Code of Conduct Summaries for Elementary School Students and Families 2026-2027

e Ballston Spa Code of Conduct was developed in an effort to:

- Clearly define the expectations for acceptable conduct on school property;
- Identify the possible consequences of unacceptable conduct;
- Ensure that discipline, when necessary, is administered promptly and fairly;
- Support the Dignity For All Students Act

DASA Coordinators:
Donald Brandt, Gordon Creek
Kathleen Chaucer, Milton Terrace
Sarah Johnson, Malta Avenue
Kelly Cataldo, Wood Road

Title IX and Compliance Officer:
Kevin Flores, Director, Student Support Services

The complete Code of Conduct can be found online at www.bscsd.org or in each elementary school's main office.

Dignity for All Students Act

The Dignity for All Students Act focuses on ensuring that our school is a safe place and that students know that they are protected from certain types of behavior.

Following our Character Education traits, the Four B's, and the Malta Way are the expectations for all.

If anyone is making a student feel unsafe, bullied, threatened or harassed, we urge the student or parents to contact an adult at school. Please contact a school social worker, administrative aide, or Principal.

All students have the right to enjoy their education without worrying about unkind words or actions from others. No student should be discriminated against based on actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, or gender identity or sex on school property or at any school function.

If any negative action takes place off school grounds, it can be considered against school rules when it negatively impacts the ability of a student to focus on their school work or participate in school activities.

Reporting

All students are encouraged to report any violations of the Code of Conduct to an adult in the building. This includes all incidents of students or staff being harassed or discriminated against by students, school staff, or other individuals.

Retaliation against any person who reports, investigates, or reviews a complaint of harassment or discrimination will not be tolerated.

Student Use of Personal Technology

The District recognizes that electronic devices can be valuable tools for communication and learning. However, by removing electronic devices from the school day, including but not limited to cell phones, smart watches, and headphones/earphones, we are prioritizing our commitment to a higher level of education and engagement for all students. It is the policy of the District that all electronic devices must be OFF AND AWAY FOR THE DAY which means during instructional hours from the first bell until the end of the day bell all electronic devices shall be turned off and stored by each student in their backpacks. Please see BOE Policy #7316 for more information.

Dress Code

Students and their parents have the primary responsibility for acceptable student dress and appearance. The purpose of a dress code is to ensure student safety and to maintain a focus on the educational process. A student's dress, grooming and appearance should:

- Recognize that extremely brief or see-through garments are not appropriate, and midriff should be covered.
- Ensure that underwear is completely covered with outer clothing.
- Include safe footwear at all times.
- Not include hats/headgear in the school, except for medical or religious purpose.
- Not include items that are vulgar, obscene, or denigrate actual or perceived race, color, religion, religious practice, national origin, gender, sexual orientation, sex, weight or disability.
- Not promote and/or endorse the use of alcohol, tobacco or illegal or violent activities.
- Not denote or represent gang affiliation.

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Visitors to the School

All persons on school property or attending a school function shall conduct themselves in a respectful and orderly manner. Visitors must adhere to the Code of Conduct. Any unauthorized person on school property or any person not conducting him/herself in a respectful manner will be reported to the Principal or his/her designee and will be asked to leave.

Student Searches and Questioning

School officials who are authorized to discipline students may question a student about any alleged violations of the law or Code of Conduct. School officials are not required to contact parents/guardians before questioning a student. All students will be told why they are being questioned.

In addition, school property, (including lockers) is subject to search by school officials at any time. Officials may also search students and/or their belongings if they have reasonable suspicion that the search will result in evidence that the student violated the law or Code of Conduct. Please note that safety equipment, such as metal detectors and/or drug sensors, may be used during the search and questioning of students; school officials will inform parents/guardians of the outcomes of such investigations.

It should be noted that the elementary schools are committed to cooperating with police officials and child protective services to maintain safe schools.

Disciplinary Action and Student Conduct

Ballston Spa elementary schools operate under a progressive discipline model. Students may be subject to a range of disciplinary actions if they engage in conduct that is disorderly, insubordinate, disruptive, violent, threatening, endangers the safety, moral, health or welfare of others or includes academic misconduct. Disciplinary action will be firm, fair, and consistent. Disciplinary actions may include warnings, notification to parents, detention, suspension from athletics or other activities/privileges, in-school suspension, removal from class, short-term or long-term suspension from school or (with parental support) community service.

Student Rights and Responsibilities for a Safe & Receptive Learning Environment

Student Rights

A. To be protected from intimidation, harassment, bullying or discrimination by employees or students on school property or at a school sponsored event

B. To receive explicit instruction in expectations for learning and behavior from school personnel

C. To learn in an environment that is supportive and free of harassment, bullying, intimidation, and behavioral distractions

D. To take part in all district activities on an equal basis

E. To access school rules and receive an explanation of those rules from school personnel

F. To present their version of relevant events to school personnel authorized to impose a disciplinary penalty in connection with the imposition of the penalty

Student Responsibilities

A. To attend school every day unless legally excused and be in class on time, and prepared to learn

B. To work to the best of their ability in all academic and extracurricular pursuits and ask questions when they do not understand

C. To contribute to a safe and orderly school environment conducive to learning, and to respect one another in accordance with DASA

D. To react to direction given by school personnel in a respectful, positive manner

E. To report harmful, threatening, or disruptive behaviors to an adult in their building in a timely manner and seek help solving problems that might lead to discipline

F. To be familiar with and abide by district policies, rules and regulations and to accept responsibility for their actions

G. To develop mechanisms to control their anger in school, the community, on social media, etc.

H. To dress appropriately for school and school functions

I. To conduct themselves as representatives of the district at school-sponsored extracurricular events and to hold themselves to the highest standards of conduct, demeanor, and sportsmanship.

- *This summary document has been distributed to all students and parents pursuant to New York State Education Law.*
- *The complete Code of Conduct is posted online at www.bscsd.org.*
- *Copies of this summary and the complete Code of Conduct can also be found in each school's main office.*
- *An abbreviated student Code of Conduct is distributed to students at the start of each school year.*