



- Every person deserves to be respected.
- Every person deserves to be safe, to feel safe, and to be free from danger.
- Students attend school to learn academics, behavioral skills, social skills and learning is enhanced in a physically and emotionally safe environment.
- Learning is enhanced by the establishment of academic and behavioral expectations.
- Special emphasis will be placed on the teaching of self discipline, good citizenship and social skills.

**SCORE MATRIX:** Students SCORE by being:

- Safe
- Caring
- On-Task
- Responsible
- Effective Communicators

DISCIPLINE PLAN

Inappropriate behaviors at ECS fall into categories or levels of offenses.

Each level is addressed either by the classroom teacher or the school administration.

#### Level 1 Offenses

- Handled by the teacher - documentation of behavior and action highly suggested.

#### Examples of Level 1 Offenses

Not following directions	Eye rolling
Running in hallways	Interrupting
Excessive talking	Consistent tardiness
Inappropriate laughing/sneering	Name calling
Derogatory notes/pictures	Misuse of materials
Teasing/put downs	Wandering
Inappropriate language	Mocking

### Examples of Level 2 Offenses

- Handled by the teacher with documentation of behavior and action.
- Parent contact highly suggested.

### **Level 2 Offenses**

Back talking/arguing Inappropriate gestures/language/ Taunting Refusing to work	Open defiance Cheating/lying Throwing objects Hitting
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### Examples of Level 3 Offenses

- Handled by the administration. Direct office referral.
- Parent contact.

### **Level 3 Offenses**

Fighting Ethnic slurs Obscene gestures Inappropriate touching Damaging property Direct and willful disobedience of school rules and policies Disrespect for authority	Bullying Threatening/taunting Threatening bodily harm Stealing Use of profanity Pulling fire alarm Excessive truancy Harassment, including sexual harassment
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### **Zero Tolerance**

Drugs  
Weapons/facsimile of a weapon/dangerous instrument  
Leaving school without permission  
Assault with intent to fight with another student

### **DUE PROCESS FOR STUDENTS WITH A DISABILITY**

It may be necessary to suspend, remove or otherwise discipline students with disabilities to address disruptive or inappropriate behavior. Students with disabilities have certain procedural protections whenever the school authorities intend to impose discipline upon them. The procedures are consistent with the procedural safeguards required by applicable laws and regulations.

## **STUDENT RIGHTS AND RESPONSIBILITIES**

### **Students have the right**

- \* to attend school in the School in which one's legal parent or legal guardian resides and receive a free and appropriate public education from age 5 to 21, as provided by law
- \* to expect that school will be a safe, orderly and purposeful place for all students to gain an education and to be treated courteously, fairly and respectfully by other students and school staff
- \* to have access to individuals or agencies capable of providing direct assistance to students with serious personal problems
- \* to be protected from intimidation, harassment, or discrimination based on actual or perceived race, color, weight, national origin, ethnic group, religion, or religious practice, sex, gender/gender identity, sexual orientation, or disability, by employees or students on school property or at a school sponsored event, function or activity

### **Students have the responsibility**

- \* to attend school daily, regularly and on time, perform assignments, strive to do the highest quality work possible, be prepared to learn
- \* to work to the best of one's ability in all academic and extracurricular activities, as well as being fair and supportive of others
- \* to express opinions and ideas in a respectful manner so as not to offend, slander, or restrict the right and privileges of others
- \*
  - to respect one another and treat others fairly in accordance with the ECS CoC

and the provisions of the Dignity Act. To conduct themselves in a manner that fosters an environment that is free from intimidation, harassment, or discrimination. To report and encourage others, to report any incidents of intimidation, harassment or discrimination

### **STANDARDS FOR PORTABLE ELECTRONIC DEVICES**

1. Students must store all cell phones and electronic communication devices in his or her lockers in the off or non-operational mode. Grade levels that do not use lockers may store the devices in their book bags.
2. Students may not carry or operate cell phones or electronic communication devices in the school
3. Students operating the devices will be subject to having the device confiscated by any staff member.

Consequences for operating or carrying said devices include but are not limited to:

- Confiscation and with return to student based on administrative discretion
- Confiscation for one school day and parent retrieval of said device
- Confiscation for up to three school days and parental retrieval of said device

Enterprise Charter School is not responsible for any lost or stolen electronic device. Enterprise Charter School encourages students to keep all electronic devices at home. The student is solely responsible for the care and safety of any cell phone or electronic device that he or she chooses to b

**STUDENT EXCLUSION PROCEDURES**

Suspension from school is a significant penalty which may be imposed upon students who engage in off-campus conduct (not at school or while not under the supervision of school authority or any employee or board member of the District), that adversely affects the education process or endangers the health, safety or morals of students, or possess a threat of harm to him or herself, or to school property. Students who are found to have violated the School's *Code of Conduct* may be subject to the following penalties, either alone or in combination. The school personnel identified after each penalty are authorized to impose that penalty, consistent with the student's rights to due process.

**Student Exclusion Procedures**

	Parental Notification	Parental Notification in writing	Informal Conference	Appeal to Head of School	NYS Education Law §3214 Hearing	Appeal to Board of Education
Detention	X					
Suspension from Transportation	X	X	X			
Suspension from Athletic Participation	X		X			
In-school Suspension	X		X			
Teacher Removal	X		X			
Short-term Suspension	X	X	X			X
Long-Term Suspension	X	X	X	X	X	X

**PARENT/GUARDIAN RIGHTS AND RESPONSIBILITIES**

Parents Rights and Responsibilities can be found in the *ECS Family Handbook 2015-2016*.

**VISITORS TO THE SCHOOL**

Parents/Guardians and visitors to the schools are subject to the same rules as students and other school personnel. All visitors must report to the Main Office upon arrival at school, must sign in, and must wear an identification badge. This rule may not apply if the function is open to the public, such as athletic competition or public gatherings. Visits to classrooms during the school day must be arranged in advance with the classroom teacher and/or school administration.

**QUESTIONS**

Questions about the Enterprise Code of Conduct should be directed to the **K-5 or 6-8 Director** depending on the grade level of the student in question.

**Notice of Non-Discrimination**

Enterprise Charter School does not discriminate on the basis of an individual's actual or perceived race, color, creed, religion, religious practice, national origin, ethnic group, sex (including sexual harassment and sexual violence), gender identity, sexual orientation (the term "sexual orientation" means heterosexuality, homosexuality, bisexuality, or asexuality), political affiliation, age, marital status, military status, veteran status, disability, weight, domestic violence victim status, arrest or conviction record, genetic information or any other basis prohibited by New York State and/or federal non-discrimination laws in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. Inquiries regarding the school's non-discrimination policies should be directed to: [nancykrug@enterprisecharter.org](mailto:nancykrug@enterprisecharter.org)

The *Enterprise Charter School Code of Conduct* is applicable to all persons on school property or attending a school function except where a specific provision of the *Standards* indicates that it is applicable only to a certain group of people. This summary focuses on the rules applicable to students and parents. The rules set forth in the *Standards* are not the only standards governing the conduct and performance of District students, employees and visitors; it is not intended to, and shall not, limit the authority of the District to take appropriate responsive action upon grounds not listed in the *Standards*, including conduct off school premises in appropriate situations.

