

IV. Essential Partners

Parents/parent representatives, employees, principals, the superintendent and the Board of Education are an integral part of ensuring the code of conduct is followed. All parents/parent representatives are expected to:

1. Recognize that the education of their child(ren) is a joint responsibility of the parents/parent representatives and the school community.
2. Send their children to school ready to participate and learn.
3. Ensure that their children attend school regularly and on time.
4. Know school rules and regulations and help their children understand them.
5. Help their children understand that appropriate rules are required to maintain a safe, orderly environment.
6. Ensure that all absences are legitimate and unavoidable and are reported to the proper school District authorities.
7. Insist that their children be dressed and groomed in a manner consistent with the student dress code.
8. Be supportive of education and the District.
9. Build good relationships with teachers, other parents/parent representatives and their children's friends.
10. Help their children deal effectively with peer pressure.
11. Inform school officials of changes in the home situation that may affect student conduct or performance.
12. Provide a place for study and ensure that homework assignments are completed.

V. Student Dress Code

Students who violate the Student Dress Code shall be required to modify their appearance by covering or removing the offending item and, if necessary or practical, replacing it with an acceptable item. Any student who refuses to do so shall be subject to discipline. A student's dress, grooming and appearance, including hair style/color, jewelry, make-up and nails, shall:

1. Be safe, appropriate, and not disrupt or interfere with the educational process.
2. Ensure that underwear is completely covered with outer clothing.
3. Include footwear at all times. Footwear that is a safety hazard is not allowed.
4. Not include the wearing of headgear anywhere in the school building except for a medical or religious purpose.
5. Not include items that are vulgar, obscene, libelous or denigrate others on account of actual or perceived race, color, national origin, ethnicity, religion, religious practice, disability, sexual orientation, and physical characteristics, such as weight, gender, or sex.
6. Not promote and/or endorse the use of alcohol; tobacco; illegal substances and drugs, as defined in this Code; drug paraphernalia associated with the use of alcohol, drugs or illegal substances; and/or encourage other illegal or violent activities.
7. Recognize that extremely brief garments such as tube tops, net tops, halter-tops, spaghetti straps, plunging necklines (front and/or back) and see-through garments are not appropriate.

VI. Prohibited Student Conduct

A. Students shall not engage in disorderly conduct. Examples include, but are not limited to:

1. Bringing personal items (including electronic devices) unrelated to the academic program to school, excluding personal hygiene items, as necessary, without prior administrative approval.
2. Using language or gestures that are obscene, profane, lewd, vulgar or abusive.
3. Engaging in any willful act which disrupts the learning and/or normal operation of the school community.
4. Trespassing. Students are not permitted in any school building, other than the one they regularly attend, without permission from the administrator in charge of the building.
5. Misusing computer/electronic communications, including any unauthorized use of computers, software, or internet/intranet account; accessing inappropriate websites.
6. Obstructing vehicular or pedestrian traffic.

B. Students shall not engage in insubordinate and/or disruptive conduct. Examples include, but are not limited to:

1. Failing to comply with the reasonable directions of teachers, school administrators or other staff in charge of students or otherwise demonstrating disrespect.
2. Failing to report to or leaving: class; detention; or any other activity without permission.

C. Students shall not engage in violent conduct. Examples include, but are not limited to:

1. Committing, attempting, or intending to commit, an act of violence (such as hitting, biting, spitting at, kicking, punching, & scratching) directed at another person.
2. Possessing, displaying, and/or using a weapon, and/or threatening to possess use or display a weapon.
3. Intentionally damaging or destroying school District facilities, equipment and/or materials on or off school property or the personal belongings of another person on school property or attending a school function held on or off school property, including graffiti or arson.

D. Students shall not engage in any conduct that endangers the safety, morals, health or welfare of others. Examples include, but are not limited to:

1. Lying to or misleading employees.
2. Stealing the property of other students, employees or any other person on school property or attending a school function held on or off school property.
3. Defamation, which includes making false or unprivileged statements or representations about an individual or identifiable group of individuals that harm the reputation of the person or the identifiable group by demeaning them.
4. Discrimination, and/or harassment whether or not such actions are based on actual or perceived race, color, national origin, ethnicity, religion, religious practice, disability, sexual orientation, and physical characteristics, such as weight, gender, or sex as a basis for treating another in a negative manner.
5. Hazing and Sexting.
6. Intimidation and/or bullying (including Cyber Bullying), which includes engaging in actions or statements that put an individual in fear of bodily harm whether or not such actions are based on actual or perceived race, color, national origin, ethnicity, religion, religious practice, disability, sexual orientation, and physical characteristics, such as weight, gender, or sex.
7. Selling, using or possessing obscene material.
8. Using vulgar or abusive language, cursing or swearing.
9. Smoking a cigarette, cigar, pipe or using chewing or smokeless tobacco.
10. Possessing, using, sharing, selling or distributing illegal substances, drugs, or alcoholic beverages.
11. Possessing or using paraphernalia associated with the use of illegal substances, drugs, or alcoholic beverages.
12. Gambling.
13. Indecent exposure, that is, exposure to sight of the private parts of the body in a lewd or indecent manner.
14. Discharging a fire extinguisher without appropriate reason.
15. Leaving school grounds without permission and/or encouraging others to do so.

E. Students shall not engage in any illegal conduct. Examples include, but are not limited to:

1. Making bomb threats.
2. Possessing, consuming, selling, distributing or exchanging alcoholic beverages, drugs, or illegal substances, or being under the influence.
3. Initiating a report or warning of fire or other catastrophe without valid cause.
4. Misuse of 911.

F. Students shall not engage in any type of misconduct while on buses or other vehicles for a purpose related to the District. Examples include, but are not limited to:

1. Taking any action that distracts, or may have the effect of distracting, the vehicle operator.
2. Taking any action that jeopardizes one's own safety or that of others.
3. Engaging in any prohibited behaviors including, but not limited to, making excessive noise, pushing, shoving or fighting and any behavior that would be inappropriate in a classroom.

G. Student shall not engage in any form of academic misconduct. Examples include, but are not limited to:

- | | |
|--|------------------|
| Plagiarism | Cheating |
| Copying. | Altering records |
| Assisting another student in any of the above actions. | |

VII. Disciplinary Consequences

Disciplinary action, when necessary, will be firm, fair and consistent and will follow the procedural safeguards required by applicable laws and regulations. Students are not disciplined when a Manifestation Determination results in a finding that the behavior exhibited was either caused by, or had a direct and substantial relationship to, the student's disability, or was a result of a failure on the part of the District to implement an Individualized Education Program. When disciplinary consequences are appropriate, the following additional factors will be considered:

1. The student's age.
2. The nature of the offense and the circumstances which led to the offense.
3. The student's prior disciplinary record, if any.
4. The effectiveness of other and/or prior forms of discipline.
5. Information from parents/parent representatives, teachers and/or others, as appropriate.
6. Extenuating circumstances.

As a general rule, discipline will be progressive. This means that, generally, with regard given to the specific offense, a student's first violation will usually merit a lighter consequence than subsequent violations.

A. Disciplinary Consequences for Violations of the Code of Conduct

For students, the range of disciplinary consequences which may be imposed for violations of the Code of Conduct include, but is not limited to, the following:

1. Verbal and/or written warning.
2. Rectifying the situation (i.e., apology and/or restitution).
3. Denial of points and/or privileges.
4. Student time out in class.
5. Student time out outside the class in a crisis room or with counselor.
6. Student counseled by teacher.
7. Student counseled by school counselor.
8. Student counseled by Children's Village staff, if appropriate.
9. Assignment to the In-School Suspension Program.
10. Suspension from extracurricular activities.
11. Out-of-school suspension.

B. Possession of Firearms

A student who is found guilty of possession of a firearm on school property and/or at a school related function on or off school property is subject to a mandatory penalty of expulsion for at least one year. The Superintendent may modify the mandatory penalty on a case-by-case basis after considering the six factors listed above.

C. Teacher Disciplinary Removal of Students

The classroom teacher may, subject to the approval of the principal, remove a student from his/her class for a brief period of time if the student is in severe crisis and his/her behavior is a danger to himself or others.

D. Remedial Measures

In response to incidents of discrimination or harassment, in addition to any appropriate Disciplinary Consequences, the District shall provide, as deemed necessary by the superintendent or principal, the following individual, class or school-wide remedial measures, as appropriate:

1. Peer support groups.
2. Corrective instruction or other relevant learning or service experience.
3. Supportive intervention.
4. Behavioral assessment or evaluation.
5. Behavioral management plans with benchmarks that are closely monitored.
6. Student counseling and parent/ parent representative conference(s).
7. Supervisory systems that provide staff with prevention and intervention tools to address incidents of bullying, harassment or discrimination.
8. School and community surveys or other strategies for determining the conditions contributing to the relevant behavior.
9. Use of research based, systemic harassment prevention programs.
10. Modification of classroom environment, schedules and/or adjustment of corridor traffic and other student routes of movement.
11. Targeted use of staff professional development.
12. Involvement of parent-teacher organizations.

VIII. Visitors to the Schools

All visitors must obtain permission of appropriate District personnel pursuant to District guidelines. All visitors are expected to comply with this Code.

IX. Public Conduct on School Property

All members of the public, and all other persons, are expected to comply with this Code and are prohibited from engaging in any of the prohibited student conduct described in this Code. Additionally, any action by any member of the public, or any other person, that disrupts, interferes, or delays the education process, is a violation of this Code of Conduct.

This Code of Conduct applies to all students, school employees, parents/parent representatives, and other visitors and members of the public when on school property, or attending a school function whether on or off school property.

II. Definitions

"Bullying" is intentional and aggressive behavior that involves an imbalance of power or strength and is usually repeated over time. Bullying may present itself in many forms including, but not limited to:

Physical – hitting, kicking, spitting, pushing, pulling, taking and/or damaging personal belongings or extorting money, blocking or impeding movement, unwelcome physical contact;

Verbal (oral or written) – taunting; malicious teasing; insulting; name calling; sexual, religious, or racial harassment; making threats.

Psychological – spreading rumors, manipulating social relationships, coercion, or engaging in social exclusion/shunning, extortion, or intimidation, dehumanizing gestures or public humiliation.

"Cyber Bullying" (also known as "electronic bullying") is the repeated use of electronic devices and/or technology (i.e., the internet, email, instant messaging, chat rooms, blogs, telephones and cell phones, pagers, PDAs, gaming systems) to deliberately harass, threaten or intimidate others. Cyber Bullying may involve sending mean, vulgar or threatening messages or images; posting sensitive or private information about another person, pretending to be someone else in order to communicate harmful truths about that person or another; or intentionally excluding someone from an internet-based group or activity.

"Disability" means:

a. a physical, mental or medical impairment resulting from anatomical, physiological, genetic or neurological conditions which prevent the exercise of a normal bodily function or is demonstrable by medically accepted clinical or laboratory diagnostic techniques; or

b. a record of such impairment; or

c. a condition regarded by others as such an impairment.

"Discrimination" means the negative treatment of, or the conferral or denial of privileges by, any student(s), employee(s), and/or visitor(s) on school property or at a school function based upon a person's actual or perceived race, color, national origin, ethnicity, religion, religious practice, disability, sexual orientation, and physical characteristics, such as weight, gender, or sex.

"Disruptive student" means a student who is substantially disruptive of the educational process or a school function.

"Employee" means any person receiving compensation from the District. This term also includes any employee of a contracted service provided or worker. The term "staff" is synonymous with "employee."

"Gender" means actual or perceived sex and includes a person's gender identity or expression.

"Harassment" refers to the creation of a hostile environment by conduct or by verbal threats, intimidation or abuse that has or would have the effect of unreasonably and substantially interfering with a student's educational performance, opportunities or benefits, or mental, emotional or physical well-being. Harassment also includes conduct, verbal threats, intimidation or abuse that reasonably causes or would reasonably be expected to cause a student to fear for his or her physical safety. Such conduct, verbal threats, intimidation or abuse includes, but is not limited to, that which is based upon a person's actual or perceived race, color, national origin, ethnicity, religion, religious practice, disability, sexual orientation, and physical characteristics, such as weight, gender, or sex.

"Hazing" is the intentional or reckless commission of an act directed against another, or the coercion of another into committing such an act, that creates a substantial risk of harm to a person, for the purpose of initiation into, affiliating with, or maintaining membership in, any activity, organization, club, team or social group, whether school sponsored or not, or for any other purpose.

"Interim Alternative Education Setting" ("IAES") means a temporary educational placement.

"Illegal substances and/or drugs" include, but are not limited to, inhalants, marijuana, cocaine, LSD, PCP, amphetamines, heroin, steroids, look-alike drugs, any substances commonly referred to as "designer drugs," and prescription medication in the possession of, or used by, any person other than the intended recipient.

"Out-of-School Suspension" means a suspension pursuant to NYS Ed Law.

"Parent/Parent Representative" means parent, guardian or person in parental relation to a student, including adoptive, foster families and the Children's Village staff when they act in loco parentis for our residential students.

"Removal" means a removal, for disciplinary reasons, from the student's current educational placement, but for other than an out-of-school suspension or an interim alternative educational setting (IAES).

"School bus" means every motor vehicle owned by a public or governmental agency or private school and operated for the transportation of pupils, children of pupils, teachers and other persons acting in a supervisory capacity, to or from school or school activities, or, privately owned and operated for compensation for the transportation of pupils, children of pupils, teachers and other persons acting in a supervisory capacity to or from school or school activities.

"School function" means any school-sponsored event or activity whether conducted on or off school property.

"School premises" or "school property" includes but is not limited to leased and used facilities whether on or off the Children's Village campus within any building, structure, athletic playing field, playground, or parking lot, or in or on a District vehicle, including school buses.

"Sexting" is the sending, receiving or forwarding of sexually provocative, nude or nearly nude photos through electronic devices and/or technology, including text messaging, email or other methods of information technology.

"Sexual orientation" means actual or perceived heterosexuality, homosexuality or bisexuality.

"Violent student" means a student who:

a. Commits, or attempts to commit, while on or off school property, an act of violence upon another person (including, but not limited to, an employee or another student).

b. Possesses a weapon, and/or threatens to use a weapon

c. Causes damage or destroys school District or personal property.

"Weapon" means a firearm as defined in the Gun-Free Schools Act. It also means any other gun, BB gun, pistol, revolver, shotgun, rifle, machine gun, disguised gun, dagger, dirk, razor, stiletto, switchblade knife, gravity knife, brass knuckles, slingshot, metal knuckle knife, box cutter, cane sword, electronic dart gun, Kung Fu star, electronic stun gun, pepper spray or other noxious spray, explosive or incendiary bomb, or any other device, instrument, material or substance that can cause physical injury or death when used to cause physical injury or death.

III. Student Rights and Responsibilities

A. Student Rights

To be given fair treatment in a safe environment that is conducive to learning.

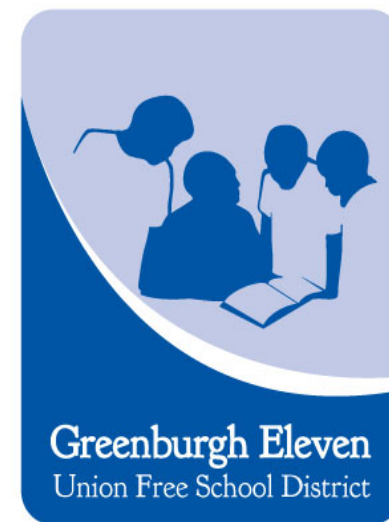
1. To be respected and participate in all school activities without regard to actual or perceived race, color, national origin, ethnicity, religion, religious practice, disability, sexual orientation, and physical characteristics, such as weight, gender, or sex.
2. To receive an appropriate education which reflects each student's individual needs and which focuses on each student's highest potential in academic achievement, and to receive additional instruction to promote awareness of and sensitivity to discrimination, harassment and civility in the relations of people including, but not limited to, people of different races, colors, national origin, ethnicities, religions, religious practices, disabilities, sexual orientations, and physical characteristics, such as weight, gender, or sex.
3. To be taught in an environment which consistently provides fair treatment by others in school.
4. To be given the social advantages of learning how to be good citizens.
5. To be provided with clear explanations of all the school rules and their necessity to maintain a highly effective educational environment.

B. Student Responsibilities. Students are responsible for

1. Their own actions. Students have choices and these choices have consequences.
2. The larger community and for the impact their choices have on others.
3. Treating others with the respect you wish to be given.
Additionally, students must know that
 1. Violence is unacceptable.
 2. Education is important. It defines the road to success.
 3. Work is important. It should be carried out with pride and excellence

Student responsibility core values are the foundation upon which the following student responsibilities are built:

1. Each student is responsible for his/her behavior and his/her own actions.
2. Each student is to be on time & attend classes every day & be prepared to learn.
3. Each student is expected to be courteous, well behaved & respect the rights of others.
4. Each student is expected to work to the best of his/her ability.
5. Each student will respect the property of others and refrain from destroying, damaging or defacing it in any way.
6. Each student will be familiar with and obey all classroom and school rules, policies and regulations regarding student conduct.
7. Each student will respect the right of others to receive an education.
8. Each student will seek & accept help to develop skills to control his/her anger.
9. Each student will dress appropriately in school and at school functions.
10. Each student is expected to respond positively and respectfully to any directions given by school staff.
11. Each student will cooperate with school authorities in the investigation of Code of Conduct violations.



1 Echo Hills Drive
Dobbs Ferry, NY 10522
Phone: 914-693-8500
Fax: 914-963-4029

Code of Conduct

SUMMARY

2018-2019

The Board of Education will review this Code of Conduct every year and update it as necessary.

For a complete copy of the Code of Conduct, you may contact the Board Clerk 914-693-8500 xt. 222