

Mahopac Central School District



Elementary Schools' Code of Conduct 2021-2022

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' Reopening Community Agreement

In light of the continued challenges we face reopening our schools, we are asking for a significant level of commitment to the community from all stakeholders. In order for our community to remain healthy and our schools to remain open, it is imperative that all families be aware that the decisions they may make directly impact all of us.

In order to promote the greatest level of health and safety, we are asking all Mahopac Central School District community members to follow the guidelines listed below and the code of conduct addendum.

- ☐ At all times follow all New York State COVID-19 related mandates and guidelines, particularly any associated with travel, public gatherings, physical distancing, face coverings, health and hygiene.
- ☐ Not attend school if you are demonstrating any symptoms of COVID-19 or feeling physically unwell to any degree.
- ☐ Communicate with the School any COVID-19 positive test results for any community members or close contacts that community members may have.
- ☐ Provide any essential information to the Westchester County Department of Health for COVID-19 contact tracing.
- ☐ Make the health and well-being of our school community a priority in decision making about travel and social engagements, including play dates, sleepovers, and parent-related get togethers.
- ☐ Closely read all communications from the School/District and, if necessary, respond in a timely manner.

Mahopac Central School District
Elementary Schools' Code of Conduct Addendum
2021-2022

For the concern and safety of our students, staff and community, there has been an addendum to the Elementary Schools' Code of Conduct for the 2021-2022 school year regarding mask use. Students and staff are required to wear a facial covering throughout the school day. This includes while at school, on the bus and at bus stops.

Any student claiming a medical condition that would not allow facial coverings to be worn must present documentation from a medical doctor that also includes alternative precautions to be taken by the student to protect their own health to our school nurse to review.

Masks & Face Coverings

The CDC recommends that people, including teachers, staff and students, wear cloth face coverings in public settings and when around people who don't live in your household. Cloth face coverings may help prevent people who have COVID-19 from spreading the virus to others.

- ❖ I will wear a mask/face coverings upon entering school buildings and buses.
 - A mask/face coverings can include disposable masks, cloth masks, or a religious face covering.
 - A mask/face covering must cover the nose and mouth completely. The covering should fit snugly but comfortably against the sides of the face and be secured with ties or ear loops to hold it in place.



- Any mask/face coverings that incorporate valves to facilitate easy exhaling, mesh mask, or masks with openings, holes, visible gaps in the design or materials, or vents are not sufficient face coverings because they allow droplets to be released from the mask.
- Masks should not cover the student/staff's entire face or head (i.e. toy costume masks, ski masks, helmets, etc.).
- ❖ I will never share or swap face coverings/masks.
- ❖ I will follow teacher/staff directions regarding mask wearing and breaks.

Lunch & Recess

Lunch will be eaten in a variety of locations throughout the school campus to accommodate the safety protocols currently in place. In order to provide a positive atmosphere during lunch and recess, students are expected to adhere to the following expectations:

- ❖ 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 classroom for any reason (bathroom, nurse).
- ❖ I will walk.
- ❖ I will clean up my own area.
- ❖ I will not share my food or snacks.
- ❖ I will stay with my designated cohort group during lunch and recess.

Consequences:

- ❖ Conversation & Verbal Warning
- ❖ Parent contact

- ❖ Referral to a building administrator:
 - Parent contact or meeting
 - Consideration of remote learning if student refuses to wear mask

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

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.

****Trips and Special Events will not take place during the 2021-2022 school year due to mitigation factors put into place which support the health and safety of our students and staff.***

- ❖ 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, Code of Conduct Addendum and Reopening Community Agreement **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