

REYNOLDSBURG CITY SCHOOLS  
HANNAH ASHTON MIDDLE SCHOOL  
STUDENT/PARENT HANDBOOK

1482 JACKSON STREET  
REYNOLDSBURG, OH 43068

2015/2016

Superintendent  
Tina Thomas-Manning

Dear Families of Hannah Ashton Middle School,

On behalf of the staff of Hannah Ashton Middle School, I am pleased to welcome you into our school community. We are enthusiastic about the year ahead and look forward to continuing the Reynoldsburg City Schools tradition of academic excellence. Our staff is dedicated to meet the needs of every individual and look forward to connecting with parents to ensure academic success.

Our goal is to help every child reach his/her maximum potential and to ensure that he/she makes at least one year's growth each year. To help each child reach his/her fullest potential, the school will provide both enrichment and intervention supports. We encourage you to communicate openly with us and get involved in your child's educational experience. Research shows that parental involvement in a child's education benefits the child greatly. Our staff values the partnerships with families and realize the impact of parental involvement. The middle school years are a time of transition. We realize that as student are entering the middle school level, they are growing and changing a great deal, as will the expectations for behavior and responsibility. We encourage you to help your child get the most from their time at HAMS because the benefits will be reaped for years ahead.

This handbook has been prepared to provide important information regarding school procedures. School rules and procedures have been established to make our school a safe, positive, and healthy environment for your children to grow academically, socially, and emotionally. Please review the information in this handbook with your student. If there are any questions or concerns regarding your child's progress, please feel free to contact me at (614) 367-1530. Your call is always welcome.

Working together,

*Jamie Wilson*  
Principal



**Arrival and Dismissal**

Arrival and Dismissal can be hectic times of the day. It is important that we maintain order to assure student safety.

Please arrive on time. Doors open at 7:15 a.m. (Please do not arrive at school before that time.)

- School begins promptly at 7:25 a.m.
- Have materials at school and ready for use.
- Upon arrival, go directly to your homeroom.
- Students are to be in their seats and ready to begin the day when the tardy bell rings at 7:25.
- School ends at 1:55 p.m.
- After school dismissal will be in stages. Walkers and car riders will be picked up from the back parking lot.

**Bicycles**

Bicycle riders are required to abide by the laws as those governing cars and other vehicles (safety helmets preferred). Any misuse of a bicycle will result in the revocation of the bicycle riding privilege. All bicycles must be walked on school property. They are to be parked and locked in the racks provided. No roller skates, scooters or skateboards of any kind are permitted. Discipline policies are designed to

- protect the health, safety, and welfare of each student
- maintain an atmosphere and climate conducive to learning
- protect the building and grounds from vandalism and destruction

**Traffic Safety**

The streets and parking lots around the school are extremely busy at certain times during the school day. It is important for the safety of the children that they listen to and respect the directions given to them by the school staff.

The fire lane in front of the school is a No Parking Zone. This is a designated lane for emergency vehicles and is also used for the loading and unloading of school buses.

Due to the amount of automobile and bus traffic at the school, we ask that all parents be aware of the proper traffic patterns when dropping off a child. It is important that our busses are not blocked by cars in the school parking lot.

If you are driving your child to and from school, please observe the parking and fire lane restrictions. Always park your vehicle in a designated PARKING SPACE ONLY and enter building from drop off and/or pick up of your child. Please be courteous to other drivers and walkers.

Please drive carefully through all areas of the parking lot. Children are not always watching for you. Please watch for them!

**School Absences**

If a child is absent from school, a parent/guardian is required to call the school before 8:30 a.m.

The phone number to report this absence is 614-367-1530.

Students are required to bring a note to school within 3 school days after each absence explaining the reasons for the absence or tardiness.

**All students who are absent for 5 consecutive days must turn in an excuse signed by a physician. Additionally, students that accrue 15 parental excused absences for reasons related to illness will be required to furnish a physician's note to continue to excuse absences for illness.**

#### **Student Illnesses**

If your child has a fever of 100 degrees or above, we strongly recommend that your child stay home for 24 hours after the fever has subsided without the use of medication. Having a fever indicates that a child is infectious. This will enable your child to remain healthier at school as well as the other students in their classroom. In addition, if your child is vomiting, we encourage your child to remain at home for 24 hours after symptoms have subsided.

For conjunctivitis (pinkeye) or impetigo, the guidelines include 24 hours of antibiotic treatment PRIOR to re-entering school.

Reynoldsburg City Schools follow the Ohio Department of Health guidelines for all communicable diseases. For control measures you can contact the ODH at 1-614-466-0273.

**Board of Education Policy: JED, in agreement with Senate Bill 181, states the reasons for which students may be excused (but are not limited to):**

1. Personal illness (five (5) or more days absence requires a doctor's excuse)
2. Illness or death in family
3. Quarantine of your home
4. Observance of religious holidays
5. Medical, dental or legal appointments not able to be scheduled at another time
6. An emergency in which the superintendent believes there is good reason for the child to be excused from school

#### **Family Trips/Vacations**

These days are unexcused absences. Policy JED states that the Board does not believe that students should be excused from school for non-emergency trips out of the District. The responsibility for such absence resides with the parent(s), and they must not expect any work missed by their child to be re-taught by the teacher. If the school is notified in advance of such a trip, reasonable efforts are made to prepare a general list of assignments for the student to do while he/she is absent.

#### **Take Your Child to Work Day**

Take your child to work day is not promoted or encouraged by the school. This absence will count against perfect attendance.

#### **Truancy**

The Board desires to reduce truancy through cooperation with parents, diligence in investigating the cause of absence and use of strict guidelines in regard to tardiness and unexcused absence. Therefore, the Board adopted the policy below specifically to deal with students who are "habitual truants" and "chronic truants."

A "habitual truant" is any child of compulsory school age who is absent without legitimate excuse for 5 or more consecutive school days, 7 or more school days in one month or 12 or more school days in a school year.

A "chronic truant" is any child of compulsory school age who is absent without legitimate excuse of 7 or more consecutive school days, 10 or more school days in one month or 15 or more school days in a school year.

**See back page for more information as referenced by Senate Bill 181.**

#### **Tardiness**

All doctors, dentists, counseling sessions, court appearances or other scheduled appointments will be considered an excused tardy if appropriate documentation is submitted to the principal. Any tardy not listed above will be considered unexcused.

**If a child arrives late to school, he/she must report to the office before going to the classroom.**

Children will not be counted tardy due to inclement weather or late bus arrival.

Tardiness to class and school will result in the following consequences:

- 3 tardies – Phone call/Letter home

- 4-6 tardies – Detention (Lunch/After school)
- 7-9 tardies – After School Detentions – student is responsible for transportation
- 10 or more tardies – Parent meeting, Fresh Start, loss of events, further consequences/interventions to ensure timeliness to school

### **Hall Passes**

Students must have a hall pass while in the hallway during instruction time. Agendas will be used as hall passes. Students who lose their Agenda will need to buy a replacement or use the daily agenda sheet given by the homeroom teacher.

### **Half Day Absences**

If a student arrives at or after 10 a.m., it will be counted as a ½ day absence. If a student leaves school at or prior to 11:30 a.m., it will be counted as a ½ day absence.

### **Early Dismissal**

If your child must leave school early, we request that a note be given to the teacher on or before the day that the student is to be dismissed. When picking up the child, the parent must report to the office.

If you call the office as you are leaving home, we will attempt to have your child in the office waiting.

### **Food Services**

Students may bring a packed lunch or purchase a hot lunch from the school cafeteria. Full school lunches for grades 5 and 6 cost \$1.85. For grades 7 and 8 the cost is \$2.45. Milk only can be purchased for \$.50.

If your child has any food allergies or dairy restrictions the form on the following page must be completed and returned to the school cafeteria or office.

Please be mindful of your child's need for lunch during the school day. Be sure your child has either a packed lunch or money on their student account. If a student forgets his/her lunch, we will provide a peanut butter and/or jelly sandwich and a drink for the student.

### **Free & Reduced Price Lunch/Breakfast**

Some children might qualify for free or reduced-price meals through a federal program. Please complete the Free/Reduced Lunch Application (one per family) and return it to your child's school or the district office, 7244 E. Main Street, Reynoldsburg, OH 43068.

### **Breakfast**

The breakfast price for all students is \$1. Students who qualify for free or reduced lunch will also qualify for free or reduced breakfast.

Children who eat breakfast at the start of their school day have higher math and reading scores, have broader vocabularies, and perform better on standardized tests. They focus better, behave better, and are more cooperative and get along better with classmates. Children who eat breakfast are less likely to be absent and less likely to see the school nurse and be overweight.

School breakfasts must meet the applicable recommendations of the Dietary Guidelines for Americans which recommend that no more than 30 percent of an individual's calories come from fat, and less than 10 percent from saturated fat. In addition, breakfasts must provide one-fourth of the Recommended Dietary Allowance for protein, calcium, iron, Vitamin A, Vitamin C and calories.

### **Field Trips and Assemblies**

Each year our students are given the opportunity to participate in a variety of field trips and assemblies.

At all special events, students are expected to use their best behavior. At assemblies, students will sit in areas designated by school staff. Inappropriate talking, noises, or remarks will not be tolerated. Assemblies and field trips are privileges. Student who do not demonstrate appropriate behavior may be excluded from field trips and assemblies.

## Academics

Our school has four nine-week grading periods. Parents will have continuous access to grades and attendance via the PowerSchool Parent Portal. Information and training on how to use this system will be available during Raider Check in days, parent teacher conferences or by appointment. Grade cards will be sent home every 9 weeks.

In addition to traditional report cards, students will receive a standards supplement. This report will show parents academic standards and how a student is progressing towards grade level mastery.

### Hannah Ashton Middle School 9 Week Grading Schedule

	1 <sup>st</sup> 9-weeks	2 <sup>nd</sup> 9-weeks	3 <sup>rd</sup> 9-weeks	4 <sup>th</sup> 9 weeks
Dates	Aug 19 to Oct 15	Oct 17 to Dec 18	Jan 4 to Mar 11	Mar 13 to May 26
Number of days in grading period	43	41	46	48

Periodic assessments of student progress will be made throughout the school year. You will be receiving information from your child's classroom teacher about any testing including the dates of testing.

We encourage you to participate in parent-teacher conferences. Calendar scheduled Parent-Teacher Conferences will be held TWO times during the school year. If the teacher or parent feels that a conference is needed at any other time, contact between the teacher and parent should be made to schedule a conference.

#### Parent/Teacher Conference Days

*October 27 and November 2, 2015 from 3 to 7 p.m.*

*February 3 and 9, 2016 from 3 to 7 p.m.*

#### Contacting the School

We understand that there may be times in which the parent must contact the student during the school day. Please call the general telephone number (614-367-1530). **Please do not call your student on his or her personal cell phone.** Staff will make every attempt to get the message to your child. Teachers cannot receive phone calls during instructional time unless it is an emergency. It is important that we limit as many disruptions to the classroom as possible.

#### Requesting Homework for Student Absences

1. Parents must give the teacher at least ½ day notice if homework is requested. Please call the school office to make arrangements.
2. Teachers will decide which work will be completed during the absence and which will be completed upon return.
3. Assignments completed during the absence are due upon the child's return to school.
4. Make-up assignments given after the absence will be due no later than the number of school days missed.
5. Parents are encouraged to help with directions and give examples, but all work must be done independently.

#### Visitors

Visits to observe the classroom need to be arranged with the teacher prior to the scheduled day of the visit. Parents are always welcome to have lunch with their child. We ask that all parents sign-in each time they enter the school. You will be given a badge to wear at that time so that the students will recognize that you are not a stranger in the building.

Any visitor waiting to pick up their child for dismissal must remain outside the office or on the front walk. We need to keep the hallways and lobby area clear! No pets are allowed on school property unless approved in advance.

**Student visitors are not permitted during school hours.**

### **Internet Access**

The Internet system of linked, computerized databases and services offers the possibility of quick access to a wealth of local, national, and international information which can be of tremendous benefit to the education of students enrolled in the Reynoldsburg City School District. The Internet also affords possibilities for abuse and misuse and may make inappropriate materials accessible to school-aged children. Students are subject to the discipline in the Student Code of Conduct for any inappropriate use of the computers. Prior to the start of school, each student will be given an Acceptable Use Policy form. Those forms will be collected in homeroom at the start of school.

### **Cell Phone or Electronic Device Policy**

In effort to promote appropriate use of technology Hannah Ashton Middle school has developed the following guidelines that are aligned with the district's Acceptable Use Policy. We ask that families support our efforts in teacher the responsibility of using technology within the classroom for educational purposes while keeping the integrity of classroom instruction intact.

Students may not use their phones during instructional time. Cell phones must be turned off, placed on silent and put away. Headphones may not be visible during instructional times and students need to have what we refer as "Open Ears". Students are also not permitted to use phones in restrooms or during passing periods.

Teachers may use devices during instructional times. During these times students WILL NOT:

- Answer any calls or text messages
- Be on any Social Media Sites (Kik, Facebook, Snap, Chat, etc.)
- Access or play games or any entertainment site
- Send or read text messages
- Take any videos or pictures that the instructor has not asked student to take
- Upload pictures or videos
- Watch videos or listen to music

*Additional rules or regulations could be added throughout the school year to ensure and support proper use of all devices.*

Devices/Cell phones that are used inappropriately may be confiscated by the classroom teacher/staff member and turned into the office resulting in the following consequences:

- 1<sup>st</sup> Offense – Warning from the staff member/teacher to turn the device off and store out of sight
- 2<sup>nd</sup> Offense – Cell phone will be confiscated and turned into the office with a phone call home.
- 3<sup>rd</sup> Offense – Cell phone will be confiscated and turned into the office to be returned to parent. Detention assigned.
- 4<sup>th</sup> Offense – Cell phone will be confiscated, parent conference. Further consequences may be, Fresh Start time, Detention at Administration's discretion.

### **Fire Drills and Tornado Drills**

In case of fire or other emergency, the signal to evacuate the building will be a fire alarm. There will be an evacuation plan posted in each room. Each teacher will instruct students regarding specific procedures.

During a tornado drill everyone will go to his/her assigned area. When asked to assume the "tornado position," students will do the following:

- Sit on the floor
- Remove glasses
- Place hands behind head
- Put head down

**During these drills or in a real emergency, parent will not be permitted to pick up students until an "all clear" has been given or the drill is complete.**

### **Emergency Closing**

During the winter months, it may be necessary to close school for a day or delay the start of the day by a few hours. Such announcements will be made within one hour prior to the school day. If the school is closed due to inclement weather, it will be open the next day unless other announcements are made.

All radio and television stations receive notification if there is an emergency closing of Reynoldsburg Schools. You can also check our website: [www.reyn.org](http://www.reyn.org) or call the Reynoldsburg Administrative Center at 501-1020 for closing information. The district provides for text message alerts. You must register on the district website.

2015 - 2016 Student Code of Conduct  
Reynoldsburg City Schools  
STUDENT CODE OF CONDUCT (Board Policy JFC)

**The Reynoldsburg City Board of Education adopted the following policy on January 21, 2003:**

Students are expected to conduct themselves in such a way that they respect and consider the rights of others. Student of the District must conform to school regulations and accept directions from authorized school personnel. The Board does not tolerate violent, disruptive or inappropriate behavior by its students.

A student who fails to comply with established school rules or with any reasonable request made by school personnel on school property and/or at school-related events is subject to approved student discipline regulations. The Superintendent/designee develops regulations which establish strategies ranging from prevention to intervention to address student misbehavior.

Students and parents annually receive, at the beginning of the school year or upon entering during the year, written information on the rules and regulations to which they are subject while in school or participating in any school related activity or event. The information includes the types of conduct which are subject to suspension or expulsion from school or other forms of disciplinary action. The board directs the administration to make all students aware of the student code of conduct and the fact that any violations of the student code are punishable. The rules also apply to any form of student misconduct directed at a district Official or employee, regardless of where the misconduct occurs.

If a student violates this policy or the student code of conduct, school personnel, students or parents should report the student to the appropriate principal. The administration cooperates in any prosecution pursuant to the criminal laws of the State of Ohio and local ordinances.

A student may be expelled for up to one year if he/she commits an act that inflicts serious physical harm to persons or property if it was committed at school, on other school property or at a school activity, event or program.

The Superintendent is authorized to expel a student from school for a period not to exceed one year for making a bomb threat to a school building, or to any premises at which a school activity is occurring at the time of the threat. Any expulsion under this provision extends, as necessary, into the school year following the school year in which the incident that gives rise to the expulsion takes place.

Matters which might lead to a reduction of the expulsion period include: the student's mental and/or physical characteristics or conditions: the age of the student and its relevance to the punishment: the prior disciplinary history of the student and/or the intent of the perpetrator.

The student code of conduct is made available to students and parents and is posted in a central location within each building.

## 2015-2016 Reynoldsburg City Schools' Code of Conduct Implementation Procedures (for Student/Parent Handbook)

### INTRODUCTION

In order to protect a student's right to an education, the State of Ohio has given the Board of Education the authority, by statute, to "make such rules and regulations as are necessary for its government and the government of its employees, pupils of its schools, and all other persons entering upon its school ground or premises."

Good conduct is based on respect and consideration for the rights of others. The Reynoldsburg City Schools support and promote the Reynoldsburg Compact on Respect:

**As a member of the Reynoldsburg Community I will show my Strength by...**

- **greeting others I meet with acts of friendliness and kindness,**
- **taking responsibility for my actions and how they affect the people and environment around me.**
- **being truthful and honest to myself and others in all that I say and do as a sign of respect for myself and others,**
- **treating all persons in ways that I would like them to treat me, and**
- **recognizing that each person is different and has an individual contribution to make to the community.**

Students will be expected to conduct themselves in such a way that the rights of others are not violated. Students will respect school authority, conform to school regulations, and accept directions from authorized school personnel. A student who fails to comply with established school rules or with any reasonable request made by school personnel on school property and/or at school related events will be dealt with according to approved student discipline regulations.

The building principal is charged with the overall control and discipline of all students in his/her building. However, the primary responsibilities of management and discipline of students is in the hands of each teacher. Parents will also be informed of the conduct expected of students. Students are reminded that they are responsible for their actions toward school personnel and school property during all school-related activities and events, even when such activities occur off school grounds.

Students are subject to school discipline for behavior that violates Board of Education Policy, the school's policies and the rules established in this Code of Conduct.

The administration reserves the right to exercise flexibility and individuality in interpreting and implementing the Student Code of Conduct in compliance with the Reynoldsburg Board of Education Policy. This also means the administration may develop appropriate rules and regulations as called for by various situations. In addition, the administration may, in severe or unusual cases, or in cases where it is in the best interest of the student(s), to discipline students in ways other than stated specifically in the Student Code of Conduct.

Students who fail to report, or report on time, or fail to serve the full duration of lesser consequences, may have additional assignments of those consequences or additional disciplinary consequences assigned by the administration. Repeated violations of school rules and regulations are a violation of the Student Code of Conduct. Consequences will vary depending on the severity and number of previous disciplinary actions and may include removal, suspension, and/or expulsion.

### CODE OF CONDUCT VIOLATIONS

The following infractions constitute major disciplinary violations. ***Consequences will be issued at the discretion of the administrator.*** This code of conduct is in effect while (1) students are under the authority of school personnel and/or (2) during all school-related activities and events, even when such activities occur off school grounds. The Code of Conduct applies to school buses, extracurricular events and to some alternative education programs.

In addition, this Code of Conduct includes (1) misconduct by a student that occurs off school district property but is connected to activities or incidents that have occurred on school district property; and (2) misconduct by a student that, regardless of where it occurs, is directed at a district official or employee or the property of an official or employee.

Consequences for the following behaviors are either identified with the specific violation or are described in the section entitled "Disciplinary Consequences."

- R01 **Assault** - A student shall not knowingly or with reckless disregard cause physical injury, or threaten to cause physical injury, to any person. **1<sup>st</sup> offense-10 day OSS and possible 80 day expulsions.**
- R01 **Serious Bodily Injury** – A student shall not cause serious bodily injury to oneself or others. Serious bodily injury is defined as “A bodily injury that involves substantial risk of death; extreme physical pain; protracted and obvious disfigurement; or protracted loss or impairment of the function of a bodily member, organ or faculty” (18 U.S.C. Section 1365(3)9h)).
- R02 **Cheating** – A student shall not plagiarize (i.e. use another’s thoughts, words or ideas as one’s own). A student shall not provide work for another student’s use or use unauthorized materials or devices. Cheating may result in no credit for an assignment as well as other disciplinary consequences.
- R03 **Dangerous Weapons**
- A. Dangerous Weapon other than a firearm or explosive, incendiary or poison gas. A student shall not use, possess, sell, negotiate, broker, or distribute a weapon, device, instrument, material, or substance, animate or inanimate that is used for, or is readily capable of causing death or serious bodily injury on school property, school sponsored activities, or social media. Dangerous weapons include, but are not limited to laser pointers, knives, metal knuckles, pocket chains, martial arts devices or other dangerous instruments which could be mistakenly identified as dangerous instruments.
  - B. Firearms. A student shall not use, design, produce, handle, transmit, transport, sell, negotiate, broker, conceal, distribute or possess any weapon on school property, school sponsored activities, or social media which will, is designed to, or may readily be converted to expel a projectile by the action of an explosion; the frame or receiver of any such weapon; any firearm or firearm silencer; or any machine gun. This includes but is not limited to, zip guns, starter guns and flare guns.
  - C. Explosive, Incendiary, or Poison Gas. A student shall not use, possess, sell, negotiate, broker, or distribute any destructive devise on school property, school sponsored activities, or social media, which would include a bomb, a grenade, a rocket having a propellant charge, or a missile having an explosive or incendiary charge. This includes any weapon that will, or that may be readily converted to expel a projectile by the action of an explosive or other propellant.
- R04 **Disrespect** – A student shall not demonstrate disrespect through action, attitude, or word to any school staff member, guest or other students.
- R05 **Disruption of Class** – A student shall not exhibit behavior that is deemed by the teacher or staff member in authority to be disruptive to the normal operation of the class. Such behavior includes violence, force, coercion, threat, excessive noise, passive resistance, or other disorderly conduct (e.g., setting fires, firing explosives) that causes or attempts to cause disruption or obstruction to the normal classroom operation.
- R06 **Disruption of School** – A student shall not exhibit behavior that is deemed by the teacher or staff member in authority to be disruptive to the normal operation of the school. Such behavior includes violence, force, coercion, threat, noise, passive resistance, inciting panic, reckless horseplay/buying/selling/trading property during the school obstruction to the normal school operation.
- R07 **Dress Code/Raider Wear RSC Board Policy** – In order to promote school safety and provide a healthy and respectful educational environment, all students assigned to and attending Reynoldsburg High School shall adhere to this dress code policy. The objective of this dress code is to provide an appropriate, safe and respectful educational environment while allowing students to dress comfortably, within limits, to facilitate learning. The District expects students to maintain the type of appearance that is not distracting to students, teachers or the educational process of the schools. The final determination of a student’s adherence to the dress code will be made by the school principal. Parents/guardians share equal responsibility with their child for the student’s adherence to the dress code policy. Based on input received from principals, staff, students and parents, the required dress code shall consist of the following clothing:

**SCHOOL IDENTIFICATION:** School-issued IDs must be in the possession of each student while on school property or at

school-sponsored events. Principals may require IDs to be exposed on a lanyard/clip.

**BOTTOMS:** Shorts, capris, skirts, and skorts must meet all the requirements below:

*Color:* Any solid color, without decal or print.

*Style:* Must be worn at the waist and cannot sag, have holes or tears. The waist is defined as the hip bone to the bottom of the rib cage.

*Fabric:* Any fabric with the exception of: blue jeans, translucent material, leather, pleather, stretch knits (Spandex), sweats, velour or wind pants material.

*Length:*

- a. Shorts, skirts, or skorts cannot be shorter than two (2) inches above the knee and cannot drag on floor.
- b. No slits in skirts shall be higher than two (2) inches above the knee.

**TOPS:** Must meet all the requirements below:

*Style:* Polos, Button-down Shirts, Mock-necks, or Turtlenecks.

- a. Must have sleeves.
- b. Polos and Button-down shirts must have either a button-down or turned-down style collar.
- c. No words/graphic designs/logos on tops except logos located on the upper left chest portion of top.

*Fabric:* Any fabric with the exception of: translucent material, leather, or pleather material.

*Buttons:* No more than top two (2) buttons unbuttoned and no more than two (2) inches below the collar bone exposed.

**TOP OUTER LAYERS:** May only be worn over a dress code compliant Top and must meet all the requirements below:

*Style:* Must be one of the following styles:

- a. Sweaters/Sweatshirts: v-neck, scoop-neck, or crew-neck.
- b. Vest/Cardigan.
- c. Suit jacket/Fleece zip jacket/Letter jacket.
- d. No words/graphic designs/logos, except logos located on the upper left chest portion of top. Exception to this requirement: Letter jacket.

**RAIDERSPIRIT:** Must meet all the requirements below:

1. Designated Days by Principal - RaiderSpirit may be revoked by principal.
2. Bottoms: Students must wear dress code Pants, Shorts, Capris, Skirt, or Skorts, as listed above.
3. Tops: Students may wear T-shirts or sweatshirts (No Hoodies) for RaiderSpirit as long as the T-shirt/sweatshirt meets the following criteria:
  - a. Shirt design must include the Reynoldsburg High School mascot, school logo, school name or anything associated with a school team, club or other program that is supported by Reynoldsburg schools.
  - b. Purple and/or Gold T-shirts without words or images shall be considered appropriate RaiderSpirit.
4. Theme Days: Principals may designate special Theme Days, such as College Team Spirit Day or Homecoming Spirit Week.

**ATHLETICS/CLUBS:** Athletes or club members may wear their uniform (top only) on competition days as long as the top meets the intentions of this dress code policy. Coaches and club advisers shall be responsible for obtaining principal's approval for uniform tops to be worn during school.

**THE FOLLOWING IS PROHIBITED:**

1. Leggings/jeggings/sweats/yoga pants/bottoms
2. Hoodies
3. Exposed undergarments (except t-shirt).
4. Head gear (caps, hats, sweatbands, bandanas, or scarves, etc.) inside any school building.
5. Tattered or torn clothing.
6. Sunglasses.
7. Heavy metal chains.
8. Slippers/house shoes.

**EXCEPTIONS TO THE AFOREMENTIONED DRESS CODE REQUIREMENTS SHALL BE:**

1. Students shall be permitted to wear religiously significant clothing which is part of their religious practice. Approval must be by the Principal, in advance.
2. Other exceptions may be allowed only upon the prior approval of the Principal.

**DRESS CODE VIOLATIONS:** Students who violate the Dress Code shall be subject to the following disciplinary actions:

1. The student's parents/guardians will be requested to pick up a student or bring alternative clothing for the student to wear.
2. Class time missed due to a violation of this policy will be marked as in-school suspension.
3. Repeated violations will result in other disciplinary action pursuant to the Student Code of Conduct, which may include, but not be limited to; detention, suspension, and/or expulsion.
4. The Principal will make the final decision, at the building level, if a student's attire is inappropriate or does not meet the requirements of this policy

R08 **Drugs** – Students will not knowingly use, possess, sell, conceal, negotiate or broker to distribute or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, steroid, controlled substance, drug paraphernalia, look-alike drug, alcoholic beverage, or intoxicant of any kind while on school grounds during, before, or after school hours, off the school grounds at a school activity, function or event, or on school buses or rented carriers or on social media.

A. Suspected Use. 1<sup>st</sup> offense may include – notify parents, notify police, assign student 10 day out of school suspension, with a recommendation for expulsion, with the administrative option to reduce the suspension/expulsion if the student and parent agree to attend the Saturday Family Workshop and/or have chemical abuse assessment done by a certified drug and alcohol counselor and follow their recommendation(s).

B. Possession or having control, use of, or evidence of use. 1<sup>st</sup> offense may include-notify parents, notify police, assign student 10 day out of school suspension, with a recommendation for expulsion, with the administrative option to reduce the suspension/expulsion if the student and parent agree to attend the Saturday Family Workshop and/or have chemical abuse assessment done by a certified drug and alcohol counselor and follow their recommendation(s).

R09 **Extortion** – A student shall not use force or intimidation to obtain anything (e.g. privileges, property, and money) from another person. This would include begging, borrowing and panhandling.

R10 **Failure to Serve** – A student shall not persist in inappropriate behavior or escalate to a point of danger to self or others. Students who continually break a school rule(s) will face greater consequences. A student shall not fail to report, report on time or serve the full duration of consequences.

R11 **Fighting** – A student shall not strike, push or fight with another person. This includes mutual participation in an incident involving physical violence, regardless of who initiated the incident. An individual whose deliberate behavior directly leads to a fight between other parties shall be considered a participant, and may receive consequences as a result of their actions. **Students, who fight, in all probability, will receive a 10 day out of school suspension with a recommendation for expulsion. Likewise, students who fight may be arrested, handcuffed, and taken to jail with disorderly conduct or assault charges being filed against them.**

R12 **Forgery, Falsification, and Lying** – A student shall not falsely represent or attempt to falsely represent any information given to school officials or pertinent to school activities or use the name or identity of another person.

R13 **Gambling** – A student shall not play a game for money or other considerations. Gambling includes, but is not limited to casual betting, betting pools, organized sports betting, and any other form of wagering. Students who bet on an activity in which they are involved may also be banned from that activity.

- R14 **Harassment** – Bullying, harassment and intimidation is an intentional written, verbal or physical act that a student has exhibited toward another particular student, staff member or volunteer more than once. The intentional act also includes violence within a dating relationship. The behavior causes mental or physical harm to the other person and is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for the other person. This behavior is prohibited on school property or at a school-sponsored activity. **\*please see FERPA Notification in back.**
- R15 **Hazing** – Hazing is prohibited. Hazing is defined as doing any act of coercing another, including the victim, to do any act of initiation into any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person. Permission, consent, or assumption of risk by an individual subjected to hazing does not lessen the prohibition contained in this policy. **\*please see FERPA Notification in back.**
- R16 **Insubordination** – A student shall comply with any reasonable instruction(s) of school staff/employees during any period of time when he or she is under the authority of such school personnel (e.g., identification of student by name when requested).
- R18 **Interference with an Investigation** – A student shall not interfere with school personnel during an investigation or apprehension. This includes failing to tell the truth, serving as a “look-out” for a person(s) violating rules, or attempting to prevent the apprehension of another person.
- R19 **Loitering** – A student shall not loiter in restrooms, hallways, or on school grounds during, or after the school day or during school activities. Students are not to be in any area of the building or ground without permission.
- R20 **Misconduct on the bus** – A student shall not behave inappropriately on school transportation. Students on a bus are under the authority of, and directly responsible to, the bus driver. The driver has the authority to enforce the established regulations for bus conduct. Disorderly conduct or refusal to submit to the authority of the driver is sufficient reason for refusing transportation services or suspending transportation services to any student once proper procedures are followed.
- R21 **Misconduct at a School Sponsored Event** – A student shall not behave inappropriately during a school sponsored event or activity. School sponsored field trips, excursions, athletic events or other activities are considered an integral part of the total school program and, as such, all school rules and student behavior codes apply to student participants and student spectators at these events. Misconduct at a school sponsored event or activity will result in disciplinary action.
- R23 **Possession of Unauthorized Devices** – A student shall not bring or possess unauthorized devices that interfere with the educational process and/or safety of the school community. The administration reserves the right to hold any unauthorized device, and release the item only to the student’s parent/guardian. A student bringing an unauthorized device does so at his or her own risk. **The school will not investigate lost or stolen unauthorized devices.**
- R24 **Tobacco** – A student shall not smoke, use, possess or distribute tobacco or tobacco products on school grounds or at school-sponsored activities. A tobacco product is any product that is made from tobacco, including, but not limited to, a cigarette, a cigar, pipe tobacco, chewing tobacco or snuff. A cigarette includes clove cigarettes and hand-rolled cigarettes. Tobacco-related products, such as electronic cigarettes, vapor pen, electronic cigarette liquid, matches and lighters, are also prohibited. **1<sup>st</sup> offense – Out of school suspension or attendance to HABIT (Healthy Alternatives for Being Independent of Tobacco).**

- R25 **Profanity/Abusive Language** – A student shall not use profane, vulgar, abusive, obscene, or other words which under the circumstances are offensive by reasonable standards of the school district community or which disrupt normal school activities.
- R26 **Public Display of Affection/Sexual Misconduct** – A student is prohibited from demonstrating physical actions which are considered by reasonable standard of the school district community to be inappropriate for the school environment. This includes, but is not limited to, kissing and hugging, pinching, grabbing, suggestive comments or jokes, welcome or unwelcome sexual advances, requests for sexual favors or other physical or verbal communication of a sexual nature that creates an intimidating, hostile or offensive educational environment.
- R27 **Theft** – A student shall not take, receive, nor attempt to take or receive into this or her possession property of the school district or property of another student, teacher, visitor, or employee of the school district without privilege to do so. The school will make a reasonable effort to recover or obtain restitution, but is not held responsible for stolen items.
- R28 **Threatening Behavior** (including bullying, harassment, intimidation and gang-related behavior). A student shall not engage in any behavior which threatens or degrades another person by written, verbal, or nonverbal means. Threatening behavior is an intentional written, verbal or physical act that a student has exhibited toward another particular student, staff member or volunteer more than once. The intentional act also includes violence within a dating relationship. The behavior causes mental or physical harm to the other person and is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for the other person. This behavior is prohibited on school property or at a school-sponsored activity. (see non-discrimination policy)
- A student shall not wear, carry or display gang paraphernalia; exhibit behavior which symbolizes gang membership; or cause and/or participate in activities which intimidate or affect the attendance of another student. A student shall not be involved in initiations, hazing, intimidations and/or related activities of group afflictions which are likely to cause bodily danger, physical harm, and personal degradation or disgrace resulting in physical or mental harm.
- R29 **Truancy/Nonattendance** – Truancy includes, but is not limited to, leaving school without permission, being absent from school without a parent's knowledge, being absent from class without permission, obtaining a pass to go to a specified place and failing to report there, coming to school, but not attending classes, parents unable to get their student to school, or any other circumstances which would meet the definition of truancy under Ohio Law. In-school truancy occurs when a student is somewhere other than where a staff member directs or where the schedule designates. Out-of-school truancy occurs when a student leaves the designated building area or does not attend school without parental consent for the absence. Nonattendance applies to students who are 18 and over. (Board of Education Policy) **Repeated offenses may result in an OSS, Recommendation for Expulsion, and/or referral to Juvenile Court.**
- R30 **Vandalism** – A student shall not knowingly or with reckless disregard cause or attempt to cause damage to or deface school property or private, personal property including, but not limited to buildings, grounds, equipment, materials, or computers or other technology. In accordance with state law, parent(s) may be liable for payment for the cost to repair or replace any such property damage caused by the acts of their children.
- R31 **Inappropriate Materials** – A student shall not possess, bring, transmit, conceal, sell, or offer to sell material which is considered by reasonable standards of the school community to be offensive, obscene, sexually explicit, gang related, violent, and/or pornographic.
- R32 **Repeated Violations** – A student shall not persist in inappropriate behavior or escalate to a point of danger to self or others. Students who continually break a school rule(s) will face greater consequences. A student shall not fail to report, report on time or serve the full duration of consequences.

**R33 Weapons/Explosives**

- A. A student shall not use, possess, sell or distribute a weapon, device, instrument, material or substance, animate or inanimate, that is used for, or is readily capable of causing death or serious bodily injury. Dangerous weapons include, but are not limited to laser pointers, knives, metal knuckles, pocket chains, martial arts devices, or other dangerous instruments which could be mistakenly identified as dangerous instruments.
- B. A student shall not use, possess, sell negotiate or broker or distribute any destructive device on school property, school sponsored activities, or social media, which would include a bomb, a grenade, a rocket having a propellant charge, or a missile having an explosive or incendiary charge. This includes any weapon that will, or that may be readily converted to expel a projectile by the action of an explosive or other propellant.

**R34 Alcohol** – Students will not knowingly use, possess, sell, conceal, negotiate or broker to distribute or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, steroid, controlled substance, drug paraphernalia, look-alike drug, alcoholic beverage, or intoxicant of any kind while on school grounds during, before, or after school hours, off the school grounds at a school activity, function or event, or on school buses or rented carriers or social media.

- A. Suspected Use – 1<sup>st</sup> offense may include – notify parents, notify police, assign student 10 day out of school suspension with a recommendation for expulsion, with the administrative option to reduce suspension/expulsion if the student and parent agree to attend the Saturday Family Workshop and/or have chemical abuse assessment done by a certified drug and alcohol counselor and follow their recommendation(s).
- B. Possession or having control, use of, or evidence of use – 1<sup>st</sup> offense may include – notify parents, notify police, assign student 10 day out of school suspension with a recommendation for expulsion, with the administrative option to reduce the suspension/expulsion if the student and parent agree to attend the Saturday Family Workshop and/or have chemical abuse assessment done by a certified drug and alcohol counselor and follow their recommendation(s).

**R35 Trespassing/Aiding in Trespassing and Skipping** – A student shall not enter school property before, during or after school hours without express permission of an appropriate school official. A student shall not aide another student in trespassing, including opening or propping a door for entrance to the building, transporting a student for the purpose of trespassing, or being a “look out” for students who are attempting to trespass or skip class.

## DISCIPLINARY CONSEQUENCES/DEFINITIONS

The following provides general steps for application of consequences for violations of the Code of Conduct. Individual incidents will be reviewed taking the student, the student's educational and disciplinary record, the frequency and intensity of the infraction and the context in which the infraction occurred into consideration. The administration reserves the right to exercise flexibility and individuality in interpreting and implementing the Student Code of Conduct. Any step may be waived at the administrator's discretion.

1. Verbal Reprimand
2. Restriction of Privileges
3. Alternative Education Placements: The suspension of the student's normal instructional activities by the Superintendent or school principal due to discipline reasons. Placements include the following:
  - The student attends school but is assigned a special placement that allows him/her to do school work but does not specifically address the behavior that resulted in the discipline.
  - The student attends a special class, program, or building that specifically addresses the behavior(s) that resulted in discipline. This may occur within or outside the district. Some alternative education placements outside the district are governed by the Code of Conduct of the referring school and the policy of the Reynoldsburg City Schools.
4. Removal from Activity
5. Parent Contact
6. Restitution
7. Emergency Removal from School or School Activity: If a student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process taking place either within a classroom or elsewhere on the school premises, the Superintendent or a principal or assistant principal may remove a student from curricular activities or from the school premises, and a teacher may remove a student from curricular activities under the teacher's supervision, without the notice and hearing requirements for out-of-school suspension.
8. Out-of-School Suspension: The denial of attendance at school and the suspension of the student's normal instructional activities by the Superintendent or school principal due to discipline reasons. Suspension from school shall not exceed 10 days for each occurrence. During the suspension, students are not permitted on school grounds or at school functions throughout the district without permission from the Principal or designee.

*The student's work will be granted 100% of the grade received.*

Appeal: If the student or the parent/guardian chooses to appeal a suspension to the Superintendent or his designee, he/she must do so within 10 days of the notice of suspension. The student or the parent/guardian has a right to be represented at such a hearing. The student or the parent/guardian may appeal the Superintendent's decision to the Board of Education and has a right to be represented at such a hearing. Under State law, appeal of the Board's decision may be made to the Court of Common Pleas.

9. Recommendation to Superintendent for Expulsion: The involuntary removal of a student from school by the Superintendent. The Superintendent may expel a student from school for a period of 80 school days or up to one (1) calendar year, depending on the severity of the infraction. The student may not take part in any school activity or on school property without permission of the Principal or designee. Within one week prior to returning to school, the student and parent must schedule a reenrollment conference with his/her grade level administrator.

Appeal: The student or the parent/guardian may appeal an expulsion to the Board of Education and has a right to be represented at such a hearing. Under State law, appeal of the Board's decision may be made to the Court of Common Pleas.

10. Community Service
11. Parent Shadowing
12. Notification of Civil Authorities
13. Court Citation

Other alternative comparable, acceptable and fair consequences (e.g., withholding grades and transcripts for a student who owes money for materials used in a course of study, or damage to school property)

## **HARASSMENT, INTIMIDATION, AND BULLYING**

### Introduction

Harassment, intimidation, and bullying of students in the school environment can substantially interfere with their ability to learn, perform, and feel safe. Therefore, any conduct, communication, activity, or practice that occurs at any time, on school property or during any school sponsored event and at the times, and/or places set forth in the Code of Student Conduct, that constitutes harassment, intimidation, or bullying involving students shall be strictly prohibited. Students who are determined to have engaged in such behavior are subject to disciplinary action, which may include suspension or expulsion from school. Further, any such conduct, communication, activity, or practice should be immediately reported to the building principal or other responsible school employee. All reports of harassment not covered by this policy shall be investigated in accordance with the policies applicable to the particular harassment.

To implement this policy and to address the existence of harassment, intimidation, or bullying in the schools, the following procedures shall be followed:

- A. Students must report acts of harassment, intimidation, or bullying to teachers, district employees, and/or school administrators;
- B. The parents or guardians of students should file written reports of suspected harassment, intimidation, or bullying with the building principal or other appropriate administrator;
- C. Teachers and other school staff who witness acts of harassment, intimidation, or bullying or receive student reports of harassment, intimidation, or bullying shall notify school administrators;
- D. School administrators shall investigate and document any written or oral reports;
- E. School administrators shall notify both the parents of a student who commits acts of harassment, intimidation, or bullying and the parents or guardians of students against to the incident, to the extent permitted by O.R.C. §3319.321 and the Family Educational Rights and Privacy Act.

#### 1. Definition of Harassment, Intimidation, or Bullying

In accordance with this policy, "harassment, intimidation, or bullying" means any intentional written, verbal, or physical act that a student has exhibited toward another particular student more than once and the behavior both.

- A. Causes mental or physical harm to the other student; and
- B. Is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student.

The behavior prohibited by this policy is marked by the intent to ridicule, humiliate or intimidate the victim. In evaluating whether conduct constitutes harassment, intimidation, or bullying, special attention should be paid to the words chosen or actions taken, whether such conduct occurred in front of others or was communicated to others, how the perpetrator interacted with the victim, and the motivation, either admitted or appropriately inferred, of the perpetrator.

#### 2. Conduct Constituting Harassment, Intimidation or Bullying

Such conduct can take many forms and can include many different behaviors having overt intent to ridicule, humiliate or intimidate another student. Examples of such conduct include, but are not limited to:

- A. Physical violence and/or attacks.
- B. Taunts, name-calling, and put-downs.
- C. Threats and intimidation (through words and/or gestures).
- D. Extortion or stealing of money and/or possessions.
- E. Exclusion from the peer group or spreading rumors.
- F. Repetitive and hostile behavior with the intent to harm others through the use of information and communication technologies and other Web-based/online sites (also known as “cyber bullying”), such as the following”
  - a. Posting slurs on Web sites where students congregate on Web logs (personal online journals or diaries);
  - b. Sending abusive or threatening instant messages;
  - c. Using camera phones to take embarrassing photographs of students and posting them online;
  - d. Using Web sites to circulate gossip and rumors to other students; and
  - e. Excluding others from an online group by falsely reporting them for inappropriate language to Internet service providers.

### 3. Complaint Process

- A. Students and/or their parents or guardians may file reports of conduct that they consider to be harassment, intimidation, or bullying. Such written reports shall be reasonable specific as to the actions giving rise to the suspicion of harassment, intimidation, or bullying, including person(s) involved, time and place of the conduct alleged, the number of such incidents, the target of such suspected harassment, intimidation, or bullying, and the names of any potential student or staff witnesses. Such reports may be filed with any school staff member or administrator, and they shall be promptly forwarded to the building principal for review and action.

Teachers and other school staff who witness acts of harassment, intimidation, or bullying, as defined above, shall promptly notify the building principal and/or his/her designee of the event observed, and shall promptly file a written incident report concerning the events witnessed.

### B. Informal Complaints

Students may make informal complaints of conduct that they consider to be harassment, intimidation, or bullying by verbal report to a teacher or administrator. Such informal complaints shall be reasonable specific as to the actions giving rise to the suspicion of harassment, intimidation, or bullying, including person(s) involved, time and place of the conduct alleged, the number of such incidents, the target of such suspected harassment, intimidation, or bullying, and the names of any potential student or staff witness. A school staff member or administrator who received an informal complaint shall promptly reduce the complaint to writing, including the information provided. Such written report by the school staff member and/or administrator shall be promptly forwarded to the building principal for review and action.

In addition to addressing both informal and formal complaints, school personnel are encouraged to address the issue of harassment, intimidation, or bullying in other interaction with students. School personnel may find opportunities to educate students about harassment, intimidation, or bullying and help eliminate harassment, intimidation, or bullying behavior through class discussions, counseling, and reinforcement of socially appropriate behavior. School personnel should intervene promptly whenever they observe student conduct that has the purpose or effect of ridiculing, humiliating, or intimidating another student, even if such conduct does not meet the formal definition of “harassment, intimidation, or bullying.”

### 4. Confidentiality

The right to confidentiality, both of the complainant and of the accused, will be respected consistent with the district’s legal obligation to the complainant, alleged harasser, and witnesses, and with the necessity to investigate allegations of misconduct and take corrective action when this conduct has occurred.

### 5. Investigation

- A. The investigator should remember that that investigation requires a balancing of the accused’s rights, the complainant’s right to an environment free of harassment, intimidation, or bullying, and the Board’s interest in a prompt and fair investigation.

- B. The investigator shall meet with the complainant within a reasonable period of time from the time of making the complaint. However, the investigator is urged to meet with the complainant as soon as possible.
- C. Following the meeting with the complainant, the investigator shall conduct an investigation to determine if harassment, intimidation, or bullying has occurred. The investigation shall include a conference with the accused and the complainant, as well as any and all other methods which are considered necessary to determine whether harassment, intimidation, or bullying has occurred.

#### 6. Post-Investigation Procedures

- A. Upon conclusion of the investigation, the investigator shall issue a written report. The report shall include a determination of whether the accused was found to have engaged in harassment, intimidation, or bullying, was found not to have engaged in harassment, intimidation, or bullying or whether the investigation was inconclusive. The report shall be issued to the complainant's parents. A copy of the report shall also be sent to the Superintendent or his/her designee.
- B. A finding of no harassment, intimidation, or bullying or inconclusive evidence shall end the investigation.
- C. If harassment, intimidation, or bullying is found to have occurred, the investigator shall recommend what steps are necessary to ensure that the harassment, intimidation, or bullying is eliminated for the victim and other individuals affected by the harassment, intimidation, or bullying and to correct its effects on the complainant and others, if appropriate.

#### 7. Retaliation is Prohibited

Retaliation against those who file a complaint or participate in the investigation of the complaint is prohibited. Therefore, filing of a complaint or otherwise reporting harassment, intimidation, or bullying will not reflect upon the student's status, nor will it affect future employment, grades, or work assignments. Further, the administrator is directed to implement strategies for protecting a victim from retaliation following a report.

#### 8. Remedial Actions

Verified acts of harassment, intimidation, or bullying shall result in intervention by the building principal or his/her designee that is intended to assure that the prohibition against harassment, intimidation, or bullying behavior is enforced, with the goal that any such harassment, intimidation, or bullying behavior will end as a result.

Harassment, intimidation, or bullying behavior can take many forms and can vary in how serious it is, and what impact it has on the targeted individual and other students. Accordingly, there is no one prescribed response to verified acts of harassment, intimidation, or bullying. While conduct that rises to the level of "harassment, intimidation, or bullying" as defined above will generally warrant disciplinary action against the perpetrator of such harassment, intimidation, or bullying, whether and to what extent to impose disciplinary action (detention, in and out-of-school suspension, or expulsion) is a matter for the professional discretion of the building principal.

#### 9. Non-Disciplinary Interventions

When verified acts of harassment, intimidation, or bullying are verified and a disciplinary response is warranted, students are subject to the full range of disciplinary consequences.

#### 10. Disciplinary Interventions

When acts of harassment, intimidation, or bullying are verified and a disciplinary response is warranted, students are subject to the full range of disciplinary consequences.

#### 11. Strategies for Protecting Victims

- A. Supervise and discipline offending students fairly and consistently;

- B. Provide adult supervision during recess, lunch time, bathroom breaks, and in the hallways during times of transition;
- C. Maintain contact with parents and guardians of all involved parties;
- D. Provide counseling for the victim if assessed that is it needed;
- E. Inform school personnel of the incident and instruct them to monitor the victim and the offending party for indications of harassing, intimidating, and bullying behavior. Personnel are to intervene when prohibited behaviors are witnessed;
- F. Check with the victim to ensure that there has been no further incidents of harassment/intimidation/bullying or retaliation from the offender or other parties.

In addition to the prompt investigation of complaints of harassment, intimidation, or bullying and direct intervention when acts of harassment, intimidation, or bullying are verified, other district actions may ameliorate any potential problem with harassment, intimidation, or bullying in school or at school-sponsored activities. While no specific action is required and school needs for such interventions may vary from time to time, the following list of potential intervention strategies shall serve as a resource for administrators and school personnel:

- A. Respectful responses to harassment, intimidation, or bullying concerns raised by students, parents or school personnel;
- B. Planned professional development programs addressing bully/targeted individuals' problems;
- C. Data collection to document bully/victim problems to determine the nature and scope of the problem;
- D. Use of peers to help ameliorate the plight of victims and include them in group activities;
- E. Avoidance of sex-role stereotyping (e.g. males need to be strong and tough);
- F. Awareness and involvement on the part of all school personnel and parents with regards to bully-victim problems;
- G. An attitude that promotes communication, friendship, assertiveness skills, and character education;
- H. Modeling by staff of positive, respectful, and supportive behavior toward students;
- I. Creating a school atmosphere of team spirit and collaboration that promotes appropriate social behavior by students in support of others;
- J. Employing classroom strategies that instruct students how to work together in a collaborative and supportive atmosphere; and/or
- K. Forming harassment, intimidation, and bullying task forces, programs, and other initiatives involving volunteers, parents, law enforcement, and community members.

This policy shall appear in student handbooks, and in the publications that set forth the comprehensive rules, procedures, and standards of conduct for schools and students in the district. Information regarding the policy shall be incorporated into employee training materials.

Orientation sessions for students shall introduce the elements of this policy and procedure. Students will be provided with age-appropriate information on the recognition and prevention of harassment, intimidation, or bullying and their rights and responsibilities under this and other district policies, procedures, and rules at student orientation sessions and on other appropriate occasions.

### **Playground Safety**

It is necessary that we closely monitor all activities on the school playground. There will be supervision on the playground at all times. Students will be made aware of the importance of safety and behavior both while in the classroom and out of the classroom. Teachers will review the playground rules with their classes. **For safety reasons we do not allow skateboards, rollerblades, shoes with wheels, or scooters to be brought or worn to school. No jumping from the swings.**

The purpose of the following rules is to establish consistent guidelines so that all children may enjoy a safe supervised play area!

