

2019-2020 CODE OF STUDENT CONDUCT AND DRESS CODE

Center Academy believes that students need to be provided with a consistent behavior management system so that maximum time can be spent on time-on-task and learning. Inappropriate behaviors that interfere with the learning process can be reduced and ultimately extinguished through consistent, best-practice behavior management techniques.

This Code of Student Conduct sets forth the expectations for student behavior and the consequences for infractions of the rules.

SEXUAL HARASSMENT POLICY

Center Academy is committed to maintaining an environment that is free of discrimination and harassment, including sexual harassment. Accordingly, the school prohibits such conduct by its students on school premises and off school premises at school-sponsored activities, including transportation to and from such activities.

Sexual harassment consists of unwelcome physical or verbal conduct of a sexual nature that includes, but is not limited to, the following:

1. physical contacts of a sexual nature including, but not limited to, touching, patting, grabbing, poking or brushing up against another individual;
2. sexually-oriented gestures, noises, remarks, jokes, comments or propositions;
3. display of sexually-oriented pictures, posters, calendars, graffiti, objects, or publications; and
4. any other conduct that is inappropriate.

Any student who believes that he or she has been the subject of sexual harassment should immediately report the incident to the administration.

EXPECTATIONS

In order for effective instruction to occur, there must be cooperation between student, parent and school. This relationship may be described as follows:

Parents who:

- keep in regular communication with the school concerning their child's progress and conduct.
- insure that their child attends daily and promptly reports and explains an absence or tardiness to school.
- provide their child with resources needed to complete class work.
- assist their child in being healthy, neat and clean.
- bring to the attention of the Director any problem or condition which affect their child or other children in the school.
- discuss report cards and work assignments with their child.
- maintain up to date home, work and emergency telephone numbers at the school, including doctor and hospital preferences, and report any changes in medication.
- fully cooperate with the school to maintain a safe, drug free learning environment.

Students who:

- attend all classes daily and are punctual.
- are prepared with appropriate working materials.
- are respectful to all individuals and property.
- refrain from profane or inflammatory statements.
- conduct themselves in a safe and responsible manner.
- are clean and neat.
- are responsible for their own work.
- abide by the rules and regulations of the school and each classroom teacher.

Schools that:

- maintain an atmosphere conducive to good behavior.
- exhibit an attitude of respect for students.
- plan a flexible curriculum to meet the needs of all students.
- promote effective training or discipline based upon fair and impartial treatment of all students.
- develop a good working relationship among staff and with students.
- maintain a safe, drug free learning environment.

SPECIFIC GROUNDS FOR DISCIPLINARY ACTION:

Each classroom teacher will attempt to deal with general classroom disruption by taking in-class disciplinary action. Only when the action taken by the teacher is ineffective, or the disruption is sufficiently severe, should the student be referred to the Director. In dealing with the following violations of the Conduct Code, the Director shall hear the student's explanation, and consult further with the teacher, if necessary, before determining the disciplinary action. If the immediate suspension of a student is necessary due to a serious breach of conduct, the necessary notice and conference will follow as soon as practical.

The following categories of misconduct are violations of Center Academy policy and are subject to disciplinary action or dismissal from the school. These categories are not all inclusive.

- ❖ "No-Touch" policy. The policy prohibits any touching at all on school grounds—including "hugging" and "horseplay."
- ❖ Violent acts or threats of violent acts.
- ❖ Disruption in any way of school procedures.
- ❖ Defiance of any school employee.
- ❖ Theft, vandalism or destruction of property.
- ❖ Possession or use of any drugs, tobacco, or alcohol, as well as electronic cigarettes/vaporizers.
- ❖ Obscene or sexual acts or harassment.

Consequences for Inappropriate Behavior:

- ❖ In-school suspension
- ❖ Out of school suspension
- ❖ Behavior contract
- ❖ Dismissal

2019-20 DRESS CODE

1. Students may wear any clean neat **polo shirt with a collar in plain red, white or blue (navy or royal), with the Center Academy logo or any other small logo on the left side of the shirt. No shirts, sweaters, and/or hoodies with any writing or graphics are allowed. The dress-code approved polo shirt must also be worn underneath any hoodies or sweaters.**
2. Students may wear any color clean, neat pants with belts except:
 - a. pants designed to be worn below the waist ("low-rider" pants)
 - b. pants with oversized pockets and legs.
 - c. pants that are inappropriately tight (including leggings)
 - d. pants that are transparent
 - e. pants with ink, pencil, crayon, or marker writing or drawing
 - f. pants that are torn, shredded or have holes (including decorative)
 - g. pants that would be used for swimming purposes (i.e. swimming trunks)
3. Students may wear any color **knee-length** shorts and/or skirts.
4. Students must maintain a professional appearance at all times while in school or on Field Trips:
 - a. hair should be clean, well groomed, and of acceptable length.
 - b. all students, **male and female**, must wear polo shirts with collars.
 - c. all shirts must be buttoned from at least the second button to the last.
 - d. students in PE classes have the option to bring a T-shirt to change into - appropriate footwear for PE class is required.
 - e. hats are not to be worn in the building.
 - f. sunglasses are not to be worn in the building.
 - g. hair must be a color that human hair naturally grows.
 - h. hair styles judged as "extreme" by staff are not acceptable .
 - i. flip-flops and sliders are not permitted.
5. Jewelry
 - a. chains are neither acceptable "jewelry" nor clothing enhancement and may not be worn in school.
 - b. students may not wear any facial jewelry: no lip or other piercings.
 - c. ear gauges are not permitted.

CONSEQUENCES FOR DRESS CODE VIOLATIONS

1. First violation:
 - a. student will be given notice of inappropriate dress.
 - b. student will be isolated in "refocus" area.
 - c. students will be given the opportunity to change into clothing provided if available.
2. Second violation:
 - a. student will call parents from Director's office.
 - b. student will remain in office until parents bring appropriate clothing.
3. Third violation:
 - a. student will have in-school suspension.
 - b. student will be required to bring a change of clothing that will be kept in the office for future use.