

# STUDENT CODE OF CONDUCT

The descriptions below are summaries of more detailed policies. Collectively, these policies comprise the District's Student Code of Conduct. For complete information please consult the latest version of each District Policy at [www.adams12.org](http://www.adams12.org).

## Student Code of Conduct (District Policy 5000)

Students are expected to be familiar and comply with all expectations identified District Policy 5000, Student Code of Conduct. The Code of Conduct identifies specific grounds for discipline including suspension or expulsion of a student. Discipline may be imposed for the following reasons:

### District Policy

Code: 5000

### STUDENT CODE OF CONDUCT

1.0 The Code of Conduct exists to help maintain an environment which is safe, conducive to learning, and free from unnecessary disruption. The Code of Conduct primarily consists of this policy and a subsequent series of policies identifying specific behavior expectations (See Exhibit A).

1.1 Students and parents or legal guardians shall be notified through student handbooks or similar informational bulletins of District policies concerning rights and responsibilities, rules of student conduct, and due process. The Code of Conduct, including grounds for which students may be suspended or expelled, shall be distributed once to each student in elementary, middle and high school and once to each new student in the District. Matters of common knowledge or practice shall be considered as notice of existing standards of conduct for students.

1.2 The principal or administrative designee may impose sanctions including suspension or may recommend expulsion of a student who engages in conduct identified in this policy which occurs in school buildings, on school grounds, in school buses or other school owned or operated vehicles, or while attending school activities or sanctioned events.

1.3 Students in third grade or higher grade levels may also be subject to sanctions including suspension or expulsion for behaviors that occur off campus as described by law and District Policy 5120.

### 2.0 Definitions.

2.1 School. Refers to any school within the District.

2.2 Parent. Refers to a student's parent, legal guardian or legal custodian.

3.0 Grounds for sanctions including Suspension or Expulsion from School for Students in Third Grade and Higher Grade Levels. The principal or designated administrator may issue sanctions including suspension and may refer for expulsion a student in third grade or higher grade level who engages in one or more of the following activities as specifically identified by state statute.

3.1 Using or otherwise directing profanity, vulgar language, or obscene gestures toward others.

3.2 Continued willful disobedience or open and persistent defiance of proper authority.

3.3 Repeated interference with a school's ability to provide educational opportunities to other students.

3.4 Repeated or substantial disrespect to or defiance of school staff.

3.5 Possessing, distributing, and/or communicating slanderous or libelous material.

3.6 Behavior which disrupts or is intended to disrupt the educational process.

3.7 Declaration as a habitually disruptive student according to District Policy 5090.

3.8 Violation of District Policy 5080 regarding gangs, secret societies or disruptive groups.

3.9 Indecent exposure, lewd behavior, or possession of pornography (print or electronic).

3.10 Rioting, unlawful protests, illegal disruptive demonstrations or other expression that violates the rights of others on any District property.

3.11 Intentionally causing or participating in a bomb threat, false alarm, or other false notice that disrupts the school environment.

3.12 Behavior on or off school property which is detrimental to the welfare or safety of other students or of school personnel, including behavior which creates a threat of physical harm to the student or to other students. This may include behavior which recklessly endangers students, staff or others.

3.13 Throwing objects, unless otherwise part of a supervised activity, which might cause bodily injury or damage property.

3.14 Unsafe operation of a motor vehicle on school property.

3.15 Violation of District Policy 5110 regarding bullying, harassment, hazing, intimidation or threats.

3.16 Violation of District Policies 5110, 8400 or 8410 regarding discrimination or harassment, including sexual harassment.

3.17 Violations of District Policy 5070 regarding violence, fighting, and other aggressive behavior.

3.18 Violation of criminal law which negatively impacts the school or the general safety or welfare of students or staff.

3.19 The commission of an act that if committed by an adult would be robbery according to Colorado statute.

3.20 The commission of an act that if committed by an adult would be assault according to Colorado statute.

3.21 Violations against staff including incidents of assault upon, disorderly conduct toward, harassment of, knowingly making false allegations of child abuse against, or any criminal act directed toward a school employee.

3.22 Violation of District Policy 5100 regarding dangerous items.

3.23 Violation of District Policy 5100 regarding firearms or dangerous weapons. Expulsion is mandatory for

bringing or possessing a firearm at school.

3.24 Violation of District Policy 5050 regarding tobacco or Policy 5045 regarding tobacco, nicotine and controlled substance delivery mechanisms.

3.25 Violation of District Policy 5040 regarding drugs, alcohol or controlled substances.

3.26 Violation of District Policy 5650 OR 5670 regarding posting or distributing unauthorized materials on campus.

3.27 Gambling or wagering items of value.

3.28 Lying or knowingly giving false information verbally or in writing to a staff member.

3.29 Scholastic dishonesty, including but not limited to cheating, plagiarism or unauthorized collaboration with another person in preparing academic work.

3.30 Stealing, attempting to steal, borrowing or possessing without authorization property from another student, school employee or from the school itself.

3.31 Using, making or reproducing another person's signature for deceptive purposes, including counterfeiting documents or currency.

3.32 Failure to report a Condition that puts students or staff at risk of imminent harm.

3.33 Violation of District Policy 5060 regarding dress code.

3.34 Violation of District Policy 5030 regarding cell phones or electronic devices.

3.35 Violation of District Policies 5035 and 8200 regarding use of District technology or the internet.

3.36 Damaging private property of others.

3.37 Willful destruction or defacing of school property.

3.38 Failure to comply with Colorado law regarding immunization requirements in violation of District Policy 5410. Any suspension or expulsion for failure to comply with immunization requirements will not be documented as a disciplinary action but will be documented along with the student's immunization record and an explanation in the student's cumulative file.

3.39 Violation of District Policy 5120 regarding off-campus behavior.

3.40 Violation of District Policies or building regulations not otherwise referenced in this policy.

4.0 Grounds for sanctions including Suspension or Expulsion from School for Students in Preschool through Second Grade. The principal or designated administrator may issue sanctions including suspension and may refer for expulsion a student in preschool through second grade who engages in one or more of the following activities as specifically identified by state statute.

4.1 Violation of District Policy 5110 as it pertains to the possession of a firearm or other dangerous weapon. Expulsion is mandatory for bringing or possessing a firearm at school.

4.2 Violation of District Policy 5040 as it pertains to the use, possession or sale of a drug or a controlled substance as defined by C.R.S. 18-18-102(5).

4.3 Conduct that endangers the health or safety of others.

Exhibit A

Code: 5000

Code of Conduct Table of Contents			
Primary Policies		Related Policies	
5010	Student Due Process	3500	Safe Schools
5020	Student Attendance	4115	Classroom Removal of Disruptive Students by a Teacher
5025	Parental Notice of Dropout Status	4300	Employee/Authorized Volunteer Protection
5030	Student Use of Cell Phones and Other Personal Electronic Devices	5130	Search and Seizure
5035	Student Use of District Technology and the Internet	5440	Communicable Diseases-Students
5040	Student Drug, Alcohol and Controlled Substance Offenses	5650	Distribution of Printed Materials on School Premises
5045	Tobacco, Nicotine and Controlled Substance Delivery Mechanisms	5670	Distribution of Non-District Related Materials
5050	Student Tobacco Possession and Use	8200	Internet Safety Policy
5060	Student Dress Code	8400	Nondiscrimination
5070	Student Violence, Fights and Aggressive Behavior	8410	Sexual Harassment (Title IX)
5080	Gangs, Secret Societies and Disruptive Groups		
5090	Student Habitually Disruptive Behavior		
5100	Student Weapons and Dangerous Items in School		
5110	Student Bullying, Harassment, Hazing, Intimidation and Threatening Behavior		
5120	Off-Campus Behavior		

Student conduct policies are available to all parents and students on the District's website or by request through the administrative office at each school.

Representative stakeholder groups (students, staff, parents, and community members) in Adams 12 Five Star Schools have created a standard of practice as it relates to teaching and managing behavior called The Discipline Matrix. The information found in the matrix is intended to be a guide for staff members to teach and correct behavior. Lesser management strategies may be utilized as appropriate. Repeated acts of misconduct, more serious misconduct and/or extenuating circumstances may warrant a higher-level response. If parents have specific questions regarding the matrix, please contact the District's Director of Student Engagement Initiatives at 720-972-4150.

Board Policy directs that student discipline methods be clear, timely and consistently applied. Students should receive information about school discipline expectations within the first four weeks of each school year. Students who arrive after the first month of school should receive information individually or in small groups as soon as possible following enrollment.

### **Student Due Process (District Policy 5010)**

District Policy 5010 explains due process rights students have in relation to student discipline matters. The policy identifies factors that District administrators will consider in determining consequences or interventions for Code of Conduct violations, as well as providing an explanation of violations that will result in referrals to law enforcement. The policy further explains procedures for investigating student discipline matters, including those that may result in suspension, extended suspension or expulsion of a student, including those cases involving students with disabilities. The policy identifies procedures for suspension and expulsion and explains appeal opportunities as well as alternative to suspension or expulsion opportunities that may be available, depending on the circumstances at the time.

### **Student Attendance (District Policy 5020)**

District Policy 5020 provides specific guidelines regarding student attendance. The policy describes acceptable reasons for absences, makeup work procedures and potential sanctions for poor attendance. Colorado law (22-33-104 C.R.S.) regarding compulsory attendance requires students to attend school from the age of 6 until their 17th birthday. Please be aware that the District partners closely with local juvenile courts to intervene in the cases of students whose poor attendance constitutes "habitual truancy", defined by Colorado law as having four (4) or more unexcused absences in a month or ten (10) or more unexcused absences during any calendar year period. Attendance Works, a national non-profit initiative that promotes awareness of the important role that school attendance plays in achieving academic success, reports that nine out of 10 U.S. school districts experience some level of chronic absenteeism among students. Adams 12 Five Star Schools is one of many districts working to improve chronic absences for increased student success. In the past, only unexcused student absences were tracked (truancy) in districts giving a false understanding of how absences affected student success. Adams 12 Five Star Schools considers excused and unexcused absences as well as suspension days when calculating chronic absences. A student is chronically absent when he or she misses 10 percent of schooling throughout the year – around 2 days per month.

### **Student Use of Cell Phones and Other Personal Electronic Devices (District Policy 5030)**

District Policy 5030 permits the use of electronic devices for personal, recreational, communication or instructional purposes under specific conditions. Violations of this policy may result in disciplinary sanctions up to and including expulsion from school, depending upon the severity of the violation.

In academic settings (classroom, library, labs, etc) electronic devices must be in the "off" or "silent" position at all times and stored out of sight except when utilized, as permitted by the instructor, as assistive technology, or as part of a student's individual education program as determined by school administration or the teacher. Teachers may impose even further restrictions at their discretion in their class.

In non-academic settings, including at school activities or on school transportation, such devices may be used in "silent mode" provided the use of such device, as determined by the supervising staff member or bus driver, in no way disrupts, poses a safety concern or otherwise violates District Policy 5000, Student Code of Conduct.

Electronic devices may not be used in a manner which is potentially unsafe, illegal or otherwise might violate the Student Code of Conduct. Prohibited uses include but are not limited to creating video or audio recordings, or taking or sending photographs of students or staff without permission of the student(s) or staff member(s). Such devices may not be used for academic dishonesty or cheating. Such devices may not be used in any manner that disrupts the academic environment, or otherwise disrupts school activities or functions. Students may not depart a class to activate or operate such devices.

The typical progression of consequences for violations as described in the policy includes:

1st offense. The device shall be confiscated, secured and transferred to the appropriate school administrator. Parent/guardian shall be notified and the device may be released to the student upon review of this policy with the student.

2nd offense. The device shall be confiscated, secured and transferred to the appropriate school administrator. The parent shall be notified and the device may be released only to the parent/guardian, upon review of this policy with the parent/guardian.

3rd offense. Third offense shall be considered disruptive behavior and defiance of authority, and may result in a minimum of one day of suspension to be served in or out of school at the discretion of school administration. Subsequent violations may result in increasing suspensions of up to three (3) days. The device shall be confiscated, secured and transferred to the appropriate school administrator. The parent shall be notified and the device may be released only to the parent/guardian, upon review of this policy with the parent/guardian. At the discretion of school administration, this may also result in the student losing the privilege of bringing the phone to school.

Under all circumstances students shall be personally and solely responsible for the security of their cell phones and personal electronic devices. Adams 12 Five Star Schools shall not assume responsibility for theft, loss, or damage of any such device and will not be responsible for investigation of such incidents.

If unique circumstances exist warranting the need for a student to use a cell phone or personal electronic device, on a temporary basis, outside the guidelines of District Policy 5030, such requests shall be submitted to the Principal in writing. The Principal's decision regarding such requests shall be final.

### **Student Use of District Technology and the Internet (District Policy 5035)**

District Policy 5035 establishes guidelines for allowable use of District technology and the Internet. Students are responsible for their own use of District computers and computer systems, and should understand that the District may monitor, inspect, copy or review all usage of District technology and the Internet. Students should also understand that they may lose the privilege of accessing the Internet or using District technology for violating appropriate use expectations. Violations of Policy 5035 may also result in disciplinary sanctions including suspension or expulsion for extreme or repeat violations, and may be referred for legal action as warranted.

Examples of prohibited behaviors include but are not limited to accessing, creating or transmitting information that promotes violence, is pornographic or profane, is intended to bully or harass, or is used to cheat. Policy 5035 further prohibits a range of security-related violations including attempts to gain unauthorized entry into networks or to change District data records. The policy also addresses allowable student-generated content on school websites.

### **Student Drug, Alcohol and Controlled Substance Offenses (District Policy 5040)**

School districts are required by law to adopt policies regarding use, possession and/or sale of drugs or other controlled substances in school, on school grounds, in school vehicles at school activities or while waiting to board or depart the bus.

Students may not knowingly use, be under the influence of, possess, bring, sell, solicit the sale of, transfer, distribute or supply a drug, controlled substance or drug paraphernalia.

Controlled substances include but are not limited to narcotic drugs, hallucinogenic or mind-altering drugs or substances, amphetamines, barbiturates, stimulants, depressants, marijuana, anabolic steroids. Alcohol, counterfeit drugs and other substances as described in Policy 5040 are also considered controlled substances for purposes of the policy.

Schools and law enforcement officials are trained and have the equipment to administer field sobriety tests. If a parent(s) disagrees with the determination of school or law enforcement officials that the student is under the influence of a controlled substance, the parent may have the student complete a sobriety assessment within 6 hours of the incident at the parent's own expense by a provider approved by the District. Self-admission by the student suspected of being under the influence of a controlled substance without a valid prescription constitutes sufficient evidence to proceed with disciplinary action.

Students are subject to disciplinary action up to and including suspension and expulsion for any single policy violation. Alternatives to suspension and expulsion may be offered by the school as appropriate depending on the circumstances of the violation. School officials are instructed to notify law enforcement regarding suspected violations of this policy and to cooperate with any investigation that may result.

### **Tobacco, Nicotine and Controlled Substance Delivery Mechanisms (District Policy 5045)**

District Policy 5045 prohibits the use or possession of any delivery mechanism or device that could be used for the consumption, ingestion, inhalation or application of tobacco or nicotine products or controlled substances on school grounds. This includes without limitation pipes, hookah pens, vaporizers, and electronic cigarettes. Because such devices may be used with either tobacco or nicotine products or with controlled substances, disciplinary consequences more severe than are imposed for tobacco/nicotine products shall be imposed. Furthermore, using, possessing or being under the influence of tobacco, nicotine or controlled substances are separate offenses that may warrant additional discipline as set forth in applicable District Policies.

### **Student Tobacco Possession and Use (District Policy 5050)**

District Policy 5050 prohibits the use or possession of tobacco or nicotine products at school, school activities or events or in any vehicle used by the District. Sanctions for violations of the policy increase in severity for repeat violations. Tobacco is defined as any product that contains tobacco or is derived from tobacco that is intended to be ingested or inhaled by or applied to the skin of an individual. Nicotine is defined as any product that contains nicotine or is derived from nicotine and is intended to be ingested or inhaled by or applied to the skin of an individual. Many secondary schools in the District offer tobacco cessation programs at no-cost to students. Students or parents interested in participation in cessation/education programs should inquire at their school's counseling office or refer to the Tobacco-Free Procedures.

### **Student Dress Code (District Policy 5060)**

Students are expected to abide by the following general guidelines as identified in District Policy 5060 while on school premises or at school activities:

1. Students must wear a top, bottom and footwear;
2. Inappropriately sheer, tight, short, or low-cut clothing that bares or exposes traditionally private parts of the body, including but not limited to, the stomach, buttocks, upper thigh, back and breasts is prohibited;
3. Some courses may require adjustments to attire and hairstyle to ensure safety during academic activities (i.e. science labs, PE, electives, Career & Technical Education (CTE), etc.); and
4. Some courses (i.e. science labs, PE, electives, CTE, etc.) and school-sponsored extracurricular activities may require or allow specific attire (safety gear, athletic attire, uniforms, hats, hair tied back, etc.)

Restrictions upon freedom of student dress will be imposed, at the discretion of school administration, whenever the mode of dress in question is potentially unsafe for the student or others, or is likely to be disruptive or cause interference with the educational environment

of the school. As determined by the building principal, individual exceptions may be made for clothing/headgear worn for religious and/or medical purposes. The following items or clothing are specifically prohibited.

- a. Items worn in a manner that makes a student's face difficult to identify;
- b. Exposed undergarments;
- c. Pajamas and house slippers;
- d. Hoods of sweatshirts or hoodies;
- e. Sunglasses worn indoors (unless previously approved by the building principal for medical purposes);
- f. Clothing or accessories that promote drugs, alcohol or tobacco either by brand or message;
- g. Clothing or accessories with sexually suggestive language or messages;
- h. Clothing or accessories that have pictures of guns or other weapons, promote violence, criminal activity, intimidation or intolerance of others (based on religion, ethnicity, gender or lifestyle);
- i. Clothing or accessories that could readily be used as a weapon or might otherwise injure the wearer, including items with spikes or loose hanging chains;
- j. Clothing or accessories that by virtue of color, arrangement, trademark, or other attributed denote membership in gangs which advocate drug use, violence or disruptive behavior as defined in District Policy 5080;
- k. Trench coats and other like jackets capable of easily concealing weapons;
- l. Clothing or accessories that cause or are likely to cause disruption of the educational process. Dress guidelines for special events or school-sponsored purposes, including but not limited to dances, extra-curricular activities, and fundraisers shall be at the discretion of school administration based upon the nature of the particular event. Students may avoid the risk of being asked to leave or change clothing at an event by having attire approved in advance by an administrator.

All middle and high school students are required to carry on their person an unaltered school issued photo identification card (ID) during school hours, or at such times, locations, and activities specifically identified by the building principal; provided, however, that the building principal shall have the discretion to impose a stricter requirement regarding student wearing of school issued photo ID cards based upon safety and/or related concerns.

Uniforms may be required with Superintendent approval.

Students who violate or are suspected to be in violation of this policy shall be referred to school administration for investigation. Sanctions up to a five (5) day suspension may be imposed for any single violation of this policy.

Except when other contributing policy violations or safety concerns exist in combination with violations of this policy, the typical progression of sanctions and intervention for violations of this policy shall be as follows:

1st Offense – warning and education about the policy and the student being provided an opportunity to correct the violation.

2nd Offense – sanctions up to one (1) day out-of-school suspension and requirement that parent and student review and sign a statement indicating their understanding of the “Student Dress Code” policy.

3rd Offense – sanctions up to three (3) days out-of-school suspension and required parent meeting as a condition of re-entry for the purpose of reviewing the “Student Dress Code” policy and discussing the consequences of future violations.

Additional factors as identified in Policy 5010 may also be considered in determining appropriate sanctions and interventions.

The Superintendent authorizes the Executive Directors of Schools to grant written waivers to this policy as appropriate.

### **Student Violence, Fights and Aggressive Behavior (District Policy 5070)**

District Policy 5070 prohibits fights or other violent or aggressive behavior. Fighting offenses, regardless of infliction of bodily injury, occur when: (1) a person acts with the intent of making physical contact with another person, or acts with the knowledge that such contact would probably result; (2) physical contact with another person does result; and (3) the contact is offensive to the other person. A fight may also include a student attempting but failing to make harmful or offensive contact with another person. To avoid fights or aggressive interactions, students are responsible to make all reasonable efforts to avoid the conflict, including leaving the scene and to seek the help of a staff member. Policy 5070 further prohibits encouraging fights, videotaping or electronically sharing images of school-related fights, or helping arrange fights. Fighting offenses may result in consequences up to expulsion from school.

### **Gangs, Secret Societies and Disruptive Groups (District Policy 5080)**

School districts are required by Colorado law to adopt policies regarding prohibited gang-related activities in school. District Policy 5080 defines a gang, secret society or disruptive group as a group of three or more individuals, whether formal or informal, sharing a common name, interest, bond, confederation, alliance, initiation practice, network, conspiracy, or activity characterized by criminal or delinquent conduct, whose members individually or collectively engage in or have engaged in a pattern of such activity.

Examples of prohibited items, behaviors or actions which may be indicative of gang, secret society or disruptive group affiliation include but are not limited to:

1. Colors / Numbers – A common color or number used to represent affiliation with the disruptive group. Colors and numbers may be represented through, but not limited to, clothing, bandanas, nail polish, sports logos/apparel, make-up, or other items that display a “color” or number on a person or possession.
2. Signs – Verbal or Physical – Statements, gestures, signals, or signs flashed by individuals either to members of their own disruptive group as communication or identification, or intended as taunts or challenges to others.

3. Graffiti – A drawing, symbol, phrase, cryptic writing, code, icon, logo, or written word used to express opinions, membership in a disruptive group or gang, about other groups or gangs, or direct challenges to others.
4. Apparel / Jewelry – Hats, bandanas, emblems, trademarks, badges, insignias, logos, belts, belt buckles, colored shoe strings, jewelry or other clothing that identify the individual with the disruptive group and/or that carries meaning for the disruptive group.
5. Manner of Grooming – Tattoos, hairstyles, and other unifying marks (i.e. manner of shaving, piercings) indicative of affiliation with or that carries meaning for a disruptive group.
6. Recruitment – Action to knowingly solicit, to invite, recruit, encourage, coerce, or otherwise cause another to actively participate in or become a member of a disruptive group. Furthermore, recruitment also includes the use of force, threat, or intimidation directed at any person, or by the infliction of bodily injury upon any person, thereby preventing the individual from leaving a disruptive group.

Action up to and including expulsion from school may be considered for any single violation of this policy depending upon the nature of the offense, the severity of the situation, and the student’s discipline history. The typical progression of intervention for violations of Policy 5080 are:

1st Offense – warning and education about the policy, school based sanctions including suspension up to three (3) days out of school, and a requirement that student and parent review and sign a statement indicating their understanding of this policy.

2nd Offense – up to five (5) days out-of-school suspension and a required parent meeting as a condition of re-entry for the purpose of reviewing this policy and the consequences of future violations.

3rd or Subsequent Offenses – up to a five (5) day out-of-school suspension and potential expulsion from school.

All violations of Policy 5080 which involve violence, threats of violence, or an immediate risk to the safety of students or staff shall result in suspension out-of-school for a minimum of three (3) days.

### **Student Habitually Disruptive Behavior (District Policy 5090)**

A student may be declared to be habitually disruptive after a series of suspensions and interventions, and may be expelled for habitually disruptive behavior as explained in District Policy 5090. A habitually disruptive student is defined as a student who has been suspended out of school a minimum of three (3) times during the current school year, for behavior that caused a material and substantial disruption on school grounds, in school vehicles, or at school activities or sanctioned events.

A remedial discipline plan in the form of a contract between school administration, the student and parents should be developed and monitored when students have been suspended and may be at risk of future violations that would result in a habitually disruptive designation. Remedial discipline plans may be implemented for potential habitually disruptive students without parent or student consent in the event that either should refuse to participate in the planning and intervention process. The primary purpose of the Remedial Discipline Plan is to identify support resources and strategies to assist habitually disruptive students avoid expulsion and remain in school.

### **Student Weapons and Dangerous Items in School (District Policy 5100)**

Consistent with the District’s obligation to provide a safe and secure environment, District Policy 5100 prohibits students from being in possession of any dangerous weapon or dangerous item at school, during school activities, or on any District property.

Knives or other instruments with sharpened blades or edges that might easily be used as a weapon are not permitted at school, regardless of the length of the blade. Exceptions include scissors and other sharpened instruments commonly used during supervised educational activities. Possession of a firearm on any Adams 12 property mandates expulsion from the District for the first offense. Other weapons violations are subject to sanctions and interventions as described in the policy.

### **Student Bullying, Harassment, Hazing, Intimidation and Threatening Behavior (District Policy 5110)**

District Policy 5110 addresses the negative impacts that bullying, harassment, hazing, intimidation and threatening behavior have on student health, welfare and safety and on the learning environment. As defined by Policy 5110, bullying is any written or verbal expression or electronic act or gesture, or a pattern thereof, that is intended to coerce, intimidate, or cause any physical, mental, or emotional distress. Harassment as defined by Policy 5110 includes unwelcome verbal, written or physical conduct that is not addressed by the definitions of harassment in District Policies 8400 (Nondiscrimination) or 8410 (Sexual Harassment – Title IX).

Students who violate Policy 5110 will be subject to disciplinary action as described in District Policy 5000, Student Code of Conduct. In addition to discipline sanctions, schools may implement intervention strategies as appropriate.

All administrators, teachers, classified staff, parents and students shall take all reasonable steps to prevent and/or address bullying, harassment, hazing, intimidation or threatening behavior.

1. Students who believe they have been victims of bullying, harassment, hazing, intimidation or threatening behavior should immediately report the situation to school personnel.
2. Students who witness bullying, harassment, hazing, intimidating or threatening behavior are expected to make reasonable efforts to seek the help of school staff. Failure to report such behavior is detrimental to the school learning environment and may be grounds for disciplinary consequences.
3. Parents/guardians who believe that their students have been victims of bullying and/or other types of behavior prohibited by this policy are also strongly encouraged to report the situation to school personnel.
4. School administrators shall ensure that reports of bullying, harassment, hazing, intimidation or threatening behavior are promptly and thoroughly investigated. Administrators are directed to attend to the needs of the victim(s) of the behavior as well as to issue sanctions or interventions as warranted according to policy, and to address broader issues of school culture and climate of which the behavior may be symptomatic.

**Off-Campus Behavior (District Policy 5120)**

Behavior which takes place on or off campus may result in discipline sanctions up to and including expulsion from school when such behavior was or is likely to be detrimental to the welfare or safety of other students or of school personnel, including behavior that creates a threat of physical harm to the student or other students. Such misconduct may include, but is not limited to, any of the behavior violations identified in District Policy 5000, Student Code of Conduct.

In determining whether off-campus misconduct is or is likely to be detrimental to the welfare or safety of students or school personnel, the administrator shall consider, among other relevant factors: the extent to which other District students were involved in or present during the off-campus misconduct; the proximity to school and the school day; and the known or predicted negative impact or effect the misconduct had or is likely to have on the school environment. The existence of criminal charges and/or a criminal adjudication in relation to off-campus behavior may also be considered in determining whether the misconduct warrants school sanctions.

**Search and Seizure (District Policy 5130)**

District Policy 5130 authorizes District officials to conduct a search when on school grounds, in a vehicle owned, leased or otherwise used by the District or school, or at a school activity, when there is a reasonable suspicion that the search will result in the discovery of "contraband," which includes all substances or materials prohibited by District/school policy or state law including, but not limited to, drugs, drug paraphernalia, alcoholic beverages, guns, knives, weapons, tobacco, graffiti instrumentation, items suspected of being stolen, and/or material or items which present an imminent danger of physical harm or illness.

Under conditions specified in Policy 5130, searches of automobiles may also be conducted by school officials.

When possible, an involved student shall be informed of the reason for a search, and the official conducting the search shall attempt to secure the student's consent to the search. The scope of a search must be no more intrusive than is reasonably necessary under the circumstances.

Inappropriate items found during the course of a search may be seized and at the discretion of school administration such items may be returned to the parent or guardian of the student from whom the items were seized; offered as evidence in any suspension or expulsion proceeding; turned over to law enforcement officers; or destroyed.

Many District secondary schools utilize random canine searches from time to time to deter students from bringing contraband on District property. Such searches involve trained dogs and their handlers scanning property or general areas, but never individuals. Should a dog alert its handler to the possible presence of contraband, the handler would notify school officials. A canine alert constitutes reasonable suspicion for school officials to conduct a search following the procedures established in Policy 5130.

**Corporal Punishment (District Policy 5140)**

District Policy 5140 prohibits the use of corporal punishment by any staff member. Corporal punishment is defined as action taken to punish a student by spanking or otherwise physically handling a student in any way to purposefully inflict punishment (as distinguished from the use of physical intervention and restraint in Policy 5150). Permission to administer corporal punishment shall not be sought nor accepted from any parent, guardian, or school official.

**Physical Intervention, Restraint and Seclusion (District Policy 5150)**

District Policy 5150 permits District personnel, acting within the scope of employment, to use physical intervention and restraint as prescribed by the policy. The use of physical restraint or seclusion as a punitive form of discipline or as a threat to control or gain compliance of a student's behavior is prohibited. Documentation and parent notification regarding the use of physical restraint or seclusion shall occur in accordance with Policy 5150.