

Upper Darby School District



Elementary Code of Conduct

Code of Conduct

UDSD Administrative Guidelines

A formalized code of behavior exists for our elementary school students. This Elementary Code of Conduct is based on the premise that students, parents, teachers, and administrators must assume equal responsibility for establishing and maintaining acceptable behavior in the schools. The policy seeks to promote positive behavior that will enable students to achieve their potential within the most conducive atmosphere for learning. The code of conduct is based on the research in two specific areas: Positive Behavioral Interventions and Supports (PBIS) and Response to Intervention and Instruction (RtII). PBIS aims to prevent inappropriate behaviors through the teaching and reinforcing of appropriate behaviors. It is consistent with the core principles of RtII in that it offers a range of interventions that are systematically applied to students based on their levels of need. PBIS, like RtII, is grounded in differentiated instruction. Both approaches establish components at the universal (Tier 1), targeted group (Tier 2) and the individual (Tier 3) levels.

The Elementary Code of Conduct is as follows:

The following is not intended to be inclusive of all acts of misconduct. Repeated instances of any misbehavior listed increase the punishment at the discretion of the administrator involved. Any disruption to the educational process will be treated as a violation of the Elementary School Discipline Policy. When students are assigned a teacher/administrative detention, they are required to serve that detention instead of any other school activity. Suspensions are in effect the full 24 hours of each day the student is suspended. When suspended, the student is considered trespassing if on any school district property. These Administrative Guidelines are in no way intended to diminish the authority of the School District to refer a pupil to a due process hearing under Policy 233.

Level I (Tier I) - Behaviors that impede orderly classroom procedure. The following list indicates the types of interventions and replacement behavior strategies that staff may implement to provide support and address violations: Parent Letter with Discipline Update; Replacement Behavior Detention; Letter of Apology; Parent Conference, Student Teacher Conference, Conflict Resolution Meeting; Restorative Practice Questions, Morning Meeting Discussion of school/class rules; Review Pillars of Community; Office Time Out With Work; Review of Code of Conduct; Stop and Think; Check In Check Out; Truancy Elimination Meeting.

VIOLATION

CONSEQUENCE

Books - school books must be clean and covered at all times.

Teacher intervention

Chewing gum, candy, food at inappropriate times.

Teacher intervention/parent

Violation of Dress Policy

Teacher intervention
Administrative referral/
parent contact/detention
(correction of clothing)

Disrespect to peers, profanity - verbal or written

Teacher intervention and
parent contact
Administrative referral/
detention

Classroom disturbance (minor)

Teacher intervention and
parent contact

Classroom disturbance (major or repeated)

Administrative referral/
detention/suspension

Substitute teacher (classroom discipline)

Administrative referral/
detention

Minor behavioral disturbances in any area of the school

Teacher intervention and
parent contact

Possession of electronic paging devices, cell/smart phones, radios, tape/CD/DVD players, iPods, portable gaming devices, etc.

Confiscation, turn in to
office together with the
student's name and
Administrative referral/
detention
Note: Will be returned to
parent only.

Late to school (without note/phone call)	Per marking period 1 st -Verbal Warning 2 nd -Written Warning 3 rd -Administrative detention 4 th -Administrative detention 5 th -Administrative detention
Cutting teacher detention	Additional teacher detention and teacher contacts parent. Administrative referral/ detention for failure to comply on second notice.
Misbehavior during administrative detention	Teacher intervention/ Administrative referral/ detention
Cutting administrative detention	Administrative referral/ detention
Cheating, plagiarism or academic dishonesty	Teacher intervention/ Administrative referral/ detention

Level II (Tier II) - Behavior whose frequency or seriousness disrupts the learning climate of the school. The following list indicates the types of interventions and replacement behavior strategies that staff may implement to provide support and address violations: Replacement Behavior Detention AM/PM; Character Education Class Followed by a Behavior Book; Teacher with Student Behavior Book; Lunch Buddies; Second Step; Social Work Referral; Parent Conference; Club Ophelia/Club Hamlet Mentor Programs; Conflict Resolution; Check In Check Out

VIOLATION

CONSEQUENCE

Continuation of unmodified behaviors *Level I (Tier I)*

Teacher intervention and parent contact
Administrative referral/ detention

Lying

Teacher intervention and parent contact
Administrative referral/ detention

Forgery or possession of a forged note/document	Teacher intervention Administrative referral/ detention
Truancy (unauthorized absence from school)	Intervention/Parent conference Administrative referral/ detention
Disrespect to any adult staff member	Teacher intervention and parent contact Administrative referral/ detention
Student to student harassment verbal and/or physical	Teacher intervention and parent contact
Disregard of school rules (behaviors in: hallways, playground, assemblies, cafeteria, bathrooms)	Teacher intervention and parent contact Administrative referral/ detention

Level III (Tier III) - Behavior which may threaten the health, safety, or welfare of a member of the school community. The following list indicates the types of interventions and replacement behavior strategies that staff may implement to provide support and address violations: SAP; ABCs; Student/Parent/Teacher Conference; Restorative Practice Questions; SST Paperwork; or Restorative Practice Questions

VIOLATION	CONSEQUENCE
Continuation of Unmodified Minor Lower Level Offenses	Administrative referral/ detention/suspension
Verbal Assault (profanity, racial/ethnic harassment, threats)	Administrative referral/ detention/suspension
Sexual Harassment	Administrative referral/ detention/suspension
Bullying	Administrative referral/ detention/suspension
Leaving the school grounds (between 8:50-3:15)	Parent contact/ Administrative referral/ detention/suspension

Possession of tobacco products/ matches/lighter	Administrative referral/ detention/suspension
Smoking, chewing or other use of tobacco products is prohibited within the Upper Darby schools and on school grounds	Parent contact and confiscation, turn in to office together with student's name/ suspension
Throwing objects on school premises	Teacher discipline and parent contact/detention/suspension
Throwing objects on/at school vehicles	Administrative referral/ detention/suspension
Theft/Extortion	Administrative referral/ detention/suspension and restitution
Vandalism	Suspension and/or expulsion/ restitution/police referral
Instigating a fight	Administrative referral/ detention/suspension
Fighting	Administrative referral/ detention/suspension

Level IV (Tier IV) - Behavior that threatens the health, safety, or welfare of members of the school community. The following list indicates the types of interventions and replacement behavior strategies that staff may implement to provide support and address violations: Possible Evaluation; SAP; SST Paperwork

VIOLATION	CONSEQUENCE
Continuation of Unmodified Major Lower Level Offenses	Suspension and/or expulsion/police referral
Assault (physical)	Suspension and/or expulsion/police referral
Terroristic threats	Suspension and/or expulsion/police referral
Causing a false alarm	Suspension and/or expulsion/police referral
Arson	Suspension and/or expulsion; District guidelines and police referral

Drugs and Alcohol (possession/
dispensing/sale or use) including
prescription and non-prescription
drugs

Suspension and/or
expulsion; District guidelines
and police referral

Possession of dangerous weapons
(including but not limited to firearms,
explosives, knives, razor blades,
chemical irritants, or any item which
one can use to cause injury.)

Suspension and/or
expulsion; District guidelines
and police referral