

CODE OF CONDUCT: ESSENTIAL PARTNERS

I. Parents

All parents are expected to:

- A. Recognize that the education of their children is a joint responsibility of the parents and the school community.
- B. Send their children to school ready to participate and learn.
- C. Ensure their children attend school regularly and on time.
- D. Notify the school that a child will be absent prior to the start of the school day.
- E. Insist their children be dressed and groomed in a manner consistent with the student dress code.
- F. Help their children understand that in a democratic society appropriate rules are required to maintain a safe, orderly environment.
- G. Know school rules and help their children understand them.
- H. Convey to their children a supportive attitude toward education and the district.
- I. Build good relationships with teachers, other parents and their children's friends.
- J. Help their children deal effectively with peer pressure.
- L. Inform school officials of changes in the home situation that may affect student conduct or performance.
- M. Provide a place for study and ensure homework assignments are completed.
- N. Build positive relationships with students, district staff, and other parents.

II. Teachers

All district teachers are expected to:

- A. Maintain a climate of mutual respect and dignity, which will strengthen students' self-concept and promote confidence to learn.
- B. Be responsible for appropriate instruction.
- C. Know school policies and rules, and enforce them in a fair and consistent manner.
- D. Communicate to students and parents on essential, grade-appropriate matters including, but not limited to:
 - (1) Course objectives and requirements
 - (2) Marking/grading procedures
 - (3) Assignment deadlines
 - (4) Expectations for students
 - (5) Classroom discipline plan
- E. Build positive relationships with children, parents and district staff.

III. Paraprofessionals

All district paraprofessionals are expected to:

- A. Maintain a climate of mutual respect and dignity, which will strengthen students' self-concept and promote confidence to learn.
- B. Know school policies and rules, and enforce them in a fair and consistent manner.
- C. Report violations to school authorities.
- D. Build positive relationships with children, parents and district staff.

IV. Guidance Counselors

All guidance counselors are expected to:

- A. Assist students in coping with peer pressure and emerging personal, social and emotional problems.
- B. Initiate teacher/student/counselor conferences and parent/teacher/student counselor conferences, as necessary, as a way to resolve problems.
- C. Review with students their educational progress and career plans.
- D. Encourage students to benefit from the curriculum and extracurricular programs.
- E. Meet regularly with individual teachers and teams to help identify and address student needs and placement.
- F. Build positive relationships with children, parents and district staff.

V. Psychologists and Social Workers

All district psychologists and social workers are expected to:

- A. Assist in the maintaining of a school climate of mutual respect and dignity.
- B. Communicate with students, parents, teachers and building administrators concerning student learning issues and social-emotional well being.
- C. Assist students in coping with emerging personal, familial and school related social-emotional problems.
- D. Serve as a liaison between student/family/school and, where appropriate, community resources.
- E. Conduct necessary evaluations of student needs including status evaluations and functional behavioral assessments.
- F. Assist in district efforts in crisis/violence prevention and intervention, and Child Protective Services, PINS, and Social Service contacts.
- G. Assist in district efforts in student social skill development, parent education initiatives and staff development.
- H. Build positive relationships with children, parents and district staff.

VI. Security Staff

All district security guards are expected to:

- A. Patrol their assigned areas.
- B. Remain vigilant at all times.
- C. Report violations of the Code to proper authorities.
- D. Maintain written security logs.
- E. Build positive relationships with children, parents and district staff.

VII. Bus Drivers

All bus drivers are expected to:

- A. Offer safe, efficient bus transportation to all eligible students.
- B. Have a written description of the bus route assigned.
- C. Complete a driver vehicle inspection report at the beginning and end of each day.
- D. Maintain a safe environment on the school bus.
- E. Know the district's school bus rules and report violations to the supervisor.
- F. Build positive relationships with children, parents and district staff.

VIII. Principals

All building principals are expected to:

- A. Promote a collegial, safe, orderly and stimulating school environment, supporting active teaching and learning.
- B. Ensure that students and staff have the opportunity to communicate with the principal and approach the principal for redress of grievances.
- C. Evaluate on a regular basis all instructional programs.
- D. Support the development of and student participation in appropriate extracurricular activities.
- E. Be responsible for enforcing the Code of Conduct and ensuring that all cases are resolved promptly and fairly.
- F. Build positive relationships with children, parents and district staff.

IX. Dignity Act Coordinator(s)

The Dignity Act Coordinator(s) are expected to:

- A. Promote a safe, orderly and stimulating school environment, supporting active teaching and learning for all students regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex.
- B. Be responsible for monitoring and reporting on the effectiveness of the district's bullying prevention policy.
- C. Address issues of harassment or any situation that threatens the emotional or physical health or safety of any student, school employee, or any person who is lawfully on school property or at a school function.
- D. Address personal biases that may prevent equal treatment of all students and staff.

X. Superintendent

The Superintendent of Schools is expected to:

- A. Implement the policies and directives of the Board of Education.
- B. Promote a collegial, safe, orderly and stimulating school environment, supporting active teaching and learning.
- C. Review with district administrators the policies of the Board of Education and state and federal laws relating to school operations and management.
- D. Inform the Board about educational trends relating to student discipline.
- E. Institute a comprehensive, school-based K-12 violence prevention program.
- F. Work with district administrators in enforcing the Code of Conduct and ensuring that all cases are resolved promptly and fairly.
- G. Build positive relationships with children, parents, district staff, and the community.

XI. Board of Education

The Board of Education is expected to:

- A. Collaborate with student, teacher, administrator, and parent organizations, school safety personnel and other school personnel to develop a Code of Conduct that clearly defines expectations for the conduct of students, district personnel and visitors on school property and at school functions.
- B. Adopt and review annually the district's Code of Conduct to evaluate the code's effectiveness and the fairness and consistency of its implementation.
- C. Lead by example by conducting Board meetings in a professional, respectful, courteous manner.

Great Neck Public Schools

Adopted: 6/25/01

Amended: 10/15/12; 7/6/16