

STUDENT HANDBOOK AT A GLANCE

Welcome to Our School Community!

Welcome, students, to our vibrant school community! This handbook is designed to be a quick guide to navigating school life, understanding our expectations, and making the most of your educational journey. Please take the time to read through this handbook carefully. It outlines our core values, essential rules, and the resources available to you. We're excited to have you as part of our school family! **#youbelonghere**

Our Core Values

Respect

Treating everyone with courtesy and consideration, valuing diversity, and fostering an inclusive environment.

Responsibility

Taking ownership of your actions, completing your work, and contributing positively to the school community.

Integrity

Being honest, ethical, and trustworthy in all your dealings.

Safety

Prioritizing your well-being and the well-being of others, adhering to all safety guidelines.

Attendance Matters

Regular attendance is crucial for academic success. Please adhere to the following:

- **Tardiness:** Students arriving after 7:30 am will be marked as tardy.
- **Absences:** After each absence, students **MUST** bring in a note signed and dated by a parent/guardian explaining the reason for their absence.
- **Leaving School:** Students must sign out at the office if they need to leave school grounds during the day, accompanied by a parent or guardian note/contact.

Consistent attendance helps you stay on track with coursework and class discussions!

Periods	
Warning Bell	7:25
Homeroom	7:30 - 7:37
1	7:41 - 8:24
2	8:28 - 9:11
3	9:15 - 9:58
4	10:02 - 10:45
5A	10:49 - 11:11
5B	11:15 - 11:32
5C	11:36 - 11:57
6A	12:01 - 12:18
6B	12:22 - 12:44
7	12:48 - 1:30
8	1:34- 2:17

Cell Phones

Phones are prohibited from bell to bell. Check out this [flyer](#)!

Dress Code

Our dress code promotes a focused learning environment. Please ensure your attire is appropriate for school:

- Clothing should be clean, neat, and in good repair.
- Avoid clothing with offensive or inappropriate graphics or messages.
- No hats unless permitted for a fundraiser or spirit day.
- Footwear must be safe and appropriate for school activities.
- Check out all of the specific guidelines in the [Code of Conduct](#).

Behavioral Expectations

We expect all students to conduct themselves in a respectful and responsible manner. This includes:

- Treating staff, students, and visitors with courtesy.
- Following instructions from teachers and school staff.
- Maintaining a positive attitude and participating constructively in class.
- Resolving conflicts peacefully and respectfully.

- Using appropriate language.
- Check out the [Code of Conduct](#) for specifics.

Technology Use

Technology is a valuable tool for learning. When using school devices or personal devices on campus, please remember:

- Devices should be used for educational purposes only.
- Accessing or distributing inappropriate content is strictly prohibited.
- Respect the privacy of others and do not share passwords.
- Follow all school policies regarding internet safety and digital citizenship.

Academic Integrity

Honesty in your academic work is paramount. This means:

- Submitting your own original work.
- Giving credit to sources when using information from others (no plagiarism).
- Not cheating on assignments, quizzes, or tests.
- Not helping others to cheat.

Cafeteria Guidelines

The cafeteria is a place for students to eat and socialize. Please observe the following:

- Dispose of all trash and recycling properly.
- Clean your table after eating.
- Respect personal space and avoid disruptive behavior.
- Follow all instructions from cafeteria staff.

****Students receive one FREE breakfast and one FREE lunch each school day.**

Hallway and Locker Management

Keep our hallways clear and accessible:

- Walk, do not run, in the hallways.
- Keep your locker clean and organized. Do not decorate lockers with materials that could damage them or be difficult to remove.
- Do not share locker combinations with others.
- Keep personal belongings secure in your locker.

Safety and Emergency Procedures

Your safety is our top priority. Familiarize yourself with:

- **Emergency Exits:** Know the location of emergency exits nearest to your classrooms and common areas.
- **Evacuation Drills:** Participate calmly and follow instructions during fire drills and other evacuation procedures.
- **Lockdown Procedures:** Understand the steps to take during a lockdown situation.
- **Reporting Concerns:** Report any safety concerns or suspicious activities to a staff member immediately.

Extracurricular Activities

Get involved! Extracurricular activities offer wonderful opportunities to explore interests, develop skills, and make friends. Information on available clubs, sports, and organizations can be found in the extracurricular handbook and on the daily announcements. Participation requires adherence to the rules and expectations of each activity.

- Check out our Athletic/Extracurricular Plan [here](#).

Prohibited Items

- No energy drinks. Students are permitted to have water during the school day.
- Backpacks/sport bags are permitted to bring items to and from school but must remain in lockers during the school day.

Consequences for Rule Violations

We believe in restorative justice and fair discipline. Violations of school rules will be addressed through a progressive system.

- Students should read over this Discipline Matrix. ([link Discipline Matrix](#))

Support Resources

You are not alone! Our school offers various resources to support your success:

- **Teachers and Counselors:** Your first point of contact for academic and personal concerns.
- **School Administration:** Available to help with any issues affecting your school experience.

- **SRO:** Our School Resource Officer is available to help with any issues.
- **Library Media Specialist:** For research assistance and access to academic resources.
- **School Nurse:** For health-related needs and concerns.

DASA (The Dignity for All Students Act)

The New York State Dignity for All Students Act took effect on July 1, 2012. The goal of the Dignity Act is to create a safe and supportive school climate where students can learn and focus, rather than fear being discriminated against, verbally harassed, or physically assaulted. All public elementary and secondary school students have the right to attend school in a safe, welcoming, considerate, and caring environment.

The Dignity for All Students Act states: “No student shall be subjected to harassment by employees or students on school property or at a school function, nor shall any student be subjected to discrimination based on a person’s actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, or sex by school employees or students on school property or at a school function.”

Our efforts to enforce the Dignity for All Students Act: The Frewsburg Central School District will enforce the Dignity Act by using the existing rules in our Code of Conduct and our discipline matrix documents. We take this law very seriously and will regularly review these documents and revise them as needed. District personnel will annually present to all stakeholders the importance of The Dignity Act for All Students.

Harassment, Bullying, and Discrimination Reporting Guidelines

- If you are reporting student-to-student harassment, contact your principal
- If you are reporting adult-to-student harassment, contact your principal.
- If you are reporting adult-to-adult harassment, contact the Civil Rights Compliance Officer (CRCO): Tiffany Frederes, Director of Curriculum and Student Services
- If you wish to report confidentially, visit the district website: www.frewsburgcsd.org.

The District’s Dignity Act Coordinators (DACs) are: Jennifer Armella MS/HS Principal, 7-12 Secondary and Sarah Olson, Elementary Principal, PreK-6. Every district employee is a mandated reporter who can receive Dignity Act complaints from students.

For complete information regarding DASA, including reporting procedures, investigation protocols, and available supports, please click [here](#) or see the attachment to this handbook.

Conclusion

We are committed to providing a safe, supportive, and enriching environment for all students. By understanding and adhering to the guidelines in this handbook, you contribute to a positive school culture that benefits everyone. We look forward to a fantastic academic year with you!

ATTACHMENTS - DASA

The Dignity for All Students Act ("Dignity Act") is a New York State law that seeks to provide all public-school students with a safe, respectful, and welcoming school environment by **prohibiting bullying, harassment, and discrimination**. Frewsburg CSD is committed to upholding the Dignity Act not only because it's the law, but because we know our students can only achieve their full potential when they feel safe, respected, and supported.

Every member of our community has an important role to play in creating a positive learning environment for our students. **Show empathy and respect** for people of all backgrounds and identities. **Stand up and speak out** when you see bullying or disrespectful behavior. **Immediately report** bullying, harassment, or discrimination you experience or witness.

There are several ways you can report bullying, harassment, and discrimination:

- ❖ Through our online [Dignity Act Incident Report Form](#)
- ❖ By emailing, calling, or meeting with one of our **Dignity Act Coordinators**
For the Robert H. Jackson Elementary School: Principal Sarah Olson
Phone: (716) 569-7031, Email: solson@frewsburgcsd.org
For the Middle School or High School: Principal Jennifer Armella
Phone: (716) 569-7055, Email: jarmella@frewsburgcsd.org
- ❖ By reporting the incident to **any teacher or other District employee**

Anyone in our community, including parents and caregivers, can make a Dignity Act report. In addition, all District employees are Dignity Act **mandated reporters**. This means that they are legally required to report any incident of bullying, harassment, or discrimination they witness or learn about to their school's Dignity Act Coordinator within one school day.

How does the Dignity Act protect students?

The Dignity Act protects students by prohibiting bullying and harassment by students and District employees. The law also prohibits bullying, harassment, and discrimination because of a student's actual or perceived:

- Race or skin color
- Physical or intellectual disability
- Ethnicity
- Weight or body type
- Nationality or country of birth
- Sexual orientation
- Religion or religious practices
- Sex or gender identity

Where does the Dignity Act protect students?

The Dignity Act protects students from bullying, harassment, and discrimination **in school, anywhere on District property, on school buses, and at school-sponsored activities and events**, including field trips, athletic events, and extracurricular activities.

The Dignity Act also prohibits **cyberbullying** that causes physical or emotional harm to a student, makes a student feel unsafe at school, or makes it hard for a student to learn or participate in school activities. Similarly, it prohibits bullying and harassment **off school property** if those behaviors could be expected to create a substantial disruption at school.

In other words, our responsibility to help keep students safe does not end when the school day does.

What are bullying, harassment, and discrimination?

Bullying and harassment refer to comments or actions that create a hostile environment at school, including threats, intimidation, abuse, and offensive or derogatory language.

Discrimination refers to unfair or unequal treatment of a person or group of people because of their actual or perceived race, skin color, weight, nationality, country of birth, ethnic group, religion, religious practice, disability, sexual orientation, gender, or sex.

Cyberbullying refers to bullying or harassment that happens on social media or through any other form of electronic communication, such as text messages, emails, and internet posts.

Some examples of bullying, harassment, and discrimination include the following behaviors, if they create a hostile environment at school for another student:

- Hitting, unwanted touching, and other harmful or offensive physical contact
- Threats, stalking, and intimidation
- Damaging or stealing a student's belongings to harass the student
- Teasing, insulting, taunting, or name calling
- Using slurs and other derogatory terms that refer to race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, or sex
- Comments, jokes, pranks, songs, costumes, and other behaviors that mock, demean, or stereotype others because of their background, identity, or appearance
- Spreading hurtful rumors or intimate pictures of another student
- Shunning or excluding a student

What happens after you report a Dignity Act incident?

One of our Dignity Act Coordinators will promptly and thoroughly investigate all reports of bullying, harassment, and discrimination. The investigation will include interviews with the individuals involved in the incident and any witnesses. It may also include a review of any other relevant evidence, such as video footage, social media posts, or documents.

If the investigation confirms that a violation of the Dignity Act occurred, we will take prompt action to:

- Immediately end the bullying, harassment, or discrimination and ensure that it does not happen again
- Protect the safety of any students harmed by the behavior
- Create a more positive school culture and climate

Students who are responsible for bullying, harassment, or discrimination will receive appropriate discipline and other interventions to help them learn and grow from their mistakes.

Students impacted by bullying, harassment, or discrimination will be provided appropriate resources, supports, and accommodations, such as school-based counseling services or a safety plan.

The Dignity Act strictly **prohibits retaliation** against anyone who makes a good faith report of bullying, harassment, or discrimination, or who assists us in investigating a report. If you believe you have experienced retaliation, report the incident through the [Dignity Act Incident Report Form](#) or by telling a Dignity Act Coordinator or any other District employee.

You can learn more about the Dignity Act on the [New York State Education Department's website](#) and in our Board of Education Policy # 7550.