



FAQ AND ANSWERS ON ONE SHEET!

This sheet in no way replaces the Student Handbook. Please review the Student Handbook in its entirety.

625 S. 35th St
West Des Moines, IA 50265
515-633-4500
515-633-4599 – fax
www.wdmcs.org/schools/valley-southwoods/

School Hours

M, T, Th, F

8:20 a.m. – 3:20 p.m.

W

8:20 a.m. – 2:35 p.m.

Daily Schedule

M, Th, F

1st: 8:20-9:04
2nd: 9:09-9:53
3rd: 9:58-10:42
4th: 10:47-12:04 (see lunch)
5th: 12:09-12:53
6th: 12:58-1:42
7th: 1:47-2:31
8th: 2:36-3:20

T

1st: 8:20-9:40
Encore: 9:45-10:30
3rd: 10:35-12:30 (see lunch)
5th: 12:35-1:55
7th: 2:00-3:20

W

2nd: 8:20-9:37
Advisory: 9:42-9:54
4th: 9:59-11:16
6th: 11:21-1:13 (see lunch)
8th: 1:18-2:35

Lunch Hours

M, Th, F

1st: 10:42-11:12
2nd: 11:08-11:38
3rd: 11:34-12:04

T

1st: 10:35-11:05
2nd: 11:17-11:47
3rd: 12:00-12:30

W

1st: 11:21-11:51
2nd: 12:00-12:30
3rd: 12:43-1:13

Social Media

Valley Southwoods Freshman High School (WDMCS)

WDMCS

@VSW_Tigers

@WDMCS

@Kuhnert23

@MrsHenryWDMCS

Before/After School Hours

The school day is from 8:20 a.m. to 3:20 p.m. except for Wednesdays when school is dismissed at 2:35 p.m. Students may enter the building at 7 a.m. and remain in the forum until dismissed at 8:05 a.m. unless special arrangements have been made with a teacher. Students are expected to be in their first period classes, ready to learn by 8:20 a.m. Once school is dismissed, students are to be picked up or leave the school grounds by no later than 4:00 p.m. unless they participate in a supervised school activity and are with the coach or are meeting with a teacher for assistance. If a student cannot be picked up until after 4 p.m. then it is suggested to continue waiting for their ride at the West Des Moines Public Library and follow all appropriate behavior standards.

Bicycles, skateboards, rollerblades

Bicycles are to be parked in bicycle racks on the east side of the building. Highly recommend bike locks!

Skateboards, heeleys, and rollerblades are prohibited to be ridden on school grounds at all times.

The school is not responsible for any lost or stolen items.

Bullying/Harassment

The District prohibits harassment and bullying by/of anyone at school or school-sponsored activities. Official complaint forms are available in the District Handbook.

Cell phone/Electronic Devices

Students may carry their devices on their person as long as they are on silent and not a distraction to others. Students may only use the devices under direct supervision and direction of a staff member during class times but students can freely use their devices during lunch time and passing period as long as they are using it appropriately and it is not a disruption to others around them. Administration reserves the right to revoke other privileges for repeated violations of this electronics expectation at Valley Southwoods. Violations may result in possible detention and/or suspension for continued and repeated offenses of electronic expectations.

The school is not responsible for any lost or stolen phones.

Food, Candy, Gum, Beverages and Backpacks

Food and beverages are allowed only in the forum unless specially arranged by a staff member. Chewing gum and carrying water bottles is allowed throughout the school unless posted in a classroom. Parents may bring outside food items at lunch for their child only. It is NOT allowed to bring in meals for groups of students (i.e.: Pizza, multi-person subs, etc.). Students are not allowed to order food in. **Backpacks must be in the lockers and not carried from class to class.**

Minor School License

Students wanting to drive to school must pick up a minor school license packet in the VSW office. It is to be filled out and signed off by a VSW administrator. Students are to park only in spaces with white lines.

Daily Announcements

These are sent to parents daily. Please make sure your email address in Infinite Campus is correct in order to receive these announcements.

School Closings

The district's emergency notification system will be used to notify families of cancellations, early dismissals or other emergencies. Calls are made to phone numbers that you have provided to the district. It is also shared with all the local media, TV stations, and radios.

In addition, you can call the district weather hotline, 633-5555. **Please do not call the school office in regards to this.**

Please have arrangements made ahead of time if there is a possibility of early dismissal. When parents are calling the school to give instructions to their student, it ties up the phones lines and then the phone system shuts down due to being overloaded.

Visitors

If you are wanting to visit with a teacher or classroom, you must contact that teacher ahead of time for an appointment. You **MUST** check in at the office first before heading to a classroom. A driver's license will be required for scanning of all visitors coming into the building.

Saturday School

Saturday school will run from 8:00 a.m. to 10 a.m. each Saturday during the school year. Students may be assigned only by administration.

Dress Code

Any clothing that displays alcohol, tobacco, controlled substance, profanity, obscene pictures, vulgarity, lewd sayings, derogatory are not permitted.

9th grade Athletic Forms

Students wanting to participate in a sport must register on Family ID at the link below. Once the information on Family ID is filled out, complete, and the physical examination is uploaded, the student will be placed on the roster for the sport in which they designate they want to participate. If you need a hard copy of the physical form (to take to the doctor) you can find the form on the VSW website under athletics or obtain the form in our main office. If you have any questions, please contact Becky Bennett or email her at bennettb@wdmcs.org.
<https://www.familyid.com/valley-high-school-athletics>

Attendance

If your child will not be attending school for any reason, please call the office at 633-4500 and choose Option 1, leave a message stating student's name, student ID and reason for absence.

If your child will be late coming to school, please provide a note to the office. If your child is tardy due to a medical appointment, please send your child with a doctor's note.

If your child will be leaving during the school day, please send your student to the office with a note.

Whenever a student comes late or has to leave early during the school day, the student must always sign in and out in the office and obtain a pass to class.

Calendars

Online activities:

www.cimlcentral.org

District Calendar:

<http://www.wdmcs.org/calendar/>

Detentions

If your child is issued an after school detention, the detention duration is 30 minutes. Your student is responsible for informing you of their detentions. If the detention is due to classroom behavior, a staff member will contact you.

Pay Fees/Add Lunch Money Online

You may add lunch money to your child's account or pays fees online. Please visit:

<https://ia-westdesmoines.intouchrecepting.com>

District Mobile Apps

Go to www.wdmcs.org, click on the Parent Tab, then click on the correct link to download the mobile app to your Apple iOS or Android. The access code is XDXPMJ.

Replacements ID/bus pass/planners

Replacement School ID - \$5

Replacement Planner - \$5

Replacement PE Lock - \$6

Replacement Bus Pass - \$10

Please come to the office to purchase these items. We do not keep money in the office so you **MUST bring EXACT change** in order to purchase these items.

Make-up work due to absence

If an absence is known in advance, a note must be provided and student should get planned absence form from the office.

If a student is absent due to illness, they can get their missed work from their teachers upon their return.

If a student is ill three consecutive days or more, parents can email the students teachers requesting work