

Buffalo Public Schools
Standards for Community-Wide Conduct
and Interventions Supports
2018-2019
Student Code of Conduct



Dr. Kriner Cash
Superintendent of Schools

www.buffaloschools.org

Why have a Code of Conduct?

The purpose of the Code of Conduct is to set clear expectations for behavior that will promote safety and order on school property. This is necessary so that students can have the best learning environment possible.

Courtesy, good manners and caring for others, together with self-discipline and a proper respect for authority are needed to make schools caring, learning communities.

What role do students have in helping to enforce the Code of Conduct?

Students play a very important role in maintaining safety and order in school and in enforcing the Code of Conduct. The school is your place of learning, and your help is needed to keep it a safe and productive place.

Students are expected to promptly report violations of the Code of Conduct to a teacher, principal, or other school staff member. This includes students who observe others possessing weapons, alcohol, or illegal substances on school property (including school buses) or at school functions.

What are the expectations for students?

All students are expected to conduct themselves in an appropriate and civil manner, with proper regard for the safety and welfare of others.

According to the Code of Conduct, as a student you are expected to:

- Work to the best of your ability and strive for the highest levels of achievement.
- Attend school daily, be in class on time and prepared to learn.

- Follow the rules for appropriate student conduct, including the student dress code.
- Seek help from school staff in solving problems that might lead to disciplinary action (school counselor, social worker, Say Yes staff).
- Treat teachers, administrators other school personnel, and your classmates in a respectful, positive manner.
- Accept responsibility for your actions.
- Report to school officials any information that may prevent a dangerous situation or injury to others.
- Contribute to a safe and orderly school environment and show respect toward others.
- Complete all classwork as assigned.
- Listen to the requests of school administrators, staff and faculty.
- Respect school property.
- Dress appropriately for school.
- Use appropriate language.
- Report to school officials any information that may help prevent danger or injury to others.

What to do before a Code of Conduct violation arises:

- Talk to your teacher
- Ask to go to the Student Support Team's (SST) office
- Count to 10
- Take a deep breath
- Ask a school staff member for help

- Build a plan with your teacher that will help you in times of trouble
- Be prepared for class
- Be on time and ready to work in class
- Be in your assigned area at all times
- Talk to your parents, grandparents, or other family members

What are my Rights and Responsibilities as a Student?

Students have the right to:

- Attend school in the district in which one's legal care giver or legal guardian resided and receive a free and appropriate public education from age 5 to 21, as provided by law.
- Expect that school will be a safe, orderly and purposeful place for all students to gain an education and to be treated fairly.
- Be respected as an individual and treated courteously, fairly and respectfully by other students and school staff.
- Express one's opinions verbally or in writing.
- Dress in such a way as to express one's personality.
- Afforded equal an appropriate educational opportunities.
- Take part in all school activities on an equal basis regardless of race, color, creed, religion, religious practices, sex, sexual orientation, gender, national origin, ethnic group, political affiliation, age marital status, or disability.

- Have access to relevant and objective information concerning drug and alcohol abuse, as well as access to individuals or agencies capable of providing direct assistance to students with serious personal problems.
- 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.

What is the Dress Code I should follow?

When on school property or at a school function, dress code is very important. When getting ready to go to school be aware that you should dress appropriately so as to not disrupt or interfere with the educational process. For example:

- Do not wear revealing garments such as tube tops, net tops, halter tops, spaghetti straps, plunging necklines (front and/or back) excessively short skirts or shorts and see-through garments.
- Make sure you cover all underwear with appropriate outer garments, including the wearing of pants at waist level.
- Wear safe and appropriate footwear. For example, inappropriate footwear includes, but is not limited to; backless shoes (i.e. flip-flops, bedroom slippers). **Exceptions will only apply to documented medical conditions.**
- Do not wear headgear of any kind (including, but not limited to hats, caps, and hoods) **except when required by medical or religious reasons.**

- Do not wear clothing that is lewd, vulgar, obscene, or cause a disruption to the school that impedes the educational program.
- Do not wear coats, jackets & other outerwear, sweat shirts with hoods or “hoodies” inside of buildings.
- Do not wear jewelry that may be deemed a weapon. For example, a single ring or piece of jewelry covering multiple fingers, spiked necklaces or belts, belts with large removable buckles, chain-like neckwear, ninja-type stars, etc. Your belt must be buckled.
- Do not wear clothing that is associated with or identifiable as a symbol of gang membership.

*****Note -- Students who violate the dress code will be required to modify their appearance by covering or removing the offending item, and if necessary and/or practical, replacing it with an acceptable item. Any student who refuses to do so may be subject to discipline in accordance with the Buffalo Public Schools Code of Conduct.**

What are the rules regarding the use of Electronic Devices?:

When a cell phone is confiscated from a student, staff will immediately notify the parent(s)/guardian(s) of the student so other arrangements (means of communication) can be made with their child. The confiscation provisions in this Buffalo Public Schools Code of Conduct require staff to immediately communicate with the parents/guardians.

1. The decision to bring an electronic communication device (such as Pagers, iPods, iPads, Cellular Phones, Laptops, Tablets, etc.) or

electronic game devices (X-Box, PlayStation, etc.) is a decision of the student and/or the student's parent/guardian.

2. Students, parents and guardians should be aware that the District will not be responsible for any damage, destruction, theft or loss of such devices on school property.
3. ***Upon entering the School **all cell phones** must be stored in the student's locker. The cell phone must be stored "OFF" or in non-operational mode.
4. ***Students may **not carry or operate cell phones** in school buildings and school busses.
5. ***Any students **carrying or operating** a cell phone in a school building will be subject to having that item confiscated by School District Administrative or Safety/Security Staff.
6. When these devices are confiscated at the building. Parent/Guardian must meet with building administrator to recover the item.
7. Should a student be found to repeatedly violation this policy, the device shall be confiscated and delivered to the District Safety/Security Office. The Parent/Guardian must make arrangements to pick up the item. Students may be subject to discipline in accordance with the Buffalo Public Schools Code of Conduct
8. **The taking, disseminating, transferring, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer (wireless communication devices) or otherwise (commonly called texting, sexting, emailing, etc.) may constitute a CRIME under State and/or Federal law. Any person taking, disseminating, transferring, or sharing obscene, pornographic, lewd, or otherwise illegal images or**

photographs will be subject to the disciplinary procedures of the school district and reported to law enforcement and/or other appropriate state and federal agencies, which may result in arrest, criminal prosecution, and LIFETIME inclusion on sexual offender registries.

9. Police, Law/Enforcement Officials of a Government Agency, School Safety/Security and School Administrative Staff have authorization to possess and operate communication equipment for the conduct of appropriate business.

*****Note--The District may authorize appropriate use of a cell phone in class, when it is used for educational purposes ONLY.**

Authorization for the use of electronic devices will only be granted by the school principal.

Levels of Intervention and Response

When students violate the expectations of behavior outlined in the Buffalo Public Schools Code of Conduct school staff and principals respond sensibly, appropriately and consistently.

Included in the Code of Conduct are 4 levels of possible response to Code of Conduct violations. Each violation is assigned to one of more of these levels of intervention and response. **Principals and school staff should use only the levels suggested for each behavior.**

If the inappropriate or disruptive behavior is assigned to two or more levels, then, wherever possible, **the lowest level of intervention and disciplinary response should be used first.** For example, if a student refuses to follow directions, school staff and principals should first use intervention strategies and responses in Level 1 before moving to Level 2.

When principals and school staff respond to student behavior, they are expected to take into account numerous factors. The following pages provide additional information regarding Interventions and Levels of response.

INAPPROPRIATE AND DISRUPTIVE BEHAVIORS AND LEVELS OF RESPONSE

KEY: USE LOWEST LEVEL INDICATED FIRST

Level 1: Classroom Support and Student Support Team – may be appropriate when student has no prior incidents and interventions have not been put in place	Level 2: Appropriate Administration – may be appropriate when supports have been put in place in the classroom to address behavior but the behavior has continued to negatively affect the learning of the students and others	Level 3: Short Term Suspension – may be appropriate when interventions and supports have been put in place but the behavior is escalating (repeated offenses)	Level 4: Request for Long Term Suspension – may be appropriate when student’s behavior seriously affects the safety of others in the school
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INAPPROPRIATE OR DISRUPTIVE BEHAVIOR	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	MAY BE REFERRED TO POLICE
Absences					
• Unexcused absence from school	●				
• Persistent or excessive absence from school	●	●			
• Habitual truancy (i.e., unlawfully absence from school for a number of days in excess of 20 percent of any making period, quarter or year)	●	●			
Academic Dishonesty					
• Cheating or Plagiarism	●	●			
Alcohol					
• Under the influence		●	●	●	●
• Using or possessing		●	●	●	●
• Distributing or selling			●	●	●
Attack on Student (i.e., hitting, kicking or punching another student without warning or provocation)					
• No injury (no visual, physical injuries; includes incidents of domestic violence or relationship disputes)		●			
• Bodily injury for pre-k to grade 4		●	●	●	
• Bodily injury for grades 5 to 12			●	●	●
Bomb Threat					
• Pre-k to grade 4			●	●	●
• Grades 5 to 12				●	●

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INAPPROPRIATE OR DISRUPTIVE BEHAVIOR	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	MAY BE REFERRED TO POLICE
Bullying, Including Cyber-bullying and Gang-Related Incidents					
• Intentional conduct (including verbal, physical or written conduct) or electronic communication that is threatening or seriously intimidating and substantially disrupts the orderly operation of a school	●	●			
• Serious bullying (i.e., repeatedly over time engaging in intentional negative behaviors that adversely affect another student’s ability to participate in or benefit from a school’s education or extra-curricular programs)		●	●	●	●
Bus Violation					
• Minor disruption on the bus (i.e., eating, drinking, being too loud, standing)	●	●			
• Serious disruption on the bus		●	●	●	●
Class Cutting					
• Failure to appear or attend a scheduled class	●	●			
Classroom Disruption					
• Talking out in class or talking out of turn; throwing objects; picking on, bothering or teasing other students; and other behavior that distracts from student learning	●	●			
Defiance of Authority and/or Insubordination (nonviolent/nonphysical)					
• Failure to follow directions	●	●			
• Failure to respond to school staff questions or requests	●	●			
• Failure to follow directions, leading to a potential threat or harm to self or another person	●	●	●		
• Failure to follow directions that directly leads to the harm of self or others	●	●	●		

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Level 3: Short Term Suspension – may be appropriate when interventions and supports have been put in place but the behavior is escalating (repeated offenses)

Level 4: Request for Long Term Suspension – may be appropriate when student’s behavior seriously affects the safety of others in the school

INAPPROPRIATE OR DISRUPTIVE BEHAVIOR	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	MAY BE REFERRED TO POLICE
Disrespectful Behavior					
• Making inappropriate gestures, symbols or comments, or using profane or offensive language	●	●			
• Using verbal insults or put-downs, or lying to, misleading or giving false information to school staff	●	●	●		
• Using verbal insults or put-downs, or lying to, misleading or giving false information to school staff that leads to emotional or physical harm to another person	●	●	●	●	●
Dress Code Violation					
Refer to dress code standards listed on page 30	●	●			
Drugs or Controlled Substance (at school, school-sponsored activities or when involved in incidents affecting the safety or welfare of the school community)					
• Under the influence		●	●	●	●
• Using or possessing			●	●	●
• Distributing or selling				●	●
Extortion (i.e., taking or attempting to take from another – money or property – by threat of force, express or implied)					
• Pre-k to grade 4		●	●		
• Grades 5 to 12			●	●	●
False Activation of a Fire Alarm					
• Pre-k to grade 4		●	●	●	●
• Grades 5 to 12		●	●	●	●

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INAPPROPRIATE OR DISRUPTIVE BEHAVIOR	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	MAY BE REFERRED TO POLICE
Fighting					
• Physical aggression with another student (e.g., shoving or pushing)	●	●			
• Minor fighting (may include incidents resulting in minor injuries)	●	●	●		
Fire Setting/Arson					
• Starting a fire; destruction of property as a result of starting a fire			●	●	●
Gambling					
• Requiring the use of money or exchangeable goods	●	●	●		
Hallway Misbehavior					
• Running, making excessive noise or loitering	●	●			
Harassment Based on Race, Ethnicity, Gender, Sexual Orientation, Disability or Religion, Including Cyber-harassment, Against Members of the School Community					
• Minor harassment (i.e., verbal discriminatory actions)	●	●			
• Serious harassment (i.e., persistent or long-term harassment)		●	●	●	●
Inciting or Participating in Disturbance					
• Causing a large disruption to the atmosphere of order and discipline in the school that is necessary for effective learning, outside of general classroom disruption, such as a riot		●	●	●	●
• Using a personal communication device to attract others to initiate a disturbance		●	●	●	●

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INAPPROPRIATE OR DISRUPTIVE BEHAVIOR	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	MAY BE REFERRED TO POLICE
Inhalants					
• Under the influence Medical personnel must be immediately notified if a student is found to be under the influence or using an inhalant.		●	●	●	●
• Using or possessing			●	●	●
• Distributing or selling				●	●
Physical Contact with School Personnel					
• Unintentional incidental physical contact with school personnel	●	●			
• Attack against school personnel; physical attacking an employee of the Buffalo Public Schools or other adult, including striking a staff member who is intervening in a fight or other disruptive activity (pre-k to grade 4)		●	●	●	●
• Attack against school personnel (grades 5 to 12)		●	●	●	●
Portable Electronic Devices Use at Unauthorized Times					
• Use of cell phones, PDAs, iPods, electronic game devices On the first infraction, students must only be given a warning. Only after the first infraction can the student be subject to Level 1 responses. On the second infraction, parent notification must occur.	●	●			
• Use of electronic devices that lead to the threat of harm to another person	●	●	●		
• Use of electronic devices for which it is determined that such use directly causes physical or emotional harm to another person		●	●	●	●

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INAPPROPRIATE OR DISRUPTIVE BEHAVIOR	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	MAY BE REFERRED TO POLICE
Property Damage, Including Graffiti					
• Minor or accidental damage (less than \$50)	●	●			
• Damage to another person's or school property (\$50 to \$500)		●	●	●	●
• Damage to another person's or school property (over \$500)			●	●	●
School Equipment Use without Permission					
• Use of computers, fax machine, phones, etc.	●	●			
Serious Bodily Injury					
• Causing substantial risk of death or causing permanent or serious disfigurement, loss of function of any part of the body or impairment of the function of any part of the body				●	●
Sexual Assault or Offense					
• Forced sexual act School Staff is required to contact Buffalo Police immediately for any sexual assault				●	●
Sexually-Based Infraction					
• Sexual harassment (i.e., unwelcome sexual advances, requests for sexual favors; other inappropriate verbal, written or physical conduct of a sexual nature)	●	●	●	●	●
• Sexual activity or sexual misconduct (i.e., indecent exposure, engaging in sexual activity, etc.) (pre-k to grade 4)	●	●	●	●	●
• Sexual activity or sexual misconduct (grades 5 to 12)		●	●	●	●

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INAPPROPRIATE OR DISRUPTIVE BEHAVIOR	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	MAY BE REFERRED TO POLICE
Tardiness					
• Persistent or excessive tardiness to class or school	●	●			
Technology Acceptable Use Policy Violation					
• Refer to page 31 of these <i>Standards</i> for details	●	●			
Threat Against School Personnel, Written or Verbal					
• Pre-k to grade 4	●	●	●	●	●
• Grades 5 to 12		●	●	●	●
Theft					
• Less than \$500		●	●		
• Greater than \$500 (It is recommended that police not be contacted for students in pre-k or kindergarten.)			●	●	●
Tobacco Possession or Use					
• School staff is required to refer students to appropriate substance abuse counseling.	●	●			
Trespassing					
• Being on school property without permission, including while suspended or expelled; includes breaking and entering		●	●	●	●
Unauthorized Sale or Distribution (i.e., unauthorized or unapproved selling or distributing of goods not otherwise included in this code)					
• Items with little monetary value (under \$50)	●	●			
• Items with significant monetary value		●	●		

INAPPROPRIATE AND DISRUPTIVE BEHAVIORS AND LEVELS OF RESPONSE

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FIRST

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INAPPROPRIATE OR DISRUPTIVE BEHAVIOR	LEVE 1	LEVE 2	LEVE 3	LEVE 4	MAY BE REFERRED TO
Verbal or Physical Threat to Student • Threatening or aggressive language or gestures directed toward another student	●	●	●		
Weapons, Firearms and Explosives (at school, school-sponsored activities or when involved in incidents affecting the safety or welfare of the school community)					
• Explosives (possession, sale, distribution, detonation or threat of detonation of any incendiary or explosive material or device including firecrackers, smoke bombs. Flares or any combustible or explosive substances or combination of substance or articles, other than a firearm)			●	●	● MUST Be Referred to Police
• Firearms (possession of a firearm as defined in 18 USC 921 of the federal code – i.e., handguns, rifles, shotguns and bombs)				●	● MUST Be Referred to Police
• Other guns (possession of any gun, of any kind, loaded or unloaded, operable or inoperable, including any object that is a look alike of a gun, other than a firearm – i.e., BB guns, pellet guns, water guns, etc.)			●	●	●
• Other weapons (possession of any implement which could cause bodily harm, other firearm, or other gun) Expulsion for no less than one calendar year is mandated by state law for firearms violation, but can be modified on a case- by-case basis by Buffalo Public Schools.			●	●	● MUST Be Referred to Police

If a student or care giver needs assistance or services beyond the school, the following offices may be helpful:

Attendance Services (Transcripts and Working Papers)	816-3593
Board of Education Operator	816-3500
Central Registration Center (School Registration and Transfers)	816-3717
Guidance and Counseling	816-3702
Health Related Services	816-3912
Home Schooling Office	816-3715
McKinney Vento Homeless Assistance	816-3988
Home Instruction	816-3632
Medical Leave Instruction	816-3624
Language Assessment	816-3717 ext. 5
Multilingual Education	816-3048
Neglected and Delinquent At Risk Youth Program	816-3172
Office of Care-Giver/Parent Advocacy	816-4678
Office of Parent/Family Engagement	816-3170
Security	816-3707
Special Education (pre-school, placement)	816-3060
Student Support Services (Suspension Hearings)	816-3547
Superintendent's Office	816-3575

2018-2019

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**The Board of Education does not discriminate on the basis of;
age, creed, disability, marital status, national origin, race,
color, gender or sexual orientation in its educational
programs, services and activities.**

**Inquiries regarding this non-discrimination policy may be
directed to Ms. Jamie Warren, Associate Superintendent of
Human Resources, 720 City Hall, Buffalo, NY 14202 or by
calling 716-816-3500.**

www.buffaloschools.org