

## **STUDENTS**

### Rights, Responsibilities and Authority of Certificated Staff

All certificated staff shall share responsibility for supervising the behavior of students and for maintaining the standards of conduct which have been established.

Certificated staff shall have the right to:

1. Expect students to comply with school rules.
2. Develop and/or review building rules relating to student conduct and control at least once each year. Building rules shall be consistent with district rules relating to student conduct and control.
3. Exclude a student from class for all or any portion of the instructional period or for the balance of the school day or until the teacher has conferred with the principal, whichever occurs first. Prior to excluding a student, the teacher shall have attempted one or more corrective actions. In no case shall an excluded student be returned for the balance of a period or the school day without consent of the teacher.
4. Receive any complaint or grievance regarding corrective action or punishment of students. They shall be given the opportunity to present their version of the incident and to meet with the complaining party in the event a conference is arranged.

Certificated staff shall have the responsibility to:

1. (Principals shall) Distribute to students, parents and staff a publication defining the rights, responsibilities and action or punishment relating to student behavior, by October 15 of each school year.
2. Observe the rights of students.
3. Enforce the rules of student conduct fairly, consistently, and without discrimination.
4. Maintain good order in the classroom, in the hallways, and on the playgrounds or other common areas of the school, or while riding on school buses including all school sponsored activities.
5. Maintain accurate attendance records and report all cases of truancy.
6. Set an appropriate example of personal conduct and avoid statements which may be demeaning or personally offensive to any student or group of students.

Administrative Regulation No. 3200  
Rights, Responsibilities and Authority of Certificated Staff - Continued

7. Principals or their designee shall notify parents when students are suspended or expelled. The superintendent or designee will be notified of such action.
8. Teachers shall communicate with parents and or guardians when students are having problems in school or in their classroom. Notification shall be either verbal or written.

Certificated staff shall have the authority to:

1. Use reasonable action as is necessary to protect himself/herself, a student, or others from physical abuse or injury.
2. Remove a student from a class session for sufficient cause.
3. Detain a student for up to sixty (60) minutes with due consideration for bus transportation and 24-hour notification to parents.
4. Principals or their designee shall impose suspension or expulsion when appropriate.