

East Greenwich Township Schools

Code of Conduct

The East Greenwich Township School District's code of conduct is aligned with our mission statement. This mission statement exemplifies our goal to provide a safe and secure learning environment. Our district uses a multi-tiered system of supports as a framework to promote a school climate that supports the instruction of students in the academic, social and behavioral skills needed for students to be successful in school and as citizens of the community.

Multi-tiered systems of support create school environments where standards for behavior are taught, problem behaviors are prevented, students and adults have positive relationships, and students understand what is expected of them as learners at school. All students are supported through a tiered model of increasingly intense interventions or enhancements that are available based upon a student's individual academic and behavioral needs. With the use of prevention and intervention strategies that support students' behavior and social-emotional needs, school staff facilitate both academic and social development of all students.

EGSD promotes the following universal expectations for all students and staff based on the following traits: kindness, respect, responsibility, acceptance, integrity, and perseverance.

In order to accomplish these goals, *all* stakeholders must work in collaboration to foster mutual respect within the school community.

- Students will grow to conduct themselves in a manner that reflects our character traits with the support of parents/guardians, administrators, teachers, and staff.
- Staff members are expected to engage students in prevention and intervention strategies that promote positive behavior and address problem behavior. Student behavioral concerns will be addressed with corrective and restorative responses, as well as logical consequences.
- Administrators will intervene when the discipline offenses are repeated, are severe in nature, and/or when interventions are not successful.
- Parents and guardians of students are responsible for understanding the district's behavior expectations and supporting the child's adherence to the code of conduct.

Where and When the Student Code of Conduct Applies

The code of conduct applies to students at all times during the school day, while on school property (including during before and after school programs), while traveling to and from school, at any school-related event, at bus stops, on any vehicle funded by the East Greenwich Township Public Schools, or at any time or place which may affect an educational function, including when accessing the district's electronic network services or on remote instruction.

Progressive Levels of Corrective Response

Corrective responses provide a profound emphasis on what we want students to do and learn. Corrective responses include a focus on instruction in appropriate behavior, culturally responsive support strategies and social emotional learning opportunities through our character education curriculum and positive behavior supports. The goals of assigning corrective responses and consequences are to maintain a safe environment, maximize all students' learning, and improve students' behavior and problem solving skills. Appropriate interventions and consequences for students place an emphasis on correcting student behavior through classroom and school-based resources at the lowest possible level of intrusion and exclusion. All interventions should balance needs of the student, needs of those affected by the behavior and the needs of the overall school community. When teachers and/or administrators consider corrective responses, restorative practices, or instructive consequences, the following factors should be considered:

- Student's age, developmental level, and grade,
- Student's prior behavior patterns and responses to interventions
- Student's intent and the severity of harm caused

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Response to Code of Conduct Infractions

<p>(Level 1) Classroom-Level Behaviors Not following expected behaviors under teacher supervision. (ie. disruptive behavior, not following directions or off-task behavior, leaving classroom/assigned area, violation of the Acceptable Use Policy (BOE Policy 2361), use of unauthorized electronic device, inappropriate/unkind/disrespectful language or gestures, insubordination/noncompliance, not having a safe body including pushing, shoving, hitting and/or kicking).</p>	<p style="text-align: center;">Teacher Actions</p> <ul style="list-style-type: none"> *parent phone call *conference with student *log incident into Realtime *Clark Reset & Repair/Mickle Mindfulness *apology restitution *positive reinforcement/praise *teach/ reteach student expectations *behavioral contract *connect and reflect assignment *privilege loss *in-class time out *detention *warning **items in bold must be conducted every time**
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If the student has three incident reports for the same behavior in with the same staff member and the staff member has attempted three interventions, the staff member will complete an office referral

<p>(Level 2 Behaviors) Administrative Referral</p> <ul style="list-style-type: none"> *disruptive behavior *leaving classroom/ assigned area *Refusal to return to classroom/assigned area *Unsafe body including pushing, shoving, hitting, and/or kicking *inappropriate/unkind/disrespectful language/gesture *Knowingly making false accusations *Insubordination/non-compliance *Violation of Acceptable Use Policy(BOE Policy 2361) *Violation of Bicycle/Scooter Safety Rules *Theft (Under \$10) *Violation of dress code policy (BOE Policy 5511) *Use of unauthorized electronic device on bus, in and after school, or at school events (BOE Policy 2363) *Unauthorized recording or photography of students or staff (BOE Policy 5516) *Failure to serve detention 	<p>Administrator Actions</p> <ul style="list-style-type: none"> *parent contact *conference with student *apology restitution *behavioral contract *check in/check out *connect and reflect assignment *daily/weekly report *corrective restitution *plan review meeting *referral to I&RS, health service, counselor, CST *conference with parent/guardian *after school detention *before school detention *recess detention (not to exceed 20 minutes) *privilege loss *lunch detention *financial restitution (theft) 	<p>Level Three Behaviors</p> <ul style="list-style-type: none"> *leaving building/ school grounds *Instigation/incitement to fight *physical altercation (close fist fight) *inappropriate language or gestures directed at others *damage or vandalism to school property/technology *Theft (over \$10) *harassment, intimidation, bullying (BOE Policy 5512) *possession of a toy weapon *possession of an authentic weapon *possession or distribution of illegal substances *violating the rights of others (hazing, hate speech, slurs) *Tampering alarms or making false emergency calls *making threats *sexual harassment (BOE Policy 5751) *Physical aggression towards staff member 	<p>Administrator Actions</p> <ul style="list-style-type: none"> *behavioral contract *connect and reflect assignment *corrective restitution *plan review meeting *referral to I&RS, health services, counselor, CST *threat assessment (threat) *financial restitution (theft) *after school detention(s) *before school detention(s) *conference with parent/guardian *loss of privileges *recess detention(s)-not to exceed 2 per week *lunch detention(s) *suspension *expulsion
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Academic Integrity

The East Greenwich Township School District students are expected to observe the highest standards of integrity when meeting the requirements of his or her academic curriculum. Pupils are expected to be honest in all of their academic work. This means they will not engage in the following acts:

- cheating on examinations and assignments.
- plagiarism on any academic work
- Falsifying, altering or tampering with official passes, notes, grades, or signatures.

Violation of BOE policy 5701 will result in a parent phone call and a student conference. In the event of plagiarism or cheating, the student will receive a zero on that assignment. If warranted, the teacher shall file a written complaint against the pupil with the Principal, requesting a more stringent form of discipline. The complaint must describe in detail the academic dishonesty that is alleged to have taken place, and must request that the matter be reviewed by the Principal.

Harassment, Intimidation, and Bullying

Definition of harassment, intimidation or bullying:

- Any gesture, any written, verbal or physical act or any electronic communication, whether it be a single incident or a series of incidents that:
 - Is reasonably perceived as being motivated by an actual or perceived characteristic (race, gender, sexual orientation, gender identity, disability or any other distinguishing characteristic).
 - Takes place on school property, at any school-sponsored function, on a school bus, or off school grounds.
 - Substantially disrupts or interferes with the orderly operations of the school or the rights of other students.
 - The person is aware the act(s) will have the effect of physically or emotionally harming a student or student's property or placing the student in reasonable fear of physical or emotional harm.
 - Has the effect of insulting or demeaning any student or student group.
 - Creates a hostile educational environment for the student.

Bullying is unwanted, aggressive behavior that may involve a real or perceived power imbalance. Recognizing “a real or perceived power imbalance” may assist school officials in identifying harassment, intimidation, or bullying within the context and relative positions of the alleged aggressor and target.

- Form 338 has been provided by the state and must be used. There are two versions of the form: one that needs to be completed by LEA personnel and one that needs to be completed by families and caregivers. To initiate an investigation, only one Form 338 (LEA or Family/Caregiver) needs to be completed and submitted. Copies of the form are available in the main office, as well as the district website.
- Anyone that witnesses or becomes aware of an incident of Harassment, Intimidation, or Bullying must verbally report the incident within 24 hours to the building principal.
- Parents are encouraged to submit the written form within two days of becoming aware of an incident.
- Any Board of Education member, school employee, volunteer and contracted service provider who have contact with the student must submit a written report to the principal or designee within two days of being made aware of or witnessing the alleged acts of HIB.
- Upon receipt of the HIB Form 338, the principal or designee must immediately initiate a HIB investigation.

For any additional information regarding the District's HIB policy, please reference BOE Policy 5512 on the East Greenwich Township District Website.

Threats to Self or Others

A threat is an expression of intent to harm oneself or others. Threats may be spoken, written, or expressed in some other way, such as through gestures. Threats may be direct (“I am going to beat you up”) or indirect (“I am going to beat him up”) or implied (“You better watch out”).

Threats to others, regardless of severity and intent, will not be tolerated by the East Greenwich Township School District. If at any time a threat is made, the district will conduct a threat assessment. A threat assessment is a process of evaluating the threat and the circumstances surrounding it in order to uncover any evidence that indicates the threat is likely to be carried out. The threat assessment and intervention process is designed to prevent violence by helping the individual to resolve the problem, thereby removing the impetus for violence. Safety precautions and legal actions are taken as part of this process when judged to be necessary to prevent imminent acts of violence.

Any employee that is made aware of a threat to self or others is mandated to report it immediately to the building principal.

Suspensions/Expulsions

The Board of Education recognizes that even the temporary exclusion of a student from the educational program of this district is a severe sanction and one that cannot be imposed without due process.

Any student who is guilty of continued and willful disobedience, or of open defiance of the authority of any teacher or person having authority over him or her, or of the habitual use of profanity or of obscene language or actions, or who shall cut, deface or otherwise injure any school property shall be liable to punishment and to suspension and expulsion from school. Conduct which shall constitute good cause for suspension or expulsion of a student guilty of such conduct shall include, but not be limited to, the conduct as defined in N.J.S.A 18A:37-2 and the school district's student discipline/code of conduct policy and regulation in accordance with the N.J.A.C. 6A:16-7.1 et seq.