

## DISCIPLINARY PROCEDURES

### Misconduct Categories and Examples:

**Disorderly:** Running in hallways, Unreasonable noise, Use of profane/vulgar language and/or gestures, Trespassing/loitering, Misusing computer/ electronic devices, Unauthorized use of personal electronic devices/equipment

**Insubordinate:** Disrespect, Failure to comply with reasonable requests, Truancy from school, class, scheduled activities, Disruptive, Failure to comply with reasonable directions, Behavior which substantially interferes with the educational process and/or the authority of any responsible staff member, Repeated violations of school rules, Violent, Attempting/threatening/ committing any violent act or harm against self or others, Engaging in harassing conduct, verbal threats, abuse intimidation or, Intentionally or recklessly endangering others with serious harm, Communication by any means where the content can be interpreted as a threat or causes substantial disruption to the educational environment

**Endangering Others:** Lying, Stealing, Defamation of persons/groups, Discrimination, Harassment, Intimidation/Teasing/Bullying in any manner or form, Internet bullying/cyberbullying, Hazing, Smoking or possessing tobacco products, Possession, use, distribution of alcohol, and/or drugs, Possessing, inappropriate use/distribution of prescription and over-the-counter drugs, Gambling, Indecent exposure, False alarms of fire/catastrophes, Bus, Excessive noise, shoving, punching, fighting, harassment or discrimination

**Academic:** Plagiarism/Cheating/Copying/Collusion, Violation of District's Acceptable Use Policy, Altering Records, Assisting others in such misconduct

### Restorative Approach

Restorative Practices encompass an approach based upon fostering relationships, strengthening understanding, repairing harm, and building strong communities. This is accomplished by identifying and addressing the needs and harms that occur when there is conflict in the school community by cultivating empathy and modeling conflict resolution skills. The purpose is to create meaningful relationships, which are central to building thriving communities. RP's goal is to shift the focus to repairing harm and restoring the relationship, instead of the rule that was broken.

The principles of Restorative Practices are:

- ◆ Voluntary participation
- ◆ Respect for all involved
- ◆ Inclusion and equal voice of all involved
- ◆ A focus on harms, needs, and causes
- ◆ Consensus-based decision making to repair harm and prevent future harm
- ◆ Expanding the capacity of the community to create a just, fair, and meaningful response

## DISCIPLINARY OPTIONS

Disciplinary action, when necessary, will be firm, fair and consistent. As a general rule, discipline will be progressive. That is, a student's first offense will usually merit a lesser penalty than subsequent violations.

The Code of Conduct contains levels of discipline ranging from oral warning to permanent suspension from school. Regardless of the penalty imposed, school personnel authorized to impose a disciplinary procedure must inform the student of the alleged misconduct. Students subject to more severe penalties have additional rights spelled out in the Code of Conduct.

These options will be applied according to frequency and severity by staff designated in the detailed code.

- Oral warning
- Written warning
- Written notification to parent
- Detention
- Restorative Practices
- Suspension from transportation
- Suspension from athletic participation
- Suspension from social or extracurricular activities
- Suspension of other privileges
- Removal from classroom by teacher
- In-school suspension
- Short-term (five days or less) suspension from school
- Long-term (more than five days) suspension from school
- Restitution of damaged or stolen goods or property
- Legal action through Family Court and/or law enforcement agencies
- Procedural safeguards required by law for students with disabilities are outlined in detail in the Code.

### Reporting Violations

All students are expected to report violations of the Code of Conduct to those in authority. District staff not authorized to impose disciplinary actions are expected to report violations to their supervisor. Any weapon, alcohol, or other illegal substance will be confiscated immediately. Code violations that constitute a crime may be reported to the appropriate law enforcement agency.

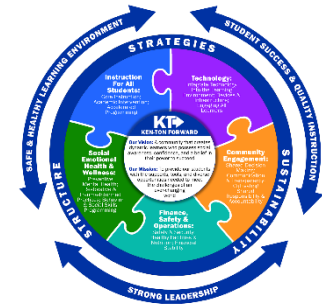
# KENMORE-TOWN OF TONAWANDA UNION FREE SCHOOL DISTRICT



2022-2023

Code of Conduct

Caregiver Pamphlet



July 2022

# School Conduct and Discipline Code

The Board of Education (“Board”) is committed to providing a safe and orderly school environment where students may receive, and district personnel may deliver, quality educational services without disruption or interference. Responsible behavior by students, teachers, other district personnel, parents and other visitors is essential to achieving this goal.

The District has a long-standing set of expectations for conduct on school property and at school functions. These expectations are based on the principles of civility, mutual respect, citizenship, character, tolerance, honesty and integrity.

The Board recognizes the need to clearly define these expectations for acceptable conduct on school property, to identify the possible consequences of unacceptable conduct, and to ensure that discipline, when necessary, is administered promptly and fairly.

To this end, the Board has adopted a code of conduct. The complete text is available in every school building and on the District’s website for review by students, parents, and community members.

## Dignity for All Students Act

Each school building has a designated Dignity Act Coordinator whose responsibility will be to coordinate and enforce the Commissioner of Education’s regulations set forth as a result of the Dignity for All Students Act. In order to implement this program selected school personnel will assist the administration in developing and implementing specific prevention activities, including early identification of bullying and other strategies. In addition, the program will include reporting, investigating, remedying and tracking allegations of bullying.

The School Conduct and Discipline Code will be distributed and interpreted to all staff and reviewed with all students each year as school reopens. Students will receive an abbreviated pamphlet that summarizes the code of conduct and highlights the dress code, student rights and responsibilities, prohibited conduct, and disciplinary options. Below are major topics covered in the district’s code of conduct that can be found on our website at <https://www.ktufsd.org/Page/56> Please discuss the code of conduct with your children.

Other areas addressed in the code are:

- ◆ Dress Code
- ◆ Alternative Instruction/Programs
- ◆ Bus Rules
- ◆ Corporal Punishment
- ◆ Student Searches and Interrogation
- ◆ Maintenance of Public Order on School
- ◆ Property
- ◆ In-Service of Staff/Dissemination to Parents and Students
- ◆ Provision for Annual Review
- ◆ Zero Tolerance Policy

Feel free to call any administrator for an interpretation. A representative group of board, staff, parents, and students developed this code of conduct.

Our goal as a district is to work with families to mutually provide a safe and orderly school environment with maximum opportunities for learning.

Thank you for your help!

## Student Bill of Rights and Responsibilities

### It is the student's right:

- ◆ To attend school in the district in which one's parent or legal guardian resides.
- ◆ To expect that school will be a safe, orderly and purposeful place for all students to gain an education and to be treated fairly.
- ◆ To be respected as an individual.
- ◆ To express one's opinions verbally or in writing.
- ◆ To dress in such a way as to express one's personality
- ◆ To be afforded equal and appropriate educational opportunities.
- ◆ To take part in all school activities, including extracurricular events, on an equal basis regardless of race, color creed, religion, religious practice, sex, sexual orientation, gender/gender identity, national origin, ethnic group, political affiliation, age, marital status, or disability.
- ◆ To have access to relevant and objective information concerning drug and alcohol abuse, as well as access to individuals or agencies capable of providing direct assistance to students with serious personal problems.
- ◆ To be protected from intimidation, harassment, or discrimination based on actual or perceived race, color, weight, national origin, ethnic group, religion, or religious practice, sex, gender/gender identity, sexual orientation, or disability, by employees or students on school property or at a school sponsored event, function or activity.

### It is the student's responsibility:

- ➡ To attend school daily, regularly and on time, perform assignments, and strive to do the highest quality work possible and be granted the opportunity to receive a good education.
- ➡ To be aware of all rules and expectations regulating student's behavior and conduct oneself in accordance with these guidelines.
- ➡ To respect one another and to treat others in the manner that one would want to be treated.
- ➡ To express opinions and ideas in a respectful manner so as not to offend, slander, or restrict, the rights and privileges of others.
- ➡ To dress appropriately in accordance with the dress Code, so as not to endanger physical health, safety, limit participation in school activities or be unduly distracting.
- ➡ To be aware of available educational programs in order to use and develop one's capabilities to their maximum.
- ➡ To work to the best of one's ability in all academic and extracurricular activities, as well as being fair and supportive of others.
- ➡ To be aware of the information and services available and to seek assistance in dealing with personal problems, when appropriate.
- ➡ To respect one another and treat others fairly in accordance with the District Code of Conduct and the provisions of the Dignity Act. To conduct themselves in a manner that fosters an environment that is free from intimidation, harassment, or discrimination. To report and encourage others, to report any incidents of intimidation, harassment or discrimination.