

Enterprise Charter School
CODE OF CONDUCT
2017-2018
FOR
STUDENTS AND PARENTS



Mrs. Julie Schwab
Superintendent

www.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 *Code of Conduct* 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 *Code of Conduct are not the only standards governing the* conduct and performance of Enterprise students, employees and visitors; it is not intended to, and shall not, limit the authority of Enterprise to take appropriate responsive action upon grounds not listed in the Code of Conduct including conduct off school premises in appropriate situations.

Adapted from the Buffalo Public Schools 2014-2015 Code of Conduct
by the Enterprise Charter School PBIS Team

ENTERPRISE CHARTER SCHOOL MISSION STATEMENT

We are leaders who push ourselves to succeed through partnerships, hard work and a commitment to our future!

Positive Behavior Interventions and Supports

In every setting within the school, students are expected to exhibit the social skills detailed on the S.C.O.R.E. matrix. As a staff, we are expected to implement the PBIS framework, model the desired behaviors, monitor the short and long range results, and reward the many successes we are sure to see our students achieve as a result of a more positive learning environment.

Included with this handbook are the S.C.O.R.E matrix and many other resources that will be used to foster healthy social interactions throughout the school and on our buses. Throughout the year there will be numerous teachable moments that the S.C.O.R.E matrix can be used to foster a deeper understanding of positive social behaviors. In conclusion, we are looking to each of you to be champions of the PBIS framework. Our students are seeking for us to be the examples of positive social interactions and supports.

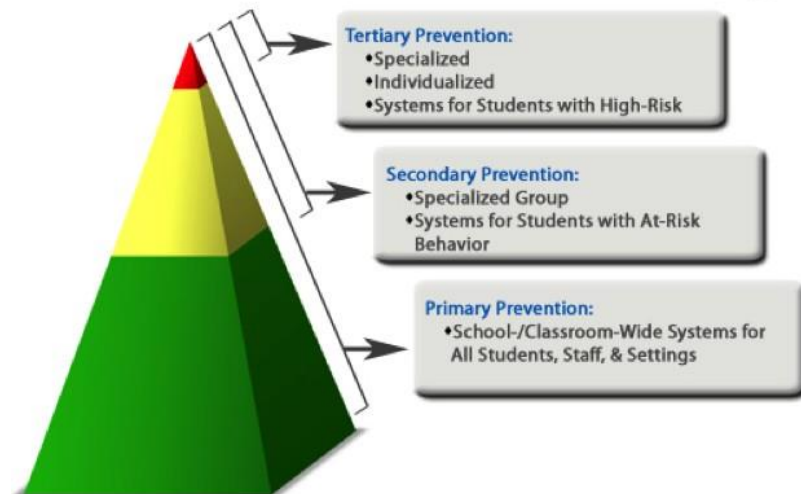
We hope that these systems will lead to a very successful behavioral, social, and academic school year.

PREVENTION AND INTERVENTION

Prevention strategies are provided for all students and interventions and supports are available for students in need of additional assistance.

PREVENTIVE PRACTICES/INTERVENTION STRATEGIES

Continuum of School-Wide Instructional & Positive Behavior Support



DIGNITY FOR ALL STUDENTS ACT

The Dignity for All Students Act (Dignity Act) ensures that no student is subject to discrimination or harassment, based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice disability, sexual orientation, gender/gender identity or sex by school employees or students on school property, on a school bus, at a school function or that is initiated off school grounds and continued at school.

Harassment may include, among other things, the use, both on and off school property, of information technology, including, but not limited to email, instant messaging, blogs, chat rooms, pages, cell phone, gaming systems and social media websites, to deliberately harass or threaten others. This type of harassment is generally referred to as "cyber-bullying."

Enterprise is committed to safeguarding the rights given to all students under state and federal law. In addition, to promote a safe, healthy, orderly and civil school environment, all Enterprise students have the right to

- 1) Expect a school environment that is conducive to learning
- 2) Be treated respectfully by those in the school community
- 3) Take part in all Enterprise activities on an equal basis regardless of race, color, creed, national origin, religion, gender, sexual orientation or disability (consistent with the Enterprise's Anti-Harassment Policy)
- 4) Be provided with school rules, and when necessary, receive an explanation of those rules from school personnel
- 5) Present their version of the relevant events to school personnel authorized to impose a disciplinary penalty, in connection with the imposition of the penalty

Questions related to any DASA incidents should be referred to the ECS Counselor

UNIFORM POLICY

All students are expected to be in school uniform upon entering the building. Any clothing or accessories that interferes with or disrupts the educational environment is unacceptable.

All K-8 students will wear the uniform approved by Enterprise Charter School. The uniform for grades K-8 consists of a royal blue or navy blue polo shirt, short or long sleeved, with the Enterprise Icon. All grades K-8 must wear classic cut khaki shorts/pants (for boys) or classic cut khaki shorts, pants, skirt, capris, or skorts (for girls). Skirts and skorts should be just above the knee. Hats, bandanas, or headwear of any kind not allowed. Students who repeatedly do not comply with the Enterprise Charter School's Uniform and Dress Code Policy will face disciplinary measures. If a student arrives to school out of uniform, he/she will be offered a gently used school uniform or the family may be contacted to deliver the uniform to school.

For outerwear the following policy applies: clothing that is vulgar, depicts discriminatory, or obscene words or images, or that promotes weapons, drugs, alcohol, tobacco, drug paraphernalia, violence or gang symbols is prohibited. Only school issued items (Enterprise Charter School fleece) may be worn over the uniform.

For footwear the following policy applies: Students must wear closed-toed shoes or sneakers, tied at all times. The heels on shoes may not exceed two inches (no platforms or chunkies). Sandals and shoes without backs are not allowed.

Parents of students requiring accommodation for religious beliefs, disability, or other just cause must contact the Principal. If you have questions concerning the purchase of uniforms please call 855-2114 ext. 9000, the Main Office or ext. 1140, the Principal.

Enterprise Charter School School Wide Discipline Plan

PRINCIPLES

- 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
- Responsible
- Respectful

DISCIPLINE PLAN

Inappropriate behaviors at ECS fall into 3 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 required

Examples of Level 1 Offenses

Level one offenses are those which have the potential to temporarily disrupt the class

Not following directions
Running in hallways
Excessive talking
Inappropriate laughing
Derogatory notes/pictures
Teasing/put downs
Gum

Refusal to hand over phone or
electronic device
Eye rolling
Interrupting
Consistent tardiness
Name calling/Mocking/Profanity
Misuse of materials

Level 2 Offenses

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

Examples of Level 2 Offenses

Level two offenses are those which have the potential to significantly disrupt the class

Back talking/arguing	Open defiance	Cheating/lying
Inappropriate gestures/language/ Taunting	Throwing objects	
	Horseplay/Minor Physical Altercation	
Refusing to work	Excessive use of profanity	

Level 3 Offenses

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

Examples of Level 3 Offenses

Level three offenses are those which jeopardize the health and safety of students/staff

Hitting/fighting	Bullying
Ethnic slurs	Threatening/taunting
Obscene gestures	Threatening bodily harm
Inappropriate touching	Stealing
Damaging property	Pulling fire alarm Excessive truancy
Direct and willful disobedience of school rules and policies	Harassment, including verbal and/or sexual harassment
Disrespect for authority	

PLEASE TAKE NOTE

These offenses are subject to Formal Suspension/Expulsion from Enterprise Charter School

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 Code of Conduct* 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 should store all cell phones and electronic communication devices in their lockers in the off or non-operational mode. Grade levels that do not use lockers may store the devices in their book bags. It is also permissible for a student to give their phone to an adult for safe-keeping during the school day. The adult is not responsible for lost or stolen devices.

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 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 bring to school.

Please note: There may be specific circumstances administrators may grant permission for student use of electronic devices for educational purposes.

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 Enterprise), 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 Trustees
Detention	X					
Suspension from Transportation	X	X	X			
Suspension from Athletic Participation	X		X			
In-school Suspension	X		X			
Removal from Class	X					
Short-term Suspension	X	X	X			X
Long-Term Suspension	X	X	X	X	X	X

See page 4 and 5 of this document to determine which staff member will be notifying parents/guardians

Please note: if a student is removed from class for any amount of time, it is the teacher's responsibility to communicate with the parent or guardian of said student(s) unless the removal results in either

PARENT/GUARDIAN RIGHTS AND RESPONSIBILITIES

Parents Rights and Responsibilities can be found in the Enterprise *Family Handbook*.

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 **Principal**.

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.