

Code of Conduct Summary for Tuckahoe Union Free Elementary Students 2014-15

The Tuckahoe Code of Conduct was developed in an effort to:

- Clearly define the expectations for acceptable conduct on school property;
- Identify the possible consequences of unacceptable conduct;
- Ensure that discipline, when necessary, is administered promptly and fairly;
- Support the Dignity For All Students Act

The complete Code of Conduct may be found online at www.tuckahoeschools.org or in any Tuckahoe school Main Office.

STUDENT RIGHTS AND RESPONSIBILITIES

Every student has a right to attend school. Every student has a right to participate in classroom and school activities. All students have equal rights.

People should treat other people the way they would like to be treated. You have a right to feel safe at school. You should be able to learn, do your work and have fun without worrying about the words or actions of others making you feel unsafe or uncomfortable. We are all different, but no one should be treated differently because of things like how they look or what their family does. It is against school rules to make anyone else feel threatened or unsafe.

It is wrong for students to be teased, bullied or treated differently because of their race, color, weight, national origin or ethnic group, religion, religious practices, disability, sexual orientation, gender, or sex.

If anyone is saying or doing things that are making you or others feel uncomfortable, you should tell your principal or another adult at school.

DIGNITY FOR ALL STUDENTS ACT

A state law known as the Dignity for All Students Act (“DASA”) focuses on ensuring that your school is a safe place and that all students know they are protected from certain types of behavior. Each school has a Dignity for All Students Act Coordinator, who is trained in addressing the issues covered by the law. If anyone is making you or anyone else feel unsafe, bullied, threatened or harassed, please talk to the DASA Coordinator or another adult at school.

All students are expected to:

- Respect themselves, fellow students, faculty, staff and school property;
- Arrive at school on time;
- Bring all necessary school work and materials to participate in class; and
- Cooperate. Do what school leaders (the principal), teachers and staff members ask.

REPORTING AND RETALIATION

All students are expected to tell the principal or another adult at school if they see or hear someone breaking the rules. This includes if someone is saying or doing things that are making any student feel unsafe or uncomfortable.

If a teacher or other school staff member sees or hears an incident of harassment or discrimination, they must take action. This should include steps to end the harassment or discrimination and to prevent it from happening again.

Any act of retaliation, or trying to “get back”, at a person who reports, investigates, or participates in the review of a complaint of harassment or discrimination will not be tolerated.

Dignity for All Students Act Coordinators

- William E. Cottle Elementary School: Peter Kilgallen, Assistant Principal, 914-337-5376 x1306
- Tuckahoe Middle School: Peter Carucci, Assistant Principal, 914-337-5376 x1210
- Tuckahoe High School: Peter Carucci, Assistant Principal, 914-337-5376 x1210

ACADEMIC INTEGRITY

Every student should do his or her own work or with an assigned partner. It is important in school work to give credit to other sources of information like the Internet or books. Teachers will talk to students about how to give credit to sources students may use in school work.

ATTENDANCE

Attending school every day is important for learning. When students miss school they are expected to provide a reason for their absence. The Code of Conduct outlines acceptable reasons for being absent from school.

DRESS CODE

A student's dress, grooming and appearance should:

- Be safe, appropriate and not disrupt or interfere with the educational process.
- Ensure that underwear is completely covered with outer clothing.
- Include safe footwear at all times.
- Not include hats/headgear in the school, except for medical or religious purposes.
- Not include items that are vulgar, obscene, libelous or denigrate others on account of actual or perceived race, color, religion, religious practice, national origin, gender, sexual orientation, sex, weight or disability.
- Not promote and/or endorse the use of alcohol, tobacco or illegal or violent activities.
- Not denote or represent gang affiliation.

DISCIPLINARY ACTION/STUDENT CONDUCT

Every student who does not follow school rules may face disciplinary consequences. These are different depending on which rules students break and other factors.

If teachers or school leaders believe that a student has broken a rule, they will talk to that student. Students will be able to tell their side of the story. The school may also talk to parents or legal guardians when a student has broken a rule.

Students may be subject to a range of disciplinary actions, which are outlined in the Code of Conduct, if they engage in conduct that is disorderly, disruptive, violent, threatening, endangering to the safety, moral, health or welfare of others; or includes academic misconduct.

Possible disciplinary penalties include, but are not limited to warnings, notification to parents, detention, suspension from athletics or other activities or privileges, in-school suspension, removal from class, and short or long-term suspension from school.

STUDENT SEARCHES AND INTERROGATIONS

If teachers or school leaders believe a rule has been broken they may question/interview a student or students. Officials are not required to call parents/guardians before questioning a student. All students will be told why they are being questioned.

In addition, school property, including desks, are subject to search by school officials at any time. Officials may also search students and/or their belongings if they have reasonable suspicion that the search will result in evidence

that the student violated the law or school rules (which are in the Code of Conduct). More information about student searches and interrogations may be found in the complete Code of Conduct document.

It should be noted that school officials are committed to cooperating with police officials and child protective services to maintain a safe school environment. Specific procedures are detailed in the complete Code of Conduct.

VISITORS TO SCHOOLS

Anyone at school or attending school events, including visitors, should respect others and follow school rules. Anyone who is on school property when they are not supposed to be will be reported to the school principal and asked to leave.

DEFINITIONS

Definitions of the following terms are available in the complete Code of Conduct document: Cyberbullying, Dignity Act Coordinator, Disability, Discrimination, Disruptive Student, Employee, Gender, Harassment and "Bullying", Off-Campus Misconduct, Parent, School Bus, School Function, School Property, Sexual Orientation, Violent Student, and Weapon.

For more information about the Code of Conduct:

- *The complete Code of Conduct is posted online at www.tuckahoeschools.org.*
- *Copies of the complete Code of Conduct are available in each school's Main Office.*

Please contact your school principal if you have additional questions or need more information about the Code of Conduct.
- *The Code of Conduct is reviewed and updated as necessary each year. It is also approved by the Tuckahoe Union Free School District Board of Education.*

This summary document is being distributed to all students and parents pursuant to New York State Education Law.