

Plain Language Summary of CCSD Code of Conduct for Elementary Schools



Statement of Philosophy and Purpose

Our community of teachers/learners believes that the primary goal of education is to develop thinking, attitudes, and skills in our students so they can become intelligent and responsible lifelong learners. In order to help us achieve this goal, we have developed a student code of conduct to help adults be consistent in setting expectations and responding to different behaviors and help to make informed decisions, be accountable for their actions, and understand the consequences of their behavior.

Our code of conduct encourages positive behavior and embraces our core principles. These values include: community, respect, gratitude, sharing, reflection, friendship, praise, honesty, patience, and courage. Specific desired behaviors that are clearly defined within this document will be fostered by role modeling, positive reinforcement and instruction integrated into the various disciplines. Unacceptable behaviors and the consequences for them are also clearly spelled out.

Please acquaint yourself and your child(ren) with the code of conduct, so school and home can be on the same page. Working together we can provide a safe and nurturing educational program in the present that prepares each of our children for their futures as constructive members of society.

Role of Students

- Conduct themselves in an appropriate manner with consideration of the welfare of others.
- To know the school rules and obey them and accept responsibility for his/her actions.
- To help in promoting order and in reporting incidents to the responsible adult.

Role of Parents

- To promote a climate of respect, dignity and cooperative relationships.
- To know school rules and help their children know and follow them.
- To cooperate with the school in jointly resolving any school related problems.

Role of Staff

- To promote a climate of mutual respect, regardless of race, color, weight, national origin, ethnic group, religion, disability, sexual orientation, gender and sex.
- Seek to develop cooperative relationships with building staff and parents for the educational benefit of students.
- To report to the principal or his/her designee any student who violates the code of conduct or jeopardizes his or her own safety or the safety of others.

Role of Principal

- To develop a sound and healthful atmosphere of mutual respect.
- To collaborate with teachers and parents in supporting students.
- To be responsible for the dissemination and enforcement of the student code of conduct.
- To ensure that students are provided with fair, reasonable and consistent discipline.
- To comply with State and Federal Laws.

Chappaqua Central School District
Policy # 5052
Harassment, Bullying and Discrimination Prevention and Intervention Policy
Plain Language Summary – Elementary

The Chappaqua Board of Education wants to ensure safe and positive schools for all students. To do that, the Board requires all students to treat others as they would like to be treated. No student is allowed to bully or harass any other student at school, on a school bus, or at any school event.

Bullying or harassing is behavior that creates an unfriendly or hurtful environment for another person. Sometimes bullying can be a single, very serious incident, and sometimes it is a behavior that happens several times. Bullying behavior can be threatening or hurtful language. It can be calling another student a hurtful name. It can be hitting another student in an effort to hurt that student. It can even be excluding a student from an activity in which that student would like to be included. These behaviors might cause a student to be afraid, or to be upset, or they might get in the way of a friendly, safe school environment.

Bullying or harassing behavior is sometimes based on a person's race, color, weight, nationality, ethnic group, religion, religious practice, disability, sexual orientation, gender, or sex. Bullying or harassing someone for one of these reasons is also called discrimination and it is forbidden in our schools.

All students and staff will have the opportunity in school to learn about discrimination and about harassing and bullying behavior, so that they can recognize the behavior, so that they can help to prevent these things from starting, and help to end them if they ever do start. All students and staff have a responsibility to report any incidents of bullying or harassing behavior that they witness. In every school, the Assistant Principal is someone to whom students can report. But students should also know that any adult in the school is a safe person to whom they can speak.

When incidents are reported, they will be investigated. If students are found guilty, they will receive a clear notice about what they have done wrong, they will receive support in school so that they don't do it again, and they will be disciplined in a way that is appropriate and according to the Student Code of Conduct. The school will also keep records of such incidents. Students who report such events or participate in an investigation have the right to be safe from any kind of retaliation or harm as a result of their participation.

Any student who hears about, sees, or believes he/she is the victim of an act of bullying, harassment, or discrimination should make a report as soon as possible to a member of the school staff. There is a form available on the school district's website for making such reports. If the form is used, it should be given to the school's DASA Coordinator (typically the Assistant Principal), the Building Principal or the Superintendent of Schools.

Dear Families:

Please review this Plain Language Version of the Code of Conduct with your child. Please make him / her aware of our school's expectations and guidelines. All rules are designed to ensure a community that values safety, acceptance and being a helpful member of the community. This Plain Language version of the Code of Conduct was developed in accordance with the district's code of conduct. Please visit www.ccsd.ws/CodeOfConduct for additional information:

Thank you and we look forward to another rewarding school year!
Sincerely,

Jim Skoog Alissa Stoever
Principal Assistant Principal

Carol Bartlik Debbie Alspach
Principal Assistant Principal

Doreen O'Leary Ross Cooper
Principal Assistant Principal

**Chappaqua Central School District
Student Code of Conduct Policy #5030
Dignity for All Students Act Policy #5052**

By signing below, I acknowledge that I have reviewed a copy of the Chappaqua Central School District Policy #5030 – Student Code of Conduct Policy and Policy #5052 – Harassment, Bullying and Discrimination Prevention and Intervention Policy with my child. My child will also been given an explanation in school of what both policies mean in plain language and how it governs behavior in school. We recognize that it is our responsibility to read and understand this policy. We also understand our responsibility to report immediately to school staff any acts of harassment or bullying that we witness or of which my child is a victim. Finally, we have been made aware that there is a form available on the school district's web site that we may use to report any incidents of bullying or harassment.

If we have any questions, we will ask them of our school's DASA Coordinator (our school's Assistant Principal).

Student's Name: _____ **Grade Level:** _____

Student's Signature (Gr. 2-4): _____

Student's School: _____

Parent/Guardian's Name: _____

Parent/Guardian's Signature: _____ **Today's Date:** _____

PLEASE RETURN TO MAIN OFFICE IN SCHOOL BY SEPTEMBER 27, 2019