

RANDOLPH TOWNSHIP ELEMENTARY SCHOOLS CODE OF CONDUCT

RANDOLPH TOWNSHIP SCHOOLS MISSION STATEMENT

It is the mission of the Randolph Township Schools to help prepare all our students for further education, productive work, responsible citizenship and personal fulfillment. Toward that end, we will provide students with educational experiences that enable them to acquire the knowledge and develop the thinking and problem-solving skills necessary for a lifelong process of learning. We will guide all students in discovering, valuing and developing their unique talents in order to realize their potential.

POLICY ON DISCIPLINE

The maintenance of discipline is a cooperative task between the home and the school. If difficulty occurs with an individual pupil, we will first attempt to find the cause of the problem. Many times the underlying cause of the problem is minor and can be remedied without parental involvement. In more serious cases requiring disciplinary action, parents will be contacted immediately to help work out a school/home solution. Suspension from school may occur if deliberate acts of any student results in injury to the health, morals or welfare of other children; if there is a serious violation of school regulations; or if the conduct of the pupil interferes with the education of other pupils in the classroom. In the event of a suspension, the pupil may not return to school until the parents have contacted building administration for a reentry meeting. It is our wish with all discipline at the elementary level that we work toward correcting behaviors through the use of proactive positive supports as well as behavioral interventions.

THE BEHAVIORAL EXPECTATIONS OF ELEMENTARY STUDENTS

Our elementary students are expected to abide by expectations that follow the guidelines:

- Taking care of oneself
- Taking care of others
- Taking care of the environment

Our elementary programs consistently strive to accentuate the positive aspects of what our students do each and every day. In order to assist our students in meeting the expectations under each area mentioned above, elementary schools may actively participate in but are not limited to the following examples of character education:

- Frequent student praise by staff members for accomplishments in academic, social, emotional and/or athletic achievements.
- Monthly recognition at whole school meetings of individual and group accomplishments. Monthly meetings also serve to enhance a community within the school.
- Class meetings where students can share and highlight achievements both in and out of school. It also allows the classroom teacher to build a student-focused community within his/her room.
- Homeroom teachers are encouraged to follow the guidelines when developing classroom rules and expectations.
- Service-learning activities as individual classrooms and building highlight the connection between school and the outside world.

BEHAVIORAL CONSEQUENCES CHART

- It is understood that the first six behaviors listed will be handled by the classroom teacher prior to sending to building administration. The classroom teacher will decide whether the severity indicates contact with the parent. When minor level offenses are brought to administration, parental contact is discretionary.
- The words minor, moderate and severe refer to the severity of the incident and do not necessarily indicate if it is a first, second, etc. offense.
- The type and length of each suspension is at the discretion of the administration as governed by New Jersey Administrative Code 6A:16-7.2/7.3 and Board Policy 5610
- Before consequences for a classified student are determined, contact will be made with the Child Study Team.
- V, V and SA Incident Report refers to Violence, Vandalism and Substance Abuse Report Form – this form will be completed when the infraction so dictates.
- Any misbehavior on the bus is subject to the same consequences as if it happened on school grounds. Administration also reserves the right to suspend bus privileges for any student who is unable to behave appropriately while riding the bus.
- As the following code of conduct chart acts only as a guide, all student consequence determinations ultimately reside with school administration.

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BEHAVIOR	MINOR	MODERATE	SEVERE
Language obscene or language abusive	Apology of action; conference with student; parent notification discretionary	Lunch detention; parent notification	One or more possible detentions (before or after school); parent notification
Disrespectful to staff or disrespectful to students	Apology of action; conference with student; parent notification discretionary	Lunch detention; parent notification	One or more possible detentions (before or after school); parent notification
Unwanted physical contact	Apology of action Conference with student; parent notification discretionary	Lunch detention; parent notification	One or more possible detentions (before or after school); parent notification; for severe cases, possible suspension; violence, vandalism and substance abuse incident report

BEHAVIOR	MINOR	MODERATE	SEVERE
Defiance or insubordination	Apology of action Conference with student; parent notification discretionary	Lunch detention; parent notification	Loss of one or more lunch periods/ possible administrative detention before or after school/ parent notification
Misconduct-disruptive/ inappropriate behavior	Apology of action Conference with student; parent notification discretionary	Lunch detention; parent notification	One or more possible detentions (before or after school); parent notification
Student use of internet-enabled device	Device stored in Main Office until end of day to be picked up by student; Parent Notification	Device stored in Main Office until end of day to be picked up by parent; Lunch Detention; Parent Notification; Loss of privilege	Device stored in Main Office until end of day to be picked up by parent; Conference with administration, parent, and student; One or more possible lunch detentions, Extended loss of privilege
Destruction of property/ vandalism	Parent notification; restitution; apology of action	Parent notification/restitution; apology of action; one or more lunch detentions	Parent/police notification/restitution; violence, vandalism and substance abuse incident report; administrative detention; possible suspension
Theft/stealing/ possession of items not yours	Parent/student/ administrator conference; restitution; apology of action	Parent/student/ administrator conference; restitution; one of more lunch detentions	Parent notification; restitution; possible suspension; police report; violence, vandalism and substance abuse incident report; possible administrative detention; possible suspension

BEHAVIOR	MINOR	MODERATE	SEVERE
Inappropriate use of school issued electronic devices	Board Policy 2361	Board Policy 2361	Board Policy 2361
Smoking/use of tobacco products	Board Policy 7434	Board Policy	Board Policy
Assault with weapon or possession of weapon	Board Policy 8467	Board Policy	Board Policy
Substance Abuse	Board Policy 5530	Board Policy	Board Policy
Hazing	Board Policy 5512	Board Policy	Board Policy
Harassment, Intimidation and Bullying	Board Policy 5512.01	Board Policy	Board Policy
Fire Alarm Offense	First Offense Parent/Police/Fire notification; administrative detention	Second Offense Parent/Police/Fire notification; administrative detention; consultation with guidance	Third Offense Parent/Police/Fire notification; possible suspension; possible criminal fine; consultation with CST

Selected policies from the Randolph Township Board of Education Policy Manual have been summarized and included below. Please refer to the district website, www.rtnj.org for a complete listing of policies. It is possible that a policy below may have been updated and/or revised after the printing of this document so please refer to the website for the most up to date information regarding BOE policy.