

UPPER DARBY HIGH SCHOOL CODE OF CONDUCT



Opportunity • Unity • Excellence

2020-2021 School Year

Table of Contents

Philosophy....	Page 3
Student Rights	Page 3
Responsibilities of the Student	Page 3
Responsibilities of the Parent	Page 4
Responsibilities of the Faculty	Page 5
Definitions of Consequences	Page 5
Definitions of Specific Offenses	Page 8
Searches	Page 8
Physical Restraint	Page 9
Demerits	Page 9
Demerit Reduction	Page 11
Royal Recovery	
School Service	
Tier 2	
Link to Tier II Flow Chart	Page 11
Tier I Code of Conduct Violations	Page 12
Tier II Code of Conduct Violations	Page 19
Tier III Code of Conduct Violations	Page 22
Tier IV Code of Conduct Violation	Page 25
Virtual Addendum	Page 27

Philosophy

Consistent with Upper Darby School District Goals, the goal of Upper Darby High School's Code of Conduct is to instill in each student an awareness of and respect for the rights of other students, parents and staff. Such awareness shall include proper respect of constituted authority, conformity to school rules and regulations, and such provisions of the law as shall apply to student conduct.

Citizenship in a democracy requires respect for the rights of others. Student conduct shall reflect consideration for the rights and privileges of others and shall exhibit cooperation with all members of the school community. High personal standards of courtesy, decency, morality, clean language, honesty and wholesome relationships with others shall be encouraged. Respect for real and personal property, pride in work, and achievement consistent with one's ability shall be expected of all students.

Student Rights

Resident students have the right to a free, appropriate public education until age 21 or graduation from Upper Darby High School, whichever occurs first. In cases where discipline is being considered, each student will have a fair chance to have his/her side of a controversy considered. The Upper Darby School District does not discriminate against any student on the basis of race, creed, handicap, nationality, or sex. If there are any concerns regarding such matters, they should be referred to the student's teacher or guidance counselor. If the concern cannot be resolved at this level, the building administration can be asked to participate in resolving the problem. In line with the school district organization, the Superintendent can be involved in any matter not resolved at the building level. This Code of Conduct has been prepared in accordance with Local, State and Federal laws, which define student rights and specify the need for a comprehensive discipline policy. Special Education students are subject to all parts of the Code of Conduct. The District complies with all aspects of the Individuals with Disabilities Education Act and the Pennsylvania Department of Education Special Education Regulations.

Responsibilities of the Student

Student responsibilities include regular school attendance, conscientious effort in classroom work, and conformance to school rules and regulations. Most of all, students share with the administration and faculty a responsibility to develop a climate within the school that is conducive to wholesome learning and living. No student has the right to interfere with the education of his fellow students. It is the responsibility of each student to respect the rights of teachers, administrators, fellow students and all others who are involved in the educational process. Students should express their ideas and opinions in a respectful manner. It is the responsibility of each student to conform to the following:

- Be aware of all rules and regulations for student behavior and conduct one's self in accordance with them. The student should assume that, until a rule is waived, altered or repealed in writing, it is in effect.
- Be aware of and utilize digital resources such as the Student Access Center and Schoology to obtain and complete school work in the event of an absence.
- Volunteer information in matters relating to the health, safety, and welfare of the school community and the protection of school property.
- Dress and groom to meet fair standards of safety and health, and not to cause substantial disruption to the educational processes.
- Assist the school staff in operating a safe school for all students, staff, and visitors.
- Comply with Commonwealth and local laws.
- Exercise proper care when using public facilities and equipment.
- Attend school daily and be on time at all classes and other school functions.
- Make up work for absences from school.
- Pursue and attempt to complete satisfactorily the courses of study prescribed by Commonwealth and local school authorities.
- Exhibit courtesy and abstain from the use of indecent or obscene language.

Responsibilities of the Parent

- To assist a student's compliance with Upper Darby High School's Code of Conduct, it is recommended that parents:
- Explain the school rules to their children
- Become involved in all aspects of the student's school life.
- Take an interest in the courses taken, the texts and materials used, the lessons studied, the homework assigned, the rosters, and the results of standardized and teacher constructed tests.
- Maintain contact with the school.
- Monitor student employment hours and practices to ensure maximum academic performance.
- Encourage participation in a wide range of school activities

Responsibilities of the Faculty

Since the faculty has the primary contact with the student body, enforcement of the discipline policy rests principally with the staff. All High School Personnel have the obligation to:

- Build relationships with students and create a safe learning environment.
- Familiarize them with the Code of Conduct, including the positive interventions and proactive steps to take to avoid and minimize negative behavior or reactions.
- Become involved in all aspects of the student's school life.
- Encourage student participation in all facets of school life.
- Enforce the discipline policy consistently, regardless of any personal philosophical disagreements with it.
- Comply with related procedures as detailed in the Upper Darby High School Faculty Handbook.
- Maintain a record of all violations that occur under their purview.
- Work with other colleagues and ask for assistance with students when struggling to connect with.

Definitions

- *Academic Penalties* - Grade reduction or denial of opportunities to turn in work, take tests, etc.
- *Alternative Education for Disruptive Youth* - This program is highly structured and may be considered as a preventive placement to expulsion. Students receive computer-based instruction supplemented with written assignments in Math, English, Social Studies, and Science. Students also learn goal-setting, social skills, and study skills.
- *Bodily Injury* - Impairment of physical condition or substantial pain.
- *Serious Bodily Injury* - Bodily injury which creates a substantial risk of death, or which causes serious, permanent disfigurement, or protracted loss or impairment of the function of any bodily member or organ.
- *Confiscation* - Temporary or permanent seizure of prohibited items in a student's possession.
- *Course of Conduct* - A pattern of actions composed of more than one act over a period of time, however short, evidencing a continuity of conduct.
- *Deadly Weapon* - Any firearm, whether loaded or unloaded, or any device designed as a weapon and capable of producing death or serious bodily injury, or any other device or instrumentality which, in the manner in which it is used or intended to be used, is calculated or likely to produce death or serious bodily injury.
- *Denial of Privileges* - Students are prohibited from attending or participating in designated activities either curricular or extracurricular.

- *Detention* - Students must be in attendance at a particular time and place for a specified amount of time, under the supervision of a school staff member. Students must be given twenty-four (24) hours notice.
 - Unless specifically notified otherwise, detention is to be held in the assigning teacher's classroom beginning promptly at 2:46 p.m. and ending at 3:01 p.m. Students who are late will not be admitted to detention. This will be considered a detention cut.
 - Detention Rules:
 - Students are not permitted to speak or communicate with each other.
 - Students must bring something to do; i.e., homework, books or magazines to read.
- *Disciplinary Conference* - A conference with the student's Assistant Principal or Lead Teacher to address a failure to comply with the Code of Conduct.
- *Emotional Distress* - A temporary or permanent state of mental anguish.
- *Expulsion* - Exclusion from school for a period in excess of ten (10) days to permanent. Students who are expelled are not permitted in any school building or on school grounds and may not attend or participate in any school activity. Expulsion may be imposed only by the Board of School Directors after required due process proceedings.
- *Gang* - any ongoing organization or group of people which has an identifiable name or identifying sign or symbol or whose members individually or collectively engage in or have engaged in a pattern of activity that endangers or disrupts the safety of the school or members of the school community.
- *Lunch Detention*- Lunch Detention will occur during the student's assigned lunch period in a designated Lunch Detention Classroom. All students must arrive on time at that location. The teachers monitoring the room will communicate with cafeteria supervisors to supply lunch at their convenience. Expectations of student behavior in accordance with detention.
- *Out-of-School Suspension* - Parents will be notified of the reason for and the length of the suspension. In addition, the student and his/her parents have the right to an informal hearing when a suspension of four (4) or more days is imposed. The school may require a parent conference precedent to readmission from any suspension.
- *Parent Contact* - Communication with the parent, either by phone, letter, or conference, concerning a student's behavior and the consequence of the behavior
- *Parent* - Means the natural parent, guardian, or other adults responsible for the student.
- *Public* - As used in the section covering "Disorderly Conduct", public means affecting or likely to affect persons in a place to which the public or a substantial group has access. This includes schools.
- *Pupil* - A person between the ages of 6 and 21 years who are enrolled in school.
- *Referral for Counseling* - The student must participate in counseling from his/her guidance counselor, school social worker, or an outside agency counselor approved through the Office of Pupil Personnel Services.

- *Restorative*- The approach to resolving conflict and repairing harm by enabling those who have been harmed to convey the impact of the harm to those responsible, and for those responsible to acknowledge this impact and take steps to put it right.
- *Saturday School* - Unless specifically notified otherwise, Saturday School will be held on every Saturday during the school year that is not a holiday weekend. A holiday is any weekend in which a holiday falls on a Friday, Saturday, Sunday, or Monday. Saturday School will be held in the Upper Darby High School Cafeteria. Students must do school work, research or appropriate reading, and participate in the restorative activity provided. Saturday School will be held from 8:30 a.m. to 11:00 a.m. and students must present their ID in order to be admitted. In order to be excused from Saturday School, a doctor's note or administration approval is required upon return to school.
- *School* - A school operated by a joint board of directors or school board where pupils are enrolled in compliance with the Public School Code of 1949, including area vocational schools and intermediate units.
- *School Service* – A voluntary service that is approved by the school administration that a student can perform to have five demerits deducted from the student's school record.
- *Serious Provocation* - Conduct sufficient to excite an intense passion in a reasonable person.
- *Special Assignment* - Assignment of a task by a school staff member. The task must be explained to the student and a time frame specified.
- *Tier II- Specific level of an intervention designed to address targeted student behavior.*
- *Tobacco* - A lighted or unlighted cigarette, cigar, pipe or other lighted smoking product and smokeless tobacco in any form.
- *Verbal Reprimand* - A verbal warning issued by a school staff member that a student's behavior is inappropriate and must be modified.
- *Victim* - Any person against whom any crime as defined under the laws of the state is being or has been perpetrated or attempted.
- *Withdrawal from Class* - Removal from class on a permanent basis with a grade of failing (WF) and placed into a study hall. The course cannot be made up during Summer School.
- *Witness* - Any person having knowledge of the existence or non-existence of facts or information relating to any crime.

Definitions of Specific Offenses

- *Criminal Mischief* - A person is guilty of criminal mischief if he/she:
 - Damages tangible property of another intentionally, recklessly or by negligence.
- *Disorderly Conduct* - A person is guilty of disorderly conduct if, with intent to cause public inconvenience, annoyance or alarm, or recklessly creating a risk thereof, they:
 - Engage in fighting or threatening or violent tumultuous behavior.
 - Make unreasonable noise.
 - Use obscene language, or makes an obscene gesture.
 - Create a hazardous or physically offensive condition by any act which serves no legitimate purpose.
- *Harassment* - A person commits the crime of harassment by communication or address when with intent to harass, annoy or alarm another.
 - An intent to place such person in reasonable fear of bodily injury.
 - An intent to cause substantial emotional distress to another person.
- *Open Lewdness* - A person commits a misdemeanor of the third degree if he/she does any lewd act which he/she knows is likely to be observed by others would be affronted or alarmed.
- *Simple Assault* - A person is guilty of assault if he/she:
 - Attempts to cause or intentionally, knowingly or recklessly causes bodily injury to another.
 - Negligently causes bodily injury to another with a deadly weapon.
 - Attempts by physical menace to put another in fear of imminent serious bodily injury.
- *Theft By Unlawful Taking* - A person is guilty of theft if he/she unlawfully takes, or exercises unlawful control over, the property of another with intent to deprive him/her thereof.
- *Use of Tobacco In Schools Prohibited* - A person who possesses or uses tobacco in a school building, a school bus or on school property under the control of a school district commits a summary offense.

Searches

School authorities may search the person, the possessions of, and/or the locker assigned to any student. School authorities may take temporary possession of and safeguard any materials, which are considered to be evidence of the commission of an offense or of other improper activity.

In general, searches should be based on reasonable suspicion that material will be produced, which evidences the violation of the Upper Darby High School Code of Conduct and/or a violation of applicable law, statute, or regulation. Prior

to an individual locker search, the student shall be notified and be given an opportunity to be present. However, when school authorities have a reasonable suspicion that a locker contains materials that pose a threat to the health, welfare or safety of the school population, student lockers may be searched without prior warning.

Custody and control of student lockers are shared jointly by the Upper Darby High School and the assigned student(s). Although students have a legitimate expectation of privacy in a school locker, the expectation should be minimal. Under certain circumstances, the interests of the Upper Darby School District to search a locker or lockers will clearly outweigh the intrusion into the privacy rights of students.

Deterring drug possession and use is a compelling concern for school officials. Appropriate searches are permissible to both discover the evidence of drugs within the school and to warn students that bringing drugs to school will not be tolerated. Canine sniff searches will be used to minimize the intrusiveness of any mass or school-wide search.

Physical Restraint

Physical restraint may be used for, but not limited to, the following reasons: defense of self or others, removal of students from the educational setting, or detaining a student while awaiting the arrival of school administrators or police.

Staff members may use reasonable force as is necessary to protect themselves from attack, protect another person or property, quell a disturbance threatening physical injury to others, and/or obtain possession of dangerous objects.

Demerits

A demerit is a mark made against a student's record for failure to comply with the Code of Conduct.

Demerits will be assigned along with other disciplinary consequences in the following manner:

Combined Incidents – 1 demerit

Lunch Detention – 1 demerit

Disciplinary Conference – 1 demerit

Community Service - 2 demerits

Saturday School – 3 demerits per Saturday

Out-of-School Suspension – 5 demerits per day

Students who accumulate an excessive number of demerits during the academic year will lose the privilege of participating in any extracurricular activities as follows:

15 demerits = Loss of privileges/event participation for all of Marking Period 1 (ending on 10/31/19)

30 demerits = Loss of privileges/event participation for all of Marking Period 2 (ending on 1/17/20)

45 demerits = Loss of privileges/event participation for all of Marking Period 3 (ending on 3/27/20)

60 demerits = Loss of privileges/event participation for all of Marking Period 4 (ending on 6/9/20)

At each demerit threshold, additional supports will be considered (ex. SAP referral, SST consideration, AEDY placement). In addition, students who hit threshold numbers will be notified on a weekly basis, via US Mail and Parent Link, until the demerit reduction falls below the threshold number.

Privilege/Event participation includes, but is not limited to the following:

- Vocal and instrumental music program rehearsals and performances
- Play and musical rehearsals and performances
- Student Government
- Media center and tech crew
- Club meetings or other activities
- Field trips
- Homecoming (participant/spectator)
- Powder Puff (participant/spectator)
- Fashion Show (participant/spectator)
- UD's Got Talent (participant/spectator)
- Proms and Class dances
- Senior Appreciation Day
- Mr. Upper Darby(participant/spectator)
- Movie Night (participant/spectator)
- Any other school-related function

Students who pay for an extracurricular activity (dance ticket, field trip payment, etc.) are not guaranteed a refund if they are later deemed ineligible, as the school is often required to pay for each student's involvement in such activities well in advance of the actual event. Athletic team practices, games, and any other organized team activities will fall under the

athletic program regulations. Any student who participates in Royal Recovery may be eligible for participation in an above event. See below.

Demerit Reduction

Royal Recovery

Students can remove demerits from their total by filling out a Royal Recovery Sheet. Royal Recovery sheets are available from lead teachers, counselors, and administrators. If a student completes 5 consecutive days following the guidelines of the program they can reduce their demerit total by 5.

School Service

Students also have the option to participate in a *School Service* activity, which is defined as a voluntary service that is approved by the school personnel that a student can perform to have demerits deducted from the student's school record. The reduction will occur based on hours of service. For example, if a student participates in 2 hours of school beautification, he or she will reduce their demerits by 2. The maximum amount of hours a student can total in a week is 5. Students have the ability to reduce their demerits by no more than 10 demerits in a one-week time frame.

Tier II

As part of our PBIS framework, UDHS provides interventions for students not responding positively to the universal rules and school procedures. Students demonstrating the need for additional behavioral support may be referred to the Tier II team. The procedures are as follows:

[Tier II Flow Chart](#)

Tier I Code of Conduct Violations – Behaviors that impede the orderly classroom procedures which include but are not limited to the below examples: These behaviors can usually be addressed by an individual teacher but sometimes may require intervention on the part of a school administrator by assigning the appropriate disposition.

Offense	Examples	Possible Interventions
<p>Lateness to Class All students who are late to school must report directly to their homeroom until 7:40 AM. Teachers must enforce lateness and mark students accordingly in TAC. From 7:41 AM – 8:15 AM, late students must report directly to their grade level center. Students arriving after 8:15 AM must report directly to the Attendance Window. Students will be considered out of bounds if they are in the building and have not checked in. Every fifth unexcused late will result in a disciplinary consequence. Lateness is only excused in accordance with the absence policy and discretion of the Assistant Principal.</p>		<p>Minor Offense-Tier I</p> <p>Step 1 - Provide a verbal warning with close proximity and restate expectations if needed.</p> <p>Step 2 - Reference the matrix and apply intervention. Contact the parent and document phone call in Teacher Access Center.</p> <p>Sample Classroom Interventions:</p> <ol style="list-style-type: none"> 1) Seat change 2) Parent Contact 3) Student Contract 4) Redirection 5) Proximity 6) Loss of Classroom Privileges 7) Non-Verbal Prompt 8) Verbal Prompt 9) Provide an alternative academic choice using differentiation (ex. Alternative assignment) <p>Step 3 - Try a second intervention from the restorative intervention list.</p>
<p>Eating in Class/Hallway</p>	<p>*Any variation of this policy will be determined by a student's respective schedule</p>	
<p>Dress Code Violation Acceptable dress must be appropriately sized and must conform to the following requirements:</p>		

We strongly encourage students to exhibit their school by wearing school colors and apparel.

- Students are not permitted to wear apparel that belittles another, suggests a sexual activity, or refers to violence, weapons, alcohol, drugs, tobacco, discrimination, gangs, or any illegal activity. Objectionable language or graphics are also not permitted on apparel or belongings.
- All shirts and dresses must have sleeves and cover the entire torso, and shoulders. Tank tops, midriffs, tube tops, low cut shirts, strapless, spaghetti straps, see-through shirts, halters, or bareback shirts are not permitted.
- Dresses, skirts, and shorts must reach mid-thigh. We use the “fingertip” rule, which means when standing straight, the fingertips are in line with the hem.
- Pants must be worn above the hip bone. No undergarments are to be seen at any time. Tights worn as pants are not permitted.
- See-through clothing, undergarments worn as outer garments, and sleepwear are not permitted.
- Clothing that is torn or ripped is not permitted.

Document the intervention in Teacher Access Center.

Sample Restorative Interventions:

- 1) Restorative conference w/ student
- 2) Reward Alternative Behavior
- 3) Restitution to the affected
- 4) Reflection paragraph
- 5) Written apology
- 6) A brief conversation in the hall making an agreement to defuse and move on
- 7) Ask the student his/her opinion on how to fix the harm, encourage follow-through

Step 4 - Issue a teacher detention. Document all previous interventions and parent contact, including dates and times.

Step 5 - If the behavior continues, submit a Tier II referral.

- **Dress Code Violations**
 - ***Failure to comply with the dress code will result in the following:***

<ul style="list-style-type: none"> ● Students are not permitted to wear any spiked collars, spiked bracelets, or wallet chains. ● Shoes must cover the entire foot and have soles. Steel toe boots are not permitted. ● Hats, hoods, bandannas, and sunglasses are not to be worn in the building. <p>The administration will make final decisions about the appropriateness and acceptability of specific items of clothing.</p>		<ul style="list-style-type: none"> ■ A student may be withheld from class until the student is dressed in proper school attire ■ Saturday detention for every fifth offense <ul style="list-style-type: none"> ● Verbal Reprimand ● Change of Assigned Seating ● Student Conference ● Restorative Practices ● Parent Contact ● Detention <ul style="list-style-type: none"> ○ Served with the teacher who assigned the detention from 2:46 – 3:01. ○ Students who are assigned detention will receive 1 Demerit. <ul style="list-style-type: none"> ● Demerits Issued ● Lunch Detention
Tampering with Instructional Materials		
Inappropriate Talking		
Disrespect to Peers, Profanity-Verbal or Written	Offensive language	
Minor Classroom Disturbance		
<p>Unauthorized Use of Electronic Devices, including cell phones Electronics Policy</p> <ol style="list-style-type: none"> 1. In accordance with this policy, electronic communication devices, including personal electronic communication devices, may be used during non-instructional time. 2. In accordance with this policy, electronic communication devices, including personal electronic communication devices, may not be used during the school day or at any time as follows: 	Use of cell phone	

<p>a. The Board strictly prohibits possession by students on school grounds, at district-sponsored activities, and on buses or other vehicles provided by the district, any non-district-owned laser pointers, or laser pointer attachments, and any electronic communication devices, including personal electronic communication devices that are hazardous or harmful to students, employees, and the district. These include, but are not limited to, devices that control/interfere with the operation of the buildings, systems, facilities, and infrastructure, or digital network. No exception or permission may be authorized by the principal, or designee, or anyone, for the students to possess or use such devices.</p> <p>b. Personal electronic devices cannot be visible or turned on during tests, examinations, and/or assessments.</p> <p>c. To cheat, engage in unethical conduct, and threaten academic integrity.</p>		
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<ul style="list-style-type: none">d. To access and/or view Internet websites that are blocked by the district.e. To invade the privacy rights of any student or employee, violate the rights of any student or staff member, to harass, threaten, intimidate, bully or cyberbully any student, employee, or guest, or promote or engage in violence. Actions include, but are not limited to, taking an individual's photo without consent, recording an individual's voice or image without consent, or storing/accessing personal and/or academic information/data without consent.f. In locker rooms, bathrooms, dressing rooms, and swimming pool areas.g. To create, send, share, view, or disseminate sexually explicit, lewd images or video content, as such acts may be a crime under state and/or federal law.h. To disrupt the educational and learning environment.i. During any detention, or another disciplinary period that takes		
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place outside of the normal school day.

3. Electronic communication devices, including personal electronic communication devices that violate this policy, other relevant district policies, regulations, rules, and procedures may be confiscated.
4. If school officials have reasonable suspicion that this policy, other relevant district policies, regulations, rules, procedures, and laws are violated by the Student's use of electronic communication devices, including personal electronic communication devices, and that the use of these devices materially and substantially disrupt the school's atmosphere, the devices may be lawfully searched in accordance with the law, and/or the electronic communication devices and personal electronic communication devices may be turned over to law enforcement, when warranted.
5. Students should have no expectation of privacy when using district-owned electronic communication devices and when using the district's WiFi or other services. In addition, students should have no expectation of privacy when they use personal electronic

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<p>communication devices on the district's WiFi or other services.</p> <ol style="list-style-type: none"> 6. When legally required and/or when in the interest of the student, the student's parent/guardian shall be notified of any violation of this policy. 7. If an electronic communication device, including a personal electronic communication device, is suspected of being stolen, it shall be turned over to law enforcement. 8. Disciplinary consequences shall be in accordance with the district's policies, regulations, rules, and procedures, including but not limited to Student Discipline, Acceptable Use of Information Technology Resources, Bullying/Cyberbullying, Harassment, and other policies. 		
Littering		
Plagiarism/Cheating <ul style="list-style-type: none"> ● For both parties when applicable ● Results in a failing grade on the assessment or assignment ● May prevent acceptance to the National Honor Society, or removal for those who are current members of the National Honor Society. 		
Failure to Follow Directions		
Any Other Forms of Disruptive Behavior		

Tier II Code of Conduct Violations – Behaviors that disrupt the learning climate of the school which include but are not limited to the below examples. These behaviors could require administrative intervention based upon the seriousness or frequency.

<i>Offense</i>	<i>Examples</i>	<i>Possible Interventions</i>
Continuation of Unmodified Tier I Behaviors	Chronic Level I infractions	<p>The Tier II infractions must be referred to the appropriate Assistant Principal. The Assistant Principal will do two or more of the following:</p> <ul style="list-style-type: none"> ● Student Disciplinary Conference (2.5 demerits) ● Parent Contact ● Restricted Hall Pass ● Confiscation ● Saturday School with a restorative lesson (3 demerits) ● SAP Referral (mandatory for smoking and drug paraphernalia infractions) ● Restorative Practices-refer to SEC for lesson ● Referral for Counseling ● Parent Conference ● Lunch Detention (1 Demerit)
Cutting or Removal from Detention (teacher or Saturday)		
Leaving Class/School without Permission		
Disrespectful actions, attitudes or comments towards students/staff	<ul style="list-style-type: none"> ● Refusal to cooperate with faculty and staff ● Refusal to follow classroom and school procedures 	
Lying		
Gambling of Any Form		
Possession of a Laser Pointer		
<p>Truancy Students who are found to be Truant will be assigned a Saturday detention and parents will be notified.</p> <ul style="list-style-type: none"> ● Truancies are cumulative and make-up work will not be accepted. 		

<ul style="list-style-type: none"> • <i>The First Notice of Truancy</i> will be filed with the Central Attendance Office and sent to the parent when a student has accumulated three (3) days of truancy. • <i>The Second Notice of Truancy</i> will be filed with the Central Attendance Office and sent to the parent when the student has accumulated a fourth day of truancy. <i>The Second Notice of Truancy</i> may result in having to appear in Truancy Court with possible legal penalties. 		<ul style="list-style-type: none"> • Loss of Privileges • Withdraw Failure from Class • Referral to Truancy Court • Out-of-School Suspension • Mandatory Parent/Guardian Meeting for Return to School • Referral to Social Worker • Counseling Referral • Anger Management Referral
Inappropriate Behavior within the Instructional Setting	<ul style="list-style-type: none"> • Refusal to do assigned work • Behaviors or actions that create a substantial disruption to the learning environment 	
Minor Altercation	<ul style="list-style-type: none"> • Pushing/shoving 	
Insubordination	<ul style="list-style-type: none"> • Defiance • Refusal to comply with reasonable directions • Cutting detention 	
Transfer Hall Pass/ID		

Possession of Cigarettes or Tobacco		
Possession of Lighter		
Out of Bounds		
Cutting Class		
Leaving School Grounds		
Parking Violation		
Refusal to Follow Directives		
Dissemination of Unauthorized Materials		
Violation of Cafeteria Procedures		
Smoking in the Building or on School Grounds		
Threatening Language		
Verbal Conflict between Students		
Bringing Unauthorized Visitors to the School Campus		
Violating Suspension or In-school Suspension Rules		

Tier III Code of Conduct Violations – Behaviors that may pose a threat to the health, safety or welfare of a member of the school community which includes but are not limited to the below examples:

<i>Offense</i>	<i>Examples</i>	<i>Possible Interventions</i>
Continuation of Lower Level Offense		The Assistant Principal will do two or more of the following:

Disorderly Conduct		<ul style="list-style-type: none"> ● Parent Contact ● Require Change of Clothing ● Loss of Privileges ● Confiscation by Administration ● Saturday School with a restorative lesson (3 demerits) ● Out-of-School Suspension (5 demerits per day) ● Mandatory Parent/Guardian Meeting for Return to School ● Restorative Practices ● SAP Referral (Mandatory for any substance abuse violation) ● Anger Management ● Referral for Counseling ● Referral to Social Worker ● Alternative School ● Expulsion (Requires School Board approval) ● Contacting Law Enforcement <ul style="list-style-type: none"> ○ The Upper Darby Police Department must be contacted for any infractions that involve the
Reckless Endangerment		
Bullying/Harassment/Intimidation		
Hazing		
Throwing objects from building or bus or any act on the school bus which jeopardizes the safety, health, or welfare of other passengers, the driver, pedestrians, and/or drivers of other vehicles		
Threats to a Member of the School Community		
Stealing		
Possession/Distribution of Unauthorized Items		
Vandalism		
Trespassing		
Possession/Sale of Stolen Goods		
Breaking and Entering into a building, classroom, closet, locker, etc.		
Gang activity		

<ul style="list-style-type: none"> • <i>Including wearing of colors, sports paraphernalia or any article of clothing that contains a symbol of a *Gang or the intent to show allegiance to a Gang.</i> • <i>Definition: "Gang" – Shall mean any ongoing organization or group of people which has an identifiable name or identifying symbol whose members, individual or collectively engage in or have engaged in a pattern of activity that endangers or disrupts the safety of the school or members of the school community.</i> 		<p>possession of a controlled substance or a weapon.</p> <ul style="list-style-type: none"> • Criminal Prosecution
<p>Possession of Drug Paraphernalia</p>		
<p>Extortion</p>		
<p>Possession of or Setting off an Incendiary Device</p>		

All employees of the Upper Darby School District have a responsibility to promptly refer any suspected or confirmed conduct, which could constitute a Tier III Violation to the appropriate grade level Assistant Principal, to any other Assistant Principal, or to the Building Principal.

Tier IV Code of Conduct Violations – Any violation of the Pennsylvania Crimes Code constitutes a Tier IV violation. Acts which pose a direct threat to the health, safety or welfare of others in the school which include but are not limited to the following examples:

Offense	Examples	Possible Dispositions
Repetition of Tier III Behaviors		<p>The Principal, in consultation with the Superintendent, will contact the parent, conference with the student and do one or more of the following:</p> <ul style="list-style-type: none"> ○ Out-of-school suspension ○ Alternative School (Requires Planning and Placement Committee action) ○ Expulsion (Requires School Board action) ○ Contact law enforcement authorities ○ Criminal prosecution
Any Violation of the PA Crimes Code		
Terroristic Threats		
Possession of a Weapon	includes, but is not limited to, any knife, cutting instrument, cutting tool, nunchaku, firearm, shotgun, rifle, and any other tool, instrument, or implement capable of inflicting serious bodily injury	
Arson		
Inciting a Riot		
Sale or Distribution or buying/receiving a controlled substance	<i>Violation of Substance Abuse Guidelines: A student shall not knowingly sell, distribute, possess, use, transmit, or be under the influence of any narcotic drug, hallucinogenics, amphetamines, barbiturates,</i>	

	<p><i>marijuana, alcoholic beverage, intoxicant, or any kind of controlled substance. This rule pertains to actions on school grounds, at any school activity, function or event, or any vehicle designated or used by the school for student transport, including public transportation or while traveling to or from school.</i></p>	
Physical Assault of a Staff Member or Student		
Causing a False Alarm	<p>The following sections of the <i>Pennsylvania Criminal Law Code</i> apply to students: (Section 4905) “A person who knowingly causes a false alarm of fire or other emergencies to be transmitted...commits a misdemeanor of the first degree (Section 1101) Fine...\$10,000 when the conviction is a misdemeanor of the first degree (Section 1104). A person who has been convicted of a misdemeanor may be sentenced to imprisonment...of not more than five years in the case of a misdemeanor of the first degree.”</p>	
Sexual Misconduct		
Kidnapping or Unlawful Restraint		
Robbery/Burglary		

Fighting and/or Instigating a Fight		
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All employees of the Upper Darby School District have a responsibility to promptly refer any suspected or confirmed conduct that could constitute a Tier IV Violation to the appropriate grade level Assistant Principal, to any other Assistant Principal, or to the Building Principal.

Virtual Addendum (added, August 2020)

Due to the COVID-19 pandemic, the Upper Darby High School Code of Conduct has been modified to reflect the virtual learning environment. Please see below.

Dispositions/Interventions

No “in-person” dispositions, such as teacher detention, lunch detention, Saturday School, or Community Service will be held. Restorative consequences may be held virtually, except for lunch detention. These include, but are not limited to: Parent/teacher conferences, student/teacher conferences, restorative conferences or a referral to youth court.

Tier II

Tier II supports will remain in place throughout the 20-21 school year in all settings (ex. virtual, hybrid, brick and mortar). Referrals to Tier II will be determined through a review of infractions and accumulation of demerits while in the virtual setting. Students may also be referred to Tier II by grade level center staff based upon academic concerns, attendance, and behavior.

Tier III/Tier IV Infractions

Any student that commits Tier III or IV violations will be automatically considered for a SAP or Tier II referral, parent contact, and other restorative practices. Additional or egregious Tier III/IV infractions could result in further disciplinary consequences pending administrative review.

Upper Darby High School Norms for Virtual Instruction Be “SMART”

1. Be mindful of your **Surroundings**. Find a private place with an appropriate background in your home for logging into synchronous instruction.
2. Use the **Mute** feature when necessary. Be mindful that there are other students in your class that may be distracted if you are not on Mute.
3. Everything you say and type must be school **Appropriate**.
4. Follow teachers’ procedures for **Responding** to questions and sharing out loud during virtual class time.
5. Log in “on **Time**” for each class.

S	SURROUNDINGS
M	MUTE
A	APPROPRIATE
R	RESPOND
T	TIME