

Hopkins County Schools

2022-2023 Code of Acceptable Behavior and Discipline Updates

Additions to the Code are added in **RED**

Omissions/Deletions to the Code are denoted with a ~~striketrough~~

Page 1:

~~**2022-2023**~~ **2023-2024**

Page 2:

Contact information updated to reflect current staffing

Page 3:

Standards of Practice Removed and Characteristics of Successful Graduates Added

Page 18:

Minimum District Standards for Student Dress

~~Examples of prohibited dress include, but are not limited to, the following: hats/caps; tank tops and tube tops; sleepwear; see-through material; clothing that exposes bare torso; clothing and accessories with statements that are vulgar, racially insensitive, or promote illegal drugs, alcohol, sex, violence or gangs; items that may conceal the identity of the student (i.e. headwear, coats, sunglasses); swim wear; exposed undergarments; and clothing that is too tight, too short, or too suggestive, constituting a risk of distraction to the educational process. All clothing must be size-appropriate. Shoes must be worn at all times. Anything deemed inappropriate by an administrator will not be allowed. Efforts will be made to correct the violation, however, habitual and severe violations will result in parent contact and possible disciplinary action. Dress code exceptions may be made for health, religious, or safety reasons, or for specific school related events.~~

There shall be no restriction of a student's hairstyle or his/her manner of dress except when there is a "clear and present" danger to the student's health and safety, a cause for interference with work, or a creation of a classroom or school disorder. All students shall be decently dressed and practice personal hygiene.

- A. All students shall wear shoes.
- B. All clothing must be size-appropriate – form-fitting or overly tight clothing is not permitted.
- C. All students shall wear shirts/blouses of appropriate length - no bare midriffs, bare backs or low-cut necklines.
- D. Students may wear shorts or skirts at or near knee length. Extremes should be avoided (e.g. shortness and tightness of garment).
- E. Students shall not wear jeans with holes above the knees.
- F. Students shall not wear swimwear or sleepwear.

- G. Students shall not wear hats, hoods, or head coverings in the buildings unless for religious or medical purposes. However, for safety measures, areas may be designated (i.e., Ag and Industrial Arts Classes).
- H. Students shall not wear clothing with obscenities, tobacco, drug, alcohol, sexual implications, gang signs (emblems or drawings).
- I. School officials may deal on an individual basis with dress that will interfere with the educational process. Principal's decision on all matters will be final.
- J. Pants should be worn at normal waist level (no sagging).
- K. No bandannas shall be carried or worn.
- L. Sunglasses shall not be worn in buildings unless prescribed by physician.

The wearing of any item that materially or significantly disrupts the educational process or threatens the health or safety of other students or staff members is prohibited. The Administrative Staff of the school shall have sole discretion regarding the enforcement of this Dress Code in each individual school.

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Intimidation/Harassment/Bullying

Students/employees who believe they have been a victim of bullying/hazing or who have observed others being bullied/hazed shall report it to school personnel as soon as possible.

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Removal of Students

School administrators, teachers, or other school personnel may immediately remove or cause to be removed threatening or violent students from a classroom setting or from the District's transportation system pending any further disciplinary action that may occur. Threatening or violent behavior shall include, but not be limited to:

1. Disrupts the classroom environment and education process or the student challenges the authority of a supervising adult.
2. Verbal or written statements or gestures by students indicating intent to harm themselves, others or property.
3. Physical attack by students so as to intentionally inflict harm to themselves, others or property.

The Principal may establish (school) procedures for a student's removal from and reentry to the classroom when the student's behavior disrupts the classroom environment and education process or the student challenges the authority of a supervising adult. In addition to removal, the student shall be subject to further discipline for the behavior consistent with the school's code of conduct.

Removal of students from a bus shall be made in compliance with 702 KAR 5:080.

Each school shall designate the site(s) to which employees may remove students from a classroom setting and the employee(s) who will supervise the student at the site.

When teachers or other personnel remove a student, they shall complete and submit a form to document the removal and the causes as soon as practicable. The Principal/designee shall review the removal as soon as possible to determine if further disciplinary action is warranted or if the student is to be returned to the classroom.

Per KRS 158.150, a student who is removed from the same classroom three (3) times within a thirty (30) day period shall be considered “chronically disruptive” and may be suspended from school and no other basis for suspension shall be deemed necessary.

At any time during the school year, for a student who has been removed from the classroom the Principal may require a review of the classroom issues with the teacher and the parent, guardian, or other person having legal custody or control of the student and determine a course of action for the teacher and student regarding the student's continued placement in the classroom.

At any time during the school year, the Principal may permanently remove a student from a classroom for the remainder of the school year if the Principal determines the student's continued placement in the classroom will chronically disrupt the education process for other students.

When a student is removed from a classroom temporarily or permanently, the Principal shall determine the placement of the student in lieu of that classroom, which may include but is not limited to:

- Another classroom in that school; or
- An alternative program or setting, which may be provided virtually, as approved by the Superintendent.

Any permanent action by the Principal shall be subject to an appeal process in accordance with Policy 09.4281/Grievances.

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Administrative Responses to Behavior Violations

Administrative Responses to Behavior Violations									
Administrator will determine the appropriate level of response based on, but not limited to, previous behavior, severity and circumstances									
Inappropriate or Disruptive Behavior	Classroom Discipline	Conferencing	Detention	Friday/Saturday School	In-School Removal	Out-of-School Suspension	Alternate Placement	Expulsion Proc.	Referral to Law
Intimidation/Harassment/Bullying/Hazing			•	•	•	•	•	•	•

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Excused Absences

~~Every student absence requires a written statement from the parent, guardian, doctor or public official stating the cause and specific dates involved. This statement must be submitted within five school days.~~
After an absence, a student must check in at the office and follow school procedures. The parent/~~guardian~~ is responsible for ensuring that medical excuses/~~parent notes~~ or other school excuse documents are returned to the office within five school days. Students receive five (5) parent/guardian excuses for full day absences and (5) parent/guardian excuses for tardies per school year. Absences, either excused or unexcused, have a negative effect on grades and student achievement. School excuses may be granted for the following reasons:

A parent/guardian may write a note or send an email for five (5) absences and five (5) tardies per year and an excused absence/tardy will be granted for the following reasons when submitted to a designated staff person within five school days (unless prior approval by administration is required):

Page 27-28:

Unexcused Absences

All absences other than those described above are considered unexcused absences. Once a student has exhausted all five (5) parent/guardian excuses notes for absences and/or five (5) parent/guardian excuses notes for tardies, documentation from other parties listed above is required in order to avoid receiving an unexcused absence.

Any child who has been absent from school with a combination of **three** or more unexcused absences/tardies is truant. Any child who has been reported as truant **two** or more times is a habitual truant (KRS 159.150). All truancy laws shall also be followed by the Virtual Learning Program students. The criteria for tardiness and excused/unexcused absences apply to both traditional in-person students and students participating in the Virtual Learning Program.

STEP FOUR

Designated school personnel should contact the Department of Pupil Personnel for any student who has reached at least the **fifth** or more unexcused absence(s)/tardy(ies) so the DPP can attempt to contact the parent/guardian or the student (if he/she is ~~eighteen (18)~~ **thirteen (13)** years or older) with a Final Notice.

STEP FIVE

Designated school personnel should notify the DPP if a student's truancy issues continue after the final notice is served so the DPP office may determine if legal resolution of the problem through the court system is necessary if a student receives ~~eight (or more)~~ **ten (or more)** unexcused absences/tardies.

Upon a Virtual Learning Program Student's tenth (10th) unexcused attendance event the student must return to in-person instruction.

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Elementary And Middle School Participation At The High School Level

- Middle school students may only participate in middle school programs managed by the high school in their designated attendance zone unless otherwise approved by the Superintendent or the Superintendent's designee.
- ~~If a student wishes to participate for a high school outside their designated attendance area, they must be attending the middle school that directly feeds that high school only—James Madison=MNHHS; South Middle=HCCHS. Since Browning Springs and West Hopkins have students that feed to both high schools, their participation will go back to the guideline above.~~

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Safe Schools Act

Any threat of force or violence, the carrying or use of weapons or dangerous instruments; or assault, battery or abuse of school educational personnel on or off school property (and the incident is likely to disrupt the educational process) or at a school-sponsored activity constitutes cause for suspension or expulsion from school.

School administrators, teachers or other school personnel may immediately remove or cause to be removed threatening or violent students from a classroom setting or from district transportation system pending any further action (see **REMOVAL OF STUDENTS** section for additional information).

Page 39:

Public Notice of Non-Discrimination & Title IX Information updated to reflect current staffing

Page 54:

Code of Acceptable Behavior and Discipline Committee updated to reflect current staffing