BROOKLIN SCHOOL COMMITTEE (NEPN/NSBA: JIC)
Adopted: 5/10/22
Reviewed: 09/08/26

Student Code of Conduct

Promoting ethical and responsible student behavior is an essential component of the Committee's educational mission.

The Committee is committed to maintaining a safe, respectful and orderly school environment in which students may receive and staff may deliver quality education without disruption or interference and in which students may develop as ethical, responsible and involved citizens.

To achieve this goal, the Committee has developed this Student Code of Conduct (Code) with input from school administrators, staff, students, parents and the community. Based on values identified as essential to ethical and responsible behavior, the Code articulates the Committee's expectations for student conduct.

The Committee believes that each member of the school community should take responsibility for their own behavior. To that end, the Committee recognizes the need to define unacceptable student conduct, identify possible consequences for unacceptable conduct and ensure that discipline is administered fairly, promptly and appropriately.

The Code shall be distributed to students, parents and staff through handbooks and/or other methods deemed appropriate by the Superintendent and building Administrators.

Standards for Ethical and Responsible Behavior

The Code is intended to support and encourage students to meet the following state-wide standards for ethical and responsible behavior:

- Respect
- Honesty
- Compassion
- Fairness
- Responsibility
- Courage

Code of Conduct

All students are expected to comply with the Code and all related Committee policies and school rules. The code applies to students:

1. On school property;
2. While in attendance at school or at any school-sponsored activity, or
3. At any time or place that such conduct directly interferes with the operations, discipline or general welfare of the school.

General Behavior Expectations

The following expectations for student behavior are fundamental to the safe, orderly and respectful environment of our schools. Each student should:

1. Be courteous to fellow students, staff and visitors.
2. Respect the rights and privileges of other students and school staff.
3. Obey all Committee policies and school rules governing student conduct.
4. Follow directions from school staff.
5. Cooperate with staff in maintaining school safety, order and discipline;
6. Attend school regularly.
7. Meet school standards for grooming and dress.
8. Respect the property of others, including school property and facilities.
9. Refrain from cheating or plagiarizing the work of others.
10. Refrain from vulgarity, profanity, obscenity, lewdness and indecency.

Cell Phone Procedures

The building administrators will be responsible for developing and implementing procedures to implement/enforce our Phone-Free Schools policy JICJ. Students and parents will be provided notice of this policy and the school procedures through student handbooks and/or other means of communication prior to the beginning of the school year.

Discipline Policies

Violations of the Code may result in disciplinary action. Disciplinary consequences depend upon the seriousness of the violation and the student's prior disciplinary record. Consequences will range from a verbal warning for minor

violations up to and including expulsion for the most serious offences. Behavior that violates the law may be referred to law enforcement authorities.

Limitations on expulsions and out-of-school suspensions for students in grade 5 and below:

- Students in grade 5 and below may only be expelled for violations of the federal Gun-Free Schools Act, as provided by 20-A M.R.S.A. § 1001 (9-A).

  The Superintendent may determine on a case-by-case basis, in writing, that an expulsion is not required.
- Students in grade 5 and below may not receive out-of-school suspension, except when a student (a) has violated the federal Gun-Free Schools Act or (b) presents an imminent danger of serious physical injury to the students or others, and it is determined that less restrictive interventions would be ineffective.
- Any out-of-school suspension of a student in grade 5 or below can be no longer than three school days.
- Recess may not be withheld as a consequence of violating this Code by any student enrolled in grade 5 or below, except when recess is the only time restorative interventions can occur.

Expectations

The following is a summary of the school district's expectations for student behavior. In many cases, the Committee has adopted policies that address these expectations in greater detail. Students, parents and others should refer to the policies and student handbooks for more information about the expectations and consequences. In the case of an inconsistency between the Code of Conduct, Committee policies and/or school handbooks, Committee policies will prevail.

1. **Violence and Threats**: Students shall not engage in violent or threatening behavior. Prohibited behavior includes fighting, assault and/or battery, taking hostages, threats to commit violence against persons or property, or threats, intimidation or harassment. Violations may result in disciplinary action up to and including expulsion, as permitted by law.

2. **Weapons**: Students shall not possess or use weapons of any kind (examples include but are not limited to firearms, explosives and knives.) Students shall also not use any object, although not necessarily designed to be a weapon, to inflict bodily harm and/or to threaten, intimidate, coerce or harass another person

(examples include but are not limited to bats, lighters, tools and toy weapons.) Firearm violations will result in expulsion in accordance with state and federal statutes; other weapons violations my result in disciplinary action up to and including expulsion, as permitted by law.

3. **Bullying and Cyberbullying**: Bullying includes, but is not limited to, a written, oral or electronic expression or a physical act or gesture or any combination thereof directed at a student or students that:

(a) Has, or a reasonable person would expect it to have, the effect of: (i) Physically harming a student or damaging a student's property; or (ii) placing a student in reasonable fear of physical harm or damage to the student's property;

(b) Interferes with the rights of a student by: (i) Creating an intimidating or hostile educational environment for the student; (ii) Interfering with the student's academic performance or ability to participate in or benefit from the services, activities or privileges provided by the school; or

(c) Is based on actual or perceived characteristics or association with persons with these actual or perceived characteristics specified in the policy, and has the effects described above.

Any student who engages in conduct that constitutes bullying and/or cyberbullying shall be subject to disciplinary consequences including suspension and expulsion, as permitted by law. A student's bullying behavior may also be address through other behavioral interventions.

4. **Hazing**: Hazing is prohibited. Maine law defines injurious hazing as "any action or situation, including harassing behavior that recklessly or intentionally endangers the mental or physical health of any school personnel or a student enrolled in public school." No student shall plan, encourage or engage in any such activities in connection with any school program or activity, including extracurricular, co-curricular and athletic activities. Students who engage in hazing activities are subject to suspension, expulsion and/or other appropriate disciplinary measures, as permitted by law.

5. **Discrimination and Harassment/Sexual Harassment**: Students should not discriminate against other students nor harass them on the basis of race, color, sex, religion, ancestry, national origin, sexual orientation, gender identity, disability or familial status. Sexual harassment is prohibited. Harassment and sexual harassment

are grounds for disciplinary action up to and including expulsion, as permitted by law.

6. **Drug and Alcohol Use**: Students shall not distribute, possess, use or be under the influence of any alcoholic beverage, drug, "bath salts" or look-alike substance described in Committee policy. Violations may result in disciplinary action up to and including expulsion from school, as permitted by law.

7. **Tobacco Use**: Students shall not smoke, use, possess, sell or distribute any tobacco products. Violations of this policy may result in disciplinary action up to and including expulsion from school, as permitted by law.

8. **Conduct on School Buses**: Students must comply with all school rules while on school buses. Students who violate these rules on a school bus may have their riding privileges suspended or revoked, and may also be subject to additional disciplinary action, up to and including expulsion, depending on the particular violation, as permitted by law.

9. **Computer/Internet Use**: Students may use school computers, networks and Internet services only for educational purposes. Students shall comply with all policies and rules governing acceptable use. Unacceptable use may result in suspension or cancellation of computer privileges as well as additional disciplinary action and/or legal action.

10. **Athletic/Extracurricular Activities**: Students must follow all Committee policies and school rules while participating in athletics and extracurricular activities. Students who violate policies and rules may be subject to suspension or removal from the team/activity as well as additional disciplinary action considered under applicable Committee policies and/or school rules.

Removal of Disruptive/Violent/Threatening Students

1. Students who are disruptive, violent or threatening death or bodily harm to others may be removed from classrooms, school buses or other school property when necessary to maintain order and safety. The staff member who orders the student removed should arrange to have the student escorted to the office or other designated location.

2. If a student does not comply with a staff member's order to leave, the staff member will contact an administrator, or, if not available, another suitable person, who shall respond promptly.

3. Staff members should not use force or restraint, except only to the minimum extent necessary to protect any person from imminent physical harm.. Staff members are not required to take action that puts them at risk of serious injury.

4. The responding administrator will take appropriate action. If the student fails to obey verbal directions, force or restraint may be used only to the minimum extent necessary to protect any person from imminent physical harm or to quell a disturbance. Whenever practicable, law enforcement should be called to restrain or physically remove the non-compliant student. The administrator may invoke the school unit's emergency management plan if appropriate.

Special Services

1. **Referral**. The school district has adopted policies and procedures for determining when a student shall be referred for special service.

2. **Review of Individual Education Plan**. The school shall schedule a meeting to review the IEP of a student who has been removed from class when: a) school officials and/or the parent believes the student may present a substantial likelihood of injury to themselves or others; b) the class removals are sufficient to constitute a change in the student's special education program; or c) school officials or the parent believes that the student's behavior may warrant a change in educational programming.

Referrals to Law Enforcement Authorities

The Superintendent and Principals have the authority to seek the assistance of law enforcement authorities when there is aa substantial threat to the safety of the schools, students or staff. The Superintendent/Principals may also inform law enforcement authorities when they have reason to suspect that a student or staff member may have violated a local, state or federal statute. All serious offenses, as determined by the Superintendent, must be reported to law enforcement authorities.

Dissemination of the Student Code of Conduct

The Student Code of Conduct and summary of consequences for violation of the Code shall be distributed to staff, students and parents through handbooks and/or other means selected by the Superintendent and building administrators.

Legal Reference: 20-A M.R.S.A. §§ 254 (11); 1001 (15)
Standards for Ethical and Responsible Behavior in Maine Schools and Communities (Report of the Commission for Ethical and Responsible Behavior, 2/01)

Legal Reference: 20-A M.R.S.A. §409 Protection from Liability

MDOE Rule Chapter 33 – Physical Restraint and Seclusion of Students