



Partnering with families to realize each child's potential

Widener Partnership Charter School Code of Conduct

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The following Code of Conduct for Widener Partnership Charter School has been developed to secure the safety and well-being of the entire school community. WPCS is committed to creating an environment conducive to learning and emotional development, reinforcing the **4Rs (Respectful, Responsible, Reflective, and Resilient)**. Students are expected to conduct themselves in a responsible manner during school and at all school functions. Further, when the student is dressed in the WPCS uniform, s/he is considered to be a representative of WPCS to the greater community and is, therefore, accountable to the Code. In addition to the list of possible consequences listed, restitution may be required for any violation at the discretion of administration.

Purpose

The purpose of the Student Code of Conduct is to define the rights and responsibilities of student and parent members of the school community, the standards for acceptable conduct of students, and the consequences for failure to meet those standards. In doing so, the school seeks to provide a safe environment in which students can learn and thrive individually and as members of a larger community.

Scope of Code of Student Conduct

The Student Code of Conduct applies to conduct of the Widener Partnership Charter School students that occurs:

- On school grounds at any time
- Off school grounds at any school-related activity, function or event
- Off school grounds when the conduct may reasonably be expected to
 - Undermine school authority
 - Endanger the safety of students, teachers, administrators or any other member of the school community
 - Disrupts the school
- While traveling to and from school on foot, by car, school buses or public transportation, regardless of the school or district ownership.

Responsibilities of Students

Student responsibilities include regular school attendance, conscientious effort in classroom work and homework, and conformance to school rules and regulations. Most of all, students share with administration and faculty the responsibility to develop a climate within the school that is conducive to wholesome learning and living.

No student has the right to interfere with the education of fellow students. It is the responsibility of each student to respect the rights of administrators, teachers, support staff and fellow students, and all others who are involved in the educational process. All students are expected to reflect on their behavior and academics in order to ensure the growth process and promote resilience. Finally, all students are expected to be ready to learn and follow the code of conduct daily.

It is the responsibility of the students to conform to the following:

1. Be aware of all rules and regulations for student behavior and conduct themselves in accordance with them. Students should assume that, until a rule is waived, altered or repealed in writing, it is in effect.
2. Dress and groom to meet standards of the school's dress code
3. Exercise proper care when using school facilities and equipment
4. Attend school daily and be on time to all classes and other school functions
5. Follow classroom norms during instruction, complete all assignments, and make up work when absent from school.

Expectations for Student under the Code of Conduct

WPCS' goal is for all students to excel in the learning process. Feeling safe in the school environment contributes to this goal. We have established a Code of Conduct to set clear expectations for positive behaviors, attitudes and interactions that will support students in taking responsibility for their learning and achieving success. At WPCS, our model for positive behavior is the "5R's" approach-Responsibility, Respect, Resilience, Reflection and Ready. Teachers will reinforce these 5R's by explicitly teaching them in the classroom and monitoring them throughout the school day. The Code of Conduct learning targets for students are:

Respectful

- I am respectful to all adults and students. This means I communicate with others by using positive body language and facial expressions, and an appropriate tone of voice.
- I behave in a peaceful manner. This means that I keep my body in my own space and I do not use mean or threatening words or gestures.

Responsible

- I take responsibility for my own learning. This means I am on time and well prepared for school each day. This also means that I make choices that help me learn and do my best work including carefully completing all classroom and homework assignments on time.
- I make choices that help my crew and the school community. This means that I follow all directions and procedures to make learning fun and safe.

- I am careful to “leave no trace” or “make it better”. This means that I help take care of our school building, my classroom, school property and materials so that everything is clean and well maintained.

Resilient

- I maintain a positive attitude and work ethic even when things get tough. This means that even when things in my personal life, friendships at school and/or my schoolwork feels hard, I push on and do my best

Reflective

- I learn about myself, set goals, and get better over time. This means that when I make mistakes, I learn from the consequences and avoid repeating them. I know what I need to do to improve as a student and as a community member here at WPCS.

School Disciplinary Approach: The Code of Conduct is 1) designed to provide students with specific, clear, and consistent expectations regarding the behaviors that they are expected to engage in during all school classes and sponsored activities and events 2) intended to assist students in making appropriate choices that support their learning. 3) grounded in the belief that, given the proper support and accountability, all students can thrive as meaningful contributors to our community. WPCS’ goal is to create a team effort between the home and school to ensure each child’s success. We depend upon parents and guardians to notify the school if there is a social, emotional, or academic concern that may impact the child’s behavior at school. We strive for a proactive, consistent, restorative approach towards student conduct in order to promote a respectful and healthy learning environment that engages all partners (parent(s)/guardian(s), staff, community, and Board) in a collaborative effort. This approach includes:

- Faculty maintaining professionalism when addressing student behavior by communicating expectations and consequences clearly and respectfully.
- Parents having the right to request a meeting with administration to discuss any student behavioral concerns.

Disciplinary actions are decided by the Principal, Vice Principal, and/or Dean according to the Code of Conduct. Parent(s)/guardian(s) will be notified as to the nature of and rationale for disciplinary actions in accordance with the Code of Conduct.

Behaviors Warranting Disciplinary Action: Students who commit any of the following violations of the Code of Conduct shall be subject to appropriate disciplinary action, including suspension and/or expulsion, as set forth in Chapter 12 of Title 22 of the Pennsylvania Code. Violations are leveled for disciplinary consequences.

Repeated violations of the Code of Conduct, regardless of whether they occurred in the same school year or in prior school year(s), may result in a violation being treated as a higher-level offense and may warrant suspension, expulsion and/or other disciplinary consequences connected with higher level offenses as reasonably determined by WPCS on a case-by-case basis.

A violation can receive the consequence identified, a lesser, or a more severe consequence depending on the severity of the violation, repetition of violation(s), or effect on others. This list is not exhaustive of behaviors that may result in disciplinary action.

A parent/guardian may request written notice of the disciplinary action and the cause. Student and/or parent/guardian may not appeal a disciplinary action, other than expulsion, but the WPCS administration is eager to engage parents as partners in intervening in patterns of misbehavior.

Level 1 – Policy Violations/Disrespect/Disruptive Behavior	Consequences
<p><u>Policy Violations</u></p> <ul style="list-style-type: none"> • Uniform violation; • Repeated instances of incomplete homework or class assignments; • Failure to follow established school/classroom rules. <p><u>Disrespect/Disruptive Behavior</u></p> <ul style="list-style-type: none"> • Talking, yelling, gesturing inappropriately or throwing a tantrum; • Rough play or activity; • Not following directions; • Teasing or name calling; • Bringing school property home without teacher permission; • Damage or lost textbooks, library books, or learning tools; • Disrespect toward adults and/or peers; • Disruption of class, study or instruction; • Horseplay; • Inappropriate language or gesture; • Leaving class without teacher’s permission; • Possession or use of contraband items including but not limited to: cell phone, iPod/MP3 player, an electronic/digital device, not including a calculator or digital watch during school hours or school programs; • Unexcused tardy (see attendance policy); • Bus Infraction; • Cheating and/or plagiarism; • Damage or loss of textbooks, library books, or learning tools; • Disrespect; • Inappropriate display of affection • Loitering on school property, including halls and classrooms; • Rude behavior to others; • Sleeping in class; • Failure to attend class; • Loitering and/or failure to provide identification upon request; • Running or making of excessive noise in the school building; • Lying to school authority. 	<p>These consequences may include but are not limited to:</p> <ul style="list-style-type: none"> • Restitution (logical consequence) • Loss of privilege • Student/teacher conference • “Talk it out” process • Note or phone call to parent/guardian • Other consequences as determined by Administration

Level 2 – Serious Disruptive/Disorderly Behavior	Consequences
<ul style="list-style-type: none"> • Repeated Level 1 violation may be elevated to a Level 2 violation; • Bullying; Cyber-bullying when action is initiated in the school building; • Cheating and/or plagiarism; • Aggressive behaviors, including but not limited to hitting, pushing, and shoving; • Disobedience to teacher or another staff member; • Dishonesty/lying/falsehood: including presentation of forged notes or passes or refusal to identify yourself properly; • Misuse of school property or property of others including computers, networks, web pages; • Violating WPCS Electronics and Technology/Acceptable Use and Internet Safety policies; • Use of obscene/profane language or gestures; • Creation or possession of obscene writing, pictures or articles; • Theft of school or other peoples' property; • Throwing object without regard to safety; • Counterfeiting/use/distribution of counterfeit money; • Failure to report to office as directed; • Gambling or present at scene of gambling; • Violating WPCS Electronics and Technology/Acceptable Use and Internet Safety policies; • Unexcused Absenteeism (see attendance policy). 	<p>Consequences may include but are not limited to:</p> <ul style="list-style-type: none"> • The parent(s)/guardian(s) may be required to attend a conference at the school. During this conference, a behavior modification plan may be established to help the student comply with the Code of Conduct. • Suspension from clubs, after-school and extracurricular activities for up to four (4) weeks. • Detention • Full in-school suspension • Suspension

Level 3 – Safety Issues, Aggressive / Threatening Behavior	Consequences
<ul style="list-style-type: none"> • Repeated Level 2 violations may be elevated to a Level 3 violation • Bus Infraction • Fighting • Creation or possession of violent writing, pictures or articles • Threats of violence (verbal or physical) • Student actions that present a danger to the safety and well-being of themselves or others • Unauthorized entry into restricted areas • Gang activity 	<p>Principal and/or Dean of Students will determine appropriate consequences. Consequences may include:</p> <ul style="list-style-type: none"> • Suspension or exclusion from clubs, after-school and extracurricular activities • Suspension from the school bus (for bus infraction) • In or out of school suspension for up to 10 days • Detention • The parent(s)/guardian(s) may be required to attend a conference at the school with the Dean of Students and the classroom teacher. During this conference, a behavior modification plan may be established to help the student comply with the Code of Conduct.

Level 4 – Egregious Behaviors and/or Criminal Acts	Consequences
<ul style="list-style-type: none"> • Repeated Level 3 violations may be elevated to a Level 4 violation; • Actual or attempted possession, use, manufacturing, growing, distribution, solicitation of and/or sale of illegal drugs and/or counterfeit illegal drugs, and/or controlled substances and/or drug paraphernalia • Attempted or actual possession, use, sale, manufacturing, solicitation of/ and/or distribution of non-prescription drugs or counterfeit non-prescription drugs; • Attempted or actual possession, use, sale, manufacturing, solicitation of and/or distribution or alcohol; • Attempted or actual possession/use/sale/ and/or distribution of tobacco products; • Inappropriate student actions which indicate the use of drugs, alcohol, or other behavior altering substances; • Harassment of any kind – verbal, written or gestures; • Engaging in any consensual sexual acts (for the purpose of this Code, sexual acts include, but are not limited to: Sexual Harassment and/or Sexual Assault and/or Sexual Battery; • Intercourse, oral sex, groping, simulated sex) on school property, at a school function, on school transportation or at any school-related activity or trip; • Forcing or attempting to force any other member of the school community to engage in any sexual act. • Molesting others; • Actual or attempted possession, distribution, sale or use of pornography (whether written or electronic) • Illegal conduct and/or attempted illegal conduct; • Setting false fire alarms or reporting false emergencies; • Arson or attempted arson; • Assault and/or battery of an employee or student; • Extortion, attempted extortion, robbery, burglary and/or larceny; • Student actions that present a danger to the safety and well-being of themselves or others; • Serious violations of WPCS Electronics and Technology/Acceptable Use and Internet Safety policies; • Actual or attempted possession, distribution, sale, use or lighting of fireworks, stink bombs, or other explosives; • Attempted/actual possession/use/sale/solicitation of and/or distribution of lighters, matches, laser pointers and/or look-alike items; • Actual/attempted Possession, use, distribution, solicitation or sale of a firearm or dangerous weapon or look-alike weapon. Weapons include but are not limited to any knife, cutting or sharpened instrument, cutting tool, nunchucks, firearm, shotgun, rifle, metal pipes, clubs, ammunition, or any tool, instrument or implement capable of inflicting serious bodily injury. • Possession, use, distribution, sale, lighting, or discharge of explosive or incendiary devices; 	<p>Violation will be referred to the Principal who will determine the appropriate consequence(s).</p> <p>A Level 4 violation will result in an automatic out-of school suspension for 10 school days and an Informal Hearing.</p> <p>Other consequences may include but are not limited to:</p> <ul style="list-style-type: none"> • Exclusion from all clubs, after-school and extracurricular activities for the remainder of the school year • Removal from the school bus (for repeated bus infraction). • A parent or guardian is required to attend a mandatory scheduled conference at the school with the Principal/Chief Executive Officer for an informal hearing. • Police shall be notified in the case of Safe Schools Act violations. • The student may be referred to the Board of Trustees for an expulsion hearing in accordance with Chapter 12 of Title 22 of the PA Code.

<ul style="list-style-type: none"> • Hazing; • Unlawful assembly and/or riot; • Vandalism or defacing or destruction of school property or property of another (includes writing on walls, etc.); • Leaving school grounds without proper authorization; • Trespassing; • Purposefully or recklessly endangering the health, welfare or safety of any member of the school community. • Threatening to endanger the health, welfare or safety of any member of the school community; Threats of death or serious bodily injury– either written, electronic or verbal; • Causing or attempting to cause serious bodily injury to any member of the school community. • Engaging in any activity that can reasonably be expected to have the effect of harassing, threatening or damaging the safety or reputation of any member of the school community. • Other criminal acts in violation of local, state, or federal laws and/or regulations. 	
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Uniform Policy/Dress Code

Expectation: Children are expected to wear the WPCS uniform to school each day. There is a formal dress uniform for special occasions and for fieldwork trips and an everyday uniform. Both are described in the Family Handbook. Families are asked to contact the school’s social workers, if they have any questions or concerns about obtaining the uniform. Uniforms may be purchased at Flynn O Hara.

Disciplinary Actions for Uniform Infractions: The first time a child comes to school out of uniform, the child’s teacher will remind the student and will send home a copy of the school’s uniform policy noting the infraction. For each infraction thereafter, students will be disciplined in accordance with the Code of Conduct (Level 1). If a student accumulates (5) or more uniform infractions a meeting will be scheduled with the parent/guardian to discuss the infractions and possible interventions/consequences moving forward.

Cell Phones and Electronic Devices

The use of cell phones and electronic devices are not permitted at WPCS (**Students will NOT be allowed to use them in the dismissal rooms**). Upon entering the school building students must turn off all electronic devices and keep them stored in their backpack or lockers (grades 5-8). If the electronic device is seen or heard by a WPCS Staff member, the device will be confiscated. The first time the device is confiscated it will be returned to the student at the end of the day. For each infraction thereafter, confiscated phones will be turned in to the Dean and must be picked up by an adult. Confiscated phones will not be given back to the child. WPCS will not assume responsibility for the loss or theft of any electronic device. Smart Watches are prohibited from being worn in the building. WPCS reserves the right to reasonably search and/or confiscate any and all electronic devices to the extent allowed by applicable state and/or federal laws and regulations.