

VALLEY STREAM UNION FREE SCHOOL DISTRICT THIRTEEN



CODE OF CONDUCT **Student Summary** **Kindergarten – Second Grade**

Introduction

Our school district's Board of Education is committed to providing a safe, supportive and orderly school environment where all students may receive a quality education without disruption. Responsible behavior by all is essential to achieve this goal.

The school district expects everyone at all times to show good character. You must be honest, tolerant, helpful, caring, kind, and respectful of everyone, even if they are different from you. Being sensitive about and respecting each other's differences is the way we create a school community that fosters dignity for all.

A list of rules has been created so that everyone can get the best education possible every day that they are in school. These are rules for students, teachers, employees, parents, visitors, or anyone at school.

You must follow these rules when you are at school and at all school functions. These rules are called The Code of Conduct.

Definitions

In order to help you understand these rules, here are some important definitions for you to review:

Bullying

Bullying is when someone is mean or hurtful, on purpose, to another person over and over again. This includes name calling, hitting, kicking, spitting, leaving someone out or trying to make someone else feel badly. Hurting someone online is known as cyber-bullying.

Discrimination

Discrimination is not treating everyone equally.

Disability

Some people have a disability. A disability may make a person look, feel, speak, act, or learn differently.

Disruptive Student

A disruptive student is someone who acts in an inappropriate way that doesn't allow teachers to teach and children to learn as best they can.

Employee

An employee is an adult who works at school – anywhere throughout the school district.

Gender

Gender means that you are either a boy or a girl.

Harassment

Harassment is when someone makes another person feel uncomfortable by their words or actions. Harassment can make a person feel scared or upset. Sometimes people are harassed because of their race, color, creed, national origin, ethnic group, religion, religious practice, weight, gender, sexual orientation, or disability.

Parent/Guardian

A parent or guardian is the adult who takes care of you at home.

School Function

A school function is a school-sponsored activity before school, during school or after school and even an activity that happens at a place you may visit with your schoolmates and family (for instance: field trips, sports events, concerts, etc.)

School Property

School property is your building, including all classrooms and special places you go in the school. School property is also the land around the school including your playground, the parking lots, and cars and buses that come and go.

Sexual Orientation

Sexual orientation has to do with who you fall in love with. Sometimes you fall in love with a girl and sometimes you fall in love with a boy.

Violent Student

A violent student hurts somebody or something on purpose. That means he or she may start fights, kick, hit, push or grab others, break or throw things, or use words to threaten kids or adults.

Weapon

A weapon is an object that can be used to hurt someone or something.

Student Rights and Responsibilities

Student Rights

The school district will make sure that you are safe and healthy in your school, and that everyone will be able to participate in all school activities. No one can be left out based on their race, color, creed, national origin, ethnic group, religion, religious practice, weight, gender, sexual orientation, or disability. The school district will allow you to tell what happened if you are accused of breaking one of the rules. If you need a reminder about the school rules, an adult at school will explain them to you.

Student Responsibilities

You must be responsible. You are responsible to:

- help keep your school safe and a place where children can learn.
- show respect to all people in your school, to their property, and to school property.
- come to school every day unless you are sick or legally excused. Remember to be on time and to be prepared to learn.
- try your best at all times, with your school work and when being a friend.
- follow directions and listen to your teachers, principals and other adults-in-charge.
- be polite at all times.
- ask for help. When you need help solving a problem or don't understand something, you should ask questions. If you feel angry or upset, you can talk to an adult at school to help you feel better.
- dress appropriately for school and for school functions.
- pay attention to your own actions, and you should tell the people in charge if someone else is doing something unsafe or dangerous.
- be respectful when using the internet or any electronic devices including cell phones, both on and off school property.

Essential Partners

- Parents or guardians
- Employees
- Teachers
- Social Workers
- Psychologists
- Principals
- Dignity Act Coordinators
- Superintendents
- Board of Education

Student Dress Code

You must attend school wearing appropriate clothes to participate in all school functions. It is important to pay attention to good hygiene habits, including bathing and brushing your teeth and hair. You must talk to your parents to make sure you understand what clothing is appropriate for school. Hats and head coverings are not allowed in the classroom except for medical or religious purposes. You need to wear shoes that are safe for walking in school and playing on the playground.

Prohibited School Conduct

It is very important that you understand that it is your responsibility to follow the rules of conduct in order to protect the rights and property of others. Remember, in order to keep our school and students safe, you must ***not be***:

➤ **Disorderly**

- Running in the hallways
- Making unreasonable noises
- Using language or gestures that hurt someone's feelings
- Entering a room without adult permission
- Going on a computer or electronic device without permission
- Acting in a way that prevents teaching and learning

➤ **Disrespectful**

- Not following directions of adults in charge
- Being late for school
- Chewing gum

➤ **Violent**

- Behaving violently towards anyone in school, children or adults
- Pushing, shoving, tripping, choking, punching, kicking, biting, pinching, scratching, hitting, spitting, slapping or fighting
- Having or using a weapon, or something that can look like or be used as a weapon
- Threatening to use a weapon
- Damaging or destroying school property or someone's personal property

➤ **Dishonest, unsafe, or unhealthy**

- Lying
- Stealing
- Discriminating
- Harassing
- Intimidating, which means threatening behavior that puts another individual in fear of bodily harm
- Cursing or swearing

- Showing the private parts of your body to others
 - Saying there is a fire or emergency when there is not one
 - Smoking
 - Assisting another student in any of the above actions
- **Misconduct while on a school bus**
- Loud noise, pushing, shoving, or fighting will not be tolerated
 - Bothering the bus driver
 - Not following the directions of adults in charge
- **Academic Misconduct**
- Copying
 - Cheating
 - Plagiarism
 - Assisting another student in any of the above actions

Remember, our school is a **No Bully Zone!** This means:

- We do *not* hurt others with our hands or feet
- We do *not* hurt people with the words that we say to them or about them in person or online
- We do *not* hurt others with body language
- We do *not* hurt others by purposely leaving them out of a game or activity

Everyone has a right to always feel safe in their school and at school functions.

Reporting Violations

In order to keep your building safe, you need to report to an adult any actions or behaviors that break the rules that we have already talked about. Remember, you need to report something that might hurt someone, including their feelings or their body. Also, you need to report if someone is damaging property. The adults in charge will review what has been reported and will follow up as necessary.

Any report of *harassment* based on a student's race, color, creed, national origin, ethnic group, religion, religious practice, weight, gender, sexual orientation, or disability will be immediately reported to the school principal or the Dignity Act Coordinator.

It is very important that if you know someone is being bullied, you make sure to tell your teacher. This way, the teacher and the school can help.

Disciplinary Penalties, Procedures, and Referrals

There will be consequences when someone is not following the rules. This will depend on:

- A student's age
- What the student did
- If the student has already broken the Code of Conduct
- Information from parents, teachers, and any other adult that might be important
- Other information

If a student continues to break the school rules, further consequences will be given.

If a child's misbehavior is related to a disability, the incident will be brought to the Committee on Special Education for review.

➤ Consequences

When students do not follow the rules, there will be consequences.

- Verbal warning
- Written warning
- Parent phone call and/or letter
- Loss of in-school privileges, such as play time or recess
- Suspension from transportation
- Suspension from social or extracurricular activities
- Suspension of other privileges
- Removal from classroom
- Short-term (five days or less) suspension from school
- Long-term (more than five days) suspension from school
- Permanent suspension from school

To make sure our schools are safe, adults at school may ask you questions about someone breaking the rules. They will tell you why you are being questioned.

➤ Due Process Procedures

The Code of Conduct has rules and allows you to explain to the adults in the school what happened before they decide on an appropriate consequence.

➤ Discipline of Students with Disabilities

There are special laws for disciplining students with disabilities.

Alternative Instruction

If a student's consequence is a long-term suspension from school, the school will provide another kind of instruction.

Visitors to the School

A visitor is anyone who is not an employee or student of the school. All visitors must report to the courtesy desk to sign in. When visitors are in the school or attending a school function, they must follow the Code of Conduct.



Detach and return to classroom teacher

I have read and talked about Valley Stream School UFSD Thirteen's Code of Conduct with my parent(s)/guardian(s). I understand this information and agree to obey all school rules.

Student Name _____ Teacher _____

Parent/Guardian Signature _____ Date _____

Internet Resources

American Federation of Teachers (AFT)

www.aft.org/yourwork/tools4teachers/bullying/index.cfm

American Psychological Association (APA)

www.apa.org/helpcenter/bullying.aspx

Anti-Defamation League (ADL): A World of Difference Institute

www.adl.org/combatbullying/BeAnAlly.pdf

www.adl.org/education/curriculum_connections

www.adl.org/prejudice/default.asp

Bridging Refugee Youth and Children's Services (BRYCS)

www.brycs.org/clearinghouse/Highlighted-Resources-Bullying.cfm

City College of San Francisco

www.ccsf.edu/Resources/Tolerance

Common Sense Media

www.commonsensemedia.org/educators/cyberbullying-toolkit

Connect Safely

www.connectsafely.org

Facing History and Ourselves

www.facinghistory.org/resources/

National Association for Multicultural Education (NAME)

<http://nameorg.org/resources/bullying/>

National Bullying Prevention Center

<http://www.pacerkidsagainstbullying.org/>

National Center for Missing & Exploited Children (NCMEC)

www.nsteens.org

New York State Education Department (NYSED)
www.p12.nysed.gov/dignityact

Operation Respect
www.operationrespect.org

Positive Behavioral Interventions & Supports (PBIS)
www.pbis.org

Literature Resources

ACCEPTANCE

Bartholomew and the Oobleck by Dr. Seuss
Glasses: Who Needs Em? by Lane Smith
Marshmallow by Clare Turlay Newberry
Stellaluna by Janell Cannon
The Stranger by Ursel Scheffler

COMMON SENSE/GOOD JUDGMENT

Cinder Edna by Ellen Jackson
Count Silvernose: A Story from Italy retold by Eric A. Kimmel

COMPASSION/SYMPATHY

Alexander and the Terrible, Horrible, No Good, Very Bad Day by Judith Viorst
Fly Away Home by Eve Bunting
The Great Kapok Tree by Lynne Cherry
The Lily Cupboard by Shulamith Levey Oppenheim
The Lorax by Dr. Seuss
Pink and Say by Patricia Polacco
Rose Blanche by Roberto Innocenti
Sato and the Elephants by Juanita Havill
Uncle Jed's Barbershop by Margaree Mitchell

DILIGENCE

Big Al by Andrew Clements
Chester the Worldly Pig by Bill Peet
Click, Clack, Moo: Cows That Type by Doreen Cronin
Horton Hatches the Egg by Dr. Seuss
The Night I Followed the Dog by Nina Laden
Uncle Jed's Barbershop by Margaree Mitchell

FORGIVENESS

Lilly's Purple Plastic Purse by Kevin Henkes
The Story of Ruby Bridges by Robert Coles

FRIENDSHIP

The Banza: A Haitian Story by Diane Wolkstein
The Blue and the Gray by Eve Bunting
Charlie the Caterpillar by Dom DeLuise
Don't Need Friends by Carolyn Crimi
The Faithful Friend by Robert D. San Souci
Mrs. Katz and Tush by Patricia Polacco
Oregon's Journey by Rascal
Stellaluna by Janell Cannon
Three Wishes by Lucille Clifton
Woe Is Moe by Diane Stanley

HELPFULNESS

Cleveland Lee's Beale Street Band by Art Flowers
Mrs. Katz and Tush by Patricia Polacco

HONESTY/INTEGRITY/TRUTHFULNESS

The Honest-to-Goodness Truth by Patricia C. McKissack
Horton Hatches the Egg by Dr. Seuss
Sato and the Elephants by Juanita Havill
The True Story of the Three Little Pigs by Jon Scieszka

KINDNESS

Gittel's Hands by Erica Silverman
Time for Horatio by Penelope Colville Paine

OBEDIENCE

Gittel's Hands by Erica Silverman
Judy and the Volcano by Wayne Harris
Crackling Brat by Andrew Matthews & Tomek Bogacki

OPTIMISTIC/HOPEFUL/POSITIVE ATTITUDE

Four Famished Foxes and Fosdyke by Pamela Duncan Edwards
My Ol' Man by Patricia Polacco

Oh, The Places You'll Go! by Dr. Seuss
Peeping Beauty by Mary Jane Auch
The Seven Chinese Brothers by Margaret Mahy
Whistling Dixie by Marcia Vaughan

PUNCTUALITY

Berlioz the Bear by Jan Brett
Cinder-Elly by Frances Minters

RESPECT (ESTEEM) FOR OTHERS AND THE ENVIRONMENT

Faithful Elephants: A True Story of Animals, People and War by Yukio Tsuchiya
The Great Kapok Tree by Lynne Cherry
Just a Dream by Chris Van Allsburg
The Lorax by Dr. Seuss
Sato and the Elephants by Juanita Havill

RESPONSIBILITY

Horton Hatches the Egg by Dr. Seuss
Just a Dream by Chris Van Allsburg
Library Lil by Suzanne Williams
The Pirate Queen by Emily Arnold McCully