

WILDWOOD ELEMENTARY SCHOOL

STUDENT HANDBOOK

CODE OF CONDUCT



MOUNTAIN LAKES PUBLIC SCHOOLS

Wildwood Elementary School

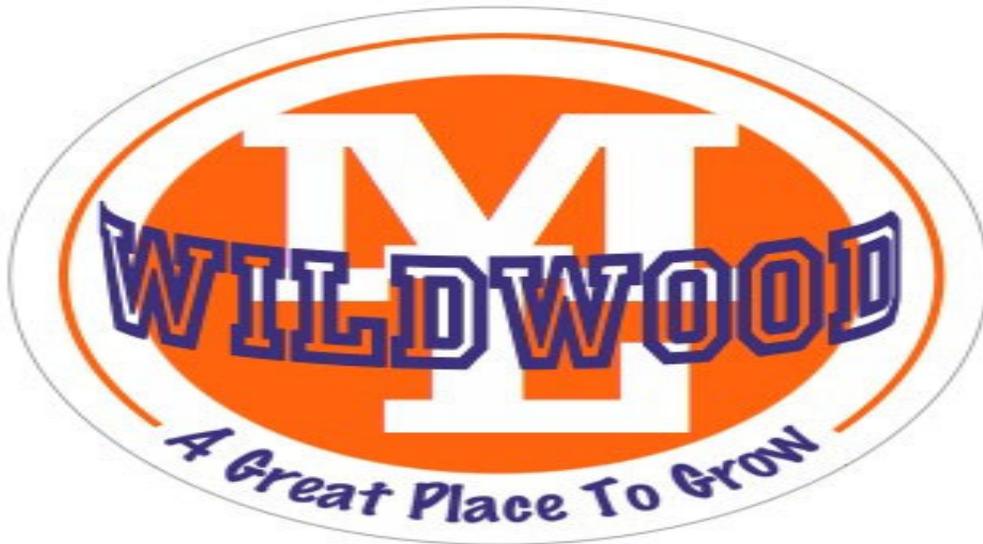
51 North Glen Road

Mountain Lakes, New Jersey 07046

Dr. Beth Azar, Wildwood Principal

MY PLEDGE TO MY SCHOOL AND COMMUNITY

As a citizen of the Mountain Lakes Community, and a member of the Wildwood School Community, I will uphold the integrity of my town and school by keeping a safe and respectful learning environment.



MY CONDUCT COMMITMENT

I have read and understand my rights and responsibilities as outlined in the Wildwood Student Code of Conduct. I agree to follow the Code of Conduct and Wildwood's Dress Code. I understand how the consequences will affect me/my child.

Student Name (print)

Student Signature

Parent Name (print)

Parent Signature

Please sign and return to your child's Homeroom Teacher.

WILDWOOD ELEMENTARY SCHOOL


MOUNTAIN LAKES PUBLIC SCHOOLS
 51 GLEN ROAD MOUNTAIN LAKES, NJ 07046

PHONE: (973) 334.3609 FAX: (973) 334-4905 www.mlschools.org

Dear Students:

Welcome to the 2020-2021 school year. The Wildwood staff and I look forward to a year filled with lots of positive learning experiences and personal successes for each one of you. Together we can make great things continue to happen at Wildwood School.

This handbook was created to help us as we learn and grow together. It outlines your rights and responsibilities as a student. The underlying principle of respect, integrity and sustainability for all is at the heart of your rights and responsibilities.

The guidelines in this handbook should assist you and your parents in understanding expectations for you while attending Wildwood School both academically and behaviorally. Please share and discuss this handbook with your parents. If you or your parents have questions, please ask your teachers, School Counselor, or see me for clarification. It is my hope this information helps you to make good decisions and responsible choices not only this year but for a lifetime.

Learning is a lifelong commitment – one filled with high expectations and a willingness to take risks in learning. This year, as with every year, I reflect upon the upcoming year and set a goal for myself – a goal that will ultimately have a positive affect on others. My goal this year is to visit each classroom as often as possible and to learn each student's name by Thanksgiving!

I hope you too will take a few moments and write down at least one personal academic goal in which you want to achieve for yourself. Please feel free to share your goal with your teachers, parents, friends and with me!

My goal for my 2020-2021 school year: _____

I wish you a wonderful school year and look forward to learning with you!

Educationally yours,

Dr. Beth Azar, Wildwood Principal

WILDWOOD CODE OF CONDUCT INTRODUCTION

The Mountain Lakes School District wants to ensure that each of you, our students, has the opportunity to learn and grow in a school that is safe and secure. In order for you to take advantage of our programs and activities, we must protect and enforce conduct expectations. We appreciate your positive attitudes and recognize that most of you obey school rules and respect your fellow students. Many of you demonstrate these very values exemplified in the Mountain Lakes Community, each and every day.

Among the skills we expect you to learn in our schools are thoughtful decision-making and the acceptance of responsibility for the results of your decisions. This Code of Conduct handbook was developed in order to ensure your rights and those of others to learn in a safe and respectful school environment.

On occasion, you may be asked to talk with a teacher, a counselor, or an administrator about your decisions. When this happens, it is in support of protecting our safe and respectful school and ensuring students' rights to an education.

This handbook explains all of your rights as a student at Wildwood, as well as your personal responsibilities in order to enjoy those rights. It also describes Wildwood's Nine Core Values and conduct guidelines to help you be successful at school each and every day. We are confident that a focus on these values will help you make good decisions and have a positive academic experience.

STUDENT RIGHTS AND RESPONSIBILITIES

SCHOOL AT LARGE

Rights: Students have the right to attend a school that is safe, clean, and in good condition where they and their property are respected at all times and under all circumstances.

Responsibilities: Students have the responsibility to follow directions given by those in authority, respect the rights and feelings of others and their property, keep themselves drug free, help maintain a clean school environment, and refrain from acts of violence or vandalism. Any item that may be perceived as a threat to a person's safety in the school environment, such as a knife or other weapon, is banned from all school-related activities. Students will follow procedures for Responsible Reporting when they feel uncomfortable or at risk, or they perceive the same for others.

LEARNING ENVIRONMENT

Rights: Students have the right to a full day of instruction in a learning environment that is safe and free from excessive noise and/or disruptive behaviors.

Responsibilities: Students have the responsibility to contribute to a positive and safe environment by coming to school on time and prepared, cooperating with peers and those in authority, respecting the rights and feelings of others, following established rules, and being actively involved in the learning process.

SHARED AREAS

Rights: Students have the right to an orderly and safe school environment, which is free from disruption and excessive noise.

Responsibilities: Students have the responsibility of ensuring the safety of themselves and others by following established rules and demonstrating positive behaviors appropriate to each shared area of the school community, including bus transportation.

EXTRA CURRICULARACTIVITIES

Rights: Students who are in good standing as citizens in our school community have the right to participate in and enjoy the benefits of socialization and organized activities sponsored by the school.

Responsibilities: Students have the responsibility to conduct themselves appropriately at assemblies, concerts, meetings, field trips, and other extra-curricular activities by cooperating with peers and those in authority, adhering to general school rules and/or rules imposed by the visited area, and serving as a proper ambassador for our school community.

WILDWOOD DRESS CODE

For the health and safety of all staff and students, we ask for the cooperation in complying with the guidelines outlined below. While we embrace individuality and personal style we do ask that clothing be appropriate for the school environment, does not present a health or safety risk, or cause a distraction for others.

**Show pride in your school and respect for yourself and others.
Dress for School Success!!**

The following items should not be worn as school attire at Wildwood School:

- Shorts and skirts shorter than the length of your pointer finger with arms at your side.
- Spaghetti straps (straps less than 1" wide) or halter/tube tops
- See-through fabrics
- Clothing revealing the midriff
- Any clothing with inappropriate or suggestive sayings
- Hats are not permitted to be worn inside the school building
- Sandals or shoes without a back strap are strongly discouraged for safety reasons. Sneakers are required for participation in Physical Education classes and for recess. Students have the option of changing into sneakers for their lunch/recess period.

ACADEMIC INTEGRITY

Academic integrity is a fundamental value of teaching, learning, and behavior. Maintaining high standards of academic integrity ensures the sustainability of the Wildwood educational process. Therefore, students are expected to commit to and be responsible for demonstrating the seven fundamental values, even in the face of adversity and challenges.

1. Honesty
2. Integrity
3. Sportsmanship
4. Respect
5. Confidence
6. Responsibility
7. Perseverance
8. Courtesy
9. Judgment

NINE CORE VALUES

Honesty

Definition: Being truthful in all situations

Action: *Always be honest, even when it is difficult.*

Integrity

Definition: Strict adherence to a standard of value or conduct; personal honesty and independence.

Action: *Display etiquette and composure in all situations; being responsible for personal actions and personal conduct at all times.*

Sportsmanship

Definition: Observing the rules of play and winning or losing with grace.

Action: *Know and follow the rules; be able to conduct yourself in a kind and respectful manner toward others.*

Respect

Definition: Feeling or showing consideration for people and property.

Action: *Show respect for oneself, fellow students, teachers, property, and our school; treat others the way you would want to be treated.*

Confidence

Definition: A feeling of self-assurance, reliance, or trust in your own abilities and talents.

Action: *Be positive and focus on something you are doing well regardless of the outcome.*

Responsibility

Definition: Accounting for your actions and being dependable.

Action: *Be dependable. Be someone who can be counted on to help, sometimes before you are even asked. Be responsible for working towards your personal best every day.*

Perseverance

Definition: Persisting in an idea, purpose, or task despite obstacles.

Action: *Continue through difficult tasks and your own mistakes, while learning from past experiences. Never give up.*

Courtesy

Definition: Considerate behavior toward others; a polite remark or gesture.

Action: *Use manners and be respectful to others' personal space, property, and feelings.*

Judgment

Definition: The ability to make a decision or form an opinion; a decision reached after consideration.

Action: *Use your best judgment to make good choices in all situations. If you are unsure of what to do, it's okay to ask for help.*

Wildwood Elementary Discipline Procedures

<u>Level 1 Infractions</u>	<u>Level 2 Infractions</u>	<u>Level 3 Infractions</u>
<ul style="list-style-type: none"> ▪ Talking in the hallway ▪ Running in the hallway ▪ Shouting ▪ Inappropriate attire ▪ Horseplay (non-threatening) ▪ Misuse of school property ▪ Disruptive behavior ▪ Noncompliance with adult directive ▪ Unauthorized use of cell phone, camera, or other electronic devices 	<ul style="list-style-type: none"> ▪ Using unkind or inappropriate words/gestures (non- threatening) ▪ Dishonesty/Lying/Cheating ▪ Defacing school property ▪ Misbehavior during emergency drills ▪ Disrespect to authority (including all school staff, crossing guards, police officers, and substitute teachers) 	<ul style="list-style-type: none"> ▪ Aggressive physical contact ▪ Verbal or written threats ▪ Theft ▪ Possession or use of a weapon ▪ Inappropriate contact/touching ▪ Other forms of bullying (i.e., cyber) ▪ Multiple infractions with previous intervention
1st Occurrence: Reminder	1st Occurrence: Student and teacher fill out Stop and Think Sheet to be sent home. Student may lose recess/free time/privilege if warranted and Stop and Think Sheet sent home (copy sent to office). Possible Main Office referral depending on severity of infraction.	1st Occurrence: <ol style="list-style-type: none"> a. Separate student(s) or remove student(s) from situation. b. Call office immediately and administrator will come to location. c. Administrator will communicate with classroom teacher. d. Administrator will contact parent by phone. (See Main Office Consequences)
2nd Occurrence: Warning (verbal or visual)	2nd Occurrence: Student sent to office (see Main Office Consequences). Signed copy of Stop and Think Sheet filed in classroom and sent to office for documentation.	
3rd Occurrence: Student and teacher fill out Stop and Think Sheet to be sent home. Signed sheet filed in classroom and copy sent to office for documentation.		
4th Occurrence: Referral to Main Office. Stop and Think Sheet sent home (copy sent to office).		
5th Occurrence: Student may lose recess/free time/privilege if warranted and Stop and Think Sheet sent home (copy sent to office). Possible Main Office referral depending on severity of infraction.		

Main Office Consequences

1. Parent contact and loss of recess privileges (duration based on administrator's discretion)
2. Parent contact and detention
3. Parent Conference with Principal and/or detention, loss of school events, assigned school service hours- ALL at the discretion of administrator
4. Referral to Office for choices/options
5. In-school suspension
6. Out-of-school suspension, possible referral to the Superintendent, District HIB Coordinator, and/or CST
7. Expulsion/Possible removal from school.
8. Possible referral to local law enforcement agencies for professional services outside the school setting