

## **RUTHERFORD PRE-K- GRADE 3 STUDENT CODE OF CONDUCT**

An effective discipline program is essential to the teaching and learning process. The staff has established an educational environment in which children can comfortably learn at their level. Each student has the right to learn and play at school without disruption or antagonism from other students.

Our staff is committed to teaching and reinforcing appropriate student behavior. Students are encouraged to consistently follow school rules of conduct, set a positive example for others, and always be conscious of how their behavior affects others. Many of our schoolwide initiatives like character development, anti-bullying, social skills groups and mindfulness are in place to develop positive behavior and social skills.

Our goal is to assure that each child achieves success. We believe that you, as parents, play an important role in helping your child achieve our school expectations, both academic and behavioral. We believe that the major role of parents in school discipline is to continually show interest in and support for their child at school.

Generally, classroom teachers administer the discipline at a Tier I level, but when the situation warrants, the principal or designee becomes involved at the Tier II level. Parents are not necessarily called on the first problem since students are encouraged to take responsibility for their own actions and must learn to meet the rules and expectations of the school. We believe each student has the final responsibility for the consequences of his/her behavior. If your child exhibits unacceptable behavior at school on a continual basis, or if the action is severe, you may be asked to help us reinforce the rules of the school.

With your cooperation and help, we can provide a positive, productive, and safe learning environment for your child.

The Code of Conduct is applied equitably without regard to race, religion, color, ethnicity, gender identity and expression and/or disability and reflects student's right to protection pursuant to Federal and NJ State laws and regulations.

The school uses comprehensive behavioral supports that promote positive student development in order for the student to fulfill the behavioral expectations to the best of student's ability.

### **Comprehensive behavioral supports include:**

- \* Positive reinforcement for good conduct and academic success
- \* Supportive interventions and referral services
- \* Collaboration of research-based remediation of problem behavior
- \* Appropriate behavioral interventions for students with disabilities.

\* Sharing of school/ community based resources when applicable (*List maintained by Student Resource Counselors and available upon request*)

**All students have the right to:**

- \* an education
- \* attend a safe school
- \* physical safety and protection of personal property
- \* not to be discriminated against
- \* equal protection
- \* fair and just treatment from school employees

**In order to insure this, all students are expected to:**

1. Take responsibility for learning.
2. Take responsibility for their actions.
3. Respect self and others.
4. Respect their school, school property, and the property of others. Never litter or write graffiti.
5. Act in a safe and healthful manner.
6. Attend school on a regular basis.
7. Complete all academic work assigned.
8. Obey school/ classroom/ playground rules.
9. Be polite, courteous, and use appropriate language.
10. Comply with requests of school employees.
11. Dress appropriately for school.
12. Arrive to school on time.
13. Be prepared with all necessary supplies.
14. Always give their best effort.

**Student Privileges:**

- \* Recess activities
- \* Classroom celebrations
- \* Class/grade level field trips
- \* Participation in before and after school activities
- \* Assemblies

**At assemblies students will...**

- \* Walk quietly and orderly in the hallways.
- \* Enter the all-purpose room quietly, watching for teacher directions
- \* Respond to teacher signals ("May I have your attention, please." or teacher raises hand in the air).
- \* Show appropriate appreciation by clapping.
- \* Show respect for the performers and peers by not talking.
- \* Exit quietly, watching for directions from their teacher.

**At lunch time students will...**

- \* Enter the all-purpose room quietly, get their lunch, and find their class table.
- \* Remain seated until lunch is finished and permission to leave has been given.

- \* Use appropriate voices so that only close neighbors can hear.
- \* Use appropriate mealtime manners.
- \* Clean the area when finished eating.
- \* Wait until teachers or lunch aides give permission to leave the gym, then walk quietly to the field for recess or back to their classrooms.
- \* Avoid rough play on the playground, (play fighting, wrestling, pushing, kicking, etc.)
- \* Leave personal belongings such as cell phones and electronic games at home.
- \* Speak kindly to others.
- \* Stay on the playground during recess.
- \* Immediately stop playing and report to assigned area when called or when the bell rings.
- \* Respond immediately, with respect and courtesy, to instructions from adults in charge.

#### **Classroom Behaviors:**

- Be kind to others in words and actions
- Respect the property of others
- Keep personal space orderly
- Follow teacher directions
- Use indoor voices

#### **Use of Bathroom:**

- Students will place paper towels in the garbage.
- Ensure water/soap does not spill on the floor, which can cause a friend to slip.
- Give others privacy.
- Use indoor voices.
- Return to class/lunch as soon as finished so others can use the area.
- Students will not stand on toilets or hang from stall doors.

#### **When Expectations are not met:**

- \* Students who break rules will discuss the incident with the appropriate staff member. Students will be redirected and given the opportunity to practice the expected behavior.
- \* If a student receives a few warnings or demonstrates severe/inappropriate behavior, a parent/guardian contact will be made.
- \* A tiered consequence for violation of the Code of Conduct considers severity, facts findings, and prior knowledge.
- \* Consultation with Student Assistance Counselor.
- \* Students may be suspended for violating the HIB policy or endangering the well-being of self or others.

**If a student violates this code, they will be subject to disciplinary action.**  
**Consequences depending on severity and prior interventions may include:**

- \* Teacher reprimand
- \* Administrative reprimand
- \* Parent conference
- \* Community Service in the building
- \* Restitution
- \* Detention
- \* In-school suspension
- \* Short-term suspension
- \* Loss of an activity or privileges
- \* For very serious actions - police referral

### **Parental/ Guardian Appeal**

Parents who wish to appeal a disciplinary action, may speak with the school's administration. Parents may appeal to the Superintendent after meeting with school administration. If a student is suspended or expelled, parents may ask for hearing with the Rutherford Board of Education and can make a final appeal to the NJ Commissioner of Education.

### **Family Educational Rights and Privacy Act (FERPA)**

Pursuant to FERPA, disciplinary consequences and matters will only be discussed with the parent/ guardian of the student receiving disciplinary actions.

### **Assurances**

The district assures that physical restraint and seclusion techniques on students are only used in an emergency in which the student is exhibiting behaviors that places the student or others in immediate physical danger in accordance with NJSA 18A:46-13.4.

### **Additional Information**

Student behavior within our school is governed by the Code of Conduct, which is directly derived from and expands upon the provisions of district Policy 5600. It is important to note that district Policy 5600 will supersede any conflicting provisions within the school's Code of Conduct.

Additional information concerning district policies and regulations can be found at the Rutherford Board of Education

website: <https://www.ruthersfordschools.org/boardofeducation/districtpolicies/>

[https://www.ruthersfordschools.org/media/docs/Elementary\\_CodeofConduct.pdf](https://www.ruthersfordschools.org/media/docs/Elementary_CodeofConduct.pdf)