

**WILSON COUNTY
SCHOOLS**

STUDENT CODE OF CONDUCT

2010- 2011

Adopted December 1985

Revised March 2008, June 2008, January 2010



Please note this booklet contains some very important information about Wilson County Schools. The responsibility for developing responsible, self-disciplined young people rests with the parents of these students. We need your help and urge every family to get involved in your Parent-Teacher Organization. Involvement is the key and we welcome your ideas and opinions. Remember this is your school system.

The schools will provide your young person with instruction, supervision, and the challenge to do his/her best to become productive citizens. As we work with you and your children, we hope this partnership creates a safe environment that enables all students to learn.

Please review this Code of Conduct with your child and use it as a reference when you have concerns about the consequences used to help us manage the day-to-day environment in our schools.

Thank you for your support of Wilson County Schools. We look forward to working with you and your child during this school year.

--The Wilson County Board of Education

The following school and bus discipline codes are applicable to all students attending school in the Wilson County School System.

- This discipline code shall apply at all times at any school-related activity, either on campus or off or, while being transported to or from a school-related activity or simply being transported to and from school.
- Violations or infractions of the rules listed may lead to suspension or expulsion from school, school activities, and/or the school bus.
- In no way shall this list of violations or consequences be considered all-inclusive.
- The **CODE OF CONDUCT** and the disciplinary action outlined for the offenses contained herein shall be the **MINIMUM** discipline applied for any offense, notwithstanding any other policies or procedures, athletic or otherwise, that may have been adopted by any other schools.
- No other policy shall supersede this policy.
- Tennessee state law gives the principal, or his/her designee, the authority to discipline students who violate school board policies or school rules.
- In instances where violations are severe enough to warrant doing so, the principal may choose to by-pass one or more of the preliminary steps.
- Numerous violations of different offenses may be considered cumulative by the principal/designee, and appropriate consequences may be assigned.

A RECORD of all disciplinary action shall be maintained on each student. All disciplinary offenses shall be recorded in the district's student management system, including the date, offense(s), and disciplinary action(s).

MINOR VIOLATIONS are typically handled by the classroom teacher. However, excessive minor violations shall be referred to the principal where more serious disciplinary action may be taken.

DUE PROCESS - Before imposing consequences, the teacher or principal shall be guided by the principle of fundamental fairness and make at least a rudimentary inquiry into the incident to assure that the offense is accurately identified, that the student understands the nature of the offense, and that the student is given an opportunity to present his/her views. Before a student is removed from the school setting, he/she shall be given a complete due process hearing by either a/the principal of said school and/or the Wilson County Schools Discipline Hearing Authority.

VIOLATIONS will be handled according to the categories contained herein. Abbreviations or codes that may be used to describe infractions or consequences are listed:

- **DET** – Detention (may include Saturday School)
- **ISS** – In-School Suspension
- **OSS** – Out-of-School Suspension
- **D.H.A.** – Discipline Hearing Authority

DRESS CODE
2010-2011

Dress Code

Dress guidelines are designed to promote a standard of appearance that complements the learning environment. The majority of our students need no advice on appearance because they use common sense. Decency, good taste, and the normal standards of the community are to be maintained in dress and grooming by all students. Any student attire that is considered distracting, disruptive in appearance, detrimental to the educational environment, or the public image of the school itself, or contrary to good hygiene will not be permitted. Also, student attire should not be a hazard to the student’s safety or to the safety of others.

The administration will determine the appropriateness of dress.

- Apparel considered too revealing will not be permitted. Clothing may not reveal cleavage or midriff. Undergarments must not be visible. “See through” clothing is prohibited.
- Shirts must have sleeves and a collar. School affiliated tops are appropriate.
- Pants, skirts, and shorts must meet standards of decency as determined by the administration. All clothing must be appropriately sized. Tight fitting, baggy, or sagging shirts and/or pants are not allowed. Pants must properly fit at the waist.
- Skirts, dresses and shorts must come down three inches below the fingertips when arms are extended straight down.
- Students may not wear clothes that mention or reference the following: drugs, tobacco, alcohol, anything gang related or gothic attire, vulgar/obscene/profane captions or depictions, or clothing that may be considered offensive to others.
- Sunglasses, spiked accessories, oversized jewelry or belt buckles, and inappropriate head coverings (such as hats or bandanas) are prohibited during school hours.
- No facial jewelry or tongue rings are allowed. Clear spacers may be used in pierced holes.
- Appropriate footwear must be worn at all times. Laces on shoes or sneakers must be tied. No house shoes or flip flops are allowed.
- No pajamas, sweatpants, leggings, or trench coats.
- The administration will determine the appropriateness of dress.

Parents will be notified if students are inappropriately dressed. Students who habitually violate the dress code will be subject to disciplinary measure per the code of conduct.

DRESS CODE VIOLATIONS

The **CODE OF CONDUCT** and the disciplinary action outlined for the offenses contained herein shall be the **MINIMUM** discipline applied for any offense, notwithstanding any other policies or procedures, athletic or otherwise, that may have been adopted by any other schools.

<u>K – 5 CONSEQUENCES</u>	<u>6 – 12 CONSEQUENCES</u>
STEP 1: Notify Parent and Comply STEP 2: Notify Parent and Comply STEP 3: Notify Parent and 1 – 2 days of ISS STEP 4: 3 days of ISS STEP 5: This offense may now become a Category 2 offense @ the Principal’s discretion	STEP 1: Notify Parent and Comply STEP 2: 1 day of ISS/or Detention STEP 3: 2 days of ISS STEP 4: 3 days of ISS STEP 5: This offense may now become a Category 2 offense @ the Principal’s discretion

TARDY VIOLATIONS

Tardy offenses are PER SEMESTER

The **CODE OF CONDUCT** and the disciplinary action outlined for the offenses contained herein shall be the **MINIMUM** discipline applied for any offense, notwithstanding any other policies or procedures, athletic or otherwise, that may have been adopted by any other schools.

K – 5 CONSEQUENCES

STEP 1: after 3 tardies a warning is issued / Parent Notification

STEP 2: after 5 tardies: up to 1 day of detention/ ISS / Parent Conference

STEP 3: after 10 tardies: 1 day detention / ISS / Parent Conference

STEP 4: after 15 tardies: 1 – 2 days ISS

STEP 5: The offense has now entered Category 2 for Willful and Persistent Violation of School Rules

6 – 12 CONSEQUENCES

(The first 3 offenses will be handled by the classroom teacher, administrator, or designee)

STEP 1: In-School Suspension/Detention and Parent Notification (first referral to Principal)

STEP 2: In-School Suspension/Detention and Parent Conference

STEP 3: 3 days In-School Suspension and Parent Conference

STEP 4: The offense has now entered Category 2 for Willful and Persistent Violation of School Rules

RECKLESS DRIVING

The **CODE OF CONDUCT** and the disciplinary action outlined for the offenses contained herein shall be the **MINIMUM** discipline applied for any offense, notwithstanding any other policies or procedures, athletic or otherwise, that may have been adopted by any other schools.

CONSEQUENCES

STEP 1: Loss of parking privilege for six weeks and may also including a citation

STEP 2: Loss of parking privilege for nine weeks and may also including a citation

STEP 3: Loss of parking privilege for 1 calendar year and may also including a citation

WIRELESS COMMUNICATION AND OTHER PERSONAL DEVICES

The **CODE OF CONDUCT** and the disciplinary action outlined for the offenses contained herein shall be the **MINIMUM** discipline applied for any offense, notwithstanding any other policies or procedures, athletic or otherwise, that may have been adopted by any other schools.

All cell phones and electronic devices including, but not limited to, CD players, iPods, video and other cameras, electronic games, and video players must be turned off and out of sight from the moment the student enters the school building to dismissal.

STEP 1: Confiscation* of device and return **ONLY** to parent

STEP 2: Confiscation* of device for 30 days and return **ONLY** to parent / In-School Suspension

STEP 3: Confiscation* of device for 30 days and return **ONLY** to parent and this offense now falls under Willful and Persistent Violation of School Rules which is a Category 2 Offense

***Refusal to give up device to any school personnel will result in an Out-of-School Suspension for up to 5 days.**

UNACCEPTABLE TECHNOLOGY USE

The **CODE OF CONDUCT** and the disciplinary action outlined for the offenses contained herein shall be the **MINIMUM** discipline applied for any offense, notwithstanding any other policies or procedures, athletic or otherwise, that may have been adopted by any other schools.

Students who violate the Acceptable Use Policy are subject to disciplinary action which includes, but is not limited to:

- Notification to Parent/Guardian
- ISS / OSS / Removal from class
- Loss of network/computer privileges (privileges will be reinstated at the discretion of the principal)
- Referral to DHA
- Reimbursement of damages
- Illegal / criminal activity will be referred to the appropriate law enforcement agency

STUDENT CODE OF CONDUCT

CATEGORY 1 OFFENSES

- 1-1 Cutting Class
- 1-2 Disrespect
- 1-3 Forgery (notes, passes, etc.)
- 1-4 Gambling
- 1-5 Leaving Class Without Permission
- 1-6 Off-Limits Area/Out of Pocket
- 1-7 Profanity (using and/or writing offensive language or gestures)
- 1-8 Public Display of Affection
- 1-9 Refusal to Comply with a Directive from a School Board Employee / School Bus Driver
- 1-10 Refusal to Identify Self/Giving False Name
- 1-11 Tobacco Products (possession/use)
- 1-12 Vandalism (repair or replacement included in consequences)
- 1-13 Non-Prescription Drug/Over-the Counter Drug (possession, use, transmission of)
- 1-14 Conduct Unbecoming to a Student
- 1-15 Refusal to Comply with Teacher's Consequences
- 1-16 False Accusations

CATEGORY 1 CONSEQUENCES*

The **CODE OF CONDUCT** and the disciplinary action outlined for the offenses contained herein shall be the **MINIMUM** discipline applied for any offense, notwithstanding any other policies or procedures, athletic or otherwise, that may have been adopted by any other schools.

K – 5 CONSEQUENCES

- STEP 1:** Counseling / Parent notification
- STEP 2:** 1 day of detention / ISS
- STEP 3:** 1 – 3 days of ISS
- STEP 4:** OSS/now enters a category 2 offense

6 – 12 CONSEQUENCES

- STEP 1:** 1 – 3 days of detention / ISS and notify parent
- STEP 2:** 2 – 1 to 5 days of OSS
- STEP 3:** 3 – 5 days of OSS or until hearing date/referral to DHA
- STEP 4:** OSS/now enters a category 2 offense

*Citation issued as appropriate / Confiscation of item(s) if applicable at any step.

CATEGORY 2 OFFENSES

- 2-1 Aggressive Behavior (verbal or physical)/Bullying/Cyber bullying
- 2-2 Disturbance of Classroom/Campus (includes indecent behavior and inciting others to fight)
- 2-3 Fireworks (possession/use)
- 2-4 Stolen Property (stealing, possession of)
- 2-5 Willful and Persistent Violation of School Rules
- 2-6 Trespassing (including students currently suspended from school)
- 2-7 Leaving campus without school's permission

CATEGORY 2 CONSEQUENCES*

The **CODE OF CONDUCT** and the disciplinary action outlined for the offenses contained herein shall be the **MINIMUM** discipline applied for any offense, notwithstanding any other policies or procedures, athletic or otherwise, that may have been adopted by any other schools.

<u>K – 5 CONSEQUENCES</u>	<u>6 – 12 CONSEQUENCES</u>
STEP 1: Notify parent/1-2 days ISS	STEP 1: 1-3 days OSS
STEP 2: 3 days ISS/1-2 days OSS/Principal Discretion	STEP 2: 3-5 days OSS
STEP 3: OSS/Principal's discretion to DHA	STEP 3: 3-5 days OSS or until hearing/referral to DHA

***Citation issued as appropriate / Confiscation of item(s) if applicable at any step.**

CATEGORY 3 OFFENSES

- 3-1 Alcohol (under influence of and/or possession)
- 3-2 Disorderly Conduct
- 3-3 False Fire Alarm
- 3-4 Arson
- 3-5 Fighting / Assault
- 3-6 Gang Related Activities/Paraphernalia
- 3-7 Threats
- 3-8 Hazing/Harassment/Sexual Harassment
- 3-9 Participation in Sexual Activity
- 3-10 Bullying/Cyber Bullying/Beyond Aggressive Behavior
- 3-11 Vandalism / Malicious or Destructive
- 3-12 Reckless Endangerment
- 3-13 Capturing and/or distributing inappropriate pictures or video taken either at school, on school grounds, or at school sponsored events.

CATEGORY 3 CONSEQUENCES

The **CODE OF CONDUCT** and the disciplinary action outlined for the offenses contained herein shall be the **MINIMUM** discipline applied for any offense, notwithstanding any other policies or procedures, athletic or otherwise, that may have been adopted by any other schools.

K-5 CONSEQUENCES

STEP 1: Notify parent /1-2 days ISS / Principal's discretion (could include a referral to DHA)

STEP 2: 3 days ISS / 2 days OSS / Principal's discretion (could include a referral to DHA)

STEP 3: OSS /Principal's discretion to refer to DHA

STEP 4: OSS and Referral to DHA

When appropriate SRO/Law Enforcement will be notified/citation issued

6-12 CONSEQUENCES

STEP 1: 5 days Out-of-School Suspension / Principal's discretion (could include a referral to DHA).

STEP 2: 7 days Out-of-School Suspension / Principal's discretion (could include a referral to DHA).

STEP 3: 10 days Out-of-School Suspension and referral to DHA.

When appropriate, SRO/Law Enforcement will be notified/citation issued

CATEGORY 4 OFFENSES

The offenses listed in this category will not be tolerated. ANY/ALL student(s) in violation of any offense listed below will be suspended out-of-school pending a mandatory hearing with the Wilson County Disciplinary Hearing Authority at which time disciplinary measures will be taken.

4-1 "Behavior prejudicial to good order and discipline occurring in class, during school sponsored activities, or on the school campus" (TCA 49-6-3401 (b) (C)), or off campus during the school day.

4-2 Student charged with a felony while on campus or off campus

4-3 Under the influence of drugs

4-4 Possession of drug paraphernalia

4-5 Possession of a dangerous weapon

4-6 Inciting a riot

4-7 Instigating a bomb threat

4-8 Vandalism (acts of vandalism whose monetary damage is excessive, as determined by the school principal and the director of schools, or his designee)

4-9 Sexual Assault/Sexual Battery

CATEGORY 5 OFFENSES

Zero Tolerance Offenses

All students are suspended out-of-school pending a referral / hearing with the Wilson County Disciplinary Hearing Authority.

The following offenses shall result in an automatic expulsion* (see definitions below) from Wilson County Schools for one (1) calendar year after due process has occurred.

(TCA 49-6-3401{g}).

- 1. Use, possession, sale, and / or transmission of drugs.**
- 2. Battery on a School Board Employee or School Resource Officer (SRO).**
- 3. Possession of firearms.**
- 4. Possession of destructive device / explosive device / incendiary device.**

***Expulsion means removal from the pupil's regular school or from school attendance altogether.**

BUS CODE OF CONDUCT
(Parents will be notified of all occurrences)

Please note: Infractions on the bus may be subject to the Wilson County School Code of Conduct as well as the Bus Code of Conduct.

Destruction of Property

- **STEP 1:** Payment and 5 Day Bus Suspension
- **STEP 2:** Payment and Bus Suspension for balance of the year

Fighting / Assault / Bullying / Harassment / Aggressive Behavior

- **STEP 1:** 5-10 day bus suspension
- **STEP 2:** 10-20 day bus suspension
- **STEP 3:** Bus suspension for balance of the year

Smoking / Use of Tobacco

- **STEP 1:** 5 day bus suspension
- **STEP 2:** 10 day bus suspension
- **STEP 3:** Bus suspension for balance of the year

Verbal Abuse of Drive

- **STEP 1:** 5 day bus suspension
- **STEP 2:** 10 day bus suspension
- **STEP 3:** Bus suspension for balance of the year

Getting out of seat, profanity, throwing objects, yelling, hands/head out of window, eating, drinking, littering, tripping, pushing, excessive mischief, or other distractions that may be safety concerns.

- **STEP 1:** Notice to parents and conference with student
- **STEP 2:** 1-5 day bus suspension
- **STEP 3:** 5-10 day bus suspension
- **STEP 4:** Bus suspension for balance of the year

Alcohol/Drugs (POSSESSION/USE OF/TRANSMISSION OF) on the bus

**THIS WILL BE DEALT WITH IN ACCORDANCE
WITH SCHOOL BOARD POLICY ON ALCOHOL AND DRUGS**

- **NOTE:** School buses shall not transport any items, animals, materials, or equipment, which in any way would endanger the life, health, or safety of the passengers and driver. These would include sharp objects, live animals/reptiles/creatures/bugs, and glass items, large instruments or boxes which would take space intended for a student, and anything flammable, such as helium balloons. Umbrellas must be secured and pencils and pens must be in purses or book bags.

ADDITIONAL INFORMATION

REPORT OF REASONABLE SUSPICION BY A PRINCIPAL TO A LAW ENFORCEMENT OFFICER

It is the duty of a principal of a school, who has reasonable suspicion (either as a result of a search or otherwise) that any student is committing or has committed any violation of TCA 39-17-1307, or of Title 39, Chapter 17, part 4, upon the school grounds or within any school building or structure under his/her supervision, to report such reasonable suspicion to the appropriate law enforcement officer. (TCA 49-6-4209) Charges may be filed.

SEARCHES:

Lockers and desks, which have been assigned to a student, are and remain school property. These may be inspected at any time by school officials. Vehicles parked on school property by students or visitors, containers, packages, and other areas accessible to students or visitors may be searched. The search may be in the student's or visitor's presence or in the presence of other members of the staff. (TCA 49-6-4204)

SEARCHES OF PERSONS AND CONTAINERS:

May be conducted because of the results of a locker search, or because of information received from a teacher, staff member, student, or other person if such action is reasonable to the principal. (TCA 49-6-4205)

USE OF METAL DETECTORS:

To facilitate a search of students, school visitors, containers, or packages, metal detectors, (including hand-held models "which are passed over or around a student's or visitor's body"), stationary detectors, and other devices designed to indicate the presence of dangerous weapons, drug paraphernalia, or drugs, may be used. (TCA 49-6-4207)

USE OF ANIMALS:

To facilitate a search: Dogs or other animals trained to detect drugs or dangerous weapons may be used in conducting searches, but such animals shall be used only to pinpoint areas needed to be searched and shall not be used to search the persons of students or visitors. (TCA 49-6-4208)

DRUGS: Any student that acquires, possesses, uses, sells, or transmits any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, or any manner of illegal controlled substance or substances represented as if they were drugs shall be expelled from Wilson County Schools for at least one (1) calendar year, after due process has been followed. The use of the recommended dosage of a current drug prescription from a licensed physician for the named student possessing the prescription shall not be considered a violation of this policy. (Wilson County Board of Education Policy)

BATTERY: Upon any teacher, principal, administrator, or any employee of a local education agency, or a School Resource Officer, shall result in expulsion for a period of not less than one (1) calendar year. (Public Chapter 968)

OTHER CRIMINAL ACTS: It shall be unlawful for any person to possess or carry, whether openly or concealed, any gun, shotgun, rifle, pistol, dynamite, cartridge, bomb, grenade, explosive device, mine, Bowie knife, dirk, dagger, leaded cane, slingshot, switchblade knife, blackjack, metallic knuckles, or any other weapon of any kind, not used solely for instructional or school-sanctioned ceremonial purposes, in any public school building, bus, or any other public school campus, grounds, recreation area, athletic field, or other property owned, operated, or used, by the Wilson County Board of Education. Weapons are defined in Tennessee Code Annotated, 49-6-4202, as "any dangerous instrument or substance, which is capable of inflicting any injury on any person". (Public Chapter #252)

Consequences – Any person who violates the provisions of this law shall be charged with a felony and, upon conviction, shall be punished by imprisonment for a period of not less than one (1) year nor more than five (5) years and fined an amount not to exceed \$2,500.00.

DRUG FREE YOUTH ACT: Chapter number 64 of the Public Acts of 1989 (informally called the Drug-Free Youth Act) amends the motor vehicle operator licensing laws so as to provide that any child less than eighteen years of age who is convicted of any offense involving the possession, use, sale, or consumption of prohibited drugs or alcohol shall not be issued a driver's license or shall have his/her existing license suspended. This denial of driving privileges shall be effective for one year or until the child reaches the age of seventeen for the first offense and for two years or until the child reaches the age of eighteen for subsequent offenses. Under certain circumstances, the license may be issued or reinstated upon payment of \$20.00 and the child's completion of a driver's safety course or an approved alcohol or drug abuse intervention program. Schools are responsible for informing all pupils in grades seven through twelve of the provisions for this new law and for distributing to all such students a pamphlet describing the law, to be supplied by the Department of Safety.

CORPORAL PUNISHMENT (TCA 49-6-4103)

The following regulations shall apply to the use of corporal punishment:

1. A student may be given a choice of either corporal punishment or another disciplinary measure as the teacher or principal deems appropriate.
2. When corporal punishment is administered, it shall be done in a humane manner by the teacher involved or principal, and in the presence of another member of the staff. Punishment in no case shall be administered in the presence of peers.
3. Corporal punishment shall be administered by striking the student with an open hand or wooden paddle across the buttocks and in no other manner.
4. The number of licks inflicted shall not exceed three (3).
5. Corporal punishment must be appropriate for the misbehavior for which the student is being punished.
6. Corporal punishment is not to be administered in anger.
7. The building principal may require that all corporal punishment be administered through his/her office.
8. All cases of corporal punishment will be immediately reported to the principal in writing. Such report will contain full details, date, pupil's name, cause of punishment administered, and result. Principals are to enforce this regulation literally. (A copy of this report shall remain on file in the office of the principal for two [2] years.)
9. Corporal punishment is not to be confused with self-defense upon the part of the teacher. Self-defense may take whatever form is necessary and appropriate.
10. The use of physical force to seat a student or to separate students involved in a fight is not to be construed as corporal punishment. Written notification must be made to the building principal when a parent refuses corporal punishment as a disciplinary option for his/her child. Parents are responsible for informing their child, and students are responsible for informing their teachers of this action. A record of all disciplinary action shall be recorded, including date, offense, and disciplinary action taken.

DEFINITIONS

Zero Tolerance—TCA 49-6-3401 (g) Battery, Drug Possession or Use, and Firearms - Automatic expulsion from Wilson County Schools for one calendar year after a due process hearing before the Wilson County Discipline Hearing Authority.

Expulsion from the Wilson County School System means that a student shall be removed from his/her regular School or from school attendance altogether. This does not prohibit the assignment of such students to an alternative school program. Compliance with the mandatory attendance law, for students through the age of 17, becomes the total responsibility of the parent or guardian. If the parent or guardian does not comply with the attendance law, the parent or guardian may be held financially responsible, the student may become a ward of the state, and the court system may place the student in a state operated facility.

Bullying

In accordance with Wilson County Board of Education school policy, conduct that may be considered bullying (to include cyber bullying) will not be tolerated. Students shall not engage in conduct that has the effect of unreasonably interfering with another student's academic development or that creates a hostile or offensive learning environment. Bullying may include, but is not limited to, either physically harming another or damaging his/her property or knowingly placing another in reasonable fear.

Disrespect is characterized by rudeness and a lack of regard for authority or another person's property.

Hazing is an intentional or reckless act by one student acting alone or with others which is directed against any other student, which endangers the mental or physical health or safety of that student, or which induces or coerces a student to endanger such student's mental or physical health or safety.

Sexual Harassment by way of inappropriate physical contact or sexually explicit language and/or **harassment** in any form of any individual will result in stern disciplinary action. Any incident shall be reported immediately to an administrator, guidance counselor, or teacher. The nature of the punishment will be determined by the severity of the harassment with possible referral to the Wilson County Discipline Hearing Authority

Weapons are defined in Tennessee Code Annotated, 49-6-4202, as "any dangerous instrument or substance which is capable of inflicting any injury on any person."

DHA – Discipline Hearing Authority. A hearing may be requested by a principal for students who have committed serious offenses or a multitude of minor offenses. The Director of Schools appoints a chairperson of the Discipline Hearing Authority.