

STUDENT CODE OF CONDUCT

Rule #1: Truancy Unexcused or unauthorized absence from school or class. A referral to the Bureau of Motor Vehicles will be made.

Rule #2: Tardiness Late arrival to school in the morning.

Rule #3: Fighting/Violence Participation in an incident involving physical violence.

Rule #4: Vandalism (Damage to school or personal property) The willful or negligent destruction or defacement of school or personal property. A student, parent, or legal guardian shall be held responsible to pay for damages committed intentionally or through negligence. **Consideration for Expulsion.**

Rule #5: Theft/Possession of Stolen Property The unlawful taking of property belonging to another or the school. Students are responsible for the care of their own personal property. The school will not be responsible for personal property. Valuables such as jewelry or irreplaceable items should not be brought to school. The school may confiscate such items and return them to the student's parent(s)/guardian(s). If a student does damage to or loses school property, the student or his/her parents/guardians will be required to pay for the replacement or damage. If the damage or loss was intentional, the student will also be subject to discipline according to the *Student Discipline Code* and a possible civil suit.

Rule #6: Use, possession, sale or distribution of a firearm A firearm is any weapon which will, is designed to, or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of any such weapon; any firearm muffler or firearm silencer; or any machine gun. This includes zip guns, starter guns, and flare guns. Firearm "look-alikes" are not included in this rule. A referral to the Bureau of Motor Vehicles will be made. **Consideration for Expulsion.**

Rule #7: Use, possession, sale, or distribution of a dangerous weapon other than a firearm or explosive, incendiary or poison gas A weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of causing death or serious bodily injury. This includes, but is not limited to, any fixed blade, pocket knife, razor, razor blade, razor knife, or any other dangerous instrument that could readily stab or cause wounds. (18 U.S.C. section 930) **Consideration for Expulsion.**

Rule #8: Use, possession, sale, or distribution of any explosive, incendiary, or poison gas Any destructive device, which would include a bomb, grenade, or rocket having a propellant charge of more than four (4) ounces, a missile having an explosive or incendiary charge of more than one-quarter (1/4) ounce and a mine or similar device. The definition would also include any weapon that will, or may be readily converted to expel a projectile by the action of any explosive or other propellant, and that has any barrel with a bore of more than one-half (1/2) inch in diameter. **Consideration for Expulsion.**

Rule #9: Tobacco Students, regardless of age, may not possess, use, sell or offer to sell, or distribute any tobacco product, including smokeless tobacco. This includes any look-alike products containing no tobacco. The possession of matches or cigarette lighters is also prohibited.

Rule #10: Alcohol Students, regardless of age, may not be under the influence of, use, possess, sell or offer to sell, or distribute any intoxicating beverage. This also includes non-alcoholic or low alcohol beers and wines. A referral to the Bureau of Motor Vehicles will be made which could result in the loss of a driver's license until the age of eighteen years. **Consideration for Expulsion.**

Rule #11: Drugs Students, regardless of age, may not be under the influence of, use, possess, sell or offer to sell, or distribute any controlled drug (other than prescription medication that has been administered in accordance with the district's policies). The possession of drug paraphernalia is also prohibited. Also, students may not use, possess, distribute, sell or offer to sell, any fake or look alike drugs. A referral to the Bureau of Motor Vehicles will be made which could result in the loss of a driver's license until the age of eighteen years. **Consideration for Expulsion.**

Rule #12: Arson Intentional or purposeful destruction or damage to school or district buildings or property by means of fire. Anything, such as fire, that endangers school property and its occupants will not be tolerated. Arson is a felony.

Rule #13: Assault/Battery A student shall not intentionally cause or attempt to cause physical injury or to intentionally behave in such a manner that could reasonably cause injury to a student, staff member, or any other person. **Consideration for Expulsion.**

Rule #14: False Alarm, Bomb Threats, Inciting Panic Any threat, (verbal, written, or electronic) by a person to bomb or use of other substances for the purpose of exploding, burning, or to harm students or staff. **Consideration for Expulsion.**

Rule #15: Aiding /Abetting Assisting other students in the violation of any school rule.

Rule #16: Extortion Any act of extortion or borrowing or attempting to borrow anything of value from a person in the school or at a school activity is not permitted, unless both parties enter into an agreement freely and without the presence of either an implied or expressed threat. **Students may not solicit funds from other students in the cafeteria or in any other part of the building.**

Rule #17: Insubordination/Defiance Students are expected to comply with the reasonable directions and expectations of the staff. Willful refusal or failure to follow or comply with an appropriate direction given by a staff member- or acting in defiance of staff is unacceptable.

Rule #18: Disruption of School Unwillingness to submit to authority, refusal to respond to a reasonable request, failure to comply, or any act that disrupts the orderly conduct of a school function; failure to accept or acknowledge an assigned disciplinary action, behavior that substantially disrupts the learning environment (i.e. inappropriate language, cursing, repeated violations of the dress code, inappropriate or obscene gestures).

Rule #19: Harassment/Intimidation Repeatedly annoying or attacking another individual using physical, verbal, written, sexual, gender/ethnic/religious/disability harassment, or an electronic action (cyberbullying) that creates fear of harm, an intimidating or hostile education or work environment, without displaying a weapon and without subjecting the victim to an actual physical attack (i.e. bullying, hazing, threat of harm). **Bullying is a specific type of harassment that includes a variety of intentional behaviors that are meant to harm someone else.**

Rule #20: Firearm Look-A-Likes Any item that resembles a firearm but does not have the explosive characteristics of a firearm but may use a spring-loaded device or air-pressure to propel an object or substance. (i.e. BB guns, toy guns, cap guns, pellet guns, paintball guns). **Consideration for Expulsion.**

Rule #21: Unwelcome Sexual Conduct Unwelcome sexual advances, requests for sexual favors, other physical or verbal conduct or communication of a sexual nature, including gender-based harassment that creates an intimidating, hostile, or offensive education or work environment.

Rule #22: Public Displays of Affection The demonstration of affection for another is personal and not meant for public display. Students demonstrating affection for one another includes touching, fondling, kissing, hugging or any other conduct that may be considered sexual in nature will be subject to disciplinary action.

Rule #23: Dress Code Students shall abide by the school policies for dress code and appearance as outlined in the student handbook.

Rule #24: Peer Conflict Students shall refrain from verbal exchanges and minor physical contact that might lead to assault or disruptive behaviors. Students shall not promote conflicts by gossiping and spreading rumors about any potentially volatile situation.

Rule #25: Loitering/Trespassing or Unauthorized Entry A student shall be in his/her assigned area throughout the school day. A student shall not loiter or wander through the hallways, parking lot, off school property or other areas unless so assigned at that particular time. Students shall not be on school property at an unauthorized time or without specific permission from a staff member.

Rule #26: Use of Profanity or Obscene Language A student shall not use profanity or obscene language, including written, verbal, or electronically transmitted, in communicating with other persons. This also includes obscene gestures, signs, pictures, and publications.

Rule #27: Disrespect of Students, Staff, and Others Students shall not taunt, challenge, threaten or disrespect any student or staff member. Actions may be verbal or nonverbal, physical or nonphysical (including unauthorized touching). Disrespect may also include the use of profane or abusive language, signs, written or electronic communication.

Rule #28: Bus Violation Students who are being transported to and from school and school related events on District provided transportation, must follow all rules of safety and behavior. This applies to school-owned buses as well as any contracted transportation that may be provided.

Rule #29: Academic Fraud, Dishonesty, and Forgery A student shall not cheat, commit any act of plagiarism, or otherwise misrepresent the schoolwork that he/she is submitting for a grade. A student shall not knowingly give false information to any staff member when appropriately questioned. A student shall not present any document that requires a parent or guardian's signature that is signed by anyone but that person. Parents/guardians shall not permit their child to sign for them.

Rule #30: Electronic Devices Students are permitted the privilege of possessing electronic devices, including but not limited to cellular telephones, electronic notebooks, other electronic communication devices (ECD), and personal listening devices. In addition to the aforementioned items, video cameras, tape and digital voice recorders, traditional cameras, digital cameras, and cell phones with photo capabilities are not to be used during the school day **in any classroom unless otherwise specified by the teacher.** The student who possesses an electronic device is responsible for its care. No administrative time will be spent investigating any issues with lost/stolen electronic devices.

- **First Offense:** Device confiscated and turned into an administrator. Student loses the device for 24 hours. On a Friday, the device will be returned on Monday.
- **Second Offense:** Device confiscated and turned into an administrator. Student loses the device for 48 hours (through the weekend if time requirement is not met by Friday.)
- **Third Offense:** Device confiscated and turned into an administrator. Student loses the device for 72 hours (through the weekend if time requirement is not met by Friday.) A parent must physically appear in school to pick up the device after the three days. After a third offense, the student will no longer be permitted to possess an electronic device while on school property for the remainder of a current school year.

Any student who refuses to relinquish his/her electronic device shall have an additional notation in their discipline record and shall receive the appropriate consequence for insubordination. This consequence will include ISR at a minimum up to possible OSS.

Rule #31: Inappropriate Use of Technology All students must comply with the District's Acceptable Use Policy (AUP). The Acceptable Use Policy is to be reviewed and signed by students and parents/guardian annually. Please refer to the student parent handbook/folder regarding the district's Acceptable Use Policy. Students may be held monetarily responsible for any repair or replacement costs.

Rule #32: Gambling A student shall not play a game for money or other considerations. Gambling includes casual betting, betting pools, organized sports betting, and all other forms of wagering. Students who bet on an activity in which they are involved may also be banned from that activity. In addition, card playing or dice throwing in school will not be tolerated.

Rule #33: Safety and Security Acting in a manner that compromises the safety and well-being of the individual, students and staff. **This includes entering and exiting the building at unauthorized locations during the school day; opening secured doors during the day to permit others to enter.**

Rule #34: Other Illegal Conduct A student shall not commit any other offense that constitutes criminal conduct under federal, state, or city laws and/or that are life or health threatening. Any criminal acts committed at or related to the school will be reported to law enforcement officials as well as disciplined by the school. Double jeopardy (being tried twice for the same crime) is not considered when school rules and the law are violated. Certain criminal acts may result in permanent exclusion.

Rule #35: Repeated or Chronic Rules Violations A student shall not repeatedly fail to comply with any existing rule previously mentioned in this section.

SCOPE OF RULES

All rules and guidelines with regard to student behavior are set forth by state law or district policy. These are in effect while the student is at school before, during, or after the regular school day. It also is in effect at all school sponsored activities, both home and away, on school buses, and on other school property per *ORC 3313.661* specifically "Policy regarding suspension, expulsion, removal and permanent exclusion."

All staff members have the complete authority to direct the activities and behavior of the student. Staff includes teachers, administrators, support personnel (cafeteria, coaches, custodians, volunteers, aides, etc.), substitutes, bus drivers, secretaries, invited guests, and all others employed by the Ravenna Board of Education.

RESTORATIVE PRACTICES

The goal of discipline will always be to address the underlying reasons for students' behavior and nurture their

intrinsic desire to treat others with care and respect. Administration will work with students, parents, and teachers to have discussions about what led the inappropriate behavior to occur and why the student made that choice. From these discussions, the hope is that there will be less instruction time missed, students will learn from their mistakes, and a healthy school climate will emerge.

There will be times that these restorative conferences will not be appropriate based on the behavior.

ADMINISTRATIVE ACTIONS

Progressive Discipline

Ravenna School District employs a progressive discipline plan. Students are expected to mature and learn from their mistakes over time. Students with chronic behavior problems, who do not improve during the course of the year, will have increasingly more severe consequences. Students involved in the same incident may, therefore, receive a different consequence based on the individual's discipline history. School administration will involve the parent/guardian of the student and the school counselors in the attempt to rectify the situation and start an action plan to correct the behavior.

Administrative Conference

Informational meeting between administrator and student, fact-finding involved; often results in verbal warning with no formal notice to parents. Parents, school counselors, and other staff members may be involved in this process as well.

Time Out

A student is removed from a class for the duration of the period due to a violation of the student conduct code.

Extended Class Removal

A student is removed from a class for a period of 2 to 5 days for repeated acts of misbehavior. This will be done only after the teacher documents that he/she has contacted the parent and has made a guidance referral. During the time out of class, the students shall report to the ISR room to work on his/her class assignment.

Lunch Detention

Lunch Detention requires that the student report to the teacher's room at the beginning of the lunch period. The student remains there until the staff member escorts him/her to the cafeteria to purchase lunch. The student returns to the room where a quiet atmosphere is maintained. Failure to attend lunch detention or misconduct during this time may result in In-School Restriction. Under certain circumstances, students may be reassigned to ISR for their lunch period only due to misbehavior or disruption of the cafeteria. This reassignment to ISR for lunch only can range from one day to the end of a current school year.

Detention/Academic Detention/Extended Detention

Detention requires a student to remain after school. A detention/academic detention is approximately 1 hour in length. Parents are responsible for transportation home afterwards.

Restricted Movement List

Students, who display a history of being off limits or out of area, may be placed on the Restricted Movement List. Students assigned to the list may only go to the restroom, locker, or other locations in the building during class time when accompanied by a staff member. Removal from the list will only take place as the student exhibits the necessary improvements in their deficient areas.

Removal From An Activity

This action is normally related to a violation of the student code of conduct after school hours or while involved in an approved student activity. Parents/guardians are notified either by letter and/or telephone.

Removal From Participation in Extra-Curricular Activities

Participation in extra-curricular activities such as, but not limited to, clubs and sports, may be denied as a penalty for violation of the student code of conduct or in conjunction with another penalty.

In-School Restriction (ISR)

Students are re-assigned from the classroom to the ISR center. The recommended period of assignment shall

be from one to ten days (depending on infraction). The ISR center will provide opportunities to continue the educational process for academic credit and to receive behavioral assessment. Student behavior may result in the forfeiture of the right to attend school, after-school functions, and/or to be on school property for one to ten days. This includes any weekend school activity that falls between the starting and ending dates of the in-school restriction. Failure to report to the ISR center or misconduct in the In-School Restriction center may result in an out-of-school suspension. There are no formal appeals for In-School Restriction.

Out-of-School Suspension

Students are removed from school for a period of one to ten days. While the student is suspended from school, home practice assignments may be completed for credit. Student behavior may result in the forfeiture of the right to attend school, after-school functions, and/or to be on school property for one to ten days. This includes any weekend school activity that falls between the starting and ending dates of the out-of-school school suspension. Any suspension lasting more than 5 days will require a reintegration meeting. Personnel at the meeting may include administrators, counselors, staff members directly involved in the students education, parent/guardian, and student.

Expulsion

Students are removed from school for a period of up to eighty school days. (Violations involving an act that is a criminal offense when committed by an adult and that results in serious physical harm to persons or property or involves a knife or firearm may result in an expulsion for one year.) It is issued by the Office of the Superintendent of Schools upon the recommendation of the school administration.

Emergency Removal

A student may be removed from school property for up to 72 hours if the student's continued presence poses a risk to the safety or security of others or their property or a disruption of the educational process.

Juvenile Court/Ravenna Police Department

The Juvenile Court System and/or the Ravenna Police Department may be involved in a student's attendance problems or chronic misbehavior. This may include the filing of charges against the student and/or parent.

Expulsion for Firearms, Destructive Devices, and/or Knives

In accordance with federal law, any student who brings a firearm or knife on school property may be expelled from school for a period of one (1) year unless the Superintendent reduces the punishment for reasons justified by the particular circumstances of the incident.