



Clifton Middle School

6001 Golden Forest, Houston TX 77092
Phone: (713)613-2516 www.houstonisd.org/clifton

School Hours: Monday- Friday, 8:30-4:00
(Emergency school closures are announced on local news as well as Twitter and houstonisd.org)

Student Dress Code

Uniforms, IDs and Chromebooks are required. **Hoodies are not allowed and will be confiscated.**

- 6th grade must wear a solid red polo or a red t-shirt with khaki pants/skirts/shorts. Shorts and skirts must be knee length (No exceptions).
- 7th grade must wear a solid grey polo or grey t-shirt with khaki pants/skirts/shorts. Shorts and skirts must be knee length (No exceptions).
- 8th grade must wear a solid navy-blue polo or navy-blue t-shirt with khaki pants/skirts/shorts. Shorts and skirts must be knee length (No exceptions).

Cougar spirit shirts with jeans (**no tears or holes**) are only worn on Fridays.

Additional guidelines:

- Students must wear shoes with a closed toe. *House shoes, slides, and flip-flops are not permitted.*
- Hats, scarves, and other head coverings are prohibited unless for religious reasons.
- Jackets meant to be worn indoors must be solid colors. Heavier jackets must be removed upon entering the building.

You will receive your ID badge during the first weeks of school. Lost ID badges may be replaced through the main office for \$5.00. Students who are out of dress code will be stopped prior to entering the building and be asked to call home. Parents will need to bring the appropriate uniform or students will be placed in detention.

If a student comes to school out of uniform, parents will be called to provide uniform clothing.

Cell Phones/Electronic Devices

Electronic devices (cell phones, smart watches, MP3 players, iPods, game players or the like) and accessories (ear buds, ear plugs and the like) should NOT be used during school hours. **During class, phones must be switched off and inside the backpack.** There is never an appropriate time for students to use their cell phone socially or casually during the school day. If smart watches are being used as a cell phone it must be taken up during the school day.

Cell phones/electronic devices may only be used before or after school hours, and during lunch. The use of cell phones/electronic devices during any other time will result in confiscation and a fee of \$15. Parents must retrieve confiscated devices from Ms. Vallejo/Ms. Reyes after 4:00 p.m. Only cash will be accepted.

As the school is not responsible for loss or theft of such devices, we strongly discourage bringing any electronic devices on campus other than cell phones. **Teachers or administrators will not conduct investigations for lost or stolen cell phones and/or electronic devices.** Students will not be allowed out of the classroom to look for any devices.

Arrival and Dismissal Procedures

Arrival: The building opens for all students at 7:45 AM. Students should arrive before 7:45 as there is no adult supervision. All 6th graders will report to the cafeteria until the time to go to class. All 7th graders will report to the gym. All 8th graders will report to the auditorium. Students must remain seated at their designated spot. In the event of inclement weather, students will report to the multipurpose room. There will be no students in front of the school. Everyone must **be inside the building**.

HISD Bus Riders: A student may not ride any bus other than the assigned one. Parents/guardians must inform the campus if they require bus transportation, as a request must be made on the student's behalf. Out-of-district residents will not be offered HISD bus transportation, but private buses are available at the parents/guardian's discretion.

Dismissal: Student not riding HISD buses must be clear from campus no later than 4:15 p.m. Unless involved in an approved after-school activity. Walkers should leave campus and not linger by the front of the school or the park by 4:15 p.m. if they have no after school event.

Under no circumstances should students be dropped-off/picked-up in the park.

Attendance

Attendance is taken in every class period. Students will be marked absent for the classes in which they are not present. For an absence to be excused, a parent or doctor's note must be turned in to the attendance office upon the student's return to campus. Absences due to hazardous road conditions or inclement weather may be excused by Houston ISO. Parents will receive letters/warnings concerning excessive absences. Additionally, excessive absences may result in poor grades and/or loss of credit. Students will have one semester to make up any absences.

Tardies: Students that arrive to school after 8:30 AM are late. Tardy slips will be issued from the front desk. Students that are habitually late will receive a warning letter and be assigned to after school detention.

Early departure: Student needing to leave school early must be signed out at the front desk. The person picking up the students must show their driver's license and must be on the approved school documentation in our system. The cut-off time for a student to leave early is 3:30 PM.

Food Delivery

Parents/guardians on the approved school documentation in our system are allowed to deliver food to a student ONLY during their designated lunch time. If parent arrives after lunch time student will not be able to get that lunch until the end of the day. Under no circumstances will a student-parent be allowed to order food delivery via services like Grub Hub, Uber Eats, Door Dash, etc. Any deliveries will be turned away at the door.

VILS

Clifton Middle School is a Verizon Innovative Learning campus that provides students with Chromebooks and wireless LTE data.

Digital Safety promotes responsible use of digital devices. Parents and guardians are encouraged to model positive behavior, routinely monitor students' use, and hold students accountable for behaviors at home.

For students to receive a Chromebook, parents or guardians must complete a Digital Safety Course, confirm completion, return the required paperwork to their campus, and submit the non-refundable \$25.00 Device Fee. (More information forthcoming)

