

What are the Periods of Suspension?

For the safety of students and school personnel, some actions call for a minimum period of suspension regardless of the circumstances. The student and parent will both be notified of the disciplinary action and given opportunity for an informal conference for short-term suspensions or a hearing for long-term suspensions. *A student with a disability may be suspended only in accordance with the requirements of state and federal law.*

Weapon or Firearm

Those in possession of a firearm or a knife with a blade excess of 2.5 inches will be subject to suspension for at least one calendar year. The student will have an opportunity for a hearing pursuant to Education Law §3214.

Violent Acts

Any student, other than a student with a disability, who is found to have committed a violent act, other than bringing a firearm on school property, is subject to suspension for school for at least two days.

Disruption of education

Any student who repeatedly is disruptive of the educational process or substantially interferes with the teacher's authority over the classroom will be suspended from school at least five days.

Tobacco products, alcohol or other drugs on school grounds or school events

Any student who is in possession of, selling, distributing or sharing alcohol, an illegal drug including prescription or over the counter medications, mood altering substances, look alike drugs or alcohol, drug paraphernalia including electronic cigarettes (vapes) when a substance other than nicotine is present or is under the influence of a drug or alcohol will be subject to a long-term suspension from school. Students will have the opportunity for a hearing pursuant to Education Law §3214. Students found guilty as a result of their hearing will be suspended from school typically for five to twenty weeks for a first offense. Second and subsequent offenses will result in long-term suspension from school for a minimum of twenty school weeks.

Students in possession of tobacco products or use tobacco on school grounds or school events will be suspended for up to 5 school days. Subsequent offenses will be referred to the Superintendent of Schools for possible long term suspension from school.

The Superintendent has the authority to modify suspensions on a case-to-case basis.

What are Student Rights and Responsibilities?

Students are expected to read and understand the Code of Conduct and to take responsibility for their behavior. The district is committed to safeguarding the rights given to all students under state and federal law. In addition, to promote a safe, supportive, orderly and civil school environment, all district students have the right and responsibility to:

- Attend school and take part in all district activities on an equal basis regardless of race, color, creed, national origin, religion, gender or sexual orientation or disability.
- Present their version of events to school personnel authorized to impose a disciplinary penalty in connection with the imposition of the penalty
- Access school rules and, when necessary, receive an explanation of those rules from school personnel
- Respect one another and treat others fairly in accordance to the District Code of Conduct and the provisions of the Dignity Act. To conduct themselves in a matter 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 intimidation.

All students also have the responsibility to promote a positive learning environment. Those responsibilities include: respecting other people; attending school ready to learn; work to the best of their ability; dressing appropriate for school; maintaining a healthy life-style; and knowing and working toward the district and state standards.

Essential Partners and PBIS

Parents, teachers, principals and all other employees of the school district are essential partners in providing an ideal learning environment and in helping students achieve academic success.

Spencerport employs the strategies in the PBIS (Positive Behavioral Intervention and Supports) model to implement the Code of Conduct. Each school reviews discipline data regularly and develops plans to both acknowledge and maintain appropriate behaviors while creating interventions for inappropriate behavior.

All district faculty and support staff are expected to contribute to a positive learning environment, in part by maintaining a climate of respect and dignity, which strengthens students' self-concept and promotes the confidence to learn. Teachers are responsible for communicating regularly with students and parents.

Educating our community's children is a partnership that requires the full participation of students, parents, teachers, support staff, the superintendent and the board of education. This partnership creates a foundation for a rich student learning environment.

Visitors to the Schools

The board encourages parents and other community members to visit the district's schools. However, since schools are a place of work and learning, there are certain limits. The school principal or designee is responsible for all people in the building and on the grounds. For these reasons, the following rules apply to visitors:

- All visitors must present photo ID when signing in at the greeter's desk and will receive a visitor's name badge, which must be worn at all times when in the school.
- Visitors attending school events open to the public after the end of the school day are not required to register.
- Parents and others who wish to observe a classroom while school is in session must make advanced arrangements with the school principal and classroom teacher
- Any unauthorized person on school property will be reported to the principal and will be asked to leave. The police may be called if the situation warrants.
- All visitors are expected to abide by the district's Code of Conduct for public conduct on school property. No person, either alone or with others, shall:
 - Possess, consume, buy, sell, distribute, manufacture or exchange electronic cigarettes or vapes, alcoholic beverages, illegal substances or drug paraphernalia, or be under the influence of any aforementioned items.
 - Possess, smoke or use or distribute cigarettes, cigars, pipes, smokeless tobacco, or any product containing nicotine or tobacco.
 - Disrupt the orderly conduct of classes, school programs or other school activities.
 - Refuse to comply with any reasonable directive of identifiable school officials performing their duties.

For more information about Spencerport's Code of Conduct, please talk to a teacher or principal. You are encouraged to review the full **Code of Conduct**, which is available in the office of your school. It is also available on the district website at www.spencerportschools.org under 'Students'.

Spencerport Central School District

Code of Conduct (Abridged)

2020-2021



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Code of Conduct: Why Do We Need One?

Students learn best in an environment that is safe and orderly, without disruption or interference. Spencerport Central School District's Code of Conduct promotes this ideal learning environment, which is based on the principles of civility, mutual respect, dignity, citizenship, character, tolerance, honesty and integrity. The intent of the Code of Conduct is to promote positive behavior, which will lead to the greatest success for all learners in the school community. To achieve this goal, all members of the community are expected to learn and exhibit the following characteristics:

Responsible Behavior

Contributing to a safe and orderly environment
Contributing to a productive learning environment

Mutual Respect

Respecting themselves and others
Respecting differences in others

Personal Dignity

Maintaining a healthy lifestyle
Putting forth best efforts in whatever one attempts

Personal Excellence

Communicating needs that relate to learning
Valuing lifelong learning

The Code of Conduct is implemented at all school events, on or off school property including on the school bus.

What is the Dress Code?

All persons are expected to give proper attention to personal cleanliness and to dress appropriately for school and school events. Students and their parents have the primary responsibility for acceptable student dress and appearance. Teachers and all other district personnel will exemplify and reinforce acceptable student dress.

Dress, grooming and appearance shall:

- Be safe, appropriate and not interfere with the education process (e.g. no hoods covering the head)
- Not reveal or expose skin between the upper chest and mid-thigh or expose undergarments.
- Include footwear at all times
- Not include items that are vulgar, obscene and/or offensive
- Not promote and/or endorse the use of alcohol, tobacco or illegal drugs or encourage other illegal or violent activities
- Not include jewelry in physical education classes and athletic programs, or in technology or science labs for safety reasons.
- Not include open-toed shoes on playgrounds

What are our expectations for Student Conduct?

All students are expected to conduct themselves in an appropriate and civil manner, with proper regard for the rights and welfare of other students, district personnel and other members of the school community, and for the care of school property in accordance to the Spencerport Central School's Code of Conduct.

The best discipline is self-imposed, and students must learn to accept responsibility for their own behavior, as well as the consequences of their misbehavior. District personnel are expected to pursue disciplinary action only when necessary and to place emphasis on the students' ability to grow in self-discipline.

Students may be subject to disciplinary action when they:

- Engage in bullying (hostile activities) which could include the use of electronic media that harms or induces fear through the threat of further aggression and/or creates terror.
- "Discriminate" or "harass" mean an act against any student on school property or at a school events that creates a hostile environment by conduct with or without physical contact and/or verbal threats, intimidation or abuse, of such severe nature that:
 - has or would have the effect of unreasonably and substantially interfering with a student's educational performance opportunities or benefits, or mental, emotional and/or physical well being
 - reasonably causes or would reasonably be expected to cause a student to fear for his or her physical safety
 - Such conduct shall include, but not be limited to, threats, intimidation, or abuse based on a person's actual or perceived race, color weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender (identity and expression) or sex.
- Engage in conduct that is disorderly, such as running in the hallways, using profane language and misusing computers
- Engage in insubordinate conduct, such as failing to comply with the reasonable direction of school personnel
- Engage in violent conduct or threaten to commit an act of violence
- Engages in off-campus conduct that interferes with, or can reasonably be expected to substantially disrupt, the educational process in the school, on school property or at a school event. Examples of such conduct include, but are not limited to:
 - cyber-bullying (i.e., inflicting willful and repeated harm through the use of electronic text
 - threatening or harassing students or school personnel over the phone or other electronic medium
- Possess or threaten to use a weapon or display what appears to be a weapon
- Intentionally damage the property of another person or the school
- Conduct endangering the health, welfare, safety and/or morals to self or others, such as:
 - Selling, possessing or distributing obscene material
 - Using vulgar or abusive language, bullying, or harassment
 - Possessing, using, smoking or distributing electronic cigarettes and materials for use in e-cigarettes and tobacco products.

- Possessing, soliciting, consuming, buying, selling, distributing or exchanging electronic cigarettes or vapes, materials for use in electronic cigarettes or vapes, alcoholic beverages, illegal substances or drug paraphernalia, or being under the influence of any of the aforementioned items. "Illegal substances" include, but are not limited to, inhalants, marijuana, synthetic cannabinoids, cocaine, LSD, PCP, amphetamines, heroin, steroids, look-alike drugs, mood altering substances, bath salts, incense, herbal mixtures and any substances commonly referred to as "designer drugs."
- Inappropriate physical contact or display of affection
- Initiating a report warning of fire or other catastrophe without valid cause, falsely reporting a bomb threat or discharge of a fire extinguisher
- Assisting others in prohibited conduct
- Opening/propping a locked door to allow others to enter
- "Internet bullying" (also referred to as "cyber-bullying") including the use of instant messaging, email, websites, chat rooms, text messaging, or by any other electronic means when such use interferes with the operation of the school; or infringes upon the general health, safety and welfare of students or employees.
- Electronic recording (audio or images) and individual or group without permission that causes harm directly or indirectly.
- Engaging in Disruptive Behavior, such as:
 - Unauthorized use of skateboards or roller blades on school property or school event.
 - Driving to school and parking on school grounds without permission
 - Engaging in any form or academic misconduct
 - Bringing a lighter or matches to school
 - Bringing loaded or blank cartridges or ammunition onto school property
 - Unauthorized use of electronic communication devices, i.e. cell phones, texting, pictures, calls during the instruction day or on the bus including sending sexually explicit messages or photos or any violation of the Acceptable Use Guidelines.

Disciplinary Action

Discipline is most effective when it deals directly with the problem at the time and place it occurs. Disciplinary action will be firm, fair and consistent. Penalties are based on the following:

- The student's age
- The nature of the offense and the circumstances that led to the offense
- The student's prior disciplinary record
- The effectiveness of other forms of discipline
- Information from parents, teachers and/or others, as appropriate
- Other extenuating circumstances

Discipline will generally be progressive. A student's first violation will usually merit a lighter penalty than subsequent violations.

If the conduct of a student is related to a disability, the student shall be referred to the Committee of Special Education. ***Discipline, if warranted, shall be administered consistent with the separate requirements of this Code of Conduct for disciplining students with a disability or presumed to have a disability.***