

Hawthorne Elementary Code of Conduct 2019-20

**Hawthorne Elementary School
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Social and Emotional Development

Social and emotional learning is an important part of our focus at Hawthorne. As our students learn to navigate their own emotions and function in social situations, our approach is supportive and nurturing.

Our Approach

Our entire school staff works to help students develop social skills, strategies, and coping mechanisms, to foster a strong sense of self, and the capacity to relate to others. This is done through modeling, direct instruction, reading, role playing, class meetings, and repeated practice of appropriate behaviors.

This practice occurs throughout the school day. It is done both proactively, and in response to specific situations. After a situation occurs, it is most effectively addressed in a timely manner.



NYS Guidelines for SEL p.9

We try to help students to develop problem solving skills and resolve issues as quickly as possible and practical by giving students the opportunity to explain their perspective. Often, issues are the result of misunderstandings and miscommunications. We work together to develop alternate courses of action and make plans for what to say and do next time.

At times, students need more specific, ongoing goal setting and supports. This is often done in consultation with parents, teachers, our school psychologist or guidance counselor, and a building administrator.

As students develop socially and emotionally, they may face challenges adhering to the expectations of our Code of Conduct. Please be assured that this is a process, and that we are here to work together and support our children.

<i>Student Responsibilities</i>	<i>Student Rights</i>
<p><i>In my education...</i></p> <p>I have a responsibility to come to school each day prepared to learn.</p> <p>This means that I will:</p> <p>Enter class on time and prepared to learn. Give my best effort every day. Listen carefully and follow directions. Ask for help when I need it. I use my words to explain my thinking and express my emotions.</p>	<p><i>In my education...</i></p> <p>I have the right to learn in school.</p>
<p><i>In my environment...</i></p> <p>I have a responsibility to help keep the school safe for everyone.</p> <p>This means I will:</p> <p>Respect personal and school property. Follow school and class rules. Keep my hands, feet, and possessions to myself. Not bring anything to school that could hurt others. Report things that are unsafe to an adult. Not touch the property of others without asking first. Take care of my supplies, my classroom, and my school environment.</p>	<p><i>In my environment...</i></p> <p>I have the right to be safe in school.</p> <p>This means no one, including me will:</p> <p>Hurt or touch me in a way that makes me upset.</p>
<p><i>In respecting myself and others...</i></p> <p>I have a responsibility to respect myself and others.</p> <p>This means that I will:</p> <p>Treat others the way I want to be treated. Not tease others, laugh at others, or hurt others' feelings. Help others. Take turns. Be courteous, respectful, and honest.</p>	<p><i>In respecting myself and others...</i></p> <p>I have a right to be happy, to be myself, and to be treated with respect in this school.</p> <p>No one will be allowed to laugh at me or hurt my feelings on purpose.</p> <p>No one will treat me unfairly because of: the color of my skin, the way I look, the way I speak, my religious beliefs, my country of origin, or the way I learn.</p>
<p><i>In expressing myself...</i></p> <p>I have a responsibility to listen to others and follow directions.</p> <p>This means that I will:</p> <p>Express my feelings and thoughts respectfully. Use appropriate language. Listen carefully when others are speaking. Respect the ideas and actions of others. Tell an adult if someone is threatening or harming me or another person. Dress appropriately (No pictures or words about tobacco, alcohol or drugs, guns, knives, or other weapons, curse words, inappropriate language or behavior).</p>	<p><i>In expressing myself...</i></p> <p>I have the right to hear and be heard.</p>

Rules of Conduct

The rules apply to each student on school property, in the school building, on an athletic playing field, on the playground, on the school bus, and at school-sponsored functions and school-sponsored extracurricular events and activities.

NYS Education Law, Article 2 (effective July 1, 2012)

It is hereby declared to be the policy of New York State to afford all students in public schools an environment free of discrimination and harassment. No student shall be subjected to harassment, discrimination, or bullying by employees or students. No student shall be subjected to discrimination based on their:

- actual or perceived race
- color
- weight
- national origin
- ethnic group
- religion
- religious practice
- disability
- sexual orientation
- gender

In addition, students at Hawthorne are expected to:

- Respect all members of the school community.
- Keep their hands and feet to themselves.
- Travel safely in the school building.
- Use kind words and appropriate language.
- Obey the classroom rules.
- Take care of school property.
- Respect the property of others.
- Refrain from taking pictures and video of other students.
- Not bring matches, lighters or fireworks to school, or on school buses.
- Never bring to school any gun, knife of any kind or any other item that can be used as a weapon.

Please note: We advise that you do not send your child to school with delicate, valuable items, such as jewelry and electronic devices. We cannot be responsible for damage to or loss of these items.

Responding to Student Conduct

The principal, assistant principal, or another adult acting at the principal's request, shall determine the appropriate response to any case of student misbehavior or violation of any school rules and regulations.

Each student has the right to present his or her view of the problem when the principal is determining the facts and deciding the course of action. Parents will be contacted to discuss the incident, and develop a plan to address the situation and prevent future incidents.

What Happens When a Student Violates the Code of Conduct?

Student Conference: Discuss what happened. Apologize. Plan for an alternative behavior next time. Practice the alternative behavior.

Logical Consequences: At all times, we try to implement logical consequences that address specific behaviors. For instance, if a student intentionally damages or destroys property, he/she will be responsible for replacing the property.

Short Term Time Out: This strategy may be used to provide a student time to reflect on his/her actions and practice appropriate behaviors.

Removal from Extracurricular Privileges: A student may sit out for part of Fun Friday or another special event.

Suspension from School: If a student repeatedly violates the school rules, he/she may be removed from daily classroom/school activities within an alternate location at school or at home. A student may also be suspended if he/she hurts or threatens another child, or acts in a way that is noncompliant and puts himself/herself or a classmate in danger.

Expulsion: This is reserved for the most serious offenses and would include a Superintendent's Hearing.

PARENT AND STUDENT ACKNOWLEDGEMENT SHEET

Acknowledgement of Parental and Student Responsibility

Each parent or guardian of a student shall sign and return this statement, which acknowledges the receipt of the Hawthorne Elementary Code of Conduct. Hawthorne Elementary School will maintain records of these signed statements.

I have read and acknowledged receipt of the enclosed Code of Conduct. I have also discussed Student Rights and Responsibilities with my child.

Student's Name

Teacher's Name

Parent's/Guardian's Name

Parent's /Guardian's Signature

Date

Please sign and return this page to Hawthorne Elementary School.