

Cambridge Middle/High School

2024-2025

40 N 4th Street
PO Box 39
Cambridge, Idaho
257-3311

STUDENT HANDBOOK

NOTICE: Students and parents should note that the purpose of preparing this book is to notify students and parents about the rules of the school. In case of any discrepancies, official board policy will prevail.

The mission of Cambridge School District is to guide and support all students to learn at high levels.

Vision Statement

Cambridge will:

- Provide appropriate intervention as soon as a student is not meeting Essential Targets in an Academic or Behavioral Standard.
- Provide Interventions for all students not meeting targets during the school day.
- Provide Enrichment opportunities for students who do not need Interventions.
- Provide training based on the best practices for high performing students, and follow-up to support teachers in implementing these practices.

Beliefs

We believe that:

- Positive relationships are essential to achieve high level outcomes.
- Every person deserves to be treated with respect at all times.
- All students will learn at high levels.
- Whenever practical, decisions should be made by teams.
- Decisions should be based on appropriate data.
- Improving instructional practice and student outcomes is imperative.
- Students perform best in challenging environments with support along the way.

STATEMENT OF RIGHT AND RESPONSIBILITIES

The school is a community and the rules and regulations of a school are the laws of that community. All those enjoying the rights of citizenship in the school community must also accept the responsibilities of citizenship. Among the responsibilities of school citizenship are respecting the laws of the community and the rights of other citizens. Each student is expected to contribute to the advancement of the community through cooperative conduct and personal acceptance of responsibility.

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ATTENDANCE:

Calculating Attendance

Absence from class for any reason, including family convenience, will be counted when the percentage of attendance and consequent eligibility for promotion or credit is being considered. Absence due to school-approved activities will not be counted. Except in extraordinary circumstances, students are expected to be present at school and in their assigned grade or subject.

Extraordinary circumstances may include, but are not limited to, verified illness or medical treatment, death in the family or death of close friends, and medical or dental professional appointments.

During their senior year, all students will be allowed two (2) additional days to visit post-secondary institutions of higher learning. The excused absences will not be counted against the attendance requirements with verification of visitation from the institution returned to the high school counselor. The student must complete all work missed and should not plan visitations when major tests are scheduled.

The school will provide written notice of absences to the student's parent/guardian not less than quarterly, and more frequently if the student's attendance drops below ninety-five percent 95% and/or the student is at risk of losing credit or promotion, or of being expelled due to habitual truancy.

For additional information see Appendix A.

ACCIDENT

Students involved in an accident/injury should, if possible, come to the office immediately. If this is not possible a teacher should have the office notified requesting assistance.

ADDRESS CHANGES

Each student/parent is responsible for notifying the high school office when a change of contact information occurs. This includes address, telephone numbers, and email.

AMOROUS BEHAVIOR

Overtly demonstrated displays of affection are out of place in the school setting. Hugging, kissing, and/or other physical contact are displays of affection not appropriate at school. Failure to comply will result in disciplinary action determined by the principal.

ASSEMBLIES

Assemblies are for your enjoyment and instruction. While in the gymnasium maintain order and quietness. Courtesy to the chairman or speaker, whether visitor, teacher, or student, is a matter of wisdom and good sportsmanship on the part of an intelligent audience. Do not make yourself conspicuous by exercising poor conduct at assemblies. Clapping of hands is the proper applause for all assemblies except pep assemblies.

ACTIVITIES

Students participating in athletic activities represent their communities, families, schools, and peers. The Combined cooperative Board believes that participation in extracurricular activities is a privilege, not a right, and participating students voluntarily subject themselves to a degree of regulation higher than that imposed on students generally. Students who voluntarily participate in extracurricular activities have reason to expect intrusions upon normal rights and privileges, including privacy.

BELL SCHEDULES

Standard	Start	End
1st Period	8:00 AM	9:00 AM
2nd Period	9:03 AM	10:00 AM
3rd Period	10:03 AM	11:00 AM
4th Period	11:03 AM	12:00 PM
Lunch	12:00 PM	12:31 PM
Enrichment/HR	12:34 PM	1:04 PM
5th Period	1:07 PM	2:04 PM
6th Period	2:07 PM	3:04 PM
7th Period	3:07 PM	4:07 PM

1:00 Release	Start	End
1st Period	8:00 AM	8:37 AM
2nd Period	8:40 AM	9:17 AM
3rd Period	9:20 AM	9:57 AM
4th Period	10:00 AM	10:37 AM
5th Period	10:40 AM	11:17 AM
6th Period	11:20 AM	11:57 AM
7th Period	12:00 PM	12:37 PM
Lunch	12:37 PM	1:07 PM

10:00 Start	Start	End
1st Period	10:00 AM	10:40 AM
2nd Period	10:43 AM	11:23 AM
3rd Period	11:26 AM	12:07 PM
Lunch	12:07 PM	12:40 PM
4th Period	12:43 PM	1:23 PM
5th Period	1:26 PM	2:06 PM
6th Period	2:09 PM	2:49 PM
7th Period	2:52 PM	3:32 PM
Homeroom	3:35 PM	4:07 PM

BULLYING

It is the policy of this district to maintain a safe school environment for all students while attending school, riding the school bus, and attending district-sponsored activities on school premises or at other locations. Bullying, regardless of the specific nature of the students' behavior, is disruptive to a safe school environment and will not be tolerated.

For additional information see Appendix A.

BUS RULES

Students are to obey **all bus riding rules as well as** the driver's safety suggestions promptly and courteously. The driver has the same status and authority as a school teacher in so far as discipline is concerned. All rules that pertain to school time also pertain to bus riding time, field trips, or athletic contests trip time.

For additional information see Appendix A.

C-AVERAGE POLICY FOR GRADUATION

Each student must achieve a composite grade point average (GPA) of C in the 14 credit core classes (English, Mathematics, Reading, and Speech). Seniors must earn a GPA of 2.0 (C average) during their fourth year of high school in order to graduate.

CELLULAR PHONES AND ELECTRONIC DEVICES

Students may be in possession of a cellular telephone or other related electronic devices on school property. No device will be used during school hours from the time the student enters campus until the end of the school day. This is a zero tolerance policy

Students who violate the provisions of this policy or teacher expectations, are subject to disciplinary action, including, but not limited to, losing the privilege of bringing the device onto school property, detention, suspension, or expulsion. Parents may be required to pick up the device.

For additional information see Appendix A.

CHEATING

Any student guilty of cheating may lose credit for that assignment, test, quiz, etc., as determined by their classroom teacher. This includes the submission of AI generated materials.

CLASS RESPONSIBILITIES

Seniors: Select colors, program, etc. for graduation

Juniors: Decoration for Graduation

Freshman & Sophomores: Prom (every other year)

COPY MACHINE

Students will not be allowed to use the office copier. Exceptions may be made for trained TA's or on a per situation basis.

COUNSELING

To help you investigate the many paths and opportunities open to you visit the counseling department in the office. Please don't hesitate to contact them for assistance with career information, scholarship assistance, college testing dates and college requirements, high school classes and graduation requirements as well as personal situations at school or at home which may affect your progress and adjustment at school.

COOPERATION WITH SCHOOL PERSONNEL

Students are expected to obey rules established by the Cambridge School Board, Superintendent, Principal and Staff, and follow directions given by all school employees.

CLOSED CAMPUS

Cambridge High School has a Closed Campus although High School students may walk to businesses to eat lunch or conduct routine business during the lunch period. However, students may not drive their cars or ride with other students during the school day without special permission from the principal and then only for special circumstances. Cambridge Middle School students may not walk to businesses to eat lunch or conduct routine business during the lunch period.

CORRIDORS AND TRAFFIC

Students are expected to arrive in class on time prior to the tardy bell. Students are expected to behave respectfully while in the hallways. This includes keeping voices at a reasonable level and hallways clear of trash and personal belongings.

DAMAGE

Any student who steals, destroys, or defaces school district property, or the property of another individual located at a school site, will receive punitive disciplinary action, which may include, but is not limited to, suspension or expulsion. If circumstances warrant, the student may be referred to the local law enforcement agency.

The student and his or her parent/guardian will be held responsible for restitution to the full extent of the laws for any damage to school district property.

DANCES

Dances sponsored by any organization at Cambridge High School are considered school affairs, all regulations previously mentioned hold true. All dances will terminate by 12:00 AM or at the discretion of the administration. Students leaving the dance will not be allowed to return. All dances must be approved by the student council and the administration. Arrangements for the school sound system must be made in advance with the music director and the principal. Any student that desires to bring a guest not enrolled at either Cambridge High School or Midvale High School must get prior approval from the principal. Guests must be in grades 9-12. Students may be asked to blow into a breathalyzer to be admitted to any school dance.

DANGEROUS WEAPONS

This district is committed to providing a safe environment for all students and staff when they are at school, on a school bus, or at any school-sponsored activity. The district's commitment includes the prohibition against any weapons or other objects/substances which may pose a threat to the health and safety of other students, staff members, or visitors, or could be used to disrupt the educational process. Any student found to be in violation of this policy will be subject to disciplinary action, including, but not limited to, expulsion, suspension, or other appropriate penalties. Specifically, knives should never be seen by district staff or students. A knife with blade over 2.5 inches is considered a deadly weapon and will be dealt with accordingly.

For additional information see Appendix A

DISCIPLINE

Students are expected to follow all rules of the school and in each classroom. Students are expected to act in a safe manner at all times. Students are expected to show respect for their teachers, peers, and themselves. Failure to meet these expectations will result in disciplinary action.

For additional information see Appendix A.

Dress Code

Students are to dress in a manner that does not detract from the learning environment of school. Dress that includes references, or innuendo, to the use of tobacco, alcohol, drug use or paraphernalia, gang relations, weapons, violence, sexually offensive pictures or language, or illegal acts will not be permitted. Students who wear such items will be given the opportunity to change clothes, turn clothing inside-out (if appropriate), or if need be, sent home to correct the problem. Dress restrictions apply to jewelry, tattoos, accessories, patches, emblems, etc... Any attire deemed to be a disruption of the educational process or detrimental to the health and safety of students may not be worn.

- Upper Body:
 - Shirts, dresses, and tops must cover all undergarments and midsections (front and back) and not disrupt the educational environment;
 - All tops must have straps at least 2 inches in width and cleavage must be covered.
- Lower Body
 - Pants, skirts, shorts, capris, and dresses are deemed school appropriate;
 - Shorts, dresses, and skirts must be at least fingertip length when standing - no visible skin is acceptable above this point, including rips and tears;
 - Pajama pants are not permitted.
- Students are prohibited from wearing head coverings in school buildings, during class hours, except as specifically authorized (i.e. religious headwear) by the building administrator or instructor. This includes sunglasses or other eye coverings.
 - The only exception to this is on Spirit Thursdays when a student is allowed to wear a hat (not a hood) if they are wearing TITAN colors.
- Students must wear appropriate footwear at all times - slippers are not permitted.
- Blankets are not permitted in class and are not a substitute for sweatshirts or coats.

DRIVING TO SCHOOL

A student may drive to and park his/her car in the proper school parking area without any special permit. However, once the car is parked in the morning, students are not to loiter in the parking lot or their cars, and may not move the vehicles without permission until the school day is over. Speeding or violations of other driving laws will be turned over to the police. When given permission to drive during school for a specific purpose, a student may not give other students rides.

DRUG, ALCOHOL, AND TOBACCO USE

Possession and/or use of drugs, alcohol, or tobacco, including vapes or any form of electronic tobacco product, is illegal on school grounds. Any student who possesses, uses, or is suspected of use will face disciplinary action that may include suspension, expulsion, and will be reported to law enforcement.

For additional information see Appendix A.

EIGHTH GRADE PROMOTION

Eighth grade students who have passed at least six (6) of their seven (7) classes each semester, and have passed every class at least one semester, will be invited to participate in the Eighth Grade Promotion Ceremony.

FIRE/EVACUATION DRILLS

Fire drills will be conducted on a regular/monthly basis. All students must exit the building during a fire drill and move to the appropriate area as determined by the safety plan.

For additional information see Appendix A.

FIGHTING

Fighting in any form on the school grounds, trips, or buses will be grounds for detention or suspension and may be reported to law enforcement.

GRADES

The grade point system for Cambridge Jr/Sr High School is as follows:

A	4.0	A -	4.0
B+	3.0	B	3.0
B-	3.0	C+	2.0
C	2.0	C-	2.0
D+	1.0	D	1.0
D-	0.0	F	0.0

GRADUATION PARTICIPATION

The Cambridge graduation ceremony is designed to honor those seniors who have completed the necessary course work and required senior project. These students will receive a signed diploma. Senior students who have not completed the required course work and senior project have not earned a signed diploma will not be invited to participate in the graduation ceremony.

GRADUATION REQUIREMENTS

The State Board of Education has established that all students graduating from an Idaho public high school must meet specific requirements. For specific information on current requirements, please visit the Idaho State Board of Education website.

HALL PASSES

Students should have a hall pass from their teacher if they leave their assigned classroom during class time.

HARASSMENT

Harassment of any kind is illegal and will not be tolerated. Incidents of harassment will be reported to law enforcement.

For additional information see Appendix A.

HATS/HOODS/HEAD COVERINGS

Please remove your hat as you enter the building and leave it off until you exit the building. Failure to follow this rule can result in loss of your hat for a period of time. Hats are permitted for extra-curricular activities only

HAZING

Students and staff are prohibited from engaging in any hazing activity, on or off school premises.

For additional information see Appendix A.

INSURANCE

The school is not responsible for normal illness or injury at school and for this purpose makes available student insurance packets at the beginning of each school year. The school makes this insurance available as a public service and does not assume responsibility for interpretation of the terms of the policy nor payment of claims. Some type of insurance coverage is strongly suggested.

Each student must take the athletic insurance if involved in the activity program or be able to show proof of coverage by a family policy.

LOCKERS

Lockers are the property of Cambridge School District. Students may use them to store personal belongings and learning materials. All students do so at their own risk. Lockers are to be kept clean and orderly at all times. Locker searches may happen at any time without prior warning.

For additional information see Appendix A.

LUNCH PROGRAM

Cambridge High School has a hot lunch program available. Information about free and reduced price lunches are available in the office at the elementary school.

MAKE-UP WORK

It is the STUDENT'S responsibility to request and complete make-up work from the teacher any time he/she is absent from the class for any reason.

OFF-CAMPUS EVENTS

Students at school-sponsored, off-campus events shall be governed by school district rules and regulations and shall be subject to the authority of school district personnel.

PARENT CONFERENCES

Time is allotted for Parent-Teacher conferences in the spring and fall. These can be scheduled or drop-in during the set time. If you would like to schedule a conference outside of these set times, please contact the specific teacher to set up a meeting time. Please do not show up to see a teacher without a set meeting time. Teachers often have additional duties and may not be available.

PROFANITY

Profanity is not acceptable in a school setting – for students, teachers, coaches, or any other school personnel. Students using profanity will be subject to consequences at the discretion of the principal or teacher.

PROGRESS REPORTS

In addition to the report cards, teachers may issue progress reports in the form of computer printouts.

REPORT CARDS

Report cards are issued every quarter. The report cards are either given to the parents during parent-teacher conferences, given to the student, or mailed.

SIGNING IN AND OUT

Any time a student arrives at school after the regular starting time or must leave for any reason before the regular ending time, that student is required to sign IN and/or OUT on the sheet in the main office. The student must have the principal's or superintendent's permission to sign out of school. In order for a student to check out of school during the day, he/she will need either a signed note, a parent's phone call on the morning of that day, or a parent requesting dismissal by personally checking in at the office.

SEARCH AND SEIZURE

It may be necessary for school officials to search a student, his/her personal belongings, locker, desk, or vehicle, when it is in the interest of the overall welfare of other students or is necessary to preserve the good order and discipline of the school. Only district personnel and/or law enforcement may conduct a search.

For additional information see Appendix A.

SELECTION OF VALEDICTORIAN AND SALUTATORIAN

Valedictory honors will be awarded to students who have attained a cumulative grade point average of 3.975 or higher, and have completed at least five advanced courses. Salutatory honors will be awarded to students who have attained a cumulative grade point average of 3.9 - 3.975, and have completed at least five advanced courses.

SEMESTER TESTS

The policy of the district is that every student should experience taking semester tests, as they are an integral part of a student's learning experience.

STUDENT COUNCIL

Student Council provides for student activities, serves as a training experience for students, promotes the common good, gives the students a share in the management of student affairs, develops high ideals of personal conduct, acts as a clearing house for student activities, seeks to interest students in school affairs and helps solve problems that may arise. Members of the Student Council are your representatives and have direct access to the school administration.

STUDENT ACCOUNTS

Cambridge MS/HS keeps student accounts that each class, organization and activity is required to use. Class advisors must approve all purchases.

For additional information see Appendix A.

TARDIES

Teachers and students should be ready to begin class as soon as the bell rings. Each student must be to class on time or have a signed note from a teacher or the office to be excused.

TRANSFERRING TO ANOTHER SCHOOL

In order to withdraw from Cambridge Middle/High School, a parent is required to initiate the withdrawal/transfer. The student can then receive check-out papers and instructions from the main office.

TRANSPORTATION FOR EXTRA-CURRICULAR ACTIVITIES

Transportation shall be provided for participants in all approved extra-curricular activities to and from the site of the activity when it is held at a location other than at Cambridge. Only students and employees of the Cambridge Schools will be permitted to ride the activity buses. **Any exceptions must be approved by your Building Principal.** The Superintendent or Bus Transportation Supervisor will assign drivers for extra-curricular trips.

TREATMENT OF OTHER STUDENTS

All students are to be treated with respect free from intimidation or harassment. If a student feels he/she is being harassed the student should inform the principal, a teacher, other staff member, or parent. All reports of intimidation or harassment will be investigated by school personnel.

VISITORS

Visitors must report directly to the office prior to going anywhere else on campus.