



# Simons Middle School



## 7.0 – Discipline, Classroom Management, and Student Behavior Plan

### **DISTRICT CODE OF ACCEPTABLE BEHAVIOR AND DISCIPLINE**

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#### **A. DISTRIBUTION TO STUDENTS**

Simons Middle School will follow the Fleming County School District Student Code of Conduct and Attendance Policy (see The Student/Parent Handbook on the District Website at: <http://www.fleming.kyschools.us/userfiles/4/my%20files/student%20forms/2017-2018%20student%20parent%20handbook.pdf?id=13605>).

During the first week of school, the principal (or principal's designee) will:

1. Provide each student with a copy of the District Code of Conduct.
2. Require each student to return a signed Acknowledgement Form from his or her parent or guardian showing that the parent or guardian has seen and reviewed the Code.
3. Follow-up as needed with any student who has not returned the signed acceptance, or assign other staff members to do so.

The principal (or principal's designee) will follow steps 1 – 3 above for all students new to the school during the year.

#### **B. COMMUNICATION WITH STAKEHOLDERS**

By the end of the first week of school, the Fleming County School District's Student/Parent Handbook and Student Code of Conduct will be provided at the school to students and referenced in our school handbook. The district Code of Conduct will be provided to all school employees, parents, and legal guardians, or other persons exercising custodial control or supervision of students including those students who enroll during the school year.

Before the beginning of each school year, the principal (or designee) will work with the district to develop a process to train employees, when necessary, in the use of the Code and/or to provide updated information to the staff, students, and parents concerning this Code.

### **STUDENT BEHAVIOR PLAN**

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Our school will maintain a Student Behavior Plan addressing procedures to provide a supportive, safe, healthy, orderly, and equitable learning environment for both students and staff. This plan will also address any issues identified by our stakeholders and issues required by state law. A copy of our current Student Behavior Plan is attached.

### **STUDENT BEHAVIOR PLAN REVIEW**

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Our Student Behavior Plan will be reviewed every year by the School Culture and Resource Committee or other group of stakeholders wishing to participate in the revisions using the following procedures:

1. A review of the overall trends in student disciplinary referrals and consequences for the previous year.
2. An analysis of the implementation and impact of the activities in the plan.
3. A full report to the council including, but not limited to:
  - An overview of the trends in the disciplinary referrals and consequences data.
  - Recommended adjustments needed in the plan to ensure progress toward the school's safety goals.



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## *Discipline, Classroom Management, and Student Behavior Plan Cont.*

4. The council will be responsible for approving and adopting any changes to the Student Behavior Plan.

### **BULLYING:**

#### **A. STUDENT BEHAVIOR**

In order to prevent the disruption of the educational process and the ability of all students to take advantage of the educational opportunities offered at Simons Middle School the following student behaviors as defined by law will not be tolerated:

- Hazing
- Bullying
- Taunting
- Menacing
- Intimidating
- Threatening behavior
- Verbal or physical abuse of others
- Using lewd, profane, or vulgar language

This policy extends to any/all student language or behavior including, but not limited to, the use of electronic or online methods.

These provisions should not be interpreted to prohibit civil exchange of opinions or debate protected under the state or federal constitutions where the opinion expressed does not otherwise materially or substantially disrupt the education process or intrude upon the rights of others.

#### **B. VIOLATIONS AND REPORTING**

Students who violate this policy will be subject to appropriate disciplinary action as outlined in the District Code.

Students wishing to report a violation or who believe they are victims may report it to any staff member of Simons Middle School who will take appropriate action as defined by the Code. Staff will refer the report to the principal (or designee) for further action when the report involves an offense that may warrant suspension or expulsion of a student, any felony offense, or a report that may be required by law, including reports to law enforcement.

When a complaint is received that does not appear to be covered by this policy, the administrators will review other policies that may govern the allegations and take appropriate action.

#### **C. RETALIATION**

Other students and employees shall not retaliate against a student because he/she reports violation of the Code or assists or participates in any investigation, proceedings, or hearing regarding the violation. The Superintendent (or designee) shall take measures needed to protect students from such retaliation.



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## ***Discipline, Classroom Management, and Student Behavior Plan Cont.***

As provided in the Code, students who believe they are victims of these behaviors will be provided with a process to enable them to report such incidents to personnel for appropriate action.

### **DRESS CODE**

All students at Simons Middle School will follow a dress code. Attire that is deemed potentially disruptive to the educational process will not be permitted. Students who violate the dress code will not be allowed to attend class or circulate through the school until their attire is corrected. The details of this code may be found in the Student Behavior Plan and Student/Parent and Teachers' Handbooks.

### **ELECTRONIC DEVICES**

Students may bring personal technology to school if used appropriately. The Administration at Simons Middle School has the right to deny the privilege of possessing a personal electronic device while on school property. The Fleming County School District, its staff, or employees, are not liable for any device lost, stolen or damaged on school grounds. Specific rules and guidelines for appropriate use which are aligned with district policy and consequences for inappropriate use can be found in Fleming County Schools Acceptable Use Policy and the Simons Middle School Parent/Student and Teachers' Handbooks.

### **RESPONSIBILITIES**

#### **Principals and assistant principals are responsible for:**

1. Disseminating and interpreting the behavioral and discipline standards and guidelines of the district and school.
2. Ensuring that all staff and students adhere to the District Code of Conduct.
3. Providing support and guidance to teachers in the implementation of the district and school behavioral and discipline standards and guidelines.
4. Working with parents and guardians when issues arise that involve behavior and/or discipline of a student.

#### **Teachers are responsible for:**

1. Clearly establishing classroom standards of conduct that:
  - align with the SMS Student Behavior Plan,
  - include clearly defined consequences when standards are not met,
  - are communicated to parents,
  - are posted in plain view of the students in the classroom, and
  - are taught to students during the first two weeks of school and explained to students who join the class during the year.
2. Ensuring that:
  - Teacher-student interactions demonstrate general caring and respect.
  - Interactions among students are generally polite and respectful.
  - Students are held to the classroom standards and appropriate consequences are issued when the standards are not met.

#### **Counselors are responsible for:**

1. Providing support and guidance to help students and parents understand, correctly interpret, accept, and follow the behavioral standards and guidelines of the district, school, and classrooms.



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2. Providing support and guidance to teachers on an as needed basis.

### **Students are responsible for:**

1. Exhibiting respect for the teacher.
2. Interacting with peers in a polite and respectful way.
3. Expending effort to complete work of high quality.
4. Accepting and following the behavioral standards of conduct expected by the district, school, and each classroom.

### **Parents and Guardians are asked to:**

1. Become familiar with documents related to district and school standards of behavior and discipline and ask the school questions when they do not understand language or details in these documents.
2. Work with the school when issues arise involving their child's behavior.

### **POLICY EVALUATION**

We will evaluate the effectiveness of this policy through our school Improvement Planning Process.

First Reading: January 22, 2018

Second Reading: February 19, 2018

Date Adopted: February 19, 2018

Signature: 

Date Reviewed or Revised: \_\_\_\_\_

Council Chairperson's Initials: \_\_\_\_\_

Date Reviewed or Revised: \_\_\_\_\_

Council Chairperson's Initials: \_\_\_\_\_