

# Toms River Regional Schools



## Code of Conduct

*This document outlines the policies and expectations set forth by Toms River Regional Schools Board of Education and upheld by the Administration. All policies and expectations herein are applicable to all learning environments. This document is intended for all students of TRRS and will be applied to all students, in all learning environments, without regard to race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability or by any other distinguishing characteristic, pursuant to N.J.S.A. 10:5.*

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## District Mission

Toms River Regional Schools is a community of dedicated students, professional staff, and supportive community members. Together we are committed to providing an innovative and rigorous educational experience that

- aligns with and exceeds New Jersey Student Learning Standards
- respects the dignity and safety of every person in the school community
- recognizes and nurtures the unique talents, interests, and experiences of each individual
- develops students into lifelong learners who are socially responsible, confident, value diversity, and are able to adapt to the present and future challenges of a complex world.

## District Vision

Toms River Regional Schools are, above all, student centered. We recognize the classroom as a place where all students

1. feel safe to learn, work together, and express themselves respectfully;
2. are encouraged to discover and develop their interests and abilities, no matter what their present level of performance;
3. are offered experiences in new and wider fields of knowledge that can make life richer and more satisfying.

We understand that all of a person's experiences influence that person's development. The curriculum of Toms River Regional Schools, therefore, embraces pupil opportunities-- classroom instruction, extracurricular activities, field experiences, social functions, and community projects-- that embrace the whole child. Recognizing and encouraging student choice and voice are fundamentally to achieving this vision.

Being a lifelong learner means not only developing habits of mind that include analysis, introspection, critical thinking, and problem solving, but also applying a mindset that ensures personal future readiness and becoming a socially responsible citizen: adaptability, flexibility, mindfulness, empathy, tolerance, open-mindedness, and grit. The district is committed to helping students strengthen these traits through authentic learning opportunities that connect them with their community and the larger world.

Many closely interrelated factors determine the degree to which we can create a positive learning environment. We acknowledge the importance of physical surroundings, but even more important are human relationships. Supportive, caring, and professionally bounded connections between students and staff help promote growth and a sense of belonging.

We believe that no educational philosophy can be static. The aims and policies of the Toms River Regional Schools are being continually reexamined in light of changing pupil and community needs. We encourage continuous feedback and revision.

## Introduction

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## District Wide Expectations for Student Learning Outcomes

As essential partners, our roles are interdependent. Each participant of the school community is accountable for their role as an integral part of the overall educational experience.

<b>Students will</b>	<b>Toms River Regional Schools will</b>	<b>Families and Community Members will</b>
<p>Exhibit independent thinking, problem solving, self-evaluation, and decision making skills.</p> <p>Understand and appropriately use technology.</p> <p>Be effective communicators and collaborators.</p> <p>Exhibit growth mindset and open-mindedness.</p> <p>Appreciate and strive for healthy lifestyle choices.</p> <p>Accept responsibility for personal choices while caring for the welfare of others.</p> <p>Demonstrate respect for themselves and others.</p> <p>Use effective and positive approaches to resolve conflicts.</p> <p>Appreciate and foster diversity.</p>	<p>Cultivate a safe school environment where students are comfortable to express themselves and take risks. Foster a climate of kindness, friendship, and inclusiveness.</p> <p>Strive to develop confident students who are able to make meaningful contributions in a diverse society</p> <p>Purposefully develop relationships among all stakeholders to support a community of learners.</p> <p>Maintaining a positive learning environment.</p> <p>Foster positive behaviors through creating an atmosphere of mutual respect and appreciation.</p>	<p>Recognize that education is a collaborative effort and students, staff and families are essential partners in the learning process.</p> <p>Be available to engage in productive dialogue with school partners to support students' academic, social, and emotional growth and development.</p> <p>Support the district's expected learning results.</p> <p>Ensure that students attend school daily and on time.</p>

## Conduct Expectations for Students

A safe and an orderly school environment is critical to schoolwide success. Student behavior is reflective of the values and beliefs maintained by the district. Each student is expected to behave appropriately with regard for the rights and welfare of other students, and the educational purpose underlying school activities, and with due care for school facilities and equipment.

The District requires that all staff enforce the Student Code of Conduct. This stated set of expectations for behavior and corrective measures can help us ensure due process, consistency and accountability throughout the District.

Students are expected to demonstrate courtesy and respect to all members of the school community, to avoid engaging in offensive conduct and to stop those behaviors when asked to do so.

Students are expected to:

1. Comply with Federal and State laws, District policies and regulations, and instructions from school authorities.
2. Attend school every day and arrive on time. (Every effort should be made to avoid unnecessary absences and instances of lateness).
3. Participate in scheduled classes regularly to keep up with coursework, achieve course objectives, learn skills and acquire knowledge, and earn the course credits required for grade promotion graduation from high school.

## Attendance

The District recognizes the vital role of parents in the welfare and education of their children and the pivotal part they play in shaping character and values. Attendance and punctuality are the responsibility of each student and their parents. Each time a student is absent from school without a prior excuse, the student's parent will receive an automated telephone call. Students who are absent from school may also be excluded from that day's athletic and after-school activities. Additionally, unexcused absences from school or class may result in disciplinary action. Students who are chronically absent or late may be referred to the school Intervention and Referral Services Team to determine appropriate interventions and support to families. Students who reach eighteen or more unexcused absences from school may result in a loss of credit for the school year and grade retention. Students are urged to be punctual and responsible in their school attendance.

## Late Arrival & Early Dismissal Procedures

Students arriving late to school should present a note from a parent indicating the reason for being tardy and sign in upon arrival. Parents are requested to escort elementary students to the main office to sign in when arriving late to school. Students will be dismissed early from school upon written request and must be signed out by a parent or guardian in the main office. Students being dismissed to scheduled after-school activities, are expected to report immediately to their bus or assigned destination. Excessive tardiness may result in disciplinary action. Three tardies/early dismissals are counted as one absence in computing a student's attendance record. Parents are requested to schedule their children's medical/other appointments after school hours.

### \*Excused Absences\*

- Students may be legitimately absent from school for the following reasons (*Paper documentation must be provided*)
- Student illness. *Provide written medical documentation on letterhead or prescription.*
- Death in the immediate family, three days; funerals of other relatives, not to exceed one day if in the locality, or three days if outside of the state. *Provide a copy of the Obituary, Funeral Card/Program or Funeral Home Letter.*
- Requirements of a student's individual health care plan or individualized education program (IEP);
- Alternate short or long term accommodations for students with disabilities
- Quarantine
- State-approved religious observances: You can check those dates on the following website: <http://www.state.nj.us/education/genfo/holidays.htm> (High School only)
- Approved College visits (no more than three during the school year). *Approved form provided by the High School Counseling Department.*
- Suspensions.
- Court Appearance. *Provide documentation or note from the court*
- Necessary and unavoidable medical or dental appointments that cannot be scheduled at a time other than the school day
- Other individual absences as determined and approved by the school administration  
New Jersey State Agencies' mandated appointments

\*Please note that students who are excused for any of the above reasons are required to complete any missing work for their classes.

\*Documentation for excused absences from parents/guardians is required within three (3) days of returning to school after an absence.

## Eligibility to Attend Extracurricular Activities

Participation in extracurricular activities is considered a privilege and can be restricted if academic performance declines. As per Board Policy No. 5200, all students must attend school the day of any school-sponsored extracurricular activity in order to participate in that activity. The following documentation is required for students to participate in any athletic program at TRRS:

- Pre-Participation Sport Physical Evaluation Packet: The physical exam needs to be within 365 days of the first practice session Health history questionnaire must be completed for each sport season
- Any student listing on the Health History form as having asthma (Asthma Treatment Plan, allergies (Allergy Action Plan) or daily medications (Doctor's orders), must have the appropriate forms filed in the Health Office. 9
- The Cardiac brochure, concussion and eye injury information sheets must be read. The "Parent/Student Cardiac, Concussion & Eye Injury Ackn
- The Opioid Educational Fact Sheet must be read and the acknowledgment form signed and dated by both parent and student.

*All required forms can be found on the district website on the [Health Forms and Information](#) page*

## Searches and Seizures by School Officials

Lockers, desks, and other storage areas are the property of the District and may be searched by school officials at any time and for any reason or no reason. Prohibited items will be confiscated and may be reported to the proper authorities. To maintain a safe, orderly school environment that fosters learning and academic achievement, a school official may use a metal detector/wand to screen students and their personal effects (e.g., purse, book bag, or personal electronic device). Additionally, the person and property of a student can be searched manually, with or without assistance from law enforcement, if a school official reasonably expects to find evidence that the student has violated or is violating either the law or the rules of the school. The scope of the search must not be overly intrusive and should be reasonable under the circumstances given the student's gender and level of maturity, the causes for suspicion, and the nature of the suspected violation.

School personnel are not permitted to conduct cavity searches or strip searches. A pat-down search may be performed with assistance from school security personnel. School officials are advised to seek help from local police if a more intrusive search of a student's person is necessary. When possible, searches should be conducted in private. If a school official determines to perform a search, he or she should inform the student of the reason(s) for the search. To minimize school disruption and preserve evidence, a student who refuses to comply with a search request will be moved to a designated classroom or office immediately (away from other students if possible), where school officials will supervise the student until a parent and/or police officer arrives to assist with the situation.

## Harassment, Intimidation, and Bullying

As a school district, the safety and well-being of all students is our top priority. We strive to create an environment that is nurturing to each child so they can develop socially, emotionally, and academically. Unfortunately, other outside factors can adversely affect our students, causing them to become isolated, disengaged, and withdrawn from being present and active during their academic years.

The Toms River Regional School District strictly prohibits the harassment, intimidation and/or bullying of any student. Prohibited conduct includes written, verbal and physical acts of harassment, intimidation and/or bullying, as well as cyber-bullying. These disruptive behaviors interfere with the school's ability to educate its students in a safe and disciplined environment.

Definition of Harassment, Intimidation and Bullying - Harassment, intimidation and bullying is unwanted, aggressive behavior that may involve a real or perceived power imbalance.

Harassment, intimidation and bullying (HIB) refers to any gesture, any written, verbal or physical act, or any electronic communication whether it be a single incident or a series of incidents, that:

1. Is motivated either by any actual or perceived characteristic, including but not limited to, race, color, gender, religion, disability, or by any other distinguishing characteristic.
2. Takes place on school property, at any school-sponsored function, on a school bus, or off school grounds.

## Dress Code

The Toms River Regional district recognizes that styles of grooming and dress communicate individual preferences and can influence student behavior and enhance a school's learning environment. Students are expected to dress appropriately for school – this means being clean and well-groomed in appearance, avoiding styles of dress and grooming that disrupt the school environment or distract other students. Such limitations on a student's taste and individuality are necessary to achieve the educational goals of the school.

Styles that interfere with the school's educational program and mission of the school will not be tolerated. Clothing or accessories that pose a danger to the health or safety of students, staff, or are harmful to school property are prohibited. Those who do not follow the school's dress code may be disciplined.

Students who violate the dress code may be removed from class until a parent/guardian arrives and provides appropriate attire. To prevent the loss of class time, parents/guardians are reminded to monitor their children's attire before they leave for school.

Although no attempt is made to include all items, the following types of attire are generally unacceptable:

- Clothes/articles which are soiled with grease, oil, paint, or dirt.
- Clothes, jewelry, or articles displaying indecent or inappropriate writing, pictures, or slogans.
- Jewelry or other articles that could cause damage to other pupils or property (Example: chains, belts, cleats, etc.)
- Clothing that is ragged or excessively torn
- Clothing that is extreme in brevity, length, tightness and/or transparency.
- Clothing that exposes a bare midriff.
- Tank top shirts (spaghetti straps, halter tops, bandeau style tops or sports bras)
- Jewelry/earrings and clothing which restricts movement, is distracting, or causes a safety hazard to oneself or others.
- Head coverings of any kind are prohibited in school unless authorized by administration for religious purposes. Including but not limited to - hats, hoods, bandanas and balaclavas.
- Inappropriate footwear, that is deemed unsafe for school. Good judgment should be exercised when choosing footwear.
- Pajamas, or underwear exposed or worn as outerwear.

## Infractions and Definitions

*(to be placed in tiers based on level of infractions)*

Infractions	Definition
<b>Classroom Disruption</b>	Behavior that a reasonable person would view as being likely to substantially or repeatedly interfere with conduct of a class.
<b>Disruptive or disorderly conduct</b>	Willful conduct that creates public inconvenience, hazard, annoyance or alarm.
<b>Unexcused lateness to school/class</b>	Late to school or class without a documented excuse (i.e., medical note, etc.)
<b>Unsafe conduct/horseplay</b>	Rough or rowdy play including physical contact, wrestling, racing, grabbing, and/or social pressure to participate in unsafe acts.
<b>Unauthorized departure from school or class.</b>	Departure from class, from the school building, from school grounds, or from a school-sponsored activity without the permission of a supervising staff member.
<b>Detention (cut/removal)</b>	Absence from detention without a valid, documented excuse
<b>Use of obscene or profane language or gestures 20A:37-2</b>	Use of language or gestures that are foul, abusive, derogatory, or demeaning.
<b>Profanity-Vulgarity- Obscenity directed towards a staff member</b>	Use of language or gestures that are foul, abusive, derogatory, or demeaning directly towards a staff member.
<b>Academic dishonesty</b>	Cheating, plagiarism or other use of another's academic work without proper source citation.
<b>Hall roaming/being in the corridors without a pass (hallway pass violation)</b>	Wandering around the halls without a pass and with no purpose.
<b>Insubordination 19A:37-2</b>	Any action that results in the student's refusal to comply with the directions or instructions given by school authorities
<b>Bus write-up/violation</b>	Willful violation of school rules or transportation safety requirements as a passenger.
<b>Continuous disruption</b>	Repeated and/or persistent behaviors that interfere with the organization, conduct and/or learning of the class.
<b>Open defiance toward staff member</b>	Verbal or physical disregard and/or resistance to school administration or staff.
<b>Cell phone violation</b>	Unauthorized use of cell phone in school for noninstructional purposes
<b>Unauthorized assembly/occupancy and failure to disperse when directed to do so by the principal or others in authority</b>	Gathering and loitering in school hallways, vestibules, and other locales both inside and outside of the school building without direction from school staff.
<b>Fighting (for any reason) on school grounds or going to/from school</b>	Verbal or physical contact/assault between two or more people which disrupts the school day. A physical fight is defined as an exchange of blows or one student assaulting another student.
<b>Vandalism 18A:37-2</b>	An act of defacement that causes damage to the property of the District or of another person
<b>Theft/Extortion 18A:37-2</b>	The unauthorized taking of property that belongs to the District or to another person.
<b>Smoking policy violation (including vaping) on school grounds or going to/from school</b>	Violation of District policies on smoking, vaping, or nicotine use in school or at off-site school functions.
<b>Physical Assault against another student 18A:37-2</b>	Attempted, threatened or willful act for the purpose of causing bodily injury to a person who is not a District employee.
<b>Threat towards any student</b>	An expression of intent to physically or sexually harm another student. This expression may be spoken, written, or gestured.
<b>Threat towards any staff member</b>	An expression of intent to physically or sexually harm a staff member.. This expression may be spoken, written, or gestured.
<b>Possession and/or use of items considered to constitute a danger to one's self or others</b>	Possession of an object or device reasonably capable of physically harming one's self, a peer, or a staff member.

<b>Physical assault upon a staff member 18A:37-2</b>	Attempted, threatened or willful act for the purpose of causing bodily injury to a person who is employed by the District.
<b>Possession and/or use of drugs, alcohol, and/or any other controlled dangerous substance(Refer to Drug/Alcohol Policy/Procedures) 18A:40A-9</b>	Violation of District policies on drugs or alcohol in school or at off-site school functions
<b>False fire alarm, bomb threat, or tampering with the alarm system</b>	Any act that causes an alarm for fire, bomb, or other hazardous condition to sound where no emergency exists or that causes such alarm to be disabled for any period of time
<b>Inappropriate use of cell phone &amp; privacy violation</b>	Personal electronic devices may not be used to cause any disruption in the educational process or for unethical or illegal purposes. Prohibited uses include, but are not limited to, cheating on assignments and/or tests, harassing or bullying others, and taking or distributing unauthorized photographs or recordings of other people. Personal electronic devices may not be used to access any obscene, threatening or otherwise inappropriate material via any form of electronic communication.
<b>Cafeteria violation</b>	Disciplinary incident in violation of communicated cafeteria policy & procedures
<b>Arson</b>	Intentional or reckless act that causes a fire for a malicious purpose on school grounds.
<b>Dangerous Behavior 18A:37-2</b>	Intentional or reckless behavior that puts one's self and others at harm.
<b>Dress Code Violation</b>	Failure to comply with school dress code.
<b>Fireworks/noxious materials</b>	Possession and/or use of fireworks
<b>Forgery</b>	Falsification of documents or of an adult's signature on a school document.
<b>Gambling</b>	Wagers of anything of value on games of skill or chance.
<b>ID Violation</b>	Failure to produce District-issued student identification card for inspection by a school staff member.
<b>ISS Violation</b>	Failure to comply with standards set by building administration.
<b>Late to School/Class</b>	Failure to come to class on time, without a signed pass from school staff.
<b>Parking violation</b>	Parking in an unauthorized location.
<b>Sale of drugs/alcohol</b>	Students shall not use, have in their possession, or be under the influence of alcohol, marijuana, drug paraphernalia or imitation controlled substances ) School Board owned or leased property,
<b>Sexual Harassment, Harassment, Bias incident or Cyber Bullying</b>	Inappropriate speech or conduct that may constitute sexual harassment. Any act or communication that is directed at a student based on any distinguishing characteristic and which has the effect of physically or emotionally harming a student or damaging the student's property.
<b>Speeding/reckless driving</b>	Failure to comply with local laws in adherence to driving lawfully.
<b>Tampering with legal documents</b>	It involves altering, changing, or modifying a document for the purpose of deceiving another person. It can also involve the passing along of copies of documents that are known to be false.
<b>Technology violation</b>	Use of District-issued or privately-owned technology in a manner or for a purpose that would interfere with or inhibit the educational mission of the school.
<b>Technology:password violation</b>	Users may not use another student's password, or hack into district programs or <b>violate</b> the integrity of district servers; and; Users may not damage the network
<b>Technology unauthorized access to network</b>	Unauthorized access refers to individuals gaining access to an organization's data, networks, endpoints, applications or devices, without permission.
<b>Trespassing</b>	Entry onto school premises or access to a portion of the premises without permission and without authority.
<b>Unauthorized distribution of literature</b>	No student may solicit, advertise, sell, or distribute material of any nature on school-owned or school-controlled property without approval.
<b>Unauthorized use of school property</b>	No student shall utilize school property for any purpose without prior approve by school staff.
<b>Possession of Weapons 18A:37-2.1-1995</b>	Possession of an object or device reasonably capable of being mistaken for a firearm or weapon.

## Policy

- 1140 - [Affirmative Action Program](#)
- 2361 - [Acceptable use of Computer Network/Computers and Resources](#)
- 5200 - [Attendance](#)
- 5511 - [Dress Code & Grooming](#)
- 5500 - [Expectations for Pupil Conduct](#)
- 5512 - [Harassment, Intimidation and Bullying](#)
- 5530 - [Substance Abuse](#)
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- 5550 - [Disaffected Pupils](#)
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