



Schoolwide Disclosure 2026-27

Welcome to West Hills Middle School, home of the Wildcats. We hope you take advantage of the many learning opportunities and activities provided at WHMS and do all you can to make it a safe, enjoyable place to be. We hope that you have a fantastic school year!

Here at WHMS, we practice **the West Hills Way** which means we are:

- **Safe, respectful, and responsible** in everything we do and say
- Engaged and prepared to learn and stay on task
- Keep our phones out of sight
- Using kind and friendly language with peers and teachers
- Willing to help and know when to ask for help

Attendance

Showing up to school and being in class matters! Missing more than 10% of the school year can lead to a lower academic performance and can even impact a student's likelihood of graduating from high school. Students who regularly miss school regardless of excused/non-excused absences, may experience a lower citizenship grade.

In the event of an absence, parents/guardians please notify the attendance office at 801-412-2310. If you are absent, it is your responsibility to communicate with your teachers and make a plan for missed work to be completed in a timely manner.

Tardy Policy

Students are expected to be in class and in their seat when the bell rings. Being on time is an essential life skill that students are expected to master. Late students cause interruptions to class and the learning of others. As a result, WHMS will enforce the following procedure:

- Students who are late to class will fill out a tardy slip.
- Students with excessive tardies will meet with an administrator who will determine the appropriate consequence.
 - Possible consequences could include lunch detention, loss of cell phone privileges during school hours, tardy tracker, escort to classes by hall monitors, etc.

Grades:

We believe students' grades should be determined by how well they have mastered the standards. Proficiency levels are determined through assessments and assignments. Students are encouraged to remediate and retake assessments to reach mastery. Grades will be assigned based on proficiency of each standard.

Practice and assessments will be used as tools to help teachers determine levels of proficiency. Final grades will include both homework/practice (20%) and assessments (80%).

West Hills Middle believes in allowing students to demonstrate proficiency. Some students may need more time and/or opportunities to demonstrate this proficiency. In line with this philosophy, there is no academic penalty for turning in late assignments. However, there are some hard deadlines, such as the end of the quarter, that must be enforced.

Student Self-Advocacy: Middle School students are reaching the stage in their adolescent development where they can begin to take more responsibility for communicating with their teachers if a concern arises regarding their grades and citizenship.

Connections class: Connections class is the first 20 minutes of school Monday through Thursday in which WHMS is continuing to focus on our reading initiative and showing students the value of reading every day and in every subject. Students will also do weekly grade and citizenship checks and gain support where needed.

Electronic devices

We know that technology is a marvelous tool to help you learn, which is why we offer Chromebooks and other technology for our students to use. However, we know that technology also has the potential to distract your focus away from learning. We want technology to enhance your education, not distract from it. Distractions can include (but are not limited to) texting, social media, off-topic searches, video games, and listening to music when you need to be listening to instruction.

West Hills Middle School will follow the [Jordan School District Cell Phone Policy](#).

Also, please note: electronic device use is never allowed in locker rooms or restrooms, and **you are not allowed to film or photograph others without their permission**. If a phone is out in any way in a restroom or locker room, it is an immediate confiscation and parent pick up.

Consequences:

- 1st Offense: Device is stored securely in the main office for pick-up at the end of the day by student.
- 2nd+ Offense: Device is placed in a secure container and stored in the main office for pick-up at the end of the day by parent/guardian.
- Schools may implement additional consequences.

Note: Illegal situations (sexting, pornography, etc.) may result in the electronic device being confiscated to the police.

Parents, please try not call to or text your child during school time. If you need to contact your child, call the attendance office (801-412-2310).

Dress Code

The dress code of the Jordan School District will be followed during school hours and at all school activities. [The dress code policy](#) is available in the Student Handbook and on the school website. Students who are not dressed according to the dress code may be asked to change.

****Please note any reference to tobacco, alcohol, drugs, or any illegal substance including the “Cookies” brand is not permitted.**

Citizenship Grading

We want you to earn excellent citizenship grades by demonstrating the West Hills way and acting with respect, responsibility, and safety in class so that you and others around you can learn. [\(Citizenship Rubric\)](#) Students will receive a citizenship grade, independent of their academic grade. Learning is optimal when these values are met in the educational setting. Students may work with their teachers to improve their citizenship grade throughout the quarter.

Class Supplies

Students are expected to be prepared with supplies and materials at school each day. These include a charged Chromebook, paper, pencil, pen, colored pencils, binder/folder, etc.

- **Skyward & Canvas:** Students are responsible for checking their email and Skyward daily. Parents are encouraged for checking Skyward weekly. The most accurate time for checking grades is on Monday morning, when all grades from the previous week should be updated into the gradebook. Lastly, it is encouraged that all parents become [observers](#) on their students' Canvas courses so they can follow along with the curriculum and important assignments.
- How to log into Skyward and change the password. (More information needed)
- **Chromebook Computers:** Students are expected to come prepared to school every day with a fully charged Chromebook. Chromebooks that are lost or damaged will have a fine according to the [WHMS Chromebook Pricing Page](#). Furthermore, students should use their technology in class responsibly and stay on task with their schoolwork. Students who are unable to manage their technology use with excessive off-task behavior may have their computer privileges limited or removed.

West Hills Middle School encourages parents and students to be familiar with the policies and expectations listed above. Additional policies and procedures are available online in the [Student Handbook](#) and in individual teacher disclosure addendums. These policies and procedures will also be reviewed during the first weeks of the school year and at the semester. We look forward to partnering with you and helping your students learn and grow.
