

Fernwaters Public Charter School Conduct Policy

Philosophy: Fernwaters Public Charter School supports students and staff in developing respectful behaviors that enhance the learning experience and lead to healthy choices. Fernwaters values a caring and safe learning environment. To protect that environment for all learners, Fernwaters does not tolerate chronic behaviors that can't be successfully remedied by research-based interventions provided by the school staff and in conjunction with parents.

Attendance: A child who misses school for any reason is considered absent. A phone call, text message, or email from a parent to the teacher or administrator is necessary when a child is absent or late for any reason. Fernwaters has a policy that a students must attend at least 90% of the days in session, which is no more than 7 absences per semester. Illnesses verified by a doctor or other medical provider do not count toward absences. However, family trips do count toward the allowable total. Please plan accordingly. The penalty for excessive absences can range from loss of credit to expulsion from the Fernwaters program.

Dress Code: Students at Fernwaters are expected to come to school clean, neat, and dressed in a manner which is accepted as being in good taste. Clothing which distracts from or disrupts the educational process is not appropriate.

Bullying: Fernwaters is committed to providing a safe learning environment for students. State law and FPCS policy prohibits any form of harassment by any student or staff member which is meant to demean, degrade, embarrass or cause humiliation to any student or staff member. FPCS will maintain an educational environment in which bullying and cyber-bullying in any form are not tolerated.

Bullying occurs when a child is exposed, repeatedly and over time, to negative actions on the part of one or more other children. In bullying incidents, there is an imbalance of real or perceived power, such that the victim has a hard time defending him/herself against the tormentors. Bullying behaviors include, but are not limited to:

Physical: kicking, shoving, hair-pulling, slapping, biting, tripping, stealing, spitting, or damaging possessions.

Verbal: name calling, taunting, put-downs, teasing, threats, rumors, sarcasm, gossiping, ethnic slurs or betraying confidence.

Nonverbal: Eye-rolling, glaring, mouthing words, ignoring.

Emotional: mocking, laughing, imitating, rejecting, humiliating, excluding, social isolation, writing notes, emails, text messages, dirty looks or hand signs.

Fernwaters Public Charter School Conduct Policy

Cyber-bullying includes, but is not limited to, the following misuses of technology: harassing, teasing, intimidating, threatening or terrorizing another student or staff member by way of any technological tool, such as sending or posting inappropriate or derogatory email messages, instant messages, text messages, digital pictures or images or website postings (including blogs) which has the effect of any of the following:

- Physically, emotionally or mentally harming a student or staff member.
- Placing a student or staff member in reasonable fear of physical, emotional or mental harm
- Placing a student or staff member in reasonable fear of damage to or loss of personal property
- Creating an intimidating or hostile environment that substantially interferes with a student's educational opportunities.

Anyone who engages in bullying or cyber-bullying shall be subject to appropriate discipline. Students who have been bullied or cyber-bullied shall promptly report such incidents to any staff member. Complaints of bullying or cyber-bullying shall be investigated promptly and corrective action shall be taken when a complaint is verified. Neither reprisals nor retaliation shall occur as a result of the submission of a complaint.

The school shall annually inform students that bullying or cyber-bullying of students will not be tolerated.

The terms "bullying" and "cyber-bullying" shall not be interpreted to infringe upon a student's right to engage in legally protected speech or conduct.

Controlled Substances: The use of alcohol, tobacco, drugs, drug paraphernalia or controlled substances on school premises or at any school activity by employees, students, or visitors is prohibited. Violation of the policy, regardless of voluntary disclosure, will result in discipline, up to and including dismissal or expulsion, or in the case of visitors, the possible prohibition of entering school premises.

Weapons: FPCS has "Zero Tolerance" for students who possess, use, or store weapons, destructive devices, including explosives and incendiary devices, or other objects/substances which may be used as weapons, or are capable of being used as weapons on school grounds, at

Fernwaters Public Charter School
Conduct Policy

school activities, or in any vehicle transporting students to a school activity. Possession of a weapon is grounds for expulsion.

Threats of Violence: Any student or staff who threatens to commit harm to any other student or staff member will be immediately removed from or disallowed from the school premises and reported to law enforcement staff.

Cell Phones: Student's cell phones and personal computing devices must be turned off and stored in backpacks during the school day unless a teacher or administrator has given explicit permission to use the device.

Discipline Procedure: FPCS uses tiered interventions to address behavior issues. Logical and appropriate consequences that exceed classroom management level will be discussed with parents, but will be selected and administered at the sole discretion of the teacher and administrator.

Level 1: School and Classroom Management

Classroom management is the first phase of the behavior management process. Expectations will be in place for appropriate behavior in the classroom, school and at recess. If misbehavior becomes chronic or excessive, the child will move to Level 2.

Level 2: Team Level Management (Parent, Student, Teacher)

Level 2 management involves repeated disruptive behavior and the continued violation of school/classroom rules. Such behavior disrupts the learning process and/or learning environment. Consequences may include counseling referral, informal intervention, daily behavior contract, recess or after school detention, classroom behavior observations, and parent-student-teacher conference. Students who continue to disrupt the learning environment and/or process will be referred to the administrator.

Level 3: Administrative Level Management

Level 3 is considered severe behavior. Severe behavior is any action that threatens the safety or welfare of any person and/or significantly disrupts the learning process or environment. Chronic Level 1 and Level 2 behaviors that have not been remedied through research-based interventions may also be considered Level 3. Referrals for severe behavior will be submitted to the administrator. Students may be suspended for up to 5 days and/or recommended for expulsion. A re-entry conference with the administrator, parent/guardian and student is necessary prior to returning to school.

**Fernwaters Public Charter School
Conduct Policy**

Examples of Levels 1-3 Behaviors and Consequences

<p>Level 1: Minor Inappropriate Behavior</p> <ul style="list-style-type: none"> ● Disregard for school rules on school grounds ● Misuse of equipment or property ● Inappropriate language (not to another person) ● Unacceptable language/profanity ● Unacceptable gestures ● A behavior deemed by a supervisor to fit this level 	<p>Step 1: Possible Consequences:</p> <ul style="list-style-type: none"> ● Warning ● Re-teach expectations ● Lunch detention ● Redirect students ● Lose play equipment use for rest of recess ● Play in designated area only ● Community service at school ● Other that is appropriate from supervisor
<p>Level 2: Inappropriate behavior directed toward others</p> <ul style="list-style-type: none"> ● Disrespect toward another student/adult ● Academic misconduct, cheating ● Intentionally hitting another student/adult ● Inappropriate language directed toward student/adult ● Inappropriate gestures directed toward another student/adult ● Harassment ● Aggressive play ● A behavior deemed by a supervisor to fit this level 	<p>Step 2: Possible Consequences</p> <ul style="list-style-type: none"> ● Conference with student ● Loss of privileges ● Student calls parent ● ISS (In-school suspension) ● Referral to counselor
<p>Level 3: SEVERE BEHAVIOR-- Danger to self or others</p> <ul style="list-style-type: none"> ● Physical contact ● Illegal acts ● Inappropriate throwing of objects ● Verbal/Written threats ● Leaving designated area/campus without permission ● Chronic Level 2 behaviors 	<p>Step 3: Possible Consequences</p> <ul style="list-style-type: none"> ● Office referral, with documentation sent home (Office referrals may result in in-school or out-of-school suspension or recommendation to the board for expulsion.) ● Citations to be signed by a parent or guardian and returned to school

Fernwaters Public Charter School
Conduct Policy

If your child misbehaves, you will receive a form like this in the mail.

FRONT



6-8 Refocus



Student's Name: _____

Date of Offense: _____

In one or two sentences, explain what you did or said that caused your teacher to refocus you.

I _____

Which of the Fernwaters core values did you offend? Circle those that apply.

HONESTY RESPECT HARD WORK KINDNESS RESPONSIBILITY

What can you do to correct the problem you caused or how can you behave differently in the future?

Teacher Signature and Comments:

Fernwaters Public Charter School Conduct Policy

BACK

Fernwaters Public Charter School Conduct Policy

Specific Behavior/Consequence/Progression by Incident

<p>Level 1: Minor Inappropriate Behavior</p> <ul style="list-style-type: none"> ● Disregard for school rules on school grounds ● Misuse of equipment or property ● Inappropriate language (not to another person) ● Unacceptable language/profanity ● Unacceptable gestures ● Other: 	<p>Step 1: Possible Consequences:</p> <ul style="list-style-type: none"> ● Warning ● Re-teach expectations ● Lunch detention ● Redirect students ● Lose play equipment use for rest of recess ● Play in designated area only ● Community service at school ● Other: 	<p>Frequency:</p> <p>1st Offense</p> <p>2nd Offense</p> <p>3rd Offense</p> <p><i>After 3 Level One offenses, the student will move to Level 2</i></p>
<p>Level 2: Inappropriate behavior directed toward others</p> <ul style="list-style-type: none"> ● Disrespect toward another student/adult ● Academic misconduct, cheating ● Intentionally hitting another student/adult ● Inappropriate language directed toward student/adult ● Inappropriate gestures directed toward another student/adult ● Harassment ● Aggressive play ● Chronic Level 1 behavior ● Other: 	<p>Step 2: Possible Consequences</p> <ul style="list-style-type: none"> ● Conference with student and/or parents ● Loss of privileges ● Student calls parent ● ISS (In-school suspension) ● Referral to social worker/counselor ● Placed on behavior intervention plan ● Other: 	<p>Frequency:</p> <p>1st Offense</p> <p>2nd Offense</p> <p>3rd Offense</p> <p><i>After 3 Level Two offenses, the student will move to Level 3</i></p>
<p>Level 3: SEVERE BEHAVIOR--Danger to self or others or Persistent Misbehavior</p> <ul style="list-style-type: none"> ● Aggressive physical contact ● Illegal acts ● Inappropriate throwing of objects ● Verbal/Written threats ● Leaving designated area/campus without permission ● Chronic Level 1 or 2 behaviors ● Other: 	<p>Step 3: Possible Consequences</p> <ul style="list-style-type: none"> ● In-school or out-of-school suspension ● Recommendation to the board for expulsion.) ● Citations to be signed by a parent or guardian and returned to school ● Other: 	<p>Frequency:</p> <p>1st Offense</p> <p>2nd Offense</p> <p>3rd Offense</p> <p><i>Each Level Three offense will be individually evaluated for suspension or expulsion recommendation.</i></p>

This form will be mailed home to parents, and a copy will be placed in the student's permanent file.

Notes:

**Fernwaters Public Charter School
Conduct Policy**

Please include this signature page with enrollment paperwork.

I, _____, have read and understand the Fernwaters Student
PRINT NAME

**Conduct and Attendance Policies. I have also read and discussed the conduct policy with
my Fernwaters student.**

SIGNATURE

DATE

Fernwaters Public Charter School

Conduct Policy

Fernwaters Public Charter School

Technology Acceptable Use Agreement

Please read this document carefully before signing.

The Fernwaters Charter School recognizes the educational and professional value of electronics-based information technology, both as a means of access to enriching information and as a tool to develop skills that teachers and students need. The district's goal in providing this service to teachers and students is to promote educational excellence in schools by facilitating resource sharing, innovation, and communication.

The school's technology exists for the purpose of maximizing the educational opportunities and achievement of district students. The use of the technologies and Internet must be in support of activities resulting from specific tasks and assignments that enhance learning and teaching, promote the district's goal and objectives, and advance the mission of the district.

Fernwaters Charter School has taken precautions to restrict access through filtering/blocking software to controversial materials, as required by law. However, on a global network, it is impossible to control all materials, and an industrious user may discover controversial information. The district firmly believes that the valuable information and interaction available on this worldwide network far outweighs the possibility that users may obtain materials that are not consistent with the educational goals of the district. Evasion or disabling, or attempting to evade or disable, the filtering/blocking device installed by the district is prohibited.

Use of technology resources in a disruptive, manifestly inappropriate, or illegal manner impairs the district's mission, squanders resources, and shall not be tolerated. Therefore, a consistently high level of personal responsibility is expected of all users granted access to the district's technology resources. Development of students' personal responsibility is itself an expected benefit of the district technology program.

Student Users:

No student will be given access to the district's technology resources until the district receives a User Agreement signed by the student and the student's parent(s), guardian(s), or person(s) standing in place of a parent.

Employee Users:

No employee will be given access to the district's technology resources before the district has a signed User Agreement on file.

Authorized employees may use the district's technology resources for reasonable, incidental personal purposes as long as the use does not violate any provision of district policy, regulation or procedure, hinder the use of the district's technology for benefit of its students or waste district resources. Any use which jeopardizes the safety, security, or usefulness of the district's

Fernwaters Public Charter School

Conduct Policy

technology is considered unreasonable. Any use which interferes with the effective and professional performance of the employee's job is considered unreasonable.

All employees must model the behavior expected of students, exhibit the same judgment as expected of students, and serve as role models for students.

Violation of Technology Usage Policies and Procedures:

Use of the district's technology resources is a privilege, not a right. A user's privileges may be suspended pending an investigation concerning use of the district's technology resources. Any violation of district policy, regulations, or procedures regarding technology usage may result in temporary, long-term, or permanent suspension of user privileges.

The administration may use disciplinary measures to enforce district policy, regulations, and procedures. Students may be suspended or expelled for violating the district's policies, regulations, or procedures. Any attempted violation of district policy, regulation, or procedures, regardless of the success or failure of the attempt, may result in the same discipline or suspension of privileges as that of an actual violation.

General Rules and Responsibilities:

All users of the district technology resources will follow the following rules and responsibilities:

Non-educational Internet usage is prohibited.

Using the network/Internet unsupervised is prohibited.

Students shall receive or transmit communications using only district approved and district-managed communication systems. For example, students MAY NOT use web-based e-mail (Yahoo Mail, Hotmail, etc.), messaging, video-conferencing, or chat services except in special cases where administration has made arrangements for educational purposes.

As technology permits, all users will receive a user ID and password.

Using another person's user ID and/or password is prohibited.

Sharing one's user ID and/or password with any other person is prohibited.

A user will be responsible for actions taken by any person using the ID or password assigned to the user.

Deletion, examination, copying, or modification of files and/or data belonging to other users without prior consent is prohibited.

Use of the district technology for soliciting, advertising, fundraising, commercial purposes, or for financial gain is prohibited.

Accessing fee services is prohibited. A user who accesses such services is solely responsible for all charges incurred.

Users are required to obey all laws, including criminal, copyright, privacy, defamation, and obscenity laws. The school district will render all reasonable assistance to local, state, or federal officials for the investigation and prosecution of persons using district technology in violation of any law.

Accessing, viewing, or disseminating information using district resources, including e-mail or Internet access, that is pornographic, obscene, child pornography, harmful to minors, obscene to

Fernwaters Public Charter School Conduct Policy

minors, libelous, pervasively indecent or vulgar, or advertising any product or service not permitted to minors is prohibited.

Accessing, viewing, or disseminating information using district resources including e-mail or Internet access, that constitutes insulting or fighting words, the very expression of which injures or harasses other people (e.g. threats of violence, defamation of character or of a person's race, religion, or ethnic group); presents a clear and present likelihood that, because of their content or their manner of distribution, will cause material and substantial disruption of the proper and orderly operation and discipline of the school or school activities; or will cause the commission of unlawful acts or the violation of lawful school regulations is prohibited.

Any use which has the purpose or effect of discriminating or harassing any person or persons on the basis of race, color, religion, sex, national origin, ancestry, disability, age, or the violation of any person's rights under applicable laws is prohibited.

Any unauthorized, deliberate, or negligent action that damages or disrupts technology, alters its normal performance or causes it to malfunction is prohibited, regardless of the location or duration of the disruption.

Installation of any software, audio, or video media is prohibited unless authorization has been obtained from the technology or building administrator.

All users will use the district's property as it was intended. Technology, technology hardware and/or software will not be lifted, moved, removed, or relocated without permission from the technology or building administrator.

All damages incurred due to the misuse of the district's technology will be charged to the user.

The district will hold all users accountable for the damage incurred and will seek both criminal and civil remedies, as necessary.

No person will be given access to the district technology if administration and/or technology administrator considers him/her a security risk.

Use of district technology resources in attempting to gain or gaining unauthorized access to any technology system or the files of another is prohibited.

Any attempt to delete or modify any history/logs in use by district is prohibited.

Any attempts to secure a higher level of privilege on the technology resources without authorization are prohibited.

The introduction of computer 'viruses,' 'hacking' tools, or other disruptive/destructive programs into a school computer, the school's network, or any external network are prohibited.

Users are allowed to bring data storage from home, as long as the instructor or technology administrator scans the data storage for viruses and inspects for damage before used on the network machines. The district is not responsible for damage or loss of data or data storage.

Downloading from the Internet is prohibited. (This includes programs, screensavers, pointers, music, images, etc.)

No Warranty/No Endorsement:

The district makes no warranties of any kind, whether expressed or implied, for the services, products, or access it provides. The district's technology resources are available on an 'as is, as available' basis.

Fernwaters Public Charter School

Conduct Policy

The district is not responsible for the loss of data, delays, non-deliveries, mis-deliveries, or service interruptions. The district does not guarantee the accuracy or quality of information obtained from the Internet, or use of its technology resources.

Access does not include the endorsement of content; or the accuracy of the information obtained.

Signature(s):

The signature(s) at the end of this document is (are) binding and indicate(s) the party (parties) who signed has (have) read the terms and conditions carefully and understand(s) their significance.

Fernwaters Public Charter School
Conduct Policy
TECHNOLOGY USAGE
Parent/Guardian User Agreement

I have read the Fernwaters Charter School Technology Usage Policy and agree to abide by its provisions. I understand that violation of these provisions may result in disciplinary action taken against my child, ward, or child within my care, including but not limited to suspension or revocation of my child's or ward's access to district technology, and suspension or expulsion from school.

I understand that my child's or ward's use of the district's technology is not private and that the school district may monitor my child's or ward's use of district technology, including but not limited to accessing browser logs, e-mail logs, and any other history of use. I consent to district interception of or access to all communications sent, received, or stored by my child or ward using the district's technology resources, pursuant to state and federal law, even if the district's technology resources are accessed remotely.

I understand I am responsible for any unauthorized costs arising from my child's or ward's use of the district's technology resources. I understand that I am responsible for any damages my child or ward may incur due to the misuse of the district's technology.

I give permission for my child or ward to utilize the school district's technology resources

(check one) **WITH** **WITHOUT** Internet access.

I give permission for the following to appear on the Fernwaters website or other news and educational media: student's name [grades 4-8, first name, last initial], still or video image, written or art work, verbal or written statements. **YES** **NO**

Student's name (PRINTED)

Signature of Parent/Guardian

Date

**Fernwaters Public Charter School
Conduct Policy**

Student User Agreement

I have read the Fernwaters Charter School Technology Usage Policy and agree to abide by its provisions. I understand that violation of these provisions may result in disciplinary action taken against me, including but not limited to suspension or revocation of my access to district technology, and suspension or expulsion from school.

I understand that my use of the district's technology is not private and that the school district may monitor my use of district technology, including but not limited to accessing browser logs, e-mail logs, and any other history of use. I consent to district interception of or access to all communications I send, receive, or store using the district's technology resources, pursuant to state and federal law, even if the district's technology resources are accessed remotely.

Signature of Student

Date