

# **River Edge Code of Conduct Definitions**

## **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 each day. Children may enter their classrooms at 8:25 and be ready to learn by 8:35 at Roosevelt and Cherry Hill Schools
- 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 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 from 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

**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.

**Lunchroom Misbehavior** – Lunchroom misbehavior includes, but is not limited to disrespecting or not listening to teachers and other students, leaving seats 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 discussion

**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 adults' directions.

**HIB** – Refer to the HIB 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.

### **Before and After School**

- Morning supervision begins at 8:15 for Roosevelt and Cherry Hill School. 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!

<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	Reassignment of seats Student calls parent	Possible after school detention Student writes list of acceptable lunchroom behaviors Principal calls parent
Physical Confrontation (hitting, kicking, pushing, punching, poking, rough play, biting, fighting)	Conference with student Apology letter Call parent	Apology letter Contact parent Possible referral to School Counselor Possible detention after school (1-3 times)	Apology letter Parent conference Referral to School Counselor Possible detention after school (1-5 times) Possible suspension
Cell Phone Misuse	Confiscate phone until end of school day	Confiscate phone and Contact parent Parent must pick it up	Confiscate phone Parent picks phone up
Verbal Misconduct (teasing, rumors, gossip, name calling, profanity, exclusion)	Conference with student Apology	Apology letter Contact parent Possible referral to School Counselor	Apology letter Parent Conference Referral to School Counselor Read and write book report
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 Create a list of AUP – with Why it's important	Indefinite removal of technology privileges
Disrespect to and Adult	Warning and apology Conference with student	Apology letter Contact parent Possible referral to School Counselor	Apology letter Parent Conference Referral to School Counselor
Harassment, Intimidation and Bullying	See policy 5131.1 Harassment, Intimidation and Bullying	Apology Parent conference Referral to school counselor 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	Apology letter Parent Conference Restitution, if warranted Referral to School Counselor Detention Possible suspension	Apology letter 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 Detention for 1-3 days	Parent Conference 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 Police Involvement	
Weapons or Explosives	Immediate report to School Administrator and Central Office Confiscate dangerous item Referral to School Counselor Police involvement Possible loss of school privileges Possible suspension Firearm automatic 1 year suspension		
Terroristic Threats (hit lists, bomb scare, and bodily threat against student or staff).	Immediate report to School administrator and central office Parent conference Referral to School Counselor Possible school suspension (1-3 days or until results of psychiatric evaluation demonstrate that student may return to school) Loss of school privileges Police involvement	Extended suspension pending board hearing	
Fire Alarm or 911 Call	Immediate report to school administrator and central office Parent conference Referral to school counselor	Possible suspension Possible police involvement	Police involvement
Illegal Substances	Confiscate illegal substance/paraphernalia Parent conference Possible police involvement Referral to school counselor Possible suspension		

Smoking, Tobacco, inhalants, vaping devices, e-cigarettes	Parent/guardians notified; Suspension and/or referral to PAC for quitting assessment Confiscate materials Notification to principal and superintendent	Parent/guardians notified; Suspension and/or referral to PAC for quitting assessment Confiscate materials Notification to principal and superintendent	
Possession of drug paraphernalia not containing any controlled dangerous substance otherwise identified in N.J.A.C. 6A:16-4.1(a)	Parents/guardians notified; Referral to PAC for assessment; and Possible referral to core team Confiscate materials Notification to Superintendent Police notified	Out-of- school suspension plus all consequences listed for first offense Police notified	Out-of-school suspension plus all consequences listed for a first offense School-based counseling
Possession of alcohol, drugs, steroids or substances identified in N.J.A.C. 6A:16-4.1(a)	Parents/guardians notified 1-5 days suspension Confiscate materials Law enforcement contacted Superintendent notified	All consequences listed for first offense 5-9 days suspension	Expulsion Hearing
Under the influence of alcohol, drugs, steroids, or substances identified in N.J.A.C. 6A:16-4.1(a)	Parents/guardians notified; Immediate medical examination including urinalysis and/or blood test to verify use; and determine extent of use; 1-5 days suspension Law enforcement contacted Medical statement substantiating student's sate of wellbeing is required before re-entry after positive diagnosis of chemical use; Referral to PAC for treatment, after-care, and Reentry plan	Expulsion hearing plus all consequences listed for a first offense 5-9 day suspension Reentry plan	Expulsion Hearing
Distribution, transferring, or selling	Parents/guardians notified; 10 day suspension and expulsion hearing; Law enforcement contacted		