

Policy

ATTENDANCE POLICY**PURPOSE**

The purpose of the Chariho School District Attendance Policy is to bring students and teachers together so that learning can take place. Attendance at school is a serious matter and time lost from class, including tardies and early dismissals, is irretrievable. Studies show that attendance is directly related to a student's success in school. Attendance records are also part of a student's permanent record, which may be passed on to any organization seeking references. Rhode Island state law requires all students between the ages of six and sixteen years to be registered in and attend school regularly.

DEFINITIONS:**Exempt Absences**

Exempt absences include a student's participation in an approved school-sponsored activity, suspension days, religious holidays, a death in the family, a doctor-excused illness or injury (doctor's written excuse must be submitted no later than five (5) school days following the absence), a school nurse teacher-excused illness or injury, court appearance, military deployment event, or dismissal from school by school principal or designee. Exempt absences do not count toward attendance policy limits. (See promotion points and course credit requirements.)

In a pandemic, the Superintendent may adjust which absences will be exempt based on guidance from the CDC and/or the RI Department of Health (RIDOH) as it relates to the pandemic. The Superintendent may also provide clarification when a quarantine/isolation is necessary based on the recommendations provided by RIDOH. A student who is placed in isolation or quarantine will be provided with their missed assignments (as appropriate) upon return to school if the student is ill or within two school days if the student is well enough to work at home.

Non-Exempt Absences

Non-exempt absences include all absences not listed as Exempt Absences. Non-exempt absences count toward attendance policy limits. (See promotion points and course credit requirements.)

Truancy

A student is considered truant when he/she purposely stays away from school without parent/guardian permission. Students who do miss school with parent/guardian permission, however, may be considered truant.

Grades K-12**RECORDING AND REPORTING ABSENCES, TARDIES, AND EARLY DISMISSALS:**

1. All absences, tardies, and early dismissals are recorded and reported as non-exempt until an appropriate excuse is provided in writing. See definitions above for exempt and non-exempt absences.
2. A parent/guardian is required to call the school to report their child's absence. The school clerk will attempt to contact the parent/guardian regarding absences if the school has not been notified. This contact does not imply that such absences are exempt. Parent permission, in and of itself, is not recognized as a legitimate reason for absence.
3. Following four (4) non-exempt absences, which may include tardies, and/or early dismissals, the school will contact the parent/guardian to notify them of the attendance

concerns and provide a copy of the attendance policy for their review. See High School specific information below.

4. Following eight (8) non-exempt absences, which may include tardies, and/or early dismissals, the school will contact the parent/guardian in writing requesting a meeting. A referral may be made to the Attendance Officer. See High School specific information below.
5. Following ten (10) non-exempt absences, which may include tardies, and/or early dismissals, a referral will be made to the Attendance Officer and/or Truancy Court. See High School specific information below.
6. Timelines indicated in #'s 3-5 above shall be proportionally adjusted for students who are enrolled for less than one hundred and eighty (180) days.
7. Appointments with doctors, dentists, etc. should be made at times other than during the school day.
8. Students with any non-exempt absence, tardy, and/or early dismissal on the day of a school-related activity (e.g., dance, play) may not attend that activity.

FAMILY TRAVEL AND VACATION:

Student absence from class for purposes of family travel or vacation is a loss of valuable class time and is strongly discouraged. All work will be provided upon return to school; students will have one day for each day missed to complete work, up to a maximum of three (3) days.

EARLY DISMISSALS:

A written request for early dismissal for medical or family reasons signed by the student's parent/guardian must be presented to the first-period classroom teacher or office on the day of the early dismissal; only those individuals eighteen years of age and older specified on the Emergency Contact List may pick-up a student. Parental phone calls requesting an early dismissal must be approved by the Principal/Designee. This request must contain the date, time, reason for dismissal, telephone number for verification, and parent/guardian signature. With the exception of siblings, students may not leave with other students on the Emergency Contact List.

Grades 5-8

PROMOTION POINTS:

Students exceeding ten (10) non-exempt absences per year shall not receive the three points toward promotion for the following: math, science, social studies, language arts, English, world languages and physical education/health. For all other courses, students exceeding five (5) non-exempt absences shall not receive the promotion point. Students in grades 5-8 who attend the Chariho Alternative Learning Academy lose points after accumulating ten (10) non-exempt absences per year.

REQUESTING REVIEWS FOR THE PURPOSE OF RECOVERING POINTS

Any student (or parent of a student) who loses promotion points due to attendance may request a review for the purpose of recovering promotion points from the course in which there were more than ten (10) non-exempt absences. During the review, the student's eligibility, based upon the existence of extenuating circumstances for the excessive absences, for a promotion point recovery plan is determined. If a plan is developed to recover promotion points, it must be fully executed by the student. Plan appeals may be filed in accord with the Appeals Policy.

Grades 9-12

COURSE CREDIT:

In order to receive credit for a course, students must earn a passing grade. A grade cannot be earned when a student exceeds five (5) non-exempt absences in a semester per course. In these situations, an “E” will be recorded on the report card indicating a loss of credit due to excessive absences. Students in grades 9-12 who attend the Chariho Alternative Learning Academy lose credit after accumulating ten (10) non-exempt absences per semester.

REQUESTING REVIEWS FOR THE PURPOSE OF RECOVERING CREDIT

Any student (or parent of a student if the student is a minor) with an “E” on a report card may request a review for the purpose of recovering credit from the course in which the “E” was assigned. During the review, the student’s eligibility, based upon the existence of extenuating circumstances for the excessive absences, for a credit recovery plan is determined. If a plan is developed to recover credit, it must be fully executed by the student. Plan appeals may be filed in accord with the Appeals Policy.

INTERVENTION:

The administration/designee will notify parents/guardians of absences in the following manner:

- If a student is absent, an automated (or personal) phone call from the school is sent to the parent/guardian notifying them of the absence. Parents/guardians will be informed that the student is in danger of receiving an “E” on the report card indicating a loss of credit due to excessive absences. Parents/guardians are reminded to provide written documentation for categorization of the absence as exempt.
- At the end of each school week, an automated (or personal) phone call from the school is sent to the parent/guardian of any student with four (4) or more non-exempt absences in a semester per course to provide notification of the potential loss of credit and the financial responsibility for credit recovery.
- For Semester One, at the end of the 1st Quarter Grading Period and the 2nd Quarter Progress Report Issue Date, if a student has six (6) or more non-exempt absences in a specific course, a letter is sent to the parent/guardian to provide notification that their child is in violation of the Attendance Policy and to provide notification of loss of academic credit for the course. For Semester Two, at the end of the 3rd Quarter Grading Period and the 4th Quarter Progress Report Issue Date, if a student has six (6) or more non-exempt absences in a specific course, a letter is sent to the parent/guardian to provide notification that their child is in violation of the Attendance Policy and to provide notification of loss of academic credit for the course.

Revised 4-24-07, 2-23-10, 4-26-11, 5-8-12, 3-26-13, 3-25-14, 3-24-15, 4-12-16, 3-28-17;
Effective: 4-1-14, 7-1-15, 7-1-16, 7-1-17; Revised and Effective: 3-12-19; Revised 4-14-20,
Effective 7-1-20; Revised 8-10-21, Effective 9-2-21

Attendance Policy Amendment COVID 19

PURPOSE

The Chariho School Committee believes that the health and safety of its staff, students, and community is the number one priority. The policy provides guidelines on the attendance of staff and students during the COVID-19 pandemic that is aligned with the RI Department of Health.

This policy is to clarify concerns as they relate to the current guidance from the Department of Health. Chariho will use its current attendance policy for any absence that is not related to COVID 19. Any student or staff that is out due to COVID 19 or quarantining/isolating due to RIDOH guidelines will be considered exempt per our current policy.

Exempt Absences

Exempt absences include a student's participation in an approved school-sponsored activity, suspension days, religious holidays, a death in the family, a doctor-excused illness or injury not COVID related (doctor's written excuse must be submitted no later than five (5) school days following the absence), a school nurse teacher-excused illness or injury, court appearance, military deployment event, absence or dismissal from school by school principal or designee for any COVID-related symptoms. Exempt absences do not count toward attendance policy limits. (See promotion points and course credit requirements.)

COVID Symptoms: New cough, shortness of breath/breathing difficulty, new loss of taste/smell, or then any two of the following symptoms: fever, chills, muscle or body aches, headaches, sore throat, fatigue, congestion or runny nose, nausea or vomiting, and diarrhea.

Students who have traveled to a hotspot or internationally per RI guidance must quarantine for 14 days prior to returning to school even if they received a negative COVID test. Symptoms can arise throughout the 14 days and it is our goal to keep everyone safe. The students in quarantine will participate in distance learning and be marked present if they are well enough to do so.

Non-Exempt Absences

Non-exempt absences include all absences not listed as Exempt Absences. Non-exempt absences count toward attendance policy limits.

STUDENT ATTENDANCE DUE TO COVID 19 SYMPTOMS

All students attending in-person learning are expected to complete a daily self-check screening before arriving on school grounds and/or at their bus stop. The daily self-check can be found in our PowerSchool parent portal. Parents will be required to complete the COVID-19 workflow through PowerSchool each morning for their children prior to the start of the school day. Each morning building secretaries will run a report from PowerSchool to share with the school nurse and administration. Any students experiencing symptoms of COVID-19 before the school day begins are expected to stay home.

If a student develops COVID-19 symptoms while at school, the child will be evaluated by the school nurse and escorted to the isolation room immediately. Parents/guardians will be notified to pick up the student within the hour. Parents/guardians should seek medical advice for the student within 48 hours and schedule a COVID-19 test as needed.

~~If the test result is positive, individuals must complete a period of isolation as directed by RIDOH and the Pre-K to 12 Outbreak Response Protocols. Symptomatic students will not be permitted to return to school until documentation from a medical provider indicates testing was negative and there are no other restrictions, there is no evidence of illness restricting attendance, or it is documented that the individual is no longer contagious.~~

~~Students who are absent will be encouraged to participate in our Distance Learning program if they are well enough to learn. Those students who are not able to attend in-person school due to an illness, but can participate in Distance Learning will not be marked absent for the day. Those who are not well enough to attend Distance Learning will be marked absent but they will be excused absences if they meet the exempt criteria.~~

~~**NOTE:** Attendance will be taken daily by all teachers of students who are distance learning to account for their attendance.~~

~~To protect the health and safety of classmates and staff, students who are exhibiting symptoms of COVID 19 — such as cough, fever, shortness of breath, muscle pain, headache, chills, sore throat, or loss of taste or smell — should not attend in-person classes. Students who miss a class or activity due to the above conditions will not be penalized for their absence and will be asked to return using the After Illness Attestation Form.~~

ATTENDANCE FOR STUDENTS WHO HAVE OPTED INTO DISTANCE LEARNING

~~Families have also been given the option to have their children participate in distance learning each day. The attendance with distance learning will continue to be reported. It is critical that a student participate during all distance learning requirements. It is the responsibility of the student (and parent) to attend to the learning that is being delivered. If multiple attempts (10) have been made to get a student to participate in distance learning, a referral will be made to the Attendance Officer and/or Truancy Court. The school administration will also require a meeting with the family to review an in person option.~~

~~All procedures regarding probably and/or confirmed cases will be followed as outlined in the RIDOH Outbreak Response Protocols: Prek-12 Playbook.~~

~~Adopted and Effective 9-22-20~~

BUS BEHAVIOR CODE

- I. Bus drivers are in complete charge of their vehicles and have supervisory responsibilities relative to riders in their buses. Drivers must follow procedures related to documentation of disciplinary incidents. **The driver and/or monitor are responsible to provide a written referral, to the principal or designee. The principal/director will determine what consequences are appropriate based on the infraction after the student receives due process.** ~~Monitors and aides will assist the driver in administering discipline.~~

~~An officer of the bus company is responsible for initiating and/or recommending applying formal disciplinary action in accord with this policy, except for suspensions and indefinite suspensions, when a driver reports acts of misbehavior. The principal/director or their designee may be contacted by an officer of the bus company to assist in the process. may consult with the bus company to ensure all information is reviewed. Included in T the actions that may be taken, in addition to the application of the appropriate school Behavior Code, are:~~

- A. **Written Warning** issued to students ~~via correspondence from the bus company.~~
- B. **Parent/Guardian** conference after notification to parent/guardian of **the** infraction(s) ~~via correspondence from the bus company.~~
- C. **Saturday Community Service or Detention** ~~is given for certain offenses, after written notification to parents/guardians, via at least one of the following methods: phone, email, a letter carried by the student, a letter hand delivered by the bus company, or a letter sent via the US mail.~~
- D. **Suspension** of bus riding privileges ~~with~~ by the principal/director after **written** notification to parents/guardians. ~~via correspondence from an officer of the bus company—~~Suspensions will not be effective until parents/guardians are notified ~~carried by the student confirmed by phone call to the parent.~~
- E. **Referral** of students to the Superintendent, who may take additional disciplinary action, including referral to the School Committee and/or assignment to alternate transportation.
- F. **Indefinite suspension** of bus riding privileges imposed by the School Committee upon the recommendation of the Superintendent, and with notice to parents/guardians of rights during School Committee proceedings.

APPEAL PROCESS

- I. Notification to parent/guardian of a disciplinary action will take place no later than two school days following the offense. Any appeal of a disciplinary action by a student (if 18 or older) or parent/guardian must be made within forty-eight (48) hours of the receipt of a conduct report and in accord with the District's Appeals Policy.

STUDENT EXPECTATIONS

- ~~II. If, in the driver's opinion, student actions are detrimental to the safety of the trip, a driver may bring a bus back to the garage or stop the bus and radio the garage for directions. If a student is required to leave the bus under such circumstances, parents will be called to pick up the student at the bus terminal. If a parent is not available, police will be called. The appropriate provision under paragraphs IV or V will be administered.~~
- III. The following guidelines will ~~e~~ensure appropriate behavior, **the** efficiency of bus runs and safety for students. Students are required to follow the procedures and rules noted.
 - A. Leave home early enough to arrive at the bus stop **5 five** minutes in advance of the scheduled pickup time.
 - B. **Remain off** ~~Do not stand or play in~~ the roadway while waiting for the bus.

- C. Enter and leave the bus only when the door is fully open and never when the bus is in motion. Approach the bus only when it has come to a complete stop.
- D. **Keep hands and feet to themselves when** ~~Do not push or shove on entering or leaving the bus.~~ Take assigned seat promptly on entering the bus and remain in ~~it~~ **the seat** until arrival at destination. No one is permitted to "save" seats and students must sit only in his/her assigned seat. The driver will assign seats at the start of the school year.
- E. ~~The purpose of assigning seats is~~ **Sit in the assigned seat** to ~~ensure~~ **ensure safety and** sound control practices including **prevention of** student-inflicted damage to the bus. Parents/**Guardians** of students damaging ~~school~~ buses will be responsible for restitution. Bus riding privileges may be suspended if restitution is not made. The driver may reassign seats as necessary.
- F. Leave the bus promptly and in an orderly manner. Students should move away from the bus after being discharged. ~~Do~~ **Students may** not linger near the bus or try to hang on to the bus.
- G. **Wait for** ~~Do not cross the highway until given consent~~ **permission** by the bus driver to cross the highway and be sure to cross the highway at least ten feet in front of the bus, never behind it.
- H. ~~Conduct~~ **Behave** on the bus ~~is that which is~~ **in a manner that is** acceptable while in school. The bus driver is in charge of the bus and **is** responsible for students. Students must obey the driver promptly and cooperatively in order to ~~ensure~~ the safety of all riders.
- I. Be respectful to the bus driver. Drivers have an important job to do and need student cooperation.
- J. ~~Students should~~ **Keep** not project hands, arms or other parts of the body **inside the bus at all times** ~~from bus windows or doors.~~
- K. ~~Students should~~ **Do not** throw anything out of bus windows.
- L. **Do not** ~~Eating eat or drinking on the bus is prohibited.~~
- M. Lunchboxes, books and athletic equipment, etc., should be kept out of the aisle.
- N. **Do not** ~~No pupil will~~ light matches, possess/use/distribute alcohol or drugs, including marijuana and marijuana derivatives (i.e. edibles as well as synthetic substances), tobacco and tobacco-related products* and other controlled substances. Items will be seized and destroyed, unless said items are required as part of a police investigation. Items will not be returned.
- O. **Do not bring** ~~A~~articles that could cause injury to other students, such as sticks, breakable containers, firearms, skateboards, etc., are not permitted on buses. Other items not allowed are golf clubs/bags, oversized sports duffels, and large instruments such as French horns and tenor and baritone saxophones.
- P. **Do not bring** ~~A~~animals, except for service animals, ~~are not permitted on buses.~~
- Q. **Do not fight.** ~~Fighting,~~ **or take part in the use** of vulgar, crude or offensive language and loud, boisterous talk or other disruptive noises or actions that might distract the driver ~~are prohibited.~~
- R. ~~Students should assist in~~ **Keeping** the bus clean by not leaving waste paper or other items on the floor.
- S. **Do not ride an unassigned bus except** ~~in~~ in the event of an emergency, ~~w~~ **Written** permission of parents/**guardians** and school authorities and a phone call from the parent/**guardian** to the bus company is required for a student to ride on a bus other than the one assigned.
- T. ~~At dismissal, students will not be allowed to~~ **Do not** enter a bus once the doors have been closed and the buses begin to exit school property unless accompanied by a teacher. The third occurrence of tardiness will result in a disciplinary referral.
- U. ~~Cell phones for emergency purposes only~~ **may only be used when it is safe to do so.** **Cell phone use is a privilege and requires students to be aware of their surroundings, attentive to the safety of themselves and others, and follow directions.** Cell phones are not to be used on the bus for photography or recording of a conversation or event.

H.III. If, in the driver's opinion, student actions are detrimental to the safety of the trip, a driver may bring a bus back to the garage or stop the bus and radio the garage for directions. If a student is required to leave the bus under such circumstances, parents/guardians will be called to pick up the student at the bus terminal. If a parent/guardian is not available, police will be called. The appropriate provision under paragraphs IV or V will be administered.

IV. The following offenses will generate the disciplinary actions indicated:

CLASS I

1. Riding an unassigned bus without prior approval
2. Bringing animals and/or pets on the bus
3. Chewing gum, eating (including candy) or drinking on the bus
4. Distributing gum, candy, etc. to other students on the bus
5. Littering
6. Not sitting in assigned seat
7. Not sitting in **the** seat properly
8. Volume on headphones distracting to **the** driver
9. Bringing prohibited items, such as those listed in **section H II** above (but not including firearms) on the bus.
10. Late arrival to the bus at dismissal time.

Discipline

First offense - warning

Second offense - warning and conference with **a** parent/guardian. If **a** parent/guardian does not respond within 3 school days, the student will serve Saturday **community service or** detention.

Third and subsequent offenses - Saturday **community service or** detention

NOTE: At the elementary level, Saturday **community service or** detention will be replaced by lunch ~~or recess~~ detention.

CLASS II

1. Getting on/off at a stop other than the student's assigned stop (without prior approval)
2. Crossing behind the bus or refusing to wait for the driver's instruction to cross
3. ~~Failure~~ **Failing** to follow directions from a driver or monitor
4. Obstructing safe passage down the aisle
5. Refusing to identify oneself to the driver when asked
6. Extending head, hands or feet out of bus window
7. Propelling or throwing any object inside the bus, out the window, or at the bus.
8. Spraying perfumes, deodorants, etc. on the bus
9. Wrestling and/or horseplay
10. Creating disruptive noise levels
11. Acting disrespectful to the driver, aide, or monitor, or another student
12. Moving out of **the** assigned seat while the bus is in motion, which includes climbing over or under bus seats at any time during the route
13. Stealing
14. Using obscenities (language, gestures) or sexual comments.
15. Vandalism to the bus
16. ~~Students~~ **O**btaining late bus passes after leaving campus or presenting forged or stolen passes
17. Overt display of affection (kissing, fondling, etc.)
18. Destruction of property belonging to another person
19. Use of laptop or other computing devices **s** on the bus.

20. Use of phone **that does not meet the criteria of section II U** ~~for other than emergency purposes~~, including but not limited to taking pictures and recording video.

Discipline

First offense - Saturday **community service** or detention

Second offense - 2-day suspension from school bus transportation

Third and subsequent offenses - 5-day suspension from school bus transportation; **possible** referral to the Superintendent.

NOTE: At the elementary level, Saturday **community service** or detention will be replaced by lunch ~~or recess~~ detention.

CLASS III

~~4. Fighting on the school bus (If the fighting occurs while a bus is on school grounds, school staff will be called and the student will be subject to the school behavior code.)~~

1. Possession of unsafe items, including, but not limited to, matches, lighters, bullets

2. Possession of tobacco and tobacco-related products*

3. Verbal assault directed at the school bus driver, aide, or monitor

~~4.5.~~ Sexual harassment (see Chariho policy for definitions), including exposure

~~5.6.~~ Behavior that jeopardizes the safe operation of the bus

~~6.7.~~ Boarding a bus during suspension from bus-riding privileges

~~7.8.~~ Spitting, **or other purposeful behavior that exposes others to bodily fluid**

~~8.9.~~ Bullying (see Chariho policy for definitions)

~~9.10.~~ **Making racial slurs or other bias-based infractions (see Chariho policy for definitions)**

~~10.44.~~ Hitting, pushing, tripping, biting, pinching, or pulling **the** hair of another student

11. Verbal or non-verbal threat to do bodily harm

Discipline

Minimum five (5) day suspension from school bus transportation; application of school discipline in accord with the appropriate Behavior Code; **possible** referral to the Superintendent.

CLASS IV

1. Opening or exiting through any emergency exit of the school bus (i.e., rear door, side door, emergency windows)

2. Substance abuse on the school bus (use and/or distribution of tobacco and tobacco-related products*, possession, use, and/or distribution of alcohol, drugs, and other controlled substances)

3. Physical assault of another student on the school bus

4. **Fighting (or instigating a fight even if a fight does not result) including videoing or photo-graphing a fight (If the fighting occurs while a bus is on school grounds, school staff will be called and the student will be subject to the school behavior code.)**

5. A second Class III infraction in the same school year

Discipline

Minimum five (5) day suspension from school bus transportation; application of school discipline in accord with the appropriate Behavior Code; referral to the Superintendent.

CLASS V

1. Possession or use of a weapon, including replicas, on the school bus

2. Physical assault on the school bus driver or monitor

3. A second Class IV infraction in the same school year

Discipline

Minimum ten (10) day suspension from school bus transportation; application of school discipline in accord with the appropriate Behavior Code; referral to Superintendent and/or School Committee for additional discipline, which may include an alternate placement.

V. General Information

All infractions of Classes II-V will be reported by the transportation company to the **school principal/director and the Superintendent of Schools.** ~~and Classes IV and V will be reported to the appropriate police department.~~ **Class III-V violations, in addition to consequences imposed under the Bus Behavior Code and dependent upon the severity of the offense, one or more of the following may be imposed: 1-3 O.D.; 1-3 E.S.D.; 1-5 I.S.S.; 3-10 Hrs. of Community Service; Restitution; Police Contact; Referral to Superintendent and/or School Committee for Additional Discipline and Intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring. Multiple violations or a serious violation may result in assignment to a mini-bus where closer supervision is possible (see Chariho Policy for definitions).**

Failure to serve a Saturday **community service or** detention-without a medical excuse will result in an assignment of one Extended School Day. If a student is ill, **a parent/guardian** must notify the **community service or** detention supervisor by telephone during the time when the Saturday **community service or** detention is scheduled to be served.

Restitution will be required for intentional damage to buses.

All students attending Chariho schools and riding Chariho buses are subject to this policy.

- VI.** The Bus Behavior Code will be provided to each parent/**guardian** at the beginning of each school year. If revisions are made and **effective** during the school year, a revised edition shall immediately be distributed to each parent/guardian, by the school district, which will indicate the effective date of the change(s).

*" Tobacco Product(s)" means any product containing and made, or derived from, tobacco or nicotine that is intended for human consumption including, but not limited to, cigarettes, cigars, little cigars, pipe tobacco, spitting tobacco, chewing tobacco, dipping tobacco, powdered tobacco, loose tobacco, snus, pouches, pellets, nicotine toothpicks, nicotine orbs, nicotine gel or lotion, or electronic cigarettes, electronic cigars, electronic pipes, or other similar products that rely on vaporization or aerosolization, or bidi cigarettes which can be used for, but whose use is not limited to, smoking, sniffing, chewing, vaporizing, inhaling, absorbing, dissolving, or spitting and ingestion by any other means of the product. "Tobacco Product(s)" does not include any product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product and is being marketed and sold solely for the approved purpose.

Revised 11-13-07, 4-6-10, 4-26-11, 3-26-13, 3-24-15, 8-18-15, 4-12-16, **8-10-21**

Effective: 7-1-13, 7-1-14, 7-1-15, 8-18-15, 7-1-16, **9-1-21**

Policy for Face Masks and Face Coverings-COVID 19

PURPOSE

Chariho Regional School District abides by the guidelines set forth from the Rhode Island Department of Education (RIDE) and RI Department of Health (RIDOH) for face coverings related to COVID 19 Health & Safety Guidance for schools. As guidance is updated the District reserves the right to implement and update mask guidance as necessary.

The Chariho Regional School District is committed to following the CDC recommendations for mask-wearing due to the age of our staff, the medical conditions of a significant number of staff and students in our classrooms, and the civic responsibility of our community to protect everyone's health and safety. The CDC recommendations state, "To reduce the spread of COVID 19, CDC **strongly** recommends **that people regardless of vaccination status** wear cloth face coverings **indoors and in** public settings when around people outside of their household, especially when other **social distancing** measures are difficult to maintain." Face Masks/Face coverings will be ~~required~~ **strongly recommended** to be worn by all staff and students **indoors regardless of vaccination status** ~~who are not vaccinated~~ per District **CDC** guidance based on the events, venue, number of attendees, and other relevant factors.

DEFINITIONS

Cloth face covering: Textile (cloth) covers are intended to keep the person wearing one from spreading respiratory secretions when talking, sneezing, or coughing. CDC has guidance available on [the design, use, and maintenance of cloth face coverings](#).

Facemask: Facemasks are PPE and are often referred to as surgical masks or procedure masks. Use facemasks according to product labeling and local, state, and federal requirements. FDA-cleared surgical masks are designed to protect against splashes and sprays and are prioritized for use when such exposures are anticipated, including surgical procedures. Facemasks that are not regulated by FDA, such as some procedure masks, which are typically used for isolation purposes, may not provide protection against splashes and sprays.

Grades PK-12

It is strongly recommended that all individuals regardless of their vaccination status wear a face covering when entering a district facility or attending school.

Face coverings shall, at a minimum include:

- **covering the nose and mouth and be secured under the chin, and**
- **fit snugly against the side of your face with no gaps, and**
- **may not have exhalation valves or vents.**

During sports and related activities, all athletes must follow the athletic guidance from the Superintendent (or designee), which is informed by the Rhode Island Interscholastic League and CDC based on the requirement of their sport. TV

~~Students who do not arrive at school with a face-covering will be provided one. Students who have provided medical documentation to show that they are unable to wear a face-covering will remain six (6) feet away from staff and students at all times.~~

~~We will work with all students to build up their tolerance for mask-wearing and will add in socially distanced breaks outdoors. We also understand that masks cannot be worn when eating breakfast, during snack time, and lunchtime. During those times masks may be removed.~~

~~Students who refuse to wear a mask or face-covering that covers their nose and mouth will engage in a meeting with school staff and the students' families to build an appropriate plan to support the student and the family to ensure compliance, as mask-wearing is the number one way for us to minimize the spread of COVID-19.~~

~~If the student does not comply with the policy and places other students and staff at risk, we will work to create a distance learning plan for the student.~~

- ~~● Employees/Students/Visitors are required to wear a mask/face covering that covers the nose and mouth while on school grounds per District guidance which may be updated based on guidance from RIDOH and the CDC.~~
- Masks/face coverings are **required strongly recommended for individuals regardless of vaccination status** per District guidance which may be updated based on guidance from RIDOH and the CDC.
- Cloth face coverings should not be placed on children younger than age two; anyone who has trouble breathing; or anyone who is unconscious, incapacitated, or otherwise unable to remove the mask without assistance.
- Masks/face coverings should be provided by the student/family, but extra disposable face masks will be made available by the school for students and/or staff who need them. Reusable masks/face coverings provided by families should be washed by families daily.
- Masks/face coverings are required to be worn by everyone on the bus during school bus transportation **by federal order** unless **alternative guidance is updated and** provided by the District. CDC guidelines state that a mask may not be worn for the following reasons: 1) no one under the age of two should wear a mask, 2) if it would medically compromise, and 3) developmentally-delayed population if they are unable to remove the mask themselves. A physician's note cannot excuse mask-wearing, however, it can indicate the condition/disability and the impact it would have on the individual.
- Mask breaks should occur throughout the day **for individuals who have chosen to wear a mask** ~~when social distancing can be maintained~~. Breaks should occur when students can be appropriately socially distanced based on minimum requirements per RIDOH.
- ~~● All athletes must have an approved mask for their sport on them at all times and follow the athletic guidance per the RHL and CDC based on the requirement of their sport and the phase we are in for the State of Rhode Island.~~

All face coverings/masks must follow the CDC guidance which currently states:

- The mask must have two or more layers.
- The mask must cover your nose and mouth and be secured under the chin.
- The mask must fit snugly against the side of your face with no gaps.
- The mask may not have exhalation valves or vents.
- If you wear a face shield, you must still wear a mask.
- Gaiters and bandanas are not acceptable face coverings and will not be permitted.

EXIGENT CIRCUMSTANCES

The School Committee recognizes that the continued prevalence of COVID-19 and all its variants create a dynamic emergent situation resulting in the potential change in public health and safety recommendations and orders from the CDC, the Rhode Island Department of Health, and the Governor of the State of Rhode Island or in the district's approach to health and safety measures.

In the event any mandatory order is issued in this regard, or in the event of an unanticipated change in circumstances in which the Superintendent determines it is necessary to immediately alter the District's response and notwithstanding this policy, the Superintendent is directed to forthwith amend the District's response to COVID -19 pandemic and to conform with all such orders.

Adopted and Effective 9-22-20; Revised and Effective 5-25-21; Revised and Effective 8-10-21

Secondary Grading Policy

Rationale: The necessity for this policy grows out of a desire to bring consistency to grading practices, to hold students accountable for the production of high-quality work, and to make clear that the purpose of grading is to indicate the degree of attainment of academic expectations. Thus, grades must be related to the attainment of standards as indicated in the curriculum of the Chariho Regional School District.

Purpose of Grades: All grading practices adopted by the faculty of the Chariho Regional School District will support the learning process and promote student success. The primary purpose for grading student work and eventually assigning a summative grade is to communicate achievement status against the curriculum of the Chariho Regional School District to students, parents, and others during and at the conclusion of each grading period. At the close of a marking period, an incomplete (INC) may be issued by the principal or designee if there are insufficient grades available due to extenuating circumstances (e.g., medical, withdrawal from school) to determine the degree of attainment of academic expectations.

Communication with Students and Parents: At the beginning of each course and following approval by the principal or his/her designee, teachers must share grading practices with students and parents. This communication must be in writing and include (1) purpose of grades, (2) weighting of the various assessments, (3) determination of final grades, (4) assessment retake guidelines (if any), (5) late work procedures, (6) incomplete and missing work procedures, (7) homework policy, and (8) instruction for parental access to grades and the school's learning management system. Parents must receive a logged communication from the teacher whenever the degree of attainment of academic expectations falls below 70%; communications will begin following the first significant assessment. Grades for short assignments will be recorded in PowerSchool within one week of receipt from students; grades for more substantive assignments will be recorded within two weeks of receipt from students (except when grade reporting is required for the close of a marking period). It is the responsibility of parents to access information about student grades and assignments by utilizing PowerSchool and the school's learning management system.

Grading Factors: Grades will accurately reflect what students know and are able to do. Unless specifically part of the curriculum, behavior, class participation and/or attendance, attitude, attendance at an event, covering books and the like will not be factored into summative quarterly, semester or end of the year grades. Grades will primarily be based upon assessments (e.g., major course assessments, ~~quarterly~~ common assessments, unit assessments, district assessments, performance tasks, major projects, research papers) which measure ~~large chunks~~ **important** of learning. *Additional learning opportunities for extra credit may be offered to all students when these opportunities extend **the** learning that directly aligns with **the** course curriculum.

Student Learner Qualities: The Learner Qualities rating will be implemented at the High School and at the Middle School. At the High School level, students will be rated on five learner qualities in each class at the close of each semester, with a summary rating reported on student report cards. At the Middle School level, academic teachers, based on grade levels, will rate Learner Qualities as a collaborative team, one rating for each Learner Quality for all academic classes, at the close of each semester with a summary rating reported on student report cards. Unified Arts/PE teachers, based on grade levels, will rate Learner Qualities in each class at the close of each semester, with a summary rating reported on student report cards. ~~During the 2020-21 Pandemic school year, the focus in all grades will be on two selected Learner Qualities.~~ Beginning in the school year 2021-22, the implementation of Learner Qualities will consist of a staggered roll-out in grades five and six. Grade five students will be rated on one Learner

Quality semester one and two Learner Qualities semester two. Grade six students will be rated on three Learner Qualities semester one and five Learner Qualities semester two. Grades seven and eight will be rated on five Learner Qualities semesters one and two. The following learner qualities will be rated as "meets" or "does not meet":

Self-Directed Learner

Learners take initiative and are active participants in the learning process. Learners make meaning by linking their story, their new learning and their purpose. Learners carefully plan their learning journey.

Quality Producer

Learners create organized and professional products. Learners always wonder about why and how. Learners take risks and explore in order to arrive at new solutions.

Collaborative Worker

Learners work together, especially in a joint intellectual effort. Learners fight for inclusion and work to ensure all voices are represented and heard.

Respectful Citizen

Learners are positive participants who engage others in the academic and social aspects of work. Learners have a sense of belonging, of being part of a learning community at school, at work, at home, and in social networks.

Growth Mindset

Learners recognize that effort creates ability. Learners know that those who work, learn. Learners demonstrate an openness and readiness to learn and understand that they are in control of their own destiny.

The Weighting of Grades: Generally, assignments fall into two categories. The first, which includes a combination of homework (no more than 15%), quizzes, daily assignments, reviews, warm-ups, and similar short assessments FOR learning, may together count for no more than 50% of the final grade. The second, which includes major course assessments (20%), quarterly common assessments, unit assessments, district assessments, performance tasks, major projects, research papers, and similar more substantive, summative assessments may together count for no less than 50% of the final grade. *There must be consistency in terms of categories into which assignments fall and to the weighting of grades.

Multiple Assessment Opportunities: *Students may be provided with more than one opportunity to show what they know and are able to do on a summative assessment. While these opportunities must be offered to all students who meet reassessment criteria, they must always follow reteaching. Grades on second chance assessments should not simply be averaged with that given on the first assessment but should accurately reflect a student's achievement status. (Reassessments for Major Course Assessments are governed by the Academic Requirements for High School Graduation Policy.)

Determination of Final Grades: Making a grading determination at the close of a quarter, semester or year involves more than calculating a simple average. Professional judgment must be used in considering the total body of achievement evidence to be certain that the final summative grade accurately measures the degree of attainment of the curriculum of the Chariho Regional School District. Therefore, with appropriate justification, teachers may override the average grade.

Meaning of Grades: Generally, grades assigned at the secondary level are determined in one of two ways. First, grades reflect percent correct. In this case, a simple numerical grade is assigned. Second, grades may be based upon a rubric or other scoring criteria. In this case, a translation to a numerical grade may be necessary. In both cases, grades are based on a 100-point scale; the possible range of scores on any individual assessment is from zero (0) to

one hundred (100). For the purpose of providing definitions to quarterly summative numerical report card grades, the following scale shall be used:

A	90-100
B	80-89
C	70-79
F	50-69

Honor Roll: At the High School, students will qualify for High Honors when their semester average for all courses is a minimum of 90%, with no single grade less than 85%. Students will qualify for Honors when their semester average for all courses is a minimum of 85%, with no single grade less than 80%.

At the Middle School, students will qualify for Honors when their quarter average for all courses is a minimum of 85%, with no single grade less than 80%.

Homework: Homework is defined as short-term written work assigned by a teacher-designed to provide students with opportunities to reinforce, practice and apply previous learning. Homework is due during the next class meeting. While other work (e.g., research, reading, test preparation, etc.) may be assigned to be completed at home, it is not considered as homework under this policy. Each teacher shall develop and communicate a homework policy that holds students accountable for the production of quality homework products. Homework, as defined by this policy, may count for no more than 15% of a student's quarterly grade.

****Incomplete and Missing Work for Students in Grades 6-12:** When graded work (not including homework) is missing or incomplete (and the missing or incomplete work is not allowed by another policy), an M (missing) will be entered in the electronic grade book. Students will have until five school days before the issuance of quarterly progress reports and five school days before the end of the quarter to submit missing or incomplete work. The quarterly progress report date, as indicated on the school calendar, will apply when work is due during the first half of the quarter. The end of the quarter date, as indicated on the school calendar, will apply when work is due during the second half of the quarter. Seniors during the fourth quarter have until five days before the final instructional day. When submitted, such work will be graded so as to indicate the degree of attainment of academic expectations; a late work penalty may be applied. If missing or incomplete work remains during the period of four or fewer days before the issuance of progress reports or the end of the quarter (four or fewer days before the final instructional day for seniors during the fourth quarter), as appropriate, or if work is not submitted when due during this period, a zero (0) will be entered for all such work.

****Student Accountability for Incomplete and Missing Work for Students in Grades 6-12:** Each secondary school will develop an internal procedure, which must be approved by the Superintendent, to minimally include the following:

1. The principal (or designee) will review a listing of all students with missing or incomplete work each school week. Homework, as defined by this policy, shall not be included. Parents will be notified.
2. The student will lose all privileges including, but not limited to, participation in extracurricular activities and use of student parking.
3. The student will be assigned detention, extended school day, guided study, or supervised workday, as is determined by the length of time needed to complete incomplete and missing work.
4. The missing work designation will be removed and privileges reinstated following the submission of a quality work product, as determined by the teacher or another member of the department.

Specific school practices and procedures for incomplete and missing work must be communicated to students and parents at the beginning of each semester.

Refusal to Complete Work: When a student is present in class and refuses to complete work, the Behavior Code will be applied.

Late Work: In no case shall the grade for late work exceed the minimum proficiency grade of 80%. This must be uniformly applied to all students; consideration must be given to other policies, such as the attendance policy.

Appeals and Exceptions: Appeals to this policy and/or exceptions due to hardship or extenuating circumstances may be requested in accord with the Appeals Policy.

*These policies must be consistently applied. Therefore, policy consensus must first be attempted at the school level. If this is not possible or practical, policy consensus must be attempted as follows and in the following order: For the Middle School, first grade, then team. For High School grades 9 -12, then department.

**These sections apply to all students enrolled in the Chariho Alternative Learning Academy.

Adopted 8-17-10; Revised 6-14-11, 5-22-12, 3-26-13, Effective: 7-1-13; Revised 5-26-15, Effective 7-1-15; Revised 5-10-16, Effective 7-1-16; Revised 5-23-17, Effective 7-1-17; Revised 5-22-18, Effective 7-1-18; Revised 5-7-19, Effective 7-1-19; Revised and Effective 1-12-21; Revised and Effective 8-10-21

STANDARDS FOR STUDENT BEHAVIOR
CHARIHO REGIONAL HIGH SCHOOL/
CHARIHO AREA CAREER AND TECHNICAL CENTER

The Standards for Student Behavior provide guidance to students in the fulfillment of their responsibilities as productive citizens of Chariho Regional High School/Chariho Area Career and Technical Center. The Standards are:

Respect and encourage the right to teach and the right to learn at all times.
Be actively engaged in learning, ask questions, collaborate, and seek solutions.
Be on time to fulfill your daily commitments.

Be appropriate; demonstrate behavior that is considerate of the community, the campus, and yourself.
Be truthful, communicate honestly.
Be responsible and accountable in your choices.

This behavior code is designed to create a safe and orderly environment. Before any teaching and learning can take place, students and staff must feel safe. Time spent in the High School must be free from the distractions of inappropriate behavior. Our goal is to change the inappropriate behaviors and to help students to accept responsibility for their actions. Our attention, therefore, is focused on shaping behavior and not on the punitive nature of issuing consequences.

This code is reviewed, with faculty input, and amended periodically by the administration, the Superintendent, and approved by the School Committee. The code is to be administered consistently with equal enforcement for all.

The rules and regulations set forth by the Behavior Code are intended to follow the policies as set forth by the Chariho School Committee as well as state and federal statutes. Any changes and/or differences decreed at state or federal levels would take precedence over the Chariho High School/Chariho Career and Technical Center Behavior Code. Consequences for infractions will be assigned according to the code listed below. Any modifications of the code in the issuing of consequences will be done at the discretion of the administration and in consultation with the teachers from whom disciplinary referrals originate.

LEVELS OF DISCIPLINE

Lunch Detention (L.D.)

- One quiet lunch period in alternate location.

Teacher Detention (T.D.)

- T.D. is assigned for inappropriate classroom behavior (e.g., talking, academic non-compliance, missing work, disruptive behavior, unprepared for class, gum chewing, tardiness, uncovered books, littering, academic dishonesty).
- 24-hour notice is given.
- Late bus passes are available.

Office Detention (O.D.)

- Missing office detention due to absenteeism/suspension will result in office detention on the next day of attendance.
- Detention is held in a designated area from 2:20 to 3:05 PM.
- 24-hour notice is given.
- Late bus passes are available.
- Students must be engaged in school-related academic work during office detention; failure to do so will result in the assignment of another office detention.

Extended School Day (E.S.D.)

- ESD is held after school hours, from 2:20 to 5:20 PM, and on Saturday morning from 8:00 to 11:00 AM, in a designated area.
- 24-hour notice is given.
- Parents/Students are responsible for transportation.
- Missing ESD due to absenteeism/suspension will result in ESD the next day of attendance.
- Students must be engaged in school-related academic work during ESD; failure to do so will result in the assignment of another ESD.

In-school Suspension (I.S.S.)

- Serious violations of the behavior code will result in in-school suspension (ISS)
- Suspensions will start the day of or the day after the violation.
- Students will complete classwork as assigned by the Dean of Students.
- Suspensions may be held at a central location on the Chariho campus.
- Failure to successfully complete an In-school Suspension will result in additional discipline.

Social Suspension (S.S.)

- Exclusion from participation in or attendance at all extracurricular events and athletics, including senior activities and the graduation ceremony.
- Revocation of parking permit (if applicable).
- 30 calendar days in length, including weekends, vacations, and holidays.

Out-of-School Suspension (O.S.S.)

- Serious violations of the behavior code will result in out-of-school suspension (OSS).
- Suspensions start the day of or the day after the violation.
- A parent/guardian meeting must occur prior to readmission.
- Serious or excessive violations may result in a referral to the Superintendent and/or School Committee for additional discipline and intervention which may include suspension from school for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring.

Saturday Service: An Alternative to Out-of-School and In-School Suspensions

The principal or designee shall have the option, as a means of reducing lost instructional time, of assigning students to perform community or school service as an alternative to out-of-school and in-school suspensions of one day.

- Service shall be assigned on a Saturday at the rate of three (3) hours of service per day of out-of-school suspension. Saturday Service may be assigned in lieu of E.S.D.
- Failure of a student to report or to meaningfully participate in the service requirement will result in a parent-administrative conference plus make-up of the Saturday Service.
- Service may be assigned for violations of the discipline code related to a) class disruption, b) cutting class, c) damage, theft, vandalism of property, d) disruptive or unsafe devices, e) distribution of unauthorized material, f) ESD violations, g) insubordination, defiance, disrespectful behavior, h) leaving school without permission, i) lunchroom misconduct, j) recreational equipment, k) smoking and possession of tobacco products, l) vulgarity, obscene gestures, pornography, and m) technology.

SEARCH

In the implementation of this policy and to maintain a safe and orderly school environment it may be necessary, from time to time, to conduct searches, including K-9 searches. Searches generally fall into three categories. First, for events where large number of participants are expected (i.e., prom, football game) or where off-site experiences (i.e. field trips, senior trip) are scheduled, the right is reserved to search all bags, either visually or with a metal detector. Random searches shall not be conducted. Refusal to consent to search will result in non-admittance to the event. Second, where there is a reasonable suspicion that this policy or a law has been violated, individual non-intrusive searches may occur, either visually or with a metal detector. In these cases, the principal will designate two individuals to conduct the search, one of whom will be the same sex as the person suspected. Random searches shall not be conducted. Refusal to cooperate in an individual search will be considered insubordination and the refusal may be considered in the disposition of the matter. Third, in rare instances, an individual Safety Contract may require daily or random searches.

Searches are also governed by other policies, including but not limited to the Responsible Use of Technology Policy, Breathalyzer Policy, and Parking on the Chariho Campus Policy. The District reserves the right to search school property.

<i>Standards for Student Behavior Infraction</i>	<i>Frequency of Infraction</i>	<i>Consequence</i>
I. Academic		
A. Cheating, Forgery, Plagiarism	All Violations	Dependent upon the severity of the offense, one of the following will be imposed: 1. Grade Reduction and 1-3 E.S.D. Assignment(s) 2. Grade of Zero and 1-3 E.S.D. Assignment(s) In either case, the original assignment must be redone.
B. Academic Non-Compliance	1 st , 2 nd , & 3 rd Violation(s)	1 T.D. Assignment
	4 th Violation	1-3 O.D. Assignment(s)
	5 th Violation	Parent-Teacher Conference
	Subsequent Violations	1-3 E.S.D. Assignment(s) and Parent-Administrative Conference
C. Failure to Follow Course Required Safety Standards and Expectations	1 st Violation	Mandated Academic Support/Retraining of Safety Procedures with Instructor
	2 nd and Subsequent Violations	E.S.D. Referral to Building Administrator
II. Accountability		
A. No Show for, Removal from, or Leaving Class or Lunch	1 st Violation	1-3 O.D. Assignment(s)
	2 nd & Subsequent Violations	1-3 E.S.D. Assignment(s)
B. No Show for, Removal from, or Leaving ESD	All Violations	Parent/Guardian - Administrative Conference, Make-up of E.S.D.(s)
C. No Show for, Removal from, or Leaving Office Detention	All Violations	1 E.S.D. Assignment
D. No Show for, Removal from, or Leaving Teacher or Lunch Detention	All Violations	1 O.D. Assignments

E. No Show for, Removal from, or Leaving Saturday Service	All Violations	Parent/Guardian - Administrative Conference; Make-up of Saturday Service
F. Leaving Chariho Campus	1 st Violation	1 E.S.D. Assignment
	2 nd & Subsequent Violations	1-5 E.S.D. Assignment(s)
G. Tardy to Class, Lunch or Other Assigned Area	1 st & 2 nd Violations	Warning
	3 rd & 4 th Violations	1 T.D. or O.D. Assignment
	5 th & Subsequent Violations	1 E.S.D. Assignment
H. Tardy to School	1 st Violation	Warning
	2 nd , 3 rd & 4 th Violations	1 L.D. Assignment
	5 th & Subsequent Violations	1 O.D. Assignment
I. Truancy	All Violations	1-3 E.S.D. Assignment(s)
III. Behavior		
A. Bus Behavior Code Infractions (Class III - V)	All Violations	In addition to consequences imposed under the Bus Behavior Code and dependent upon the severity of the offense, one or more of the following may be imposed: 1-3 O.D.; 1-3 E.S.D.; 1-5 I.S.S.; 3-10 Hrs. of Community Service; Restitution; Police Contact; Referral to Superintendent and/or School Committee for Additional Discipline and Intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring. Multiple violations or a serious violation may result in assignment to a mini-bus where closer supervision is possible.
B. Class Disruption	1 st Violation	1-3 T.D. Assignment
	2 nd Violation	1-3 O.D. Assignment(s)
	3 rd & Subsequent Violations	1-3 E.S.D. Assignment(s)
C. Damage, Theft, Intrusion, Vandalism of Property	All Violations	Dependent upon the severity of the offense, one or more of the following may be imposed: 1-3 O.D.; 1-3 E.S.D.; 1-5 I.S.S.; 3-10 Hrs. of Community Service; Restitution (See General Notation #14), Police Contact; Loss of Parking Permit Until Restitution is Made; Referral to Superintendent and/or School Committee for Additional Discipline and Intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring.
D. Possession and/or Use of Disruptive or Potentially Unsafe Devices (e.g., stink bombs, water pistols, air horns, lighters, etc.)	1 st Violation	1-3 E.S.D. Assignment(s)
	2 nd Violation	1 I.S.S. or 3-10 Hrs. of Community Service

	3 rd & Subsequent Violations	2-3 I.S.S. Assignment(s) and 3-10 Hrs. of Community Service
E. Insubordination, Defiance, Disrespectful Behavior	1 st Violation	1-3 O.D. Assignment(s)
	2 nd Violation	1-3 E.S.D. Assignment(s)
	3 rd & Subsequent Violations	1-3 I.S.S. Assignment(s) and/or 3 Hrs. of Community Service
F. Lunchroom and Corridor Misconduct	All Violations	1-10 L.D. Assignment(s)
G. Physically or Verbally Aggressive Behavior, which may include Intimidation, Harassment, and Bias-based Infractions	1 st Violation	1-5 E.S.D. Assignments
	2 nd Violation	1-3 I.S.S. Assignment(s)
	3 rd & Subsequent Violations	1-5 I.S.S. Assignments and/or 3-10 Hrs. of Community Service, Police Contact, Referral to Superintendent and/or School Committee for Additional Discipline and Intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring.
H. Vulgarity, Obscene Gestures, Pornography	1 st Violation	1-3 E.S.D. Assignment(s), Possible Police Contact
	2 nd & Subsequent Violations	1-3 I.S.S. Assignment(s), Possible Police Contact
I. Vulgarity, Obscene Gestures, Pornography Directed at an Individual	All Violations	1-3 I.S.S. and/or S.S. Assignment(s), Possible Police Contact
J. Willful False Reporting	1 st Violation	1-3 E.S.D. Assignment(s), Possible Police Contact
	2 nd Violation	1-3 I.S.S. or 2 Saturday Services, SS Assignment, Possible Police Contact
	3 rd & Subsequent Violations	1-5 O.S.S. Assignments, Police Contact, Referral to Superintendent and/or School Committee for Additional Discipline and Intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring.
IV. Endangering Behavior		
A. Threatening Behavior (e.g., threats of arson and bombs, credible threats to individuals) <i>Please note: Persons making threats involving substantial harm to others will be referred to the school psychologist or social worker.</i>	All Violations	3-10 O.S.S. Assignments, Police Contact, Referral to Superintendent and/or School Committee for Additional Discipline and Intervention which May include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring.
B. Assault (including date-related assault), Arson, Bomb	All Violations	5-10 O.S.S. Assignments, Police Contact, Referral to Superintendent and/or School Committee for Additional Discipline and Intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring.
C. Fighting (or instigating a fight even if a fight does not result) including videoing or photographing a fight	1 st Violation	1-3 E.S.D. Assignments or 1-3 O.S.S. Assignment(s), Possible Police Contact

	2 nd & Subsequent Violations	3-10 O. S. S. Assignments, Police Contact, Referral to Superintendent and/or School Committee for Additional Discipline and Intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring.
D. Bullying or Hazing	All Violations	Dependent Upon the Severity of the Offense, Consequences May Include Admonitions and Warnings, T.D., O.D., E.S.D., I.S.S., O.S.S., S.S. Police Contact, Referral to Superintendent and/or School Committee for Additional Discipline and Intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring.
E. Sexual Harassment	1 st Violation	1-3 O.S.S. Assignment(s), Possible Police Contact
	2 nd & Subsequent Violations	3-10 O. S. S. Assignments, Police Contact, Referral to Superintendent and/or School Committee for Additional Discipline and Intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring.
F. Dating Violence (other than assault)/Electronic Dating Violence	All Violations	Dependent Upon the Severity of the Offense, Consequences May Include Admonitions and Warnings, T.D., O.D., E.S.D., O.S.S, S.S., Police Contact, Referral to Superintendent and/or School Committee for Additional Discipline and Intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring.
G. Possession of Weapons, Bullets, Facsimile or Potentially Unsafe Devices	All Violations	1-10 O.S.S. Assignments, Police Contact, Referral to Superintendent and/or School Committee for Additional Discipline and Intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to a Program of Tutoring.
H. False Alarm and/or False 911	All Violations	1-3 I.S.S. Assignment(s) and/or 3-10 Hrs. of Community Service, Restitution, Possible Police Contact, and Possible Referral to Superintendent and/or School Committee for Additional Discipline and Intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring.
I. Video Voyeurism	All Violations	1-10 O.S.S. Assignments, Police Contact, Referral to Superintendent and/or School Committee for Additional Discipline and Intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to a Program of Tutoring.
V. Other		
A. Use of Cell Phones and Other Personal Electronics in Instructional Spaces (unless permission granted by Teacher), Student Services' Spaces (unless permission granted by Provider), and	1 st Violation	Confiscation; Return at End of Day; 1-3 O.D. Assignments

Administrative Spaces (unless permission granted by Administrator or Designee)		
	2 nd Violation	Confiscation; Parent/Guardian Pick Up and Request to Review; 1-3 E.S.D. Assignments
	3 rd & Subsequent Violations	Confiscation; Parent/Guardian Pick Up and Request to Review; S.S. Assignment; No Further Possession in School or Submit to Principal or Designee Upon Arrival Each Day with Return at End of Day for Length of Time as Determined by Principal
B. Dress Code Violations	1 st Violation	Warning, Replacement of Clothing
	2 nd Violation	1-3 O.D. Assignment(s), Replacement of Clothing, Parent/Guardian pick-up for confiscation of hats
	3 rd & Subsequent Violations	1-3 E.S.D. Assignment(s), Replacement of Clothing, Parent/Guardian pick-up for confiscation of hats
C. Distribution of Unauthorized Material, including Distribution in Violation of the Videography, Photography, and Audio Recording Policy	1 st Violation	3-5 E.S.D. Assignment(s)
	2 nd Violation	1-3 E.S.D. Assignment(s), No Further Possession of Recording Device in School or Submit to Building Administrator or Designee Upon Arrival Each Day with Return at End of Day for Length of Time as Determined by Principal.
	3 rd & Subsequent Violations	1-3 I.S.S. Assignment(s) and 3-10 Hrs. of Community Service, Police Contact, Referral to Superintendent and/or School Committee for Additional Discipline and Intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring.
D. Gambling	1 st Violation	1-3 O.D. Assignment(s), Possible Police Contact
	2 nd Violation	1-3 E.S.D. Assignment(s), Possible Police Contact
	3 rd & Subsequent Violations	1-5 I.S.S. Assignment(s) and/or 3-10 Hrs. of Community Service, Police Contact, Referral to Superintendent and/or School Committee for Additional Discipline and Intervention which may Include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to a Program of Tutoring.
E. Overt Display of Affection	1 st Violation	Warning
	2 nd Violation	1-3 O.D. Assignment(s)
	3 rd & Subsequent Violations	1-3 E.S.D. Assignment(s)
F. Retailing	1 st Violation	1-3 O.D. Assignment(s)
	2 nd & Subsequent Violations	1-3 E.S.D. Assignment(s)
VI. Substance Abuse		
A. Use/Possession and/or Distribution of Tobacco Products, Including Electronic and Non-Combustible Smoking Devices	1 st Violation	2 E.S.D. Assignment(s)
	2 nd & Subsequent	1-3 I.S.S. Assignments, 5-10 Hrs. Community Service, Referral to Student Assistance Counselor

	Violations	
B. Possession, Use, and/or Under the Influence of a Controlled Substance, including Unauthorized Prescription Drugs, Drug Derivatives (i.e., edibles), Natural or Synthetic Substances, or Alcohol and/or Possession/Use of Paraphernalia	1 st Violation	Immediate Dismissal to Parent/Guardian, S.S., 10 Hours of Community Service, Possible Police Contact, Referral to Student Assistance Counselor for a Minimum of Three Sessions, Assignment to Prevention Retreat (failure to successfully complete will result in the assignment of a second Social Suspension)
	2 nd & Subsequent Violations	Immediate Dismissal to Parent/Guardian, S.S., 10 Hours of Community Service, Police Contact, Referral to Student Assistance Counselor for a Minimum of Three Sessions, Mandatory Parent/ Guardian Re-entry Meeting with Building Administrator Prior to Resuming Classes, Referral to Superintendent and/or School Committee for Additional Discipline and Intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring.
C. Distribution, Solicitation, Sale, or Intent of Sale of Controlled Substances, including Unauthorized Prescription Drugs, Drug Derivatives (i.e., edibles), Natural or Synthetic Substances, or Alcohol and/or Distribution/Sale of Paraphernalia	All Violations	Immediate Dismissal to Parent/Guardian, 3-10 O.S.S. Assignments, S.S., 10 Hours of Community Service, Referral to Student Assistance Counselor for a Minimum of Three Sessions, Assignment to Prevention Retreat, Police Contact, Mandatory Parent/Guardian Re-entry Meeting with Building Administrator Prior to Resuming Classes, Referral to Superintendent and/or School Committee for Additional Discipline and Intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring.
D. False Presentation	1 st Violation	Police Contact, Assignment to Prevention Retreat (failure to successfully complete will result in the assignment of a second Social Suspension), 10 Hours of Community Service, Referral to the Student Assistance Counselor
	2 nd & Subsequent Violations	3-10 O.S.S. Assignments, S.S., Police Contact, 10 Hours of Community Service, Referral to Superintendent and/or School Committee for Additional Discipline and Intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring.
All Section VI infractions will result in seizure and destruction of products, unless said products are required as part of a police investigation. Products will not be returned.		
Students should also become familiar with the Student Handbook Governing Athletics and Extracurricular Activities.		
Failure to successfully complete Substance Abuse Prevention Retreat, Meetings with Student Assistance Counselor, or Community Service will result in the continuation of Social Suspension until obligation is fulfilled. Student will be referred to Building Administrator.		
VII. Technology		
Violations of the Expectations for Care of the Laptop (See 1:1 link at www.chariho.k12.ri.us)	1 st Violation	1-3 T.D. Assignment (for classroom occurrence) or 1-3 O.D. Assignment (for common area occurrence)

Continued use of technology for purposes other than the assigned classroom activity (including games). Unauthorized Use of Communication Tools, Including but Not Limited to Email, Chat Rooms, and Texting D. Unauthorized Use of Printers	2 nd Violation	3-5 O.D. Assignment(s) and 5-10 Day Restricted Use of Device
	3 rd & Subsequent Violations	1-3 E.S.D. Assignment and 5-10 Day Suspended Use of Device
Unauthorized Access Including, but Not Limited to, Attempted or Successful Logging in with Another Student's, Teacher's or Administrator's ID Engaging in Prohibited Uses as Outlined in the Responsible Use of Technology Policy (See www.chariho.k12.ri.us/policy .) Failure to Monitor Personal Access and to Use Sound Judgment Attempting to Access or Bypass Administrative Settings, Programs, Files, or Directories on the System without Permission (including VPN and Web Filter Settings).	All Violations	1-5 I.S.S. Assignments and/or 3-10 Hrs. of Community Service, Possible Police Contact, Restitution, 5-180 Day Restricted or Suspended Use of Device, Possible Referral to Superintendent and/or School Committee for Additional Discipline and Intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring.
Accessing or Deleting Data or Programs to Interfere with the Operation of the Network Accessing Data or Programs with the Intent of Modifying or Deleting Confidential Information C. Distribution of Malicious Software D. Distribution of Copyrighted Materials Deletion or Substitution of Administrator Account	All Violations	5-10 I.S.S. Assignments and/or 3-10 Hrs. of Community Service, Possible Police Contact, Restitution, 5-180 Day Suspended Use of Device, Possible Referral to Superintendent and/or School Committee for Additional Discipline and Intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring.
VIII. Transportation		
A. Motor Vehicle Violations (e.g., speeding, reckless driving, not following directions of traffic/bus supervisors, parking in a restricted area, parking in another student's spot, etc.)	1 st Violation	Loss of Parking Permit for Thirty Consecutive School Days, Possible Police Contact
	2 nd Violation	Permanent Loss of Parking Permit, Possible Police Contact
B. Parking Without Permission	All Violations	1-3 E.S.D. or Saturday Service Assignment(s), Car May be Towed at Owners Expense
C. Unauthorized Transfer of Parking Permit to Another Individual	All Violations	Permanent Loss of Parking Permit
Students who are issued a parking permit under the Parking on the Chariho Campus Policy are bound by the terms and conditions of that Policy, as well as those indicated in this Policy, including in the Definitions section.		

Out-of-School Suspensions in Excess of Ten Days

Any out-of-school suspension in excess of ten days shall involve the implementation of an alternative plan as required by R.I. General Laws 16-21-27. The Superintendent, or his designee, shall develop such plans on an individual case-by case basis which may include, but not be limited to, placement in an alternative setting, tutoring, counseling, and computer-assisted instruction.

DEFINITIONS

Arson	Unlawful and intentional damage, or attempt to damage any public, private, or personal property by fire or incendiary device.
Bias-based Infractions	Bias-based Infractions are motivated by prejudice and occur when an individual or group of individuals are targeted because of their membership (or perceived) membership in a

	certain group. This includes infractions based on hate.
Bullying	See Policy Against Bullying -
Cheating, Forgery and Plagiarism	<p>Academic dishonesty in any form is a serious offense in any institution of learning. Students who choose to be academically dishonest cheat not only themselves and their teachers, but also all other students who show integrity in their efforts.</p> <p>Plagiarism is the use of and representation of other people's words and/or ideas, in whole or in part, as one's own work. This definition applies to words or ideas taken without proper acknowledgment from any published or unpublished source, including books, periodicals, Internet sites, and essays or other works of fellow students. Teachers will inform students at the beginning of a course as to the grading procedures to be applied in their particular courses.</p> <p>Plagiarism may take many forms, including, but not limited to, the following:</p> <ol style="list-style-type: none"> 1. Copying word for word from any outside source without proper acknowledgment. This applies to the use of an entire paper, to the use of entire sections and paragraphs, and to the use of a few words, phrases, and/or structure. This also includes non-textual material, including musical and artistic copyrighted compositions as well as theatrical and dance choreography. 2. Intentionally paraphrasing ideas from any outside source without proper acknowledgment. 3. Submitting in whole, or in part, the work of another student. 4. Submitting in whole, or in part, an assignment written for another course by someone else. 5. Intentionally allowing one's essay, assignment, or test answers to be copied by another student.
Physically Aggressive Behavior	Behavior that is unsafe or results in injury, throwing or pushing objects, or moving in an unsafe manner.
Damage to School Property	Students are issued various materials throughout the year (laptops, textbooks, calculators, etc.) for which they are responsible. In the event that school property is destroyed, defaced or lost, the student will be required to make restitution. Destruction or defacement of school property in any form will result in disciplinary action. Should materials become lost during the school year, students are to report this to their teacher and make arrangements to pay for the replacement. Students will be allowed to take exams, but will receive an incomplete until restitution is made. Report cards, transcripts, and diplomas will be withheld until restitution is made.
Dating Violence	The Lindsay Ann Burke Act (16-85) requires the creation of policy that fosters a school environment that is free of dating violence. Dating violence will not be tolerated at Chariho High School/Chariho Area Career and Technical Center and shall be immediately reported to a Dean of Students or school administrator; all reports of dating violence will be investigated. Dating violence is defined as a pattern of behavior where one person uses threats of, or actually uses physical, sexual, verbal or emotional abuse to control his or her dating partner. Guidelines apply to events that occur on school premises, on a school bus, at a school stop, or at any school-sponsored event.
Distribution of Unauthorized Material	Any student who willfully and knowingly distributes any petitions, circulars, newspapers and other printed matter; wears any button, badge, or other insignia; or posts on a bulletin board any item in violation of school committee policy may be suspended or indefinitely suspended or otherwise penalized, depending on the severity of the violation, and in accordance with the established disciplinary procedures.
Dress Code	Students are expected to be neatly dressed and groomed. Respect for Chariho, as well as one's self, demands appropriate dress at all times. Safety considerations require the prohibition of bare feet, hoods, and sunglasses in buildings. Other The following items may be specified or restricted by specialized programs. The following items are also prohibited; bathing suits; blankets, hats, hoods, or other headwear; sleepwear, including one-piece pajamas and bottoms; muscle shirts; halter tops; shorts, spandex, and skirts that fall shorter than fingertip length; clothing that exposes the torso or stomach or that which is excessively torn; display of undergarments; or attire that promotes suggestive/profane messages,

	alcohol, drugs, or violence which lead to the disruption of normal school activities are also prohibited. If dress is disruptive to learning, school administrators/designee authorities will have has the prerogative to take corrective action. Inappropriately dressed students will be asked by the school administrator/designee personnel to change or cover themselves to conform to these expectations.
Drug Paraphernalia	Any object or device used, intended for use, or designed for use in ingesting, inhaling, injecting, or otherwise introducing controlled or restricted substances into the human body (e.g., hookah pens, vape pens, bong, pipes, roach clips, cocaine spoons, crack vials, tobacco rolling papers) or any object or container used, intended for use, or designed for use in storing, concealing, or distributing controlled substances.
Electronic Dating Violence	Electronic Dating Violence occurs when the offender prohibits the use of a communication device to seek assistance, threatens his/her partner in a text message, uploads or shares humiliating or harassing pictures online or through a cell phone, and/or posts something online to make fun of, threaten, or embarrass.
Fighting	Students and staff have the right to a safe and orderly environment to be productive and to maximize their potential. Fighting interferes with these expectations. Fighting is defined as an aggressive physical act between two or more students. It results in hostile contact that could include hitting, pushing, kicking, etc. This behavior is inappropriate, disruptive, and threatens the safety of all students and staff. Students need to develop skills to deal with conflict in ways other than physical contact.
Forgery	Forging or tampering with school documents, such as changing grades or signing notes.
Hazing	A method of initiation into any organization, group, club, etc., which causes or is likely to cause bodily danger, harm, personal degradation, disgrace, humiliation, or mental harm.
Insubordination/Defiance	Students and staff should expect to be treated with respect. These offenses are categorized by disrespectful behavior and/or refusal to follow school rules.
Lunchroom Behavior	Disciplinary action will be taken when a student violates the lunchroom rules or exhibits disrespectful behavior towards cafeteria workers, lunchroom supervisors or other students while in the cafeteria. All students will: <ol style="list-style-type: none"> 1. Remain seated, talk quietly, 2. Behave in a courteous manner at all times, 3. Clean table area and return tray to its proper place, 4. Refrain from taking food/drink from the cafeteria without permission, and 5. Refrain from asking other students for money.
Parking	Limited student parking is allowed on campus for seniors. Permits to park on campus must be obtained at the Deans' Office. To obtain a permit, a student must present a valid copy of his/her license, current registration, and insurance policy, as well as an application signed by the parents granting permission for the student to drive to school. Students must park in the student parking lot in a designated numbered space. When available, one-day temporary permits may be granted by the Deans' Office provided all other permit requirements are met. Parking on campus is a privilege and students may forfeit that privilege if school rules are not followed (see Parking on the Chariho Campus Policy). The administration reserves the right to search a student vehicle on campus if there is a reasonable suspicion that the vehicle contains evidence related to a violation of the behavior code or law. The following violations will result in OSS, ESD, detention, and/or temporary or permanent loss of parking privileges. <ol style="list-style-type: none"> 1. Parking on campus without a permit. 2. Damage to school property with restitution. 3. Parking in other than assigned parking space. 4. Speeding and/or reckless driving on school property. <ol style="list-style-type: none"> 5. Unauthorized use/transfer of a parking permit. 6. 3rd and subsequent tardy to school per semester. 7. Leaving the Chariho campus without permission. 8. A combination of 3 ESD/OSS per semester will result in loss of parking pass for the school year. 9. Failure to make restitution.
Recreational Equipment	Recreational equipment includes items that are generally unrelated to and unnecessary for the instructional program; items include, but are not limited to, audio equipment, computer

	<p>games, cards, toys and skateboards. Only when these items are used for the instructional program and authorized by the principal may they be brought to school. Otherwise, if brought to school and/or used inappropriately, items will be confiscated and reviewed, if applicable.</p>
Sexual Harassment	<p>It is the policy of the Chariho Regional School District, as well as state, federal and local law, (including, but not limited to, Title VII of the Civil Rights Act of 1964 As Amended, Title IX of the Education Amendments of 1972, Rhode Island General Law 28-5.1, Fair Employment Practices Act, Rhode Island Public Law Title 16-38-1.1, and the Carl Perkins Act) that sexual harassment of a student, present or prospective employee, or visitor shall not be tolerated. Violation of this policy and of the law, if proven, will result in disciplinary action. Any person who believes that he/she has been the recipient of sexual harassment may seek redress through the Chariho Regional School District's Harassment Policy.</p> <p><i>Sexual harassment is defined as:</i> Unwelcome advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when:</p> <ol style="list-style-type: none"> 1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or success as a student; 2. Submission to or rejection of such conduct by an individual is used as the basis for employment or educational decisions affecting such individual; or 3. Such conduct has the purpose or effect of substantially interfering with an individual's work or educational performance, or creating an intimidating, hostile or offensive working or educational environment. Refer to separate school committee policy for specific explanation of considerations and grievance procedures (www.Chariho.k12.ri.us).
Theft (personal or school property, or from vehicle on school property)	<p>The taking, carrying, leading or riding away of property of another person without threat, violence or bodily harm.</p>
Threat (physical, electronic or verbal)	<p>Placement of another person in fear of bodily harm through verbal threats with or without the mention of a weapon or subjecting the person to actual physical attack or gesture or any combination thereof directed at a student that:</p> <ol style="list-style-type: none"> a. Causes physical or emotional harm to the student or damage to the student's property; <p>Places the student in reasonable fear of harm to himself/herself or of damage to his/ her property;</p> <p>Creates an intimidating, threatening, hostile, or abusive educational environment for the student;</p> <p>Infringes on the rights of the student to participate in school activities; or</p> <p>Materially and substantially disrupts the education process or the orderly operation of a school.</p>
Tobacco Products	<p>Rhode Island State Law prohibits the use of tobacco products on public school campuses. In order to comply with state law, to provide a safe and healthy learning environment, and to establish a positive role model for good health habits, it is necessary that the Chariho Regional School District use all of its power and authority to ensure that tobacco products are not used on any of its campuses, or any other location under the school district's jurisdiction. Students are, at all times, prohibited from the use, possession, purchase, sale, or other transfer of tobacco products. Tobacco products include any product containing and made, or derived from, tobacco or nicotine that is intended for human consumption, including but not limited to cigarettes, cigars, little cigars, pipe tobacco, spitting tobacco, chewing tobacco, dipping tobacco, powdered tobacco, loose tobacco, snus, pouches, pellets, nicotine toothpicks, nicotine orbs, nicotine gel or lotion, or electronic cigarettes, electronic cigars, electronic pipes, or other similar products that rely on vaporization or aerosolization, or bidi cigarettes which can be used for, but whose use is not limited to smoking, sniffing, chewing, vaporizing, inhaling, absorbing, dissolving, or spitting and ingestion by any other means of the product. Tobacco products do not include any product that has been approved by the US Food and Drug Administration for sale as a tobacco cessation product and is being used, marketed and sold solely for the approved purpose. This policy applies to all school and non-school events held on all school property, whether owned, leased, or rented, 24 hours per day, 7 days per week.</p>

Vandalism	The willful and/or malicious destruction, damage or defacement of public, private or personal property without the consent of the owner or the person having custody or control of it. This category includes graffiti.
Video Voyeurism	Video voyeurism occurs when a person uses, installs, or permits the use or installation of an imaging device to capture, record, store, or transmit visual images of the intimate areas of another person.
Weapons	The School Committee acknowledges the importance of respect for authority within the schools. The Committee requires that a student's first violation of Endangering Behavior and Weapons sections of the codes involving a staff member will cause an immediate referral to Superintendent and/or School Committee for Additional Discipline and Intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring. A weapon (or facsimile) includes any item that may be used to cause harm.
<i>A second violation in one school year of the Unlawful Endangering Behavior and/or Weapons section of the code will cause the student to be immediately referred to the School Committee for discipline which may include indefinite suspension. In accordance with SEC 4141 – The Gun Free School Act of the Elementary and Secondary Education Act and RI General Law, 16-21-18 – Relating to a Gun Free School, a one-year suspension will be imposed upon any student who is in possession of a weapon on school grounds. The term of suspension may be shortened by the Superintendent on a case-by-case basis.</i>	

GENERAL NOTATIONS

1. Parents/Guardians will be notified of all infractions of the behavior code. All suspensions require parental/guardian contact by letter.
2. Length of suspension invoked by building administrators is limited to a five-day maximum, except as specifically noted in this policy. Students will be assigned to an alternative educational setting, most likely In-School Suspension, on the 11th day of cumulative suspension; nothing in this policy prohibits the assignment to an alternative educational setting prior to the 11th day of cumulative suspension. In-School Suspension may be held in a single location on the Chariho campus.
3. Consequences may be adjusted, in consultation with the Superintendent (or designee), based upon the severity of the offense.
4. Appeals related to this policy must be filed within 48 hours of parental notification. Procedures and timelines detailed in the Appeals Policy will be followed.
5. If a student is suspended on a Friday, he/she is precluded from attending or participating in extracurricular or sporting events which occur during that weekend. Students may not attend or participate in extracurricular or sporting events on any day during which a suspension occurs. Suspensions include those which are conducted in school, out-of-school, and in alternative settings.
6. In the event that a student, without the permission of the principal or designee, does not fulfill the assignment of a disciplinary consequence, the student will be assigned a S.S. until such time as the original disciplinary consequence assignment is fulfilled. A second similar infraction during S.S. will result in an I.S.S. assignment and a second S.S. assignment.
7. At school-sponsored events, all behavior code provisions are applicable and students are subject to the authority of school personnel. In addition to the consequences detailed in this policy, violations of this policy which occur during an extracurricular activity (i.e., dance, football game, concert) will result in an assignment of three (3) social suspensions.
8. In accord with Section 300.532, a manifestation hearing will be conducted for students with IEPs and 504 Plans to determine if behaviors causing suspensions in excess of ten cumulative days are a manifestation of a student's disability.
9. In accord with 16-19-6, students who persistently violate rules and regulations and who persistently misbehave in school may be referred to Truancy Court. In addition, students with chronic behavior issues may be referred to the Superintendent and/or School Committee for additional discipline and intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring.

10. Students who are excessively out of class may be placed on pass restriction at the discretion of the deans and/or administrators.
11. In rare cases, even after multiple attempts to constructively change poor behavior, students continue to negatively impact the learning environment. In these instances, at the discretion of the principal and when positive results are likely to occur, parents/guardians may be required to attend school with their children.
12. Administrators, or their designees, have the authority to discipline students when unlawful acts under Rhode Island Law are committed that do not fall within the confines of this discipline code.
13. Except as provided by law, all rights and responsibilities of a student's parents/guardians transfer to the student on the student's eighteenth birthday. A parent/guardian may, however, obtain access to the student's records if the student is claimed as a dependent on the parent's/guardian's most recent federal tax return. In such cases, the parent/guardian must present the tax return to the principal.
14. In any case where restitution or payment, including lunch program debt, is required but not submitted, all possible legal and/or collection remedies will be pursued.

Revised 5-13-08, 11-18-08, 4-28-09, 7-14-09, 3-23-10, 5-11-10, 5-10-11, 4-10-12, 10-23-12, 5-14-13, 5-13-14
 Effective 7-1-14; Revised 5-26-15, Effective 7-1-15; Revised and Effective 11-24-15; Revised and Effective 9-27-16;
 Revised 4-11-17, Effective 7-1-17; Revised 5-8-18, Effective 7-1-18; Revised 4-9-19, Effective 7-1-19; Revised 4-14-
 20; Effective 7-1-20; **Revised and Effective 8-10-21**

STANDARDS FOR STUDENT BEHAVIOR **CHARIHO ALTERNATIVE LEARNING ACADEMY**

Overview

The Chariho Alternative Learning Academy is an educational facility designed to meet the unique individual needs of students requiring both clinical and alternative educational settings. To meet these needs, it is necessary to establish a positive school environment; thus, there is an emphasis on school-wide systems of support that include proactive strategies to teach and reinforce appropriate student behaviors. Attention is focused on creating and sustaining primary (school-wide), secondary (classroom), and individual systems of behavioral support for all students. As such, this highly structured school utilizes point and level systems to engage students in problem-solving and the application of natural and/or alternate consequences, incentive-based programming, positive behavioral supports, and nonviolent crisis intervention as strategies to assist student academic and social/emotional development. The focus of all interventions is to promote the development of students of the skills required to be life-long learners and healthy, contributing members of society.

Restorative Practice will be used at CALA in lieu of or in conjunction with consequences of the behavior code. Restorative Practice is a strategy that seeks to repair relationships that have been damaged by violations of the behavior code. Restorative Practice represents a positive step forward in helping all students learn to resolve disagreements, take ownership of their behavior, and engage in acts of empathy and forgiveness. This course of action can empower students to learn from unacceptable choices, to understand their impact, and to grow personally in their ability to make sound decisions and resolve problems.

The benefits of Restorative Practice also include building respectful relationships, providing the opportunity for equitable dialogue and decision making involving all stakeholders, and encouraging the need to take responsibility for inappropriate actions.

Expected Student Learning Behaviors

Students will work to the best of their ability.

Students will interact respectfully with others and display respect for
school and personal property.

Students will engage in safe behaviors.

Search

In the implementation of this policy and to maintain a safe and orderly school environment it may be necessary, from time to time, to conduct searches, including K-9 searches. Searches generally fall into three categories. First, for events where a large number of participants are expected (i.e., prom, football game) or where off-site experiences (i.e. field trips, senior trip) are scheduled, the right is reserved to search all bags, either visually or with a metal detector. Random searches shall not be conducted. Refusal to consent to search will result in non-admittance to the event. Second, where there is a reasonable suspicion that this policy or a law has been violated, individual non-intrusive searches may occur, either visually or with a metal detector. In these cases, the principal will designate two individuals to conduct the search,

one of whom will be the same sex as the person suspected. Random searches shall not be conducted. Refusal to cooperate in an individual search will be considered insubordination and the refusal may be considered in the disposition of the matter. Third, in rare instances, an individual Safety Contract may require daily or random searches.

Searches are also governed by other policies, including but not limited to the Responsible Use of Technology Policy, Breathalyzer Policy, and Parking on the Chariho Campus Policy. The District reserves the right to search school property.

The Point and Level System for Secondary Students

The Chariho Alternative Learning Academy point and level system is a method of giving students the opportunity to reflect upon their interactions throughout the school day. It helps them to be aware of their actions, from moment to moment, as well as to recognize the impact of their actions upon themselves and others. Students earn points throughout each day by following class and school rules and by addressing and meeting personal goals. Students consistently engage in problem-solving strategies when class and school rules are not followed; the following consequences are applied when behavioral interventions are necessary. Upon earning a predetermined number of points and completing all of their schoolwork, students earn “level” privileges.

Specific Student Behaviors for Secondary Students

Infraction	Frequency of Infraction	Consequence
I. Classroom and Academic Behaviors		
Unexcused Absences and Tardies	All Violations	All infractions: <ul style="list-style-type: none"> • Loss of area point • Makeup class after school • After 10 absences from an individual class, referral to Truancy Court • Loss of parking permit for 30 days
Academic Non-compliance and Off-task Behaviors, (e.g., non-completion of assigned tasks, non-participation in-class activities, etc.)	1 st Violation ----- 2 nd & Subsequent Violations	Loss of on-task point ----- Loss of on-task point; Teacher detention; Parent contact
Inappropriate Interactions that Lead to Disruption to Learning Environment (e.g., not following directions, verbal disruption,	1 st Violation ----- 2 nd Violation	Loss of language point ----- Teacher detention

inappropriate verbal response/comments, instigation)	----- 3 rd & Subsequent Violations	----- 1 block Refocus Re-Focus Center
Disrespectful Interactions Toward others, including Bias-based Infractions (e.g., racial, bullying, cyberbullying, harassing, verbally abusive behaviors directed toward another)	1 st Violation ----- 2 nd Violation ----- 3 rd & Subsequent Violations	Loss of language point ----- 1 block Refocus Center; mediation ----- (See Statewide Bullying Policy) 1-3 blocks Refocus Re-Foci Center; Parent meeting
General Unruliness/Disorderly Conduct	1 st Violation ----- 2 nd Violation	Loss of interaction point ----- Teacher detention; 1-3 blocks In-School Suspension ; Refocus Center Possible police contact
Cheating, Forgery, Plagiarism	All Violations	Dependent upon the severity of the offense, one of the following will be imposed: 1. Grade reduction and after-school assignment 2. Grade of zero and after-school assignment In either case, the original assignment must be redone.
II. *Safety Behaviors		
Out of Assigned Area	1 st Violation ----- 2 nd Violation ----- 3 rd & Subsequent Violations	Loss of area point ----- Teacher detention ----- 1 block Refocus Re-focus Center; Parent meeting
Refusal to Follow Directions	1 st Violation ----- 2 nd Violation ----- 3 rd & Subsequent Violations	Teacher detention ----- 1-3 blocks Refocus Re-focus Center; ----- Meet with Director; Up to 1 day Refocus Re-focus Center; Parent/guardian meeting
Physical Aggression /Instigation of Aggression	1 st Violation ----- 2 nd Violation ----- 3 rd & Subsequent	Meet with Director; 1 block Refocus Re-focus Center; Possible police contact ----- Meet with Director; 1-3 days Refocus Re-focus Center; Possible police contact; Parent/guardian meeting; Safety contract

	Violations	<p>Meet with Director; 1-5 3-10 days Out-of-School Suspension; Possible referral to Superintendent and/or School Committee for Additional Discipline and Intervention, which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring; Possible police contact; Parent/guardian meeting; Safety contract</p> <p>-----</p> <p><i>Immediate drop to Level 1 for all violations.</i></p>
Destruction of Property/Theft	1 st Violation	<p>Meet with Director; Restitution and/or repairs; Possible police contact</p> <p>-----</p>
	2 nd Violation	<p>Meet with Director; Restitution and/or repairs; Parent/guardian meeting; Possible police contact; 3-5 hours community service</p> <p>-----</p>
	3 rd & Subsequent Violations	<p>Meet with Director; Restitution and/or repairs; Possible police contact; 5-10 hours community service</p>
Serious Threats of Bodily Harm/ Dating Violence (does not include Physical Aggression)/ Electronic Dating Violence	All Violations	<p>Meet with Director; Parent/Guardian Meeting; 1-3 days Refocus Center or up to 3 days OSS. Up to 5 days In-school Suspension or Out-of-School Suspension, depending on severity; Possible police contact; Referral to Superintendent and/or School Committee for Additional Discipline and Intervention, which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring</p> <p>-----</p> <p><i>Immediate drop to Level 1 for all violations.</i></p>

III. *Other Major Infractions		
Use or possession of lighters and/or tobacco products, including electronic devices	1 st Violation	Meet with Director; 1-3 blocks Refocus Re-Focus Center; Safety contract
	----- 2 nd & Subsequent Violations	----- Meet with Director; 1 day Refocus Re-Focus Center; Safety contract; Parent meeting
Possession of weapons; Bullets, Facsimile or Potentially Unsafe Devices	All Violations	Meet with Director; Up to 10 days Out-of-school suspension; Parent/guardian meeting; Police contact; Referral to Superintendent and/or School Committee for Additional Discipline which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring ----- <i>Immediate drop to Level 1 for all violations</i>
Possession, Use, Distribution and/or Under the Influence of a Controlled Substance, including Unauthorized Prescription Drugs, Drug Derivatives (i.e., edibles), Natural or Synthetic Substances, or Alcohol and/or Possession/Use of Paraphernalia	1 st Violation	Meet with Director; Up to 3 days Out-of-school suspension; Parent/guardian meeting; Social Suspension Immediate Dismissal to Parent/Guardian, S.S., 10 Hours of Community Service, Referral to Student Assistance Counselor for a Minimum of Three Sessions, Assignment to Prevention Retreat (failure to successfully complete will result in the assignment of a second Social Suspension), Possible Police Contact.
	----- 2 nd & Subsequent Violations	----- Meet with Director; Up to 5 days Out-of-school suspension; Parent/guardian meeting; Social Suspension Immediate Dismissal to Parent/Guardian, S.S., 10 Hours of Community Service, Police Contact, Referral to Student Assistance Counselor for a Minimum of Three Sessions, Mandatory Parent/Guardian Re-entry Meeting with Building

		<p>Administrator Prior to Resuming Classes, Referral to Superintendent and/or School Committee for Additional Discipline and Intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring.</p> <p>-----</p> <p><i>Immediate drop to Level 1 for all violations</i></p>
Video Voyeurism	All Violations	<p>Meet with Director; 1-3 days Refocus Re-focus Center; Parent/guardian meeting; Possible Police Contact; Referral to Superintendent and/or School Committee for additional discipline and intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Place-ment including, but not limited to, a Program of Tutoring</p> <p>-----</p> <p><i>Immediate drop to Level 1 for all violations</i></p>
Other		
Possession/Use of Items (e.g., electronic devices, cell phones, etc.) Deemed Inappropriate for the Learning Environment	All Violations	<p>Loss of technology point until the item is given to staff. Confiscated items are returned to students at the end of the day or returned to parents/guardians, at the discretion of the Director. After three violations, no electronic devices are allowed on school property</p>
Dress Code Violations (Middle School and High School Dress Codes will be followed.)	All Violations	<p>Replacement item offered; Parent contact for replacement clothing</p>

**Parents/guardians notified.*

Behavior Management System for Elementary Students

The Chariho Alternative Learning Academy Behavior Management System provides students with the opportunity to self-monitor their interactions throughout the school day. It helps them to be aware of their actions, from moment to moment, as well as to recognize the impact of their actions upon themselves and others. Students earn consequences when class and school rules are not followed.

Infraction	Frequency of Infraction	Consequence
I Classroom and Academic Behaviors		
Conduct Not Generally Directed at an Individual and Not Resulting in Physical Injury including, but not limited to: Verbal (e.g. disrespectful comments, swearing) Physical (e.g. pushing, shoving, tripping) Written (e.g. profanity)	1 st Violation per class period ----- 2 nd Violation per class period ----- 3 rd Violation per class period	Prompt ----- Unearned point ----- Parent/Guardian meeting as appropriate; teaming for individualized programming as needed
Disruption of the Educational Process, Including Failure to Recognize the Authority of Personnel or Disruption of Classroom/School Routine	1 st Violation per class period ----- 2 nd Violation per class period ----- 3 rd Violation per class period	Prompt ----- Unearned point ----- Parent/Guardian meeting as appropriate; teaming for individualized programming as needed
Abusive Conduct Toward Others including, but not limited to: Verbal Conduct (e.g., comments, lying, false accusations), Abusive Language, Stealing, Action that Implies Physical Threat (e.g., gestures, verbal, movement) and Physical Contact/Inappropriate Touching	1 st Violation ----- 2 nd Violation ----- 3 rd & Subsequent Violation	Unearned point ----- Unearned point; parent/guardian meeting ----- Unearned point; parent/guardian meeting; teaming for individualized programming

Disrespectful Conduct Toward Others including, but not limited to: Harassment (sexual or otherwise), Bias-based infractions, Extortion, Bullying (See Statewide Bullying Policy).	1 st Violation	Unearned point
	2 nd Violation	Unearned point; parent/guardian meeting
	3 rd & Subsequent Violation	Unearned point; parent/guardian meeting; teaming for individualized programming
Sexually Inappropriate Conduct including, but not limited to: Distribution/Sharing of Pornographic Material, Sexually Explicit Language, and Inappropriate Touching	1 st Violation	Unearned point; parent/guardian meeting; safety contract; notification to Superintendent
	2 nd Violation	Unearned point; parent/guardian meeting; safety contract; out-of-school suspension 1-3 days; notification to Superintendent
	3 rd & Subsequent Violation	Unearned point; parent/guardian meeting; safety contract; out-of-school suspension 3 days; teaming for individualized programming; Referral to Superintendent and/or School Committee for Additional Discipline and Intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited, to a Program of Tutoring
Destructive Conduct, including Defacing or Destroying School Property or the Property of Others	1 st Violation	Unearned point; parent/guardian meeting; restitution
	2 nd & Subsequent Violation	Unearned point; parent/guardian meeting; restitution; teaming for individualized programming
Physical Action Resulting in Injury including, but not limited to: Action Resulting in Bodily Injury to Another or Instigating Action Causing Bodily Injury to Another	1 st Violation	Unearned point; parent/guardian meeting; in-school suspension 1-3 days
	2 nd & Subsequent Violation	Unearned point; parent/guardian meeting; out-of-school suspension 1-3 days; teaming for individualized programming

<p>Weapons (real, replicas or objects used as weapons) and Actions Endangering the School Environment, including Possession of Real Weapon or Replica (e.g., models, toys), Threat to Use a Weapon, Use of a Weapon, False Alarm, Bomb Threat</p> <p>In accordance with SEC 4141, of The Gun Free Act of Elementary and Secondary Education Act and the RI General Assembly Law, Section 1, Chapter 16-12, Relating to a Gun Free School, a one-year suspension, subject to a case-by-case review, will be imposed upon any student who is in possession of a weapon on school grounds.</p>	<p>1st Violation</p> <hr/> <p>2nd & Subsequent Violation</p>	<p>Parent/guardian meeting; notification to police; out-of-school suspension 1-10 days; Referral to Superintendent and/or School Committee for additional discipline and intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring.</p> <hr/> <p>Parent/guardian meeting; notification to police; out-of-school suspension 5-10 days; Referral to Superintendent and/or School Committee for additional discipline and intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring.</p>
<p>Possession, Use, and/or Distribution of Controlled Substances or Over-the-Counter Drugs or Paraphernalia</p>	<p>1st Violation</p> <hr/> <p>2nd & Subsequent Violation</p>	<p>Parent/guardian meeting; notification to police; out-of-school suspension 1-10 days; referral to Superintendent and/or School Committee for additional discipline and intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring.</p> <hr/> <p>Parent/guardian meeting; notification to police; out-of-school suspension 5-10 days; Referral to Superintendent and/or School Committee for additional discipline and intervention which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring.</p>

Modifications of Consequences

As deemed appropriate, the Director of Alternative Programs, in consultation with the Superintendent and appropriate staff, may modify consequences in this or other student conduct policies to positively impact student behavior. As a result of modifications, an individualized behavior plan may be implemented and/or natural or alternate consequences may be employed.

Infractions/Definitions Not in This Policy

The Standards for Elementary, Middle, and High School Student Behavior Policies will be followed for any infraction or any other matter not included in this policy. Refer to these policies for most recent definitions. The Director of Alternative Programs has the authority to discipline students when unlawful acts under Rhode Island law are committed that do not fall within the confines of this behavior code.

DEFINITIONS

Bias-based Infractions	Bias-based Infractions are motivated by prejudice and occur when an individual or group of individuals are targeted because of their membership (or perceived) membership in a certain group. This includes infractions based on hate.
Bullying	See Statewide Bullying Policy
Safety Contract	A safety contract is a clinical intervention that may follow an assessment of a student's functioning. To contract for safety is to agree to seek help before acting on an impulse. The contract may include preventative strategies including, but not limited to, random searches. This essentially provides for the safety of self and others.
Dating Violence	The Lindsay Ann Burke Act (16-85) requires the creation of a policy that fosters a school environment that is free of dating violence. Dating violence will not be tolerated at the Chariho Alternative Learning Academy and shall be immediately reported to a school administrator; all reports of dating violence will be investigated. Dating violence is defined as a pattern of behavior where one person uses threats of, or actually uses physical, sexual, verbal, or emotional abuse to control his or her dating partner. Guidelines apply to events that occur on school premises, on a school bus, at a school stop, or at any school-sponsored event.
Dress Code	Students are expected to be neatly dressed and groomed. Respect for Chariho, as well as one's self, demands appropriate dress at all times. Safety considerations require the prohibition of bare feet, hoods, and sunglasses in buildings; Other The following items may be specified or restricted by specialized programs. The following items are also prohibited; bathing suits; blankets, hats, hoods, or other headwear; sleepwear, including one-piece pajamas and bottoms; muscle shirts; halter tops; shorts, spandex, and skirts that fall shorter than fingertip length; clothing that exposes the torso or stomach or that which is excessively torn; display of undergarments; or attire that promotes suggestive/profane messages, alcohol, drugs, or violence which lead to the disruption of normal school activities are also prohibited. If

	dress is disruptive to learning, school administrators/designee authorities will have has the prerogative to take corrective action. Inappropriately dressed students will be asked by the school administrator/designee personnel to change or cover themselves to conform to these expectations.
Electronic Dating Violence	Electronic Dating Violence occurs when the offender threatens his/her partner in a text message, uploads or shares humiliating or harassing pictures online or through a cell phone, and/or posts something online to make fun of, threaten, or embarrass.
Level System	The Level System is a means of providing students access to greater independence and more privileges as they demonstrate increased successful performance as a learner. There are specific criteria for advancement to the next level where the students enjoy more desirable contingencies. It is intended that students who proceed through the levels are more able to self-manage, capable of handling more responsibility and therefore enjoy greater independence. There are four main goals of point and level systems: 1) increasing appropriate behavior; 2) promoting academic achievement; 3) fostering a student's improvement through self-management, and 4) developing personal responsibility for social-emotional and academic performance. Details of the point system are distributed to parents and displayed in each classroom.
Out-of-School Suspension (OSS)	The removal of a student from school for a predetermined amount of time.
Point System	The point system is a positive reinforcement system that promotes appropriate behavior in the classroom through clear expectations. The process of monitoring points "earned" for academic, social and safety behaviors allows students to know moment by moment their behaviors and the impact of those behaviors on themselves and others. It also provides staff with critical information pertaining to antecedents and consequences of appropriate student behaviors thus providing a platform for individualized behavioral plans. Points are earned by performing in a manner that is suitable for learning. Predetermined amounts of earned points determine the student's level on the Level System. Details of the point system are distributed to parents and displayed in each classroom.
Refocus Re-focus Center	The Refocus Re-focus Center is a supervised space where students may quietly work while ultimately reflecting on their classroom and school performance and engaging in a problem-solving protocol that will facilitate the re-entry of the student to normal school and classroom routines.
Teacher Detention	Teacher Detention is a quiet, after-school time that begins at dismissal and continues until 3:00 pm. During this time, students complete school-related tasks assigned by the teacher. Twenty-four-hour notice is provided to parents. Late bus passes are available.
Threat (physical, electronic or verbal)	Placement of another person in fear of bodily harm through verbal threats with or without the mention of a weapon or subjecting the person to actual physical attack or gesture or any combination thereof directed at a student that:

	<ul style="list-style-type: none"> a. Causes physical or emotional harm to the student or damage to the student's property; b. Places the student in reasonable fear of harm to himself/herself or of damage to his/her property; c. Creates an intimidating, threatening, hostile, or abusive educational environment for the student; d. Infringes on the rights of the student to participate in school activities; or e. Materially and substantially disrupts the education process or the orderly operation of a school.
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Out-of-School Suspensions in Excess of Ten Days

Any out-of-school suspension in excess of ten days shall involve the implementation of an alternative plan as required by R.I. General Laws 16-21-27. The Superintendent, or his designee, shall develop such plans on an individual case-by-case basis which may include Suspension from School for up to and including the Remainder of the School Year or Assignment to an Alternate Placement including, but not limited to, a Program of Tutoring.

Revised: 6-28-05, 6-6-06, 12-09-08, 4-28-09, 7-14-09, 3-23-10, 5-10-11, 4-10-12, 10-23-12, 5-14-13, 5-13-14 Effective: 7-1-14; Revised 5-26-15, Effective 7-1-15; Revised and Effective 9-27-16; Revised 5-9-17, Effective 7-1-17; Revised 6-19-18, Effective 7-1-18; Revised 4-9-19, Effective 7-1-19; Revised 4-14-20, Effective 7-1-20; **Revised and Effective 8-10-21**

Substitute Rate of Pay During COVID-19

~~Substitute personnel are required to attend orientation or training session(s). All personnel and substitutes, with the exception of those assigned to second shift, are required to use the District's designated substitute management system. Substitutes may be removed by the Human Resources Administrator for reasons that include, but are not limited to, failure to follow policy and procedures, attendance, and performance.~~

~~Substitute teachers, no longer certified by the Rhode Island Department of Education, will be authorized to teach in the District upon receipt of (1) original transcripts from an accredited postsecondary institution indicating date of Associate's Degree or higher, (2) completed application and required related employment documents, and (3) federal background investigation. Authorization to substitute is contingent upon a review of said documents.~~

~~Substitute teachers are responsible for planning, instruction, assessment, grading, and other typical teaching responsibilities. The daily rate for substitutes for certified employees shall be \$140.00. Commencing on the 135th day of substitute service in Chariho in the same school year, substitute teachers will be compensated in accord with the following schedule; payment will not be retroactive.~~

*Years of Substitute Service	Daily Rate
1	\$170.00
2	\$175.00
3	\$180.00
4	\$185.00
5	\$190.00
6	\$195.00
7	\$200.00
8	\$205.00
9	\$210.00
10	\$215.00

~~*Year must equal at least 135 days of service. Statements of service for prior years of service must be provided, in writing, to the Human Resources Administrator by October 1 of each year.~~

~~The Superintendent is authorized to adjust the above daily rates for certified substitute teachers when a position is difficult to fill by increasing those rates by up to 50%. Substitutes for school nurse teachers will be compensated at \$36.00 per hour.~~

~~The hourly rate for substitutes for personnel represented by NEA Chariho Educational Support Professionals, except teacher assistants and custodians, shall be 85% of the probationary rate, as defined in Appendix A of the collective bargaining agreement. When said rate falls below the~~

~~minimum range, the probationary rate shall be utilized. The hourly rate for substitute teacher assistants will be \$15.00 per hour. The hourly rate for substitute custodian will be \$14.00 per hour.~~

~~The following Memorandum of Agreement precludes a long-term substitute, who is in a position created by a leave, from becoming a member of the bargaining unit, thereby eliminating the issues of recall rights, benefits and unemployment compensation. "Effective this date (2/27/96), the fact that a substitute teacher has worked a total of one hundred thirty-five (135) or more days in any school year does not, in itself, require the employment of the substitute teacher by the Chariho Regional School District, or shall such substitute teacher be deemed to be a member of the bargaining unit or entitled to any of the benefits of the agreement between the Chariho Regional School District Committee and NEA Chariho, solely by reason of having worked one hundred thirty-five (135) or more days in any school year." These substitutes will receive proper notification of completion of assignment. Substitutes will not be entitled to unemployment benefits during the summer recess because they have a reasonable reassurance of re-employment when school resumes.~~

~~Substitutes who are eligible for health care benefits through the Employer Shared Responsibility section of the Patient Protection and Affordable Care Act are required to have their copayment for healthcare benefits deducted from their bi-weekly paychecks. The co-pay on an individual plan is limited to 9.5% of the substitutes W-2 wages during the stability period. Should the employee choose to cover their dependents (other than spouse) under a family plan, the entire difference between a family plan premium and an individual plan premium will also be deducted from the bi-weekly paychecks. At the end of the calendar year, the District will calculate any balance due for a co-pay on an individual plan and/or any balance due for the difference between an individual and family plan. Substitutes are required to notify the Human Resources Administrator of any error in related calculations within five (5) school days of the error.~~

Adopted and Effective 9-22-20

HARASSMENT POLICY

The Chariho Regional School District Committee is committed to maintaining an environment that is free of unlawful discrimination. In keeping with this commitment, the Committee will not tolerate harassment of its employees by anyone, including any supervisor, co-worker, or vendor and will not stand for harassment of any student, volunteer, or *community member by any other person.

Harassment consists of unwelcome conduct, whether verbal, physical, or visual, that is based on characteristics of the victim such as sex, sexual orientation, gender identity or expression, color, race, ancestry, religion, national origin, age, physical or mental disability, marital status, military status, citizenship status, or other protected group status. The Committee will not tolerate harassing conduct, especially when it affects tangible job benefits, interferes unreasonably with an individual's work or school performance, or creates an intimidating, hostile, or offensive working environment.

Harassment not only can have a devastating effect on its victims, it can destroy the morale of the entire organization. It reduces productivity, invites substantial legal costs and holds an organization up to public censure and ridicule. Those who practice harassment on their employer's time are stealing from their employer. Thus, harassment cannot be engaged in by any supervisor, employee, or agent of the Committee nor can it be engaged in by any student, volunteer, or community member. Harassment is always contrary to the interests of the Committee and is beyond the scope of authority granted by the Committee.

Scope

This policy applies to all employees of the Chariho Regional School District. It also applies to all students, volunteers, and community members.

Responsibility

The Human Resources Administrator has overall responsibility for this Harassment Policy. The Human Resources Administrator is responsible for the implementation and daily administration of this policy. Supervisory employees at all levels are responsible for implementing and enforcing this policy and for assisting in investigating and processing employee, student, volunteer, and community member complaints with the utmost priority and consideration of the rights of all concerned. Every person is responsible for reporting to the building principal, his/her supervisor, or the Human Resources Administrator any incident of harassment of which he/she learns or witnesses. The Human Resource Administrator will maintain the highest degree of confidentiality possible with respect to such reports, consistent with its obligation to investigate thoroughly all such reports.

Sexual harassment deserves special mention. It is the Chariho Regional School District Committee's policy to maintain an environment that is entirely free of sexual harassment in any form. Supervisors, managers, all other employees, students, volunteers, and community members are absolutely prohibited from engaging in sexual harassment of the District's employees, students, volunteers, and community members. Sexual harassment is unlawful. Because sexual harassment can be destructive to morale as well as to the District's reputation and because it can be extremely costly in terms of lost productivity, lost employees, poor academic performance, and out-of-pocket expense, no act of sexual harassment can serve the District's interest. Thus, any act or pattern of sexual harassment by any person is beyond the scope of his or her authority and will subject the individual to discipline and, if an employee, up to and including discharge.

Definition and Examples of Sexual Harassment for Employees

Unwelcome sexual advances, requests for sexual favors, and other physical or verbal conduct of a sexual nature constitute sexual harassment when: **1)** Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; or **2)** Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or **3)** Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

Some examples of employee conduct towards other employees prohibited by this policy include:

- A.** Physical assaults of a sexual nature, such as:
 - (1)** Assault, rape, sexual battery, molestation or threats or attempts to commit these acts; or
 - (2)** Unwelcome intentional physical conduct, or threats of such conduct, which is sexual in nature, such as touching, pinching, patting, grabbing, brushing against another person's body, or poking another person's body.
- B.** Unwanted sexual advances, propositions or other sexual comments, such as:
 - (1)** Sexually-oriented gestures, noises, remarks, jokes or comments about a person's sexuality or sexual experience;
 - (2)** Giving rewards or promises of rewards for submitting to sexual conduct, or reprisals or threats of reprisal for refusal to submit to sexual conduct;
- C.** Sexual or discriminating display in the workplace such as:
 - (1)** Displaying or otherwise publicizing in the work environment materials that are sexually revealing, suggestive, demeaning or pornographic; or
 - (2)** Displaying signs or other materials purporting to segregate an employee by sex in any area of the workplace (other than rest rooms and similar semi-private lockers/changing rooms).
- D.** Retaliation against an employee for filing a report under this policy or for assisting or cooperating in an investigation of the filing of a report under this policy;
- E.** Failure to cooperate fully with investigation of reports of harassment.

Sexual harassment may include explicit sexual propositions, sexual innuendo, suggestive comments, sexually oriented "kidding" or "teasing", "practical jokes", jokes about gender-specific traits, foul or obscene language or gestures, display of sexually-oriented printed or visual material, and physical contact such as patting, pinching, or brushing against another's body. Whether or not harassment has occurred is determined from the perspective of the potential victim and not from that of the potential harasser.

The Human Resources Administrator is responsible for posting a bulletin board notice to all employees at the time that this policy is adopted by the Chariho Regional School District Committee. The notice will emphasize the importance of the policy to the District, the obligation of every employee to report any incident of sexual harassment, the availability of supervisors and administrative staff to receive such reports and the confidentiality with which these reports will be treated.

Statement of Range of Consequences for Employees**A. Harassment**

- (1) Employees are subject to discipline, up to and including discharge, for any act of harassment which is proven to the satisfaction of the District.
- (2) The appropriate measure of discipline will be determined on the basis of the District's assessment of the nature and severity of the misconduct, along with any other relevant factors.

A. Retaliation

It is unlawful to retaliate in any way against an individual who has filed a report of harassment or cooperated in an investigation of a report of harassment. An employee may be disciplined, up to and including discharge, for any such act of retaliation. The appropriate measure of discipline will be determined on the basis of the District's assessment of the nature and extent of the retaliation and any other relevant factors brought to the attention of the District.

Report and Investigation Procedure

The Chariho Regional School District Committee expects all persons to report sexual harassment in accordance with this policy and to ask questions about this policy or conduct which concerns them. All persons may file a report even before behavior becomes bad enough to be illegal. All persons should file a report as promptly as possible but there is no specific deadline for filing a report.

Individuals should feel free to ask the person acting contrary to this policy to stop the unwelcome or offensive conduct. Sometimes the person does not realize that his or her conduct is unwelcome and offensive and a simple request to stop will suffice. This policy does not mandate, however, that individuals confront the person before otherwise filing a report or in any way restrict individuals from both confronting the person and otherwise filing a report. Individuals must, however, report unwelcome or offensive conduct that is persistent or severe.

Individuals may report sexual harassment to the Human Resources Administrator, or, if the Human Resources Administrator is involved in the allegation of sexual harassment, to the Assistant Superintendent or to such persons expressly designated by the Human Resources Administrator.

The Human Resources Administrator is:

Name: Kristen Merritt
Title: Human Resources Administrator
Address: 455A Switch Road
Wood River Jct., RI 02894
Phone #: 364-3260
EMAIL: kristen.merritt@chariho.k12.ri.us

The Assistant Superintendent is:

Name: ~~Jane Daly~~ Michael Comella, Ed.D.
Title: Assistant Superintendent
Address: 455 A Switch Road
Wood River Jct., RI 02894
Phone #: 364-1150
EMAIL: ~~jane.daly@chariho.k12.ri.us~~
michael.comella@chariho.k12.ri.us

The Human Resources Administrator or Assistant Superintendent will thoroughly investigate the report of sexual or other harassment as promptly as possible, keeping the matter as confidential as is practicable. The Human Resources Administrator or Assistant Superintendent shall consult with the District's attorney in the course of any investigation. After investigation, he or she will take whatever action is necessary to remedy any harm done by a proven instance of harassment. If an investigation confirms that harassment has occurred, the District will take appropriate corrective action, up to and including discharge of an employee, exclusion of a volunteer or community member, or removal of a student from the current educational setting.

It is the responsibility of every person to cooperate fully with any investigation under this policy.

Responsibility of Supervisors

Each District employee with individuals or students under his or her supervision has a duty to maintain an environment free of harassment to assure that each individual under his or her supervision is aware of the District's policy on Harassment and the policy's procedure to resolve reports of harassment, and to assure such individuals that they need not endure insulting, degrading or exploitative treatment based on sex, sexual orientation, gender identity or expression, race, color, religious creed, military status, national origin, ancestry, age, disability or membership in any other protected class. Any supervisor who learns of or suspects violations of this policy must promptly bring the matter to the attention of their Supervisor or the Human Resources Administrator, or, if the allegation involves the Human Resources Administrator, to the Assistant Superintendent. All complaints of harassment concerning administrative staff will be immediately referred to the Superintendent of Schools by the Human Resources Administrator, or, if the allegation involves the Human Resources Administrator, by the Assistant Superintendent.

State and federal employment discrimination agencies are: the Rhode Island Commission for Human Rights, which may be contacted at 180 Westminster Street, 3rd Floor, Providence, RI, 02903 and the Equal Employment Opportunity Commission, which may be contacted at the Boston Area Office, John F. Kennedy Federal Building, 475 Government Center, Boston, MA 02203.

*community member includes any individual with a legitimate purpose for his/her presence in a school or on the property of the Chariho Regional School District

Revised 11-14-00, 8-16-11, 3-13-12, 11-12-13, 11-14-17; Revised and Effective 8-10-21