

Mahopac Central School District



Elementary Schools' Code of Conduct 2023-2024

Austin Road Elementary
Fulmar Road Elementary
Lakeview Elementary

Please read and discuss the entire Code of Conduct document with your child. When you are done please sign and return the last page to your child's teacher.

Mahopac Central School District **Elementary Schools' Code of Conduct**

This document reflects the District Wide Discipline Code of Conduct and is available at the Main Office of each elementary school. It is also available on every Elementary School's homepage as well as the District website and District Facebook page. All schools in our district adhere to these policies. In addition, the Discipline Code contains detailed guidelines for students with disabilities.

Student Rules and Responsibilities

- ❖ I will come to school everyday prepared to do my best, leaving at home anything that might distract me from learning.
- ❖ I will treat others the way I would like them to treat me.
- ❖ I will refrain from making hurtful comments or actions about someone's appearance, beliefs or disabilities.
- ❖ I will refrain from fighting, name calling, or any other behavior that could be called bullying*
 - *Bullying is any behavior which occurs repeatedly that causes harm to another person in a physical, emotional, or verbal interaction. This includes cyber-bullying.*
- ❖ I will use technology responsibly.
- ❖ I will not threaten others.
- ❖ I will not bring to school any object that can intimidate, threaten, hurt, or harm others.
- ❖ I will act in ways that do not interfere with the teaching and learning of others.
- ❖ I will respect the personal space, rights and property of others.
- ❖ I will follow the directions of faculty and staff.
- ❖ I will always use appropriate language.

- ❖ I will be respectful of the school by keeping it clean.
- ❖ I will walk quietly at all times within the school building.
- ❖ I will tell an adult if there is a problem.

Responsible Use of Technology

Using technology is a privilege. It is important that all students follow the rules listed below to maintain this privilege.

- ❖ I will handle, care for and respect shared materials including Chromebooks, iPads and all technology devices.
- ❖ I will follow the school/district rules regarding when and where electronic devices can be used.
- ❖ I will not use personal digital devices (cell phones, smart watches) to converse (talk or text), take photographs or videos during school hours or on district transportation.
- ❖ I will not email, text, post to the internet or social media, or otherwise electronically transmit images of other individuals taken without their permission.

Bus Rules

Riding the bus is a privilege. It is important that all students behave and follow the rules listed below to maintain this privilege and protect the safety of everyone on the bus.

- ❖ I will listen to my bus driver and treat him/her respectfully.
- ❖ I will remain in my seat facing forward at all times and keep the aisle clear.
- ❖ I will use a quiet voice on the bus at all times.
- ❖ I will use appropriate language.

- ❖ I will keep my hands, feet and all belongings to myself.
- ❖ I will not eat on the bus.
- ❖ I will wait for the bus to come to a complete stop before standing.
- ❖ I will be considerate of the rights and feelings of others. Teasing, bullying and other unsafe behaviors will not be tolerated.

Cafeteria Rules

In order to provide a positive atmosphere in the cafeteria, students are expected to adhere to the following rules:

- ❖ I will listen to and be respectful of the adults in charge.
- ❖ I will be kind and treat others the way that I want to be treated.
- ❖ I will use a quiet voice.
- ❖ I will keep my hands to myself.
- ❖ I will get permission from an adult in charge if I need to leave the cafeteria for any reason (ex: bathroom, nurse)
- ❖ I will walk.
- ❖ I will clean up my own area.
- ❖ I will not share my food or snacks.

Playground Rules

Weather permitting; students will participate in outdoor recess. For safety and health reasons, it is necessary for students to abide by the following rules:

- ❖ I will listen to and be respectful of the adults in charge.
- ❖ I will be considerate of the rights and feelings of others. Teasing, bullying and other unsafe behaviors will not be tolerated.
- ❖ I will be a *spotter* and invite any student(s) that are on the Buddy Bench.
- ❖ I will include others and be a good sport during recess games.
- ❖ I will line up promptly when directed by an adult.
- ❖ I will use the playground equipment safely and as instructed.
- ❖ I will dress appropriately for my health and safety by wearing seasonably appropriate clothing and shoes.

Bathroom Behavior

In order to provide students with a safe environment, students are expected to adhere to the following rules:

- ❖ I will keep the bathrooms clean and safe.
- ❖ I will use an appropriate voice level.
- ❖ I will respect the privacy of others.
- ❖ I will wash my hands after using the bathroom.

Trips and Special Events Behavior

School trips and special events are a privilege. I understand that all student responsibilities and consequences continue to apply during these events.

- ❖ I will represent my school with pride and remain well behaved during all school trips and special events.
- ❖ I will listen to the directions of teachers, bus drivers, chaperones and event staff.
- ❖ I will follow the bus rules.

Disciplinary Options

For a serious infraction, or when a student substantially disrupts the academic process, the teacher or administrator may skip steps in order to protect the safety of the child or others. In cases of severe misbehavior that threatens the health and safety of the child or others, a teacher or administrator may remove the child immediately from the setting. The parent and student will be informed of the specific reason(s), which facilitated the removal.

Consequences:

- ❖ Verbal warning
- ❖ Time out of class or the situation as determined by the supervising adult
- ❖ Parent contact
- ❖ Referral to a building administrator:
 - parent contact
 - administrative detention
 - in-school suspension
 - out-of-school suspension
 - Superintendent hearing

- ❖ If bus related, all options above and the following may also apply:
 - assigned seating
 - bus suspension

Please read the entire Code of Conduct **with your child**. *Sign and return this page to your child's teacher within two weeks of receiving this document.*

My child and I have read the **Code of Conduct**. We understand and support its contents as well as the principles upon which they are based.

Parent or Guardian Signature

Date

Student Signature

Date