Code of Conduct

All students will be required to read and sign this Code of Conduct with their teacher. By signing the Code of Conduct, each student is acknowledging that he/she understands what is expected of them behavior-wise and will abide by the rules of the school as stated in the Lincoln Roosevelt School Handbook, which is contained in the following pages. Listed below is a condensed version of the guidelines that have been established for Lincoln Roosevelt School. All students are expected to read the Handbook for more detailed information.

All students share the responsibility to:

1. **Treat all classmates with respect and dignity**. At Lincoln Roosevelt School, we will not tolerate the use of any words or actions that put people down in any way, for any reason. Lincoln Roosevelt is a bully-free and harassment-free environment. All Lincoln Roosevelt students have the right to come to school and be totally comfortable without feeling threatened, bothered, or bullied in any way.

   Our Words to Live By Are: Treat others the way you would like to be treated.

2. **Contribute in a positive manner to classroom lessons and learning for all**. No student will be allowed to interrupt the learning process. If a student's behavior results in other classmates missing out on classroom instruction, then he/she will be removed from the class and consequences will occur. Students do not have the right to interfere with any child's education or instruction. Students and teachers are here to work with one another and learn.

3. **Show respect toward their peers and staff members**. Students will always be treated fairly and with respect at Lincoln Roosevelt School. It is expected that all students treat people at Lincoln Roosevelt School, and all district employees, with the same respect and courtesy that they would expect and appreciate.

4. **Behave in an appropriate and reasonable manner throughout the school day**. Appropriate behavior is required in all school-related areas, such as classrooms, lunchrooms, recess areas, on the bus, at the bus stop, in the hallways, and in the bathrooms. Exhibiting self-control when students are in these places demonstrates maturity, trustworthiness, and integrity.

5. **Respect school property and others' belongings**. All school property must be treated with respect and care. The school building of Lincoln Roosevelt School and all the materials housed on its campus are the property of the Roxbury community. The students are expected to treat these items with respect and utilize them in an appropriate manner. This includes, but is not limited to, the following: lockers, desks, furniture, computers, books, bathrooms, cafeteria furniture, and even the buses and vans. Please be aware, if anyone damages or defaces any school property, they will be responsible for the cost of repairing/replacing the damaged items. **In 6th grade,**

school lockers are assigned to students at Lincoln Roosevelt School. The lockers are the property of the school and may be examined by school officials if the need arises. Magnets are allowed, but stickers and tape of any kind are not permitted. The school is NOT responsible for losses from the lockers.

6. **Use electronic devices appropriately and in accordance with their intended purpose**. Throughout the year, both 5th and 6th grade students will be given access to Chromebooks and/or computers. The purpose of these devices are to enhance the educational experience being provided by the district. Students are to respect the devices and use them appropriately to work on curriculum-related material. Students will utilize the devices at the teacher's discretion. All online and electronically transmitted activity is not private and will be monitored by the school district. Failure to adhere to these guidelines can result in the loss of computer privileges and/or possible administrative consequences.

   Cell phone and smartwatch usage is strictly prohibited during school hours and on the bus. Students need to acknowledge the privacy of others and refrain from using any device in a negative way that damages the integrity of others. In addition, students are strictly prohibited from attempting to contact district employees by phone or social media platforms.

7. **Uphold academic integrity to foster student learning.** All students are responsible for upholding a high level of academic integrity. This means completing your own work and being honest about all information submitted for a grade or any class assignment. Sharing information about tests or quizzes with students who have not yet taken them is considered cheating. Any work created through dishonest means will receive a grade of zero.

Student Discipline

Rules and regulations are necessary for the orderly operation of the school community. It is important that students recognize their responsibility to abide by the rules of the school. Accordingly, students who do not conform to school rules and regulations will be subject to the policy of progressive disciplinary rules.

Students shall be required to conduct themselves in a manner in keeping with appropriate levels of maturity. This includes demonstrating the proper respect of authority, adherence to school rules and regulations, and such provisions of the law as they apply to the conduct of juveniles and minors. Poor behavior is not only undesirable in its effects upon the individual - it is also disruptive of the main purpose for which schools are established - to provide meaningful learning experiences to all students. The Roxbury Township Board of Education, administration, and faculty, have made every effort to provide quality education for all students. To take advantage of this opportunity, the student must be willing to learn and behave acceptably.

In order to create an atmosphere conducive to the effective functioning of all students, the students are to demonstrate courtesy and respect toward school personnel and their peers, respect school property, and avoid behavior that disrupts a group activity or is detrimental to the functioning of a class or the school. Students are accountable for their actions even when these actions are taken while they are part of a group. Disruptive behavior that disturbs others or keeps others from learning will not be tolerated.

The Lincoln Roosevelt Philosophy on Discipline

At Lincoln Roosevelt, we believe that a safe, orderly, and structured environment is essential for meaningful learning and personal growth. Our discipline philosophy is built upon the core values of kindness, accountability, and good citizenship, making sure that every student feels safe and respected within our school building. We view behavioral missteps not merely as infractions, but as vital opportunities for students to learn, reflect, and grow into responsible individuals.

While students are held accountable for maintaining a disruption-free learning environment, our progressive-discipline approach emphasizes restorative practices and moving forward positively from mistakes. By partnering with families, we foster a community where 5th and 6th graders learn the maturity required to balance their personal rights with their responsibilities to others. Ultimately, adhering to these rigorous conduct expectations guarantees that LRS remains a safe, welcoming space, dedicated to academic excellence and character development.

DISCIPLINARY INFRACTIONS

Note: The penalties noted below denote the minimum discipline to be implemented along with parent/guardian contact. Infractions not noted will be left to the discretion of the administration.

Types of Infractions	First Offense	Second Offense	Third Offense
Disruptive Behavior/Use of Inappropriate Language	Teacher Warning with Parent Contact	Teacher Lunch Detention with Parent Contact	Administrative Conference with Up to 2 Lunch Detentions
Insubordination/Disrespect to staff	Administrative Warning with Parent Contact	Administrative Conference with Up to 2 Lunch Detentions	Afterschool Detention or In-School Suspension
Electronic Device Violation / Violation of Acceptable Use Policy *District Chromebooks*	Teacher Warning with Parent Contact	Administrative Warning with Parent Contact and Confiscation of Device for the Day	Up to 2 Lunch Detentions
Cell Phone Policy Violation *Possession of cell phone or smart watch*	Teacher Warning: Student places	Administrative Warning with Parent	Up to 2 Lunch Detentions and parent

	phone into backpack or locker	Contact and Confiscation of the device for the day	picks up device from Main Office
Photography/Video Violation	Up to 2 Lunch Detentions: supervised deletion of the photo/video and device confiscated	Up to 3 After-School Detentions: Confiscation of phone	Confiscation of phone; Parent Pick-up of device; 1 day In-School Suspension
Plagiarism/Forgery/Cheating	Teacher Warning with Parent Contact: Alternate Assignment for reduced credit	Admin Conference: 2 Lunch Detentions with an alternate assignment for reduced credit	Parent Meeting: 0% for the assignment with 2 Lunch Detentions
Possession and/or use of a Weapon	Up to 10 Days Out of School Suspension with Police Notification		
Physical Altercations	Up to 3 After-School Detentions	Up to 2 Days of ISS	2+ Days of Out-of-School Suspension
Types of Infractions	First Offense	Second Offense	Third Offense
Fight	1-3 Days of Out-of-School Suspension	3-5 Days of Out-of-School Suspension	5+ Days of Out-of-School Suspension
Horseplay *Non-hostile pushing, shoving, tripping, that does not result in injury*	Up to 2 Days of Lunch Detention	Up to 3 Days of After-School Detention	Up to 2 days of In-School Suspension
Theft	Up to 3 After-School Detentions with Restorative actions	In-School Suspension: Restorative actions	Out-of-School Suspension with Police Referral
Destruction of Property/Vandalism/Graffiti	Up to 2 Lunch Detentions	Up to 2 After-School Detentions	1 Day of In-School Suspension
Threats Directed at Others	1 Day of In-School Suspension	Up to 2 Days of Out-of-School Suspension	5+ Days of Out-of-School Suspension
Cutting Class *Missing 10+ minutes of class time without approval*	Administrative Warning with Parent Contact	Up to 2 Lunch Detentions	Up to 3 After-School Detentions

Multiple Lates to Class	Teacher Warning with Parent Contact	Administrative Warning with Parent Contact	Up to 2 Lunch Detentions
Under the Influence at School: Use of Substances at School	Police Notification: 4 Days Out-of-School Suspension, 2 Days In-School Suspension, mandatory drug screening, compliance with recommended treatment recommendations before return to school		
Possession of Substances and/or Intent to Sell or Distribute	Police Notification: Out-of-School Suspension for 10 days (automatic, per BOE policy)		
Possession/Use of Tobacco/Tobacco Products (including electronic smoking devices)	Students will be reported to the Roxbury Township Board of Health who will issue a summons for appearance in municipal court, where a penalty will be assessed in accordance with applicable statutes and ordinances. Students found using or in possession of electronic smoking devices on school grounds will be sent for a mandatory drug screening.		
Leaving the school without permission.	1 Day of In-School Suspension plus Parent Conference	2 Days of In-School Suspension	Up to 3 days Out-of-School Suspension
Threats Directed at Others	Up to 1 Day of In-School Suspension	Up to 2 Days of Out-of-School Suspension	5+ Days of Out-of-School Suspension
Failure to Attend Disciplinary Actions/Continued Willful Violations of School Policies	1 Lunch Detention in addition to serving the original consequence	2 After-School Detentions in addition to serving the original consequence	Up to 2 Days of In-School Suspension
School Bus Conduct	Based on the severity of the infraction, consequences could be lunch detentions, after-school detention, bus suspension, parent contact, or seat being moved.		
Actions not listed above, as determined by the administration, that are justifiable to elicit a disciplinary response are reserved to the administration for handling accordingly. Restorative Practices, where appropriate, along with disciplinary consequences, will be paired with opportunities for students to make amends and begin to rebuild relationships impacted by the misconduct.			

I, _____, agree to abide by the LRS Code of Conduct and the rules that are contained in the LRS Student Handbook.

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Student Signature *Date*