

Silver Crest Elementary Code of Conduct

2020-21

Welcome to Silver Crest Elementary, where we believe in making a difference every day.

Mission: At Silver Crest Elementary we are committed to providing a top-quality education in a safe, positive and engaging environment that builds students' life skills which creates leaders and life-long learners.

Goal: English Language Arts

Silver Crest will meet or exceed the state growth goal of 60% (Percent of students K-3 who show typical, above and well above average growth) as measured by DIBELS BOY to EOY. DIBELS scores are predictive of student progress toward reading on grade level.

Knight Code: Listen, Learn and Lead

- Silver Crest Knights are explicitly taught what “listen, learn and lead” looks and sounds like in each area of our building during the first week of school. These expectations are listed on the Knight Code Matrix. They are reviewed frequently in classrooms and as needed school wide throughout the year.

School Wide Expectations (Rules)

- In addition to the Knight Code, which gives specific expectations for each area of our building, Silver Crest uses a school wide management system in which we have created three school-wide expectations which are listed below and two grade level expectations that are listed in each classroom.
 1. Follow adult directions the first time given
 2. Keep your hands, feet and objects to yourself
 3. Follow the Red/Green Sign (or another classroom talking rule)

Students are rewarded for following the Knight Code by:

- Noble Knight Tickets - will be given to students by all members of the Silver Crest Faculty and staff. Students can turn their tickets in to be entered in a drawing and turn three tickets in to earn a charm for their incentive lanyard.
- One student from each classroom will be recognized monthly with the Principal's Pride award. This award will be given for academics, behavior and character.
- Verbal praise will be given by all staff and teachers
- Individual classroom awards and student recognition are given on a class by class basis.

Consequences for not following the Knight Code and School Rules include:

- Individual warnings
- Opportunities to reflect and think about changing behavior
- Natural consequences such as helping clean, missing a few minutes or all of recess, and losing privileges
- Conference with teacher, parents, or administration
- In School Suspension
- Out of School Suspension

At Silver Crest, we are particularly concerned about ensuring the safety of each student. Students who have had repeated problems with verbal intimidation, cyber intimidation or physical aggression may be referred to a District Safe Schools Hearing or to the Jordan Family Education Center for anger management or other recommended classes. Severe acts of aggression also may result in immediate suspension to a District Level Hearing.

Discipline Procedures

A problem-solving approach will be used with all discipline at Silver Crest Elementary. Students, parents and teachers will be included as part of the team to problem solve, teach replacement behaviors and support changes.

Bullying

- Students and staff at Silver Crest have the right and privilege to work in a bully-free environment.
- Bullying is defined as “aggressive behavior that is intentional, repeated, occurs over time, and involves an imbalance of power or strength”, through
 - (1) physical bullying: hitting, punching, kicking, tripping, etc.;
 - (2) verbal bullying: teasing or name calling;
 - (3) non-verbal or emotional bullying: intimidation through gestures, social exclusion and relational aggression; and
 - (4) cyberbullying: sending insulting, threatening, or harassing messages by phone, computer, or electronic messaging.
- A student is being bullied or victimized when he or she is exposed, repeatedly and over time, to negative actions on the part of one or more students. See Jordan District Policy AS98- Bullying and Cyberbullying.

To encourage kindness and respectful behavior at Silver Crest Elementary:

- Training will be provided to teachers and instructional assistants using Bullying Hurts© curriculum, Mindsteps and Second Steps social-emotional learning curriculum.
- Students will learn how to recognize bullying, report it, and solve problems in a positive, productive way, using children’s books to teach examples and life skills on how to solve problems and treat other people with kindness and respect.
- Students are instructed to report bullying to teachers, instructional assistants, playground aides, and/or school administration as soon as it happens so that it can be resolved.
- If a student reports bullying, school faculty or staff will discuss the issue with the students involved and will contact school administration, as needed.
- If the teacher contacts the administration, the principal or assistant principal will contact all parents involved and will collaborate on a plan to prevent bullying. The first step will be to teach students appropriate behavior and resolve the issues between students.
- In severe cases, in-school or out-of-school suspension, or expulsion of the student(s) involved in the bullying will be considered, so as to create a safe, productive environment for all students.

Cell Phones and All Other Electronic Devices

- Possession of a cellular telephone by a student is a privilege that may be forfeited by any student that uses his/her cell phone inappropriately. At no time shall the District be responsible for preventing theft, loss or damage to cell phones brought onto school property. Cellular telephone use during classroom time, instructional activities, recess and field trips is prohibited. Cellular telephones must remain off and be put away during these times. Exceptions to this policy may be granted by school administration on a case by case basis to accommodate family emergencies or medical necessity. Students violating these guidelines will be disciplined in accordance with District Policy AS67 - Discipline of Students (<http://policy.jordandistrict.org/as067/>).
- Any use of an electronic device that exploits personal information, disrupts the educational process, invades personal privacy or compromises the integrity for educational programs is strictly prohibited. Students in violation will be disciplined in accordance with District Policy AS67 - Discipline of Students (<http://policy.jordandistrict.org/as067/>). Photographs and/or videos are not to be taken of any person using such a device.

Dress Code – (Jordan School District Policy AA419 <http://policy.jordandistrict.org/aa419/>)

- All students shall wear clean clothing.
- Students shall not wear clothes that are mutilated, cut off, or immodest (ex. short shorts, mini skirts, bare midriffs, halter-tops, spaghetti straps, tank shirts, or similar clothing).
- Clothing shall cover the midriff, backs, and cleavage at all times.
- Shorts, skirts, dresses, and other clothing must be at least mid-thigh length or longer when seated.
- Clothing depicting violence, use of drugs, alcohol or other inappropriate slogans that disrupt the educational environment are not allowed.
- Hats of any kind are not allowed within the building except as part of an approved activity, or for religious, or medical purposes.
- Gang-related clothing, colors, and paraphernalia shall not be allowed in schools or activities.
- Shoes shall be worn at all times that ensure personal safety and hygiene. Footwear should be designed for active outdoor play.

Student Attendance Policy

Rationale: Regular attendance and punctuality are of the utmost importance for academic achievement. Students are expected to attend school each day and be on time. When a student is not at school it is recorded as an absence. It is the responsibility of students, parents, classroom teacher and school administration to ensure that a student is in attendance. It is important for a child to be in school.

Attendance

1. Compulsory Education Letter is provided in the online registration materials.
2. Under Jordan District Policy, AA432, legitimate absences are defined as: verified illness, medical appointments, bereavement, court appearances, emergencies, pre-approved educational leave,

and special family or religious events. Absences can be excused with a note from the doctor or dentist.

Vacation - Educational Leave Guidelines

1. A student may be granted up to ten days of excused absences for Travel/Vacation each school year provided that an Educational Leave Form is submitted to the office at least five school days prior to the absences.
2. Once the Educational Leave Form has been submitted to the office, the student's Parent/Guardian must make homework arrangements with the teacher. Teachers will provide copies of any work that needs to be completed as a result of the absences.
3. The student will receive a comparable number of days to complete homework. For example, if a student is absent five days, homework will be due five school days after the end of the vacation.

Toys

- Toy items from home must remain in backpacks during classroom time, instructional activities, and field trips.
- A student who chooses to bring these items to school is responsible for their care. Silver Crest Elementary does not assume responsibility for the theft, damage or loss of any toy brought onto school property.

**Please sign the Silver Crest Elementary School Code of Conduct on the next page and return the signature page to school.

Silver Crest Elementary Code of Conduct

We have reviewed the Silver Crest Elementary School Code of Conduct, including the “discipline procedures” that outline consequences for not following the Code of Conduct.

We have also reviewed the Jordan School District Dress Policy and Dangerous and Disruptive Conduct Policy found in the Code of Conduct and Elementary Registration Booklet.

We will support these policies.

Student _____

Date _____

Student _____

Date _____

Student _____

Date _____

Student _____

Date _____

Parent _____

Date _____

Parent _____

Date _____

Please have each of your students who attend Silver Crest sign the Code of Conduct. Parents, please sign and return this page to the office. Thank you for your assistance in ensuring our students’ safety.