

BULLITT EAST HIGH SCHOOL
SITE-BASED DECISION MAKING COUNCIL
DISCIPLINE, CLASSROOM MANAGEMENT,
AND SCHOOL SAFETY POLICY



DISTRICT CODE OF ACCEPTABLE BEHAVIOR AND DISCIPLINE

A. DISTRIBUTION TO STUDENTS

Bullitt East High School will follow the Bullitt County Public Schools Code of Acceptable Behavior and Discipline.

During the first week of school, the principal (or principal's designee) will:

1. Provide each student with a copy of the District Code of Conduct.
2. Require each student to return a signed Acknowledgement Form from his or her parent or guardian showing that the parent or guardian has seen and reviewed the Code.
3. Follow-up as needed with any student who has not returned the signed acceptance, or assign other staff members to do so.

The principal (or principal's designee) will follow steps 1 – 3 above for all students new to the school during the year.

B. COMMUNICATION WITH STAKEHOLDERS

By the end of the first week of school, the Bullitt County Public Schools Code of Acceptable Behavior and Discipline will be posted at the school, referenced in our school handbook, and provided to all school employees, parents, and legal guardians, or other persons exercising custodial control or supervision of students including those students who enroll during the school year.

Before the beginning of each school year, the principal (or designee) will work with the district to develop a process to train employees, when necessary, in the use of the Code and/or to provide updated information to the staff, students, and parents concerning this Code.

SCHOOL SAFETY PLAN

Our school will maintain a School Safety Plan addressing procedures to provide a supportive, safe, healthy, orderly, and equitable learning environment for both students and staff. This plan will also address any issues identified by our stakeholders and issues required by state law. A copy of our current Safety Plan is attached.

SCHOOL SAFETY PLAN REVIEW

Policy Reviewed on: January 26, 2016 / 1st Reading: February 22, 2016 / 2nd Reading: _____

Our School Safety Plan will be reviewed annually by the PBIS Committee using the following procedures:

1. A data review of the overall trends in student disciplinary referrals and consequences for the previous year including trends disaggregated by gender, race, disability, and participation in free and reduced price lunch.
2. An analysis of the implementation and impact of the activities in the plan.
3. A full report to the council including, but not limited to:
 - An overview of the trends in the disciplinary referrals and consequences data.
 - A report of the status of each activity that should be started or completed.
 - Recommended adjustments needed in the plan to ensure progress toward the school's safety goals.
4. The council will be responsible for approving and adopting any changes to the School Safety Plan.

SCHOOL-WIDE DISCIPLINE RULES

In addition to the District Code of Conduct and our School Safety Plan, we have adopted the following school-wide rules:

1. Be Safe.
2. Be Respectful.
3. Be Responsible.

DRESS CODE

All students at Bullitt East High School will follow an approved dress code. The details of this code may be found in the Student/Parent and Teachers' Handbooks.

ELECTRONIC DEVICES

Technology plays a large role in our students' lives. Personal devices can enhance and enrich learning opportunities both at home and at school. Bullitt East High School is committed to allowing responsible, learning-centered use of personal devices at school so as to provide as many pathways to understanding as possible for our students.

General Info

Access to the BCPS wireless network, whether with school-provided or personal devices, is filtered in compliance with *Lightspeed Rocket* software. However, access from personal devices is limited to Internet use only. Students will not have access to any documents that reside on the school network from their personal devices.

Access to the BCPS wireless network is a privilege, not a right. Any use of the wireless network entails personal responsibility and compliance with all school rules. The use of the Bullitt County Public Schools' network also allows IT staff to conduct investigations regarding inappropriate Internet use at any time, by administrator request.

Guidelines for use

- Use of personal devices during the school day is at the discretion of teachers and staff. Students must use devices as directed by their teacher.
- The primary purpose of the use of personal devices at school is educational. Personal use for personal reasons is secondary.

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- The use of a personal device is not to be a distraction in any way to teachers or students. Personal devices must not disrupt class in any way.
- The use of personal devices falls under Bullitt County Public Schools' Acceptable User Policy, found in the student handbook.
- Students will refrain from using personal devices outside of their classroom unless otherwise directed by their teacher.
- Students shall make no attempts to circumvent the school's network security and/or filtering policies. This includes setting up proxies and downloading programs to bypass security.
- Students shall not distribute pictures or video of students or staff without their permission (distribution can be as small as emailing/texting to one other person or as large as posting image or video online)

Consequences for Misuse/Disruption

- **First Offense:** The device will be confiscated and will remain in possession of the school until the end of the next school day when it will be returned to the student.
- **Second Offense:** The device will be confiscated and will remain in possession of the school until such time that it can be returned to a parent (in person) no sooner than the end of the next school day.
- **Third Offense:** The device will be confiscated and will remain in possession of the school until the student meets with the principal to determine the length of confiscation. Student may also receive a discipline consequence. Repeat offenders are subject by principal discretion to having their devices locked up in the school safe until the final day of the school year.

School Liability Statement

Students bring their devices to use at BEHS at their own risk. It is their duty to be responsible in the upkeep and protection of their devices.

Bullitt East High School is in no way responsible for:

Personal devices that are broken while at school or during school-sponsored activities
 Personal devices that are lost or stolen at school or during school-sponsored activities
 Maintenance or upkeep of any device (keeping it charged, installing updates or upgrades, fixing any software or hardware issues)

RESPONSIBILITIES

Principals and assistant principals are responsible for:

1. Disseminating and interpreting the behavioral and discipline standards and guidelines of the district and school.
2. Ensuring that all staff and students adhere to the District Code of Conduct.
3. Providing support and guidance to teachers in the implementation of the district and school behavioral and discipline standards and guidelines.
4. Working with parents and guardians when issues arise that involve behavior and/or discipline of a student.

Teachers are responsible for:

1. Clearly establishing classroom standards of conduct.

2. Frequently monitoring student behavior including effective responses to student misbehavior as well as acknowledgment of good behavior.
3. Making sure the classroom is safe, that all students can see and hear, and that the room is arranged to support learning/instructional goals and activities.

Counselors are responsible for:

1. Providing support and guidance to help students and parents understand, correctly interpret, accept, and follow the behavioral standards and guidelines of the district, school, and classrooms.
2. Providing support and guidance to teachers in the implementation of classroom management techniques and strategies.

Students are responsible for:

1. Exhibiting respect for the teacher.
2. Interacting with peers in a polite and respectful way.
3. Expending effort to complete work of high quality.
4. Accepting and following the behavioral standards of conduct expected by the district, school, and each classroom.
5. Asking for help when they do not understand the behavioral expectations or feel that they are unable to comply.

Parents and Guardians are asked to:

1. Become familiar with documents related to district and school standards of behavior and discipline and ask the school questions when they do not understand language or details in these documents.
2. Work with the school when issues arise involving their child's behavior or consequences given to their child by the school or teacher.

POLICY EVALUATION

We will evaluate the effectiveness of this policy through our school improvement planning process.

ATTACHMENTS

- A. District Code of Conduct
- B. School Safety Plan

Date Adopted: _____

Date Reviewed or Revised: _____

Date Reviewed or Revised: _____

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