

Students who behave in a safe, non-threatening way and who show respect for self, others, property and educational environment will never have to worry about violating this code.

The Sherman Public School System promotes: discipline as education, discipline with caring, primary prevention, early intervention, development of self discipline, consistency and predictability, celebration of good behavior, celebration of achievement and sense of school “community”.

Consistent with Board of Education Policy, the Board of Education believes that teaching learning proceed best in a safe, respectful and orderly environment. Toward that end, the Sherman School shall implement positive approaches to promoting and maintaining appropriate behavior. Also toward that end, the school will adopt, implement and annually distribute codes of conduct that specify the range of possible consequences including, but not limited to, particular types of misbehavior. These positive approaches and conduct codes must be consistent with State and Federal law, Board policies and the following principles:

- communication/alliance with family
- safety for all
- respect for self and others
- repeat for personal public property
- courtesy
- cultural sensitivity
- respect for differences
- balance between rights and responsibilities
- balance between the rights of the individual and the rights of the total school community.

### Keys to Terminology

**Appropriate Staff Response:** Discipline without administrative intervention. This may include such things as conferences, parent contacts, warnings, detentions, loss of privileges, removal from class, etc.

**CC:** Case Conference

**Planning Placement Team (PPT):** Referral to Planning and Placement Team (*students in special education*)

**Anti-Harassment Team (AHT):** School Climate Specialists, School Counselor, School Psychologist and Teacher.

**Refer to School Based Counseling (SBC):** Student will meet with School Counselor or School Psychologist.

Parent contact will occur in instances below and a referral will be made to school counseling.

**ISS:** In-School Suspension (up to 3 days)

**Exclusion from Privileges:** Action including denial of recess or the right to leave at dismissal (i.e. detention) or any other activity not part of the core educational program.

**Police Report:** May include arrest

### Definitions

**Harassment:** conduct which annoys, threatens, intimidates, or causes fear direct at a member of a potential class based on race, color, national origin, religion, gender, disability, sexual orientation or gender identity; unwanted behavior that offends, demeans, or threatens another person causing a hostile environment.

**Relational Aggression:** using friendship for power, i.e. ignoring some to punish them or to get one’s way.

**Sexual Harassment:** unwelcoming sexual advances, gestures or jokes.

**Racial or discriminatory slurs:** insulting comments made about a person’s race, sex, physical appearance or other personal characteristics.

**Insubordination:** willful disrespect for authority.

**Vandalism:** willful destruction of public or private property.

**Truancy:** unexcused absences up to 10 days in any school year.

**Instigation, Intimidation:** frightening or forcing someone into submission or obedience.

**Theft:** taking or attempting to take personal property or money from another by force or fear.

**Fighting:** with another person on school premises not reasonably necessary for self defense.

**Assault:** unprovoked hitting or striking.

**Extortion:** attempting to get something from a person by force.

**Trespassing:** infringing on property, territory or rights of another.

**Physical Aggression:** unprovoked hitting or striking based on the severity of the particular behavior and the student’s disciplinary history, the administration will assign consequences ranging between the minimum and the maximum stated in the code.

**Bullying:** repeated intentional aggressive acts/interactions between individuals (with different levels of social power).

**Cyberbullying:** bullying through email, texting, instant messaging, in a chat room, on a website, or through digital messages or images sent to any electronic devices.

**Tardy:** arrival after 8:25 AM.

**Cyber Threat:** Sending or posting of direct threats or distressing material that raises concern that an individual may contemplating a violent act.

## The Sherman School

### Elementary School Grades PreSchool-4



### Code of Conduct

Section I Respect and Courtesy		
Behavior	Minimum	Maximum
<b>Harassment* Relational Aggression</b>	<ul style="list-style-type: none"> <li>•appropriate staff response</li> <li>•notify parent</li> </ul>	<ul style="list-style-type: none"> <li>•1-3 days ISS</li> <li>•CC</li> </ul>
<b>Racial or other Discriminatory Slurs</b>	<ul style="list-style-type: none"> <li>•appropriate staff response</li> <li>•notify AHT</li> <li>•notify parent</li> </ul>	<ul style="list-style-type: none"> <li>•1-3 days ISS</li> <li>•CC</li> <li>•refer to AHT</li> </ul>
<b>Obscene, Vulgar, Abusive, Inflammatory or Disrespectful Language, Gestures or Attire</b>	<ul style="list-style-type: none"> <li>•appropriate staff response</li> <li>•notify parent</li> </ul>	<ul style="list-style-type: none"> <li>•1-3 days ISS</li> <li>•CC</li> </ul>
<b>Insubordination</b>	<ul style="list-style-type: none"> <li>•appropriate staff response</li> <li>•notify parent</li> </ul>	<ul style="list-style-type: none"> <li>•1-3 days ISS</li> <li>•CC</li> </ul>
<b>Cheating</b>	<ul style="list-style-type: none"> <li>•appropriate staff response</li> <li>•notify parent</li> </ul>	

\*The Sherman Public School does not permit or condone harassment of employees or students. If individuals or parents suspect that they or any students may be the subject of harassment, they should promptly contact the Assistant Principal.

Based on the severity of the particular behavior and the student's disciplinary history, the administration will assign consequences ranging between the minimum and the maximum stated in the code.

Section II Respect for Personal and Public Property		
Behavior	Minimum	Maximum
<b>Theft or Possession of Stolen Goods</b>	<ul style="list-style-type: none"> <li>•appropriate staff response</li> <li>•notify parent</li> <li>•return property (restitution)</li> <li>•exclusion from privileges</li> </ul>	<ul style="list-style-type: none"> <li>•1-3 days ISS</li> <li>•police report</li> <li>•CC</li> </ul>
<b>Vandalism</b>	<ul style="list-style-type: none"> <li>•appropriate staff response</li> <li>•notify parent</li> <li>•return property (restitution)</li> <li>•exclusion from privileges</li> <li>•clean-up</li> </ul>	<ul style="list-style-type: none"> <li>•1-3 days ISS</li> <li>•police report</li> <li>•CC</li> </ul>

Note: The Sherman School reserves the right - based on the severity of an incident or based upon previous use of maximum as stated - to consider out of school suspension or recommendation for expulsion.

Section III Respect for Orderly Teaching / Learning Environment		
Behavior	Minimum	Maximum
<b>Disruption of the Education Process</b>	<ul style="list-style-type: none"> <li>•appropriate staff response</li> <li>•notify parent</li> <li>•exclusion form privileges</li> </ul>	<ul style="list-style-type: none"> <li>•1-3 days ISS</li> <li>•CC</li> </ul>
<b>Misuse of Technology</b>	<ul style="list-style-type: none"> <li>•appropriate staff response</li> </ul>	<ul style="list-style-type: none"> <li>•1-3 days ISS</li> <li>•notify parent</li> </ul>
<b>Tardiness to School / Class</b>	<ul style="list-style-type: none"> <li>•detention</li> <li>•parent/admin conference</li> </ul>	<ul style="list-style-type: none"> <li>•detention</li> <li>•parent/admin conference</li> </ul>
<b>Truancy</b>	<ul style="list-style-type: none"> <li>•accordance with CT State Law</li> <li>•administrative conference</li> <li>•refer to SBC</li> </ul>	<ul style="list-style-type: none"> <li>•CC/PPT</li> <li>•possible DCF referral</li> <li>•follow state law</li> </ul>

#### Footnotes

\*1 Expulsion is mandatory whenever a student is found to have engaged in the sale or distribution of a controlled substance (defined in Sec 9 CGS§212-240), whether that conduct occurred on school property, at a school sponsored activity, on or off school property. The mandated expulsion period is for one calendar year, with the right to modify the period of expulsion on a case-by-case basis. See BOE Policy.

\*2 Expulsion is mandatory for students in possession of a deadly weapon (defined in CGS§53a-3), dangerous instruments and martial arts weapons. The mandated expulsion period is for one calendar year, with the right to modify the period of expulsion on a case-by-case basis. See BOE Policy

Per PA 15-96: An out-of-school suspension may be given to a student in pre-school through grade two if it is determined by the administration that such a suspension is appropriate for such student based on grounds is of a violent or sexual nature that it endangers persons.

Section IV Safety, Freedom from Fear		
Behavior	Minimum	Maximum
<b>Bus Misbehavior</b>	<ul style="list-style-type: none"> <li>•Warning</li> <li>•Notify parent</li> </ul>	<ul style="list-style-type: none"> <li>•suspension of bus privileges</li> <li>•AHT</li> </ul>
<b>Intimidation, Instigation, Treating behavior</b>	<ul style="list-style-type: none"> <li>•Notify parent</li> <li>•exclusion from privileges</li> </ul>	<ul style="list-style-type: none"> <li>•1-3 days ISS</li> <li>•CC</li> </ul>
<b>Cyberbullying</b>	<ul style="list-style-type: none"> <li>•Warning</li> <li>•Notify parent</li> </ul>	<ul style="list-style-type: none"> <li>•1-3 days ISS</li> <li>•CC</li> <li>•SBC</li> </ul>
<b>Fighting / Bullying</b>	<ul style="list-style-type: none"> <li>•Notify parent</li> <li>•exclusion from privileges</li> </ul>	<ul style="list-style-type: none"> <li>•1-3 days ISS</li> <li>•AHT</li> </ul>
<b>Physical Aggression</b>	<ul style="list-style-type: none"> <li>•appropriate staff response</li> </ul>	<ul style="list-style-type: none"> <li>•1-3 days ISS</li> </ul>
<b>Assault</b>	<ul style="list-style-type: none"> <li>•3 days ISS</li> <li>•notify parent</li> </ul>	<ul style="list-style-type: none"> <li>•10 days ISS</li> <li>•Police Report</li> <li>•CC</li> </ul>
<b>Smoking/ eCigarette or Chewing Tobacco</b>	<ul style="list-style-type: none"> <li>•Notify parent</li> <li>•exclusion from privileges</li> </ul>	<ul style="list-style-type: none"> <li>•1-3 days ISS</li> </ul>
<b>Using, selling, Possessing, Distributing Controlled Substances: Alcohol, Drugs or Paraphernalia</b>	<ul style="list-style-type: none"> <li>•Report to Principal</li> <li>•1-3 days ISS</li> <li>•police report</li> <li>•refer to CC</li> <li>•*1</li> </ul>	<ul style="list-style-type: none"> <li>•10 days ISS</li> <li>•Expulsion</li> </ul>
<b>Weapon Possession (including fireworks)</b>	<ul style="list-style-type: none"> <li>•1 day ISS</li> <li>•*2</li> </ul>	<ul style="list-style-type: none"> <li>•Expulsion</li> <li>•Police Report</li> </ul>
<b>Arson, False Alarm, Bomb Threat, Threat of gun violence</b>	<ul style="list-style-type: none"> <li>•3 days ISS</li> <li>•police and/or fire marshal notification</li> </ul>	<ul style="list-style-type: none"> <li>•Expulsion</li> <li>•CC</li> </ul>
<b>Cyber Threat</b>	<ul style="list-style-type: none"> <li>•3 day ISS</li> <li>•police and/or fire marshal notification</li> </ul>	<ul style="list-style-type: none"> <li>•Expulsion</li> <li>•CC/PPT</li> </ul>