirection and feedback	Keep hands and feet to yourself Complete assignments Actively participate/listen to peers	Be a good role model Keep hands and feet to yourself Use lockers during designated times Have a pass	Wait until called up Know your ID number Take turns cleaning the table Stay seated until dismissed	Use trash cans Conserve water and paper Keep the restroom clean Use equipment appropriately
Ready	Be prepared to learn Arrive on time to school	Be on time Be on task Be prepared Show your best effort Write a heading on each assignment	Use the appropriate stairwells Move promptly and directly to your final destination	Bring your lunch, money and jacket Lower your volume when cued	Promptly return to the classroom or cafeteria
Safe	Maintain personal space Keep hands and feet to yourself	Use equipment appropriately Be aware of dangerous equipment Let your teacher know if you need to leave Follow directions	Walk on the right side Walk single file Walk facing forward	Sit at your assigned table Follow teacher directions	Report anything broken or empty Report any safety or behavior issues

	Nurse's Office	Media Center/ Computer Labs	Gym/Schoolyard	Auditorium
Respectful	Respect privacy Wait your turn	Use inside voices Be aware of other classes in session Push in all chairs Throw out all trash Leave materials as you find them	Keep hands and feet to yourself Be a good sport and team player Enter the building quietly Respect all equipment Respect all people's abilities	Applaud appropriately Sit facing forward Keep hands and feet to yourself
Responsible	Arrive with a pass Ask for hygiene products	Take care of books and computers Return checked out materials Ask for help Report any computer issues to your teacher	Play safely Use equipment appropriately Actively participate	Sit in every other seat Sit up straight
Ready	Explain your problem to the nurse quickly and in detail	Bring flash drive or other appropriate materials (no food/drink)	Line up promptly Change in locker room quickly Listen for teacher directions	Keep your eyes on the performance Wait to be dismissed by your teacher
Safe	Follow QPS health guidelines about coming to school	Visit appropriate web sites Follow QPS Acceptable Use Policy	Use encouraging words Stay within school boundaries Use equipment appropriately Be in control of your body	Keep feet in front of you Keep chair on the floor Locate emergency exits Locate your teacher

Internet Acceptable Use Policy:

As a part of the educational process, students may utilize computers in school and have access to the Internet for educational purposes. The Quincy Public Schools has an Internet/Technology Acceptable Use Policy in place which requires a student and parent signature for consent. These forms must be signed and returned to school at the beginning of the school year in order to use computers or other forms of technology at school.

Detention:

Office detentions may be issued for violations of any behavior or action outlined in the Quincy Public Schools Student/Parent Rights and Responsibilities handbook.

Emergency Procedures

Safety Drill Instructions:

School safety is of the utmost importance; therefore, practicing safety drills helps the students and staff be prepared in the event of an emergency. Two times each school year we practice lock down, reverse evacuation and fire drill procedures.

To evacuate the building:

1. The evacuation signal will be given by fire alarm or loudspeaker.
2. Follow the exit directions posted in the area you are occupying when the signal sounds. Move quickly and quietly to your assigned outside area. Your teacher will take attendance.
3. If you cannot use your assigned exit, leave your area and the building by the nearest clear exit.
4. If the evacuation signal is given when you are not in class, leave the building by the nearest clear exit and go to the outside area assigned to your class.
5. When it is safe to return to the building, you will be directed to do so.
6. Any student who is proven to have set off a false alarm is subject to suspension. With the cooperation of the Quincy Fire Department, additional fines or penalties may be assessed against anyone in violation of this law.

School Messenger System:

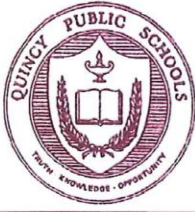
Keeping parents and staff informed and involved helps to assure student safety and improve student success. School Messenger for Schools – through Aspen – is an essential tool for notification and communication. Within minutes of an emergency, school officials can use School Messenger through Aspen to deliver a single, clear message by telephone, cell phone, e-mail, pager or PDA in any combination. It can also be used to notify parents/guardians and staff of a school closing due to inclement weather. Please ensure that your contact information is updated with the office to ensure accurate, up-to-date communication.

Calendars

Annual School Events:

A middle school philosophy encompasses time when the entire school body gathers to celebrate accomplishments or have school wide programs. The following is a sampling of activities, which take place at Point Webster:

Student Individual Photos/ Photo Packages for purchase	October 7, 2022
Student/Staff Flag Football Game	Before Thanksgiving Recess
School Wide Pride Event	Before Thanksgiving Recess
Winter Band/Chorus Concert	December - Evening
Student/Staff Volleyball Game	Before February Recess
Student/Staff Basketball Game	Before April Recess
Drama Presentation	Spring
Staff Appreciation Week	May
Spring Band/Chorus Concert/Celebration of the Arts	May/June - Evening
Grade 6-8 Honors night Celebration	May/June – Evening
Fly Up Day	June
Grade 8 Class Trip	June
Grade 8 Promotional Ceremony and Events	June



QUINCY PUBLIC SCHOOLS

QUINCY, MASSACHUSETTS

2022-2023 SCHOOL YEAR CALENDAR

UPDATED 6.30.2022

September 2022

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

18 days

■ = No School/
Holiday or Vacation

Aug. 29: Elementary and Middle School Offices Re-Open

Sept. 6: First day for Professional Staff

Sept. 7: First day of school, Grades 1-9

Sept. 8: First day of school, Gr. 10-12

Sept. 9: Kindergarten & Pre-K Orientation

Sept. 12: First day of school, Kindergarten & Pre-Kindergarten

Sept. 7, 14, 21, 28: PK-Gr. 5 Early Release Days

Sept. 14, 28: Gr. 6-8 Early Release Days

Sept. 14: Gr. 9-12 & LEAP Early Release Day

February 2023

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

15 days

Feb. 1, 8, 15: PK-Gr. 5 Early Release Days

Feb. 8: Gr. 6-8 Early Release Day

Feb. 8: Gr. 9-12 & LEAP Early Release Day

Feb. 18-Feb. 26: February Recess ~ No School

October 2022

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

20 days

Oct. 5, 12, 19, 26: PK-Gr. 5 Early Release Days

Oct. 10: Columbus Day ~ No School

Oct. 12, 26: Gr. 6-8 Early Release Days

Oct. 12: Gr. 9-12 & LEAP Early Release Day

March 2023

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

23 days

Mar. 1, 8, 15, 22, 29: PK-Gr. 5 Early Release Days

Mar. 8, 22: Gr. 6-8 Early Release Days

Mar. 8: Gr. 9-12 & LEAP Early Release Day

November 2022

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

18 days

Nov. 2, 9, 16, 23, 30: PK-Gr. 5 Early Release Days

Nov. 8: Election Day ~ No School

Nov. 9, 23: Gr. 6-8 Early Release Days

Nov. 9, 23: Gr. 9-12 & LEAP Early Release Day

Nov. 11: Veteran's Day ~ No School

Nov. 23: Early Release Day ~ All Schools ~ No Lunch Served

Nov. 24 & 25: Thanksgiving Recess ~ No School

April 2023

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

14 days

Apr. 5, 12, 26: PK-Gr. 5 Early Release Days

Apr. 7: Good Friday Observed ~ No School

Apr. 12, 26: Gr. 6-8 Early Release Days

Apr. 12: Gr. 9-12 & LEAP Early Release Day

Apr. 15-Apr. 23: April Recess ~ No School

December 2022

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

17 days

Dec. 7, 14, 21: PK-Gr. 5 Early Release Days

Dec. 14: Gr. 6-8 Early Release Day

Dec. 14: Gr. 9-12 & LEAP Early Release Day

Dec. 24-Jan. 2: Winter Recess ~ No School

May 2023

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

22 days

May 3, 10, 17, 24, 31: PK-Gr. 5 Early Release Days

May 10, 24: Gr. 6-8 Early Release Days

May 10: Gr. 9-12 & LEAP Early Release Day

May 29: Memorial Day ~ No School

January 2023

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

20 days

Jan. 2: New Year's Day Observed ~ No School

Jan. 4, 11, 18, 25: PK-Gr. 5 Early Release Days

Jan. 11, 25: Gr. 6-8 Early Release Days

Jan. 11, 25: Gr. 9-12 & LEAP Early Release Days

Jan. 16: Martin Luther King, Jr. Birthday Observed ~ No School

June 2023

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

13 days

June 1: Last Day of School for High School Seniors (Day 168)

June 5: QHS Graduation

June 6: NQHS Graduation

June 7, 14: PK-Gr. 5 Early Release Days

June 14: Gr. 6-8 Early Release Day

June 19: Juneteenth Observed

June 20: Last Day of School: May be adjusted for school cancellations (Early Release Day for Elementary & Middle Schools) (Day 180)

June 21: Last Day for Professional Staff (May be adjusted for cancellations)

June 27: Last Day of School (in case of 5 days school cancellations)

June 28: Last Day for Professional Staff (if 5 days school cancellations)

Elementary School Offices Close 6 days after last day of school
Middle School Offices Close 11 days after last day of school
High School Offices Open all summer for registration