

Hauppauge School District

CODE OF CONDUCT SUMMARY

Grades K-5

I. Introduction

Hauppauge elementary schools are committed to providing a safe and orderly school environment where students may receive and District teachers may deliver quality educational services without disruption or interference. Responsible behavior by students is essential to achieving this goal.

Hauppauge School District has a long-standing set of expectations for conduct on school property and at school functions. These expectations are based on the principles of mutual respect, good citizenship, character, tolerance, and honesty.

II. Dignity for All Students Act

The Dignity for All Students Act (DASA) took effect on July 1, 2012. The ultimate goal of DASA is to provide public elementary and secondary school students with a safe and supportive environment free from discrimination, intimidation, taunting, harassment, and bullying on school property, on a school bus and/or at a school function.

Required updates to reflect the Dignity for All Students Act have been incorporated into Board of Education Policies and the Code of Conduct.

III. Student Responsibilities

All elementary students have the responsibility to:

1. Contribute to maintaining a safe and orderly school environment that is conducive to learning and to show respect to other persons and to property.
2. Be familiar with and follow all school policies, rules and regulations dealing with student conduct.
3. Attend school every day unless they are legally excused and be in class on time, and prepared to learn.
4. Work to the best of their ability in all academic and extracurricular pursuits and strive toward their highest level of achievement possible.
5. React to direction given by teachers, administrators and other school personnel in a respectful, positive manner.
6. Work to develop ways to appropriately control the expression of their anger.
7. Ask questions when they do not understand.
8. Seek help in solving problems that might lead to discipline.
9. Dress appropriately for school.
10. Accept responsibility for their actions.

IV. Student Dress Code

All students are expected to give proper attention to personal cleanliness and to dress appropriately for school. Students and their parents have the primary responsibility for acceptable student dress and appearance.

Teachers and all other district personnel should exemplify and reinforce acceptable student dress and help students develop an understanding of appropriate appearance in the school setting.

A student's dress, grooming and appearance, including hair style/color, jewelry, make-up and nails, shall:

1. Be appropriate and meet health and safety standards and not interfere with the learning process. Any form of dress or hairstyle which is considered contrary to good hygiene or which is distracting or disruptive in appearance will not be permitted. Students may be asked to secure other clothing if it is deemed necessary.
2. Recognize that extremely brief garments are inappropriate and unacceptable. This includes but is not limited to the following: backless tops, single shoulder tops, tube tops, halter tops, spaghetti straps, see-through, sheer or transparent shirts/pants, exposed midriffs, plunging necklines (front and/or back), skirts/skorts above mid-thigh length, shorts that are excessively revealing, and net/mesh garments. Tank tops are permissible if they do not have spaghetti straps, plunging necklines or expose the midriff or undergarments.
3. Ensure that underwear is completely covered with outer clothing.
4. Include footwear at all times. Open platform shoes or other footwear which are a safety hazard are not permitted.
5. Not include the wearing of hats and/or sunglasses in the classroom except for a medical or religious purpose.
6. Not include items that are vulgar, obscene and libelous or denigrate others on account of race, color, religion, creed, national origin, gender, sexual orientation or disability.
7. Not promote and/or endorse the use of alcohol, tobacco or illegal drugs and/or encourage other illegal or violent activities.
8. Not promote and/or represent any gangs or gang membership.

Uniforms issued for school sanctioned activities are exempt from the dress code requirements.

Each building principal or his or her designee shall be responsible for informing all students and their parents of the student dress code at the beginning of the school year and any revisions to the dress code made during the school year.

Students who violate the student dress code shall be required to modify their appearance by covering or removing the offending item and, if necessary or practical, replacing it with an acceptable item. Any student who refuses to do so shall be subject to discipline, up to and including in-school suspension for the day. Any student who repeatedly fails to comply with the dress code shall be subject to further discipline, up to and including out of school suspension.

V. Prohibited Student Conduct

Hauppauge School District expects all students to conduct themselves in an appropriate and civil manner, with proper regard for the rights and welfare of other students, district personnel and other members of the school community, and for the care of school facilities and equipment. Students must learn to assume and accept responsibility for their own behavior, as well as the consequences of their misbehavior.

The rules of conduct listed below are intended to focus on safety and respect for the rights and property of others. Students who will not accept responsibility for their own behavior and who violate these school rules will be required to accept the penalties for their conduct.

Students may be subject to disciplinary action, up to and including suspension from school, when they:

A. Engage in conduct that is disorderly. Examples of disorderly conduct include:

1. Running in hallways.
2. Making unreasonable noise.
3. Using language or gestures that are vulgar or abusive.
4. Engaging in any willful act which disrupts the normal operation of the school.
5. Trespassing. Students are not permitted in any school building, other than the one they regularly attend, without permission from the administrator in charge of the building.
6. Computer/electronic communications misuse, including any unauthorized use of computers, software, or internet/intranet account; accessing inappropriate websites; or any other violation of the district's acceptable use policy.

B. Engage in conduct that is insubordinate. Examples of insubordinate conduct include:

1. Failing to comply with the reasonable directions of teachers, school administrators or other school employees in charge of students or otherwise demonstrating disrespect.
2. Lateness for, missing or leaving school without permission.
3. Skipping detention.

C. Engage in conduct that is disruptive. Examples of disruptive conduct include:

1. Failing to comply with the reasonable directions of teachers, school administrators or other school personnel in charge of students.

D. Engage in conduct that is violent. Examples of violent conduct include:

1. Committing an act of violence (such as hitting, kicking, punching, and scratching) upon a teacher, administrator or other school employee or attempting to do so.
2. Committing an act of violence (such as hitting, kicking, punching, and scratching) upon another student or any other person lawfully on school property or attempting to do so.
3. Possessing a weapon. Authorized law enforcement officials are the only persons permitted to have a weapon in their possession while on school property or at a school function.
4. Displaying what appears to be a weapon or an item perceived as a weapon.
5. Threatening to use any weapon or an item perceived as a weapon.

6. Intentionally damaging or destroying the personal property of a student, teacher, administrator, other district employee or any person lawfully on school property, including graffiti or arson.
 7. Intentionally damaging or destroying school district property.
- E. Engage in any conduct that endangers the safety, morals, health or welfare of others. Examples of such conduct include:
1. Lying to school personnel.
 2. Stealing the property of other students, school personnel or any other person lawfully on school property or attending a school function.
 3. Selling, using or possessing obscene material.
 4. Using vulgar or abusive language, cursing or swearing.
 5. Possessing, consuming, selling, distributing or exchanging illegal sub-stances, or being under the influence of "illegal substances."
 6. Initiating a report warning of fire or other catastrophe without valid cause, misuse of 911, or discharging a fire extinguisher/fire alarm.
- F. Engage in any conduct that is related to harassment, discrimination, bullying and/or intimidation.
1. Defamation, which includes making false or unprivileged statements or representations about an individual or identifiable group of individuals that harm the reputation of the person or the identifiable group by demeaning them.
 2. Discrimination, which includes the use of color, race, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender identity or sex.
 3. Intimidation, which includes engaging in actions or statements that put an individual in fear of bodily harm, including verbal, written, emails, etc.
 4. Hazing, which includes any intentional or reckless act directed against another for the purpose of initiation into, affiliating with or maintaining membership in any school sponsored activity, organization, club or team.
- G. Engage in misconduct while on a school bus. It is crucial for students to behave appropriately while riding on district buses to ensure their safety and that of other passengers and to avoid distracting the bus driver. Students are required to conduct themselves on the bus in a manner consistent with established standards for classroom behavior. Excessive noise, pushing, shoving and fighting will not be tolerated.
- H. Engage in any form of academic misconduct. Examples of academic misconduct include:
1. Plagiarism
 2. Cheating
 3. Copying

VI. Disciplinary Penalties, Procedures and Referrals

Disciplinary action, when necessary, will be firm, fair and consistent so as to be the most effective in changing student behavior. In determining the appropriate disciplinary action, school personnel authorized to impose disciplinary penalties will consider the following:

1. The student's age.
2. The nature of the offense and the circumstances which led to the offense.
3. The student's prior disciplinary record.

As a general rule, discipline will be progressive. This means that a student's first violation will usually merit a lighter penalty than subsequent violations.

A. Penalties

Students who are found to have violated the district's code of conduct may be subject to the following penalties, either alone or in combination.

1. Oral warning – any member of the district staff
2. Written warning – bus drivers, hall and lunch monitors, coaches, guidance counselors, teachers, principal, superintendent
3. Written notification to parent – bus driver, hall and lunch monitors, coaches, guidance counselors, teachers, principal, superintendent
4. Detention – teachers, principal, superintendent
5. Suspension from transportation – principal, superintendent
6. Suspension from athletic participation – coaches, principal, superintendent
7. Suspension from social or extracurricular activities – director, principal, superintendent
8. Suspension of other privileges – principal, superintendent (assembly programs, Carnival, school trips, etc.)
9. In-school suspension – principal, superintendent
10. Removal from classroom by teacher – teachers, principal
11. Short-term (five days or less) suspension from school – principal, superintendent, Board of Education
12. Long-term (more than five days) suspension from school – principal, superintendent, Board of Education
13. Permanent suspension from school – superintendent, Board of Education.
14. Reporting to police for criminal charges or arrest if a violation of the penal law has taken place.

A copy of the full Hauppauge School District Code of Conduct is available upon request to the principal's office in each school and from the district's website.

Hauppauge Elementary School Dignity Act Coordinators		
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