

# **River Edge Student Code of Conduct**

## **Mission Statement**

The River Edge School District is a partnership of students, parents, staff, and community members. We are dedicated to providing a supportive environment in which all students can reach their maximum academic potential, while developing as responsible citizens who respect individuality.

## **Purpose**

The purpose of the student code of conduct is to have a written set of guidelines for students, parents, administrators and the Board of Education which clearly outlines those student expectations, behaviors, consequences, and responsibilities which will direct and guide our students. This should help our school community fulfill our philosophy of “Take Care of Yourself, Take Care of Each Other and Take Care of this Place.”

## **Student Responsibilities**

### **As a Learner**

- Come to school on time everyday. Children may enter their classrooms at 8:25 and be ready to learn by 8:35 at Roosevelt and Cherry Hill Schools. NBC students should be ready to learn by 8:45
- Do your personal best each day
- Follow all classroom rules, which are posted in each class
- Raise your hand when wishing to speak
- Be organized and prepared for class each day
- Listen and follow directions
- Be an active participant. Complete daily class work and assignments
- Do not present or submit work that is not your own

### **All School Areas**

- Follow directions
- Keep hallways clean and quiet
- Walk on the right side of the hallway
- Cooperate in keeping our school free from vandalism
- Be respectful to all adults, peers and self
- Use appropriate/acceptable language
- Take proper care of all school materials, equipment and property
- Gum chewing is prohibited in school

## **Lunchroom**

- Remain seated at all times
- Use an indoor voice not a shouting voice
- Keep hands to yourself at all times
- Respect teachers supervising lunchroom
- Receive permission to leave table or lunchroom when necessary
- Line up in a quiet and orderly manner
- Place trash in garbage can. Do not throw garbage
- Remember to use recycle bins for plastics and paper items
- Do not share or trade food
- Keep table and floor areas clean. Clean your area
- Observe proper table manners
- Bathroom passes must be used to use lavatory during lunch

## **Recess**

- Dress should be appropriate for the weather
- Sneakers are recommended for climbing equipment
- Be respectful to supervising adults and peers
- Play safely, no rough play
- Include everyone who wants to play a game or use equipment
- Respect the school grounds by not walking on plants and flowers
- Do not enter the building without permission
- Use equipment safely and appropriately: for example, jump ropes are for jumping only
- Do not pick up or throw anything other than a ball.
- Do not throw balls at the windows or onto the roof.
- Gather equipment and line up when the bell rings or whistle blows

## **Lavatory**

- Receive permission from an adult to use lavatory
- Keep lavatory area clean and free of vandalism
- Wash your hands and practice proper hygiene
- Notify an adult if there is a problem
- Return to class as soon as possible
- Use quiet voices
- Do not invade others privacy

## **Assembly Programs**

- Enter the assembly area quietly, in an orderly fashion and remain seated
- Be respectful and attentive to the presenter at all times
- Applaud politely. Do not yell, whistle or stomp your feet
- When the assembly is concluded, stay seated and wait for further direction

## **Before and After School**

- Morning supervision begins at 8:15 for Roosevelt and Cherry Hill School and 8:15 for NBC. Students should not be on school grounds unsupervised prior to this time
- Respect and follow directions of supervising teacher and safety patrol
- Observe proper safety procedures: walking, no ball playing, no bike riding on school property, no recess-type activities, etc.
- Line up in designated area and enter school quietly when bell rings

**ALWAYS RESPECT SCHOOL GROUNDS EVEN WHEN SCHOOL IS NOT IN SESSION.  
REMEMBER...this is **YOUR** school!**

## Code of Conduct Definitions

**Tardiness** - If you are not in school on time you are tardy. You must come to school on time or have a reason for your tardiness. If you do not have a reason, your tardiness is unexcused. Roosevelt and Cherry Hill students may enter the building at 8:25 and the late bell rings at 8:35. *NBC students may enter the building at 8:35 and the late bell rings at 8:45.*

**Lunchroom Misbehavior** - Lunchroom misbehavior includes, but is not limited to, disrespecting or not listening to teachers and other students, leaving seat without permission, throwing or trading food, making or leaving a mess, yelling and other inappropriate behavior.

**Physical Confrontation** - Physical confrontation includes, but is not limited to, hitting, kicking, pushing, punching, poking, rough play, biting and fighting.

**Cell Phone Misuse** - Students may not use their cell phone during school hours. It must be turned off and in his/her backpack.

**Verbal Misconduct** - Verbal misconduct includes, but is not limited to:

Teasing: making fun of or laughing at someone

Rumors: spreading false information about someone

Gossip: talking negatively about someone behind his/her back

Name calling: using negative words to describe someone

Profanity: swear words or other inappropriate language

Exclusion: leaving someone out of games and discussions

**Academic Dishonesty** - Not completing your own work on a test or an assignment or copying the work of others.

**Violation of Technology** - See acceptable use policy.

**Disrespect to an adult** - Includes, but is not limited to, talking back, walking away while being spoken to, not following adult's directions.

**HIB** – Refer to HIP policy and procedures

**Theft or defacing property** – Taking personal or school property without permission from owner. Vandalizing personal or school property. Examples include, but not limited to, writing on walls, breaking windows, intentionally breaking school or personal equipment. If property stolen or is damaged you are expected to pay for the damage or return the stolen item.

**Sexual exposure and/or contact** – Exposing ones self to others either personally or electronically; touching, pinching or groping another person in an inappropriate manner with or without permission.

**Dress Code** - All dress should be clean and modest; and, in general, should not be distracting or offensive to others. Students should dress in a way that is in good taste and in a style appropriate for school. Clothing such as beach and/or play wear, including short skirts and short shorts, tops with spaghetti straps, tank tops, and bare midriff tops are considered inappropriate school attire. Statements and advertisements written on clothing should be appropriate for school and should not conflict with the district's educational goals. For the safety of students, proper footwear is also required. Flip-flops and high platform shoes should not be worn. Hats are not to be worn in the school building.

**Sexual Assault** – When a student touches any part of another student's body even through clothes without that persons consent.

**Weapons and explosives** - Things that should not be brought to school because they are dangerous and can cause serious harm. Items considered to be weapons include, but are not limited to: knives, guns, toy guns, swords, and sharp objects. Items considered to be explosives include, but are not limited to: lighters, matches, fireworks, stink/smoke bombs, and candles.

**Terroristic Threats** - When a person or group communicates, either verbally, electronically or written, directly or indirectly, a threat to commit any crime of violence with intent to harm another. In addition, when a threat is considered to be a physical act such as starting a fire.

**False Alarm or 911 Call** - is considered a fake emergency causing unnecessary panic. Items considered to be a false alarm are, but not limited to, pulling a fire alarm, falsely calling emergency services, and improper use of a fire extinguisher.

**Illegal substances** - are considered to be, but not limited to: illegal drugs, alcohol, inhalants, tobacco, paraphernalia, or misuse of over the counter drugs. Paraphernalia is also considered to be matches and lighters.

<b>Prohibited Conduct</b>	<b>1<sup>st</sup> Disciplinary Action</b>	<b>2<sup>nd</sup> Disciplinary Action</b>	<b>3<sup>rd</sup> Disciplinary Action</b>
Tardiness	Warning	Detention after school	Detention Contact Parent
Lunchroom Misbehavior	Conference with student	Loss of 1 recess period	Loss of recess for 1 week or lunch suspension Student calls parent
Physical Confrontation (hitting, kicking, pushing, punching, poking, rough play, biting, fighting)	Conference with student Apology Possible loss of recess/detention	Loss of recess for 1-3 days. Apology Contact Parent Possible referral to school counselor	Loss of recess for 1 week. Apology Parent Conference Referral to school counselor
Cell Phone Misuse	Warning or confiscate phone until end of school day	Confiscate phone and Contact Parent Loss of recess for 1-3 days	Confiscate phone Student calls parent Loss of recess for 1 week
Verbal Misconduct (teasing, rumors, gossip, name calling, profanity, exclusion)	Conference with student Apology Possible loss of recess/detention	Loss of recess for 1-3 days. Apology Contact Parent Possible referral to school counselor	Loss of recess for 1 week. Apology Parent Conference Referral to school counselor
Academic Dishonesty	Complete assignment appropriately during detention Contact Parent	Grade adjustment on the assignment Contact Parent Possible referral to school counselor	Parent Conference Referral to school counselor Possible suspension
Violation of Technology "Acceptable Use Policy"	Loss of technology privileges (1-3 days) Contact Parent	Loss of technology privileges for 1 week Parent Conference	Indefinite removal of technology privileges
Disrespect to adult	Warning and apology Conference with student	Loss of recess for 1-3 days. Apology Contact Parent Possible referral to school counselor	Loss of recess for 1 week. Apology Parent Conference Referral to school counselor

Harassment, Intimidation and Bullying *See HIB policy	As per HIB procedures	Apology Parent Conference Referral to school counselor Loss of recess for 1 week Possible suspension	Apology Parent Conference Out of school suspension for 1-5 days Extended suspension pending board hearing
Theft or defacing property	Apology Contact Parent Possible restitution Possible loss of recess for 1-3 days	Apology Parent Conference Restitution, if warranted Referral to school counselor Detention or loss of recess for 3-5 days Possible suspension	Apology Parent Conference Restitution, if warranted Possible police involvement Out of school suspension (1-5 days)
Sexual exposure and/or contact	Contact Parent Referral to counselor Loss of recess or detention for 1-3 days	Parent Conference Loss of recess or detention for 1 week Possible suspension	Out of school suspension (1-5 days) Contact authorities
Dress Code	The administration reserves the right to send students home and /or request parents to bring acceptable clothing to school for their child to change into.		
Sexual Assault	Immediate report to School Administrator and Central Office Parent Conference Referral to school counselor Possible referral to authorities Possible suspension Extended suspension pending board hearing See HIB policy		
Weapons Explosives	Immediate report to School Administrator and Central Office Confiscate dangerous item Parent Conference Referral to school counselor Possible police involvement Loss of detention/recess for 1 week or more Possible loss of school privileges Possible suspension Firearm automatic 1 year suspension		

<p>Terroristic Threats (hit lists, bomb scare, bodily threat against student or staff).</p>	<p>Immediate report to School Administrator and Central Office  Parent Conference  Referral to school counselor  Loss of recess for 1-5 days  Possible school suspension (1-3 days or until results of psychiatric evaluation demonstrate that student may return to school)  Extended suspension pending board hearing  Loss of school privileges  Possible police involvement</p>
<p>False Alarm or 911 Call</p>	<p>Immediate report to School Administrator and Central Office  Parent Conference  Referral to school counselor  Loss of recess for 1-5 days  Possible suspension  Possible police involvement</p>
<p>Illegal Substances (Tobacco, drugs, alcohol, inhalants, paraphernalia)</p>	<p>Confiscate illegal substance/paraphernalia  Parent Conference.  Possible police involvement  Referral to school counselor  Possible suspension</p>

- The administration reserves the right to ask that parent(s) come in to develop an individual plan at any time.
- This chart is not all-inclusive.
- The administration reserves the right to use discretion in all cases. Consequences will be age and/or developmentally appropriate.
- Behavior interventions for students with disabilities will be administered in accordance with the requirements of N.J.A.C. 6A:14.
- Any action occurring off school grounds at any time that has the potential of affecting the safety, order and discipline of the school will warrant administrative intervention and action. The penalties may be excessive if the judgment of the administration and circumstances so warrant. Additional actions could include removal or exclusion from participation in student activities.
- After a suspension a conference must take place with the parent/guardian. The building principal, counselor, and/or a member of the CST will be in attendance.