

# Our Mission...

The mission of Honeoye Falls-Lima School District is to ensure students display the knowledge, skills and character qualities needed to realize their aspirations and succeed in a rapidly changing world. To achieve this goal, all members of the community are expected to learn and exhibit the following characteristics:

## Respect

- Respecting self and others
- Respecting diversity
- Respecting school property & the property of others

## Responsibility

- Contributing to a productive learning environment
- Putting forth best effort in whatever one attempts
- Taking ownership for one's own actions
- Communicating needs that relate to learning
- Maintaining a healthy lifestyle
- Exhibit fairness and positive sportsmanship

## Safety

- Contributing to a safe and orderly environment
- Communicating needs that relate to the safety of all

***The code of conduct applies to all people at any school function, on or off school property, including on the school bus***

## Security and Safety

The security and safety of students and staff must remain a priority at all times and is the responsibility of all members of the HF-L community. Any threats, actions, potential actions, or events which may jeopardize student or staff safety or security must be reported immediately to administration. Administrators will take all reasonable steps to prevent or respond to situations which may jeopardize safety and/or security. The Superintendent will be notified of all such situations at the earliest possible time.

## Essential Partners and PBIS

HF-L employs strategies from the PBIS (Positive Behavioral Interventions and Supports) model when implementing its Code of Conduct. Each school reviews discipline data regularly and develops plans to both acknowledge and maintain appropriate behaviors while creating interventions for inappropriate behaviors.

All district staff are expected to contribute to a positive learning environment, in part by maintaining a climate of respect and dignity, which strengthens student's self-concept and promotes the confidence to learn. Teachers are responsible for communicating regularly with students and parents.

Parents, teachers, principals and all other employees of the school district are essential partners in providing an ideal learning environment and in helping students achieve academic success.

## Student Rights and Responsibilities

Students are expected to read and understand the Code of Conduct and to take responsibility for their behavior. The district is committed to safeguarding the rights given to all students under state and federal law. In addition, to promote a safe, healthy, orderly and civil school environment, all district students have the right to:

- Attend school and take part in all district activities on an equal basis regardless of actual or perceived race, color, weight, creed, national origin, religion, religious practice, gender, gender identity, gender expression, sexual orientation, disability, or genetic predisposition.
- Present their version of events to school personnel authorized to impose a disciplinary penalty.
- Access school rules and, when necessary, receive an explanation of those rules from school personnel.

All students also have the responsibility to promote a positive learning environment. Those responsibilities include: respecting others; attending school on-time and ready to learn; working to the best of their ability; dressing appropriately for school; maintaining a healthy life-style; and working toward district and state standards.

## Appropriate Student Conduct

Appropriate conduct is that which respects, protects, and enhances the district's educational mission and procedures, the authority and dignity of school personnel, and the rights of all persons associated with the district to a safe, secure, and productive environment.

The Board of Education encourages and expects all persons to exhibit appropriate conduct. Personal or issue-related differences of opinion are welcome; however, they are to be resolved through respectful, reasoned dialogue and/or through established channels for addressing complaints or resolving disputes. Parents bear the additional responsibility of helping to guide their children toward appropriate conduct in school.

## Prohibited Conduct

**No person, or group of people, shall:**

- Violate any state or federal statute, local ordinance or Board policy while on school property.
- Intentionally injure any person or threaten to do so.
- Intentionally steal, damage or destroy school district property or the personal property of others.
- Disrupt the orderly conduct of classes, school programs, athletic events, or other school activities.
- Distribute, display, or wear materials that are obscene or disruptive to the school program.
- Intimidate, harass, bully, haze or discriminate against any person for any reason or make false or malicious complaints of harassment. This includes the misuse of technology for similar misconduct, often referred to as cyberbullying.
- Coerce or force an individual or group to participate in any activity that is demeaning, dangerous, or prohibited by this code. This conduct is considered hazing.
- Enter any portion of the school premises without authorization.
- Loiter on or about school property.
- Violate the traffic laws, parking regulations or other restrictions on vehicles.
- Possess, on school grounds or school buses, any item that is prohibited by this Code, including tobacco/nicotine-based products, nicotine delivery devices (Juels, vapes, etc.), alcoholic beverages, controlled/illegal substances, or be under the influence on school property or at a school function.
- Possess or use weapons on school property or in one's vehicle on school grounds.
- Gamble on school property or at school functions.
- Refuse to comply with any reasonable order of a school district employee, which is considered insubordination.

## Disciplinary Action

Discipline is most effective when it deals directly with the problem at the time and place it occurs. Disciplinary action will be firm, fair and consistent. Penalties are based on the nature of the offense and the circumstances that led to the offense. School personnel are authorized to impose a penalty in accordance with the student's right to due process. Students who are found to have violated the district's Code of Conduct may be subject to the following either alone or in combination:

- Oral or written warning
- Written notification to parents
- Detention
- Suspension from transportation
- Suspension from athletic activities
- Suspension from social or extracurricular activities
- In-school suspension
- Removal from classroom
- Short-term or long term suspension
- Permanent suspension from school
- Restorative Discipline Model

Discipline will generally be progressive. A student's first violation will usually merit a lighter penalty than subsequent violations. A Restorative Discipline Model may be used in conjunction with any of these penalties.

## Minimum Periods of Suspension

For the safety of students and school personnel, some actions call for a minimum period of suspension, regardless of the circumstances. The following acts fall into this category:

- Severe or Continued Harassment
- Substantial disruption of the educational process
- Possession of tobacco/nicotine-based products, alcohol, or other drugs (including related paraphernalia)
- Committing a violent act
- Bringing a weapon onto school property

The student and parent will both be notified of the disciplinary action and given an opportunity for an informal conference for short-term suspensions or a hearing for long-term suspensions.

A student with a disability may be suspended only in accordance with the requirements of state and federal law.

## Student Dress Code

All students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions. Students and their parents have the primary responsibility for acceptable student dress and appearance. Teachers and all other district personnel will exemplify and reinforce acceptable student dress.

### A student's dress, grooming and appearance shall:

- be safe, appropriately modest and not interfere with the educational process.
- fully cover all skin and undergarments between the upper chest and mid-thigh. Revealing clothing such as tube tops, spaghetti straps, etc. are prohibited.
- include footwear at all times.

### Clothing should be respectful of others in our learning community. It should not display words, messages or images that:

- are vulgar, obscene or discriminating toward others.
- promote the use of alcohol, tobacco/nicotine-based products or illegal drugs.
- encourage other illegal or violent activities.

For more information about HF-L's Code of Conduct, please talk to a teacher or principal. You are encouraged to review the full Code of Conduct which is available in the office of your school. It is also available on our website, [www.hflcsd.org](http://www.hflcsd.org).

Every school in the HF-L District has school personnel trained to serve as Dignity Act Coordinators. Any student, parent, or staff member who has a concern about bullying is encouraged to contact the following designated staff members for assistance:

#### High School: 624-7050

- Jim Nelson and Patrice Tate

#### Middle School: 624-7100

- Matt Weider

#### Manor School: 624-7160

- Joelle Weaver and Nicole Winters

#### Lima Primary School: 624-7140

- Allison Cimmerer and Debbie Reichenstein

# Honeoye Falls - Lima Central School District



*"Education is the  
Foundation for Success"*

# CODE OF CONDUCT (Abridged)

## 2019-2020

(Approved by the BOE on June 25, 2019)

## Honeoye Falls - Lima Central School District

20 Church Street  
Honeoye Falls, NY 14472  
(585) 624-7000