

Oxford Central School Code of Conduct:

Belief Statement

This Code of Conduct, created for the 2024-2025 school year, aims to foster a healthy and safe school environment that supports academic and social-emotional development, empowering students to make positive decisions. To encourage responsible choices, we will acknowledge both positive and negative behaviors, promoting appropriate conduct while addressing actions that disrupt the academic setting. Our Code of Conduct, a document that will be reevaluated and updated as needed, was created by gathering input from students, families, the community, staff, administration and the Oxford BOE.

Thank you to the following for their dedication and efforts in creating this document:

Board of Education

John Brus, President

Brian O'Neil, Vice President

Jacob Burlas

Helen Diaz

Shawn Fojut

Kristen MacLean

Jenna Somogyi

Ad Hoc School Climate Committee: Helen Diaz, Chair; Brian O'Neil, Member; John Brus, Ex Officio Member

Policy Committee: Brian O'Neil, Chair; Jenna Somogyi, Member; John Brus, Ex Officio Member

John Nittolo, Chief School Administrator

Renee Hart, Director of Special Services

Oxford Education Association

Survey of Parents, Faculty, and Students

August 2024

Dear Students, Parents and Guardians:

Our individual identities collectively shape our shared experiences, whether within our families, schools, or communities. OCS wants to be the best school in the nation, and therefore the students in Oxford Central School are expected to become the best version of him/herself.

We believe that school is a time to grow and learn. While we emphasize learning over consequences, from all of the feedback we have received, students, parents, and faculty all want to create an environment where positivity is recognized and infractions are dealt with swiftly. We have established the C.O.R.R.E.C.T. program as an overall framework for our school. We know that we all learn best and most fully in an atmosphere where the opinions and rights of all are honored and respected. Our student motto is to be CORRECT!

- Courage
- Optimism
- Responsibility
- Respect
- Empathy
- Citizenship
- Trustworthiness

We have faith in all of our student's potential, their capacity to learn, the unique talents they possess, and the positive impact we can make on all those we come in contact with.

As a united community—students, parents, and educators—we hold the belief that every child deserves equal opportunities while ensuring the safety and well-being of all. We will emphasize the importance of instilling a personal code of behavior through instruction, example, and experiential learning. When behavior disrupts the well-being of individuals or groups within the school, appropriate disciplinary measures are necessary to cultivate self-discipline in students. This process should span all grades from pre-K-8, maintaining fairness and preserving children's self-esteem

The Board of Education authorizes the Superintendent of Schools to develop policies, rules, and regulations consistent with N.J.S.A. 18-A:37-2 and Board Policy 5131 governing discipline in Oxford Central School. Such policies, rules and regulations have been developed in connection with the professional staff, students and community members.

Expectations:

Students are expected to:

- Be on time for school and classes.
- Be prepared for classes (e.g. books or electronic devices on hand, homework turned in on time, studying, completing assignments, actively participating).
- Take responsibility for their own behavior, realizing there are always options and consequences for their choices.
- Respect one another's differences and resolve interpersonal conflicts using discussion, peer mediation or assistance from school personnel.
- Commit themselves to constant personal growth and improvement.
- Contribute to the life of the school through active participation.
- Use appropriate language and show common courtesy in school, on the way to and from school, and at school functions.
- Follow all directions the first time they are given.
- Dress in an appropriate and safe fashion.
- Be substance free.

Parents are expected to:

- Be supportive of the staff's authority and responsibility to establish and maintain a positive, productive, safe, orderly and non-threatening learning environment.
- Provide space, time and necessary supervision in which their child can study and complete assignments.
- Be responsible for property lost or damaged by their child.
- Ensure that their child attends school punctually and regularly.
- Respect and follow the traffic, parking and safety rules at all schools.
- Respect and follow the visitor policy at all schools.
- Be substance free when visiting school or when attending school events.
- Communicate appropriately refraining from aggressive or profane language.

Faculty and staff are expected to:

- Establish and maintain a positive, productive, safe, orderly and non-threatening learning environment.
- Be good role models by dressing in a professional manner, being courteous and respectful to all, using appropriate language, and being sensitive to individual needs.
- Follow and support school rules.
- Treat individual students fairly and consistently.
- Communicate student progress and behavior to students, parents and staff in a timely, consistent and effective manner.
- Be substance free when in school or when attending school events.
- Be in the hallways between classes greeting students and monitoring behavior.
- Escort students to and from lunch and recess regardless of grade level.

The following is information pertaining to the student Code of Conduct:

1)The Code of Conduct will be considered a general outline for student actions and consequences; 2)The level of consequences refers to the severity of the behavior. i.e.: 2nd level is not necessarily a 2nd offense; school service may be a possible consequence under certain circumstances; 3) the type and length of the suspension is at the discretion of the administration; 4) State Incident Report (Student Safety Data Systems) completed when required; 5) “Progressive” is defined as continued and more severe consequences for behaviors.

Grades kdg-4th:

This plan will be used when dealing with conflicts that may or may not rise to the level of HIB. Remedial measures shall be designed to correct the problematic behavior; prevent another occurrence of the problem; protect and provide support for both the target and the agent of the act. The consequences and remedial measures may include, but not limited to:

<ul style="list-style-type: none"> · Warning · Discussion with student and or parent <ul style="list-style-type: none"> · Referral to Guidance Counselor · Written reflection (Think About It) · Apology · Temporary removal from the classroom · Take a break (moment of mindfulness, stop and think, reflection, walk) · Detention (before school, after school, recess) <ul style="list-style-type: none"> · I&RS Meeting · In extreme circumstances, In School/Out of School suspension 			
Behavior	First Incident	Second Incident	Third Incident
<ul style="list-style-type: none"> ● Teasing ● Rumors/Gossiping ● Name calling ● Leaving someone out ● Using inappropriate language ● Antagonizing which leads to situation escalating ● Disrespect of personal space ● Inappropriate physical 	<p><i>Level 1 (Grades K-1) Warning Parent contacted</i></p>	<p><i>Level 1 (Grades K-1) One detention* Parent contacted</i></p>	<p><i>Level 1 (Grades K-1) Two days detention* Parent contacted</i></p>
	<p><i>Level 2 (Grades 2-3) One day of detention* Parent contacted</i></p>	<p><i>Level 2 (Grades 2-3) Two days of detention* Parent contacted</i></p>	<p><i>Level 2 (Grades 2-3) Three days of detention not to exceed two recess detentions per week* Parent contacted</i></p>

<p>contact (hitting, spitting, kicking, pushing, grabbing)</p> <ul style="list-style-type: none"> ● Inappropriate conduct in the hallway ● Inappropriate gestures ● Threatening another student ● Using items to intentionally hurt others ● Disrespect towards others including members of the staff ● Disrupting others through excessive talking, calling out, or attention-seeking behavior ● Inappropriate use of technology/violation of district technology acceptable use policy 	<p><i>Level 3 (Grades 4)</i> <i>One day of detention* Parent contacted</i></p>	<p><i>Level 3 (Grades 4)</i> <i>Three days of detentions, not to exceed two recess detentions per week* Parent contacted</i></p>	<p><i>Level 3 (Grades 4)</i> <i>In-School Suspension</i> <i>Parent contacted</i></p>
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<p align="center">This chart is for Grades 5-8. Grade k-4 will be considered if not listed on the specific k-4 chart.</p>			
Behavior	1st Level	2nd Level	3rd Level
<p align="center">Bus behavior</p>	<p>Parent notification</p> <p>Administrative warning</p> <p>Possible detention</p>	<p>Parent notification</p> <p>Detention</p> <p>Possible suspension of bus privileges (length of bus suspension to be determined by administration)</p>	<p>Parent notification</p> <p>Detention</p> <p>Suspension of bus privileges (length of bus suspension to be determined by administration)</p> <p>Progressive consequences as appropriate</p>

Bothering Others	Warning Possible detention	Parent notification Administrative referral Detention	Parent notification Administrative referral Detention Progressive consequences as appropriate
Cutting Class	Parent and Administrator notification Detention with teacher Loss of credit for work missed	Parent and Administrator notification Detention with teacher Loss of credit for work missed	Parent and Administrator notification Detention Loss of credit for work missed Progressive consequences as appropriate
Dishonesty	Parent notification Detention with teacher	Parent notification Referral to administration Detention	Parent notification Referral to administration Detention Progressive consequences as appropriate
Disrespectful to Staff	Conference with counselor/ student/teacher Apology Possible detention Parent notification	Referral to administration Parent notification Detention	Referral to administration Parent notification Detention Progressive consequences as appropriate
Disrespectful to Student	Conference with counselor Apology Parent notification	Referral to administration Parent notification Detention	Referral to administration Parent notification Detention Progressive consequences as appropriate

Dress Code District Handbook	Referral to guidance Parent notification Warning Change clothes	Referral to administration Parent notification Change clothes Detention	Referral to administration Parent notification Change clothes Detention/Progressive consequences as appropriate
Endangering the health and safety of others		Referral to administration Parent notification Detention	Referral to administration Parent notification Progressive consequences as appropriate
Fighting	Parent notification In school suspension Possible police notification	Parent notification Out of school suspension Possible police notification	Parent notification OOS Suspension Progressive consequences as appropriate SSDS Incident Report Possible police notification
Founded case of Harassment, Intimidation and Bullying	BOARD	Policy 5131.1	SSDS Incident Report
Inappropriate Use of Technology (including having phone out during the day-phones are to be stored in lockers and not be on their person) Board Policy 3515.1 Students are not allowed to record, video, text or take pictures in the school setting without permission from staff.	Warning Parent notification Device held by teacher until the end of the period Possible referral to Administration for disciplinary consequence Police notification as appropriate	Parent notification Device given to administration until the end of the day Referral to Administration for disciplinary consequence Police notification as appropriate	Parent notification Device given to administration for parent pick-up Referral to Administration for progressive disciplinary consequences Police notification as appropriate

<p>Inappropriate use of Technology used to harass, insult or attack others</p> <p>Board Policy 3515.1</p>	<p>Referral to administration Parent notification</p> <p>Detention/ suspension</p> <p>Progressive consequences as appropriate</p> <p>Police notification as appropriate HIB investigation per policy</p>	<p>Referral to administration Parent notification</p> <p>Detention/ suspension</p> <p>Progressive consequences as appropriate</p> <p>Police notification as appropriate HIB investigation per policy</p>	<p>Referral to administration Parent notification</p> <p>Detention/ suspension</p> <p>Progressive consequences as appropriate</p> <p>Police notification as appropriate HIB investigation per policy</p>
<p>Inciting, leading, or participating in a student disorder</p>	<p>Referral to administration Parent notification Possible Detention</p>	<p>Referral to administration Parent notification Detention</p>	<p>Referral to administration Parent notification Detention/Suspension Progressive consequences as appropriate</p>
<p>Insubordination/Disobedience</p>	<p>Warning</p>	<p>Referral to administration Parent notified Detention</p>	<p>Referral to administration Parent notification Progressive Consequences as Appropriate (Detention/suspension)</p>
<p>Leaving Class without Permission</p>	<p>Warning Detention with teacher</p>	<p>Parent notification Administrative referral Detention</p>	<p>Parent notification Administrative referral Detention Progressive consequences as appropriate</p>

<p>Leaving School Grounds</p>	<p>Referral to administration Parent notification Detention</p>	<p>Referral to administration Parent notification Suspension</p>	<p>Referral to administration Parent notification Police notified if necessary Suspension Progressive consequences as appropriate</p>
<p>Lewd/Vulgar Behaviors</p>	<p>Referral to administration Parent notified Detention Possible police notification</p>	<p>Referral to administration Parent notification Detention Possible police notification</p>	<p>Referral to administration Parent notification Police notification if appropriate Detention/Suspension Progressive consequences as appropriate SSDS Incident Report as appropriate Possible police notification</p>
<p>Misconduct Disruptive/Inappropriate Behavior</p>	<p>Warning Possible detention with teacher</p>	<p>Parent notification Detention with teacher</p>	<p>Parent notification Administrative referral Detention Progressive consequences as appropriate</p>
<p>Misuse of passes</p>	<p>Warning Possible detention with teacher</p>	<p>Parent notification Detention with teacher</p>	<p>Referral to administration Progressive consequences as appropriate</p>

Plagiarism/ Academic Dishonesty	(5th and 6th) Possible zero on assignment and/or loss of credit (7th and 8th) Zero on assignment and/or loss of credit Detention with teacher Parent notification	Referral to administration (Progressive consequences as appropriate) Zero on assignment Parent notification	Referral to administration Zero on assignment M.P. grade lowered one letter grade Parent notification
Pulling of Fire Alarm	Parent/Police/ Fire notification Suspension	Parent/Police/ Fire notification Suspension	Parent/Police/Fire notification Suspension Progressive consequences as appropriate
Smoking	BOARD	Policy 3515	SSDS Incident Report
Stealing	Teacher or administrative conference Detention Restitution Parent notification	Teacher or administrative conference Parent notification Detention/ Suspension Restitution	Referral to administration Parent notification Police notified if necessary Suspension Progressive consequences as appropriate SSDS Incident Report
Substance Abuse	BOARD	Policy 5131.6	SSDS Incident Report
Tardiness to class District Policy 5113	Warning and possible detention with teacher Every three tardies will be recorded as a cut of class	Parent notification Detention with Teacher Every three tardies will be recorded as a cut of class	Parent & administrative notification (Progressive consequences as appropriate*) Every three tardies will be recorded as a cut of

			class (BOE Regulation 5200)
Tardiness to School * District Policy 5113	Conference with student and school counselor Parent notification Recording a cut of class with consequences as per Code of Conduct	Conference with student, school counselor, and Administrator Recording a cut of class with consequences as per Code of Conduct Parent notification	Attendance Review Committee Meeting Complaint filed with Municipal court
Unwanted Physical Contact	Warning Possible Detention Possible police notification	Parent notification Detention Possible police notification	Parent notification Suspension Progressive consequences as appropriate SSDS Incident Report Possible police notification
Vandalism/ Destruction of Property	Parent notification Detention Possible restitution or school service	Referral to administration Parent notification Detention or Suspension Possible restitution or school service	Referral to Admin. Parent/Police notified SSDS Incident Report Possible restitution or school service Suspension: Progressive consequences as appropriate
Verbal abuse or Use of Profanity	Parent notified Detention with teacher	Parent notification Detention/ Suspension Progressive consequences as appropriate	Referral to administration Parent notification Detention/Suspension Progressive consequences as appropriate

Weapons	BOARD	Policy 5131.7	SSDS Incident Report
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While this Code of Conduct and Infractions Chart aims to address the most common behavioral issues, it is understood that not all possible infractions can be anticipated. Therefore, any conduct deemed inappropriate, disruptive, or harmful to the school community and its members, even if not explicitly mentioned herein, will be subject to review and disciplinary action by the school administration. This clause empowers the school to maintain a safe and respectful environment for all.

Any out of school suspension will warrant a re-entry meeting with the counselor and/or child study team member and an administrator depending upon the infraction.

CELL PHONES/Earbuds (wireless headphones)/Smart watches, etc.

CELL PHONES/Earbuds (wireless headphones)/Smart watches, etc. are not to be used during school hours and should only be used before or after school hours outside of the building. Any student found to be using a cell phone/Earbuds (wireless headphones)/Smart watches, etc. during school hours (including having a cell phone/Earbuds (wireless headphones)/Smart watches, etc. on their person), in any manner, appropriate disciplinary action will result. Parents will be notified. Students will not be permitted to use cell phones for music during lunch periods. Pictures or videos may not be taken in school at any time without permission from administration or staff. Students should keep their cell/phones/Earbuds (wireless headphones)/Smart watches, etc. in the lockers during the school day (Handbook revised September, 2016/ Policy 3515.1, Electronic Portable Communication Devices, 2013). “Flip” style phones (not “Smartphones”) would be an option. *Exceptions may be granted for students with IEPs and 504s

Demerit Point System

Throughout the school year, students will have the opportunity to participate in special events such as activity nights, dances, picnics, and class trips. If the nature of a student’s discipline record is at a serious level, a student may be excluded from any special event due to the number of demerits accumulated at the time of the event. A demerit point system is included in a student’s disciplinary record throughout the school year. Demerits are issued for a student’s violation of the school’s code of conduct. The demerit point system is designed for academic team and/or administrative review. A student’s demerit record can adversely affect his/her attendance on a class trip, field trip, or other upcoming school activity or event. A student must have a clean record of served detentions in order to attend an upcoming school activity or event, class trip, or field trip.

The demerit point system is recorded as follows:

1 point for a teacher, office, or lunch detention
1 point for each tardy per semester, starting at the 3rd tardy
3 points for an ISS
4 points for an OSS.

Demerit consequences:

Field Trips: 6 Demerits if trip is prior to February, 12 Demerits thereafter
Participation in School Events: 6 Demerits; Spring– 12 Demerits
Attendance at School Events– 6 Demerits; Spring– 12 Demerits

Students may not participate in any co-curricular activity (clubs, theater, archery, etc.) that was scheduled for that afternoon or evening if he/she has been absent, suspended, or sent home due to illness.

*Students who remain infraction free for one month will have a demerit removed from their record.

Students may be barred from any field trip, school activity such as an assembly for disciplinary or safety reasons. The school's demerit point system will be reviewed regarding field trip/assembly spectator participation. Any student barred from a field trip may appeal his/her case to the teacher/trip coordinator/grade level advisor and the principal.

Students who accumulate 6 demerits or more prior to the start of the 4th cycle or 12 Demerits or more following that, may appeal. An appeal committee will hear each student's appeal. The decision of the appeal committee is final. In some cases, as determined by administration and appropriate staff members, a student who has demonstrated behavior violations may require the student's parent/guardian to attend the field trip to maintain close management.

Transportation:

Board Policy 3515.1, 3541.1

Oxford Central School makes every effort to operate a safe and dependable system of busing for all students in accordance with State guidelines. In order to meet this expectation, the rules listed below will be enforced. Please note that only approved students may ride the bus.

Students Meeting the Bus Should:

- Arrive at their bus stop at least 10 minutes before the regular pick-up time.
 - Stand away from the road; do not stand on the traveled portion of the road while waiting for a bus.
 - Wait until the bus has stopped, then walk to the front door. Do not run alongside a moving bus.
 - Board the bus in an orderly fashion.
 - Use only their assigned bus, bus stop and route.
 - Not engage in any manner with strangers at the bus stop.
- Stay off private property

Students Riding the Bus Should:

- Obey instructions of the bus driver and/or bus attendant.
- Not distract the bus driver/Not tamper with bus equipment.
- Refrain from horseplay.
- Listen to phones using personal listening devices/no recording of others
- Wear seat belts at all times.
- Not throw objects in or from the bus.
- Be seated immediately. Remain seated, facing forward.
- Share seats equally.
- Not have any glass objects
- Be courteous and respectful towards the bus driver, passengers and staff
- Not shout on the bus or out of the bus windows.
- Keep all body parts inside the bus.
- Not eat or drink without bus driver/teacher permission.
- Not bring large objects on the bus.
- Keep aisles clear

Students Leaving the Bus Should:

- Remain seated until the bus comes to a full stop.
- Leave the bus in an orderly manner; students in the front seats exit first.
- Leave the bus stop area when safety permits when discharged from the bus.
- If necessary, cross the street. Crossing should be at a point at least 10 feet in front of the bus and not be initiated until the driver has signaled that it is safe to do so.
- Use their assigned bus stop and route only.
- Not engage in any manner with strangers at the bus stop.

Parents of children in Kindergarten, 1st or 2nd grade must ensure that a responsible individual or older sibling is at the bus stop to meet their child each day. If a child in grades K through 2nd is not met at the bus stop, the bus driver will return the child to the school office to ensure the safety of the child.

If a disciplinary problem should occur in the afternoon, and the problem is such that, in the judgment of the driver, it is unsafe to proceed, the driver may return to the school to seek immediate disciplinary action and/or assistance. Bus drivers are instructed to report any infractions to the school principal/designee.

Trespassing - Only authorized persons are permitted aboard a school bus (school property).
Riding the School Bus is a Privilege - Should a student be reported to the principal for an infraction, the principal will be responsible for disciplinary action, which may include the loss of the privilege of bus transportation until the parent, the bus driver, the principal, can arrive at an understanding which will correct the problem. The parent will be responsible for the transportation of their child who has lost school bus transportation privileges.

Policy 5131:

The district code of conduct shall contain:

A. A description of student responsibilities that includes expectations for academic achievement, behavior and attendance;

B. A description of behaviors that will result in suspension or expulsion;

C. A description of the students' rights to:

1. Advance notice of behaviors that will result in suspensions or expulsions;
2. Education that supports student development into productive citizens;
3. Attendance in safe and secure school environment;
4. Attendance in school irrespective of marriage, pregnancy, or parenthood;
5. Due process and appeal procedures in accordance with law and board policy;
6. Parent notifications consistent with board policy and law for law enforcement interviews (5145.11 Questioning and Apprehension), short-term and long-term suspension (5114 Suspension and Expulsion), due process and appeal procedures, and attendance (5113 Attendance, Absences and Excuses);
7. Records and privacy protections (5125 Student Records).

D. A description of comprehensive behavioral supports that promote positive student development and

assist each student in fulfilling the district behavioral expectations established including:

1. Positive reinforcement for good conduct and academic success;
2. Supportive interventions and referral services;
3. Remediation of problem behavior that takes into account the behavior's nature, the students' developmental ages and the students' histories of problem behaviors and performance; and
4. Behavioral interventions and supports for students with an IEP or accommodation plans.

E. A description of responses to violations of behavioral expectations that, at a minimum, are graded

according to the severity of the offenses, and consider the developmental ages of the student offenders and their histories of inappropriate behaviors that shall:

1. Include a continuum of actions designed to remediate and, where necessary or required by law to impose sanctions;
2. Be consistent with other responses as required by law for serious offenses including firearms, weapons and assault offenses;
3. Ensure that the code of student conduct is applied equitably without regard to race, color, religion, ancestry, national origin, nationality, sex, gender, sexual orientation, gender identity or expression, marital, domestic-partnership, or civil-union, mental, physical, or sensory disability, or any other distinguishing characteristic;
4. Be consistent with the provisions of N.J.S.A. 18A:6-1 regarding the corporal punishment of

pupils.

F. Expectations and consequences consistent board policies and procedures 5113 Attendance, Absences and excuses and 5131.1 Harassment, Intimidation and Bullying;

G. A current list of community-based health and social service provider agencies available to support a student and the student's family, as appropriate, and a list of legal resources available to serve the Community

A student may be denied privileges such as participation in extracurricular activities, school functions, sports, graduation exercises or other privileges as disciplinary sanctions in order to maintain the order and integrity of the school environment.