



ARLINGTON CENTRAL
SCHOOL DISTRICT

Code of Conduct Summary for Students and Families 2018-2019

The Arlington Central School District has a long standing set of expectations for conduct that are based on the principles of safety, civility, mutual respect, citizenship, character, acceptance, inclusiveness, honesty and integrity. The Board of Education annually adopts a Code of Conduct (Code) that clearly defines expectations for acceptable conduct and identifies possible consequences for unacceptable conduct and ensures that consequences, when necessary, are administered promptly and fairly. The Code applies to all students, employees, parents and other visitors when on school property, school busses, attending a school function, or when engaged in off-campus behavior that endangers the health, safety and well-being of members of the school community or which may substantially disrupt the educational process.

The District is committed to providing a safe and productive school environment where students and staff engage in the teaching and learning process free from disruption or interference. Therefore, students, teachers, parents, support staff and administrators must work together to create conditions that make our school district safe and that support active teaching and learning.

Student Rights and Responsibilities

Every student has the responsibility to attend school regularly, to be considerate of others and to observe the Code of Conduct.

Each student has the right to feel safe at school. All students have the right to concentrate on their school work and activities and enjoy them without worrying about unkind words and actions from others. No student should be subjected to harassment or discrimination based on 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) by school employees or students on school property or at any school-sponsored function. It is against school rules for anyone to make anyone else feel uncomfortable due to any of these characteristics, or to make anyone else feel threatened or unsafe. Even if an action takes place off school grounds, it can be considered against school rules when it negatively impacts the ability of students to focus on their school work and participate in school activities.

Student Conduct

The Arlington Central School District expects all students to conduct themselves in a civil manner that shows regard for other students, staff, and other members of the school and general community.

All members of the school community are expected to engage in school-wide systems to promote positive behaviors, supports and interventions. Each building will inform students and parents of the school rules regarding dress and prohibited student conduct at the beginning of the school year. Students may be subject to disciplinary action, up to and including suspension from school, when they engage in behavior that is:

- Disorderly/Unsafe (*i.e., running, misusing equipment*)
- Insubordinate (*i.e., failure to comply with reasonable directions*)
- Violent (*i.e., hurting others, possessing a weapon, threatening others*)

- Endangering the welfare of others (*i.e., discrimination, harassment, sexual harassment, intimidation, possession of alcohol or drugs, provoking/encouraging/inciting others to violate the Code of Conduct*)
- Dangerous behavior off campus, including the school bus
- Academic misconduct (*i.e., plagiarism, cheating, forging notes*)

Please see the Technology Acceptable Use Agreements and Code of Conduct for a more complete list of prohibited behavior.

Reporting & Retaliation

All students are expected to promptly report any violations of the Code of Conduct to the appropriate adult. This includes incidents of other students or staff being harassed or discriminated against by students, school staff or other individuals on school property. Students who believe they have been harassed or discriminated upon due to their actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sex, sexual orientation, or gender (including gender identity and expression), are to report allegations to the Dignity Act Coordinator(s) who will investigate all complaints and take prompt corrective action, as necessary. In addition, any district staff member who observes or learns of an incident or possible incident of harassment or discrimination must take immediate and appropriate action to report the incident to the administration. Staff members must also take steps to both end the harassment or discrimination and prevent it from reoccurring. Any act of retaliation against a person who reports, investigates or participates in the review of a complaint of harassment or discrimination will not be tolerated.

All students, staff, and parents are responsible to report violations of the Code of Conduct to a school administrator or law enforcement personnel. Disciplinary action, when necessary, will be firm, fair and consistent. School personnel will consider all circumstances in determining consequences. As a general rule, discipline will be progressive, meaning that a student's first violation will receive a lighter penalty than subsequent violations (unless a law has been broken). Discipline procedures range in severity from a verbal warning to permanent suspension from school. Students must be told what rule has been broken and must be given a chance to tell their version of the facts to the administrator who is imposing a penalty. Additionally, information must be shared with parents if the penalty will result in removal from class, and/or suspension from school, transportation or extracurricular activities.

Please refer to the Code of Conduct for further details.

Note: The District adheres to all Federal and State regulations regarding the discipline of students with disabilities.

Dignity for All Students Act

A state law known as the Dignity for All Students Act focuses on ensuring that our schools are a safe place and that all students know they are protected from certain types of behavior including cyberbullying. Each school has a Dignity Act Coordinator, who is trained in addressing the issues covered by the law. If anyone is making you or anyone else feel unsafe, threatened, harassed or discriminated against, and is therefore causing an imposition on your ability to learn, please talk to your Dignity Act Coordinator, principal, or another adult at school.

Dignity Act Coordinators

The Board of Education shall appoint District Coordinators and Building Level Coordinators on an annual basis and as changes occur throughout the school year. The names of the Building Level Coordinators will be available on the District website (arlingtonschools.org) and by contacting a District Coordinator or any school office.

The District Coordinators are:

Ms. Margaret Muenkel, Assistant Superintendent for Human Resources
Arlington Central School District
144 Todd Hill Road
LaGrangeville, NY 12540
(845) 486-4460 X20116

Dr. Tina DeSa, Assistant Superintendent for Pupil Personnel Services
Arlington Central School District
144 Todd Hill Road
LaGrangeville, NY 12540
(845) 486-4460, X20121

Dress Code

The responsibility for student dress and general appearance rests with individual students and parents. Examples of standards of dress include but are not limited to the following:

- Extremely brief garments and see-through garments are not permitted, including garments that expose a student's mid-section.
- Underwear should be completely covered with outer clothing.
- Footwear must be worn at all times. Footwear that is a safety hazard will not be allowed.
- Clothing may not include items that are vulgar, obscene, and libelous or that denigrate others on account of race, color, religion, creed, national origin, gender, sexual orientation or disability.
- Clothing may not promote and/or endorse the use of alcohol, tobacco (smoking) or illegal drugs and/or encourage other illegal or violent activities.
- Clothing that obstructs a student's identity, including but not limited to hats, hoods from sweatshirts, jackets, and sweaters, as well as face masks, may not be worn in school.

Student Searches

A school administrator may conduct searches of students and their belongings if the authorized school official has reasonable suspicion to believe that the search will result in evidence that the student violated the law or the District Code of Conduct. Student lockers, desks and other school storage places may be subject to search at any time by school officials or law enforcement, without reasonable suspicion, prior notice to students and without their consent.

Academic Integrity

Each students' work should be his or her own. Students have the responsibility to complete their work themselves and to acknowledge sources of information used in that work. The Code of Conduct contains more information about the rules of academic integrity and the consequences for violating them.

Visitors to the Schools

Anyone who is not a district employee or student of the school is considered a visitor. When a visitor wants to visit a building during the school day they must call the main office to make an appointment. All persons on school property or attending a school function shall conduct themselves in a respectful and orderly manner. This includes, but is not limited to, abiding by the no smoking policy, being properly attired, not committing acts of violence or harassment, and not violating any civil law. Visitors are expected to abide by all the rules for public conduct on school property contained in the Code of Conduct. Any visitor who does not abide by the Code of Conduct will be asked to leave school property.

The Code of Conduct is posted on our website at www.arlingtonschools.org.

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 approved annually by the Arlington Central School District Board of Education.

This summary document is distributed to all students in the beginning of the 2018-2019 school year.

Our mission is to empower all students to be self-directed, lifelong learners, who willingly contribute to their community and lead passionate, purposeful lives.