

Columbia-Greene Partnership Academy  
Code of Conduct

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## Columbia-Greene Partnership Academy Code of Conduct

The code of conduct applies to all students, staff, visitors, and people associated with The Columbia-Greene Partnership Academy " The Bridge". The Bridge is committed to providing a safe and orderly school environment where students may receive and staff may deliver quality educational services without disruption or interference. Responsible behavior by students, teachers, staff, parents, and other visitors is essential to achieving this goal.



### **THE MISSION**

The mission for the Columbia-Greene Partnership Academy " The Bridge" is to enable children to maintain high standards of education through quality programs and support services. To promote the intellectual, physical and cultural well-being of all students and their families. Creating an orderly educational environment that would provide a foundation for lifelong learning and productive citizenship, as well as strengthening children and families so they can live safely, independently, and productively within their communities. Utilizing Positive behavior interventions & Support to guide the effective intervention based on the function of the behavior, ensuring all students have access to the most effective and accurately implemented instructional and behavior practices. Our goal is to process through the complicated situations that arise in life while maintaining the academic environment.

The Bridge believes that students success must be a shared responsibility between, school, home and community. With the parent/ guardian is expected to assume primary responsibility for control of his or her child .

To be effective The Bridge has a set of expectations for conduct on school property, to identify the possible consequences of unacceptable conduct, and to ensure that discipline, when necessary, is administered promptly and fairly.

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### **Students Rights**

- \*To be provided with an education that is intellectually challenging and provide opportunities which stimulate and challenge the student's interest and abilities to his/her highest potential.
- \*To learn in a safe environment free of harassment, discrimination, intimidation and fear.
- \*To be informed of all rules
- \*Be guided by a policy which is fair and consistently implemented

These opportunities will be available as long as the student pursues these interest and studies in an appropriate manner and does not infringe upon the rights of others.

### **The Role of Students**

- \*Accept responsibility for his/her actions
- \*To attend school on regular and punctual basis
- \*To complete class assignments and other school responsibilities by set deadline
- \*To respect school property
- \*To obey school regulations and rules made by school authorities
- \*To become familiar with this code and seek interpretation of parts not understood
- \*Work to the best of their ability in all academic pursuits and strive to achieve the highest level possible
- \*Seek help in solving problems that might lead to a disruption in the learning environment
- \*Contribute to maintaining a safe and orderly school environment that is conducive to learning and to show respect to other persons and their property.

### **The Role of Parents**

- \* Show supportive attitude toward school and education
- \* To ensure prompt and regular attendance
- \* To teach child self-respect, respect for rules, respect for others and public property
- \* To set realistic standards of behavior for their child and resolve to remain firm and consistent
- \* To provide support and positive reinforcement to their child
- \* To inform school officials of changes in the home situation that may affect student conduct and performance.
- \* To know school rules and help their children understand them
- \* Help their children deal effectively with negative peer pressure
- \* To cooperate with school in jointly resolving any school related problems
- \* Demonstrate desirable standards of behavior through personal example

### **The Role of Teacher and School Personnel**

- \*Promote an environment of mutual respect and dignity for all students regardless of actual or perceived race, color, weight, national origin, ethnic group, religion practice, disability, sexual orientation, gender or sex, which will strengthen each student's positive self-image.
- \* Treat students in an ethical and responsible manner
- \* Help students to reach their maximum potential
- \* Demonstrate desirable standards of behavior through personal example
- \* Report violations of the Code of Conduct to the building Principal
- \* Immediately report and refer violent students to the Principal

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- \* Address issues of harassment( including bullying) or any situation that threatens the emotional or physical health or safety of any student, employee or other person lawfully on school property or at a school function.
- \* Maintain confidentiality in accordance with federal and state law
- \* Explain and interpret the Code of Conduct and another school rules to students
- \* Help students cope with negative peer pressure
- \* Collaborate with families and community to ensure the most productive outcomes for students

## Prohibited Conducts

**Assault with physical injury:** Intentionally, plan-fully, or recklessly causing injury to another person. Physical injury means an impairment of physical condition or substantial pain.

**Group Assault:** Two or more person simultaneously engaging in violent conduct and thereby intentionally or recklessly casing or creating a risk of physical injury.

**Interfering with a crisis and or failure to transition during a crisis:** Interfering with a restraint. Failure to immediately evacuate the scene and go to predetermined location. Or failure to refrain from inciting the situation in any way

**Arson:** Any planned act to ignite a fire or explosion

**Robbery:** Forcible stealing of property using threatening immediate physical force.

**Drug/Alcohol possession use or sale:** illegally using, possessing or being under the influence of a controlled substance or marijuana, on school property, with or without a weapon, including having such substance on a person or in a locker, or other personal space; selling or distributing a controlled substance or marijuana, on school property.

**Inappropriate Sexual Conduct:** Conduct that involves physical contact with another person. It includes but is not limited too, the following conduct: touching or grabbing another student or staff on a part of the body that is generally regarded private, such as buttocks, breast, genitalia, etc., rubbing against another person in a sexual or proactive manner, a student first rubbing his/her own genitalia and then touching another persons body.

**Weapons Possession:** Possession of an object, which can be used to inflict injury and is not being used as part of an instructional program under the supervision of a teacher or other school personal as authorized by school officials. Possession includes bringing a weapon to or possessing a weapon at school.

**Unexcused leave:** Leaving school grounds without proper authorization

**Proactive Assault:** Planned acts towards another or others with intent to initiate physical contact. This includes witness tampering, planner, distractors, lookouts, and or any form of participation in the act.

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**Bullying behavior:** Intimidation, harassment, menacing, verbal coercion, threatening, stalking, or seeking to coerce or compel a person to do something; intentionally placing or attempting to place another person in fear of imminent physical injury; or engaging in verbal or physical conduct that threatens another with harm, including intimidation through use of slurs involving race, ethnicity, national origin, religion, religious practices, gender, sexual orientation, age, weight, or disability that substantially disrupts the educational process.

**Reckless Endangerment:** Subjecting individuals to anger by recklessly engaging in conduct that creates a grave risk of death or serious physical injury, but no actual physical injury. This includes intentionally subjecting another person to bodily fluids.

**False Alarm/ Bomb Threat:** Causing a fire alarm or other disaster alarm to be activated by either falsely reporting or activating a fire alarm or other type of disaster alarm. A telephoned, written, verbal or electronic message that a bomb, explosive, chemical, or biological weapon has been or will be placed on school property, with or without a weapon.

**Criminal Mischief:** Intentional or reckless damaging of property of the school or of another person including, but not limited to vandalism and the defacing of property with graffiti.

**Burglary/ Larceny:** Unlawful taking and carrying away of personal property with intent to deprive the rightful owner of property permanently or unlawfully withholding property from another.

**Dress Code:** wearing any clothing on school grounds or at school function that are obscene, advocate illegal action, appear libelous or obstruct the rights of others, or sexually inappropriate.

**Smoking:** Using or evidence of tobacco product use as well as tobacco related products in school property is forbidden.

**Property Destruction:** Destruction or causing damage to any school property.

**Contraband:** Items that can be used for self-mutilation or tattoos including but not limited to sharps pins, glass, tacks, scissors, anything used for self-mutilation tattoos, lighters. Dangerous household items. pornographic items. Gang recruiting materials.

**Minor Physical Altercation with physical injury:** Involving physical contact and no physical injury, with or without a weapon. Striking, shoving or kicking another person or subjecting another person to unwanted physical contact with intent to injure, alarm or seriously annoy another person, but no physical injury results.

**Electronic Devices:** Using electronic device during instructional time or distracting class with usage of cell phone, taking pictures or videos with cell phone during school.

**Loitering:** Being on school property not during regular school day hours

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## **Disciplinary Responses, Procedures and Referrals**

**Assault with physical injury**: Minimum 5 day out of school suspension, with possibility of law enforcement being contacted and charges filed. Parents/ guardian contacted. Student must have re-entry meeting with school officials as well as parent/ guardian being present for meeting before student can return to school .

**Group Assault**: Minimum 5 day out of school suspension with possibility of law enforcement being contacted and charges filed if severe physical injury was caused. Student must have re-entry meeting with school officials as well as parent/ guardian before student can return to school.

**Interfering with a crisis and or failure to transition during a crisis**: Depending on the severity of the situation 1-5 days of out of school suspension

**Arson**: Depending on situation and severity, could be full school expulsion or 5 days out of school suspension.

**Robbery**: Minimum five days suspension and restitution of stolen property. Student must have re-entry meeting with school officials as well as parent/ guardian being present for meeting before student can return to school.

**Drug/ Alcohol possession, use or sale**: Minimum 5 day out of school suspension, depending on severity law enforcement may be contacted. Student must have re-entry meeting with school officials as well as parent/ guardian before student can return to school.

**Inappropriate Sexual Contact**: 1-5 days out of school suspension depending on situation and severity or number of occurrences.

**Weapons Possession**: 5 days out of school suspension with possible expulsion if weapon was intended for use with intent to injure. Student must have re-entry meeting with school officials as well as parent/ guardian before student can return to school.

**Unexcused Leave**: 1 day suspension and students parent/ guardian contacted

**Proactive Assault**: 1-5 days out of school suspension depending on situation and severity

**Bullying Behavior**: 1st offense, school counseling and student contract signed to correct behavior. If repetitive 1-5 days out of school suspension depending on situation and severity

**Reckless Endangerment**: 1-5 days out of school suspension depending on situation and severity. Student must have re-entry meeting with school officials as well as parent/ guardian before student can return to school.

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**False Alarm/ Bomb Threat:** 5 day out of school suspension with possible expulsion depending on situation and severity. Student must have re-entry meeting with school officials as well as parent/ guardian before student can return to school.

**Criminal Mischief:** 1-5 day out of school suspension depending on situation and severity, with possibility of law enforcement being contacted and possible charges filed

**Burglary/ Larceny:** 1-5 days suspension depending on situation and severity, with the possibility of law enforcement contacted and restitution owed.

**Dress Code:** Parent contacted and must bring new attire for student to change into in order to remain in school for that day.

**Smoking:** 2 day suspension if caught smoking on school property. Parent/ guardian contacted.

**Property Destruction:** 3 day suspension and if property destruction totals more than \$100, law enforcement will be contacted and student responsible for restitution of property

**Contraband:** 1st offense, contraband will be confiscated and parents contacted. 2nd offense student will be required to sign school contract, item confiscated and parent contacted. Third offense youth will be suspended from school for a day.

**Minor Physical Altercation with physical injury:** 1-5 day school suspension depending on situation and severity. Student parent/ guardian contacted

**Electronic Devices:** First offense warning is given, second offense Student contract signed and parents contacted. Upon third occasion that student is caught using electric device during instructional day, electronic device will be confiscated and parents called to come retrieve device.

**Loitering:** 1 day suspension as well as law enforcement contacted and youth removed from property

## **Range of consequences**

### **Behavior management systems:**

In attempt to create an orderly, respectful, and predictable school environment The Bridge has implemented a Behavior management system. This system is designed to promote positive behaviors and diminish inappropriate student actions that helps students to understand and display the behaviors that are desired. The system also implements a series of consequences that are clearly define, reasonable, equitable, and directed toward helping students abide the system.

**Parent Contract:** School contract between parent, student and school, where parent/ guardian agrees to play active role on making sure their child keeps up with all school requirements as well as showing support in their child school success

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**Suspension:** Can be from 1 to five days long depending on severity, if youth is suspended for five days a re-entry meeting must take place between school officials, student and parent/guardian of youth before student can return to classroom

**Student Contract:** a contract between student and school where student signs a contract agreeing to correct negative behavior issues by agreeing to a new desired behavior to use that is positive based to handle certain situations

**Counseling:** Certified Psychologist on site to offer additional support and strategic planning as well as teaching pro social behavior.

**Referral to R.T.I (Response to Intervention)**

The Bridge program system framework for R.T.I, is a systematic approach to proactive school-wide behaviors based on a response to intervention.

A Referral system for non ideal behavior/academic issues that maximizes student learning and the impact of effective interventions by preventing the development and lessening the intensity of problematic behaviors.

R.T.I is a process for achieving higher levels of academic and behavioral success for all students through a four tier system that determines the needs of each student

Tier 1: Standards Based Classroom: where core teacher provides additional support beyond standard classroom management intervention to improve areas of academic and behavioral deficiencies.

Tier 2. Needs Based Classroom: Utilizing services from additional staff within school to give extra support to standard programming.

Tier 3. Alternative Learning: Where alternative supplemental programming is added at building level in order to obtain ideal performance in classroom behaviors and academics.

Tier 4: Specially Designed Learning: At this stage all efforts have been exhausted and a referral to Day program or Psychiatric Services.

**Reporting Violations**

All students are expected to promptly report violations of Code of Conduct to a teacher, principal or other staff. Any student observing a student possessing a weapon, alcohol or illegal substance on school property or at a school function should report violation immediately.

All staff that are authorized to impose disciplinary sanctions are expected to do so in a prompt, fair and lawful manner. District staff who are not authorized to impose disciplinary sanctions are expected to promptly report violations of the Code of Conduct to their supervisor, who shall in turn impose and appropriate disciplinary action.

Any weapon, alcohol or illegal substance found shall be confiscated immediately, if possible, followed by notification to the parent of the student involved and the

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appropriate disciplinary sanction if warranted. Which may include permanent suspension and referral for prosecution.

The Principal or his or her designee must notify the appropriate local law enforcement agency of those code violations that constitute a crime and substantially affect the order or security of a school as soon as practical, but in no event later than the close of business day the day of event. The notification may be made by telephone, followed by any appropriate documentation. The notification must identify the student or students involved and a detail explanation of the conduct violated the Code of Conduct and constitutes crime.

### **Student Searches and Interrogations**

The school is committed to ensuring an atmosphere on school property and at school functions that is safe and orderly. To achieve this any school official authorized to impose disciplinary penalty on a student may question a student about an alleged violation of law or the Code of Conduct.

In addition staff officials may conduct searches of students and their belongings if the authorized school official has reasonable suspicion to believe that the search will result in evidence that the student violated the law or the school Code of Conduct

Also in some situations where a student becomes a danger to themselves or an imminent threat to others and the use of alternative methods which do not include physical force, does not deescalate the situation, reasonable physical force may be used.

### **Visitors to the School**

1. Anyone who is not a regular staff member or student of the school will be considered a visitor.
2. All visitors to the school must report to the office of the principal upon arrival at the school, sign in on the visitor's log and show positive identification. A visitor pass will be issued.
3. Visitors must comply with school rules or they will be asked to leave property.
4. Any unauthorized person on school property will be reported to the principal or his or her designee. Unauthorized person will be asked to leave. The police may be called if the situation warrants.
8. All visitors are expected to abide by the rules for public conduct on school property contained in this Code of Conduct, including appropriate attire.

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Adoption Date: 6/19/14