



## 2025-2026 Student Expectations

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The goal of WFMS is to provide a safe and nurturing learning and working environment for all students and staff each day. **COUGAR PROUD** means students take Pride Respect Ownership Understanding and Dedication in Wake Forest Middle School.

### Overall Expectations

All students should follow the [PROUD Matrix](#) in order to have a successful school year.

### WCPSS Student-Parent Handbook

The [WCPSS Student-Parent Handbook](#) is available for family review on the district website.

The handbook is available in English and Spanish. Students and families are expected to review the information in this handbook and comply with the expectations outlined.

### Student Code of Conduct

[WCPSS Board Policy 4309](#) outlines student behavior and the code of conduct. All students are expected to adhere to the code of conduct. Consequences for violation of the code of conduct may include student conferences, parental phone calls and conferences, lunch detention, after-school detention, restorative practices, in-school suspension (ISS) or Alternative Learning Center (ALC) placement, and/or out of school suspension.

### General Guidelines

#### Student Dress Code

Students are expected to adhere to standards of dress and appearance. Our guiding principles for the student dress code are similar to those experienced and expected in the workplace. Families should review the [WCPSS Student Dress Code](#) in its entirety and students are expected to adhere to the guidelines in the dress code at all times.

Of particular note, students should not wear hats or hoods, must wear clothing that covers their skin from chest to mid-thigh with opaque (non-see-through) fabric in front, back, and on the sides, and covers their undergarments (this includes midriff tops and sagging pants). Students will be asked to change or correct the dress code violation. Families may be contacted to bring appropriate dress, if the student is unable to do so.

We encourage students to wear their House t-shirt or house color every Monday for school spirit and to gain points for their House.

During Physical Education classes, students are not required to dress out but are required to wear appropriate footwear.



**Lockers:** To promote smooth transitions in between classrooms and minimize time for loitering, lockers will not be assigned to students. Many assignments are completed and submitted using student devices and teachers will work with students to minimize the amount of supplies needed for each class. If a student needs a locker for a medical reason, please reach out to the grade-level administrator or counselor to discuss further. Lockers will not be used in the gym, but students will be provided an opportunity to lock their bag in a secured location during their gym class. For the gym, cell phones will be secured in a lock box and placed in the coach's office until class is dismissed.

**Cell Phones/EarBuds & Headphones:** In accordance with [WCPSS Board Policy 4318](#), students and families are expected to review the policy and the [WFMS Cell Phone Procedures and Contract](#); sign, and return to their homeroom teacher. Cell phones, Airpods, earbuds, head phones will not be allowed during instructional hours between 7:00am - 2:15pm so that there are no distractions or disturbances. Students may only access their phones and other devices after the end of school day announcements at 2:15pm. Cell phones and all other electronic devices will be stored in a locked container at the front of the classroom upon entering each learning space. Students will not have access to their phones during lunch. If a student refuses to place their cell phone in the locked container or repeatedly violates the cell phone procedures, a parent meeting will be scheduled to develop a plan for the school day and the parent may be required to come pick the phone up from the school. Smart Watches must remain in airplane mode. If they are used out of airplane mode, they may be confiscated and remain in the office for the rest of the school day. In addition, Airpods, earbuds, or headphones should not be used or worn during the instructional day between 7:00am - 2:15pm. If a student is wearing or using these, they may be confiscated until the end of the period by a teacher or end of the day by an administrator.

WFMS is **NOT** responsible for any cell phones, earbuds, or headphones (including AirPods), or other electronic devices that are lost or stolen. We highly encourage students not to bring these devices to school and if they do, they do so at their own risk. Staff and resources including instructional time will not be used by the school to locate lost or stolen items.

**Student Devices:** Each student will have a district device provided to them which they must have at school each day and carry home with them each night for instructional purposes. The device should be charged each morning upon arrival to school. Students are expected to care for the device. Students should not have their device out when transitioning in the hallway. It should be secured in a bookbag.

This device is considered WCPSS property and can be searched or confiscated from students at any time. Students who lose or destroy devices may be placed on a "day use" only plan and required to turn in their device at the end of each school day. Replacement devices may not be available to a student if the device is broken.

**School Communications:** Family messages will be shared weekly by Dr. Bradford. Families should visit [WCPSS School Messenger](#) to sign-up for this service which will allow them to receive emails



and text alerts from the school. These messages will also be posted on the [Wake Forest Middle School website](#) for review.

**Contacting a Student:** If a parent needs to reach their child during the school day, they should call the main office 919-554-8440 and our office staff will deliver messages to students. Please refrain from texting or calling your child during instructional hours on their cell phones as cell phones will be locked in an identified location in the classroom from students during each class period in alignment with Board Policy.

**Morning Arrival:** Students may not be dropped off on-campus or enter the building prior to 7am. Upon entering the building after 7am, students will report to their Core 1 class where they will work on Freckle math or reading lessons/activities until instruction begins at 7:30am.

Students needing breakfast will report directly to the cafeteria upon arrival and follow instructions from staff regarding getting their breakfast, seating, and exiting the cafeteria once they have finished eating. When exiting the cafeteria, students are expected to report directly to their Core 1 class to participate in Silent Sustained Reading (SSR).

**Afternoon Dismissal:** Students will be dismissed in an organized manner each afternoon and are expected to remain seated in their last class of the day until their means of transportation is dismissed over the intercom. Students riding the bus will be called by bus route, students riding by carpool will be called individually through the intercom, and walkers, athletes, and those involved in after school clubs or staying with a teacher will be dismissed in separate intervals. Staff will provide more information to students regarding this on the first day of school. QR codes will be placed in every classroom.

Students should not leave campus for any reason if they are taking a bus home. If a student leaves campus to go to the Factory or other local establishments they are subject to their bus leaving them. If a bus is missed due to this, the parent is responsible for picking up their student.

If you allow your student to leave campus in a way other than school bus or carpool and they go to a local business, they are subject to the rules and regulations of that business. Families should remind their students to be positive role models and demonstrate good behavior. It is crucial to emphasize that students who do not meet the expectations of the businesses in our community will be subject to the consequences determined by those establishments.

**Carpool Procedures:** Families should follow the direction of staff and pathway outlined for morning drop-off and afternoon pick-up in carpool. Remain alert and stay off phones or other distractive activities while in the carpool to maintain safety for students, staff, and other drivers.

During the morning, students should exit their car the first time the car stops along the line of cars by the trailers and school entrance. Students should not wait to exit the car at the front of the



school. When exiting the campus, families are encouraged to make a right-hand turn to expedite the carpool line. One line of traffic is used in morning carpool.

During afternoon pick-up, two lines of traffic will be used. Cars should not pull to the front of the school until 2:10pm to ensure there is a fire lane available. During afternoon carpool, traffic will run down to the athletic facilities and back up to the main entrance. Please display your carpool tag to expedite dismissal for your child. Do not move forward until directed by staff to do so.

**Outside Food:** WFMS will not accept food from outside vendors including deliveries from food delivery services such as DoorDash. If a student forgets his/her/their lunch, parents may drop-off a packed lunch from home at the main entrance door.

**Rest Rooms:** Students are expected to take pride in our school facilities including our bathrooms. Students who vandalize our school, including restrooms, will receive consequences aligned with Board Policy for a Level 2 offense, which could include restorative practices such as restitution or suspension.

Students should follow all expectations regarding cell phones in restrooms which means phones should NOT be out in the restroom or used for any purpose inside the restroom. Only one student at a time is allowed out of a class to use the restroom. Students will not be allowed to use the restroom during the first ten and last ten minutes of each class period.

Excessive use of the restroom may result in a parent conference with administration to discuss alternative plans. Students will be signed out using the school sign-out method and signed back in when they return to the class. Students who do not comply with restroom expectations or leave class excessively may have a parent meeting scheduled to discuss a support plan.

**Visitors:** All visitors to any WCPSS site, including Wake Forest Middle School must adhere to [WCPSS Board Policy 5020](#). Visitors to WFMS must access the building using the main entrance only and A-Phone located beside the main door. All visitors are required to sign-in and will need a valid ID for verification. Visitors to campus must remain with a WCPSS staff member throughout the duration of their visit. Once a visitor has concluded their scheduled business or meeting they are expected to sign-out and exit the WFMS campus.

In an effort to best meet the needs of our families and visitors and provide you with time you deserve, it is strongly recommended you email or call the person you wish to meet with to schedule a specific date and time for the meeting. Due to the day-to-day operations and flexibility needed to maintain a safe and orderly school, we cannot guarantee a specific individual will be present or available for drop-in appointments. Families or visitors who come to the school without an appointment may be asked to schedule one if the individual is not available when they arrive. The school is offering in-person and virtual meeting options.



Visitors are expected to remain respectful in their interactions, follow all school policies and staff directions, and refrain from any disruptive or inappropriate conduct. Visitors who don't meet these expectations may be asked to leave.

**Student Check-In and Check-Out:** Students arriving after 7:30am each morning are considered tardy and **MUST** sign-in at the main entrance where they will receive a pass. All efforts should be made by students and families to arrive at school on time so a student can be in their core 1 class prior to the 7:30am tardy bell. Frequent tardiness impacts instruction in student core classes and may result in the need for a meeting with student services and administration regarding school attendance.

Students will **NOT** be allowed to sign-out from school after 1:45pm each day.

**Extra-Curricular & Sports Attendance:** Students are encouraged to attend athletics and extra-curricular events held after school. The Student Code of Conduct applies during all events and students are expected to follow those expectations. Students should **NOT** leave campus to go to a local business or The Factory and return to a game. If a student leaves the campus at dismissal, they will need to return with a parent or guardian to drop them off for a game. Students attending games are expected to remain in their last class of the day until a call is made to allow spectators to report to an assigned area where staff supervision will be provided until the game or event begins. Outside food or beverages will not be allowed into games. Concessions will be available. Once a student leaves the event premises, they will not be allowed re-entry.

Students are expected to review the [Spectator Expectations Document](#) and adhere to the guidelines in it. This document will be reviewed with all students in Healthful Living classes.

**Student spectators must be picked up NO LATER than 20 minutes following the conclusion of an event or game.** Announcements will be made for students to call their rides beginning 45 minutes before the end of a game or event. If a student is not picked up 20 minutes after the game, they will not be permitted to attend future events or games as outlined in the Student Expectations Document (linked above).