

Northampton County Schools

Code of Student Conduct



2019-2020

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Mission

The mission of Northampton County Schools is to work in partnership with families and communities using a holistic approach to empower students to become responsible and engaged citizens.

Vision

Northampton County Schools will have safe, orderly,
and effective schools that provide a wholesome learning environment
and strong competitive learners.

Table of Contents

Acknowledgement of Receipt and Review	4
Family Educational Rights and Privacy Act (FERPA) Information	5
Character Traits	7
Roles and Responsibilities of Northampton County Schools Stakeholders	8
Student Support Services	10
Section I: Student Code of Conduct Overview	12
Section II: The Disciplinary Process	14
Section III: Expectations for Model Student Behavior	18
Model Student Profile Level I	19
Model Student Profile Level II	20
Model Student Profile Level III	21
Model Student Profile Level IV	22
Model Student Profile Level V	23
Levels and Explanations	24
Section IV: Infractions and Related Character Traits	25
Student Dress Code Policy	41
References A & B: Religious & Medical Exemptions	45
Reference C: Applications for Exemptions	46
Policy Code 4400 Attendance	47
Policy Code 4405 Tardies Regulations & Procedures	50
Parental Request to Deny Access	51
Intimidation, Bullying, and/or Threats Administrative Report	52

Northampton County Schools

Acknowledgement of Receipt and Review

The mission of Northampton County Schools is to work in partnership with families and communities using a holistic approach to empower students to become responsible and engaged citizens. The *Northampton County Schools Code of Student Conduct* has been developed to promote an atmosphere in which students may receive quality instruction in an orderly educational environment.

The school personnel need your support in this effort. Review and discuss the *Northampton County Schools Code of Student Conduct* with your child and sign and return this document to your child's school. Should you have any questions while reviewing the *Northampton County Schools Code of Student Conduct* contact your child's school executive (principal).

You may access an electronic copy of the Code of Student Conduct on the Northampton County Schools website: www.northampton.k12.nc.us. You may also access a paper copy at your child's school.

Failure to return this acknowledgement document will not relieve a student or a parent/guardian from being responsible for knowing or complying with the rules and guidelines contained within the *Northampton County Schools Code of Student Conduct*.

Parent Acknowledgement

I have reviewed the *Northampton County Schools Code of Student Conduct* and I understand the rights and responsibilities contained therein.

Parent Signature: _____ Date: _____

Student Acknowledgement

As a student, I accept the responsibility to show good character, to work to the best of my ability, and to adhere to the guidelines set forth in the *Northampton County Schools Code of Student Conduct*. I have read and discussed the *Northampton County Schools Code of Student Conduct* with my parent(s)/guardian(s).

Student Signature: _____ Date: _____

Return this Acknowledgment of Receipt and Review within five (5) school days upon receiving notification to review the *Northampton County Schools Code of Student Conduct*.

Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.

The parents/guardians or eligible student should submit to the building principal a written request that identifies the record(s) he wishes to inspect. The principal will make arrangements for access and will notify the parents/guardians or eligible student of the time and place where the records may be inspected.

These rights are denied to any person against whom an order of protection has been entered concerning the students.

- Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

The parents/guardians or eligible student should submit to the building principal a written request and should clearly identify the record the parents/guardians or eligible student wants changed and the specific reason a change is being sought.

If the school decides not to amend the record, the parent/guardian or eligible student then has the right to a formal hearing.

The building principal will notify the parents/guardians or eligible student of the decision and advise him or her of his rights to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parents/guardian or eligible student when notified of the right to a hearing.

After the hearing, if the school still decides not to amend the record, the parents/guardians or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
 - School officials with legitimate educational interest;

A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including school counselor, school nurse, school social worker, and school resource officer) or a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist). A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his professional responsibility.

- Other schools to which a student is transferring;

Before information is released to these individuals, the parents/guardians or eligible student will receive prior written notice of the nature and substance of the information, and an opportunity to inspect, copy, and challenge such records. Academic grades and references to expulsions or out-of-school suspensions cannot be challenged at the time a student's records are being forwarded to another school to which the student is transferring.

- Specified officials for audit or evaluation purposes;

Disclosure is permitted provided that no student or parent/guardian can be identified.

- Appropriate parties in connection with financial aid to a student;
- Organizations conducting certain studies for or on behalf of the school;
- Accrediting organizations;
- To comply with a judicial order or lawfully issued subpoena;
- Appropriate officials in cases of health and safety emergencies; and
- State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance.

Any parent/guardian or eligible student may prohibit the release of any or all of the consent "directory" information by delivering a written objection to the building principal within 30 days of this notice.

For additional information on the Family Educational Rights and Privacy Act (FERPA), you may call 1-800-USA-LEARN (1-800-872-5327) (voice).

Individuals who use TDD may use the [Federal Relay Service](#).

Or you may contact us at the following address:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-8520

Character Traits

Character education is the deliberate effort to help people understand, care about and act upon core ethical values. An intentional and comprehensive character education initiative provides a lens through which every aspect of school becomes an opportunity for character development.

Benefits:

- It promotes character development through the exploration of ethical issues across the curriculum.
- It develops a positive and moral climate by engaging the participation of students, teachers and staff, parents, and communities.
- It teaches students how to solve conflicts fairly, creating safer schools that are freer of intimidation, fear and violence, and are more conducive to learning.

The following character traits are essential for students to compete locally, nationally and internationally! These traits should be modeled and maintained by adults and students.

Respect, Responsibility and Kindness

These are the cornerstones of good character!

Respect

Showing high regard for authority, for other people, for self, for property, and for country; and understanding that all people have value as human beings

Responsibility

Being dependable in carrying out obligations and duties; showing reliability and consistency in words and conduct; being accountable for your own actions; and being committed to active involvement in your community

Integrity

Having the inner strength to be truthful, trustworthy, and honest in all things; demonstrating impartial, unbiased and equitable treatment for all

Kindness

Being considerate, courteous, helpful, and understanding of others; showing care, compassion, friendship, and generosity; and treating others as you would like to be treated

Citizenship

Being an informed, responsible and caring participant in the community; choosing worthy goals and setting proper priorities; thinking through the consequences of your actions; and basing decisions on practical wisdom and good sense

Courage

Having the determination to do the right thing even when others don't and the strength to follow your conscience rather than the crowd; and attempting difficult things that are worthwhile

Perseverance

Being persistent in the pursuit of worthy objectives in spite of difficulty, oppositions, or discouragement; and exhibiting patience and having the fortitude to try again when confronted with delays, mistakes, or failures

Self-Discipline

Demonstrating hard work and commitment to purpose; regulating yourself for improvement and restraining from inappropriate behaviors; being in proper control of your words, actions, impulses, and desires; choosing abstinence from premarital sex, drugs, alcohol, and other harmful substances and behaviors; and doing your best in all situations.

* adapted from Character Education Informational Handbook and Guide, DPI

Roles and Responsibilities of Northampton County Schools Stakeholders

1. Role of Teachers and Administrators in School Safety and Student Discipline

The school executive/principal has the authority and responsibility to investigate and take appropriate action regarding any student misconduct. The school executive/principal is responsible for informing students and parents of any standards or rules that, if violated, could result in short-term or long-term suspension, 365-day suspension, or expulsion. The school executive/principal shall have authority to exercise discipline over the pupils of the school. The school executive/principal may suspend a student for ten (10) days or less, recommend long-term suspension, or recommend a 365-day suspension, or expulsion of a student.

The teacher has the authority and responsibility to manage student behavior in the classroom and while students are under his or her supervision. It shall be the duty of all teachers, including student teachers and teacher assistants, when given authority over some part of the school program by the principal or supervising teacher, to maintain good order and discipline in their respective schools. The teacher may develop other standards or rules consistent with the direction provided by the board and school. Every teacher, student teacher, substitute teacher, voluntary teacher, or teacher assistant is required to report to the principal all acts of violence occurring in school, on school grounds, or at any school-related activity.

Teachers and other school personnel have the authority to manage or remove disruptive or dangerous students from the classroom and other locations within the school building. School personnel may use reasonable force to control behavior or to remove a person from the scene in those situations when necessary:

1. to correct students;
2. to quell a disturbance threatening injury to others;
3. to obtain possession of a weapon or other dangerous object on the person, or within the control, of a student;
4. for self-defense;
5. for the protection of persons or property; or
6. to maintain order on school property.

The school executive/principal or designee is required to immediately report to law enforcement agencies (sheriff or police) certain acts that occur on school property. When the school executive/principal has personal knowledge or actual notice that one

of the acts listed below has occurred on school property, the school executive/principal shall immediately report the act to the appropriate local law enforcement agency. "School property" shall include any public school building, bus, public school campus, grounds, recreational area, or athletic field in the charge of the principal.). Teachers and other school employees have an obligation to report these same acts to the principal.

Required reportable acts are as follows:

- Assault resulting in serious personal injury;
- Sexual assault;
- Sexual offense;
- Rape;
- Kidnapping;
- Indecent liberties with a minor;
- Assault involving the use of a weapon;
- Possession of a firearm in violation of the law;
- Possession of a weapon in violation of the law; and
- Possession of a controlled substance in violation of the law.

2. Parent Responsibilities

Parents have the responsibility to provide a home atmosphere, which enhances the total development of the child. Parents should know the school's rules and regulations and support the school's discipline efforts. Parents should see that their child attends school regularly, and parents should regularly schedule and attend parent-teacher conferences. Parents should contact school officials whenever the need arises.

3. Student Responsibilities

Each student has the right to attend the Northampton County Schools and must accept the consequences for his or her actions. Each student is responsible for knowing all regulations and policies and for following those regulations. Students share with school officials the responsibility of maintaining order at school through their compliance with all lawful directions of school executives, teachers, substitute teachers, teacher assistants, and other school personnel authorized to give directions.

Student Support Services in Northampton County Schools

Behavior Standards for Transfer Students

Policy Reference: Policy 4115 (adopted December 3, 2012)

In accordance with state law, the parent, guardian or custodian of a transfer student must provide a statement made under oath or affirmation before a notary indicating (1) whether at the time of the admission request the student is under suspension or expulsion from attendance at a private or public school in this or any other state and (2) whether the student has been convicted of a felony in this or any other state. Based on this data and any other requested data as indicated in Policy 4115, the board may deny admission to a student. Alternatively, the board may place reasonable conditions on the admission of the student. Such conditions include, but are not limited to: behavior contracts, alternative school placement, limited free time, limited extracurricular activities, drug testing, and weapon searches.

Transfer students under a suspension or an expulsion who have been identified as having a disability pursuant to the Individuals with Disabilities Education Act and otherwise meet the requirements for enrollment are entitled to services to the extent mandated by federal and state law.

Unsafe School Choice Transfer

Policy Reference: Policy 4152 (adopted January 11, 2016)

The board is committed to providing an environment at each school that is safe, orderly and inviting. The board believes that in most cases, a student should attend the school that serves his or her domicile. Under certain circumstances or conditions, however, the board provides parents the opportunity to request that their child attend a school outside of his or her attendance area (see policy 4150, School Assignment). The board will allow a student who attends a school designated as a persistently dangerous school or a student who becomes the victim of a violent criminal offense at his or her school to attend another school that the superintendent has identified as an eligible transfer school.

Northampton Alternative Program

Policy Reference: Policy 4305 Alternative Learning Programs/Schools (adopted December 3, 2012)

Alternative learning programs or schools are provided as an option for those instances in which a student's behavior management or academic performance needs cannot be met in a regular educational setting. The purposes of an alternative learning program or school are: (1) to intervene and address problems that prevent a student from achieving success in the regular educational setting; (2) to reduce the risk that a student will drop out of school by providing resources to help the student resolve issues affecting his or her performance at school; (3) to return a student, if and when it is practicable, to the regular educational setting with the skills necessary to succeed in that environment; and (4) to preserve a safe and orderly learning environment in the regular educational

setting.

Education for Pregnant and Parenting Students

Policy Reference: Policy 4023 (adopted December 3, 2012)

The board of education will provide all pregnant and parenting students with the same educational instruction as other students or its equivalent. Pregnant and parenting students will not be discriminated against or excluded from school or from any program, class or extracurricular activity because they are pregnant or parenting students. School administrators shall provide assistance and support to encourage pregnant and parenting students to remain enrolled in school and graduate. Students who are pregnant or parenting will be given excused absences from school for pregnancy and related conditions for the length of time the students' physicians find medically necessary. These absences include those due to the illness or medical appointment during school hours of a child of whom the student is the custodial parent. Homework and make-up work will be made available to pregnant and parenting students to ensure that they have the opportunity to keep current with assignments and avoid losing course credit because of their absence from school, and, to the extent necessary, a homebound teacher will be assigned.

Homeless Students

Policy Reference: Policy 4125 (adopted December 3, 2012; revised December 12, 2016)

The board will make reasonable efforts to identify homeless children and youth of school age located within the county, encourage their enrollment, and eliminate barriers to their receiving an education that may exist in school system policies or practices. Based on individual need, homeless students will be provided services available to all students, such as preschool, free or reduced price school meals, services for English language learners, special education, vocational/technical education, gifted and talented services, and before and after school care.

Section I: Student Code of Conduct Overview

The mission of Northampton County Schools is to provide each student the opportunity to gain skills, knowledge, and values necessary to function effectively in society through a cooperative effort of school, family, and community in a safe and nurturing environment. In order to fulfill its mission, the Northampton County Board of Education requires the maintenance of good order in the schools.

All students shall comply with the *Northampton County Schools Code of Student Conduct*, state and federal laws, school board policies, and local school rules governing student behavior and conduct. This code of conduct applies to any student who is on school property, including school bus stops; who is in attendance at any school or any school-sponsored activity; who is under the direction and supervision of school personnel; or whose conduct at any time or place, on or off campus, has a direct and immediate impact on the orderly and efficient operation of the schools or the safety of individuals in the school environment. This code of conduct also applies to regular school buses, school activity buses, other school vehicles, or any private vehicle located on property owned by the Northampton County Board of Education.

This code of conduct also applies to students on any school sponsored field trip, including student conduct during travel times, in places of accommodation, and at all other times. Students may be disciplined for conduct not occurring on educational property that violates the *Northampton County Schools Code of Conduct* and has or is reasonably expected to have a direct and immediate impact on the orderly and efficient operation of the schools or the safety of individuals in the school environment.

Students shall be informed of local school rules that, if violated, may result in suspension or expulsion or other disciplinary action. Parents and students shall receive a copy of the *Northampton County Schools Code of Student Conduct* when a child is first enrolled in the Northampton County Schools and at the beginning of each school year. The Northampton County Schools Code of Student Conduct is designed to assist parents/guardians, students and school executives/principals in understanding the student due process policies and procedures. Some policies referenced in this manual have been abbreviated. Entire policies can be found on the internet at http://www.northampton.k12.nc.us/board_of_ed/board_policy_manual or may be obtained upon request from the Northampton County Schools.

Violations of the *Northampton County Schools Code of Student Conduct*, board policies, regulations issued by the individual school, or the North Carolina General Statutes may result in disciplinary action including suspensions for ten (10) days or less ("short-term"); suspensions between eleven (11) days and the remainder of the school year ("long-term"); suspensions for 365 calendar days; and/or expulsion. Students also may be assigned to an alternative program approved by the board for certain violations. All such assignments will be made by the superintendent on a case by case basis and shall only be done under conditions of probation.

Many disciplinary consequences can occur with the student remaining in an educational environment. In-school disciplinary consequences available to school executives/principals include, for example: behavior contracts, peer mediation, in-school suspension, conflict resolution, detention, restitution, loss of privileges, and school or community service. When, in the judgment of the school executive, a student's behavior warrants an out-of-school suspension, the school executive may impose a short-term suspension or, for more serious violations of the *Northampton County Schools Code of Conduct*, may recommend a long-term suspension, a 365-day suspension, or expulsion. Suspensions of greater than ten days are reserved for serious misconduct which either threatens the safety of others within the school or threatens to substantially disrupt the educational environment.

In determining the appropriate consequence for a violation of the code of conduct, school executives shall consider all aggravating or mitigating circumstances they deem relevant. Examples of aggravating or mitigating circumstances that may be considered include but are not limited to

- The student's age;
- The student's intent;
- The student's disciplinary history, including number of infractions and prior discipline for the same violation;
- The student's academic history;
- Whether the conduct caused a threat to safety;
- Whether school property or personal property was damaged;
- Whether the conduct caused a substantial disruption of the educational environment;
- Whether a weapon was involved and whether any injury resulted.

School executives and other school officials are authorized to involve law enforcement in serious violations in any category and are required to involve law enforcement in cases of certain alleged criminal acts. In such cases, school officials shall cooperate fully with the law enforcement agency. Internal disciplinary proceedings shall take place independently from the criminal investigation and prosecution.

Section II: Overview of the Disciplinary Response and Process

Treatment of School Executives, Teachers and Staff

A student who commits an infraction against or involving a school executive, teacher, or other district staff member will be subject to a heightened response under the five levels. However, the heightened response will not exceed the listed penalty for the appropriate level.

Participation in an Expectation Violation

A student who participates or conspires with another to violate an expectation may be found in violation of the expectation. If so, the student will be subject to the full disciplinary consequence for the expectation violation.

Conduct Away from School Property

Students may be disciplined for conduct away from Northampton County Schools' property that violates the *Northampton County Schools Code of Student Conduct* and that has or is reasonably expected to have a direct and immediate impact on the orderly and efficient operation of the schools or the safety of individuals in the school environment.

Truancy

Students between ages 7 and 16 are required by law to attend school. In addition to the consequences outlined in Expectation 1, the student will be required to make up the work missed and may be subject to the district's recovery procedures. For students with more than 10 unexcused absences, the student and/or parent may be referred for prosecution.

Possession of Illegal Substances

The unlawful possession, use or distribution of illicit drugs and/or alcohol by students on school property or at any school function is prohibited. In addition to school consequences, such actions will be reported to local law enforcement and may be required to be reported to the Department of Motor Vehicles.

Possession of Weapons

The possession of weapons by students on school property or at any school function is prohibited. In addition to school consequences, such actions will be reported to local law enforcement and may be required to be reported to the Department of Motor Vehicles.

Personal Technology Devices

A personal technology device (PTD) is a portable Internet-accessing device that is not the property of the district that can be used to transmit communications by voice, written characters, words or images, share information, record sounds, process words, and/or capture images, such as a laptop computer, tablet, smartphone, cellular telephone, personal digital assistant or E-Reader. A student may possess and use a PTD on school property, at after-school activities and at school-related functions, provided that during school hours and on a school bus the PTD remains off and put away. With the

approval of the superintendent, a school executive may permit students to possess and use PTDs

during the school day for educational purposes. "Educational purposes" include student education, research and career development. Possession of a PTD by a student is a privilege, which may be revoked for violations of the *Northampton County Schools Code of Student Conduct*. Violations may result in the confiscation of the PTD (to be returned only to a parent) and/or other disciplinary actions. The district is not responsible for theft, loss or damage to PTDs or other electronic devices brought onto Northampton County Schools property. Students permitted to use PTDs during the school day must follow all rules set forth in Policy 7320 *Technology Acceptable Use* and sign the *Student Internet Use Agreement*.

Reports to Law Enforcement Agencies

Pursuant to state law, school executives/principals are required to report the following acts to law enforcement: "assault involving serious personal injury, sexual assault, sexual offense, rape, kidnapping, indecent liberties with a minor, assault involving the use of a weapon, possession of a firearm in violation of the law, possession of a weapon in violation of the law or possession of a controlled substance in violation of the law." N.C.G.S. § 115C-288 (g).

Reports to Department of Social Services

Pursuant to state law, school personnel are required to report any suspected cases of child abuse or neglect to the Department of Social Services.

Reports to Department of Motor Vehicles

Pursuant to state law, school executives/principals are required to report the following acts to the Department of Motor Vehicles: possession or sale of alcoholic beverages or illegal controlled substances; bringing, possessing or using a weapon or firearm on school property; and physical assault on school staff when the conduct results in a suspension in excess of 10 days or the student is assigned to an alternative educational setting.

School Plan for Management of Student Behavior

School board Policy 4302 requires each school to have a School Plan for Management of Student Behavior. This school management student behavior plan should address three components: (1) the process by which student behavior will be addressed, including any use of a disciplinary committee and the means by which students at risk of repeated disruptive or disorderly conduct are identified, assessed and assisted, (2) positive behavioral interventions and possible consequences that will be used, and (3) parental involvement in issues related to their child's behavior (see Policy 4341, Parental Involvement in Student Behavior Issues, adopted December 3, 2012).

Exceptional Children

Disciplinary actions for students identified as exceptional children according to North Carolina will conform to *Policies Governing Services for Children with Disabilities* as adopted by the State Board of Education. If the *Policies Governing Services for*

Children with Disabilities manual does not fully address a particular issue, the director of exceptional children will develop any necessary protocols consistent with state and federal law. (see Policy 4307, Disciplinary Action for Exceptional Children/Students with Disabilities, adopted December 3, 2012).

Use of Seclusion and Restraint in Schools

Policy Reference: Policy 4302-R Rules for Use of Seclusion and Restraint in Schools

Physical restraint will be considered to be a reasonable use of force when used in the following circumstances:

1. to obtain possession of weapons or other dangerous objects;
2. to maintain order or to prevent or break up a fight;
3. for self-defense;
4. to ensure the safety of any school stakeholder, student, volunteer, or other person present;
5. to teach a skill, to calm or comfort a student or to prevent self-injurious behavior;
6. to escort a student safely from one area to another;
7. if used as provided for in an IEP, Section 504, or behavior intervention plan; or
8. to prevent imminent destruction to school or another person's property.

Mechanical restraint will be considered to be a reasonable use of force when used in the following circumstances:

9. as an assistive technology device;
10. when using seat belts or other safety restraints to secure a student during transportation;
11. to obtain possession of weapons or other dangerous objects;
12. for self-defense; or
13. to ensure the safety of any school employee, student, volunteer, or other person present.

Seclusion will be considered to be a reasonable use of force when used in the following circumstances:

14. to respond to a person in control of a weapon or other dangerous object;
15. to maintain order or prevent or break up a fight;
16. for self-defense;
17. when a student's behavior poses a threat of imminent physical harm to self or others or imminent substantial destruction of school or another person's property;
18. when used as specified in the student's IEP, Section 504, or behavior intervention plan, or
19. as otherwise specified in Policy 4302-R.

School-Level Investigations

Policy Reference: Policy 4340 School Level Investigations (adopted December 3, 2012)

Any student who has violated a board policy, school standard, school expectation or the Code of Student Conduct must accept the consequences for his or her misbehavior. All consequences must be administered in a fair and

nondiscriminatory manner. The school administrator shall take the following steps in addressing all cases of alleged misbehavior appropriately referred to his or her office:

1. investigate the facts and circumstances related to the alleged misbehavior;
2. offer the student an opportunity to be heard on the matter; and
3. determine whether a board policy, school standard, school expectation or the Code of Student Conduct has been violated.

If a violation has occurred, the school administrator shall implement an appropriate consequence in accordance with the school's plan for managing student behavior, the Code of Student Conduct, or applicable board policy. Parents are to be notified and involved in accordance with policy 4341, Parental Involvement in Student Behavior Issues. When the misbehavior may result in a suspension or an expulsion from school, procedures provided in related board policies also will apply.

Criminal Behavior

Policy Reference: Policy 4335 Criminal Behavior (adopted January 11, 2016; revised December 12, 2016)

School officials shall cooperate fully with any criminal investigation and prosecution. School officials shall independently investigate any criminal behavior that also violates school rules or board policy. The student will continue to be provided with educational opportunities unless and until the student is found to have violated board policy or school rules and is suspended or expelled in accordance with procedures established in board policy.

Section III: Expectations for Model Student Behavior

The *Student Code of Conduct Expectations* and *Model Student Profile* are divided into five levels, indicating the severity of the violation and the type of consequence. The school executive shall inform students of local school expectations that, if broken, may result in suspension from school. Each student and his parent(s)/guardian(s) are to review the *Model Student Behavior Profile* and each student is to exemplify the positive behavior and to avoid the negative behavior during his or her tenure in Northampton County Schools.

Model Student Profile - Level I

Model Student Behavior	Model Student Strategies
Model students: • understand and follow school rules; • attend school regularly; • request permission for authorization to leave class when needed; • attend all classes; • are prepared for class each day; • use and possess items that are suitable for an educational setting; • adhere to the school dress code; and • use approved electronic devices responsibly	Model students <u>avoid</u>: • being in an unauthorized location; • arriving to school late; • walking out of class without permission and without causing chaos • cutting class; • giving excuses for not having required materials • possessing items that are inappropriate for the educational setting; • violating the dress code; and • using unauthorized electronic devices
Model students: • follow class and school rules including riding and waiting for the school bus; • use conflict management skills to resolve problems peacefully; • use respectful and appropriate language; • show concern for others; and; • conduct themselves in a cooperative, friendly and respectful manner to staff members and classmates.	Model students <u>avoid</u>: • initiating or participating in a verbal confrontation with another student or staff member; • arriving late to class; • displaying affection inappropriately in public; • leaving school grounds without permission; • using profane or crude language; and • displaying or participating in disruptive behavior.

Level I Behavior Violations affect the orderly operation of the classroom, school functions, extra-curricular/co-curricular programs or approved transportation.

Model Student Profile-Level II

Model Student Behavior	Model Student Strategies
Model students: • speak and act honestly and truthfully; • show respect to others in words, actions and deeds; • develop good study habits; • complete all homework assignments; • participate actively in class; and • show empathy for others.	Model students <u>avoid</u>: • cheating or misrepresenting the true facts • making false accusations; • exhibiting behavior that instigates and provokes a negative reaction from others or encourages others to engage in a negative physical or verbal altercation; and • talking about others and spreading rumors
Model students: • speak and act respectfully to all school personnel; • obey all instructions given by persons in authority; • cooperate with school executives, teachers and staff members; • leave school only when given permission; • demonstrate behavior that is civil, respectful, polite, and courteous; and • follow school rules	Model students <u>avoid</u>: • refusing to comply with school rules or directives from school staff members; • distributing inappropriate materials; • leaving school grounds without permission from a parent or school official; • joining clubs, gangs, or organizations not approved by the board of education; • using profane or provocative language directed at others; • participating in prohibited sales on school grounds; and • possessing or using tobacco products.
Model students: • show respect for the property of others; • demonstrate honesty; • report all acts of vandalism to the proper authorities; and • demonstrate school and community pride.	Model students <u>avoid</u>: • taking or concealing the property of others without permission; • destroying or defacing public or private property; and • tarnishing the reputation of their school by damaging the property of others.
Model students: • obey instructions; • show respect to people in authority; • care for the feelings of others; and • treat others with respect.	Model students <u>avoid</u>: • participating in or encouraging a confrontation with a staff member; • becoming involved in a minor fighting incident; and • harassing others by name-calling, gossiping or using gestures that intimidate others.

Level I Behavior Violations interfere with learning and the well-being of others.

Model Student Profile-Level III

Model Student Behavior	Model Student Strategies
Model students: • show respect, kindness, friendliness toward others; • accept people based on their individual merits; • demonstrate school pride by being active participants in protecting and maintaining the school campus; and • report all acts of violence, harassment or threats to the proper authorities.	Model students <u>avoid</u>: • physically hurting or threatening another person; • bullying others by using intimidation or teasing; and • initiating or being involved in campus disruptions at school-sponsored events.
Model students: • treat others with respect and compassion; • seek to resolve issues before they escalate; • participate only in clubs and organizations sanctioned by their school; • speak to others using positive and respectful language; and • report all acts of violence, harassment or threats to the proper authorities.	Model students <u>avoid</u>: • harassing others by using language or gestures that are demeaning to a person's race, gender, religion, etc.; • participating in hazing activities; and • using sexually suggestive comments or gestures to intimidate others.
Model students: • respect rights and property of others; • respect the laws of society dealing with the possession, use or sale of alcohol and drugs; • maintain a healthy and safe lifestyle; and • make contributions of time and energy to enrich the school environment.	Model students <u>avoid</u>: • entering a building or residence without permission from the owner; • removing property from a building or residence without permission from the owner; • possessing or selling alcohol; displaying or possessing a fake weapon; and • endangering the health and safety of others.

Level III Behavior Violations endanger health and safety, damage property and/or cause serious disruptions to the learning environment.

Model Student Profile - Level IV

Model Student Behavior	Model Student Strategies
Model students: - project a positive and cooperative attitude towards staff members and classmates; - are respectful, kind, friendly and get along well with others; - use conflict management skills to resolve disagreements; - are obedient; and - seek guidance from trusted adults for assistance and direction.	Model students <u>avoid</u>: - volatile situations that could escalate into violent actions; - using violent physical actions or threats directed towards staff members; - breaking school rules; - becoming involved with individuals who do not respect or follow the laws of the community.
Model students: - speak to others using respectful language; - participates only in organizations sanctioned by their school; - demonstrate behavior that is civil, respectful, polite and courteous; and - share materials that are educationally appropriate.	Model students <u>avoid</u>: - using language or actions that slander others because of their race, gender, color, religion, ethnicity, national origin, political beliefs, marital status, age, sexual orientation, language, pregnancy or disability and family background; - participating in any form of club or gang initiation or activity that creates the risk of harm to others; and - giving, possessing or sharing obscene or lewd materials.
Model students: - speak and act honestly and truthfully; - follows all laws; - show respect for the property of others; - support law enforcement agencies and schools to promote the safety of all staff members and students; - use school resources to resolve or report issues of concerns; and - associate only with people who do not use or sell weapons or controlled substances.	Model students <u>avoid</u>: - taking the property of others without permission; - committing grand theft by taking property valued at \$300.00 or more from others; and possessing, using, distributing or selling any object, controlled substance or weapon that could inflict serious harm or place a person in fear of serious harm.

Level IV Behaviors seriously endanger the health and well-being of others and/or damage property.

Model Student Profile-Level V

Model Student Behavior	Model Student Strategies
Model students: • accept responsibility for their own actions; • show pride in their school and community; • use adaptive skills for solving problems; • use adaptive skills for solving problems; • maintain their self-control at all times; • seek assistance from a trusted adult to solve problems or report incidents of concern; and • report any acts of aggression or violence between students or students and staff members to a staff member or law enforcement officer.	Model students <u>avoid</u>: • fighting with other students or staff members; • hitting other students or staff members; • speaking disrespectfully to student or staff members; • engaging in or forcing others to participate in sexual acts; • holding people against their will; • threatening to take another person's life; • using weapons; • interrupting the school's learning environment; and • withholding information needed to solve a crime.
Model students: • have respect for life, property and the safety of others; • participate in programs to support law enforcement efforts to ensure safety for all in school and the community; • are law abiding citizens; • cooperate with school officials to create a positive learning environment; • participate in investigations conducted by school staff or law enforcement agencies; and • demonstrate pride in their school and community.	Model students <u>avoid</u>: • setting a fire; • interfering with the orderly learning environment; • making a threat to the safety of others; • providing false information; • withholding information needed to solve a crime; and • committing any act that would result in the destruction of property.

Level V Behavior Violations are the most serious acts of misconduct and violent actions that threaten life. These violations are crimes requiring police involvement.

Levels and Explanations

Level I - designed to provide programs and/or school options for students who are at risk for behavioral issues and may be disenfranchised from school or commit minor infractions on an infrequent basis. Program options will be implemented in the student's current school and include services such as support related to anger management or conflict resolution. School assignment options will include a student's enrollment in either the district's current alternative school or recovery program. Although the final decision on where the student will attend school will be made by the superintendent, school executives and parents will collaborate on the decision to enroll a student in one of the alternative programs.

Potential Administrative Responses

(This list contains options that may be used by the administration in addressing student conduct. This is not intended to be an exhaustive list.)

Parent contact	After school detention or Saturday school
Conference (any combination of parent/student/school officials/counselors and teachers)	Behavior contract
Counseling	Referral to intervention/alternative program
Verbal warning	In-school suspension
Peer mediation	In-school suspension
Social restriction	Warning of referral to Level II (referral to Level II will be made for repeated violations)
Return of property or restitution for damages	Character Academy

Note: Consequences for violations of the Student Dress Code Policy are set forth in Board Policy 4316 (adopted October 5, 2009; revised March 13, 2017)

Level II - designed to provide interventions for students who may commit infractions of the *Northampton County Schools Code of Student Conduct* such as being chronically disruptive or participating in a first fight that does not result in injury or significant disruption to the educational environment (the number of fights is cumulative from grades 6 - 12).

Potential Administrative Responses

(This list contains options that may be used by the administration in addressing student conduct. This is not intended to be an exhaustive list.)

- Appropriate response from Level I
- Suspension from bus (for bus-related offenses)
- Alternative classroom assignment
- Temporary or permanent removal from participation in extracurricular/co-curricular programs or activities
- Out-of-school suspension for one to 10 days (parent contact must be attempted and written notice is required)
- Warning of referral to Level III (referral to Level III will be made for repeated violations)

Level III - designed to provide interventions for students who commit more serious infractions of the *Northampton County Schools Code of Student Conduct* and/or have repeat offenses.

Potential Administrative Responses

(This list contains options that may be used by the administration in addressing student conduct. This is not intended to be an exhaustive list.)

- Appropriate response from Level I and/or Level II
- Out-of-school suspension or option to attend the alternative school for one to 35 days. A student may also be recommended for a disciplinary reassignment to the Character Academy. This option is also available for Level IV rule violations in lieu of or during long-term suspension.
- Suspension from bus (for bus-related offenses)
- Warning of referral to Level IV (referral to Level IV will be made for repeated offenses)

Level IV -an intervention for students who commit serious offenses and whose conduct seriously threatens the safety of students, staff or visitors or threatens to substantially disrupt the educational environment. An option at Level IV would include long-term suspension and/or assignment to alternative school for the remainder of the academic year (in certain situations the assignment may be permanent). Additionally, by law, students may be **suspended** from school for up to 365 days for bringing a firearm or destructive device onto school property.

Level V- also a possible consequence for student behavior described in Level IV. It is an indefinite **expulsion** from school and all school properties by the Board of Education for a student (age 14 or older) whose continued presence constitutes a clear threat to other persons or is subject to the Jessica Lunsford Act. An expelled student may petition the Board for readmission after 180 days from the date he/she was expelled. If granted, the student may be placed at the alternative school with a reentry plan developed by Northampton County Schools' personnel.

Suspension Legend *recommendation will follow Long-Term Suspension Procedural Guidelines

Out-of-school suspension for each level:

Level I - 0 days (unless repeated violations)

Level II -1 to 10 days (Short-term suspension)

Level III - 11 to 30 days (Long-term suspension)

Level IV - up to 365 days (Long-term or mandatory 365-day suspension)

Level V - expulsion

Section IV: Infractions and Related Character Traits

Note: Violations of Northampton County Schools' rules may also support violations of state and federal laws for which students can be charged. Within each level, the school executive has the discretion to impose the consequences deemed most appropriate to address the infraction. In the instances where an infraction falls within multiple levels, it is within the discretion of the school executive to determine level assignment for the infraction.

Level I Infractions - Rules 1, 2, 3, 4, 5 (except where violations of Rule 1 may result in a Rule 7 violation).

Expectation 1: Attendance (Citizenship/Responsibility):

A student must attend every class every day unless there is a lawful reason for the absence. Students who are tardy, cut school or class or have excessive unexcused absences (more than 10) are in violation of this rule. In addition to any administrative response, students with excessive absences may be required to comply with the district's recovery procedures. Repeated violations of this rule may also result in Level II consequences, with the condition that any out-of-school suspension imposed for conduct related solely to violation of this rule is limited to two days per violation. (Students who engage in insubordinate behavior towards an authorized staff member attempting to enforce this rule may also be in violation of Rule 7 and may be punished accordingly, without the two-day limitation on out-of-school suspensions.)

Expectation 2: Food/Beverages (Responsibility/Honesty):

A student will eat and drink only in authorized areas of the school.

Expectation 3: Medications (Responsibility/Honesty):

All medication will be provided to the authorized school employee and properly stored. Without proper medical authorization, students shall not transport prescription or nonprescription medication to or from school or have medication in their possession at any time without meeting conditions prescribed by Policy 6125 (Administering Medicine to Students) and procedures developed by the Superintendent.

Expectation 4: Student Dress (Respect/Responsibility):

A student will comply with the dress code policy and maintain personal attire and grooming standards that promote safety, health, and acceptable standards of social conduct, and are not disruptive to the educational environment. This will include student clothing that materially and substantially disrupts classes or other school activities, including but not limited to gang articles of clothing.

Note: Consequences for violations of the Student Dress Code Policy are set forth in Board Policy 4316 (adopted October 5, 2009; revised March 13, 2017)

Expectation 5: Personal Property (Responsibility):

A student is permitted to bring or possess on school property only objects that have an educational purpose and will not distract from teaching or learning. Students are permitted to sell items on campus only as part of an approved school activity. (All other items will be confiscated and returned to the parent at a mutually agreed upon time, not to exceed one calendar week.) The following are among the list of prohibited items:

1. **Personal Technology Devices:** A personal technology device (PTD) is a portable Internet-accessing device that is not the property of the district that can be used to transmit communications by voice, written characters, words or images, share information, record sounds, process words, and/or capture images, such as a laptop computer, tablet, smartphone, cellular telephone, personal digital assistant or E-Reader. A student may possess and use a PTD on school property, at after-school activities and at school-related functions, provided that during school hours and on a school bus the PTD remains off and put away. With the approval of the superintendent, a school executive may permit students to possess and use PTDs during the school day for educational purposes. "Educational purposes" include student education, research and career development. Possession of a PTD by a student is a privilege, which may be revoked for violations of the *Northampton County Schools Code of Student Conduct*. Violations may result in the confiscation of the PTD (to be returned only to a parent) and/or other disciplinary actions. The district is not responsible for theft, loss, or damage to PTDs or other electronic devices brought onto Northampton County Schools property. Students permitted to use PTDs during the school day must follow all rules set forth in Policy 7320 and sign the Student Internet Use Agreement.
2. **Toys, games (electronic and other), electronic smoking devices, pagers and other electronic equipment:** Possession of these or any similar devices without permission of the administration is prohibited. Possession of a toy gun that is a reasonable facsimile of an actual weapon is a violation of Rule 29, Weapons and Dangerous Objects.

Level I & II Infractions - Expectations 5, 6, 7, 8, 9, 10 (except where repeated violations of Rule 9 may result in a Level III infraction).

Expectation 6: Misrepresentation (Honesty):

A student will be honest and submit his/her own work.

1. **Altering Report Cards or notes:** Tampering with report cards, official passes, notes or other school documents in any manner, including changing grades or forging names to excuses, is prohibited.
2. **False information:** Making false statements, written or oral, to anyone in authority is prohibited.
3. **Cheating:** Violating rules of honesty and Honor Codes, including but not limited to plagiarism or copying another student's test or assignment, is prohibited. The superintendent has the discretion to punish violations of this rule as Level III if the student's actions have a serious detrimental effect on other students or staff.

Expectation 7: Insubordination (Responsibility/Respect):

A student will obey the lawful direction of any authorized staff member while in school, participating in a school activity or on school property. All students are expected to behave in a respectful manner. This includes, but is not limited to, complying with the direction or instruction of a staff member, not walking away from a staff member while being spoken to, speaking to staff in an appropriate manner and completing all assigned work.

Expectation 8: Bullying/Cyberbullying, Profanity, Obscenity, and/or Derogatory Language (Respect/Caring):

Bullying and/or harassing behavior are strictly prohibited in Northampton County Schools. It is the policy of the Board of Education to maintain learning environments that are free from harassment or bullying. Students are expected to use appropriate language and conduct at school and school functions and possess only appropriate materials. This rule applies to cursing, possessing, sending, or receiving written materials or electronic text and/or images that convey an offensive, racial, derogatory, bullying or obscene message to another person. This includes but is not limited to references to race, color, ancestry, national origin, gender, gender identity or expression, sexual orientation, religion, and/or physical or sensory disability, physical appearance or making offensive statements or gestures.

In addition, as with other disciplinary violations, any manner of bullying that occurs off campus may violate the Northampton County Schools Code of Student Conduct if it has a direct and immediate impact to the orderly and efficient operation of the school or the safety of individuals in the school environment.

Students who feel bullied, harassed or intimidated at school by an adult or another student or who witness such conduct may use the ***Intimidation, Bullying and/or Threats form*** located in the ***Forms Section*** at the back of this book to report the incident. Once completed, the form should be given to a school executive. Retaliation for making a report is strictly prohibited. Students and parents may also use other means, such as email or other reliable methods, to make such a report.

Expectation 9: Generally Disruptive Behavior (Responsibility/Respect/Citizenship):

A student will maintain appropriate behavior so as to refrain from disrupting class, school or bus activity and be prepared for instruction at all times. A student shall not talk out in class or move from his/her assigned seat/area without permission, throw objects (except as directed by staff for an instructional purpose), horseplay, harass, tease or make rude noises. Repeated violations of this rule may be punished as a Level III infraction. Repeated incidents of generally disruptive behavior will result in the student's participation in the Character Academy. A *Rule 9 Violation Review* must come from the Student Assistance Team, following appropriate documented interventions.

Expectation 10: Trespassing (Citizenship):

A student will not enter school property or a school facility without proper authority. This rule includes entering any school during a period of suspension or expulsion.

Level III, IV, or V Infractions - Expectations 11 through 34

Expectation 11: Unsafe Action (Citizenship/Caring):

1. Harm's Way: A student shall not commit any action that has the potential to cause danger or physical harm to himself or to others, to include but not limited to: exiting a moving school bus; exiting a school bus by way of the emergency exit absent an emergency; attempting to elude school officials by running through

a parking lot or any traffic area; climbing on the roof of buildings; being in construction areas, boiler rooms, attics or elevator shafts; or any action that has the potential for physical harm to self or others. This rule will apply only when the unsafe behavior does not meet the standards of any other violation.

2. **Self-Medication:** A student should not have in his/her possession any over-the-counter medication or prescription medication without meeting conditions prescribed by the board. Simple possession of such items that are not in accordance with board standards may result in consequences outlined in Rule 3. Distribution and/or consumption of such medication may result in an immediate Level III consequence. In some instances, violations of Rule 11 may be a Level II infraction. Violation of this rule may also be treated as a violation of Rule 28.

Expectation 12: Vehicle Use (Responsibility/Citizenship):

1. **Reckless Vehicle Use:** A student will not operate any motorized or self-propelled vehicle on school grounds in a manner that is a threat to health and/or safety, or a disruption to the educational process. Driving to school is a privilege, which may be limited or revoked at any time by the school executive.
2. **Vehicle Parking on Campus:** A student will not leave an automobile on school premises without appropriate authorization and a visible parking permit. Unauthorized vehicles may be towed. In addition to the vehicle being towed, this may be a Level I or II infraction.

Expectation 13: Gambling (Responsibility):

A student will not play games of skill or chance for money or property. In some instances, violations of Rule 13 may be a Level II infraction.

Expectation 14: Vandalism (Responsibility/Respect/Citizenship):

A student will not willfully, with or without malice, participate with others to damage or destroy property of another, including property belonging to the school or district, staff, students or other adults on campus or at a school-sponsored or school-related activity on or off school property. A student or parent/guardian will be held financially responsible, as allowed by law, for willful or malicious destruction of property. In some instances, violations of Rule 14 may be a Level II infraction.

Expectation 15: Use of Fire (Responsibility/Respect/Citizenship):

A student will neither set fire nor attempt to set fire to anything on school property or participate with others to damage or destroy school property through the use of fire. This includes striking matches, flicking cigarette lighters or using any instrument capable of producing fire on school property or at a school-sponsored or school-related activity that is on or off school property. (This violation does not include any smoking violations. For smoking violations refer to **Expectation 28.4.**) In some instances, such as the use of a lighter during a smoking violation, a Rule 15 violation may result in a Level II infraction.

Expectation 16: Theft (Responsibility/Respect/Citizenship):

A student will not steal or possess stolen property, or participate with others to do so. Stolen property includes any object that is possessed without the permission of the

owner. In some instances, violations of Rule 16 may be a Level II infraction.

Expectation 17: Breaking and Entering (Responsibility/Respect/Citizenship):

A student will not break into any district property. This will include any unauthorized entry into school property with or without destruction to the property.

Expectation 18: Burglary (Responsibility/Respect/Citizenship):

A student will not unlawfully enter any district property with the intent of committing a felony, to steal and/or take and carry away the property of another, or to attempt to commit the taking of property.

Expectation 19: Robbery (Responsibility/Respect/Citizenship):

A student will not take or attempt to take another person's property by force or violence.

Expectation 20: Extortion (Responsibility/Respect/Citizenship):

A student will not take, threaten or attempt to take the property (including but not limited to money) of others through intimidation.

Expectation 21: Unauthorized Use of the Computer and Wireless Communication Devices (Honesty):

A student shall refrain from inappropriate use of school system computers or from using the Northampton County Schools Internet site without proper authority. This includes unauthorized use of sign-on codes and the school telephone system, communication of threats or implied threats, and unauthorized attempts to contact any Northampton County Schools computer site from any computer station. This rule also encompasses any activity or distribution of information from home or school computers that would constitute a violation of a rule under the Northampton County Schools Code of Student Conduct or a violation of law, such as, but not limited to, bullying or harassment on social media or other sites if the conduct has or may have a direct and immediate impact on the orderly and efficient operation of the schools or the safety of individuals in the school environment. Publication of information on the Internet is considered distribution regardless of the location of the computer where the offending content was published. (Minor violations of unauthorized use of the computer, including accessing home email accounts from a school computer, may be a Level I or II infraction.)

Expectation 22: Pornographic, Profane and/or Violent Material (Respect/Citizenship):

A student shall refrain from having any pornographic or profane material in his/her possession, including but not limited to pictures, magazines, CDs, DVDs, electronic text or images and sexually explicit or graphically violent materials (including but not limited to documents or instructions concerning the creation of and/or the use of weapons). (This may also be a Level I, II or III infraction.)

Expectation 23: Counterfeit Currency (Honesty):

A student shall not distribute, produce or use counterfeit currency on school property or at a school-sponsored or school-related activity on or off school property.

Expectation 24: False Alarm (Responsibility):

In the absence of an emergency, a student shall not call 911, signal or set off an automatic signal indicating the presence of an emergency.

Expectation 25: Bomb Threat (Responsibility):

A student shall not make any report or notification, knowing or having reason to know the report is false (verbal or written), indicating the presence of a bomb or explosive device on school grounds, school bus or at any school activity.

Expectation 26: Aggressive Physical/Verbal Action (Responsibility/Caring/Justice and Fairness):

A student shall not exhibit any form of aggressive physical or verbal action against another student, staff member or any other adult at school. Minor incidents of hitting, biting, spitting, shoving, kicking or throwing objects at a student or adult may be a Level I or II infraction.

1. Verbal Confrontation/Provocation: A student shall not approach another person in a confrontational, provocative or bullying manner.
2. This will include attempts to intimidate or instigate another person to fight or commit
3. other acts of physical aggression. (This may also be a Level I or II infraction.)
4. Fighting: The exchange of mutual aggressive physical contact between students, with or without injury, is prohibited. (The first violation of this rule shall be a Level II infraction and will result in a suspension of no more than five days so long as it does not involve a weapon or result in injury or cause a significant disruption to the educational environment.
5. An incident that occurs in high density areas of the campus, such as the cafeteria, mall, hallway during class changes, parking lot, auditorium, restroom, bus, or gym is presumed to have caused a significant disruption and is not eligible for this lesser penalty. Subsequent violations (cumulative from grades 6-12) or those that cause injury or a disruption, shall be a Level III infraction.) A student who is physically attacked may act in self-defense without consequence.
6. Self-defense is defined as the act by a non-aggressor victim using reasonable force to avoid being hit in order to enable oneself to get free from the attacker and notify school authorities. It is not self-defense to participate in the fight. Students who exceed reasonable force in protecting themselves will be disciplined for violating this rule even though another person provoked the fight. Administrators will have the discretion to recognize the need for self-defense on an incident-by-incident basis.
7. Threatening/intimidating: A student shall not threaten to strike, attack or harm any person, or cause another person to become fearful by intimidation, through any medium, including threats made in person, through another person at the request of the perpetrator, on the telephone, in writing, through the use of gang paraphernalia, or by any digital communication (cyberbullying) that pose a safety risk to the school environment. The tier will be determined by the level of risk presented by the threat, whether the threat could have reasonably been carried out and whether the threatened person was made fearful. This rule violation may be a Level I, II or III infraction.
8. Assault on a Student: A student shall not physically attack another student. See self-defense as defined above.

9. Multiple Assaults: A student shall not act in concert to physically attack another student.
10. Assault on a Staff Member: A student shall not physically attack a staff member or adult. See self-defense as defined above.
11. Multiple Assaults: A student shall not act in concert to physically attack a staff member or other adult.
12. Inciting to Riot/Chaos: A student shall not engage in behavior of a violent or aggressive nature in a highly volatile area that could result in a riot, widespread chaos or aggressive actions (verbal and/or physical) by students witnessing or involved in the incident. (This may also be a Level II infraction.)
13. Refusing to Disperse: A student who witnesses an incident under this rule shall disperse at the request of staff members. (This may also be a Level II or III infraction.)
14. Participation in a Civil Demonstration: A student shall not disrupt the school day by participating in a civil demonstration, including leaving campus without permission. (This may also be a Level I or II infraction.)

Expectation 27: Sexual Behavior (Respect/Caring):

A student shall not engage in any sexual behavior on school property or at a school-sponsored activity.

1. Offensive Touching: A student shall not engage in unwanted touching of an offensive or sexual nature. (This may also be a Level I, II or III infraction.)
2. Sexual Harassment: A student shall not engage in unwanted verbal or physical (e.g. gesturing) conduct of a sexual nature which may reasonably be regarded as intimidating, hostile or offensive. This includes the communication of (by digital or other means) or the intentional display of sexually explicit material. (This may also be a Level II or III infraction.)
3. Indecent Exposure: A student shall not intentionally expose private body parts, including but not limited to the display of the buttocks (mooning). (This may also be a Tier I, II or III infraction.)
4. Consensual Sexual Activity: A student shall not engage in consensual sexual activity. (For elementary students, this may be a Level I, II or III infraction.) "Consensual" means all parties are willing participants in the activity.
5. Sexual Battery: A student shall not attempt to engage in sexual activity against another person by force, threat or fear.

Expectation 28: Alcohol, Tobacco and Other Drugs (Responsibility/Citizenship):

A student shall not use, purchase, sell, distribute, be under the influence of or possess any kind of tobacco, alcoholic beverage, controlled substance (as defined by state law) or illegal or counterfeit substance. Subsequent violations of any part of this rule are cumulative from grades 6–12.

1. Alcohol: A student shall not possess, use, distribute or be under the influence of alcohol on school property or at a school function. The first violation of this rule will be a Level I or II infraction with an immediate referral to the Character Academy. All subsequent violations (cumulative from grades 6-12) will be a Level III infraction.
2. Marijuana: A student shall not possess, use or be under the influence of marijuana, or possess associated drug paraphernalia on school property or at a school function. The first violation of this rule will be a Level I or II infraction with an immediate

referral to the Character Academy. All subsequent violations (cumulative from grades 6-12) will be a Level III infraction. "Marijuana" is defined to also include synthetic cannabinoids. Possession of large amounts or of more than one individually wrapped package of marijuana will be deemed to be a violation of **Expectation 28.3.b.**

3. Drugs/Illegal Substances, Counterfeit Drugs and Paraphernalia:
 - a. Use, Influence or Possession of Drugs/Paraphernalia: For drugs other than marijuana, a student shall not use or be under the influence of illegal or controlled substances or possess illegal, counterfeit or controlled substances (including prescription drugs without a doctor's order filed with the school) or drug paraphernalia on school property or at a school function. Disciplinary responses shall include a referral to Character Academy.
 - b. Sale/Distribution (Attempt or Actual): A student shall not distribute, sell, attempt to sell, or possess with intent to sell any illegal, counterfeit or controlled substance. Possession of a large amount of or more than one individually wrapped package of a controlled or illegal substance will be considered evidence that the student intended to sell or distribute the product.
4. Tobacco: A student shall not use, sell, distribute or possess any kind of tobacco product or associated paraphernalia on school property or at a school function. The first violation of this rule shall be a Level I infraction and the response shall include a referral to the Character Academy. Subsequent violations will be Level II or III infractions. Possession of rolling papers is treated as a violation of **Expectation 28.2.**

Expectation 29: Weapons and Dangerous Objects (Responsibility/Caring):

A student will not possess, handle, transport or use any weapon, object that can be reasonably considered a weapon, dangerous object or substance that could cause harm or irritation to another individual on school property or at any school function. All items will be confiscated and will not be returned except with the mutual agreement of school and law enforcement. This rule does not apply to school supplies (e.g., pencil, laser pointer) unless used as a weapon. Note: any object thrown from a school bus will be treated as a weapon.

Prohibited items include, but are not limited to:

1. Toy knife or resemble a knife
2. Weapon not capable of propelling a missile
3. Knife
4. Box cutter/razor blade
5. Camouflaged weapon
6. Object thrown from a bus
7. Ammunition
8. Fireworks
9. Bomb (includes destructive devices such as an explosive, incendiary or poison gas, grenade, rocket having a propellant charge of more than 4 ounces, missile with an explosive charge of more than 1/4 ounce, mine, or similar device)
10. Airsoft gun, BB gun, pellet gun
11. Any object or substance that could cause injury including but not limited to, slingshots, ice picks, multi-fingered rings, metal knuckles, nun chucks, Bowie knives,

dirks, daggers, lead canes, switchblade knives, clubs, stun guns, starter pistols, BB guns, flare guns, air rifles, air pistols, air soft pellet guns or paintball guns, mace, fire extinguishers and/or the use of any object or any substance that will potentially cause harm, irritation or bodily injury.

Expectation 30: Gang and Gang-related Activities (Responsibility/Caring/Justice and Fairness):

No student shall commit any act that furthers gangs or gang-related activities. A gang is any ongoing organization, association or group of three or more persons, whether formal or informal, having as one of its primary activities the commission of criminal acts, or the purposeful violation of any district policy, and having a common name or common identifying sign, colors or symbols. Conduct prohibited by this policy includes:

1. Clothing: Wearing, possessing, using, distributing, displaying, or selling any clothing, jewelry, emblems, badges, symbols, signs, visible tattoos and body markings, or other items, or being in possession of literature that shows affiliation with a gang, or is evidence of membership or affiliation in any gang or that promotes gang affiliation;
2. Communication: Communicating either verbally or nonverbally (gestures, handshakes, slogans, drawings, etc.), to convey membership affiliation in any gang or that promotes gang affiliation;
3. Vandalism or Destruction of Property: Tagging, or otherwise defacing school or personal property with gang or gang-related symbols or slogans;
4. Intimidation/Threats: Requiring payment for protection, money or insurance, or otherwise intimidating or threatening any person related to gang activity;
5. Coercion: Inciting other students to intimidate or to act with physical violence upon any other person related to gang activity;
6. Solicitation: Soliciting others for gang membership;
7. Conspiracy: Conspiring to commit any violation of this policy or committing or conspiring to commit any other illegal act or other violation of school district policies that relates to gang activity.

Expectation 31: Firearms (loaded or unloaded) (Responsibility/Caring):

A student shall not possess, handle or transport any handgun, rifle, starter gun, shotgun or any other weapon which will or is designed to or may readily be converted to expel a projectile by action of an explosion, including camouflaged guns or any firearm muffler or silencer. Violation of this rule is a Level IV or V infraction. **Students violating this rule are subject to a 365-day mandatory suspension.**

Expectation 32: Persistently Dangerous Students (Responsibility/Caring/Justice and Fairness):

Students who are 16 years of age or older shall not frequently engage in conduct that is in violation of other code of conduct rules and is a danger to others in the school environment. Targeted conduct for this rule shall involve multiple events over an extended period of time, including previous school years. Examples of misconduct under this rule shall be limited to multiple rule violations for assault, the sale or distribution of illegal drugs, gang-related activities, the possession of weapons and inappropriate sexual behavior.

Expectation 33: Refusal to Allow Search (Responsibility and Honesty):

School administration has the right to conduct a search that is reasonable in scope of a student or his/her possessions if the administration has a reasonable suspicion that the student may be in possession of a weapon, illegal substance or other items prohibited by or used in violation of law or the Northampton County Schools Code of Student Conduct

1. Search of an individual and/or his/her Possessions: A student must cooperate with and may not obstruct or interfere with a reasonable and authorized search of the student and/or his/her possessions based on reasonable suspicion that the student may be in possession of a weapon, illegal substance or other items prohibited by or used in violation of law or the Northampton County Schools Code of Student Conduct.
2. Search of Student Lockers and Desks: Lockers and desks are the property of the school and are assigned to the student with the understanding that he/she is responsible for all property placed in the locker or the desk. Lockers and desks shall be used only for storage of those items that are reasonably necessary for the student's school activities such as books, gym clothes, coats, school assignments, etc. A student must cooperate with and may not obstruct or interfere with an authorized search of his/her locker or desk.
3. Search of a Vehicle: A student must cooperate with and may not obstruct or interfere with reasonable search of the student's vehicle and its contents when it is present on school property or at a school activity. These searches will be based on reasonable suspicion that the student may be in possession of a weapon, illegal substance or other items prohibited by or used in violation of law or the Northampton County Schools Code of Student Conduct. A violation of this rule may result in the student losing his/her parking privilege, in addition to other applicable discipline.

Expectation 34: Student Sex Offenders

The board is committed to the safety of students, school employees and other persons on school property. In order to create and maintain a safe school environment and to comply with G.S. 14-208.18, the board establishes the following policy provisions. A student who is enrolled in the school system and is a registered sex offender is subject to policy 5022 - Registered Sex Offenders and policy 4260 - Student Sex Offenders, and is expressly prohibited from (1) knowingly being present on any property owned or operated by the school system, including school buildings, athletic fields, playgrounds, parking lots, buses and other property and (2) attending school sponsored or school - related activities, except to the extent the student is permitted to be on school property to receive educational services. A student subject to policy 5022 - Registered Sex Offenders and policy 4260 - Student Sex Offenders, who is receiving educational services on school grounds must comply with the requirement that he or she be supervised by school personnel at all times.

Section V: Procedures Relating to Disciplinary Action or Re-entry

To protect student rights, certain procedures are followed with regard to disciplinary actions. These procedures are developed as suggested or required by law or regulation. School and classroom discipline in areas not covered by these specific procedures are encouraged.

Procedures for Short-term Suspensions (1-10 days)

A student accused of misconduct, which in the opinion of the principal (includes principal's designee) would require a short-term suspension from school, shall be afforded the procedures below. A student must be given an opportunity to complete assignments, take textbooks home, and take major tests or exams missed during the period of suspension. Details of the processes to be followed are provided in Policy 4351, Short-term Suspension.

1. The student must be told by the school executive/designee of the reason(s) for the consideration of suspension.
2. The student must be given the opportunity to have an informal hearing with the school executive and to present his/her version of the events and to identify witnesses to the incident. The informal hearing will typically occur immediately after the student is informed of the charges, but may be delayed if the student's continued presence on campus is a safety concern.
3. The school executive/designee shall make a determination as to whether or not a student is guilty of the misconduct, and if so, what disciplinary response will be imposed. Initial notices to impose suspension may be communicated orally to the parent; written notification must follow.
4. The school executive/designee shall report each suspension in writing to the student's parent/guardian and to the central services representative. This report shall be sent to the parent by email, regular mail or other reliable means by the end of the day of the suspension when reasonably possible. Otherwise, it must be sent no more than 2 days later. Reasonable efforts shall be made to contact parents or guardians prior to the start of the suspension. If parents or guardians cannot be reached prior to the start of the suspension, the school executive/designee may determine to start the suspension without contacting parents/guardians, but continued reasonable efforts shall be made.
5. At the discretion of the school executive, a written behavior contract may be required upon the return of the student to school.
6. Students are not entitled to appeal a school executive's decision to impose a short-term suspension to the superintendent or the Board of Education.

Removal of Student During the Day

Policy Reference: Policy 4352 Removal of Student During the Day

The school executive may remove from school grounds a student who has been suspended during the school day, under any of the following circumstances:

1. the parent has been notified and is able to make arrangements for the student to leave the school or agrees to the student's using public transportation or driving himself or herself home;
2. the parent has been notified and is available to receive the student, and the principal is able to arrange for transportation from the school to the home; or

3. the principal involves law enforcement in the removal of the student from school grounds because such action is necessary to provide a safe, orderly school environment. If none of these circumstances exists, the suspension will begin on the next school day

Procedures for Long-term Suspensions (more than 10 days) or 365-day Suspensions

A student accused of a willful violation of the Code of Student Conduct which, in the opinion of the school executive designee, may require a long-term suspension or 365-day suspension from school, shall be afforded the procedural safeguards described below. A suspension of more than 10 days is appropriate only when the student willfully engages in conduct that threatens the safety of students, staff or school visitors, or threatens to substantially disrupt the educational environment. The procedures for a short-term suspension must be employed, as well as the following additional steps, prior to the imposition of a long-term suspension. Only the superintendent or his/her designee may impose a period of long-term suspension or 365-day suspension. Details of the processes to be followed are provided in Policy 4353, Long-term Suspension.

1. Except for serious violations of the Code of Student Conduct for which the superintendent may recommend that the student be expelled, a Discipline Team Meeting (DTM), which consists of the school executive/designee, the central services representative, the parent/guardian and the student, will be convened at the school within 10 school days of the first day of suspension. The purpose of this meeting is for the team to review the investigation completed by the school, the school executive's recommended consequences, the due process procedures afforded, and any information provided by the student and the parent/guardian. There is no right for representative counsel to attend. During the DTM, the central services representative may recommend that additional consequences be imposed. The central services representative will make the final decision. Parents will be informed in writing of the central services representative's decision. If the parent/guardian agrees with the decision of the central services representative, then the decision shall stand and no further due process procedures (e.g., a due process hearing) associated with the incident will take place. If the parent/guardian disagrees with the decision of the central services representative to impose a long-term suspension, a due process hearing may be requested by making a written request to the central services representative within three business days. (A form for this purpose is in the back of this book.) If the decision of the central services representative is to assign the student to an alternative school without any additional days of suspension, the student is not entitled to a due process hearing. Instead, the student may request an appeal of the school assignment to the Board by contacting the school executive's office of the Alternative School. (A form for this purpose is in the back of this book.) The assignment will be immediately effective pending the appeal and remains in effect until a decision is rendered in the appeal.
2. The due process hearing will be scheduled within the initial 10-day suspension. If parents/guardians miss the deadline or request a later hearing date or their scheduling conflicts cause the hearing to take place after the initial 10-day suspension, then the central services representative may impose a long-term suspension before the hearing occurs.
3. Written notice will be sent to parents/guardians advising them of the date, time and

location of the hearing. The notice will also describe the hearing process and advise parents/guardians of the student's rights under law. Details of the notice are provided in Policy 4353, Long-term Suspension, 365-Day Suspension, Expulsion. The notice will be sent by e-mail, US mail, hand delivery or other reliable means. For children in foster care, notice must also be sent to the foster parents. If neither the student nor the parent appears at the scheduled hearing, they will have waived the right to the hearing and the superintendent will proceed with imposing the disciplinary consequence.

4. The due process hearing will be held at the central services office or other designated location and the student will be able to exercise the rights identified in the notice, including the right to have an opportunity to present his/her version of the events, provide witnesses (or written witness statements) on his/her behalf, question the witnesses presented by the school administration and be represented by counsel (at the parent's own expense). Students shall also have the right to review before the hearing the evidence that may be presented by the district, as allowed by federal and NC law. The hearing officer shall make a written determination of the facts, based on substantial evidence presented at the hearing.
5. The superintendent/designee shall make a final decision regarding the long-term or 365-day suspension after the due process hearing has occurred (or, if no request is received, after the deadline has passed for requesting a hearing.) The superintendent/designee will not review the initial 10-day (short-term) suspension. A student shall be informed of the determination promptly.
6. If the student disagrees with the decision of the superintendent/designee to impose a suspension of more than 10 days, he/she is entitled to appeal to the Board of Education. This appeal must be requested within 10 days of the date of the superintendent's decision letter. The disciplinary consequence remains in effect throughout all appeals. The student may appeal to the Board even if he/she did not request a due process hearing. (A form for this purpose is located in the back of this book.)
7. The Board hearing will be conducted and a decision rendered within 30 days of the submission of the appeal, unless the student requests that the hearing be delayed.

Procedures for Expulsion

Pursuant to N.C.G.S. § 115C-390.11, the Board of Education may expel any student, over 14 years of age, whose behavior indicates that the student's continued presence in the school constitutes a clear threat to the safety of other students or employees or who is subject to the Jessica Lunsford Act (a registered sex offender) and the student's continued presence in school constitutes a clear threat to the safety of other students or employees.

1. After the hearing described above, the superintendent/designee may make a recommendation to the Board of Education that the student be expelled. A period of long-term suspension may also be imposed pending the Board decision on the expulsion recommendation.
2. The parent/guardian will receive written notice of the hearing before a panel of the Board of Education. The notice shall include the date, time and location of the hearing, a summary of the charge being levied against the student, the information to support the charge and the student's rights at this proceeding.

3. A hearing will be held at the offices of the Board of Education, where the student will be able to exercise the rights identified in the notice. The student will have the opportunity to explain why his/her presence is not a clear threat to the safety of others, provide witnesses (or written witness statements) on his/her behalf, question the information presented by the superintendent/designee and be represented by counsel, at the parent's expense.
4. The Board of Education will determine the following: were the statutory requirements met and are there any alternative programs which would meet the needs of the student and maintain the safety of the educational environment.
5. The decision of the Board of Education will be provided to the parent/guardian in writing within seven to 10 days of the hearing.

Procedures for Re-entry of Expelled Students or Students Suspended for 365 Days

Following the Board of Education's decision to expel a student, the student shall have no right to attend Northampton County Schools until such time as the student can demonstrate that he/she no longer constitutes a threat to the safety of other students and staff. The student shall have a right to request that the Board of Education reconsider the decision to expel any time after 180 days after the decision to expel. Similarly, students subject to a 365-day suspension may petition the Board for readmission after 180 days from the start of the suspension. The Board will schedule a hearing to consider these requests. Students will be notified of the date of the hearing. If a decision to allow the student to re-enter is made, it shall be pursuant to a behavior contract and assignment to an alternative program to be identified by the superintendent/designee. Failure of the student to abide by the behavior contract or repeat engagement in conduct which threatens the safety of students or staff may result in immediate referral to the Board of Education.

If the request for readmission is denied, no subsequent requests from that student will be considered during that 365-day suspension.

Procedures for Suspension of Students with Disabilities

Please see the *Handbook on Parents Rights* for the additional procedural safeguards to be followed for students with disabilities. If you need a copy of this handbook, please contact the school executive at your school or obtain a copy through the Northampton County Schools Office of Exceptional Children.

Procedures for Re-entry of Students from Alternative Settings

The school placement for students transitioning from alternative settings or treatment facilities, mental health centers, etc. will be determined by a Multidisciplinary Transition Team. The team will consist of representatives from various Northampton County Schools departments, the relevant alternative or treatment facility, and the judicial system, where applicable. An individual designated by the superintendent will facilitate the appeal process for school placement decisions made by the Multidisciplinary Transition Team.

Point of Exit is Point of Entry

Withdrawing from and later re-enrolling in Northampton County Schools will not circumvent a reassignment to an alternative school for disciplinary purposes. Students who are reassigned to an alternative school or mandatory program for a specified amount of time must regularly attend and successfully complete this re-assignment before returning to the regular school environment. Such students who leave Northampton County Schools and return at a later date will automatically be assigned to the alternative school or program upon returning to the system.

Request Documents Requiring a Signature

Acknowledgement of Receipt and Review of the Student Code of Conduct and FERPA

Application for Medical Exemption from Student Dress Requirement*

Parental Request to Deny Internet Access

Intimidation, Bullying and/or Threats Administrative Report

Northampton County Board of Education

Student Dress Code Policy

Purpose

The primary goal of the Northampton County Schools is to provide a safe learning environment where all students are able to achieve at their highest potential. The personal appearance of every student is an important component of establishing a safe environment for optimal learning and respect for one another. Students are expected to adhere to standards of dress and appearance that are compatible with an effective learning environment. In support of these goals and expectations the Board establishes the following dress code for students:

Exceptions/Special Circumstances

The administration shall make reasonable accommodations on the basis of a student's religious beliefs or medical conditions. Guardians seeking exemption from this policy should submit an application for exemption to be reviewed by the principal.

Dress Code Regulations

Clothing and accessories that interrupt or disrupt the school learning environment are prohibited. Prohibited clothing and accessories include, but are not limited to, items that promote gang or gang related activities and items that contain vulgar, insolent, or sexually explicit material. Any school system employee may alert a school administrator to a dress code policy violation.

Pants/Capris/Gauchos:

- All pants worn as the outer garment must be worn at a student's waistline. For the purposes of this policy, the waistline is the narrowest point of the human body between the ribcage and hips.
- If pants have belt loops, students must wear a belt.
- Pants must have no more than 6 pockets.
- Excessively baggy or tight fitting pants are prohibited.
- Undergarments/underwear **shall not** be visible at any time.
- Pants with holes in the buttocks or groin area are prohibited. If pants have holes in the front or back leg area of the pants, the holes may not be any wider in diameter than that of the student's hand. In addition, leggings, tights, or long johns must be worn under the pants with holes in order to cover

exposed skin.

- Pajamas are prohibited.
- Leggings and tight spandex are prohibited, unless worn under pants.
- Dress code requirements may be waived by the principal during school spirit week, subject to superintendent approval.

Tops:

- Tops that reveal underwear, cleavage, or bare skin between the upper chest and the waistline are prohibited.
- Sleeveless tops are prohibited.
- Polo shirts, turtleneck shirts, T-shirts, and collared blouses/shirts are allowed.
- V-neck T-shirts may not be worn as an outer layer.
- Visibility of shoulders and midriffs is prohibited.
- **Undergarments must not be visible.**
- Un-tucked shirts of excessive length are prohibited.
- For the purposes of this policy, the waistline is the narrowest point of the human body between the ribcage and hips.

Skirts/Shorts/Skorts/Jumpers:

- These items must be worn at the waistline and must extend to at the middle of the entire thigh.
- For the purposes of this policy, the waistline is the narrowest point of the human body between the ribcage and hips.

Outerwear:

- Light outerwear, such as sweatshirts, vests, and sweaters may be worn.
- Heavy coats are permitted, but must be removed upon entry into the classroom.

Shoes:

- Steel toes, cleats, bedroom shoes, high heels of greater than 2 inches, flip flops, Chinese slippers, and heelies are prohibited.
- Shoes with laces must be properly laced and tied.

Other:

- Caps, hats, earmuffs, head coverings of any kind, and sunglasses are prohibited inside school buildings.
- Large chains/jewelry and belt buckles are prohibited.

Consequences for Violation of Dress Code Policy

- **1st Offense**

Covering of items and/or bare skin, if applicable, and parent meeting or telephone call regarding policy compliance.

- **2nd Offense**

Covering of items and/or bare skin, if applicable, and parent meeting or telephone call regarding policy compliance. Maximum of 2 days of in-school suspension at the middle and high school levels. Appropriate disciplinary action—not to include out of school suspension—at the elementary school level. In addition, the school Administrator may revoke the student's privileges to attend and/or participate in any school-sponsored extracurricular activities, including a student's participation in athletic competition.

- **3rd Offense (and all subsequent offenses)**

Covering of items, if applicable. Maximum of 3 days of out of school suspension ("OSS") and a parent conference. The three days OSS shall be reduced by the school administrator if the parent arranges for a parent conference (to include the student) on or before the third day of suspension and the parent enters into an agreement stating that the student will comply with the dress code policy in the future. If such a parent conference is held, the OSS shall end on the day of the parent conference. This provision may only be utilized once to shorten the length of the three day out of school suspension. In addition to the three days OSS, the school Administrator may revoke the student's privileges to attend and/or participate in any school-sponsored extra-curricular activities, including a student's participation in athletic competition, or require the student to participate in a program for solution based intervention. If the student drives, his/her privileges to drive to school may be suspended, and/or the student may be placed on lunch restrictions for up to three consecutive days.

Applicability

This policy shall apply to all students in all school buildings during the regular school day, on field trips, and when students represent the school. This policy shall also apply to all students at all times on all Board of Education property; including in school buildings and on school grounds; on all school buses and other school vehicles. This policy does not apply to school sanctioned uniforms and costumes for athletic, choral, or dramatic performances with the prior written approval of the principal.

LEGAL REF: G.S. 115C-47, 115C-390.1 et seq., U.S. v. O'Brien (US 1968); Tinker v. Des Moines Independent Community School District (US 1969), and Bethel School District v. Frazier (US 1986)

ADOPTED: October 5, 2009

REVISED: March 13, 2017

REFERENCE A: Religious Exemptions

Upon written request from the parent/guardian of a student, the principal or principal's designee may, as a reasonable accommodation under the Dress Code Policy, exempt the student from the requirements of the Dress Code Policy when compliance with those requirements would impose a substantial burden on the exercise of a sincerely held religious belief. In making determinations regarding exemptions to the Dress Code Policy, the principal or principal's designee shall not attempt to determine whether the religious beliefs are valid but only whether they are sincerely held. To assist in deciding whether an exemption is warranted, the principal or principal's designee may request the parent/guardian to provide information in writing demonstrating: (1) that the objection to the requirements of the Dress Code Policy is grounded in religious tenets rather than mere personal preference; (2) that the religious beliefs are sincerely held; and (3) that compliance with the requirements of the Dress Code Policy will interfere with the exercise of those beliefs.

REFERENCE B: Medical Exemption

Upon written request from the parent/guardian of a student, the principal or principal's designee may, as a reasonable accommodation under the Dress Code Policy, exempt the student from the requirements of the Dress Code Policy when medical necessity prevents a student's compliance with the Dress Code Policy.

In making determinations regarding medical exemptions to the Dress Code Policy, the principal or principal's designee may request the parent/guardian to provide information in writing demonstrating that the medical basis for the requested exemption is true and accurate.

REFERENCE C: Application for Exemptions

Application for Exemption from the Student Dress Code Policy

Name of person submitting this application: _____

Name of student: _____

Address: _____

Telephone: _____

School: _____

Grade: _____

School Year: _____

I certify that I am the parent or legal guardian of the student named above. I hereby request an exemption from the student Dress Code Policy on behalf of the above-named student for the current school year. I understand that this exemption is for the current school year only and must be renewed at the beginning of each subsequent year. The reason for my application for this exemption is as follows:

I understand that the exemption will not be effective until after I have met with the school principal or his/her designee.

_____ Signature of Parent/Guardian

_____ Signature of Principal/Designee

_____ Date of Request

_____ Date of Conference

Policy Code: 4400 Attendance

Attendance in school and participation in class are integral parts of academic achievement and the teaching-learning process. Through regular attendance, students develop patterns of behavior essential to professional and personal success in life. Regular attendance by every student is mandatory. The State of North Carolina requires that every child in the State between the ages of 7 (or younger if enrolled) and 16 attend school. Parents and legal guardians are responsible for ensuring that students attend and remain at school daily.

A. Attendance Records

School officials shall keep accurate records of attendance, including accurate attendance records in each class. Attendance records will be used to enforce the Compulsory Attendance Law of North Carolina.

B. Excused Absences

When a student must miss school, a written excuse signed by a parent or guardian must be presented to the student's teacher on the day the student returns after an absence. Absences due to extended illnesses may also require a statement from a physician. An absence may be excused for any of the following reasons:

1. personal illness or injury that makes the student physically unable to attend school;
2. isolation ordered by the State Board of Health;
3. death in the immediate family;
4. medical or dental appointment;
5. participation under subpoena as a witness in a court proceeding;
6. a minimum of two days each academic year for observance of an event required or suggested by the religion of the student or the student's parent(s);
7. participation in a valid educational opportunity, such as travel or service as a legislative or Governor's page, with prior approval from the principal;
8. pregnancy and related conditions or parenting, when medically necessary;
- or
9. visitation with the student's parent or legal guardian, at the discretion of the superintendent or designee, if the parent or legal guardian (a) is an active duty member of the uniformed services as defined by policy 4050, Children of Military Families, and (b) has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting.

In the case of excused absences, short-term out-of-school suspensions, and absences under [G.S. 130A-440](#) (for failure to submit a school health assessment form within 30 days of entering school) the student will be permitted to make up his or her work. (See also policies 4110, Immunization and Health Requirements for School Admission, and 4351, Short-Term Suspension.) The teacher will determine when work is to be made up. The student is responsible for finding out what assignments are due and completing them within the specified time period.

C. School-Related Activities

All classroom activities are important and difficult, if not impossible, to replace if missed. Principals shall ensure that classes missed by students due to school-related activities are kept to an absolute minimum. The following school-related activities will not be counted as absences from either class or school:

1. field trips sponsored by the school;
2. job shadows and other work-based learning opportunities, as described in [G.S. 115C-47](#)(34a);
3. school-initiated and -scheduled activities;
4. athletic events that require early dismissal from school;
5. Career and Technical Education student organization activities approved in advance by the principal; and
6. in-school suspensions.

Assignments missed for these reasons are eligible for makeup by the student. The teacher will determine when work is to be made up. The student is responsible for finding out what assignments are due and completing them within the specified time period.

D. Excessive Absences

Class attendance and participation are critical elements of the educational process and may be taken into account in assessing academic achievement. Students are expected to be at school on time and to be present at the scheduled starting time for each class.

The principal shall notify parents and take all other steps required by [G.S. 115C-378](#) for excessive absences. Students may be suspended for up to two days for truancy.

If a student is absent from school for five or more days in a semester, the principal or a committee established by the principal shall consider whether the student's grades should be reduced because of the absences. The principal or committee shall review other measures of academic achievement, the circumstances of the absences, the number of absences, and the extent to which the student completed missed work. A committee may recommend to the principal and the principal may make any of the following determinations:

1. the student will not receive a passing grade for the semester;
2. the student's grade will be reduced;
3. the student will receive the grade otherwise earned; or
4. the student will be given additional time to complete the missed work before a determination of the appropriate grade is made.

Students with excused absences due to documented chronic health problems are exempt from this policy. In addition, for students experiencing homelessness (see board policy 4125, Homeless Students), school officials must consider issues related to the student's homelessness, such as a change of caregivers or nighttime residence, before taking disciplinary action or imposing other barriers to school attendance based on excessive absences or tardies.

Excessive absences may impact eligibility for participation in interscholastic athletics. See policy 3620, Extracurricular Activities and Student Organizations.

Legal References: McKinney-Vento Homeless Assistance Act, [42 U.S.C. 11431](#), et seq.; [G.S. 115C-47](#), [-84.2](#), [-288\(a\)](#), [-375.5](#), [-378 to -383](#), [-390.2\(d\)](#), [-390.2\(l\)](#), [-390.5](#), -

[407.5](#); [130A-440](#); [16 N.C.A.C. 6E .0102](#), [.0103](#); State Board of Education Policies [ATND-000](#), [-003](#), [NCAC-6E.0104](#)

Cross References: Extracurricular Activities and Student Organizations (policy 3620), Education for Pregnant and Parenting Students (policy 4023), Children of Military Families (policy 4050), Immunization and Health Requirements for School Admission (policy 4110), Homeless Students (policy 4125), Short-Term Suspension (policy 4351)
Adopted: January 11, 2016

Policy Code: 4405 R & P - Tardies Regulation & Procedures

Students arriving to school late must report to the main office for a pass to class. All parents should sign child in upon dropping them off. Students who drive to school and consistently arrive late to school will have their on campus driving privileges revoked for a period of time determined by the school administration. Teachers are required to maintain a tardy log for each class. All teachers are required to maintain the logs and issue referrals when necessary.

The school administration shall apply the following disciplinary consequences for tardiness:

Number of Tardies	Consequence
First Tardy	Written Warning and Parent Contact
Second Tardy	1 Day Lunch Detention
Third Tardy	2 Days Lunch Detention
Fourth Tardy	3 Days Lunch Detention
Fifth Tardy	Parent Conference Required (Student in ISS until conference)
Sixth Tardy	2 Days of ISS
Seventh Tardy	3 Days of ISS

Failure to attend lunch detention as directed will result in 2 additional days of lunch detention. Failure to attend additional days may result in suspension for insubordination in accordance with the Code of Conduct. Student should not be allowed to return to school until parents attend conference.

Northampton County Schools

Parental Request to Deny Access

You have the option of denying your child's access to the Internet and/or prohibiting them from obtaining an e-mail account. To deny access to one or both services, please complete this form as appropriate, sign, date and return to your child's school. Please remember that some school services must be provided via the Internet.

Parents will be notified when the school receives the signed form.

Student Name _____ Grade _____

School _____

I have read the Northampton County Public School System's Acceptable Use Policy and hereby request to deny Internet access for my child.

I DO NOT give permission to issue an account for my child and DO certify that the information contained in this form is correct.

Parent Signature _____ Date _____

I have read the Northampton County Public School System's Acceptable Use Policy and hereby request to deny Electronic Mail access for my child.

I DO NOT give permission to issue an account for my child and DO certify that the information contained in this form is correct.

Parent Signature _____ Date _____

Parent Name _____

Home Address _____

Phone _____

Northampton County Schools Intimidation, Bullying, and/or Threats Administrative Report

Bullying and/or harassing behavior are strictly prohibited in Northampton County Schools. Students who feel bullied, harassed, or intimidated at school by an adult or another student or who witness such conduct may complete this form and submit the completed form to the school principal.

Students may also report bullying and/or harassing behavior online. The link to online reporting can be found on Northampton County Schools website at www.northampton.k12.nc.us.

Select School:

☐ Central Elementary	☐ Northampton County High School
☐ Conway Middle	☐ Northampton County Early College High School
☐ Gaston Elementary	☐ Northampton County Alternative Learning Program
☐ Gaston Middle	☐ Willis Hare Elementary

Name of Student: _____

Name of individual displaying bullying and/or harassing behavior: _____

Date(s) of incident(s): _____

Provide a brief description of the incident(s). Include specific language and/or gestures.

Signature: _____

Note: School Principal will provide a response within three days to complete *Intimidation, Bullying, and/or Threats Reports* with the signature of the person submitting the report. Anonymously submitted reports will be reviewed and investigated; however, no response will be provided.