

Behavior Code

Students are reminded to be honest, respectful and well behaved in school. They are expected to be sensitive and polite to each other and to all adults. They must adhere to all rules and regulations that are listed in the Department of Education's discipline policy. They must follow the instructions of all school personnel and do their best to maintain the stature of a Scholars' Academy student. Fighting and or inappropriate language is taken very seriously and may result in disciplinary action. Students need to respect themselves, each other, school personnel and school property. We expect students to treat each other with respect and courtesy. Let's get into the habit of "please, thank you, and excuse me."

The following consequences are applicable when students disobey rules and will be used on a case by case basis:

- Student-teacher conference
- Reprimand by teacher
- Home Contact (letter, call home)
- Parent conference with teacher
- Reprimand by appropriate administrator
- In-school disciplinary action
- Guidance conference with student and parent
- Individual/group counseling

In addition to the above consequences, the following consequences will be applicable according to the severity of the offense:

- Restitution
- Referral to appropriate community agency
- Intervention by mental health staff
- Principal's Suspension to
- Local and/or Superintendent's Suspension to a suspension site other than The Scholars' Academy
- Potential Review of Placement and Potential Immediate Removal from The Scholars' Academy in accordance with Chancellor's Regulations

A student's age, maturity, disability, previous record and intention will be considered when deciding the level of severity for an infraction. The police will be summoned when a student is believed to have committed a crime.

Behavior in the Dining Room

Students must sit at their designated grade and homeroom class tables, except for high school. Students are not permitted to switch their table assignment without the consent of dining room staff. All trash at each table must be cleaned up upon completion of meals. Students may, at any

time, be asked to assist with dining room clean-up. Students are expected to be “proactive” and to remind friends to pick up after themselves, or to simply pick up and throw trash out if they see someone has forgotten to do so. **Students must ask permission to leave the dining room. There is to be no yelling, running, throwing of food, swearing or fighting of any sort. Inappropriate behavior in the dining room will not be tolerated.** If a child forgets to bring lunch to school, it is not considered an emergency, therefore the child will not be permitted to phone home - a school lunch will be provided.

Behavior for Evening Events

Students are expected to demonstrate appropriate behavior within the school building at all times, especially during evening events. All of the school rules and regulations are in effect at any time that the school building is open. This includes the electronic device policy, dress code guidelines, and general respect and courtesy. Students who are found to be out of compliance with school rules or regulations after school hours will be held responsible according to the Chancellor’s Regulations and school policies.

Electronic Device Return Policy

According to the New York City Department of Education’s Chancellor Regulation A-412, cell phones, ipods, and other communication/entertainment devices are *prohibited* on school property. These devices often invite the attention of individuals with a desire to steal when displayed in public places to or from school. These items also disrupt the educative process. After consultation with the School Leadership Team, the school has generated the following policy which minimizes disruption to parent and school alike:

If the school confiscates a cell phone, i-pod or other communication/entertainment device, a representative from the school will contact the student’s parent for notification.

Confiscated devices will be available to be picked up and returned *only twice a month.* Return dates are the *1st and 16th of each month.* Items will be vouchered and secured until a parent can pick them up. If these dates fall on a weekend or holiday, they will be the next available school day. According to Regulation A-412, if the parent repeatedly fails to pick up the item, the school will dispose of them.

Parents are encouraged to support compliance with this matter. If a student illegally brings a cell phone to school, parents must not permit the calling or ‘texting’ to them with that device during school hours.

Busing Contract

Students who are eligible to take the yellow school bus, must behave during busing. Students should report to their assigned bus stop **ten minutes** before assigned pick up time. If a bus is

running late, students should wait **ten minutes** past pick up time and then phone the bus company. By calling the Office of Pupil Transportation (718) 392-8855 you can obtain the number of the bus company. Students must cooperate and behave during morning arrival, afternoon dismissal and during bus rides. This is a very important and serious directive. If a student misbehaves on the bus, he/she may have his/her bus privileges suspended or revoked. Students must be polite and make room for others on the bus. There is to be no standing, lap-sitting, shouting, yelling, swearing, fighting or throwing things while on the bus. Students cannot alter or change their mode of transportation on a given day without a written notification from home and consent from school officials. Students may not ride on a bus to which they are not assigned. Students may not make arrangements to go to a friend's house using a yellow bus to which they are not authorized. This will result in disciplinary action.

The consequences for misbehavior on the bus are as follows:

1st Offense: Letter in discipline file and a 3 day bus privilege suspension both to and from school

2nd Offense: Letter in discipline file and a 5 day bus privilege suspension both to and from school

3rd Offense: Letter in discipline file & the potential complete loss of bus privileges for the remainder of the school year or complete revocation of privileges for egregious or unsafe behavior. During bus suspensions, parents are responsible for arranging transportation and/or a Metro Card may be requested.