

TIMBERWOLF CODE OF CONDUCT 2017-2018

Northwood High School

“For the Good of the Pack”

Northwood High School students are expected to follow the NHS Code of Conduct all times in order to best represent themselves, their families, their community, and their school. Students will demonstrate the NHS Core Values of Integrity, Mutual Respect and Compassion at all times. Institutions of higher learning, scholarships, and internship programs in and outside of IUSD are interested in the academic achievement, extracurricular accomplishments and personal qualities of their applicants. Any violation of the Code of Conduct may be shared with these groups via the Secondary School Report upon written request.

All students sign the Timberwolf Code of Conduct as part of the re-enrollment process each year.

ACADEMIC HONESTY POLICY

Northwood High School students demonstrate honesty, integrity and the ability to produce their own work. Sharing work with other students for submittal can be considered cheating. Faculty encourages and expects students to submit original work that reflects their individual effort and ability.

Behavior that can be defined as cheating represents a violation of mutual trust and respect. Northwood High School faculty will confront students suspected of cheating.

What could be considered cheating?

- Using notes, documents, providing or having access to information such as formulas or calculations, receiving or providing answers during a test
- Copying completed assignments or allowing another to do the same
- Copying of or allowing another student to copy an assignment or electronic file. Never “lend” another student your assignment nor borrow your electronic file.
- Unauthorized use of electronic devices during tests.
- **Plagiarism** (v.) To use and pass off as one’s own (the ideas or writings of another).
 - American Heritage Dictionary, 3rd Ed.

In the area of intellectual property, the U.S. court system considers plagiarism stealing. Student assignments must acknowledge the sources of ideas, expressions or the written word whether quoted directly or paraphrased, even if the content belongs to another student.

Consequences for violating academic honesty policy will include:

First Offense

- Student referred to assistant principal by teacher and teacher contacts parents.
- Student receives “0” on assignment. Student will be required to complete the following:
 - Student completes reflective essay from assigned prompts or completes Saturday School.
 - Student returns assignment to Assistant Principal with worksheet/essay containing signatures from parent and student.
 - Student returns academic honesty contract to Assistant Principal with parent and student signature.

Second Offense: (in any class)

- Student referred to assistant principal by teacher and teacher contacts parents.
- Student will be dropped from the class with an “F” unless student completes the following:
 - Reflective letter to Assistant Principal including why the student violated the academic honesty policy and what the student would do in the future.
 - Student completes reflective essay from assigned prompts to Assistant Principal.
 - Student is referred for Athletic/Activities Code violation if applicable.
 - When successfully completed, student receives a “0” on assignment.
 - If not successfully completed, student is dropped from the class with an “F”.

Third (or More) Offense: (in any class)

- Student referred to Assistant Principal by teacher and teacher contacts parents.
- Student dropped from class with “F”.

****Note: If student engage in egregious Academic Honesty Violations, other consequences will be considered by the Northwood High School Administration.*

<u>Expected Behavior</u>	<u>Consequences for Inappropriate Behavior</u>
1. Students will be on time for all classes or provide a pass on arrival	1st-8th tardy - teacher’s individual plan; Additional tardies - Four hours Saturday School and or SARB referral
2. Students will attend all classes. All absences must be cleared within <u>three days</u> of the absence.	One period of detention will be assigned for each period of truancy or an uncleared absence. Saturday School will be assigned after the third detention in a semester. Additional truanies/uncleared absences will result in a referral to the School Attendance Review Board (SARB)
3. Students will serve detentions the week that they are assigned.	Referral to the Assistant Principal
4. Students will serve Saturday School on the date assigned.	In-House Suspension
5. Students will remain on campus during the school day unless they have an off campus lunch pass or early dismissal. Students will not enter adjacent avocado groves. Parking lots are off limits during class time and breaks.	Saturday School will be assigned
6. Only parents may write notes or phone in absences.	Saturday School and parent notification if note or phone call is forged
7. Students will follow directions of teachers, campus and adult supervisors and administration.	1st offense: Detention or Saturday School Repeated offenses: 1-5 days suspension for defiance
8. Students will not use or possess any form of tobacco and/or electronic cigarettes.	One to three-day suspension, parent contact, subject to PC3086 Citation by IPD. Smoking Cessation Class
9. Students will not consume, possess, or be under the influence of alcohol, drugs or placebos.	Five day suspension, parent conference, police intervention, alternative to suspension program
10. Students will not fight or put their hands on each other in an unwelcome, aggressive manner.	One to five day suspension, parent conference, possible police intervention; causing serious injury results in recommendation for expulsion

11. Students will not incite or encourage fights.	One to five day suspension, parent conference, possible police intervention
12. Students will not intimidate, harass, or sexually harass others.	One to five day suspension and parent conference
13. Students will respect school property and private property, and refrain from theft of any kind including theft of food from food services.	One to five day suspension or Saturday School, restitution, possible police intervention. Robbery or extortion may result in expulsion proceedings
14. Students will use tutorial time for meeting with teachers, working on class assignments, working on homework, working on group projects or reading.	1st offense: Warning Repeated offenses: Detention, Saturday School, parking privileges revoked
15. Students will lock up skateboards and bicycles in the areas designated with bicycle and skateboard racks. They are not to be ridden, carried around or locked anywhere else on school property.	1st offense: Warning Repeated offenses: Parent to pick up bike or skateboard, Saturday School, suspension for defiance
16. Students will dress according to the dress code.	1st offense: Warning & change clothes 2nd offense: Parent contact, Saturday School Further offenses: suspension for defiance
17. Students will only park on campus with a valid NHS permit.	1st offense: Detention, probation period for future permits 2nd offense: Saturday School, no permit for semester Further offenses will include: suspension for defiance, car boot, towing, inability to obtain future parking permit.

IRVINE UNIFIED SCHOOL DISTRICT – ZERO TOLERANCE POLICY
VIOLATIONS THAT MAY RESULT IN EXPULSION FROM I.U.S.D.

18. At school or on the way to or from school, or on the way to or from any school activity, students will not possess a firearm (including replica); sell or provide any controlled substance; brandish a knife or other weapon; or commit or attempt to commit a sexual assault	1 st offense will result in immediate suspension from school and EXPULSION from the Irvine Unified School District and referral to proper law enforcement authorities that may result in the student's arrest.
19. At school or on the way to or from school or on the way to or from any school activities, students will not cause serious physical injury to others; possess any knife, explosive or other dangerous object; possess any controlled substance; commit robbery or extortion; or assault	1 st offense will result in an immediate suspension from school and a determination of further action which may result in EXPULSION proceedings and referral to proper law enforcement authorities which may result in the student's arrest

**Irvine Unified School District
Zero Tolerance Policy**

The following violations will result in immediate SUSPENSION and a recommendation for EXPULSION from the Irvine Unified School District.

The Principal, Superintendent of Schools shall immediately suspend and shall recommend expulsion of a pupil that he/she determines has committed any of the following acts at school, on the way to or from school, or at, on the way to or from any a school activity on or off school grounds:

- **Possessing, selling, or otherwise furnishing a firearm.**
- **Brandishing a knife at another person.**
- **Unlawfully selling a controlled substance.**
- **Committing or attempting to commit a sexual assault or sexual battery.**
- **Possession of an explosive.**

CYBER BULLYING/BULLYING

The Board of Education strives to provide a safe, positive learning climate for students in the schools. Therefore, it shall be the policy of the Irvine Unified School District to maintain an educational environment in which bullying and cyber bullying in any form are not tolerated.

1. All forms of bullying and cyber bullying by school district students are hereby prohibited. Anyone who engages in bullying and cyber bullying in violation of this policy shall be subject to appropriate discipline.
2. Students who have been bullied or cyber bullied shall promptly report such incidents to any staff member.
3. Complaints of bullying and 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 District shall annually inform students that bullying and cyber bullying of students will not be tolerated. Bullying shall mean unwelcome, pervasive and/or severe, verbal, written or physical conduct directed at a student or staff member by a student that has the effect of any or all of the following:

1. Physically, emotionally or mentally harming a student or staff member;
2. Damaging, extorting or taking a student's or a staff member's personal property;
3. Placing a student or staff member in reasonable fear of physical, emotional or mental harm;
4. Placing a student or staff member in reasonable fear of damage to or loss of personal property; or,
5. Creating an intimidating and/or hostile environment that substantially interferes with a student's educational opportunities or the ability of a staff member to perform his or her duties.

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 an inappropriate or derogatory email message, telephone message, instant message, text message, digital picture or image, or website posting (including an individual or collective blog) which has the effect of the following:

1. Physically, emotionally, or mentally harming a student or staff member;
2. Placing a student or staff member in reasonable fear of physical, emotional, or mental harm;
3. Placing a student or staff member in reasonable fear of damage to or loss of personal property; or,
4. Creating an intimidating or hostile environment that substantially interferes with a student's educational opportunities or a staff member's ability to perform his or her duties.

All forms of bullying are unacceptable and, to the extent that such actions are disruptive of the educational process of the District, offenders shall be subject to appropriate staff intervention, which will result in administrative disciplinary measures and notification of appropriate authorities.

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

A violation of this policy shall subject the offending student to appropriate disciplinary action, consistent with the student discipline code, which may include suspension, a recommendation for expulsion and/or notification to the appropriate authorities.

SEXUAL HARASSMENT POLICY

The Board of Education is committed to maintaining a learning environment free from harassment, intimidation or insult, student-to-student or adult-to-student, on the basis of an individual's sex. Positive action will be taken when necessary to eliminate such practices or remedy their effects. Sexual harassment as defined and otherwise prohibited by state and federal statutes, constitutes an unlawful form of sex discrimination in violation of Title IX of the Education Amendments Act of 1972 and Title VII of the Civil Rights Act of 1964. In addition, sexual harassment constitutes violation of the California Education Code, regulations of the State Board of Education, and District Policy. As such, sexual harassment may constitute just cause for discipline pursuant to applicable Education Code Sections.

Definition

Implicit in the legal definition of sexual harassment is the assumption that sexual harassment prevents the realization of the victim's full potential as a student. A person sexually harassing a student is thus robbing the victim of the freedom to learn. Sexual harassment, then, is considered unethical and unsatisfactory as well as illegal behavior.

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. It includes, but is not limited to, circumstances in which:

1. Submission to such conduct is made either explicitly or implicitly a part of the academic environment;
2. Submission to or rejection of such conduct by a student is used as the basis for grading, evaluation or supervision decisions affecting a student; or
3. Conduct has the purpose or effect of unreasonable interference with a student's academic performance or creates an intimidating, hostile or offensive learning environment.

Forms of sexual harassment include, but are not limited to:

- Verbal harassment: derogatory comments, jokes or slurs; comments repeatedly emphasizing the sexuality or sexual identity of an individual
- Physical harassment: unnecessary or offensive touching or impeding or blocking movement;
- Visual harassment: derogatory or offensive posters, cards, cartoons, graffiti, drawings or gestures; and
- Sexual favors: unwelcome sexual advances, requests for sexual favors, and other verbal or physical contact or conduct of a sexual nature.

Realized sexual encounters constitute sexual harassment when they are accompanied by one or more of the following terms or conditions:

1. Explicit or implicit promises of rewards for cooperation via misuse of institutional authority
2. Explicit or implicit threats of punishment for non-cooperation via misuse of institutional authority
3. Intimidation which creates a hostile or offensive academic environment; interferes with a student's scholastic performance; prevents a student's full enjoyment of education opportunities; or induces conformance, stress, anxiety, fear, or sickness on the part of the harassed student.

HARASSMENT AND HATE VIOLENCE

All students and employees of the district have the right to work, to attend school and to participate in the educational process in a safe environment that is free from hate-motivated behavior. Every effort shall be made to promote mutual respect among staff and students, and between and among students to encourage safe and harmonious relations that support human dignity and equality.

Behavior or statements that degrade, intimidate, and/or harm an individual on the basis of his/her race, ethnicity, culture, heritage, gender, sexual orientation, physical/mental attributes, religious beliefs or practices shall not be tolerated. Bullying, repeatedly picking fights with or repeatedly taunting another person, shall not be tolerated.

Each reported incident of harassment or hate-violence shall be addressed. Students demonstrating hate-motivated or bullying behavior shall be subject to discipline in accordance with student discipline policies. The response to hate-motivated or bullying behavior shall assure protection for the victim as well as appropriate disciplinary action for the perpetrator.

Any student or employee who feels he/she is a victim of hate-motivated behavior and/or bullying shall immediately contact the appropriate teacher or supervisor. If the complainant believes that the situation has not been remedied, he/she may file a complaint in accordance with district complaint procedures.

For information about the Resolution Process please see the NHS website www.northwoodhigh.org