

# **Fabius-Pompey Elementary**



**Elementary  
Code of Conduct  
2018-2019**

## **Mission**

The Fabius-Pompey mission is to provide an inclusive, safe learning environment where diverse forms of development are embraced, and core values such as integrity, respect, justice, and compassion are cultivated. Students take ownership of their learning, reaching their full potential with the help of the entire community. We strive for excellence in and beyond the classroom. We promote emotional development and critical thinking through ongoing and varied opportunities. Our close-knit community fosters a supportive environment where open lines of communication are respected and maintained. Our goal is to prepare lifelong learners who are passionate and able to contribute to their community and our global society.

## **Non-Discrimination**

The Fabius-Pompey Central School District hereby advises students, parents, guardians, employees and the general public that it offers employment and educational opportunities, including vocational education opportunities, without regard to sex, age, race, color, national origin, disability, or religious beliefs. Inquiries regarding this nondiscrimination policy may be directed to:

Title IX Coordinator:  
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Fabius-Pompey Central Schools  
1211 Mill St.  
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**Introduction... 3**  
**QUALITIES OF A GOOD CITIZEN... 3**  
**Fabius-Pompey Pledge... 3**

**Student Conduct... 4-10**  
**Bullying/Harassment... 5-6**  
**Dress Code... 7**  
**Classroom Behavior... 7**  
**Hallway Behavior... 8**  
**Assembly Behavior... 8**  
**Cafeteria Behavior... 9**  
**Electronic Devices... 9**  
**Extracurricular Activities... 9**  
**Field Trips... 9-10**  
**Playground Guidelines... 10**  
**Bus Behavior... 10**

## **Introduction**

School should be a happy, safe place to learn. The responsibility for this lies with each student. Youngsters who exhibit qualities that foster this happy and safe environment are called Good Citizens. Good citizens also follow certain rules and procedures. Everyone must know and understand these rules and follow them to and from school as well as during school. There are procedures for the classroom, bus, playground, hallway, and cafeteria. Working together with groups of parents, guardians, students, and the school staffs of the Fabius-Pompey Central School District, this handbook was created as a guide to behavior that protects the rights and safety of all and promotes a school environment in which students can live comfortably and learn. This handbook states the qualities, rules, and procedures that will assist each student in becoming a "Good Citizen" in order to make our schools happy and safe.

## **QUALITIES OF A GOOD CITIZEN**

<b>RESPECT</b>	Showing high regard for other students and adults; demonstrating concern for their own and others' property.
<b>RESPONSIBILITY</b>	Practicing self-control and self-discipline; demonstrating reliability by doing what is expected, and following the rules without a reminder.
<b>CONSIDERATION</b>	Demonstrating sensitivity to the feelings and needs of others; showing kindness and concern to schoolmates, teachers, school personnel and members of the community; exhibiting respect for all property.
<b>HONESTY</b>	Accepting the fact that all people make mistakes; admitting the mistake.
<b>KNOWLEDGE</b>	Knowing and understanding the rules and procedures of all school areas.
<b>COOPERATION</b>	Readily following all rules and expectations for appropriate behavior; accepting the importance of one's role as a member of the total school organization.

## **FP PLEDGE**

To be a good citizen of my community, I will: show respect and kindness to adults, to my peers, and to myself, be responsible for myself and my belongings, respect all school rules.

I promise to learn and live by the Golden Rule!

# Student Conduct

Good citizenship is accomplished through the combined efforts of home and school. Cooperation and support of parents and/or guardians is essential if safety and order are to be maintained.

No single set of guidelines can provide a means of anticipating the variety of disciplinary situations that occur. It is the responsibility of teachers and principals to investigate each incident on an individual basis and to determine the appropriate course of action.

At the elementary level, discipline should be formative and work to shape a desired behavior. Classroom teachers and support personnel will always attempt to handle and resolve misbehavior problems which occur under their supervision by working directly with the student to correct the behavior, calling the parent, or restricting the student's privileges. Should the problem not be resolved, the problem will be referred to the principal. Depending on the nature of the problem, the frequency of its occurrence, and the record of the student, the principal will decide the appropriate consequences for the misbehavior.

## **Below is a list of possible consequences:**

-  Student conference with teacher or staff member in charge.
-  Teacher contact with parent.
-  Teacher contact with school counselor.
-  Student conference with school counselor.
-  Principal contact with student.
-  Principal contact with parent.
-  Discipline Report Form.
-  Conference with parent, student, teacher and principal.
-  Exclusion from an activity.
-  Detention after school with parent notification.
-  Repair, clean or restitution of property and damages.
-  Loss of bus riding privileges, if a bus problem.
-  Loss of privilege of eating in the cafeteria, if lunchroom problem.
-  Exclusion from recess.
-  In-school suspension.
-  Suspension from school (1/2 - 5 days).
-  Conference with Superintendent.
-  Exclusion from school by Superintendent (more than 5 days).
-  Local community agency involvement -- Police/Youth Aid/Family Court/Child Protective Services.

## Student Conduct

The Fabius-Pompey Central School District and Board of Education prohibit acts of bullying, harassment, discrimination or hazing. The board of education has determined that a safe and civil environment in school is necessary for students to learn and achieve high academic standards. The acts listed above are behaviors that disrupt both a student's ability to learn and a school's ability to educate its students in a safe environment.

### Definitions:

**Bullying**- Ongoing hostile activities, which harm or induce fear through the threat of further aggression and/or creates terror. Bullying may be premeditated or a sudden activity.

Forms of bullying include, but are not limited to, physical or verbal assaults, nonverbal or emotional threats or intimidation, social exclusion and isolation, extortion, and the use of a computer or telecommunications to send embarrassing, slanderous, libelous, threatening, or intimidating messages.

Specific examples of bullying may include, but are not limited to:

**Verbal bullying**- name calling, insulting remarks, verbal teasing, frightening phone calls, violent threats, extortion, taunting, gossip, spreading rumors, racist slurs, threatening electronic communications, anonymous notes, etc.

**Physical bullying**- poking, slapping, hitting, tripping or causing a fall, choking, kicking, punching, biting, pinching, scratching, spitting, twisting arms or legs, damaging clothes and personal property, threatening gestures, etc.

**Social bullying**- purposely excluding someone from a group, spreading rumors or gossiping, arranging public humiliation, undermining relationships, teasing about clothing, appearance, giving dirty looks, aggressive stares, etc.

**Cyberbullying**-harassment or bullying that occurs through any form of electronic communication.

Cyberbullying that occurs off-campus and endangers the health and safety of students or staff within school, or can reasonably be expected to substantially disrupt the educational process, is prohibited.

**Harassment**- The creation of a hostile environment by conduct or by verbal threats, intimidation or abuse that has or would have the effect of unreasonably or substantially interfering with a student's educational performance, opportunities or benefits, or mental, emotional or physical well-being; or conduct, verbal threats, intimidation or abuse that reasonably causes or would reasonably be expected to cause a student to fear for his or her safety. The harassing behavior may be based on any characteristic, including but not limited to a person's actual or perceived: race, color, weight, national origin, ethnic group, religion, religious practice, disability, sex, sexual orientation, or gender (including gender identity and expression).

**Discrimination**- The act of denying rights, benefits, justice, equitable treatment or access to facilities available to all others, to an individual or group of people because of the group, class or category to which that person belongs (as enumerated in the harassment section).

**Hazing**- An induction, initiation, or membership process involving harassment which produces public humiliation, physical or emotional discomfort, bodily injury or public ridicule or creates a situation where public humiliation, physical or emotional discomfort, bodily injury or public ridicule is likely to occur.

When it is determined that acts of bullying, harassment, discrimination or hazing have occurred, the offenders will be given the message that their actions are wrong. Consequences for a student who commits an act of bullying, harassment, discrimination or hazing shall be varied (ranging from positive behavioral interventions up to and including suspension or expulsion) and graded according to the nature of the behavior, the developmental age of the student and the student's history of problem behaviors and performance, and will be consistent with the district code of conduct. Remedial measures shall be designed to correct the problem behavior; prevent another occurrence of the problem; protect and provide support for the victim of the act; and take corrective action for documented systemic problems related to harassment, intimidation or bullying.

The principal and/or the principal's designee at each school are responsible for receiving complaints of bullying, harassment, discrimination or hazing. All school employees are required to report alleged violations to the principal or principal's designee. All members of the school community, including students, parents/guardians, volunteers and visitors, are also urged to report alleged violations to the principal or the principal's designee.

Reports may be made anonymously, but formal action for violations of the code of student conduct may not be based solely on the basis of an anonymous report. In addition, the principal and the principal's designee are responsible for determining whether an alleged act constitutes a violation. In so doing, the principal and/or the principal's designee shall conduct a prompt, thorough and complete investigation of each alleged incident.

The district prohibits reprisal or retaliation against any person who reports an act of bullying, harassment, discrimination or hazing. 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.

## Dress Code

All students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions. Students and their parents or guardians have the primary responsibility for acceptable student dress and appearance. Teachers and all other district personnel should exemplify and reinforce acceptable student dress and help students to develop an understanding of appropriate appearance in the school setting.

A student's dress, grooming and appearance, including hair style/color, jewelry, make-up and nails, shall:

1. Be safe, appropriate and not disrupt or interfere with the educational process.
2. Not include items that are offensive, vulgar, obscene, libelous, or denigrate others on account of race, color, religion, creed, national origin, gender, sexual orientation or disability.
3. Not promote and/or endorse the use of alcohol, tobacco or illegal drugs and/or encourage other illegal or violent activities.
4. Include safe and appropriate footwear for PE and recess.

The building principal will inform students and their parent or guardian of the student dress code at the beginning of the school year and any revisions to the dress code made during the school year. Interpretation of the dress code will be at the discretion of the building administration.

Students who violate the student dress code shall be required to modify their appearance by covering or removing the offending item and, if necessary or practical, replacing it with an acceptable item.

## Classroom Behavior

The classroom is the learning headquarters of the school. It is the responsibility of all students to put forth their best effort to learn. It is important that they also assist their classmates in the process of learning. In order to make each classroom a good place to learn and an enjoyable place for all students to spend the day, all students will:

-  Listen when a teacher or another student talks.
-  Go smoothly and quietly from one activity to another.
-  Finish ALL work and tasks to the best of your ability.
-  Respect the values and views of other individuals.
-  Allow others to work without disturbance or interruption.
-  Obey all rules established in the classroom.
-  Receive permission from the teacher before leaving the classroom.

### Helpful hints:

-  Attend to the task at hand.
-  Accept and learn from your mistakes as well as your successes.
-  Learn when talking is necessary, appropriate and allowed, and when it is unacceptable.
-  Be kind and helpful to other students.
-  Ask questions when you do not understand something.

## Hallway Behavior

Keeping the hallways clean and safe is the personal responsibility of everyone in the school. Moving through the halls from one area to another must be done in a quiet and responsible manner to avoid disturbing others. Therefore, to promote a safe, clean and quiet environment in our halls, the following behaviors should be practiced:

- ✎ Keep the halls clean and free from litter.
- ✎ WALK in the halls.
- ✎ Keep to the right.
- ✎ Pass through halls quickly and quietly.
- ✎ Treat displays, bulletin board materials and school property with respect.
- ✎ Refrain from eating in the halls.
- ✎ Refrain from disturbing other classes in session.
- ✎ Treat exit signs, hall speakers and other school property with respect.
- ✎ Keep hands and feet off walls.

## Assembly Behavior

Assembly programs are provided for large group information and/or entertainment and for the advancement of education to all. It is the right of everyone attending the programs to gain as much as possible from them. It is also our responsibility to demonstrate courteous behavior out of respect to guests of the Fabius-Pompey School District who are offering programs and performances. Therefore, the following behaviors are expected:

- ✎ Acting courteously on the part of each person.
- ✎ Demonstrating good listening skills.
- ✎ SITTING in a quiet, alert way.
- ✎ APPLAUDING PERFORMERS/PERFORMANCES WITH RESPECTABLE HAND CLAPPING.
- ✎ Paying attention and participating appropriately.
- ✎ Entering and exiting the auditorium in an orderly manner.

To maintain good audience participation, the following behaviors are unacceptable:

- ✎ Booming, whistling, screaming, whispering and other excessive noises.
- ✎ Behavior that is disruptive to others.

## Cafeteria Behavior

- ✎ Stand in an orderly line while waiting to enter and exit the cafeteria.
- ✎ Eat in pre-arranged areas according to grade level. Sit elsewhere only if permission has been granted.
- ✎ Maintain voice volume at a reasonable level to be determined by the Principal and cafeteria personnel.
- ✎ Remain seated while in the cafeteria. Raise your hand and ask a monitor for permission to leave the table.
- ✎ Keep food on the table.
- ✎ Respect the property of others.
- ✎ Request permission to leave the cafeteria prior to dismissal.
- ✎ Speak in a respectful manner to the persons in charge.
- ✎ Display proper eating habits and manners AT ALL TIMES.
- ✎ Obey the cafeteria personnel at all times.
- ✎ Obey established bathroom/restroom procedures.
- ✎ Secure a pass from your teacher if you need to be dismissed from the cafeteria early.
- ✎ Pay lunch charges within one week from each charge.
- ✎ Leave all equipment located in the cafeteria or on the stage exactly where it is located.
- ✎ Help to keep the cafeteria neat by picking up after yourself.
- ✎ No sharing food.

### Helpful hints:

- ✎ Wash your hands before you go to lunch.
- ✎ You are encouraged to eat a healthy, balanced lunch.

## Electronic Devices

Bringing personal electronic and communications devices, including, but not limited to, cell/smart phones, games, or mobile devices is discouraged. These items are usually not allowed in class and may not be turned on during the school day except under the following circumstances:

- Each teacher has the right to allow his/her students the use of electronic devices during instructional time for academic purposes.

## Extracurricular Activities

You are expected to exhibit the same rules of safety and courtesy at all school activities. Be respectful of the efforts of your classmates and show respect towards those persons in charge of such activities.

Students must be punctual in arriving at these extra class activities and parents or guardians are responsible for prompt pick up. Students are expected to follow all bus rules when riding the late bus.

## Field Trips

Students are representing the Fabius-Pompey Elementary Schools and it is presumed that the same behavior expected in school will be demonstrated on field trips. Students are to respond appropriately to ALL adults supervising the field trip activity.

## **Playground Guidelines**

IT IS EACH STUDENT'S RESPONSIBILITY TO SHARE THE EQUIPMENT AND OBEY THE RULES

AND THE TEACHERS OR MONITORS ON DUTY. When visiting the playground whether it is before, after or during school hours, exhibit good safety practices AT ALL TIMES! Treat all equipment with respect and use it for its intended purpose. Safe footwear should be worn at all times.

### **Other Guidelines**

- ✎ Stay off swing and slide supports.
- ✎ Use only equipment provided by the school. Hard balls, personal bats, golf clubs, etc., are not permitted for use at school.
- ✎ Remove eyeglasses IF AT ALL POSSIBLE, and leave them in the classroom unless they are "safety glasses".
- ✎ Stay within the playground boundaries. The ROAD area is "off limits". Request permission to retrieve balls, etc.
- ✎ Play games away from any pieces of apparatus.
- ✎ Return all borrowed equipment before returning to class.
- ✎ Avoid playing physical contact games, such as tackle football.
- ✎ Refrain from playing with sticks and stones.
- ✎ Making or throwing snowballs is strictly prohibited.
- ✎ Receive permission from a monitor to re-enter the school building before the end of recess.
- ✎ Roller blades may not be worn or brought to school unless being used for PE class.
- ✎ Maintain the spirit of good sportsmanship.
- ✎ Re-enter the building in a safe and orderly manner.

## **Bus Behavior**

THE BUS IS AN EXTENSION OF THE CLASSROOM. STUDENTS MUST OBEY THE RULES, BUS DRIVER AND MONITOR ON DUTY.

### **Students are expected to:**

- ✎ Listen to the school bus driver, who is in charge of getting students to and home from school safely.
- ✎ Demonstrate respect. No talking back, inappropriate language, or any form of defiance is not allowed on the bus.
- ✎ No rough or active play, fighting, yelling, whistling, or throwing objects is allowed on the bus or at the bus stop
- ✎ Keep heads, hands, and feet inside the bus windows. Open and close windows only with the bus driver's

permission.

- ✎ Remain seated properly in their seats.
- ✎ Keep hands, feet and belongings out of the aisle while on the bus.
- ✎ Keep the inside of the bus clean. Damaging the bus in anyway is not allowed.
- ✎ Refrain from eating or drinking while on the bus.
- ✎ Wait for the bus, without standing too close to the road. Stand 10 feet back from the edge of the road.
  - Wait until the bus stops completely before getting on or off.
- ✎ Move onto the bus in an orderly fashion.
- ✎ Wait to cross the road until the driver signals that it is okay. Cross far enough in front of the bus so you can make eye contact with the driver.
- ✎ Live animals, glass, sharp objects or items that may cause allergic reactions cannot be transported.