

Guidelines for Acceptable and Expected Behaviors

Every child and adult who spends time in Chesterfield Elementary School has a right to be respected and to learn, teach, work and visit in a safe, positive environment where each person's unique talents, beliefs, and ideas are respected. Chesterfield Township Elementary School District is a place where our diversity is celebrated. Because these rights are so important, our code of conduct protects the rights of individuals to attend a safe school where learning is the priority.

Chesterfield Township Elementary School's code of conduct indicates examples of infractions that violate expectations for student behaviors in school, on the bus, and during school sponsored activities, including those off school grounds or during non-school hours. When a student's behavior violates our school rules, a student will be informed of the infraction and any relevant evidence and will be provided an opportunity to present information regarding the incident. While many infractions are addressed at the classroom level, teachers and staff also have the opportunity to seek administrative intervention and resolution.

Students who violate the norms of our school district will be subject to disciplinary consequences and may be restricted from participation in school sponsored activities, including, but not limited to field trips. At the discretion of the administration, instances of violence, vandalism, harassment, intimidation, bullying and physical intimidation can result in police reports and charges being filed. In all instances, students' rights to due process are important and protected prior to consequences being determined. Moreover, students who violate the rules stipulated in the district's Acceptable Use Policy may be subject to revocation of computer use privileges; police contact also can be initiated as deemed necessary.

Included in the district's code are consequences for "harassment, intimidation or bullying" (HIB), which is defined as any gesture or written, verbal or physical act that is reasonably perceived as being motivated by any actual or perceived distinguishing characteristic and has the effect of causing harm to a student or damage to the student's property, or reasonable fear of harm or property damage, or of insulting a student or group of students in a way that substantially interferes with the orderly operation of a school (source: ACLU of NJ).

Balanced with consequences are support interventions that can be employed to promote positive behaviors. Since part of a school's mission is to model, teach, and reinforce positive decision making, the school will explain, teach, reinforce and recognize desired behaviors. Behaviors which violate the code will be addressed through the code of conduct consequence guidelines. Due process is the right of every student so they understand the nature of the infraction and are provided the opportunity to explain their behaviors. Students will be taught alternate strategies that will promote desired behaviors and decisions. The school's character education committee plays a significant role in teaching positive skills and annually presents reinforcement through activities and assemblies. Likewise, classroom teachers promote a safe school climate by establishing norms for interactions within the classroom environment. Also, bus safety is promoted additionally through instruction provided by drivers, health instructors, and local police officials.

At any time when a student's behavior violates the code of conduct, support interventions may be initiated. Such interventions include: peer mediation; conferences among child(ren), parent, teacher, administrator and/or counselor; behavioral modification plans; referral for RIST; child study team evaluation. All consequences are subject to the administrative discretion of the Superintendent and designees.

Code of Conduct Infractions and Consequences

<i>Cafeteria</i>	<i>Classroom</i>	<i>Bus</i>	<i>Hallway</i>	<i>Playground/Recess</i>	<i>Possible Consequences</i>
Level One					
Running; Throwing food; Cutting in line; Belching; Taking/touching someone's food; Unkind language; Wearing hats; Bullying.	Minor classroom disruption; Bullying.	Not sitting in seat; Not wearing a seatbelt; Turning around in seat; Loud voices; Unkind language; Bullying.	Pushing or placing hands on another child; Running in hall; Loud voices; Bullying.	Disrupting activity; Unkind language; Pushing, horseplay; Arguing about a game; Bullying.	Peer mediation; Warning; Discussion; Note in assignment pad; Phone call to parent; Conference with teacher; Teacher recess detention.
Level Two					
Open defiance; Willful disobedience; Not listening to directions of adult; Pushing; Foul language; Bullying.	Major classroom disruption; Bullying.	Failure to obey driver's instruction; Hitting with seat belt; Loud voices; Bullying.	Pushing or placing hands on another child; Running in hall; Loud voices; Bullying.	Defiance or disobedience; Hitting; Fighting; Kicking or throwing ball on roof; Not listening to aides; Pushing or placing hands on another child; Running in hall; Loud voices; Bullying.	Lunch and/or recess detention; Loss of privileges; Peer mediation; Parent meeting; Counseling; Incident report to remain in child's file; Administrative exclusion from school; Suspension from school.
Level Three					
Illegal activity; Physical violence; Intimidation; Harassment; Vandalism; Assault toward anyone; Bullying.	Illegal activity; Physical violence; Intimidation; Harassment; Vandalism; Assault; Bullying.	Illegal activity; Physical violence; Intimidation; Harassment; Vandalism; Assault; Bullying.	Physical violence; Intimidation; Harassment; Vandalism; Assault; Bullying.	Illegal activity; Physical violence; Intimidation; Harassment; Vandalism; Assault; Bullying.	Parent meeting; Suspension; Counseling; Loss of privileges; Police referral.

Consequences associated with minor infractions

Number of Offenses	Consequence
1	Conference
2	Conference; 1 day lunch/recess detention and parent notification
3	Conference; 3 day lunch/recess detention and parent notification
4	Conference; *1 day administrative detention
5	Conference; *3 days administrative detention
All subsequent offenses	Suspension for a length of time to be determined by the building principal

*Detentions are served at 8:00 am. Parents/Guardians are responsible for their child's transportation to school and for signing the student in at the administrative offices upon arrival.

Consequences associated with violations of bus safety

Number of Offenses	Consequence
1	Conference and parent notification
2	Conference; 1 day bus suspension* and parent notification
3	Conference; 3 days bus suspension* and parent notification
4	Conference; 5 days bus suspension* and parent notification
5	Conference; 10 days bus suspension* and parent notification
6	Suspension for the remainder of the academic year

* Parents/Guardians are responsible for their child's transportation to school (arrive at 8:35) and from school (3:10) each day for the duration of the suspension. Parents who have transportation conflicts may contact Learning Steps to make arrangements a child to be enrolled in the fee-based before and after school program.

Disciplinary Point Chart: 5th and 6th Grade

School Infraction	Points
Category 1 (Behaviors may include but are not limited to: <i>running in the building, pushing, cutting in line, being disruptive to the learning environment, unkind language, being disrespectful toward others, unauthorized use of an electronic device</i>)	1-3 points
Category 2 (Behaviors may include but are not limited to: <i>open defiance/willful disobedience, failure to follow the directions of an adult, major classroom disruptions, putting or placing hands on another child, misuse of technology</i>)	3-5 points
Category 3 (Behaviors may include but are not limited to: <i>hitting, kicking, intimidation, harassment, bullying</i>)	5-9 points
Category 4 (Behaviors may include the following infractions but are not limited to: <i>physical violence, fighting, or assault toward anyone, vandalism</i>) These behaviors are considered to be extremely detrimental to the learning environment and the safety of those in the school community, therefore a parent conference must be scheduled in addition to the points that are assigned to these offenses and possible police notification.	10-15 points

*Administrative discretion regarding **assigned points** will be based on factors such as age, personal & situational circumstances, and/or previous incidents.*

Administrative lunch/recess detention or suspension of PRIDE jobs	3 points
Morning detention(8:00 am) and possible parent notification	5 points
Exclusion from school sponsored activities/clubs, and parent conference	8 points
Suspension (bus or in school/out of school) and parent conference	10 points
Loss of field trip privileges and parent conference	>15 points

We strive to have students who have received discipline points learn and improve their behavior. Therefore, students who are point free for **one calendar month** from when the last points were received without being assigned additional points will have **two discipline points** deducted from their total number of points. Students may also perform school community service to actively remove disciplinary points from their file.

Point Redemption Chart

Community Service	Points Deducted
Weeding the school garden areas	2 points
Maintenance/clean-up duty at school	2 points
Assisting school staff members with regular school operations(to be served at offending student's lunch recess 1X a week for 4 weeks or before or after regular school hours).	4 points
School/community service that is documented and approved by administration	points TBD