



WESTHILL HIGH SCHOOL CODE OF CONDUCT

GENERAL PRINCIPLES OF THE CODE OF CONDUCT

Our School Code of Conduct has three main goals:

- (1) To ensure the safety of staff and students.
- (2) To create an environment conducive to learning.
- (3) To educate and prepare students to be reflective and empathetic individuals.

Our School Code of Conduct is aligned with the Stamford Public Schools Policies and Regulations, specifically "Student Conduct" policy #5131R. Also, please note that this Code of Conduct extends to include any school related activities.

Our School Code of Conduct is part of a philosophy of discipline based on the premise of educating students about appropriate behavior, recognizing and supporting appropriate behavior, having clear and predictable consequences that are applied consistently by staff, and making restitution and restoring relationships when misbehavior has occurred.

DEFINITIONS REGARDING ADMINISTRATIVE DISCIPLINE:

NOTE –In the event that a student is removed from class, to remain aligned with board policy the teacher is responsible for contacting home. The teacher must then fill in the Student Incident Report via Google Drive..

Also, as the school year progresses, additional consequences may be added.

1. Administrative Detention

You may be assigned an administrative detention after school. The sole activity permitted during detention is silent study. Failure to complete a detention may result in an additional Administrative detention and possible Loss of Privileges/or Suspension.

2. Loss of Privileges (LOP)

As you advance through Westhill High School you may receive certain privileges. However, you will forfeit these privileges if you do not comply with school rules. Along with other privileges, students who violate the Westhill High School Code of Conduct may lose the privilege of participating in extracurricular activities, which may also include athletics participation. Please be aware that loss of privileges could be applied to any of the consequences for behavior.

NOTE: You must maintain a satisfactory discipline, attendance, and academic record in order to retain privileges.

3. Suspension (OSS)

According to Stamford Public School Policies and Regulations, a student may be suspended for up to ten days for "conduct on school grounds or at a school-sponsored activity that endangers persons or property, is seriously disruptive of the educational process, or that violates a publicized policy of the Board". (See section entitled "Student Conduct" for information on your rights in regard to suspension). **If you are suspended from school, you may not be on school grounds or attend any school function for any reason unless you have made prior arrangements with your grade level administrator. You and your parents must have a conference with your grade level administrator prior to your return to class after suspension. Please be aware that anytime a student is suspended or sent home an administrator will notify a parent/guardian.**

NOTE: You are not allowed to participate in any athletic practice session or games, any co-curricular practice, rehearsal or performance, or after-school activity while you are suspended.

4. Exclusion

The Board of Education has the right to expel any student where the Board of Education has cause to believe that the student engaged in “conduct on school grounds or at a school-sponsored activity that endangers persons or property, is seriously disruptive of the educational process, or that violates a publicized policy of the Board”. The Grade-Level Administrator and/or the Principal may recommend to the Board of Education that expulsion proceedings be initiated. The Board has the authority to expel a student for up to one year.

Note: That school administrators reserve the right to search and seize aligned with SPS BOE Policy 5145 and 5145R

ALL DECISIONS ARE BASED ON DISCRETION OF WHS ADMINISTRATION.

Note: Please be advised that certain violations of school rules and board policy may result in immediate administrative consequences outside of the Westhill High School Code of Conduct.

Examples of Conduct Which Violates Expectations	Definitions/Remarks	1st Offense	2nd Offense	3rd Offense and Subsequent
Absence (Unexcused) A. From School (Truant), from class (Cutting) and/or leaving campus without authorization B. From Study Hall (Cutting) C. Tardy D. Walking out of class without permission E. In the halls without a pass	<p>Requirement for students to be present at school on time and attend classes to acquire prescribed credit toward graduation. Refer to Student/Parent Handbook regarding attendance policy.</p> <p>Tardy is defined as not being in assigned classroom ready to do schoolwork when the second bell has rung.</p> <p><u>NOTE:</u> As per the regulation of the policy a student will receive a zero for that day's work.</p> <p>In order to document an absence please upload the note into the Google Form.</p>	<p>A. Parent/Student Notification/ Detention</p> <p>B. Parent/Student Notification/ Detention</p> <p>C. 4 Tardies =1 unappealable absence, conference with guidance</p> <p>D. Admin Det</p> <p>E. Warning</p>	<p>A. Parent/Student notification & Detention</p> <p>B. Parent/Student Notification & 2 Admin Detentions</p> <p>C. 8 tardies = 2 unappealable absences and 2 Admin Detentions conference with guidance and admin</p> <p>D. 2 Admin Det</p> <p>E. No passes for a week</p>	<p>A. Parent Notification/ Meeting with Guidance. Additional unexcused absences subject to Dentition. Upon 5th (Semester) and 10th (Full-Year) forfeiture to sit for appeal</p> <p>B. See Above (A)</p> <p>C. 16 Tardies = 4 unappealable absences, 1 Day OSS, forfeiture to sit for Appeal conference with guidance,admin and parent/guardian</p> <p>D. Consequence to be determined by administration</p> <p>E. No passes for a month</p>

Alcohol A. Use B. Possession C. Sale/Distribution	Possessing, having under one's control, or using any controlled substance or alcoholic beverage is prohibited. A student shall not possess, sell, offer to sell, use, or be under the influence or on school property and school functions.	A & B: <ul style="list-style-type: none"> • 3-5 days OSS • Counselor Referral • Possible Police Involvement C: <ul style="list-style-type: none"> • 10 days OSS • Move to Exclude • Police Involvement 	A & B: <ul style="list-style-type: none"> • 5-10 days OSS • Possible Police Involvement • PPS Referral 	A & B: <ul style="list-style-type: none"> • 10 days OSS • Police Involvement • PPS/Outside Referral
Arson	Intentionally starting or promoting any fire, combustion or explosion on school property.	<ul style="list-style-type: none"> • 10 days OSS • Move to Exclude • Police Involvement 		
Assault A. Against Students B. Against Staff	The act of striking, attacking, or harming a defenseless person in school or at any sponsored or supervised school activity.	A: <ul style="list-style-type: none"> • 10 days OSS • Move to Exclude • Grade-Level Admin/Principal Conference • Police Involvement B: <ul style="list-style-type: none"> • 10 days OSS • Move to Exclude • Police Involvement 		

Bullying/Hazing	<p>Bullying shall include, but not be limited to, a written, oral or electronic communication or physical act or gesture based on any Substitute Senate Bill No. 1138 Public Act No. 11-232 2 of 14 actual or perceived differentiating characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socioeconomic status, academic status, physical appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics;</p>	<ul style="list-style-type: none"> • SPS BOE Policy 5005R 		
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Bus Misconduct A. Minor B. Major: Endangering the wellbeing of passengers.	Failure to comply with the rules of bus safety of others or creating disturbances on the bus. Not following the directions of the bus driver.	A: <ul style="list-style-type: none"> 1-3 Admin Det B: <ul style="list-style-type: none"> Parent notification Possible Police Involvement Possible Loss of Bus privileges 	A: <ul style="list-style-type: none"> 1-5 days Loss of Bus Privileges B: <ul style="list-style-type: none"> Parent Notification Possible Police Involvement 1-5 Days Loss of Bus Privileges 	A: <ul style="list-style-type: none"> 2 days OSS Possible Revocation of Bus Privileges B: <ul style="list-style-type: none"> 5-9 days OSS Possible Police Involvement Possible Revocation of Bus Privileges
Improper Use of Technology/Phone	Improper computer/cell phone usage consists of but is not limited to, the following: threats or abuse of others, obscene materials, false ID, unauthorized entry, etc. or otherwise determined by administration	Refer to WHS Acceptable Usage of Technology Policy	Refer to WHS Acceptable Usage of Technology Policy	Refer to WHS Acceptable Usage of Technology Policy Revocation of Student Internet Use
Defiance of Authority A. Failure to properly ID oneself or produce school issued ID badge. B. Refuses a reasonable request. C. Refuses Teacher Consequence	Failing to comply with a proper and authorized direction or instruction of a staff member. A student shall obey the reasonable request of teachers, administration, and other district employees and shall respond to requests for information from these persons in a truthful manner.	A - C: <ul style="list-style-type: none"> 1-2 Admin Det 	A - C: <ul style="list-style-type: none"> 3 Admin Det 	A: <ul style="list-style-type: none"> 1-3 days OSS B - C: <ul style="list-style-type: none"> 2-5 days OSS

Inciting or Participating in non-peaceful demonstration	An act or instance meant to publicly display displeasure or disagreement with school authorities by not complying with the intent of causing a significant disruption.	3 days OSS	5 days OSS	10 days OSS <ul style="list-style-type: none"> Move to Exclude
Disrespect Towards Staff A. Responding in a rude or impertinent manner. B. Written, verbal, or non-verbal abuse directed at a staff member.	Written, verbal, or non-verbal abuse directed at or indirectly referring to a staff member or responding in a rude or impertinent manner.	A, B. 1-3 Admin Det	A. 1-3 Admin Det B. 1-3 days OSS	A. 1-3 days OSS B. 2-4 days OSS

<p>Disruptive Behavior</p> <p>A. General Disruption</p> <p>B. Endangering Health and Safety of Others including other students, staff, or other inappropriate acts.</p>	<p>A. A student shall not engage in conduct, which disrupts the educational process or interferes with teaching and learning.</p> <p>B. A student shall not engage in conduct that endangers, or reasonably appears to endanger the health or safety of other students, school employees, or other persons.</p>	<p>A:</p> <ul style="list-style-type: none"> • 1-3 Admin Det <p>B:</p> <ul style="list-style-type: none"> • 1-3 days OSS • Possible Police Involvement 	<p>A:</p> <ul style="list-style-type: none"> • 3-5 Admin Det • Grade-Level Admin/Principal conference <p>B:</p> <ul style="list-style-type: none"> • 3-5 days OSS • Possible Police Involvement • Grade-Level Admin/Principal conference 	<p>A:</p> <ul style="list-style-type: none"> • 5-10 days OSS • Grade-Level Admin/Principal conference <p>B:</p> <ul style="list-style-type: none"> • 5-10 days OSS • Grade-Level Admin/Principal conference • Possible Police Involvement
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<p>Dress/Inappropriate Attire A. Inappropriate Clothing B. Hats, Headbands, etc.</p> <p>Any form of appearance which violates basic norms of neatness and cleanliness, or which could be construed as cultic, gang related or cause disunity within the school community, even though conforming to the specific guidelines, is out of order and subject to sanction. The administration of the school will be the final judge of what is or is not acceptable. Students may be sent home or may not be allowed to attend class until the violation is corrected. Non-compliance could result in suspension.</p>	<p>Dressing or grooming in a manner as to constitute a health or safety problem or disrupt educational activities. Clothing violations include but are not limited to:</p> <ul style="list-style-type: none"> No garments that obstruct clear view of face i.e. hoods, masks, etc. Appropriate footwear must be worn at all times. Any apparel with images of alcohol, illegal substances, or contain suggestive words or pictures (sex, drugs, gangs, alcohol) Pants or shorts must be worn appropriately; no exposure of undergarments Any mode of dress, immodest appearance, deemed inappropriate by administration <p>Note – Hats will be allowed in cafeteria and courtyard during lunch.</p>	<p>A:</p> <ul style="list-style-type: none"> Parent notified. Student required to change clothes. <p>B:</p> <ul style="list-style-type: none"> Warning to Remove. 	<p>A:</p> <ul style="list-style-type: none"> Parent notified. Student required to change clothes. Admin Det <p>B:</p> <ul style="list-style-type: none"> Admin Det Confiscate and return at the end of the day. 	<p>A:</p> <ul style="list-style-type: none"> Parent conference 1 day OSS <p>B:</p> <ul style="list-style-type: none"> 1-3 Admin Det Confiscate and return at end of the day.
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Drug/Tobacco Offense A. Sold/Distribution B. Use/Possession C. Synthetic/ Imitation Drug D. Paraphernalia E. Inhalant/e.g. THC Vaping, Glue, Paint F. Inappropriate Medications G. Drug Residue H. Noticeable smell of drugs (no possession)	<p>A student shall not possess, sell, offer to sell, use or be under the influence of drugs or other substances/materials and paraphernalia, which are dangerous to the health and safety or which disrupt the educational process.</p> <p>Note: In case of medical need there may be a referral to the nurse and/or emergency services by the administration</p>	<p>A:</p> <ul style="list-style-type: none"> • 10 days OSS • Move to Exclude • Police Involvement • Refer to Counselor <p>B-G:</p> <ul style="list-style-type: none"> • 3-5 days OSS • Possible Police Involvement • Refer to Counselor <p>H:</p> <ul style="list-style-type: none"> • Parent/Guardian Pick-up • OSS remainder of day. • Refer to Counselor 	<p>B-G:</p> <ul style="list-style-type: none"> • 5-10 days OSS • Possible Police Involvement • Refer to PPS <p>H:</p> <ul style="list-style-type: none"> • OSS remainder of day plus an additional day. • Refer to PPS 	<p>B-G:</p> <ul style="list-style-type: none"> • 10 day OSS • Police Involvement • Refer to PPS to refer to outside counselor <p>H:</p> <ul style="list-style-type: none"> • OSS remainder of day plus 2 additional days.
Extortion	<p>Forcing other individuals to act against their will such as a demand for money. A student shall not take, use or borrow any property by expressed or implied threat.</p>	<ul style="list-style-type: none"> • 5-10 days OSS • Possible Police Involvement • Grade-Level Admin/Principal Conference 	<ul style="list-style-type: none"> • 10 days OSS • Police Involvement • Grade-Level Admin/Principal Conference • Move to Exclude 	
False Alarm and Bomb Scares	<p>Pulling an alarm or calling in a false alarm or bomb scare or any event that would cause the evacuation of a building.</p>	<ul style="list-style-type: none"> • 10 days OSS • Move to Exclude • Police Involvement 		

Fighting-Mutual Combat (Physical Aggression)	Involves the exchange of mutual physical contact, such as pushing, shoving, hitting, or punching with or without injury.	<ul style="list-style-type: none"> • 3-5 days OSS • Parent/Guardian Conference • Mediation 	<ul style="list-style-type: none"> • 5-10 days OSS • Grade-Level Admin/Principal Conference • Mediation • Referral to PPS staff 	<ul style="list-style-type: none"> • 10 days OSS (possible exclusion) • Grade-Level Admin/Principal Conference • Possible Police Involvement
Forgery, Misinterpretation, and Cheating A. Altering Notes/Passes B. False Info C. Cheating D. Plagiarism E. Other	<p>Altering official documents for purpose of misinterpretation. Falsifying info by failure to provide accurate information to school officials or staff. Attempt to use another person's identity, signature, academic work or research as his/her own.</p> <p>Note: If the offense is a forged pass consequences could range from Loss of Privileges to Detention.</p>	<ul style="list-style-type: none"> • Parents Notified • Zero for Academic Work • Conference with DH and Dean 	<ul style="list-style-type: none"> • Parents Notified • Zero for Academic Work • Conference with DH and Dean • Admin Detention 	<ul style="list-style-type: none"> • Parents Notified • Zero for Academic Work • Conference with DH and Admin • 1-3 days OSS
Gambling; Unauthorized Selling	Playing a game of skill or chance for money or anything of value.	<ul style="list-style-type: none"> • Parents Notified • 1-3 Admin Det. • Confiscation of gambling cards or other items. 	<ul style="list-style-type: none"> • Parents Notified • 3-5 days OSS • Confiscation of gambling cards or other items. 	<ul style="list-style-type: none"> • Parents Notified • 5-9 days OSS • Confiscation of gambling cards or other items. • Grade-Level Admin/Principal Conference

Harassment	<p>Disturbing consistently, by persisting or tormenting in the classroom or elsewhere on the school campus</p> <p>Note: If administration determines that the behavior is aligned with the statute of bullying, a bullying investigation will be opened.</p>	<ul style="list-style-type: none"> • Parents Notified • 1-3 Admin Det. • Consolation with police 	<ul style="list-style-type: none"> • Parents Notified with official written communication • 1-3 days OSS • Referral to police 	<ul style="list-style-type: none"> • Parents Notified • 3-5 days OSS • Possible Police Involvement • Grade-Level Admin/Principal Conference
Inciting a Disturbance/Riot (E.g. Food Fight)	<p>Unauthorized redress of problems by verbally or physically provoking others to react in an inappropriate manner which could lead to violence or damage of property and disturbance of educational process.</p>	<ul style="list-style-type: none"> • 10 Days OSS • Move to Exclude • Police Involvement 		
Sexual Misconduct	<p>Students shall not engage in sexual activity.</p>	<ul style="list-style-type: none"> • Parents Notified • Warning • Referral to PPS 	<ul style="list-style-type: none"> • Parents Notified • 1-2 Admin Det 	<ul style="list-style-type: none"> • Parents Notified • 2-4 Admin Det

Obscenity/Profanity/Vulgarity (Written or Spoken) A. Swearing B. Obscene Gestures C. Sexually Suggestive language D. Swearing at a Teacher	Use of obscene, profane, or vulgar language or gestures that is intentionally or unintentionally offensive. OR Writing, saying, or making gestures that convey disparaging or grossly offensive, obscene or sexually suggestive, racial, ethnic, or religious slurs.	A-C: <ul style="list-style-type: none"> • Parents Notified • 1-3 Admin Det D: <ul style="list-style-type: none"> • Parents Notified • 2 Admin Det • Contract to return 	A-C: <ul style="list-style-type: none"> • Parents Notified • 3-5 Admin Det D: <ul style="list-style-type: none"> • 2-3 days OSS 	A-C: <ul style="list-style-type: none"> • Parents Notified • 1-5 days OSS D: <ul style="list-style-type: none"> • 3-5 days OSS
Robbery	Taking property from a person by force, threat, or aggression	<ul style="list-style-type: none"> • 10 days OSS • Move to Exclude • Police Involvement 		
Sexual Harassment	Consists of unwelcome sexual advances, request for sexual favors and other verbal or physical conduct of a sexual nature when made by student to another student or staff member. The victim does not have to be the person harassed but anyone offended.	<ul style="list-style-type: none"> • SPS BOE Policy 5002R 		

Slurs/Discriminatory Language	Use of language or words that disparage based on: race, religion, ethnicity, sexual orientation, disability, etc.	<ul style="list-style-type: none"> SPS BOE Policy 5131R – Title IX 		
Threatening A. Against Students B. Against Staff C. Severe Life Threatening	The act of threatening to strike (verbal, written, physical) or harm any person in school or at any school sponsored event or supervised activity, or intentionally placing another person in reasonable apprehension of physical injury.	A: <ul style="list-style-type: none"> 1-5 days OSS B: <ul style="list-style-type: none"> 5-9 days OSS Grade-Level Admin/Principal Conference C: <ul style="list-style-type: none"> 10 days OSS Move to Exclude 	A: <ul style="list-style-type: none"> 5-9 days OSS Grade-Level Admin/Principal Conference B: <ul style="list-style-type: none"> 10 days OSS Move to Exclude 	A & B: <ul style="list-style-type: none"> 10 days OSS Police Involvement Move to Exclude
Possession of Stolen Property A. School Property B. Student Property C. Staff Property D. Theft/Burglary	Taking property belonging to the school, individual, or group without permission. Having in one's possession property obtained without the permission of the owner.	A-D: <ul style="list-style-type: none"> 1-3 days OSS 	A-D: <ul style="list-style-type: none"> 3-5 days OSS Police Involvement Grade-Level Admin/Principal Conference 	A-D: <ul style="list-style-type: none"> 10 days OSS Move to Exclude Police Involvement

Traffic Rules/Violation	<p>Students and staff shall follow all traffic rules when in operation or possession of a vehicle on campus or at a school event. Additionally, all students and staff are to park in legally identified parking spaces. Parking in reserved, guest, or handicapped spaces without proper authorization is a violation and is subject to fines, tickets, and possible towing of vehicles from the premises.</p>	<ul style="list-style-type: none"> • Parental Contact • Warning 	<ul style="list-style-type: none"> • Loss of Parking Privileges if parking on campus for a week • SRO Referral 	<ul style="list-style-type: none"> • Loss of Parking Privileges if parking on campus for a month • SRO Referral
Trespassing/ Unauthorized visitation In Unauthorized Area A. Within Campus B. Other Campus	<p>Entering any school building without proper authority. Includes any school entry during a period of suspension. Being in the vicinity of another campus or private property is prohibited,</p> <p>Entering school building after school hours without permission from a staff member is strictly prohibited.</p>	<p>A:</p> <ul style="list-style-type: none"> • Parents Notified • 1-3 Admin Det <p>B:</p> <ul style="list-style-type: none"> • Parents Notified • 1-3 days OSS • Possible Police Involvement 	<p>A:</p> <ul style="list-style-type: none"> • 1-3 days OSS • Parental Contact <p>B:</p> <ul style="list-style-type: none"> • Parents Notified • 3-5 days OSS • Possible Police Involvement • Grade-Level Admin/Principal Conference 	<p>A:</p> <ul style="list-style-type: none"> • 3-5 days OSS • Parental Contact <p>B:</p> <ul style="list-style-type: none"> • Parents Notified • 10 days OSS • Police Involvement • Grade-Level Admin/Principal Conference

Vandalism/Graffiti A. Minor B. Major	<p>Maliciously and intentionally causing damage to school property or the property of others. Includes situations in which minor damage can be repaired or replaced at no cost to the school.</p> <p>Note: As per the discretion of the administration restitution/community serve may be used as a consequence.</p>	<p>A:</p> <ul style="list-style-type: none"> • 3 Admin Det <p>B:</p> <ul style="list-style-type: none"> • 1-5 days OSS • Police Involvement • Grade-Level Admin/Principal Conference 	<p>A:</p> <ul style="list-style-type: none"> • 1-3 days OSS • Police Involvement <p>B:</p> <ul style="list-style-type: none"> • 5-10 days OSS • Police Involvement • Grade-Level Admin/Principal Conference 	<p>A:</p> <ul style="list-style-type: none"> • 5-10 days OSS • Police Involvement <p>B:</p> <ul style="list-style-type: none"> • 10 days OSS • Police Involvement • Move to Exclude
Weapons and Dangerous Instruments A. Gun B. Knife/Razor Blades C. Live Ammunition D. Fireworks E. Explosives F. Facsimile Weapons G. Other	<p>A student shall not possess or use weapons, explosives, dangerous items, or items that can be interpreted as being able to cause bodily harm to a person. Weapons and dangerous items includes but are not limited to: Guns, chains, knives, clubs, brass knuckles, razor blades, fireworks, explosives, etc.</p>	<ul style="list-style-type: none"> • 10 days OSS • Move To Exclude • Police Involvement 		