Bayonne Board of Education

Elementary School

Student Code of Conduct



2026-2027

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I. ELEMENTARY SCHOOL CODE OF CONDUCT

September 2026

Dear Parents/Guardians:

The mission of the Bayonne Board of Education is to provide optimum learning opportunities for all students in a safe, secure, inclusive learning environment that fosters personal and interpersonal growth, lifelong learning, and a strong sense of community.

With this vision in mind, the Bayonne Board of Elementary Student Code of Conduct is a vital part of daily student life, supporting a safe and secure learning environment, where inappropriate behavior will not be tolerated. This behavior extends into the home, and we need your help to ensure the success of your child. As a parent/guardian you play an integral part in the success of this plan.

Please ensure that your child gets a good night's rest and is prepared for a rigorous day of learning. A well balanced breakfast, whether eaten at home or in school, provides the nutrition for school. And finally, please make sure your child is in school each day. Good Attendance is a major predictor of future success in high school, college, and career. Making sure your child attends school regularly lets them know the value you place on education and reinforces their understanding that school is important. A missed day is a lost opportunity for students to learn.

We believe in each child's potential, their ability to learn, talents they have to share, and the contributions they can make to our schools, community and to our future as a nation. By working together each day, we can make a difference in the life of your child. Together, we really do achieve more!

Sincerely,



John J. Niesz
Superintendent
Bayonne Board of Education

II. Responsibilities, Rights, and Privileges

Student responsibilities are to:

- attend school on a regular basis and to be on time.
- complete all academic work as assigned.
- strive for personal academic success.
- bring the necessary supplies to class.
- obey school rules and state and federal laws.
- respect the rights of others.
- be accountable for your own actions.
- use appropriate language.
- respect school property and the property of others.
- vote in student body elections.
- dress in the school uniform and to abide by the rules of modesty, safety, and cleanliness.

Students have the right to:

- an education.
- due process appeal procedures and policies.
- parent notification consistent with the policies and procedures established pursuant to *N.J.A.C.* 6A:16-6.2(b)3 and *N.J.A.C.* 6A:16-7.2 through 7.8.
- due process of law in cases of expulsion.
- freedom of speech and expression.
- privacy and free association.
- equal protection.
- petition grievances.
- attend a safe, secure, and drug free school.
- not be discriminated against.
- not be harassed, intimidated, or bullied.
- participate in all aspects of school, regardless of race, color, creed, national origin, ancestry, age, marital status, affectional or sexual orientation, genetic identity, pregnancy, gender identity or expression, religion, disability or socioeconomic status.

Students have the privilege of:

- taking part in graduation exercises.
- participating in athletics.
- participating in extracurricular activities.
- attending eighth grade parties.
- attending school dances, field trips, field day, celebrations, and other school sponsored activities.

III. Positive Behavior Expectations

Students will be expected to:

- be on time for school each day.
- use self control and show respect for self, others, and property.
- be orderly and quiet on stairs, during line up, and in the hallways between classes.
- maintain good behavior outside of school, including crossing properly at corners and listening to crossing guards.
- complete homework and class assignments.
- come to school prepared with fully charged Chromebooks.
- be attentive during all school programs.
- remain orderly and quiet during all safety drills.
- follow uniform code, and wear the appropriate clothing and footwear for school.
- wear school ID's daily.
- show pride in their school building and always throw trash into the proper receptacles.
- be an upstander and report incidents that jeopardize the physical and/or mental safety of others.

IV. Attendance

In order for the Bayonne school district to fulfill its responsibility for providing a thorough and efficient education for each student, the complete cooperation of parents/guardians and students is required to maintain a high level of school attendance.

The frequent absence of students from classroom learning experiences disrupts the continuity of the instructional process and limits the ability of students to complete the prescribed curriculum requirements successfully.

- Student absences must be immediately reported to the main office, homeroom teacher, and/or school nurse.
- Students are responsible for all missed work due to absence. Parents/guardians are encouraged to reach out to the classroom teachers for missed assignments.
- Parents/guardians will be notified of student absences via recorded message.
- Parents/guardians will be notified of cumulative absences via formal letter which must be signed and returned to the homeroom teacher. Notifications will be sent on the following absences: 4th, 8th, and 10th.

- In an attempt to improve patterns of poor attendance, the following actions may be implemented by school administration; enlisting the assistance of the attendance officer, holding an attendance hearing, and/or recommending court proceedings. *An elementary student may be retained at grade level, in accordance with Policy 5410, when the student has been absent 10% of days in membership NOT excused (number, fraction, or percentage) or more school days, whatever the reason for the absence, except that absences for the observance of a religious holiday, absences for those excused in accordance with the reporting requirements of the school register, and absences due to student's suspension will not count toward the total (District Attendance Regulation R-5200 ~ Attendance, August 2026).*

In order for students to learn and achieve to their fullest potential, it is critical for students to be in attendance for the duration of the school day.

- Any child arriving at school after 8:40 a.m. will be marked tardy. No pupil shall be permitted to leave the school before the close of the school day unless written authorization has been made by parent/guardian in advance. School personnel must verify the identity of the parent/guardian making the authorization. School personnel must make a copy of the photo ID of the person authorized to pick up the student.

The instructional day begins at 8:40 a.m. Consistent lateness negatively impacts the instructional day for a child. The first ten minutes of the day is a crucial organizational time that allows a child to have a sense of preparedness, have school breakfast if needed, and sets the tone for the morning. Parents are encouraged to develop a morning routine that provides a child with sufficient time to dress and arrive at school in a timely fashion. Chronic tardiness will require a parent conference.

The compulsory education law (*N.J.S.A.* 18A:38-28 through 31) requires all children between the ages of 6-16 to attend school. The attendance regulations (*N.J.A.C.* 6A:16-7.6), require each district board of education to develop, adopt and implement policies and procedures regarding the attendance of students, including the adoption of a definition of "unexcused absence" that counts towards truancy (NJDOE, 2019).

Time Schedule

Grade Level	Full Day	Early Dismissal	Delayed Opening
PreK- 3	8:40 a.m. - 2:50 p.m.	8:40 a.m. - 12:40 p.m.	10:00 a.m. - 2:50 p.m.
4 - 8	8:40 a.m. - 2:55 p.m.	8:40 a.m. - 12:40 p.m.	10:00 a.m. - 2:55 p.m.

Additional information available at www.bboed.org

V. Rules and Consequences

Students will contribute to maintaining a school environment that promotes learning. It is important that all students and parents understand the rights to which all students are entitled and the consequences of any type of behavior which may deny others of those rights or that may disrupt the learning process. It is our belief that by explaining student rights and responsibilities, our students will develop improved self-control, a sense of responsibility, and a regard for the rights of others.

Restorative Practices:
Restorative practices are approaches that seek to proactively build community to prevent problems from arising and use dialogue, not just punishment, when problems do occur. Restorative practices are helpful for creating a respectful classroom, developing rapport with students, managing conflicts, establishing routines and expectations for positive student behavior, and more.

Restorative practices can include:

- Conflict resolution
- Use of "I Statements"
- Community building time
- Conferences
- Peer mediation
- Reiteration of school rules and consequences
- School counselor interventions

For students with disabilities, behavior interventions and supports shall be determined and provided by *N.J.A.C.* 6A:14.

All behavioral supports, interventions, and character-building initiatives within the Bayonne School District follow the New Jersey Tiered System of Supports (NJTSS) model. This multi-tiered framework ensures that every student receives proactive, evidence-based behavioral support tailored to their needs - ranging from universal classroom expectations (Tier 1) to targeted small-group guidance (Tier 2) and intensive individualized plans (Tier 3). Through close collaboration among staff, students, and families, we remain committed to fostering a safe, respectful, and supportive environment for learning.

All rules and consequences are directly aligned with board policies, including Policy 5500 (Expectations for Student Conduct), Policy 5550 (Disaffected Students), Policy 5560 (Disruptive Students), and Policy 5600 (Student Discipline/Code of Conduct).

Below is a chart of grade level discipline codes to be implemented by school personnel in response to violations of behavioral expectations. These behavioral expectations and school responses include, but are not limited to:

Grade PreK-2 Discipline Code: Teacher Responsibility **Discipline at a Glance** Action Steps	
Classroom teachers shall infuse positive reinforcement in the classroom (i.e: use of praise, system of rewards, redirection and opportunities to earn privileges). **As needed, the following additional steps will be taken:**	
1.	Implementation of Restorative Practices
2.	Parent Contact
3.	Parent Conference
4.	Behavior Intervention Conference (to Include Other Necessary District Personnel)

Students in grades pre-kindergarten through grade two:

- Shall not receive an out-of-school suspension, except when the suspension is based on conduct that is of a violent or sexual nature and endangers others.
- Shall not be expelled from school, except as provided pursuant to the "Zero Tolerance for Guns Act," P.L. 1995, c. 127
- May receive loss of privileges for failure to adhere to behavioral interventions.

Refer to Public Law, 2016, *Chapter 45;* 18A:37-2c for additional details.

These lists contain a multitude of infractions, violations of school policy, and generally unacceptable behavior. It does not, however, limit disciplinary measures to only those situations listed.

Grade 3 - 5 Discipline Code: Teacher Responsibility Discipline at a Glance				
Infraction	**Definitions**	**Consequence**		
		#1	**#2**	**#3**
1. Arson	Act of deliberately or attempting to set fire to property	Report ASAP/Administrative Referral		
2. Assaulting a Student or Staff Member	Striking an individual or putting an individual in a state of fear, panic or apprehension	Report ASAP/Administrative Referral		
3. Bias Incident/Crime	Conduct directly or indirectly causing harm	Report ASAP/Administrative Referral		
4. Breaking/ Entering/ Trespassing	Unauthorized presence on school property	Report ASAP/Administrative Referral		
5. Conduct Unbecoming a Student	Acting in a way that disrupts the order of the school or interferes with teaching/learning	Parent Contact/ Implement Restorative Practices	Parent Conference/ Continue Restorative Practices/ Detention (1-2)	Detention (3+) Administrative Referral
6. Dishonesty, Lying, and Forging	Dishonesty, Lying, Cheating, and Forging	Parent Contact/ Implement Restorative Practices	Parent Conference/ Continue Restorative Practices/Detention (1-2)	Detention (3+) Administrative Referral
7. Fighting	Punching/ wrestling with intent to injure	Report ASAP/Administrative Referral		
8. Gambling	Gambling or simulating games of chance activities [dice/cards with money being exchanged	Report ASAP/Administrative Referral		
9. HIB	Harassing, threatening, intimidating a student	Report ASAP/Administrative Referral		
10. Improper Attire	Wearing clothing that violates the	Refer to Section IX: Mandatory School Uniform Policy		

	dress code.			
11. Improper Hall Behavior	Shouting, pushing, running, creating unnecessary disturbance, or roaming halls.	Parent Contact/ Implement Restorative Practices	Parent Conference/ Continue Restorative Practices/Detention (1-2)	Detention (3+) Administrative Referral
12. Instigating, recording and/or transmitting inappropriate content	Endangerment of others through instigating, recording and/or transmitting inappropriate content	Report ASAP/Administrative Referral		
13. Insubordination / Defiance of Authority	Not following directions of a teacher, administrator or staff member	Parent Contact/ Implement Restorative Practices	Parent Conference/ Continue Restorative Practices/Detention (1-2)	Detention (3+) Administrative Referral
14. Jeopardizing the Safety and Order of the School	Endangering others or disrupting the school.	Report ASAP/Administrative Referral		
15. Leaving School Without Permission	Leaving School Without Permission	Report ASAP/Administrative Referral		
16. Littering	Throwing food, garbage, litter anywhere on school grounds	Implement Restorative Practices	Continue Restorative PracticesDetention (1-2)	Contact Parent/ Continue Restorative Practices
17. Possession of a Controlled Substance on or off School Grounds	Possession of a Controlled Substance on or off School Grounds	Report ASAP/Administrative Referral		
18. Possession of Weapons, items that could be Perceived as Weapons	Possessing a knife, gun, razor, or simulated object that can be used as a weapon or to threaten	Report ASAP/Administrative Referral		
19. Racial or Ethnic Slurs	Verbal or written derogatory comments based on race, ethnic background or culture	Report ASAP/Administrative Referral		
20. Possession or use of any controlled substance or Paraphernalia	Examples include smoking/vaping etc.	Report ASAP/Administrative Referral		

21. Stealing	Stealing	Report ASAP/Administrative Referral		
22. Tardiness to School	Late arrival to School [after 8:40 am] or when returning from lunch.	Consecutive/Chronic tardiness will result in parent conference/administrative referral.		
23. Truancy	10 or more cumulative unexcused absences (N.J.A.C. 6A:16-7.6(a)3)	Report ASAP/Administrative Referral		
24. Unauthorized sale of Tickets, Raffles, etc. in or on school grounds	Unauthorized sale of Tickets, Raffles, etc. in or on school grounds	Confiscate, if possible Report ASAP/Administrative Referral		
25. Use of Electronic Device (including but not limited to: cell phones, headphones)	Use of Electronic Device without authorization	Parent Contact/ Implement Restorative Practices/ **OR** Administrative Referral	Parent Contact/ Detention (1-2)/ Administrative Referral	Parent Conference/Administrative Referral/ Detention (3+)
26. Using Profanity or Obscene Gestures	Using Profanity or Obscene Gestures	Implement Restorative Practices **OR** Administrative Referral	Parent Contact/ Detention (1-2) **OR** Administrative Referral	Parent Conference/ Detention (3+) **AND** Administrative Referral
27. Vandalism/Graffiti	Any act which defaces/ destroys or in any way damages the school or school property.	Report ASAP/Administrative Referral		
28. Violation of Acceptable Use Policy	Any violation of the Acceptable Use Policy.	Report ASAP/Administrative Referral		

Administrative Referral -
Offense requires immediate administrative attention. Please see *Administrative Discipline at a Glance.*

Detention - Students in grades 3 - 5 will serve detention in accordance with New Jersey State Law P.L. 2018, c.73.

Grade 6 - 8 Discipline Code: Teacher Responsibility Discipline at a Glance				
Infraction	**Definitions**	**Consequence**		
		#1	**#2**	**#3**
1. Arson	Act of deliberately or attempting to set fire to property.	Report ASAP/Administrative Referral		
2. Assaulting a Student or Staff Member	Striking an individual or putting an individual in a state of fear, panic or apprehension	Report ASAP/Administrative Referral		
3. Bias Incident/Crime	Conduct directly or indirectly Causing harm.	Report ASAP/Administrative Referral		
4. Breaking/ Entering/ Trespassing	Unauthorized presence on school property.	Report ASAP/Administrative Referral		
5. Cheating and Plagiarism	Cheating, false submission of work	Parent Conference/ Zero Grade/ Restorative Practices/ Detention (1-2)	Parent Conference/ Zero Grade/ Restorative Practices/ Detention (3+)	Administrative Referral
6. Chewing gum and Candy	Chewing gum and Candy	Implement Restorative Practices/Parent Contact	Parent Contact/ Restorative Practices/ Detention (1-2)	Continue Restorative Practices/ Detention (3+)
7. Conduct Unbecoming a Student	Acting in a way that disrupts the order of the school or interferes with teaching/learning.	Parent Contact/ Restorative Practices/ Detention (1-2)	Parent Conference/Continue Restorative Practices/ Detention (3+)	Administrative Referral
8. Dishonesty, Lying, and Forging	Dishonesty, Lying, and Forging	Parent Contact/ Restorative Practices/ Detention (1-2)	Parent Conference/Continue Restorative Practices/ Detention (3+)	Administrative Referral

9. Display of Affection	Hugging, kissing, etc., on school grounds.	Parent Contact/ Restorative Practices/ Detention (1-2)	Parent Conference/Continue Restorative Practices/ Detention (3+)	Administrative Referral
10. Fighting	Punching/ wrestling with intent to injure	Report ASAP/Administrative Referral		
11. Gambling	Gambling or simulating games of chance activities [dice/cards with money being exchanged]	Confiscate items/ Parent Contact/ Administrative Referral		
12. Gang Activity/ Involvement	Group related violence, graffiti, vandalism or harassment.	Report ASAP/Administrative Referral		
13. HIB	Harassing, threatening, intimidating a student	Report ASAP/Administrative Referral		
14. Identification Card Violations	ID is not in student's possession upon entering/during the school day.	Habitual Identification Card violations will result in teacher contacting parents/guardians, detention, or possible administrative referral.		
15. Improper Attire	Wearing clothing that violates the dress code.	Refer to Section IX: Mandatory School Uniform Policy		
16. Improper Hall Behavior	Shouting, pushing, running, creating unnecessary disturbance, or roaming halls.	Parent Contact/ Restorative Practices/ Detention (1-2)	Parent Conference/Continue Restorative Practices/ Detention (3+)	Administrative Referral
17. Improper Lunchtime Behavior	Improper Lunchtime Behavior	Refer to Section VII: Lunchtime Guidelines		
18. Instigating, recording and/or transmitting inappropriate content	Endangerment of others through instigating, recording and/or transmitting inappropriate content	Report ASAP/Administrative Referral		
19. Insubordination / Defiance of Authority	Not following directions of a teacher, administrator or staff member.	Report ASAP/Administrative Referral		
20. Jeopardizing the Safety and	Endangering others or	Report ASAP/Administrative Referral		

Order of the School	disrupting the school.			
21. Leaving School Without Permission	Leaving School Without Permission.	Report ASAP/Administrative Referral		
22. Littering	Throwing food, garbage, litter anywhere on school grounds.	Implement Restorative Practices	Parent Contact/ Detention (1-2)	Parent Contact/ Detention (3+)
23. Misbehavior during safety drills	Talking, misbehaving, not following protocol during a safety drill.	Parent Contact/Detention (1-2)	Parent Contact//Detention (3+)	Administrative Report
24. Use of Electronic Device (including but not limited to: cell phones & headphones)	Use of Electronic Device without authorization	Parent Contact/ Restorative Practices/ Detention (1-2)	Parent Conference/Continue Restorative Practices/ Detention (3+)	Administrative Referral
25. Possession of a Controlled Substance on or off School Grounds	Possession of a Controlled Substance on or off School Grounds	Report ASAP/Administrative Referral		
26. Possession of Weapons, items that could be Perceived as Weapons	Possessing a knife, gun, razor, laser pointer, or simulated object that can be used as a weapon or to threaten.	Report ASAP/Administrative Referral		
27. Racial or Ethnic Slurs	Verbal or written derogatory Comments based on race, ethnic Background or culture.	Report ASAP/Administrative Referral		
28. Sexual Harassment	Unwanted/demeaning comments of a sexual nature, advances, suggestions, or contact.	Report ASAP/Administrative Referral		

29. Smoking/ Vaping or Possession of Paraphernalia	Smoking/Vaping or Possession of Paraphernalia	Report ASAP/Administrative Referral		
30. Stealing	Stealing	Report ASAP/Administrative Referral		
31. Tardiness to School	Late arrival to School [after 8:40 am] or when returning from lunch.	-Detentions will be assigned for every three tardies. -Consecutive/Chronic tardiness will result in parent conference/administrative referral.		
32. Truancy	10 or more cumulative unexcused absences (N.J.A.C. 6A:16-7.6(a)3).	Report ASAP/Administrative Referral		
33. Unauthorized sale of Tickets, Raffles, etc. in or on school grounds	Unauthorized sale of Tickets, Raffles, etc in or on school grounds	Confiscate, if possible Report ASAP/Administrative Referral		
34. Suspect/Under the Influence of a controlled Dangerous Substance	Suspect/Under the Influence of a controlled Dangerous Substance on or off school grounds	Confiscate, if possible Report ASAP – Administrative Referral		
34. Using Profanity or Obscene Gestures	Using Profanity or Obscene Gestures	Parent Contact/Implement Restorative Practices/Detention (1-2)	Parent Contact/ Restorative Practices/Detention (3+)	Parent Conference/ Detention (4+) **AND** Administrative Referral
35. Vandalism/ Graffiti	Any act which defaces/ destroys or in any way damages the school or school property.	Report ASAP/Administrative Referral		
36. Violation of Acceptable Use Policy	Use of foul language, inappropriate searches, misuse of school device, using another person's password.	Report ASAP/Administrative Referral		

Administrative Referral - Offense requires immediate administrative attention. Please see *Administrative Discipline at a Glance.*

Detention - Students in grades 6 - 8 will attend a 40 minute detention session during their lunch period.

Consequence: The following infractions will be at the discretion of the teachers and school administrators.

*A written or reading assignment may be given in detention.

DETENTION VIOLATIONS

- Late for Detention---------- one additional day
- Cut Detention ---------- one additional day
- Detention Slip Not Signed and Returned ---------- one additional day
- Ignoring 10 Detentions ---------- **Possible Suspension**

If a child has received a detention on the day of a school trip or extracurricular activity, he/she **must fulfill the detention** the morning of the assigned day in order for the child to take part in the trip or activity.

Behavior/conduct that is not specifically addressed in this code will be addressed on a case-by-case basis and discipline will be determined, based on the severity of the offense, by the principal. In the event of a suspension it is important to note a suspended student:

- **is not permitted to enter school, or be on school property or any other property of the district for the entire period of exclusion from school;**
- **will be excluded from all extracurricular activities, regardless of the school where those activities may be held;**
- **is responsible for all class and homework assignments.**

Please note that suspended days count as days absent.

Continued disciplinary infractions MAY result in a behavior management contract in consultation with the school's disciplinary committee.

ADMINISTRATIVE DISCIPLINE AT A GLANCE

This chart contains a multitude of infractions, violations of school policy and generally unacceptable behavior. It does not, however, limit disciplinary measures to only those situations listed. Behavior/conduct will be addressed on a case-by-case basis and discipline will be determined by the severity of the offense.

In being consistent with the provisions of corporal punishment of pupils, pursuant to N.J.S.A. 18:6-1.

No person employed or engaged in a school or educational institution, whether public or private, shall inflict or cause to be inflicted corporal punishment upon a pupil attending such school or institution; but any such person may, within the scope of his employment, use and apply such amounts of force as is reasonable and necessary:

(1) to quell a disturbance, threatening physical injury to others;

(2) to obtain possession of weapons or other dangerous objects upon the person or within the control of a pupil;

(3) for the purpose of self-defense; and

(4) for the protection of persons or property;

and such acts, or any of them, shall not be construed to constitute corporal punishment within the meaning and intendment of this section. Every resolution, bylaw, rule, ordinance, or other act or authority permitting or authorizing corporal punishment to be inflicted upon a pupil attending a school or educational institution shall be void.

Administrative Discipline at a Glance				
Infraction	Definition	Consequence		
		#1	#2	#3
Arson	Act of deliberately setting fire to property or attempting to set fire	PC S10/HI/E AE PN MH LP	PC S10/HI/E AE PN MH LP	PC S10/HI/E AE PN MH LP

Assaulting a Staff Member	Striking an employee or putting an employee in a state of fear, panic or apprehension	PC S10/HI/E AE PN MH LP	PC S10/HI/E AE PN MH LP	PC S10/HI/E AE PN MH LP
Assaulting a Student	Striking an individual or putting an individual in a state of fear, panic or apprehension	PC S10/HI/E PN MH LP	PC S10/HI/E PN MH LP	PC S10/HI/E PN MH LP
Bias Incident/Crime	Conduct directly or indirectly causing harm	PC S4-10 PN MH LP	PC S4-10 PN MH LP	PC S10/HI/E PN MH LP
Breaking/Entering/ Trespassing	Unauthorized presence on school property	PC S10 PN MH LP	PC S10 PN MH LP	PC S10/HI/E PN MH LP
Cheating/Plagiarism	Cheating, false submission of work	PC S4-10 LP	PC S4-10 LP	PC S4-10/HI/E LP
Conduct Unbecoming of a Student	Acting in a way that disrupts the order of the school or interferes with teaching/learning.	PC S4-10 LP MH	PC S4-10 LP MH	PC S4-10/HI/E LP MH
Dishonesty, Lying and Forging	Dishonesty, Lying and Forging	PC S4-10 LP MH	PC S4-10 LP MH	PC S4-10/HI/E LP MH
Displays of Affection	Hugging, kissing, etc. on school grounds	PC S4-10 LP MH	PC S4-10 LP MH	PC S4-10 LP MH
Fighting	Punching/wrestlin g with the intent to injure	PC S4-10 LP MH	PC S4-10/HI LP MH	PC S4-10/HI/E LP MH

Gambling	Gambling or simulating games of chance activities (dice/cards with money being exchanged)	PC CP S2-4 S1 LP	PC CP S2-4 LP	PC CP S4-10/HI/E LP
Gang Activity/ Involvement	Group related violence, graffiti, vandalism or harassment	PC S10/HI/E PN LP MH	PC S10/HI/E PN LP MH	PC S10/HI/E PN LP MH
HIB	Harassment, Intimidation and Bullying	HIB Investigation Initiated		
Improper Hall Behavior	Shouting, pushing, running, creating unnecessary disturbance or roaming the halls	PC S4-10 LP MH	PC S4-10 LP MH	PC S4-10 LP MH
Instigating, Recording and/or Transmitting inappropriate content	Endangerment of others through instigating, recording and/or transmitting inappropriate content	PC S10 PN MH LP	PC S10 PN MH LP	PC S10 PN MH LP
Insubordination/ Defiance of Authority	Not following the directions of a teacher, administrator or staff member	PC S4-10 LP MH	PC S4-10 LP MH	PC S4-10 LP MH
Jeopardizing the Safety and Order of the School	Endangering others or disrupting the school	PC S4-10/HI/E LP MH AE	PC S4-10/HI/E LP MH AE	PC S4-10/HI/E LP MH AE
Leaving School Without Permission	Leaving School Without Permission	PC S2-10 LP MH	PC S2-10 LP MH	PC S4-10/HI/E LP MH

Misbehavior During Safety Drills	Talking, misbehaving, not following protocol during a safety drill	PC S4-10 LP	PC S4-10 LP	PC S4-10/HI/E LP
Use of Electronic Device	Use of an electronic device without authorization	PC S2-10 LP	PC S2-10 LP	PC S2 - 10 LP
Possession of a Controlled Substance on or off School Grounds	Possession of a Controlled Substance on or off School Grounds	PC CP S10 PN LP MH	PC CP S10 PN LP MH	PC CP S10/HI/E PN LP MH
Possession of Weapons, items that could be Perceived as Weapons	Possessing a knife, gun, razor, laser pointer, or simulated object that can be used as a weapon or to threaten.	PC CP S10 PN LP MH AE	PC CP S10 PN LP MH AE	PC CP S10/HI/E PN LP MH AE
Racial or Ethnic Slurs	Verbal or written derogatory Comments based on race, ethnic Background or culture.	PC S10/HI/E PN LP	PC S10/HI/E PN LP	PC S10/HI/E LP MH
Sexual Harassment	Unwanted/demea ning comments of a sexual nature, advances, suggestions, or contact.	PC S10/HI/E PN LP MH AE	PC S10/HI/E PN LP MH AE	PC S10/HI/E PN LP MH AE
Smoking/Vaping or Possession of Paraphernalia	Smoking/Vaping or Possession of Paraphernalia	PC CP S10 PN LP	PC CP S10 PN LP	PC CP S10/HI/E PN LP MH

Stealing	Stealing	PC S10/HI R PN LP	PC S10 R PN LP	PC S10/HI/E R PN LP MH
Truancy	10 or more cumulative unexcused absences (N.J.A.C. 6A:16-7.6(a)3)	PC AO LP MH	PC AO LP MH	PC /HI AO LP MH
Unauthorized sale of Tickets, Raffles, etc. in or on school grounds	Unauthorized sale of Tickets, Raffles, etc in or on school grounds	PC S2-4 CP S1 LP	PC CP S2-4 LP	PC CP S4-10/HI/E LP
Suspect/Under the Influence of a controlled Dangerous Substance (Policy. 5530)	Suspect/Under the Influence of a controlled Dangerous Substance on or off school grounds	PC DT - Positive Test = S10/HI PN - Possession MH Mandatory ASPIRE Course for return to school	PC DT - Positive Test = S10/HI PN - Possession MH Referral to Drug Program at GIANT STEPS or OTHER OUTSIDE DRUG PROGRAM	PC DT - Positive Test = S10/HI PN - Possession MH LP E Referral to Drug Program at GIANT STEPS or OTHER OUTSIDE DRUG PROGRAM Bd. Review BAHS
Using Profanity or Obscene Gestures	Using Profanity or Obscene Gestures	PC S2-4 S1 LP	PC S2-4 LP	PC S4-10/HI/E LP
Vandalism/Graffiti	Any act which defaces/ destroys or in any way damages the school or school property	PC S2-10 R PN LP	PC S4-10 R PN LP	PC S10/HI/E R PN LP
Violation of	Use of foul	PC	PC	PC

Acceptable Use Policy	language, inappropriate searches, misuse of school device, using another person's password	S2-10 LP	S2-10 LP	S2-10/E LP

Administrative Key

AE - Alternate Education Placement
AO - Attendance Officer Notification
CP - Confiscate if Possible
D - Detention
DC - Drug Counseling
DT - Mandatory Drug Testing
E - Expulsion
HI - Home Instruction
LP - Loss of Privileges (see page 4)
MH - Mandatory Mental Health Assessment
PC - Parent Conference
PN - Police Notification
R - Reimbursement
S - Suspension

VI. Detention Assignment Slip

To the Parents/Guardian of _____ Date _____ HR/Grade _____/_____

Teacher Assigning Detention _____

Your son/daughter has been assigned detention for a period of _____ day(s), beginning on _____.

- ❑ Violation of Acceptable Use Policy
- ❑ Cheating/Plagiarism
- ❑ Conduct Unbecoming of a student.
- ❑ Dishonesty/Lying/Forging
- ❑ Improper Attire
- ❑ ID Card
- ❑ Improper Hall Behavior
- ❑ Improper Lunch Behavior
- ❑ Insubordination and Defiance of Authority
- ❑ Littering
- ❑ Misbehavior during Safety Drills
- ❑ Use of Electronic Device
- ❑ Racial or Ethnic Slurs
- ❑ Tardiness
- ❑ Using Profanity/Obscene Gestures
- ❑ Vandalism/Graffiti
- ❑ Other

Additional Comments: _____

_____

Previous actions taken included (required for repeated offenses) _____

_____

_____

If your son/daughter does not attend or is late for the assigned detention class, a more severe disciplinary action will be taken.

Lateness for Detention – Consequence: 1 Additional Day of Detention
Cutting Detention – Consequence: 1 Additional Day of Detention
Accumulation of 10 Days of Detention Not Served – Consequence: Suspension

Please Sign and Return to school the next day.

Parent Signature _____ Date _____

Student Signature _____ Date _____

VII. (A) Lunchtime Guidelines

To ensure a pleasant and relaxed lunch period, the following lunch program guidelines of courteous behavior is sent to you so that there will be no misunderstanding as the year progresses:

1. Students are to remain in their assigned seats and are not to leave the building or school at any time.
2. If your child is going home for lunch every day, you must send in a note requesting permission. Please note that when you send a note requesting permission, the permission will be granted for your child to go home for lunch **every day**. Your child will not be permitted to remain in school for lunch during the school year.
3. Observe good table manners, do not throw or play with food, and use proper receptacles.
4. Students are not to misbehave in bathrooms or run in the hallways, gymnasium, or schoolyard.
5. Students are to be cooperative, respectful, and follow the directions of the Lunch Supervisor, Lunch Aides, Custodians, and Lunch Staff at all times.
6. Students are to be quiet when the whistle or bell sounds so that announcements can be heard.
7. Students are not to become involved in physical or verbal disagreements.
8. No glass containers for beverages are allowed.
9. **Parents are not allowed in the schoolyard or lunchroom.**
10. **Parents are not allowed to bring their child's lunch to school. If a child forgets their lunch, we will provide your child with a school lunch.**
11. Please instruct your child to dress appropriately for the weather.

Any child who does not comply with these guidelines will receive a warning or lunchtime detention, which will be sent home and signed by the parents. Students receiving multiple warnings or lunch detentions can be denied the privilege of in school lunch.

VIII. (B) Lunch Program Disciplinary Form

Date _____

_____ _____ _____

(Student's Name) (Teacher) (Grade)

Dear Parent/Guardian,

Students are expected to demonstrate proper manners and behavior during the lunch program. Students who are continually disruptive may be isolated, suspended, or excluded.

Your child is in violation of the school rules and regulations governing our lunch program. This is the _____ violation this year. **THREE VIOLATIONS MAY RESULT IN EXCLUSION FROM THE LUNCH PROGRAM.**

Violation: _____

_____

_____

(Lunch Supervisor Signature)

Consequence: As a result, your child has been:

_____ Disciplined in school, another violation will result in more severe disciplinary measures.

_____ Suspended from the lunch room from _____ to _____

(Lunch will be provided in the In-School Lunch Suspension Room.)

_____ Excluded from the Lunch Program from _____ to _____

(Your child cannot eat lunch in school during these days.)

Please Sign:

_____

(Student's Signature)

_____

(Parent/Guardian Signature)

IX. Mandatory School Uniform

All students in grades pre-kindergarten through eight are required to arrive at school each day well groomed and neatly dressed in a **Mandatory School Uniform.** It is the student's responsibility to dress according to the approved and reasonable regulations of the Bayonne Board of Education.

The dress students wear should be appropriate, clean within reasonable limits, avoid extremism and not in any significant way be distracting to educational activities.

With the above in mind, these specific guidelines have been developed for students in grades pre-kindergarten through eight.

Clothing and Accessories

1. Are to be neat, clean, worn as intended, and of proper fit.
2. Should neither expose the wearer nor others to the possibility of physical harm or injury, i.e. untied laces for shoes and sneakers and clogs, earrings, bracelets, etc.
3. All head coverings, including sweatshirt hoods, sweat bands, and street-related headgear are not permitted unless for religious, medical or cultural purposes.
4. Coats are not to be worn during class time.
5. Shorts, skorts, and skirts must be reasonable length.
6. Electronic devices including radios/wireless speakers, video cameras, tablets, portable games, and headsets are not permitted in school.
7. Valuable items should **not** be worn or brought to school as the Bayonne School District **WILL NOT** assume responsibility for any stolen, lost or damaged item(s).

Mandatory School Uniform

- **Shirts:** Uniform Shirt with district logo
- **Pants:** Khaki or navy blue pants, walking shorts, skirt, skort, or capri pants
- **Physical Education:** On the days of physical education the students may wear either the mandatory school uniforms or **navy blue** sweatpants or shorts and T-shirt with the district logo

Note: Sweaters/sweatshirts worn in school must be a **solid navy blue** or **khaki** color. **(Free of any design or commercial writing/logo).**

Sweaters/sweatshirts are not required to have a district logo on them.

Additions to the Elementary School Uniform Dress Code:

- White golf type shirt – long or short sleeves with district logo
- Long sleeve khaki or navy blue t-shirt with district logo
- Short sleeve khaki or navy blue t-shirt with district logo
- Any shirt worn under the school uniform shirt (layering) **must be solid** white, navy blue, or khaki (stripes and all other colors are not to be worn)
- Leggings (tights) must be solid navy blue or tan (off white). Stripes and all other colors are not to be worn
- Sweatshirts must be navy blue or khaki and free of any commercial writing or logo, the only acceptable logo is the Board of Education logo. Plain navy or khaki sweatshirts may be worn
- Solid navy blue or khaki turtleneck shirts may be worn with the Board of Education logo
- Khaki Bermuda style walking shorts or khaki cargo shorts of appropriate length may be worn to school
- Khaki jumper (dress)
- Solid navy blue pants, skirts, skorts, capris, and jumpers may be worn
- For safety reasons, no open toed or backless shoes are permitted
- Flip flops/Slides are never to be worn

Elementary School Uniform Regulations

1. New students transferring into the school system will have five school days to be in uniform. Principals would handle transfers on a case by case basis. Receipt from the uniform supplier indicating that a uniform(s) has been ordered would be accepted and the child would not be penalized for being in non-compliance.

2. The School Uniform Policy will be in effect on the first day of the school year in September. The consequence for non-compliance with the school uniform policy will be detention at lunch, to be served on the following school day.

3. After three consecutive days of non-compliance with the School Uniform Policy, the parent will be notified and the child will be removed from all clubs, teams and activities for the remainder of the school year.

4. During the school year, any child accumulating a total of ten or more days of non-compliance with the School Uniform Policy, the parent will be notified and the child will be removed from all clubs, teams, and activities for the remainder of the school year.

5. Once a child has been removed from all school clubs, teams, and activities as a result of non-compliance with the Elementary School Uniform Policy, the parent will have one opportunity to have the child reinstated in school clubs, teams, and activities by agreeing to comply with the Elementary School Uniform Policy and have their child(ren) wear a school uniform to school each day. The parent must schedule a meeting with the school administrator. At the meeting, the parent will be asked to sign a form indicating that they will comply with the Elementary School Uniform Policy for the remainder of the school

year. Once this letter has been signed and the child(ren) begins wearing the school uniform, they will be reinstated in all school clubs, teams, and activities. Should the child (ren) accumulate a total of five days of non-compliance or three consecutive days of non-compliance, the child(ren) will be removed from all school clubs, teams, and activities for the remainder of the school year with no option of being reinstated.

6. At the discretion of the school principal, School Spirit Days may be held on one school day each month. On School Spirit Day, the children may wear school spirit clothing to school.

7. Parents will have the opportunity to donate clean, used school uniform shirts back to the school.

8. School uniforms must be worn on all field trips, in parades, and at school related activities. Students participating in athletic competitions must wear team uniforms.

DETENTION FOR SCHOOL UNIFORM NON-COMPLIANCE WILL BE HELD DURING THE LUNCH PERIOD

Opt-Out Policy:

A student may "Opt Out" of compliance with the Uniform Policy in the following situations:

1. The policy shall not preclude a student who participates in nationally recognized youth organization (i.e. Boy Scouts, Girl Scouts, etc.) from wearing their organization uniform to school on days when the organization has a scheduled meeting.

2. Accommodation will be made when it is demonstrated that the uniform, or components of the uniform, would interfere with a student's sincerely held religious beliefs. It will be determined on a case by case basis and is to be handled in the same manner as a request for a religious exception to the dress and grooming policy that prohibits students from wearing hats in school.

3. A student who has a medical condition that prevents them from coming into contact with the materials contained in the school uniform will be allowed to wear a uniform of alternative materials or non-uniform clothing upon presentation of proper medical documentation approved by the Chief Medical Inspector of the school district.

X. Student Identification Cards (IDs)

- All Pre K-8 students will be issued a student ID which must be worn everyday to school.
- Student ID cards are necessary for entry into the building. ID cards will be scanned for any student arriving after 8:40am.
- If a student loses their ID, he/she will be allowed one free replacement. Any additional replacements will be printed at a $3.00 cost to parents.
- If a student forgets their ID at home, the student will be issued a District temporary ID sticker to wear throughout that school day.
- Students can bring their own lanyard as long as it **is <u>breakaway.</u>**

XI. Locker Search

School Lockers are property of the Bayonne Board of Education and are subject to Search and Seizure



Random locker checks will be conducted

XII. H.I.B Policy

POLICY GUIDE

BAYONNE BOARD OF EDUCATION

5512 HARASSMENT, INTIMIDATION, OR BULLYING (M)

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A. Prohibiting Harassment, Intimidation, or Bullying

The Board of Education prohibits acts of harassment, intimidation, or bullying of a student. The Board has determined that a safe and civil environment in school is necessary for students to learn and achieve high academic standards; harassment, intimidation, or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. Since students learn by example, school administrators, faculty, staff, and volunteers should be commended for demonstrating appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment, intimidation, or bullying.

For the purposes of this Policy, the term "parent," pursuant to N.J.A.C. 6A:16-1.3, means the natural parent(s); adoptive parent(s); legal guardian(s); resource family parent(s); or parent surrogate(s) of a student. When parents are separated or divorced, "parent" means the person or agency which has legal custody of the student, as well as the natural or adoptive parent(s) of the student, provided parental rights have not been terminated by a court of appropriate jurisdiction.

B. Definition of Harassment, Intimidation, or Bullying

"Harassment, intimidation, or bullying" means any gesture, any written, verbal or physical act, or any electronic communication, as defined in N.J.S.A. 18A:37-14, whether it be a single incident or a series of incidents that:

1. Is reasonably perceived as being motivated by either any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or by any other distinguishing characteristic;

2. Takes place on school property, at any school-sponsored function, on a school bus, or off school grounds, as provided for in N.J.S.A. 18A:37-15.3;

3. Substantially disrupts or interferes with the orderly operation of the school or the rights of other students; and that

    a. A reasonable person should know, under the circumstances, that the act(s) will have the effect of physically or emotionally harming a student or damaging the student's property, or placing a student in

reasonable fear of physical or emotional harm to their person or damage to their property; or

b. Has the effect of insulting or demeaning any student or group of students; or

c. Creates a hostile educational environment for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student.

The Board recognizes that bullying is unwanted, aggressive behavior that may involve a real or perceived power imbalance. Recognizing "a real or perceived power imbalance" may assist school officials in identifying harassment, intimidation, or bullying within the context and relative positions of the alleged aggressor and target.

"Electronic communication" means a communication transmitted by means of an electronic device, including, but not limited to, a telephone, cellular phone, computer, or remotely activating paging device (N.J.A.C. 6A:16-1.3).

In accordance with the Board of Education's Code of Student Conduct and this Policy, all acts of harassment, intimidation, or bullying that occur off school grounds, such as "cyber-bullying" (e.g., the use of electronic means to harass, intimidate, or bully) is addressed in this Policy.

C. Student Behavior

The Board of Education expects students to conduct themselves in keeping with their levels of development, maturity, and demonstrated capabilities, with a proper regard

for the rights and welfare of other students and school staff, the educational purpose underlying all school activities and the care of school facilities and equipment, consistent with the Code of Student Conduct.

The Board believes that standards for student behavior must be set cooperatively through interaction among the parents and other community representatives, school administrators, school employees, school volunteers, and students of the school district, producing an atmosphere that encourages students to grow in self-discipline. The development of this atmosphere requires respect for self and others, as well as for school district and community property on the part of students, staff, and community members.

Students are expected to behave in a way that creates a supportive learning environment. The Board believes the best discipline is self-imposed, and that it is the responsibility of staff to use instances of violations of the Code of Student Conduct as opportunities for helping students learn to assume and accept responsibility for their behavior and the consequences of their behavior. Staff members who interact with students shall apply best practices designed to prevent student conduct problems and foster students' abilities to grow in self-discipline.

The Board expects students will act in accordance with the student behavioral expectations and standards regarding harassment, intimidation, or bullying, including:

1. Student responsibilities (e.g., requirements for students to conform to reasonable standards of socially accepted behavior; respect the person, property, and rights of others; obey constituted authority; and respond to those who hold that authority);

2. Appropriate recognition for positive reinforcement for good conduct, self-discipline, and good citizenship;

3. Student rights; and

4. Sanctions and due process for violations of the Code of Student Conduct.

Pursuant to N.J.S.A. 18A:37-15(a) and N.J.A.C. 6A:16-7.1(a)1, the district has involved a broad-base of school and community members, including parents, school employees, volunteers, students, and community representatives, in the development of this Policy.

Pursuant to N.J.A.C. 6A:16-7.1, the Board developed guidelines for student conduct, taking into consideration the nature of the behavior; the nature of the student's disability, if any and to the extent relevant; the developmental ages of students; severity of the offenses and students' histories of inappropriate behaviors; and the mission and physical facilities of the individual school(s) in the district. This Policy requires all students in the district to adhere to the rules established by the school district and to submit to the remedial and consequential measures that are appropriately assigned for infractions of these rules.

Pursuant to N.J.A.C. 6A:16-7.1, the Superintendent shall annually provide to students and their parents the rules of the district regarding student conduct. Provisions shall be made for informing parents whose primary language is other than English.

The district prohibits active or passive support for acts of harassment, intimidation, or bullying. The school district will support students who:

1. Walk away from acts of harassment, intimidation, or bullying when they see them;

2. Constructively attempt to stop acts of harassment, intimidation, or bullying;

3. Provide support to students who have been subjected to harassment, intimidation, or bullying; and

4. Report acts of harassment, intimidation, or bullying to the designated school staff member.

D. Consequences and Remedial Actions

The Board of Education requires its school administrators to implement procedures that ensure both the appropriate consequences and remedial responses for students who commit one or more acts of harassment, intimidation, or bullying, consistent with the Code of Student Conduct, and the consequences and remedial responses for staff members who commit one or more acts of harassment, intimidation, or bullying.

In every incident found to be harassment, intimidation, or bullying, the school Principal, in consultation with appropriate school staff, may apply disciplinary consequences and/or remedial actions, such as the provision of counseling, behavioral interventions, or other measures.

Appropriate consequences and remedial actions are those that are graded according to the severity of the offenses; consider the developmental ages of the student offenders; the nature of the student's disability, if any and to the extent relevant; and students' histories of inappropriate behaviors, per the Code of Student Conduct and N.J.A.C. 6A:16-7.

The following factors, at a minimum, shall be given full consideration by the school administrators in the implementation of appropriate consequences and remedial measures for each act of harassment, intimidation, or bullying by students.

Factors for Determining Consequences

- Age, disability (if any and to the extent relevant), developmental and maturity levels of the parties involved and their relationship to the school district;
- Degrees of harm;
- Surrounding circumstances;
- Nature and severity of the behaviors;
- Incidences of past or continuing patterns of behavior;
- Relationships between the parties involved; and
- Context in which the alleged incidences occurred.

Factors for Determining Remedial Measures

Personal:

- Life skill deficiencies;
- Social relationships;
- Strengths;
- Talents;
- Traits;
- Interests;
- Hobbies;

- Extra-curricular activities;
- Classroom participation;
- Academic performance;
- Relationship to peers; and
- Relationship between student/family and the school district.

Environmental:

- School culture;
- School climate;
- Student-staff relationships and staff behavior toward the student;
- General staff management of classrooms or other educational environments;
- Staff ability to prevent and manage difficult or inflammatory situations;
- Availability of programs to address student behavior;
- Social-emotional and behavioral supports;
- Social relationships;
- Community activities;
- Neighborhood situation; and
- Family situation.

Examples of Consequences and Remedial Measures

The consequences and remedial measures may include, but are not limited to, the examples listed below:

Examples of Consequences:

- Admonishment;
- Temporary removal from the classroom (any removal of .5 days or more must be reported in the Student Safety Data System);
- Deprivation of privileges;
- Classroom or administrative detention;
- Referral to disciplinarian;
- In-school suspension during the school week or the weekend;
- Out-of-school suspension (short-term or long-term);
- Reports to law enforcement or other legal action;
- Expulsion; and
- Bans from receiving certain services, participating in school-district-sponsored programs or being in school buildings or on school grounds.

Examples of Remedial Measures

Personal:

- Restitution and restoration;
- Peer support group;
- Recommendations of a student behavior or ethics council;
- Corrective instruction or other relevant learning or service experience;

- Supportive student interventions, including participation of the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
- Behavioral assessment or evaluation, including, but not limited to, a referral to the Child Study Team, as appropriate;
- Behavioral management plan, with benchmarks that are closely monitored;
- Assignment of leadership responsibilities (e.g., hallway or bus monitor);
- Involvement of school "disciplinarian;"
- Student counseling;
- Parent conferences;
- Alternative placements (e.g., alternative education programs);
- Student treatment; and
- Student therapy.

Environmental (Classroom, School Building, or School District):

- School and community surveys or other strategies for determining the conditions contributing to HIB;
- School culture change and school climate improvement;
- Adoption of research-based, systemic bullying prevention programs;
- School policy and procedures revisions;
- Modifications of schedules;

- Adjustments in hallway traffic;
- Modifications in student routes or patterns traveling to and from school;
- Supervision of student before and after school, including school transportation;
- Targeted use of monitors (e.g., hallway, cafeteria, locker room, playground, school perimeter, bus);
- Teacher aides;
- Small or large group presentations for fully addressing the behaviors and the responses to the behaviors;
- General professional development programs for certificated and non-certificated staff;
- Professional development plans for involved staff;
- Disciplinary action for school staff who contributed to the problem;
- Supportive institutional interventions, including participation of the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
- Parent conferences;
- Family counseling;
- Involvement of parent-teacher organizations;
- Involvement of community-based organizations;
- Development of a general bullying response plan;
- Recommendations of a student behavior or ethics council;
- Peer support groups;
- Alternative placements (e.g., alternative

education programs);
- School transfers; and
- Law enforcement (e.g., safe schools resource officer, juvenile officer) involvement or other legal action.

Consequences and appropriate remedial actions for a student or staff member who commits one or more acts of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion of students, as set forth in the Board's approved Code of Student Conduct, pursuant to N.J.A.C. 6A:16-7.1.

The Principal, in consultation with appropriate school staff, shall develop an individual student intervention plan when a student is found to be an offender in three harassment, intimidation, or bullying incidents and each subsequent incident occurring within one school year. The student intervention plan may include disciplinary consequences and/or remedial actions and may require the student, accompanied by a parent, to satisfactorily complete a class or training program to reduce harassment, intimidation, or bullying behavior. Each student intervention plan must be approved by the Superintendent.

While the majority of incidents may be addressed solely by school officials, the Superintendent or designee and the Principal shall report a harassment, intimidation, or bullying incident to law enforcement officials if the conduct rises to the level of a mandatory report as outlined in the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials.

Consequences and Appropriate Remedial Actions – Adults

The district will also impose appropriate consequences and remedial actions to an adult who commits an act of harassment, intimidation, or bullying of a student. The consequences may include, but not be limited to: verbal or written reprimand; increment withholding; legal action; disciplinary action; termination; and/or bans from providing services, participating in school district-sponsored programs, or being in school buildings or on school grounds. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.

E. Reporting Harassment, Intimidation, or Bullying

The Board of Education requires the Principal at each school to be responsible for receiving all complaints alleging harassment, intimidation, or bullying committed by an adult or youth against a student. All Board members, school employees, and volunteers and contracted service providers who have contact with students, are required to verbally report alleged acts of harassment, intimidation, or bullying to the Principal or designee on the same day when the individual witnessed or received reliable information regarding any such incident. All Board members, school employees, and contracted service providers who have contact with students, also shall submit a New Jersey Department of Education-approved HIB 338 Form to the Principal within two school days of the verbal report. Failure to make the required report(s) may result in disciplinary action. The HIB 338 Form shall be kept on file at the school, but shall not be included in any student record unless the incident results in disciplinary action or is otherwise required to be contained in a student's record under State or Federal Law.

The district may not fail to initiate an investigation of harassment, intimidation, or bullying solely because written documentation was not provided. Failing to conduct a harassment, intimidation, or bullying investigation solely because a parent or student

did not submit written documentation violates the Anti-Bullying Bill of Rights Act and this Policy. If a parent makes a verbal allegation of harassment, intimidation, or bullying to a district staff member, but does not complete and submit the HIB 338 Form, the staff member or a designee must complete and submit the HIB 338 Form.

The Principal or designee is required to inform the parents of all students involved in alleged incidents, and, as appropriate, may discuss the availability of counseling and other intervention services. Pursuant to N.J.A.C. 6A:16-7.7(a)2.viii.(2), when providing notification to the parents of all students involved, the Principal or designee shall take into account the circumstances of the incident when conveying the nature of the incident, including the actual or perceived category motivating the alleged offense. The Principal or designee shall keep a written record of the date, time, and manner of notification to the parents.

The Principal, upon receiving a verbal or written report, may take interim measures to ensure the safety, health, and welfare of all parties pending the findings of the investigation.

Students, parents, and visitors are encouraged to report alleged acts of harassment, intimidation, or bullying to the Principal or designee on the same day when the individual witnessed or received reliable information regarding any such incident. The school district shall provide a person an online means to complete the HIB 338 Form to anonymously report an act of harassment, intimidation, or bullying. Formal action for violations of the Code of Student Conduct may not be taken solely on the basis of an anonymous report.

A Board member or school employee who promptly reports an incident of harassment, intimidation, or bullying and who makes this report in compliance with

the procedures set forth in this Policy, is immune from a cause of action for damages arising from any failure to remedy the reported incident.

The Principal shall promptly submit a copy of each completed HIB 338 Form to the Superintendent.

The district may consider every mechanism available to simplify reporting, including standard reporting forms and/or web-based reporting mechanisms. For anonymous reporting, in addition to making the HIB 338 Form available online, the district may consider locked boxes located in areas of a school where reports can be submitted without fear of being observed.

A school administrator who receives a report of harassment, intimidation, or bullying or who determines a reported incident or complaint, assuming all facts presented are true, is a report within the scope of N.J.S.A. 18A:37-14 and fails to initiate or conduct an investigation, or who should have known of an incident of harassment, intimidation, or bullying and fails to take sufficient action to minimize or eliminate the harassment, intimidation, or bullying, may be subject to disciplinary action. The district also should consider procedures and disciplinary action when it is found that someone had information regarding a harassment, intimidation, or bullying incident, but did not make the required report(s).

F. Anti-Bullying Coordinator, Anti-Bullying Specialist, and School Safety/School Climate Team(s)

1. The Superintendent shall appoint a district Anti-Bullying Coordinator. The Superintendent shall make every effort to appoint an employee of the school district to this position.

   The district Anti-Bullying Coordinator shall:

a. Be responsible for coordinating and strengthening the school district's policies to prevent, identify, and address harassment, intimidation, or bullying of students;

b. Collaborate with school Anti-Bullying Specialists in the district, the Board of Education, and the Superintendent to prevent, identify, and respond to harassment, intimidation, or bullying of students in the district;

c. Provide data, in collaboration with the Superintendent, to the Department of Education regarding harassment, intimidation, or bullying of students;

d. Execute such other duties related to school harassment, intimidation, or bullying as requested by the Superintendent; and

e. Meet at least twice a school year with the school Anti-Bullying Specialist(s) to discuss and strengthen procedures and policies to prevent, identify, and address harassment, intimidation, or bullying in the district.

2. The Principal in each school shall appoint a school Anti-Bullying Specialist. The Anti-Bullying Specialist shall be a guidance counselor, school psychologist, or other certified staff member trained to be the Anti-Bullying Specialist from among the currently employed staff in the school.

The school Anti-Bullying Specialist shall:

a. Chair the School Safety/School Climate Team as provided in N.J.S.A. 18A:37-21;

b. Lead the investigation of incidents of harassment, intimidation, or bullying in the school; and

c. Act as the primary school official responsible for preventing, identifying, and addressing incidents of harassment, intimidation, or bullying in the school.

3. A School Safety/School Climate Team shall be formed in each school in the district to develop, foster, and maintain a positive school climate by focusing on the on-going systemic operational procedures and educational practices in the school, and to address issues such as harassment, intimidation, or bullying that affect school climate and culture. Each School Safety/School Climate Team shall meet, at a minimum, two times per school year. The School Safety/School Climate Team shall consist of the Principal or the Principal's designee who, if possible, shall be a senior administrator in the school and the following appointees of the Principal: a teacher in the school; a school Anti-Bullying Specialist; a parent of a student in the school; and other members to be determined by the Principal. The school Anti-Bullying Specialist shall serve as the chair of the School Safety/School Climate Team.

The School Safety/School Climate Team shall:

a. Receive records of all complaints of harassment, intimidation, or bullying of students that have been reported to the Principal;

b. Receive copies of all reports prepared after an investigation of an incident of harassment, intimidation, or bullying;

c. Identify and address patterns of harassment, intimidation, or bullying of students in the school;

d. Review and strengthen school climate and the policies of the school in order to prevent and address harassment, intimidation, or bullying of students;

e. Educate the community, including students, teachers, administrative staff, and parents, to prevent and address harassment, intimidation, or bullying of students;

f. Participate in the training required pursuant to the provisions of N.J.S.A. 18A:37-13 et seq. and other training which the Principal or the district Anti-Bullying Coordinator may request. The School Safety/School Climate Team shall be provided professional development opportunities that may address effective practices of successful school climate programs or approaches; and

g. Execute such other duties related to harassment, intimidation, or bullying as requested by the Principal or district Anti-Bullying Coordinator.

Notwithstanding any provision of N.J.S.A. 18A:37-21 to the contrary, a parent who is a member of the School Safety/School Climate Team shall not participate in the activities of the team set forth in 3. a., b., or c. above or any other activities of the team which may compromise the confidentiality of a student, consistent with, at a minimum, the requirements of the Family Educational Rights and Privacy Act (20 U.S.C. Section 1232 and 34 CFR Part 99), N.J.A.C. 6A:32-7, Student Records and N.J.A.C. 6A:14-2.9, Student Records.

G. Investigating Allegations of Harassment, Intimidation, or Bullying

Prior to initiating an investigation regarding a reported incident or complaint, the Principal or designee, in consultation with the anti-bullying specialist, shall make a preliminary determination as to whether a reported incident or complaint, assuming all facts are presented as true, is a report within the scope of N.J.S.A. 18A:37-14.

Should the Principal or designee, in consultation with the anti-bullying specialist, determine that a reported incident or complaint, assuming all facts presented are true, is not a report within the scope of N.J.S.A. 18A:37-14, the incident will be addressed

through the Board's Code of Student Conduct policy. The HIB 338 Form shall be completed, even if a preliminary determination is made not to conduct an investigation of harassment, intimidation, or bullying because the reported incident or complaint is a report outside the scope of the definition of harassment, intimidation, or bullying, and must be submitted to the Superintendent. The Principal will provide the parents of the alleged offender(s) and victim(s) with formal notice of the decision not to initiate a harassment, intimidation, or bullying investigation.

The HIB 338 Form shall be kept on file at the school and will only be added to a student record if the alleged incident is founded, disciplinary action is imposed or is otherwise required to be contained in a student's record under State or Federal law.

The Superintendent may require the Principal to conduct a harassment, intimidation, or bullying investigation of the incident if the Superintendent determines that the incident is within the scope of harassment, intimidation, or bullying and shall notify the Principal of this determination in writing. Should the Superintendent require the Principal to conduct a harassment, intimidation, or bullying investigation, the Principal will immediately initiate an investigation of harassment, intimidation, or bullying by referring the matter to the school anti-bullying specialist.

Additionally, any preliminary determination that finds the incident or complaint is a report outside the scope of N.J.S.A. 18A:37-14 may be appealed to the Board, pursuant to the Board policies and procedures governing student grievances, and thereafter to the Commissioner (N.J.A.C. 6A:16-7.7(a)ix(1) and (a)ix(1)(A)). Should the preliminary determination not to conduct an investigation of harassment, intimidation, or bullying be overturned, the Principal will immediately initiate an investigation of harassment, intimidation, or bullying by referring the matter to the school anti-bullying specialist.

The Board requires a thorough and complete investigation to be conducted for each reported incident or complaint, assuming all facts presented are true, that is determined to be a report within the scope of N.J.S.A. 18A:37-14. The investigation shall be initiated by the Principal or designee within one school day of the verbal report of the incident. The investigation shall be conducted by the school anti-bullying specialist appointed by the Principal. The Principal may appoint additional personnel who are not school anti-bullying specialists to assist the school anti-bullying specialist in the investigation. Investigations of complaints concerning adult conduct shall not be investigated by a member of the same bargaining unit as the individual who is the subject of the investigation. The anti-bullying specialist may not participate in an investigation regarding their supervisor or staff at a higher administrative level.

The investigation shall be completed, and the written findings submitted to the Principal as soon as possible, but not later than ten school days from the date of the written report of the alleged incident of harassment, intimidation, or bullying or ten school days from the date of the written notification from the Superintendent to the Principal to initiate an investigation. Should information regarding the reported incident and the investigation be received after the end of the ten-day period, the school anti-bullying specialist or the Principal shall amend the original report of the results of the investigation to ensure there is an accurate and current record of the facts and activities concerning the reported incident.

The Principal shall proceed in accordance with the Code of Student Conduct, as appropriate, based on the investigation findings. The Principal shall submit the report to the Superintendent within two school days of the completion of the investigation and in accordance with the Administrative Procedures Act (N.J.S.A. 52:14B-1 et seq.). As appropriate to the findings from the investigation, the Superintendent shall ensure the Code of Student Conduct has been implemented and provide intervention

services, order counseling, establish training programs to reduce harassment, intimidation, or bullying and enhance school climate, or take or recommend other appropriate action, including seeking further information as necessary.

The Superintendent shall report the results of each investigation to the Board no later than the date of the regularly scheduled Board meeting following the completion of the investigation. The Superintendent's report also shall include information on any consequences imposed under the Code of Student Conduct, intervention services provided, counseling ordered, training established or other action taken or recommended by the Superintendent.

Parents of the students who are parties to the investigation shall be provided with information about the investigation, in accordance with Federal and State law and regulation. The information to be provided to parents includes the nature of the investigation, whether the district found evidence of harassment, intimidation, or bullying, or whether consequences were imposed or services provided to address the incident of harassment, intimidation, or bullying. This information shall be provided in writing within five school days after the results of the investigation are reported to the Board.

A parent may request a hearing before the Board after receiving the information. Any request by the parents for a hearing before the Board concerning the written information about a harassment, intimidation, or bullying investigation, pursuant to N.J.S.A. 18A:37-15(b)(6)(d), must be filed with the Board Secretary no later than sixty calendar days after the written information is received by the parents. The hearing shall be held within ten business days of the request. Prior to the hearing, the Superintendent shall confidentially share a redacted copy of the HIB 338 Form that removes all student identification information with the Board. The Board shall conduct the hearing in executive session, pursuant to the Open Public Meetings Act

(N.J.S.A. 10:4-1 et seq.), to protect the confidentiality of the students. At the hearing, the Board may hear testimony from and consider information provided by the school anti-bullying specialist and others, as appropriate, regarding the alleged incident; the findings from the investigation of the alleged incident; recommendations for consequences or services; and any programs instituted to reduce such incidents, prior to rendering a determination.

At the regularly scheduled Board meeting following its receipt of the report or following a hearing in executive session, the Board shall issue a decision, in writing, to affirm, reject, or modify the Superintendent's decision. The Board's decision may be appealed to the Commissioner of Education, in accordance with N.J.A.C. 6A:3, no later than ninety days after the issuance of the Board's decision.

A school administrator who receives a report of harassment, intimidation, or bullying and fails to initiate or conduct an investigation, or who should have known of an incident of harassment, intimidation, or bullying and fails to take sufficient action to minimize or eliminate the harassment, intimidation, or bullying, may be subject to disciplinary action.

The Board also requires the thorough investigation of complaints or reports of harassment, intimidation, or bullying, occurring on district school buses, at district school-sponsored functions, and off school grounds involving a student who attends an approved private school for students with disabilities. The investigation will be conducted by the Board's anti-bullying specialist in consultation with the approved private school for students with disabilities.]

H. Responding to Harassment, Intimidation, or Bullying

The Board of Education authorizes the Principal of each school to define the range of ways in which school staff will respond once an incident of harassment, intimidation, or bullying is confirmed, and the Superintendent shall respond to confirmed harassment, intimidation, or bullying, according to the parameters described below and in this Policy. The Board recognizes that some acts of harassment, intimidation, or bullying may be isolated incidents requiring that the school officials respond appropriately to the individual(s) committing the acts. Other acts may be so serious or parts of a larger pattern of harassment, intimidation, or bullying that they require a response either at the classroom, school building, or school district levels or by law enforcement officials. Consequences and appropriate remedial actions for a student who commits an act of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37, Discipline of Pupils and as set forth in N.J.A.C. 6A:16-7.2, Short-term suspensions, N.J.A.C. 6A:16-7.3, Long-term suspensions, and N.J.A.C. 6A:16-7.4, Expulsions.

In considering whether a response beyond the individual is appropriate, school officials shall consider the nature and circumstances of the act; the degree of harm; the nature and severity of the behavior; past incidences or past or continuing patterns of behavior; and the context in which the alleged incident(s) occurred. Institutional (i.e., classroom, school building, school district) responses can range from school and community surveys, to mailings, to focus groups, to adoption of research-based harassment, intimidation, or bullying prevention program models, to training for certificated and non-certificated staff, to participation of parents and other community members and organizations, to small or large group presentations for fully addressing the actions and the school's response to the actions, in the context of the acceptable student and staff member behavior and the consequences of such actions, and to the involvement of law enforcement officers, including safe schools resource officers.

This Policy and the Code of Student Conduct shall apply to instances when a school employee is made aware of alleged harassment, intimidation, or bullying occurring off school grounds.

For every incident of harassment, intimidation, or bullying, the school officials must respond appropriately to the individual who committed the act. The range of responses to confirmed harassment, intimidation, or bullying acts should include individual, classroom, school, or district responses, as appropriate to the findings from each incident. Examples of responses that apply to each of these categories are provided below:

1. Individual responses can include positive behavioral interventions (e.g., peer mentoring, short-term counseling, life skills groups) and punitive actions (e.g., detention, in-school or out-of-school suspension, expulsion, law enforcement report or other legal action).

2. Classroom responses can include class discussions about an incident of harassment, intimidation, or bullying, role plays, research projects, observing and discussing audio-visual materials on these subjects, and skill-building lessons in courtesy, tolerance, assertiveness, and conflict management.

3. School responses can include theme days, learning station programs, parent programs, and information disseminated to students and parents, such as fact sheets or newsletters explaining acceptable uses of electronic and wireless communication devices or strategies for fostering expected student behavior.

4. District-wide responses can include community involvement in policy review and development; professional development programs; adoption of curricular and school-wide programs, coordination with community-based organizations (e.g.,

mental health, health services, health facilities, law enforcement officials, faith-based organizations); and disseminating information on the core ethical values adopted by the Board's Code of Student Conduct, per N.J.A.C. 6A:16-7.1(a)2.

In providing support for victims of harassment, intimidation, or bullying, the district should identify a range of strategies and resources, which may include, but is not limited to, the following actions for individual victims:

- Counseling;
- Teacher Aides;
- Hallway and playground monitors;
- Schedule changes;
- Before and after school supervision;
- School transportation supervision;
- School transfers; and
- Therapy.

I. Reprisal or Retaliation

The Board of Education prohibits a Board member, school employee, contracted service provider who has contact with students, school volunteer, or student from engaging in reprisal, retaliation, or false accusation against a victim, witness, or any other person who has reliable information about an act of harassment, intimidation, or bullying or who reports an act of harassment, intimidation, or bullying. The consequence and appropriate remedial action for a person who engages in reprisal or retaliation shall be determined by the administrator after consideration of the nature, severity, and circumstances of the act, in accordance with case law, Federal and State statutes and regulations, and district policies and procedures.

J. False Accusations of Harassment, Intimidation, or Bullying

The Board of Education prohibits any person from falsely accusing another as a means of harassment, intimidation, or bullying.

1. Students - Consequences and appropriate remedial action for a student could range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37-1, Discipline of Pupils and as set forth in N.J.A.C. 6A:16-7.2, Short-term suspensions, N.J.A.C. 6A:16-7.3, Long-term suspensions, and N.J.A.C. 6A:16-7.4, Expulsions;

2. School Employees - Consequences and appropriate remedial action for a school employee or contracted service provider who has contact with students could entail discipline in accordance with district policies, procedures, and agreements; and

3. Visitors or Volunteers - Consequences and appropriate remedial action for a visitor or volunteer could be determined by the school administrator after consideration of the nature, severity, and circumstances of the act, including law enforcement reports or other legal actions, removal of buildings or grounds privileges, or prohibiting contact with students or the provision of student services.

K. Additional Policy Requirements

The Board of Education requires the Superintendent to annually disseminate this Policy to all school employees, contracted service providers who have contact with students, school volunteers, students and parents who have children enrolled in a school in the school district, along with a statement explaining that this Policy applies to all acts of harassment, intimidation, or bullying, pursuant to N.J.S.A. 18A:37-14,

that occur on school property, at school-sponsored functions or on a school bus and, as appropriate, acts that occur off school grounds.

The Superintendent shall post a link to this Policy that is prominently displayed on the home page of the school district's website. The Superintendent shall ensure that notice of this Policy appears in the student handbook and all other publications of the school district that set forth the comprehensive rules, procedures, and standards for schools within the school district.

The Superintendent shall post the name, school phone number, school address and school email address of the district anti-bullying coordinator on the home page of the school district's website. Additionally, the Superintendent shall post the contact information for the School Climate State Coordinator on the school district home page alongside this Policy.

Each Principal or designee shall post the name, school phone number, school address, and school email address of both the school anti-bullying specialist and the district anti-bullying coordinator on the home page of each school's website.

The Superintendent shall post the New Jersey Department of Education's Guidance for Parents on the Anti-Bullying Bill of Rights Act on the district homepage and on the homepage for each school in the district with a website.

The Superintendent and the Principals shall provide training on the school district's harassment, intimidation, or bullying policies to school employees contracted service providers and volunteers who have significant contact with students. The training shall include instruction on preventing bullying on the basis of the protected categories enumerated in N.J.S.A. 18A:37-14 and other distinguishing characteristics

that may incite incidents of discrimination, harassment, intimidation, or bullying. The school district's employee training program shall include information regarding the school district policy against harassment, intimidation, or bullying, which shall be provided to full-time and part-time staff, contracted service providers and school volunteers who have significant contact with students.

The Superintendent shall develop and implement a process for annually discussing the school district policy on harassment, intimidation, or bullying with students. The Superintendent and the Principal(s) shall annually conduct a re-evaluation, reassessment, and review of this Policy and any report(s) and/or finding(s) of the school safety/school climate team, with input from the school anti-bullying specialists, and recommend revisions and additions to this Policy as well as to harassment, intimidation, or bullying prevention programs and approaches based on the findings from the evaluation, reassessment, and review.

L. Harassment, Intimidation, or Bullying Training and Prevention Programs

Each public school teacher and educational services professional shall be required to complete at least two hours of instruction in harassment, intimidation, or bullying prevention within each five year professional development period as part of the professional development requirement pursuant to N.J.S.A. 18:37-22.d. The required two hours of suicide prevention instruction shall include information on the risk of suicide and incidents of harassment, intimidation, or bullying and information on reducing the risk of suicide in students who are members of communities identified as having members at high risk of suicide.

Each newly elected or appointed Board member must complete, during the first year of the member's first term, a training program on harassment, intimidation, or bullying in accordance with the provisions of N.J.S.A. 18A:12-33.

A school leader shall complete school leader training that shall include information on the prevention of harassment, intimidation, or bullying as required in N.J.S.A. 18A:26-8.2.

The school district shall annually observe a "Week of Respect" beginning with the first Monday in October. In order to recognize the importance of character education, the school district will observe the week by providing age-appropriate instruction focusing on the prevention of harassment, intimidation, or bullying as defined in N.J.S.A. 18A:37-14. Throughout the school year the district will provide ongoing age-appropriate instruction on preventing harassment, intimidation, or bullying, in accordance with the New Jersey Student Learning Standards, pursuant to N.J.S.A. 18A:37-29.

The school district and each school in the district will annually establish, implement, document, and assess harassment, intimidation, or bullying prevention programs or approaches, and other initiatives in consultation with school staff, students, administrators, volunteers, parents, law enforcement, and community members. The programs or approaches and other initiatives shall be designed to create school-wide conditions to prevent and address harassment, intimidation, or bullying in accordance with the provisions of N.J.S.A. 18A:37-17.

M. Reports to Board of Education and New Jersey Department of Education

The Superintendent shall report two times each school year, between September 1 and January 1 and between January 1 and June 30 at a public hearing all acts of violence, vandalism, and harassment, intimidation, or bullying which occurred during the previous reporting period in accordance with the provisions of N.J.S.A. 18A:17-46. The information shall also be reported to the New Jersey Department of Education in accordance with N.J.S.A. 18A:17-46.

N. School and District Grading Requirements

Each school and each district shall receive a grade for the purpose of assessing their efforts to implement policies and programs consistent with the provisions of N.J.S.A. 18:37-13 et seq. The grade received by a school and the district shall be posted on the homepage of the school's website and the district's website in accordance with the provisions of N.J.S.A. 18A:17-46. A link to the report that was submitted by the Superintendent to the Department of Education shall also be available on the school district's website. This information shall be posted on the websites within ten days of receipt of the grade for each school and the district.

O. Reports to Law Enforcement

The Superintendent or designee and the Principal shall consult law enforcement, as appropriate, pursuant to the provisions of the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials, if the student's behavior may constitute a possible violation of the New Jersey Code of Criminal Justice.

Some acts of harassment, intimidation, or bullying may be bias-relatedacts and school officials must report to law enforcement officials any bias related acts, in accordance with N.J.A.C. 6A:16-6.3.(e), and pursuant to the provisions of the Memorandum of Agreement Between Education and Law Enforcement Officials.

P. Collective Bargaining Agreements and Individual Contracts

Nothing in N.J.S.A. 18A:37-13.1 et seq. may be construed as affecting the provisions of any collective bargaining agreement or individual contract of employment in effect

on the Anti-Bullying Bill of Rights Act's effective date (January 5, 2011). N.J.S.A. 18A:37-30.

The Board of Education prohibits the employment of or contracting for school staff positions with individuals whose criminal history record check reveals a record of conviction for a crime of bias intimidation or conspiracy to commit or attempt to commit a crime of bias intimidation.

Q. Students with Disabilities

Nothing contained in N.J.S.A. 18A:37-13.1 et seq. may alter or reduce the rights of a student with a disability with regard to disciplinary actions or to general or special education services and supports. N.J.S.A. 18A:37-32.

The school district shall submit all subsequent amended Harassment, Intimidation, or Bullying Policies to the Executive County Superintendent of Schools within thirty days of Board adoption.

N.J.S.A. 18A:37-13 through 18A:37-37
N.J.A.C. 6A:16-7.1 through 6A:16-7.9
Model Policy and Guidance for Prohibiting Harassment, Intimidation, and Bullying on School Property, at School-Sponsored Functions and on School Buses – August 2022 – New Jersey Department of Education

Adopted: April 28, 2003
Revised: January 31, 2008
Revised: February 25, 2010
Revised: September 29, 2011
Revised: October 31, 2013
Revised: August 29, 2018

POLICY GUIDE

BAYONNE BOARD OF EDUCATION

PUPILS
5512
Harassment, Intimidation, and Bullying
M

Revised: May 24th, 2022
REVISED: January 31st, 2023

XIII. Visitor Admissions Policy

In order to safeguard the children in our care and to protect the interests of all those who work in the school we have a policy for the admission and management of visitors to the building. It is most important that only those people who need to have access to the building are allowed to enter and that the reason for their visit and their identity is checked before they are allowed to enter the building.

To ease your visit to the school, it is required that you notify the main office prior to your arrival. By notifying the office, your visit will be logged in our visitor appointment book. When you arrive and ring the bell, you will be asked the purpose of your visit. You will notify a staff member your purpose for the visit and it will be cross referenced with our visitor appointment book.

Parents and guardians will be denied access to buildings during drop off and pick up times. Arrival time for drop off is 8:40 A.M. However, if your child is in Before Care, arrival time is 7:25 A.M.

All non-emergent visitors must notify the school prior to arrival to get authorization for visits. The authorization will come from the building principal or his/her designee. We suggest that you store the school's phone number in your cell phone.

If you have been granted access to the building, you are required to report directly to the main office where you will sign in and document your purpose of visiting. You will also be provided with a visitor's pass if necessary.

Visitors that arrive at the school without notification will be denied access to the school until their purpose can be verified or a staff member is available to meet the visitor at the door.

All visitors will be required to present a Driver's License or alternate proof of photo identification which will be secured in the main office until their exit from the facility.

We seek your cooperation with our policies and ask that you sign and return the Bayonne Board of Education **POLICY MANUAL ACKNOWLEDGEMENT** form located on the last page of this manual and return it to your child's teacher. Please keep the rest of the manual for your reference.

XIV. Community Resource List

Bayonne Board of Education Hotline 201-823-CARE

Bayonne Police Department 201-858-6900

Bayonne Fire Department 201-858-6005

Cops in School 201-858-5856

Bayonne Housing Authority 201-339-8700

Bayonne Community Mental Health 201-339-9200

B.E.O.F. 201-437-7222

Department of Children & Families 800-982-7396

Child Abuse Hotline ..... 877-NJ ABUSE

Poison Control 800-222-1222

NJ Aids/HIV/STD 800-624-2377

S.N.A.P. (food stamps) 800-687-9512

National Suicide Prevention Hotline 800-273-8255

NJ Hopeline (NJ Suicide Prevention Hotline) 888-222-2228

NJ Suicide Hotline 855-654-6735

The Trevor Project Hotline (LGBT) 866-488-7386

LGBT National Hotline 888-843-4564

Hudson County Homeless Hotline 800-624-0287

Hope House 201-420-1070

Family Promise of Hudson County 201-604-2600

XV. Policy Manual Acknowledgment Form

(Please sign and return to your child's homeroom teacher.)

Dear _____ Grade_____

Homeroom Teacher

"We have read and understand the Responsibilities, Rights and Privileges, Expectations for Academic Achievement, Behavior and Attendance, Mandatory School Uniform Policy, Detention Assignment Slip, Lunchtime Guidelines, Student Code of Conduct, H.I.B. Policy, and Visitor Admission Policy."

_____

(Student's Name – please print)

_____ _____

(Student's Signature) (Date)

_____ _____

(Parent's Signature) (Date)