

**Richard D. Crosby Elementary School**

**2020-2021 Student Code of Conduct**

Principal: Mrs. Kathleen Ferguson

Assistant Principal: Mr. Paul Brass

Dear Parents/ Guardians,

An effective Code of Conduct is essential in the teaching and learning process. The administrative team at Crosby Elementary School strives to establish an educational environment in which children can safely learn and be successful. It is important to educate our students socially and emotionally, as well as academically. These expectations are more specific to our K-3 school building. Please be aware that the Harvard CUSD50 Parent/Student Handbook is still our guiding document, which we will also follow and enforce.

Our staff is committed to teaching and reinforcing appropriate student behavior. Courtesy, respect, and problem-solving strategies are practiced by all staff members and students. Students are encouraged to consistently follow school rules of conduct, set a positive example for others, and always be conscious of how their behavior affects others.

Together, our goal at Crosby Elementary, is to ensure that each child achieves success. We believe that you, as parents, play a critical role in helping your child achieve our Crosby Elementary expectations, both academic and behavioral.

Classroom teachers, and playground supervisors, monitor, and respond to, behaviors in the classroom and on the playground. When the situation warrants, the principal/assistant principal becomes involved and/or parents may be notified. We believe each student has the final responsibility for the consequences of his/her behavior. With your cooperation and help, we can provide a positive, productive, and safe learning environment for your child.

We look forward to an amazing school year with our scholars!

Sincerely,

Crosby Elementary School Administration and Staff

## **“Crosby Kid” Code of Conduct**

**Respect, responsibility, and safety are expected whether on the bus or on school grounds.**

### **Crosby Kids will:**

- Take responsibility for learning
- Respect self, others, and property
- Act in a safe and healthy manner
- Be ready and willing to learn

### **Crosby Kid Responsibilities:**

- Attend school on a regular basis, on time with appropriate materials
- Think and act with safety at the forefront
- Respect the school, staff, and classmates
- Follow the rules of the school
- Respond appropriately to constructive criticism/discipline
- Listen respectfully and attentively to all staff, special guests, and presenters
- Work to the best of their ability
- Complete all academic work as assigned
- Use appropriate language at all times

### **Crosby Kid Privileges:**

- Recess activities
- Classroom celebrations
- Class/grade level field trip
- Participation in after school activities
- Assemblies
- Bus transportation
- Crosby Cash Awards
- Crosby Kid and Rockin Reader Awards
- Student of the Month

**At recess, Crosby Kids will:**

- Appropriately play on the playground. Avoid rough play (play fighting, wrestling, pushing, kicking, etc.) or play that mimics violence (sword fighting, gun fights, etc.)
- Leave toys and electronics at home (Crosby Elementary School is not responsible for lost or stolen items)
- Speak kindly to others
- Stay on the playground or designated area at recess
- Take turns with the equipment
- Immediately stop all play, return all equipment back to the designated area, and line up quickly and quietly at the end of recess
- Respond immediately, with respect and courtesy, to instructions from adults in charge
- Immediately report any inappropriate play or behavior to the supervising adults

**At dismissal, Crosby Kids will:**

- Walk in an orderly fashion to the bus
- Wait behind the yellow line until the buses/cars stop moving
- Wait quietly in your spot for dismissal (Voice Level 0 or 1/ directed by adult in charge)

**In the bathroom, Crosby Kids will:**

- Sign out with the teacher to use the bathroom
- Use appropriate voice level (No Louder than Voice Level 1)
- Respect the privacy of others
- Use healthy hygiene habits and wash hands
- Keep the bathrooms clean and safe (one pump of soap, put paper towels in the trash can)

**In the hallway Crosby Kids will:**

- Walk in a single file line facing forward
- Be respectful of others and their space
- Stay to the right when in the halls and on the stairs
- Stop at stop signs
- Use a level 0 voice (silence)

**In the lunchroom Crosby Kids will:**

- Walk into the cafeteria quietly, get their lunch, and find their class table
- Raise their hand if they need an adult's help or have a question
- Remain seated until lunch is finished and permission to leave has been given
- Use appropriate voices so that only close neighbors can hear: no higher than a level 2 voice (one-on-one or small group)
- Use appropriate table manners
- Clean their area and take care of garbage when they have finished eating
- Follow the direction of the lunch staff

**At assemblies Crosby Kids will:**

- Enter the gymnasium quietly and watch for teacher directions
- Show appropriate listening behavior by sitting up and looking at the speaker
- Show appropriate appreciation for performers
- Exit quietly and watch for directions from their teacher

**Dress Code**

Crosby Elementary School recognizes the effect which students' dress has upon their behavior and commitment to learning. It further recognizes the role of parents in assisting their children in making appropriate choices regarding clothing, accessories, and personal appearance.

Students are expected to wear clothing in a neat, clean and well-fitting manner while on school property and/or in attendance at school sponsored activities. Students are to use discretion in their dress and are not permitted to wear apparel that causes a disruption in the school environment. Prohibited dress violations are listed below, but this list is not all inclusive nor is a violation of the dress code limited to the following:

- Bare midriffs, net shirts, tank tops with straps less than 1 inch wide (unless worn under a shirt), and clothing bearing inappropriate logos (drugs, alcohol, tobacco, or pictures/statements) will not be permitted at school
- Short-shorts, short skirts and/or dresses, halter and/or strapless dresses are considered inappropriate under this policy
- Make-up, fake nails, and excessive perfume or cologne are prohibited

- Hats and hoods will be worn at recess, and to and from school / hats, hoods, and sunglasses are not allowed to be worn in the building except on designated school spirit days
- Appropriate footwear must be worn at all times / slippers are not allowed unless it is a school designated spirit day / tennis shoes should be worn on Health & Fitness days
- If there is any doubt about dress and appearance, the building administration will make the final decision
- Students whose dress causes a substantial disruption of the orderly process of school function or endangers the health or safety of the student, other students, staff or others may be subject to discipline

### **Consequences & Interventions**

#### **Minor Infractions:**

Minor infractions include breaking any of the previously outlined rules or behavior guidelines. These include, but are not limited to, being unkind to classmates; being disrespectful to an adult; being continually unprepared for class; or being continually disruptive in class, the cafeteria, or the playground. Such infractions may result in any of the following:

- Reflection and problem solving time
- Loss of recess
- Lunch detention
- Completion of the student behavior reflection form
- Parent and/or principal notification
- Parent/teacher/student/principal conference

All inappropriate behavior and disciplinary actions will be documented by the teacher and shared with the parents and/or principal. Positive behavioral alternatives will be discussed with the student(s).

## **Major Infractions**

Major infractions will be dealt with immediately. These behaviors include but are not limited to: fighting; endangering other students or staff; deliberate destruction or defacing of property; inappropriate language orally or in writing; threats of any nature; theft; possession of any dangerous substance; possession of inappropriate material; and harassment or bullying of any kind. Such infractions may result in any of the following:

- Immediate notification of parent(s)/guardian(s)
- Immediate notification of principal
- In school or out of school suspension with re-entry conference
- Expulsion from school