

ROANE COUNTY SCHOOLS

“Learning Today, Leading Tomorrow”



Student Code of Conduct

Updated: July, 2022

Roane County Schools



Literacy ~ All Students ~ Safety ~ College and Career Ready

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School -Wide Positive Behavior Support SWPBS

Several schools in Roane County are using **School-Wide Positive Behavior Support (SWPBS)** as an approach to reduce student infractions and to provide a safe environment for all students.

This approach is designed to establish the social culture and behavioral supports needed for schools to be safe and effective learning environments for all students. The model is three-tiered and focuses on teaching and prevention. If students know and understand the behavior that is expected of them, they are more likely to meet the expectations. Therefore, much of the primary prevention is based on teaching the rules, how the behavior looks in reality in different areas, and how to recognize the appropriate behavior. For example, if a student is told to be responsible, in the cafeteria it may mean to put up the lunch tray correctly, line up correctly, etc. This is demonstrated to the students so that they know what the appropriate behavior looks like.

All students will receive Tier 1 training. Tier 2 interventions will be implemented for students considered at risk of failure, and Tier 3 interventions will be implemented for students who have not been successful with the Tier 1 and Tier 2 interventions, or who exhibit chronic patterns of problem behavior.

A set of school-wide rules, usually three or four, are developed at the school and a system is implemented to encourage/reinforce the rule following. Many of the schools use rules such as “Be Responsible”; “Be Respectful”; and, “Be Prepared”. The rules found in the Code of Student Conduct are then categorized into these major rule areas. Both Major and Minor offenses are identified with appropriate consequences for each.

Students will be recognized and rewarded for good behavior, but will still suffer consequences for inappropriate behavior. As students learn that both systems are in place, a decrease in inappropriate behavior can be expected. Students will learn better self-discipline and learning will improve. Full implementation of the program can result in increased learning time due to lack of disruption and an increased sense of safety and order.

If you have questions about the SWPBS approach to discipline, please speak to your principal.

DIRECTORY INFORMATION

The Family Education Rights and Privacy Act (FERPA)¹ affords certain rights to parents and eligible students ² regarding educational records. The following rights are guaranteed under FERPA.

1. The right to inspect and review the student's educational record;
2. The right to request that the record be amended if the parent feels the record is inaccurate, misleading, or violative of the student's privacy rights;
3. The right to consent to disclosure of personally identifiable information in the educational record, except that which FERPA allows without consent;
4. The right to file a complaint with the U.S. Department of Education; and
5. The right to obtain a copy of the Roane County Schools' policy regarding FERPA from the local school principal's office.

For Roane County Schools, the following is designated as Directory Information. Directory Information is information, which if revealed, would not be considered violative of the student's privacy rights and includes, but is not limited to:

- a. Name
- b. Address
- c. Telephone Listing
- d. Photograph
- e. Birth date
- f. Place of birth
- g. Field of study
- h. Attendance rates
- i. Grade level (i.e. freshman, sophomore, etc.)
- j. Awards/degrees earned;
- k. Participation in sports or activities
- l. Weight and height of athletes;
- m. Most recent previous educational institution/agency attended;
- n. Sports statistics; and/or
- o. Academic and extracurricular Honors and Awards.

Student Directory Information for 11th and 12th graders shall be made available upon request to persons or groups which make students aware of occupational and educational options including official recruiting representatives of the military forces of the state and the United States.

Parents or eligible students who do not wish to have specific information released to any outside person or agency may request that no information be released. This request must be in writing to the principal of the school with a copy to the Director of Schools. The request must be received no later than fifteen (15) calendar days after the annual notification of rights. Information contained in the above paragraphs shall serve as the Annual Notification.

1. 20 U.S.C. § 1232g, Reg. 34 CFR Part 99

2. Eligible Student is any student who has reached the age of eighteen.

Student Goals and Objectives

In order to establish an environment conducive to learning for each student, the Board establishes the following goals:

1. To assure all students the same educational opportunities regardless of race, color, creed, religion, ethnic origin, sex or disabilities;
2. To protect and observe the legal rights of students;
3. To promote a learning environment which provides opportunities for all students without regard to race, creed, religion, ethnic origin, sex or disabilities;
4. To enhance the self-image of each student by helping him/her feel respected and worthy through a learning environment which provides positive encouragement from frequent success;
5. To provide an environment where students can learn personal and civic responsibility for their actions through meaningful experiences as school citizens;
6. To deal with students in matters of discipline in a fair and constructive manner;
7. To provide for the safety, health, and welfare of students; and
8. To promote faithful attendance and good work.

Rights and Responsibilities of Students

Each student has the right to:

1. be provided the opportunity for a free education in the most appropriate learning environment;
2. be secure in his/her person, papers, and effects against unreasonable searches and seizure;
3. expect that the school will be a safe place;
4. have an appropriate environment conducive to learning;
5. not be discriminated against on the basis of sex, race, color, creed, religion, national origin or disabilities; and
6. be fully informed of school rules and regulations.

Each student has the responsibility to:

1. know and adhere to rules and regulations established by the Board;
2. respect the human dignity and worth of every other individual;
3. refrain from libel, slander, inflammatory and/or obscenity in verbal and written expression;
4. study and maintain the best possible level of academic achievement;
5. be punctual and present in the regular school program;
6. dress and groom in a manner that meets reasonable standards of health, cleanliness, modesty and safety;
7. maintain and/or improve the school environment, preserve school and private property and exercise care while using school facilities;
8. refrain from behavior which would lead to physical or emotional harm or disrupt the educational process;
9. refrain from any harassing behavior such as bullying, hazing, or discrimination in any form;
10. respect the authority of school administrators, teachers, and other authorized personnel in maintaining discipline in the school and at school-sponsored activities;
11. obey the law and school rules as to the possession or the use of alcohol, illegal drugs and other unauthorized substances or materials; and
12. possess on school grounds only those materials which are acceptable under the law and accept the consequences for articles stored in one's locker, or in one's vehicle while on school property.

Rights and Responsibilities of Parents

Parents have the right to:

1. be informed of issues affecting your child;
2. be involved in your child's education;
3. have your child attend a safe and orderly school;
4. be assured that your child and you will be treated with respect and dignity;
5. have school officials work cooperatively with you to solve problems, avoiding confrontation and adversarial resolutions when possible; and,
6. have school officials schedule conferences as appropriate.

Parents have the responsibility to:

1. support school rules and work cooperatively with the school, avoiding confrontational and adversarial resolution of grievances;
2. provide support for your child's progress by ensuring your child attends school daily, is on time and prepared to learn;
3. be familiar with and follow school procedures and to take the initiative to obtain information from the school, the web site, newsletters or other sources;

4. schedule conferences with appropriate personnel when necessary;
5. attend conferences when asked by school officials;
6. maintain current contact information at all times; and,
7. review the school/system-wide discipline plan with your child.

NOTICE

Chronic and repeated violation of the rules of Roane County Schools

Any student who accumulates a total of ten (10) days (singularly or cumulatively) suspension will be remanded to the alternative education center at Midtown for a minimum assignment of not less than nine (9) weeks or forty-five (45) days. Parent/Guardian and student must petition the home school principal to return at least fourteen (14) days prior to the end of the assignment.

Return to the home school will be based upon attendance and behavior during the assignment to the alternative education center. At least 95% attendance is required. Days missed beyond the 95% must be served at MEC before student may return to the home school

Out of county students who are assigned to Alternative School will be required to return to their home school/system immediately.

The contents of this Code of Student Conduct is not intended to be an exhaustive list of rules, regulations, behavior policies or consequences for violations of such. Individual schools may have a Student Handbook that will contain rules particular to that school. Athletics is governed by Roane County Schools' rules, individual coaching rules, and rules promulgated by TSSAA. It is important that students and parents familiarize themselves with all governing rules.

Give It Up Policy

Students are encouraged to give up any item that could be considered in violation of board policy. The student in possession of such an item should take the item immediately to a school employee upon discovery of the item and explain the situation. The circumstances of the situation will be considered by the school principal and the student may avoid an expulsion.

Alcohol and Drug Use

Students will not consume, possess, use, sell, distribute or be under the influence of illegal drugs or alcoholic beverages in school buildings or on school grounds, in school vehicles or buses, or at any school-sponsored activity at any time, whether on or off school grounds. This includes but is not limited to abuse of inhalants and prescription drugs. Any substance represented to be marijuana (i.e. synthetic marijuana, potpourri, bath salts, etc.) or any other drug is prohibited and shall be treated as any other controlled drug.

Students will not market or distribute any substance which is represented to be or is substantially similar in color, shape, size or markings to a controlled substance in school buildings or on school grounds, in school vehicles or buses, or at any school-sponsored activity at any time, whether on or off school grounds.

If it is determined that Board policy has indeed been violated, the principal shall notify the student's parent(s)/guardian(s) and the appropriate law enforcement officials.

CONSEQUENCES FOR DRUG USE

First Offense and Subsequent Offenses – A student who violates the drug use policy shall be subject to suspension/expulsion for a period of not less than one calendar year. **The Director of Roane County Schools shall have the authority to modify this suspension requirement on a case-by-case basis.**

Medicines

If under exceptional circumstances, a child is required to take non-prescription or prescription medication during school hours, the medication must be delivered to the

principal's office in person by the parent/guardian of the student. Additionally, the student must have a note from the parent allowing self-administration of the medicine.

Non-prescription medication includes, but is not limited to, aspirin, ibuprofen, cough syrup, and any over the counter pain medication. Any such medicine **MUST** be turned in to the office immediately upon the student's arrival at school. Any medication that must be retained by the student for immediate use (i.e. students with asthma) must be accompanied by a physician's note.

CONSEQUENCES FOR INAPPROPRIATE USE OF MEDICINES

Violation of the policy on Medicines may result in consequences ranging from a conference to detention, suspension, or remandment depending on the circumstances.

Attendance

A. Absenteeism and Truancy – The Roane County Board of Education recognizes that absenteeism is a hindrance to the efficient education of students. Realizing that punctuality and regularity of attendance is necessary for progress of a student at school, as well as important life skills, the Board has adopted the following attendance policy.

Absences shall be classified as either excused or unexcused as determined by the principal or his/her designee. Excused absences shall include:

1. Personal illness; - A physician's statement or a parent conference will be required after the sixth day of absence. A physician's statement may be required at any time should the principal or teacher deem it necessary.
2. Illness of immediate family member which requires the temporary help of a student – A physician's statement is required.
3. Death in the family; - Family includes parent, step-parent, guardian, grandparent, sibling, aunt or uncle.
4. Absence approved by principal in advance;
5. Recognized religious observances – Parent/guardian must apply in writing to the principal a minimum of five (5) days prior to a religious observance for which a student needs to be excused. Such applications must include a written statement from the particular church, synagogue, or mosque. Statements must include the student's name, inclusive dates that the student will be absent and a statement affirming that the observance is one that occurs annually on a regular date.
6. Circumstances which, in the judgment of the principal, create emergencies over which the student has no control (court appearances, etc.).

All excuse notes must be signed by the parent(s)/guardian(s). The notes should clearly state the name of the student, the reason the student has been absent, and a phone number so that the school official can confirm the excuse with the parent. **All excuses must be presented before school starts in the morning.** Notes from professionals should clearly state the period of time the student was required to be absent from school and not simply that the student was seen in the office.

Students with six (6) or more absences the previous or current semester will be listed on an Attendance Improvement List. Students will remain on the list until they attend a semester without accumulating six (6) absences.

Students on the Attendance Improvement List must provide official documentation (doctor, court official, or proof of death in the family) in order to be allowed any additional excused absences. Documentation must be provided within three (3) days of returning to schools.

All absences for students on the Attendance Improvement List will be considered “unexcused” until adequate documentation from a doctor, court official, or proof of death in the family is received.

After a student accumulates seven (7) unexcused absences, the student and parents shall be cited to a hearing with the Roane County School Truancy Board to determine the causes of absences, recommend means of eliminating such cases, and warn the student and parents of the consequences of continued truancy. If truancy continues, the student and parents may be petitioned to Juvenile Court where court costs will be assessed, a fine and probation may be imposed, community service may be required or such remedies as the court may find necessary up to and including incarceration of the parents or commitment of the student to the Department of Children’s Services. **Out-of-School Suspension days are counted as unexcused absences. The Tennessee State Department of Education mandates that students in grades Kindergarten through sixth maintain an average of 95 percent attendance. In grades seven through twelve, 93 percent attendance is required. All children between the ages of 6 and 17 are required to attend school under the provisions of TCA 49-6-3001 (no student can withdraw from school until their 18th birthday).**

Excessive Absence of Students 18 Years of Age

Although these students are no longer compelled to abide by the Compulsory Attendance law, attendance of students who have reached the age of eighteen (18) shall be regular. Any student who refuses to abide by the Board’s guidelines shall be dropped from the roll. A request for readmission must be in writing by the student’s parent(s)/guardian(s) and approved by the principal and the Director of Schools.

Parent Request Days

Parents or guardians may request principal approval for student absence for such reasons as travel and cultural experiences, up to two days each year. Such absences, if approved by the principal, shall be excused and the student shall be allowed to make up missed work. The absences shall count in the total number of excused absences for the student. No permissions will be given for absences during state (TCAP, End of Course, etc.) or local (Semester Exams) test dates.

The principal/designee shall count a student present for no more than (2) days each school year for postsecondary school visits. **Please see Board Policy 6.2001**

Requests shall be presented to the principal in writing at least five (5) days in advance of the expected absence. Principal approval is required. No approval will be given after the absence has occurred and the absence will be unexcused.

- B. Cutting Class** – Cutting class means the student did not report to the assigned class during a given period but remained on campus.
- C. Leaving Campus without Permission** – Leaving campus without permission or failing to arrive to school after leaving home is considered a serious offense because the student is missing class time, is unsupervised by designated adults and/or is possibly engaging in unacceptable activities. The school will attempt to notify the parents as soon as the student’s departure from school is discovered.
- D. Being in an Unauthorized Area** – All school campuses contain areas that are Unauthorized Areas for students. Those areas may be designated such for reasons of safety or privacy. Students are expected to refrain from being in those areas.
- E. Tardiness** – All students are expected to be on time for school, classes and other appointments. Persistent tardiness will be treated the same as truancy since the student is accumulating time away from classes. **Any time a student arrives at school late or leaves school early, the student loses valuable instructional time. This time accumulates and the end results are counted as absences from school. In grades K-8, three instances of arriving late to school that are unexcused will equal one unexcused absence. In grades nine through twelve, three unexcused tardies per class will equal one unexcused absence for that class. Students who are 10 or more minutes tardy for any period will be considered to have cut class and also counted absent.**
- F. Trespassing on School Grounds While on Suspension/Expulsion** – When a student is suspended, remanded, or expelled from school, he or she may not be on school grounds or attend any school function whether it is on campus or at another site. Suspended, remanded, or expelled student athletes may not participate in athletic practice or games until he/she has returned to the regular classroom for one full day. (i.e. a student who is suspended on Thursday may not participate on Thursday night,

but may resume on Friday after school. If the suspension ends on a Friday, the student may not participate again until after school on Monday.) Additional guidelines are provided at each school. A trespassing incident may result in an extension of the student suspension or possible expulsion of the student. Law enforcement officials may also be notified.

CONSEQUENCES FOR ATTENDANCE INFRACTIONS

Consequences for infractions of any of the attendance items may range from making up time, to the loss of driving/parking privileges, referral to the Truancy Board and/or the Court system, and/or remandment to the alternative education center.

Bus Conduct

In order to maintain conditions and atmosphere suitable for learning, no person shall enter onto a school bus except students assigned to that bus. **Students and parents/guardians are reminded that riding a school bus is a privilege and not a service that must be provided for every student.**

The school bus is an extension of school activity; therefore, students shall conduct themselves on the bus in a manner consistent with the established standards of safety and classroom behavior. The Roane County Board of Education has approved the following rules to be observed while riding a bus.

1. Students must remain seated at all times while the bus is in motion.
2. Noise must be kept to a minimum with no loud talking, shouting, singing, or unnecessary noises.
3. Students are prohibited from throwing any objects inside the bus or out the windows of the bus.
4. Inappropriate languages, gestures, inflammatory comments, horseplay, pushing, touching, or fighting are prohibited.
5. Tobacco products, e-cigarettes, vapors, alcohol, and/or drugs are prohibited.
6. Students may not eat or drink while on the bus.
7. Students are expected to be courteous and orderly at all times on the bus.
8. Students are expected to share seats with other students.
9. Drivers may assign seats and require students to sit in those assigned seats.
10. Windows may be lowered only with the driver's permission.
11. Students that ride a bus equipped with seat belts must utilize the seat belts.*

*Failure to comply with wearing a seat belt will result in an automatic bus suspension.

1st offense – 3 days 2nd offense – 5 days 3rd offense and any other subsequent offense 10 days

Behavior on trips for any school activity, whether normal transportation, field trips, athletic trips, or other shall conform to the same standards. The above rules shall be observed at all times while traveling on a school bus.

Parent(s)/guardian(s) are responsible and liable for any damage resulting from the misconduct of their children while such are passengers on school buses en route to and from school and/or school-related activities.

CONSEQUENCES FOR BUS MISCONDUCT

- Administration may suspend students from riding the bus for a designated length of time if any of the rules listed above are not followed.
- Administration may also choose to utilize any disciplinary measure used inside the school (verbal reprimand, detention, suspension from school, etc.).
- **Chronic or extreme abuse of bus rules may result in a suspension or permanent loss of riding privileges.**

Criminal Behavior

A student may be suspended from school, from a school or system sponsored event or activity, or from riding a school bus when the student engages in criminal behavior which results in the student being legally charged with a felony and the student's continued presence in school poses a danger or disrupts the educational process.

Bullying/Discrimination/Harassment

Discrimination/harassment by students will not be tolerated. Discrimination/harassment is defined as conduct, advances, gestures or words, either written or spoken, of a sexual, racial, ethnic, or religious nature used in a derogatory manner.

Alleged victims of discrimination/harassment should report these incidents immediately to a teacher, counselor, or building administrator. Reports of discrimination/harassment will be fully investigated by the school system. Disciplinary action will be taken against perpetrators of discrimination/harassment.

Bullying, hazing, or any other type of harassment is strictly prohibited. This includes, but is not limited to cyber bullying, text messaging, use of pictorial representations or other harassment perpetrated through the use of technology.

Bullying/ Intimidation/ Harassment – An act that substantially interferes with a student’s educational benefits, opportunities, or performance, and the act has the effect of:

- Physically harming a student or damaging a student’s property;
- Knowingly placing a student or students in reasonable fear of physical harm to the student or damage to the student’s property;
- Causing emotional distress to a student or students; or
- Creating a hostile educational environment.

Bullying, intimidation, or harassment may also be unwelcome conduct based on a protective class (race, nationality, origin, color, gender, age, disability, religion) that is severe, pervasive and creates a hostile environment.

Instigation/ promotion/ encouragement of harassment will be considered as severe as the act of harassment itself. No student should become a part of harassment by encouraging another student to commit an act(s) of harassment.

Students are encouraged to report incidences of bullying as soon as possible. A report form is available at each school.

Cyber Bullying – A form of bullying undertaken through the use of electronic devices. Electronic devices include, but are not limited to, telephones, cellular phones, or other wireless telecommunications devices, text messaging, emails, social networking sites, instant messaging, videos, web sites or fake profiles.

Sexual Harassment – At no time should any student engage in sexual harassment which includes persistent verbal abuse, sexual abuse, unwanted touching and sexual advances, postings to blogs, contents of websites, text messages, and/or photographs.

CONSEQUENCES FOR VIOLATIONS

Incidences of discrimination/harassment shall be addressed through any of the following disciplinary actions:

1. Principal conference with notification to the parent;
2. Detention or school isolation;
3. In School Suspension up to five (5) days;
4. Out of School Suspension up to five (5) days; and/or,
5. Remandment to the alternative education center.

Report to law enforcement officials may occur at any violation depending upon the circumstances and the severity of the actions.

Additional consequences may be addressed through Title IX of the Educational Amendments of 1972.

Dress Code Guidelines

The Roane County Schools Board of Education encourages students to take pride in their personal appearance when attending school and/or school-related events. Apparel or appearance which tends to draw attention to an individual and/or causes a material interference to the educational process must be avoided. **In matters of opinion, the judgment of school administration (principal/designee) shall prevail.** The following guidelines will be observed.

1. Pants must not have holes, rips, tears, frays, or cuts above mid-thigh.
2. Only appropriate attire may be worn at school. No sleep wear, lounge wear, swim wear will be allowed.
3. Shirts, blouses, and dresses must completely cover the abdomen, back, and shoulders. Shirts or tops must cover the waistband of pants, shorts, or skirts with no midriff visible. Low-cut blouses, shirts, or tops or extremely tight tops, tube tops, or any top that exposes cleavage are prohibited.
4. Earrings may be worn in the ears only. The wearing of pierced materials, visible in or on any body part other than the ears and or small nose stud is not permitted. Students will be required to remove such piercing materials while at school or involved in a school activity. Covering of piercing(s) with bandages or other materials is prohibited.
5. No graffiti or symbols related to gangs, drugs, cults etc. are allowed to be displayed on any items on school grounds.
6. Appropriate street shoes must be worn at all times. Cleats, shoe skates, bedroom shoes, excessively high heels, or any shoe that impairs the ability of a student to walk safely are not permitted.
7. The length of skirts and dresses must be of age-appropriate modest length – top of the knee for grades 6-12. The top of any slit in a skirt/dress must not be above mid-thigh. Shorts must be of age-appropriate modest length – mid-thigh for grades 6-12.
8. The waistband of clothing must be worn at the waist level. No oversized, baggy, or sagging attire will be permitted. If exercise pants or jeggings/leggings are worn, tops or dresses must extend to mid-thigh.
9. Jewelry of any kind that promotes inappropriate messages, contraband material, or could pose a safety hazard will not be permitted.

SPECIAL DRESS: Special dress days for particular occasions such as homecoming, may be implemented under the direction of school administration as long as the Roane County Schools dress code for students is not violated.

THE FOLLOWING ITEMS ARE NOT TO BE WORN AT SCHOOL:

- ❖ Halter tops, strapless, or backless dresses or blouses
- ❖ Tank tops (straps less than 5 inches wide) or spaghetti strap tops without a shirt underneath.

- ❖ Clothing brands or tattoos which exhibit written, pictorial, or imply references to illegal substances, drugs, alcohol, negative slogans, vulgarities, or that attract undue attention; wearing apparel brands or tattoos that are sexually suggestive or that feature crude or vulgar commercial lettering or printing and/or pictures that depict drugs, tobacco, alcoholic beverages, racial/ethnic slurs or gang affiliation
- ❖ Hats, caps, bandanas, hoods, sweatband, sunglasses, etc. are not to be worn inside the buildings.
- ❖ Wallet chains or large chains of any kind
- ❖ Oversized apparel, saggy pants worn below the waist, overalls with unfastened straps
- ❖ Belts which are extra long with excessive belt material hanging loosely; or oversized belt buckles or those with inappropriate symbols, designs, or insignia are prohibited.
- ❖ See through or revealing clothing – no undergarments should be visible at any time.
- ❖ Clothing that exposes the abdomen, buttocks, cleavage, navel area and/or waist

CONSEQUENCES FOR DRESS CODE VIOLATIONS

In matters of opinion, the judgment of school administration (principal and/or designee) shall prevail.

First Offense – The student will receive a warning AND must correct the problem (change clothes if necessary) before attending any classes on that day. **Absences from class to correct the problem will be considered unexcused.**

Second Offense – The student will be assigned to detention for two hours AND must correct the problem (change clothes if necessary) before attending any classes on that day. **Absences from class to correct the problem will be considered unexcused.**

Third Offense – The student will be suspended from school for up to three (3) days AND must correct the problem (change clothes if necessary) before attending any classes on that day. **Absences from class to correct the problem will be considered unexcused.**

Subsequent Offenses – Additional days may be added to the length of the previous suspension AND the student must correct the problem (change clothes if necessary) before attending any classes on that day. Additionally, the student may be required to adhere to an individual dress code stricter than the normal one. **Absences from class to correct the problem will be considered unexcused.**

SEVERE CLAUSE – Any student behavior of a severe nature, even on the first offense, may be subject to Third Offense Consequences and possible law enforcement involvement.

Fighting

It is the expectation of every student in attendance at a Roane County School to make every effort **NOT** to engage in a fight with another individual while at school, on the bus, or at a school-related activity. Specifically, this means that when a student feels that a physical confrontation is imminent, he or she, by word and action is to **WALK AWAY** from the situation. Legally, it is not considered self-defense when a punch is thrown and a student's immediate response is to fight back. Before any disciplinary action is rendered administration will investigate to determine the extent of the roles of the individual students involved. It is illegal for anyone to:

- Engage in fighting or in violent/threatening behavior;
- Refuse to obey an official order to disperse;
- Create a hazardous or physically offensive condition by any act that serves no legitimate purpose;
- Make unreasonable noise which prevents others from carrying out lawful activities;
- Incite or urge three or more persons to create/engage in a riot (TCA 39-17-304, and TCA 39-17-305).

CONSEQUENCES FOR FIGHTING

First Offense – The student will be assigned to In School Suspension at Midtown Education Center for five days.

Second Offense – The student will be assigned to In School Suspension at Midtown Education Center for five days, and remanded to the Alternative School at the Midtown Education Center as a Chronic Violator (p. 8).

Third Offense – The student will be remanded to the Alternative School at the Midtown Education Center for the remainder of the school year, or for a period of not less than one school year and may result in expulsion.

SEVERE CLAUSE – Any student behavior of a severe nature, even on the first offense, may be subject to Third Offense Consequences and possible law enforcement involvement.

Assault

Students are expected to refrain from any uninvited physical contact. No act of physical aggression is permitted. Any student who initiates violence by hitting, slapping, kicking, or punching or otherwise attacking another student may be subject to Zero Tolerance consequences. Law enforcement may be contacted.

Assault – The intentional physical aggression toward another student. Threatened physical aggression toward a school employee or adult. Assault may also be defined as an intent to do harm, such as by tainting food or exposing one to a known allergen, chemical, or other substances.

Hazing, Violence, Threatened Violence

A student will not use violence, threats, force, noise, coercion, intimidation, fear, passive resistance, e-mail, text messaging and/or other technologies, products known to cause allergic reactions (i.e. food products such as peanuts or personal care products), or any other conduct which causes the disruption, interference or obstruction of any school purpose; nor shall any student acting alone or with others direct against any other student any intentional or reckless act that endangers the mental or physical health or safety of that student. These prohibitions apply while on school property, in school vehicles or buses, or at any school-sponsored activity, function or event, whether on or off campus. Neither will he nor she urge students to engage in such conduct. Violence or threatened violence or hazing (physical or verbal) against anyone attending or assigned to a public school is against the law. (TCA 49-6-3401) (TCA 49-2-120)

Bullying – See P. 14

Immoral, Disreputable, or Disruptive Conduct

- A. Classroom Misconduct** – All students are expected to come to school every day, ready to learn in all classes. Classroom misconduct is comprised of student behaviors, attitudes and/or dialogue that interferes with the teacher’s ability to conduct the lesson and also disturbs the learning opportunities for other students in the class. Students do not have the right to disrupt the educational process for any reason.
- B. Gambling/Games of Chance for Money or Property** – It is against the law to knowingly engage in gambling (TCA 39-17-502) or games of chance for money and/or other articles of value.
- C. Insubordination, Defiance, Disrespect, Non-Compliance** – Any student who refuses the request of a faculty member is guilty of insubordination. A student may only decline if the request is: (1) illegal (2) immoral (3) will cause harm to the student (4) or will cause harm to another individual. In all other cases, the student is expected to immediately fulfill the request of a school employee. Other examples of insubordination include defiance, disrespect and non-compliance.
- D. Persistent Infringement of the Rules** – Individuals who regularly violate the student code of conduct are guilty of persistent infringement of the rules. This is the student who commits a series of rule violations over a reasonably short period of time. What the student and parents need to be mindful of in this situation is the possibility the

student could be remanded to the alternative school. This may become necessary if the student is unable to modify his or her unacceptable behaviors.

- E. Profanity, Vulgarity, or other Inappropriate Language** – The use of vulgar and/or profane language on school property (including buses), or at any school event is prohibited. The use of abusive, inflammatory, or ethnically offensive language or gestures is prohibited.
- F. Rude and Improper Behavior and Public Displays of Affection** – Students are expected to exhibit appropriate behavior at all times. Students will not engage in behavior that is discourteous, disrespectful, and/or degrading, and thereby interfering with the educational process while on school property, on school transportation, or during a school event. Public displays of affection will not be tolerated.
- G. Inappropriate Physical Contact** – Students are expected to refrain from inappropriate physical contact including, but not limited to, pinching, pushing, kicking, shoving, punching, etc. Additionally, students are expected to refrain from kissing, hugging, fondling and other inappropriate displays of affection.
- H. Lying, Cheating, and Plagiarism** – Students are expected to be truthful in all dealings. Taking another’s work and claiming it as his/her own or any other form of cheating is prohibited. Taking credit for work without citing sources is a form of cheating called plagiarism. Whenever work is used from another source including the Internet, credit must be given.
- I. Intimidation, Endangerment, or Assault** – Students are expected to be respectful toward others. No student shall use products known to cause allergic reactions (e.g. food products, such as peanuts, or personal care products such as perfume, deodorant, or body spray, or others) to intimidate, endanger or assault another student or staff member. Violation of this rule may result in a Zero Tolerance consequence.
- J. Contraband** – Contraband is any object, item, or product that would not normally be present in a school setting or in the possession of a student. Examples may include small knives; over the counter medicine not turned in to nurse; toy weapons, e-cigarettes, vapors, etc. Students are expected to have in their possession only those items necessary for their classroom learning experiences. Items that cause a distraction or disruption to the learning process may be identified as contraband.

**CONSEQUENCES FOR VIOLATION OF IMMORAL, DISREPUTABLE,
OR DISRUPTIVE CONDUCT RULES**

Violations of the items in this section may result in consequences from a combination of or single use of conferencing, suspension, remandment and may include referral to law enforcement officials.

Lunch – Closed Campus

All schools within the Roane County School System observe a closed campus regarding lunch. **No outside commercial sources** are to be permitted in school buildings and/or on school premises **for the purpose of selling/delivering food items or beverages to students.** Parents or others are prohibited from delivering commercial food products to school for student meals.

Students are not allowed to check out of school and leave campus for the sole purpose of picking up food for their lunches. Disciplinary action will be taken against any student found to have violated this policy.

Cell Phones and Personal Communication Devices

Permission to possess a cell phone while on school property during the regular school day is a privilege, not a right. Students and parents may want or need to be in contact before or after the school day and the ability to have a cell phone available is a privilege that should be guarded by adhering to the rules for possession.

Any student in grades 6 – 12 may possess a cell phone while on school property during the regular school day. **The cell phone must be in the off mode and placed in a locker, backpack, pocketbook or similar personal carrying device.** Administration may grant a student permission to use a cell phone at their discretion. No cell phones are allowed for students in grades K-5. **It is not the responsibility of administration to recover lost/stolen cell phones or personal communication devices.**

It is the responsibility of each student to handle his/her cell phone properly. Allowing another student to use your phone may result in consequences being applied to both students. It is the responsibility of a parent to realize that their child is not allowed to have their cell phone in the ON position while at school and therefore refrain from calling during normal school hours. If a student's cell phone rings, vibrates or sounds because someone (including a parent) has called or texted, the student is responsible for the consequences of having the phone on during school hours.

Roane County High Schools have limited access to cell phones during the day. (see Board Policy 6.312)

Developing, collecting, and/or forwarding sexually explicit images of oneself or others via text messages or other technology devices is prohibited and will not be tolerated. Possession of such images may constitute child abuse or neglect or child pornography. Sending, sharing, viewing, or possessing pictures, text messages, emails, or other material of a sexual nature in electronic or any other form on a computer, cell phone, or other electronic device including posting to social websites is prohibited and may result in charges being filed through the justice system.

Students accused of possessing the image on school property or if the event causes a school disruption, will have their device confiscated and searched by the school administration and/or police. Parents will be notified as soon as possible. Police and other appropriate authorities will be informed.

CONSEQUENCES FOR VIOLATION OF THE ABOVE POLICY

Consequences may range from In School Suspension to remandment to the alternative school or even expulsion.

Cyber Bullying – See p.15

Personal Entertainment Devices

Personal entertainment devices such as CD players, CD's, DVD's, radios, video games, IPods, MP3s, etc., **ARE NOT allowed to be visible or used during the school day.** Such devices, when utilized at improper times, will be confiscated and forfeited to an administrator. **It is not the responsibility of administration to recover lost or stolen personal entertainment devices.**

It shall be the responsibility of each school principal to designate their regular school day according to the needs of their school. The decision of the principal is final in determining the nature of a device.

**CONSEQUENCES FOR VIOLATING THE CELL PHONE
AND PERSONAL COMMUNICATION DEVICES POLICY**

First Offense – The item is confiscated and returned to a parent/guardian.

Second Offense – The student is suspended from school for a minimum of 2 days and the communication device is forfeited to administration.

Third Offense – The student is suspended from school for a minimum of 2 days and the communication device is forfeited to administration. The item will only be returned to the parent/guardian at the end of the forfeiture period.

Fourth Offense – The suspension process is continued to include forfeiture of the communication device and a parent conference is held prior to the student’s readmission to school.

In all cases of the forfeiture/confiscation, the device shall only be returned to the parent at the end of the day of the forfeiture period.

Additionally, parents shall be required to sign a statement that they have read and understand the Board Policy regarding the use of personal communication devices at school.

Refusal to Identify Self

All persons must, upon request, identify themselves to school personnel when present on Roane County School grounds and school buses or while attending any Roane County School sponsored events or activities.

Technology / Internet

Technology and Internet access and use is considered a privilege, not a right. All technological resources must be used in accordance with the school system’s policies and procedures and local, state, and federal laws and/or guidelines governing the usage of technology and its component parts. Students must use the provided technological resources so as not to waste or abuse, interfere with our cause harm to other individuals, institutions, or companies. **Misuse of the internet or other technological resources will result in disciplinary action and the loss of access to those items.**

All computer hardware and software belong to the school system. All computer data, including e-mail communications stored or transmitted on school system computers will be monitored. Students should have no expectation of privacy with regard to computer data.

Network Rules – The following are not permitted on school system networks or computers (**this list is not inclusive**):

- Sending or displaying offensive or obscene messages, language, or pictures
- Harassing, insulting, threatening or attacking others
- Violating copyright laws
- Using others' passwords
- Trespassing in others' folders
- Intentionally misusing resources (i.e. changing settings, bypassing passwords, hacking, etc.)
- Employing the network for commercial purposes
- Vandalizing computers, computer systems, computer networks, files or software
- Personal hardware and software are prohibited.

Theft, Extortion (School Building or School Function Activities)

- A. Breaking and Entering/Burglary** – It is unlawful for any student to be on any public school property without lawful authority (TCA 49-6-2008) (TCA 39-14-401-407).
- B. Extortion** – It is unlawful for anyone to threaten, harm, or restrict the freedom of action of another person in order to obtain property or services of that person (TCA 39-14-112).
- C. Possession of Stolen Property** – It is unlawful for any student to have stolen property in their possession (TCA 39-14-101).
- D. Theft** – It is unlawful for any student to take property from another person by force, fear or without consent. Violators will be held responsible for the return or restitution of an equivalent amount. In the event the property taken belongs to the school system the same consequence will be true (TCA 39-14-101).
- E. Forgery** – It is unlawful for any student to improperly sign another's name to any school document including, but not limited to parent note for absence, teacher's name on report, etc.

CONSEQUENCES FOR VIOLATION OF THEFT, EXTORTION, FORGERY

Violations of the items in this section may result in consequences from conferencing, suspension, and remandment and may include referral to law enforcement officials.

Tobacco Possession

Smoking or the possession and/or use of any tobacco product in school buildings, on school premises, on school buses, or at school-related activities are prohibited (TCA 39-17-1604). Each time a student is found to be in possession of any tobacco product while on school grounds, he or she will be remanded to the court system. (TCA 39-17-1505 (b))

CONSEQUENCES FOR VIOLATION OF THE TOBACCO LAW

TCA 39-17-1505 (a) It is unlawful for a person who has not attained twenty-one (21) years of age to possess either a tobacco, smoking hemp, or vapor product, to purchase or accept receipt of either product, or to present or offer to any other purported proof of age that is false, fraudulent, or not actually that person's own for the purpose of purchasing or receiving any tobacco, smoking help, or vapor product. **(b)** *“Any person who violates this section may be issued a citation by a law enforcement officer who has evidence of the violation. Regardless of whether a citation is issued, the product shall be seized as contraband by the law enforcement officer.”*

TCA 39-17-1604 Smoking or the use of vapor products is not permitted, and no person shall smoke or use vapor products, in the following places: **(10)** School grounds, including any public seating areas, such as bleachers used for sporting events, or public restrooms.

In addition, a student who violates the tobacco law will be subject to suspension of up to three (3) days.

Willful Damages of Property (Personal and Public)

- A. Arson** – Any student found guilty of arson will be held accountable and responsible under state law (TCA 39-14-301; TCA 39-14-307).
- B. Bomb Threat** – Roane County Schools will punish anyone responsible for a bomb threat under state law (TCA 39-16-502).
- C. Damaging School Property (including computer access and software)** – Students who willfully or maliciously damage school property will make restitution to the school or the school system. Parents of students are held liable for damages committed by children until they reach the age of eighteen (TCA 37-10-101).
- D. Tampering/Setting Off Fire Alarms** – Purposefully setting off fire alarms is the same thing as reporting a false alarm. This is a violation of State Law (TCA 39-16-502) and is punishable under that statute.
- E. Vandalism** – Students who willfully or maliciously vandalize school property will be responsible for cleaning, repairing and/or making restitution for any damages. This is a violation of state law (TCA 39-14-408) and can escalate to a felony offense.
- F. Pranks/Vandalism** – Students involved in school pranks may be prohibited from participating in any or all commencement exercises, and will be subject to prosecution to the fullest extent of the law.

Weapons and Dangerous Instruments

Students shall not possess, handle, transmit, use or attempt to use any dangerous weapon in school buildings or on school grounds at any time, or in school vehicles and/or buses or off the schools grounds at a school-sponsored activity, function or event.

Dangerous weapons for the purpose of this policy shall include, but are not limited to a firearm or anything manifestly designed, made or adapted for the purpose of inflicting death or serious bodily injury or anything that in the manner of its use or intended use is capable of causing death or serious bodily injury.

CONSEQUENCES FOR HAVING WEAPONS OR DANGEROUS INSTRUMENTS

First Offense – When it is determined that a student has violated this policy, the principal shall notify the student’s parent(s)/guardian(s) and the justice or juvenile delinquency system as required by law. Students who are found to have violated this policy shall be subject to suspension/expulsion for a period of not less than one calendar year. **The Director of Roane County Schools shall have the authority to modify this suspension requirement on a case-by-case basis.**

Graduation Ceremonies Behavior

Graduation Ceremonies or Commencement is a dignified, formal ceremony to mark the accomplishment of the entire senior class. Extra effort is made by the individual school and by parents to ensure that it is a memorable event. Students are expected to behave in a manner consistent with the formal nature of a graduation ceremony. Appropriate graduation apparel shall be worn by all graduates. This includes the graduation gown and mortar board (hat). Graduation apparel is fully decorated when received and no further decoration is allowed. Appropriate footwear is expected, and any student who has a problem with securing such, should speak to their principal, counselor or senior sponsor. Beach balls, silly string, balloons, or any other item deemed inappropriate are not permitted at a graduation ceremony. While graduation is a celebration, it is a dignified celebration and should be conducted as such. Students should encourage their parents and friends to refrain from any such behavior that would detract from the enjoyment of all present. Use of excessive noise makers such as air horns or cow bells is inappropriate and should not occur at such an event.

While entering or exiting the ceremony, students should conduct themselves with decorum. While seated, it is inappropriate for students to yell or hoot at fellow graduates. It is appropriate to applaud for classmates who are a part of the program.

Students who behave in an inappropriate manner and disrupt the graduation ceremony may receive consequences including the withholding of their diploma.

Definitions

While school system personnel welcome discussion with parents concerning disciplinary matters, not all discipline actions are appealable in a formal process.

Assault – The intentional physical aggression toward another student. Threatened physical aggression toward a school employee or adult. Assault may also be defined as an intent to do harm, such as by tainting food or exposing one to a known allergen, chemical, or other substances.

Bullying – See page 14 for full definition.

Chain of Command – As a parent, when addressing a disciplinary situation, the following “Chain of Command” should be observed.

- ✓ **Step One** – A conference (telephone or in person) should be held with the teacher involved in the incident that resulted in disciplinary action.
- ✓ **Step Two** – A conference should be held with the assistant principal **UNLESS** the principal administered the disciplinary consequence regarding the incident.
- ✓ **Step Three** – A conference should be held with the principal (omit if the principal was involved in step two).
- ✓ **Step Four** – Contact the appropriate supervisor when applicable (depending on the situation there may not be a supervisor)
- ✓ **Step Five** – Contact the Director of Roane County Schools.

Criminal Offense – Any act posing a direct threat to the safety of others in the school will involve notification of the proper law enforcement authorities and immediate removal of the student will occur. Parents will be notified as soon as the situation allows (ACTS 1981, Ch. 341:1; TCA 49-6-4301, 49-6-4209).

Cyber Bullying – The use of the internet, cell phone, social web sites, chat rooms or any other technology to send or post text or images intended to threaten, embarrass, humiliate, or intimidate another person.

Detention – Students may be assigned to serve detention as a disciplinary consequence under the supervision of a certified employee. The student will be given written notification, which may require a parent signature, at least 24 hours in advance. Parents are required to provide transportation for their child at the time detention is dismissed. If a student fails to serve the assigned amount of detention by the designated deadline, he or she may be suspended from school or may be subject to any of the other consequences stated in the Roane County Schools Student Code of Conduct.

Due Process and Appeal – See Appendix

Expulsion – Expulsion will mean a denial of attendance at any Roane County School for more than ten consecutive days or more than fifteen days in a month of school attendance. Multiple suspensions that occur consecutively shall constitute expulsion. In addition, an expulsion will be assigned to any student in violation of the Zero Tolerance Policy (49-6-3401, 49-6-4216).

Remand – Assignment to the alternative school (Midtown Educational Center).

Search and Seizure – In order to provide a drug and weapon free environment in all Roane County Schools, all lockers, purses, book bags, and vehicles parked on school property are subject to being searched by school administration (TCA 49-6-4204). A student may be subject to a physical search if the action is deemed reasonable by the principal or his designee (TCA 49-6-4205). Periodically, the administration may also assist local law enforcement officers or other authorized agencies in a random search of the school by K-9 drug dogs.

Suspension – To be dismissed from attendance at school for any reason not more than ten consecutive days. Multiple suspensions shall not run consecutively nor shall multiple suspensions be applied to avoid expulsion from school.

❖ **In-School Suspension (ISS)** – When a student is assigned to serve an in-school suspension, he or she will serve the suspension at the Midtown Educational Center located in Midtown. For the number of days assigned to ISS, the student will be counted as present for school and receive credit for the work completed while there. If a student is assigned to ISS and he/she fails to serve the suspension, the missed days will be recorded as unexcused and make up work will be prohibited. Additional consequences may apply.

In-school suspension (ISS) is not optional and students must serve the entire number of assigned days before being allowed to return to the home school. In-School Suspension (ISS) may not be replaced with Out-of-School Suspension.

Students are responsible for taking completed assignments back to their home school at the end of their suspension.

While a student is serving ISS or OSS, he/she may not be on any school campus or participate in any school activity until they have returned to the home school for one full school day. (i.e. If a student has ISS for two days ending on Thursday, the student may not participate in any school activity until Friday after school.)

❖ **Out-of-School Suspension (OSS)** – When the disciplinary option administered is an out-of-school suspension, the student is denied attendance to school for a designated number of school days. Out-of-School suspension days are counted as unexcused absences. In addition, the student may not be allowed to make up any of the assignments missed during the suspension period. Students will be given written notice and parents

will be contacted by phone, stating the nature of the incident and the beginning and ending dates of the suspension. A suspended student will not represent the school or participate in any activities sponsored by the school during the time of suspension. A suspended student will not be able to use school transportation and will not be allowed on any Roane County school property or to attend any Roane County school events during that time period (TCA 49-6-3401).

Out of School suspension is reserved for the most severe infractions where the student may be judged to be a danger to him/herself or others. OSS may be used as a Summary Suspension for the purpose of completing an investigation into a disciplinary matter.

- **Summary Suspension** – Suspension out of school for the purpose of completing an investigation into an incident or for the purpose of removing a student on the basis of safety. Summary Suspension is usually confined to two days or less.

Alternative School

The Roane County Schools Board of Education shall operate an alternative program for students who have been suspended or expelled from regular school programs. Attendance in alternative school programs shall be mandatory. Students attending the alternative school program shall provide their own transportation and they will not be allowed on any other Roane County school property while remanded to the alternative school.

Teachers in alternative school shall be certified by the state and shall be selected on the basis of interest and ability to work in alternative situations. Sufficient textbooks, equipment and supplies shall be provided by the home school.

Alternative school programs shall be operated in accordance with the rules of the State Board of Education and instruction shall proceed in accordance with the instructional programs at the student's home school. All course work completed and credits earned in the alternative school shall be transferred to and recorded in the student's home school. Credit earned and progress made shall be granted as if the work were performed in the home school. No student may graduate based solely on attendance in alternative schools. Students found to be eligible for Special Education in related circumstances shall be placed and served in accordance with the laws and rules relating to Special Education.

Except for students who are eligible for Special Education, such change in a student's program shall be determined by the Disciplinary Hearing Authority, with approval of the Director of Schools, in accordance with the suspension policy of the Board and based upon recommendations from the principal, with or without the parent(s)/guardian(s) being present.

The student shall be subject to all rules of the school and violations of such rules may result in the student's removal from the school. The final decision on such removal shall be made by the chief administrator of the alternative school.

While on assignment at Alternative School, students shall be expected maintain a minimum of 95% attendance. Days missed in excess of this will result in an extended assignment at Alternative School.

Failure to follow school rules while on assignment at the alternative school may result in an extended assignment, other consequences, up to and including expulsion.

APPENDIX 1

Discipline for Students with Disabilities

The Roane County Schools Student Code of Conduct will be implemented in compliance with the requirements of applicable federal and state statutes and accompanying regulations governing the appropriate discipline of students suspected of or identified as having a disability. Due process requirements for such students shall be in accordance with the Individuals with Disabilities Education Act (IDEA, 2004). A copy of this document is available at <https://sites.ed.gov/idea> or may be requested from the Special Education Department.

Students who are members of the Gifted and Talented program receive services from the Special Education department of Roane County Schools. However, regarding behavior and disciplinary issues, these students are not considered to have a disability. Consequently, these students are not entitled to a manifestation hearing at any time.

Suspensions of more than ten days per incident or when a student has accumulated more than ten days of suspensions total, shall be considered a change of placement for students with disabilities. Prior to such action, the student's IEP Team must meet and determine:

1. Whether the offense is a manifestation of the student's handicapping condition
2. The appropriateness of the student's current placement

If the IEP Team determines that the offense is a manifestation of the student's disability, the student cannot be suspended. If the IEP Team determines that the offense is not a manifestation of the student's disability, the student is treated as if he/she were not a student with a disability and may be suspended.

Either determination is subject to due process procedures, and upon challenge, placement shall be frozen pending the outcome of any administrative or judicial proceeding. If a

student is suspended, educational services, as determined by the IEP Team, must be provided during the suspension period.

APPENDIX 2

Due Process

Before school authorities administer disciplinary measures, reasonable inquiry shall be made to determine the truth of what happened. The nature of this inquiry will vary in degree with the seriousness of the offense and the consequence attached thereto.

For minor offenses where corrective measures are taken by the classroom teacher, no formal procedures are required. An inquiry into the incident will ensure that the offender is accurately identified, that he/she understands the nature of the offense, that he/she has an opportunity to respond to the inquiry, and that he/she knew the consequences of the offense of which he/she is accused.

In case of severe offenses where there is a possibility of suspension or expulsion, the student shall be advised of the nature of his/her misconduct, questioned about it and be allowed to give an explanation.

If the principal determines that the offense is of such nature that the student's continued presence would be detrimental to the school or persons within the school, the student should be suspended from school grounds.

If the suspension or expulsion is for more than a ten (10) day period, parent(s)/guardian(s) have the right to appeal to the Disciplinary Hearing Authority. If the suspension is less than ten (10) days, the appeals process stops at the Director of Schools.

APPENDIX 3

Zero Tolerance Policy 6.309

In order to ensure a safe and secure learning environment, the following offenses shall not be tolerated:

Weapons and Dangerous Instruments

Students shall not possess, handle, transmit, use or attempt to use any dangerous weapon in school buildings or on school grounds at any time, or in school vehicles and/or buses or off the school grounds at a school- sponsored event.

Dangerous weapons for the purposes of this policy shall include, but are not limited to a firearm or anything manifestly designed, made or adapted for the purpose of inflicting death or serious bodily injury or anything that in the manner of its use is capable of causing death or serious bodily injury.

Violators of this section shall be subject to suspension and/or expulsion.

Firearms³

In accordance with state law, any student who brings to school or is in unauthorized possession of a firearm on school property shall be expelled for a period of not less than one (1) calendar year. The Director of School shall have the authority to modify this expulsion requirement on a case-by-case basis.

Drugs

In accordance with state law, any student who unlawfully possesses or is under the influence of any drug including any controlled substance or legend drug shall be expelled for a period of not less than one (1) calendar year. The Director of Schools shall have the authority to modify this expulsion requirement on a case-by-case basis.

Assault

In accordance with state law, any student who commits aggravated assault or commits assault that results in bodily injury as defined in § 39-13-102 upon any teacher, principal administrator, any other employee of the school or school resource officer shall be expelled for a period of not less than one (1) calendar year. The director of schools shall have the authority to modify this expulsion requirement on a case-by-case basis.

Electronic Threats

In accordance with state law, any student who transmits by an electronic device any communication containing a credible threat to cause bodily injury or death to another student or school employee and the transmission of such threat creates actual disruptive activity at the school that requires administrative intervention shall be expelled for a period of not less than one (1) calendar year. The director of schools shall have the authority to modify this expulsion requirement on a case-by-case basis.

Zero-tolerance acts are defined as follows:

1. Students who bring a drug or a dangerous weapon on a school bus, onto school property or to any school event or activity; or
2. Any student who, while on a school bus, on school property, or while attending any school event or activity:
 - a. Is under the influence of a drug;
 - b. Possesses a drug, drug paraphernalia or dangerous weapon; or
 - c. Assaults a teacher or other school employee.

Notification

When it is determined that a student has violated this policy, the principal of the school shall notify the student's parent or guardian and the criminal justice or juvenile delinquency system as required by law.

Nondiscrimination Policy

It is the policy of the Roane County School System not to discriminate on the basis of sex, race, national origin, creed, age, marital status, or disability in its educational programs, activities, or employment policies as required by Title VI and VII of the 1964 Civil Rights Act, Title XI of the 1972 Educational Amendments, and Section 504 of the Federal Rehabilitation Act of 1973.

The following people are responsible for coordinating and monitoring activities necessary for compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, section 504 of the Rehabilitation Act of 10-973, and the Americans with Disabilities Act of 1990.

Ms. Marti Sparks
Section 504 and ADA Coordinator
105 Bluff Road
Kingston, TN 37763
(865) 376 – 5592

Mrs. Amanda Evans
Title VI and IX Coordinator
105 Bluff Road
Kingston, TN 37763
(865) 376 – 5592

APPENDIX 4

Bus Safety Complaint Process

BUS SAFETY COMPLAINT PROCESS⁴

The following procedure will govern how students, teachers, staff, and community members shall submit bus safety complaints:

1. All complaints shall be submitted to the transportation supervisor; and
2. Complaints may be submitted in person, via phone, mail, or email.
 - a. Written complaints shall be submitted on forms located on the district's website. In the case of a complaint received via phone, the person receiving the phone call shall be responsible for filling out the form and submitting it to the transportation supervisor.

The transportation supervisor shall begin an investigation of all bus safety complaints within twenty-four (24) hours of receipt.

Within forty-eight (48) hours of receipt of the initial complaint, the transportation supervisor shall submit a preliminary report to the Director of Schools. This report shall include:

1. The time and date the complaint was received;
2. The name of the bus driver;
3. A copy or summary of the complaint; and
4. Any prior complaints or disciplinary actions taken against the driver.

Within sixty (60) school days of receiving the initial complaint, the transportation supervisor shall submit a final written report to the Director of Schools that details the investigation's findings as well as the action taken in response to the complaint.

An annual notice of this complaint process shall be provided to parents and students. This information shall be made available in the student handbook.

Signature of the **Student Code of Conduct / Bus Rules** is also acknowledgement of the **Bus Safety Complaint Process**.

Legal References

4. TCA 49-6-2116(d)(1),(2)

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Updated: July, 2021
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