



# Emanuel Lutheran School

179 East Main Street Patchogue, New York 11772  
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## Code of Conduct Summary

Emanuel Lutheran School is committed to providing a safe and orderly school environment where students may receive and our teachers may deliver quality educational services without disruption or interference. Responsible behavior by students, teachers, administrators, staff, parents and visitors is essential to achieving this goal.

Emanuel Lutheran School has a long-standing set of expectations for conduct on school grounds, school property, on school buses, and at school functions. These expectations are based on the principles of civility, mutual respect, citizenship, character, tolerance, honesty and integrity.

Emanuel Lutheran School, its officers, teachers and staff, shall not discriminate against any student, employee or individual based on a person's actual or perceived race, color, weight, national origin, creed, ethnic group, religion, religious practice, age, marital status, disability, sexual orientation, predisposing genetic characteristics, gender or sex.

Emanuel Lutheran School Committee recognizes the need to clearly define these expectations for acceptable conduct on school property and at school functions, to identify the possible consequences of unacceptable conduct, and to ensure that discipline when necessary is administered promptly and fairly.

Emanuel Lutheran School has adopted a Code of Conduct in line with New York State SAVE legislation. The complete Code of Conduct is available upon request from the school Principal. This summary is intended to help parents inform their children of the basic rights, responsibilities and consequences attached to misconduct.

### Students' Rights and Responsibilities

Emanuel Lutheran School is committed to safeguarding the rights that all students are entitled to under federal and state law, including the right to attend school in a safe, healthy and orderly environment. No person will be permitted to create a hostile environment by conduct, with or without intent that would have the effect of unreasonably and substantially interfering with a student's educational performance, opportunities or benefits, or mental, emotional and/or physical well-being; or reasonably causes or would reasonably be expected to cause a student to fear for his or her physical safety. Such conduct would include, but is not limited to, threats, intimidation or abuse based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practices, disability sexual orientation, gender or sex. Students have the responsibility to abide by all Emanuel Lutheran School rules and regulations; to act in a respectful manner toward all teachers, staff and students; to tell a responsible adult if another student is overheard threatening to cause harm to others; and to accept responsibility for their actions.

The Code of Conduct also defines reasonable expectations for the essential partners in the education of young people: parents, teachers and all other school staff members, as well administrators and the School Committee. The Code of Conduct identifies parent responsibilities as sending children to school healthy, and acknowledges that each parent cares about the success of his or her child and accepts shared responsibility for the child's education. Teachers and all other school staff are expected to model the types of behaviors we expect of students; to teach effectively while demonstrating concern for the well-being of the whole child; and to communicate with parents and students on progress being made, as well as on any problems that are interfering with learning and personal growth.

The section "Student Dress Code" emphasizes that all students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions wearing their school uniforms. On "dress down days" students shall wear clothing that is appropriate to the school setting and prohibits any combination of clothing which is disruptive of the educational process. The "Student Conduct" section describes multiple categories of conduct that endanger the safety, health or welfare of others. These include lewd or abusive language or gestures; disruptive behavior; possession of, use of, or threat to use any weapon; harassment and bullying of others; and possession, use or distribution of any alcohol or drugs. The Code also prohibits academic misconduct such as cheating, copying and plagiarism.

Emanuel Lutheran School requires that any student observing a student possessing a weapon, alcohol or illegal substance at school, on school grounds, on school buses, at school functions, or witnessing violence or the threat of violence must report that information immediately to an appropriate staff member. The Code of Conduct requires that school personnel inform parents, administrators and the police (if an incident appears to be possible criminal behavior) of violations of the Code of Conduct. The section on "Consequences" describes a range of actions in response to misconduct. These range from teacher removal of a student from class or activity, school suspension and expulsion. The Principal or the Principal's designee may overturn the removal of the student from class if the Principal finds the charges against the student are not supported by substantial evidence. In such a case, the student will be immediately returned to the classroom. A student is always entitled to due process in any disciplinary procedure, and the Principal and parent are always to be involved. The Code of Conduct requires that the school contact the parent within one school day of any serious incident.

Corporal punishment of students is prohibited. However, the Code of Conduct recognizes that there will be certain situations that require the use of physical force either to restrain a student from injuring him or herself or another person or to protect the property of others.

"Student Searches and Interrogations" reminds students and parents that school lockers are the property of the school and may be opened and searched at any time. It authorizes searches of students and their belongings if the Principals or his or her designee has reasonable suspicion to believe that a search will result in evidence that a student violated the Code of Conduct. Documentation of searches is required, and parents will be informed and police will be called if the appropriate school official deems such actions to be necessary. The Code of Conduct specifies that students who are questioned by police officials on school property will be afforded the same rights they have outside of school.

School officials also have a responsibility to notify Child Protective Services when they have reasonable cause to suspect that a student has been abused or mistreated by anyone.

Finally, the Code of Conduct requires that visitors to our schools also abide by our standards, including reporting to the main office upon arrival and conducting themselves in a civil, respectful and orderly manner with all persons they meet on school grounds. A visitor whose behavior is disruptive will be required to leave. Authorized school officials may request police assistance if the situation warrants.

A copy of the full Emanuel Lutheran School Code of Conduct is available upon request (to the principal's office). Students will be given the summary of the Code of Conduct at the start of each school year. Parents and students who enroll in a school during the school year will be given the summary and offered a complete copy. All Emanuel Lutheran School teachers and staff will be provided with a copy of the full Code of Conduct at the start of each school year.

The Emanuel Lutheran School Committee will review the Code of Conduct annually and adopt any necessary revisions following public hearing for parents, students and other interested parties.



Home and School with Christ

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**Please return this form to the school office**

## Emanuel Lutheran School Code of Conduct Summary

**I have received and read Emanuel Lutheran School Code of Conduct Summary. I have reviewed it with my child. I understand and will abide by the polices, and rules that are set forth in this Summary.**

\_\_\_\_\_  
Students Name

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date