

WALTON CENTRAL SCHOOL DISTRICT
WALTON, NEW YORK

CODE OF CONDUCT
Plain Language Version

STUDENT DRESS CODE

A student's dress, grooming and appearance, including hair style and color, jewelry, makeup and nails, shall:

1. Be clean, safe, appropriate and not disrupt or interfere with the educational process.
2. Recognize that extremely brief garments such as tube tops, net tops, halter tops, spaghetti straps, plunging necklines (front and/or back) and see-through garments are not appropriate.
3. Ensure that underwear is completely covered with outer clothing.
4. Include footwear at all times. Footwear that is a safety hazard will not be allowed.
5. Not include the wearing of hats and other head coverings (e.g. bandanas, "do-rags", and headbands to cover the hair) in the classroom except for a medical or religious purpose and approved by the administrator.
6. Not include items that are vulgar, obscene, libelous, or denigrate others on account of race, color, religion, creed, national origin, gender, sexual orientation or disability.
7. Not promote and/or endorse the use of alcohol, tobacco or illegal drugs and/or encourage other illegal or violent activities.
8. Not include the wearing of sunglasses in the buildings.

Students who violate the dress code shall be required to change or cover the offending item. Failure to do so may result in discipline.

PROHIBITED STUDENT CONDUCT

Students may be subject to disciplinary action, up to and including suspension from school, when they:

1. Engage in conduct that is disorderly. Examples of disorderly conduct can be found in the full version of the Code of Conduct.
2. Engage in conduct that is insubordinate. Examples of insubordinate conduct can be found in the full version of the Code of Conduct.
3. Engage in conduct that is disruptive. Examples of disruptive conduct can be found in the full version of the Code of Conduct.
4. Engage in conduct that is violent. Examples of violent conduct can be found in the full version of the Code of Conduct.
5. Engage in any conduct that endangers the safety, morals, health or welfare of others. Examples of such conduct can be found in the full version of the Code of Conduct.
6. Engage in misconduct while on the school bus.
7. Engage in any form of academic misconduct. Examples of academic misconduct can be found in the full version of the Code of Conduct.

8. Engage in conduct that is discriminatory or harassing, including off-campus or cyberbullying that substantially disrupts the educational process in school or at a school function. Examples of this misconduct can be found in the full version of the Code of Conduct.

If a student engages in prohibited student conduct which may constitute a crime, the Building Principal or designee reserves the right to notify the appropriate local law enforcement agency as soon as practical.

PENALTIES

In assessing disciplinary penalties, school personnel will consider the following:

1. The student's age
2. The nature of the offense and the circumstances which led to the offense
3. The student's prior disciplinary record
4. The effectiveness of other forms of discipline
5. Information from parents, teacher or others, as appropriate
6. Other extenuating circumstances
7. Students with disabilities, students presumed to have a disability for discipline purposes and students referred for special education while subject to disciplinary action.

As a general rule, discipline will be progressive. This means that a student's first violation will usually merit a lighter penalty than subsequent violations. Discipline penalties will be assessed in compliance with IDEA and NYS Law when the student has been identified as having a disability.

Students found to have violated the District's Code of Conduct may be subject to one or more of the following penalties:

1. Oral warning
2. Written warning/notification to parent
3. Detention (Activity/After-School)
4. Suspension from transportation
5. Suspension from athletic participation
6. Suspension from social or extracurricular activities
7. Suspension of other privileges
8. In-School suspension
9. Removal from classroom
10. Short-term suspension from school
11. Long-term suspension from school
12. Permanent suspension from school

The amount of due process a student is entitled to receive before a penalty is imposed depends on the penalty being imposed. In all cases, regardless of the penalty imposed, the school personnel authorized to impose the penalty must inform the student of the alleged misconduct and must investigate to the extent necessary, the facts surrounding the alleged misconduct. All students will have an opportunity to present their version of the facts to the

school personnel imposing the disciplinary penalty in connection with the imposition of the penalty.

MINIMUM PERIODS OF SUSPENSION

1. Students, other than a student with a disability, who bring a weapon to school will be subject to suspension from school for at least one calendar year unless otherwise determined by the Superintendent.
2. Students, other than a student with a disability, who commit violent acts other than bringing a weapon to school shall be subject to suspension from school for at least five days unless otherwise determined by the Superintendent.
3. Students, other than a student with a disability, who are repeatedly substantially disruptive of the educational process or repeatedly substantially interfere with the teacher's authority over the classroom will be suspended from school for at least five days. For purposes of the Code of Conduct, "repeatedly substantially disruptive" means engaging in conduct that results in the student being removed from the classroom pursuant to Education Law 3214(3)(a) and this Code on multiple occasions.

REFERRALS

1. Guidance shall handle all referrals of students to counseling.
2. PINS Petitions may be filed on any student under the age of 18 who demonstrates that he/she requires supervision by:
 - a. being habitually truant and not attending school as required.
 - b. engaging in an ongoing or continual course of conduct which makes the student ungovernable, or habitually disobedient and beyond the lawful control of the school
 - c. knowingly and unlawfully possesses illegal substances in violation of the Penal Law
3. The Superintendent is required to refer the following students to the County Attorney for a juvenile delinquency proceeding before the Family Court:
 - a. any student under the age of 16 who brought a weapon to school
 - b. any student 14 or 15 years old who qualifies for juvenile offender status
4. The Superintendent is required to refer students age 16 or older to the appropriate law enforcement officials.

VISITORS TO THE SCHOOL

The Building Principal or designee is responsible for all persons in the buildings and on the grounds. For these reasons, the following rules apply to all visitors to the schools:

1. Anyone not a regular staff member or student will be considered a visitor.
2. All visitors must sign the visitor's book at the front entrance. Appointments are appreciated. The greeter will contact the visitor location for acknowledgement of the visitor. The visitor will be directed to the location or remain at the greeting station for personnel to come to receive them. When the visit is finished, appropriate personnel will contact the greeter and inform the greeter to expect the visitor for sign out. Anyone visiting a secondary student must first secure permission from the Building

Principal. All visitors must be issued and must wear a visitor's identification badge. Visitors must sign out and return the badge upon leaving the premises.

3. Visitors attending school functions that are open to the public are not required to sign in.
4. Parents or persons in parental relation or citizens who wish to observe a classroom while school is in session are required to arrange such visits in advance with the classroom teacher.
5. Teachers are not expected to take class time to discuss individual matters with visitors.
6. Any unauthorized person on school property will be reported to the Principal. Unauthorized persons will be asked to leave. The police will be contacted, if necessary.
7. All visitors are expected to abide by the rules for public conduct on school property contained in the full version of the Code of Conduct. The full version of the Code of Conduct is available at any school office and on our website www.waltoncsd.org in the District Document section.

PUBLIC CONDUCT ON SCHOOL PROPERTY

All persons on school property or attending a school function shall conduct themselves in a respectful and orderly manner. In addition, all persons on school property or attending a school function are expected to be properly attired for the purpose they are on school property.

No person shall:

1. Intentionally injure any person or threaten to do so;
2. Intentionally damage or destroy school district property or the personal property of a teacher, administrator, other District employee or any person lawfully on school property;
3. Disrupt the orderly conduct of classes, school programs or other school activities;
4. Distribute or wear materials on school grounds or at school functions that are obscene, advocate illegal action, appear libelous, obstruct the rights of others, or are disruptive to the school program;
5. Intimidate, harass or discriminate against any person on the basis of race, color, creed, national origin, religion, age, gender, sexual orientation, disability, or weight;
6. Enter any portion of the school premises without authorization to remain in any building or facility after it is normally closed;
7. Obstruct the free movement of any person in any place to which this Code applies;
8. Violate the traffic laws, parking, regulations or other restrictions on vehicles;
9. Possess, consume, sell, distribute or exchange alcoholic beverages, controlled substances or be under the influence of either on school property or at a school function
10. Possess or use weapons in or on school property or at a school function;
11. Loiter on or about school property;
12. Gamble on school property or at school functions;
13. Refuse to comply with any reasonable order of identifiable school district officials performing their duties;
14. Willfully incite others to commit any of the acts prohibited by this Code.

15. Violate any federal or state statute, local ordinance or Board policy while on school property or while at a school function.
16. Possess or use tobacco products.
17. Violate any aspect of this Code.

PENALTIES

Persons who violate this Code shall be subject to the following penalties:

1. Visitors will have their authorization to remain on school property revoked, and they will be directed to leave the premises. If they refuse to leave, they will be ejected.
2. Students will be subject to disciplinary action as the facts may warrant.
3. Employees may be subject to disciplinary measures as detailed by law and as dictated by the facts.