

Village Elementary School

Student Code of Conduct

The Holmdel Township Board of Education and Village Elementary School strive to ensure that the physical and mental health, safety and welfare of pupils in its schools will be protected, and an orderly environment conducive to learning, be maintained. Pupils shall conduct themselves in keeping with their level of maturity and act with due regard for the educational purposes underlying all school activities, for school property, and for the rights and welfare of other pupils. Any disruption to the educational environment necessitates that pupils will be subject to the consequences of their misbehavior in accordance with the established code of conduct.

The goal of our *Code of Conduct* is not to punish, but to reflect the ethics and values of the Holmdel community. To address and respond to the ongoing collection of data on school violence, vandalism, harassment, intimidation, and bullying, and attendance, the code will be reviewed annually by the educational community through a meeting of students, parents, teachers and administrators and will be disseminated annually to students, parents, and staff via electronic and other media.

Parents and guardians shall be expected to guide and direct their children toward standards of good conduct in the total school environment, as well as to cooperate with school officials in preventative and corrective disciplinary measures for their children.

(Please Note: for students with special needs, please refer to the disciplinary section of the PRISE manual.)

Beliefs

This *Code of Conduct* is designed to promote a healthy and safe school environment that encourages the academic, social, and emotional development of all students. A disciplined environment is essential to achieving these ends. This *Code of Conduct* is intended to enable the development of self-discipline in all students. Both positive and negative consequences of behavior are recognized as necessary to encourage appropriate behavior and discourage inappropriate behaviors that would interfere with the goals and missions of the schools.

Students are entitled to work in a school setting free of harassment, intimidation, bullying, and violence. As such, Village School will maintain a safe environment free of harassment, intimidation, bullying, and violence, in accordance with district policies.

Student Rights

1. Students shall have the right to participate in a school that is physically safe from internal and external threats.
2. Students shall have the right to learn in an environment free of harassment, intimidation, and bullying from peers or adults.
3. Students shall have the right to be respected by their teachers and their peers.
4. Students shall have the right to expand their experiences and opportunities through a challenging program of academic and extracurricular activities.
5. Students shall have the right to be educated in an environment that recognizes and supports their cognitive learning styles.
6. Students shall have the right to express their opinions in a responsible manner and to take part in their education as appropriate for their age and maturity.
7. Students shall have the right to know the rules and expectations for their behavior.

Student Responsibilities

1. Students shall be responsible for respecting school property, ensuring that safe conditions continue in the schools.
2. Students shall be responsible for their behavior and shall refrain from harassing, intimidating, or bullying others.
3. Students shall be responsible for demonstrating respect for themselves through their personal hygiene, dress, and behavior.
4. Students shall be responsible for demonstrating respect for others through their use of appropriate language, avoiding profanity; racial and ethnic slurs; or any otherwise denigration of others through other verbal and nonverbal language or communication.
5. Students shall be responsible for working to their potential in and outside of the classroom.
6. Students shall be responsible to accept the challenges of their classroom work and give their best efforts to complete assignments in a timely and meaningful manner.
7. Students shall have the responsibility to speak up for themselves and be their own advocate in the classroom.
8. Students shall have the responsibility to offer their opinions and participate in their education.

Disciplinary Actions

Disciplinary actions shall be viewed as progressive to meet the severity and nature of any offense and to be appropriate for the age and maturity of the student involved. The foremost element of all discipline shall be to create a positive learning experience for the students, to highlight a sense of responsibility for one's actions and to prevent future behaviors that may escalate in severity.

Disciplinary actions shall include but not be limited to:

- Informal reprimand
- Formal reprimand
- Behavioral Contract
- Time out
- Loss of privileges
- Recess Detention
- In-school suspension/Out of school suspension; duration will be commensurate with the age of the student and the severity of the offense
- Expulsion from school

Parental notification will accompany disciplinary actions to foster a strong partnership between the home and school and demonstrate the significance of the effort to modify student behavior through the mutual efforts of the parent, teacher, administrator and other school personnel. Parents shall have the right to appeal disciplinary actions to the next level of administration, up to and including the Board of Education.

Students who experience chronic behavior issues and/or repeated suspensions may be referred to the I&RS team for behavioral interventions:

In the event of suspension from school Village School will provide such alternative educational experiences as can be provided while maintaining the safety and integrity of the educational program for all students. These may include but are not limited to placement in an alternative school setting; or the assignment of a homebound instructor to continue work outside the school setting. Services will be provided to any student suspended from school within five (5) school days of the suspension in accordance with NJAC 6A:16-7.2.

Suspension from school will include suspension of privileges for participation in all school activities during the period of the suspension in accordance with district policies.

Attendance

Students are expected to be in school on a regular basis in accordance with NJSA 18A:38-25 through 31 as well as NJAC 6A:16-7.8. Excessive absence from school or habitual tardiness may lead to disciplinary actions and/or referral to proper authorities.

Due Process

Students will be afforded due process as outlined in district policies and state statutes to present witnesses to incidents or to have their perspective and point of view heard prior to implementation of consequences as outlined in the *Code of Conduct*.

Students with Disabilities

Students with disabilities will be subject to the conditions of the Student Code of Conduct. Modifications of the Code shall be made in accordance with the IEP and in the best interest of the student as well as the safety of the school community. Suspensions of students with disabilities shall be in accordance with NJAC 6A:14-2.8. Services will be provided to any student suspended from school within 5 school days of the suspension in accordance with NJAC 6A:16-7.2.

Social Services

Monmouth County's System of Care is made up of resources and agencies that offer a variety of support services depending on the needs of the child.

Monmouth County Department of Human Services	(732) 308-3770
PerformCare	(877) 652-7624
Psychiatric Emergency Screening Services (PESS)	(732) 886-4474
Monmouth Medical Center : Psychiatric Hotline	(732) 222-3030
Children's Mobile Response & Stabilization	(732) 842-2000 1-877-652-7624 (Hotline)
New Jersey Family Care	1 (800) 701-0710
CPC Behavioral Healthcare Helen Herrmann Counseling Center	(732) 842-2000
Division of Child Protection and Permanency	(732) 255-8015
Mercy Center	(732)774-9397
For other mental health/social service resources please contact: Village School Social Worker/Guidance Services	(732) 946-1820

CODE OF CONDUCT

EXPECTATIONS AND CONSEQUENCES

All pupils are bound by the policies and regulations of the Board of Education, the administrative regulations of this school district, and New Jersey law. In addition, pupils shall demonstrate respect for district and community property, teachers, administrators, staff members, and all students. The following general types of offenses or infractions of the district's standards of student conduct and responsible behavior may be subject to discipline. Disciplinary measures are taken for the purpose of correcting student behavior and deterring the continuation of inappropriate conduct. The list below contains examples of offenses; however, school officials reserve the right to sanction pupil behaviors in accordance with the provisions of 18A:37-1, 18A:37-2, and all district policies and regulations.

A Note on Harassment, Intimidation, and Bullying:

Holmdel Public Schools policy and regulation [5512](#) prohibits all forms of harassment, intimidation, and bullying. As such, we are committed to providing a caring, friendly, and safe environment for all of our students so each child may learn in a safe and relaxed atmosphere. Bullying of any kind is unacceptable. If bullying does occur, it shall be dealt with promptly and in accordance with policy and law. Anyone who knows of any bullying is expected to report this to a school official immediately. Depending on the situation, consequences for harassment, intimidation, and bullying will be in accordance with district policy and regulation as judged by the school administration, the school anti-bullying specialist, the district anti-bullying specialist, and/or the superintendent.

Policy and Regulation [5512](#) may be found online at www.holmdelschools.org.

LEVEL I BEHAVIORS

Elementary School students shall not:

- Interfere with the education of another student, the orderly operation of the school or a school function
- Exhibit disruptive behavior
- Speak in a way that teases, hurts or harasses others
- Fail to follow all classroom rules
- Use electronic games or communication devices during the school day.
- Disobey adult directions
- Be late or absent from school without a written excuse from parent/guardian
- Dress in a manner that jeopardizes the health or safety of themselves or others
- Dress in a manner that interferes with the educational process or causes disorder
- Use inappropriate language
- Throw objects or snowballs jeopardizing safety of people/damaging property on the school grounds or at the bus stop
- Have in their possession any medication without consent of the school nurse (prescription or non-prescription)

CONSEQUENCES OF LEVEL I misbehavior

One or more of the following:

- Teacher warning or reprimand
- Teacher conference
- Detention
- Parent notification
- Parent conference
- Administrative warning or reprimand
- Study Hall (if applicable)
- 1 day detention

LEVEL II BEHAVIORS

Elementary School students shall not:

- Fail to follow the *Computer Acceptable Use Policy*
- Act in a disrespectful or defiant manner toward any school personnel
- Lie, cheat, destroy the work of others or commit forgery
- Be outside of the classroom without permission
- Physically fight or assault a student
- Bully or harass another student in person or online, or through electronic device
- Use of cellphones in school or on school grounds during school hours without authorization; cell phones must be concealed and turned off during the school day. The school shall not be responsible for lost or missing electronic devices
- Commit minor theft of school or personal property
- Cause minor vandalism to school property or personal property, including computer systems (restitution included with any consequence)
- Carry or handle a dangerous object
- Act in a way that endangers the safety of themselves or others
- Use profanity, abusive language, racial, ethnic, religious, or sexually derogatory or explicit terms, or obscene gestures, and inappropriate words such as “bomb”, “kill”, “gun”, “shoot.”
- Use school facilities or property without permission
- Violate *Level I* behaviors or other stated rules while attending a class trip or school program
- Violate the *Level I* behaviors while being supervised by a substitute teacher

CONSEQUENCES of LEVEL II misbehavior or continued LEVEL I misbehaviors

Parent notification and one or more of the following actions shall be taken for misbehavior of LEVEL II:

- Assignment of any Level I consequence
- 2-3 day detention
- Loss of classroom based non curricular privileges (i.e. birthday celebration, field day)
- School suspension
- Administrative conference

LEVEL III BEHAVIORS

Elementary School students shall not:

- Violate password protection of a computer system, download software to cause damage to a system or cause a security breach, or modify a system file
- Threaten or strike a staff member
- Endanger the safety of others with a bomb threat, make threatening or illegal telephone calls, make unauthorized use of fire alarm equipment, or make terrorist threats
- Cause significant vandalism to school or personal property (restitution shall be included with any consequence)
- Possess or use any weapon, object that looks like a weapon, or object that can be used as a weapon (such as scissors, nail clippers, pocket knife, knife) on school grounds, the bus, or at school functions
- Perform or attempt to perform arson
- Commit major theft of school or personal property (restitution shall be included with any consequence)
- Commit aggravated assault, which causes injury to another person

CONSEQUENCES of LEVEL III misbehaviors or continued LEVEL II misbehaviors

Parent notification and one or more of the following actions shall be taken for misbehavior of LEVEL III:

- Assignment of any Level I or II consequence
- Expulsion hearing
- Referral to law enforcement authorities

EXPECTED BUS BEHAVIOR

1. Sit in your assigned seat with seatbelt fastened
2. Be a bucket filler (Kind words and actions towards others).

Specifically:

- Speak quietly at all times
- Use only appropriate language
- Do not speak in a way that teases, hurts or harasses others
- Keep the bus clean
- Do not eat or drink on the bus without the permission of the driver
- Do not use recording/photograph features of others cell phones
- Show respect to bus driver
- Follow the bus driver's directions as soon as they are issued

CONSEQUENCES of bus misbehavior

Parental notification and one or more of the following:

- First offense - Ticket #1, Warning, Potential Level 1-3 consequence
- Second offense - Ticket #2, Warning, Potential Level 1-3 consequence
- Third offense - Ticket #3, Potential Level 1-3 consequence, 3 Day Bus Suspension

Positive Reinforcement

Students should expect positive reinforcement of their efforts and behaviors to promote positive academic and social outcomes. These may include but not be limited to tangible reward items (i.e. stickers, "prize box" items, non-tangible rewards (i.e. lunch with the teacher, special classroom privileges, verbal praise), school or BOE recognitions, and other academic or activity awards fitting their age and level of maturity.