

September 2019

Dear Parents:

Appropriate student behavior is considered essential for an optimum learning experience. Distractions initiated by individual students tend to affect the safety and welfare of others. Therefore, it becomes necessary to provide conduct regulations that deter inappropriate behavior.

Each student should recognize his/her rights and remember that each right carries with it a responsibility. The student must also understand that as he/she progresses through the grade levels, there is an increasing responsibility to serve as a role model for younger students. Each student must learn to accept and support the rules and regulations of the school as necessary to create an optimum learning environment; that any violation of these represents an infringement of the rights of his/her classmates.

As a basis for direction, the Lavallette Elementary School had adopted the attached code to provide a consistent effort to maintain good conduct in our school. Our conduct code also applies to all school related activities that operate within or outside the school. All School policies can be found on the school website, [www.lavallettek12.org](http://www.lavallettek12.org), under the "Parents" tab or at this link: [School Policies](#).

Please read the attached plan, sign the acknowledgement below, and have your child return it to school tomorrow.

We appreciate your support and look forward to another successful year. If you have any questions or concerns, please call us at 732-793-7722. Thank you!

Sincerely,

Dr. Peter S. Morris  
Superintendent

**PLEASE DETACH AND RETURN BOTTOM PORTION**

-----  
I have read, understand, and support the Discipline Plan for the Lavallette School students.

\_\_\_\_\_  
Student's Name

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

# LAVALLETTE ELEMENTARY SCHOOL

## DISCIPLINE PLAN

### A. CLASSROOM BEHAVIOR RULES

Students will:

1. Be respectful in speech, manner and attitude towards peers and adults.
2. Have homework prepared and materials ready.
3. Stay in seat and raise hand to speak or share thoughts with the class.
4. Respect and follow established class and school rules.
5. Be attentive to directions.
6. Not push, shove, harass, and or tease any other student.
7. Arrive on time.

### B. HALL AND STAIRWAY BEHAVIOR RULES

Students will:

1. Will keep to the right in a single line.
2. Use a low voice level considerate of those in classrooms.
3. Wait quietly to enter classroom or assigned area.
4. Not enter classrooms without a teacher or custodian and parent present after school.
5. Not push, shove, harass, and or tease any other student.

### C. PLAYGROUND BEHAVIOR RULES

#### MORNING RULES:

Students will:

1. Arrive no earlier than 8:15 a.m.
2. Enter building in inclement weather days with permission of patrol officer and teacher on duty.
3. Immediately report any injury to the teacher on duty.
4. Line up by designated class spot upon arrival.

#### RECESS RULES:

Students will:

1. Enjoy the fresh air and friends by playing games that do not include any physical touching, pushing, shoving, sliding, tripping, grabbing, etc.
2. Use the playground for games at the discretion of the aide or teacher on duty.
3. Use the slide one at a time and in the manner and for the purpose each was designed (feet first).
4. Remain upright on all playground equipment – no hanging upside down ever!
5. Be considerate of others by allowing additional classmates to join the game.
6. Only use equipment authorized by the teacher in charge.
7. Return all playground equipment borrowed from the school.
8. Play away from the building side door and windows.
9. Line up by class, in front of the yellow line by the side door, in a quiet, orderly manner when the teacher calls.
10. Immediately report any injury to the teacher on duty.

#### **D. CAFETERIA BEHAVIOR RULES:**

Students will:

1. Line up, by class, in front of the cafeteria door, in a quiet and orderly manner.
2. Proceed into the cafeteria, when called, and walk to the lunch line or table.
3. Select where they wish to sit, at their assigned tables, and not switch their place or try to save a seat.
4. Raise their hand if they need a question answered or if they forgot something.
5. Enjoy their lunch without playing with or throwing their food, utensils, trays or lunchboxes.
6. Remember to be absolutely silent when the lights are turned off and listen for important announcements or directions.
7. Talk with friends in a normal, conversational manner without shouting.
8. Always be considerate of classmates by keeping their hands and feet to themselves.
9. Keep the dining area a clean, friendly place by collecting all the trash and carefully placing it in garbage cans.
10. Sharing food with other students is not permitted.
11. Wash hands prior to consuming food.

#### **E. TARDINESS PLAN – IF YOU ARE LATE (Arriving to school after 8:20)**

It is critical to children's education that they arrive at school and are prepared to start their day on time. This year our goal is to minimize the number of students arriving late (past 8:20). This plan's goal is to inspire daily punctuality, instilling it as a valuable life skill for our children.

##### Grades K-2:

- After three tardies within a marking period, a letter of notice from the Guidance Counselor is sent home to the parent or guardian explaining school policy.
- If tardiness becomes a chronic event, a conference will be set up with the Guidance Counselor and the parents to look at helping the student arrive to school on time.

##### Grades 3-8:

- After three tardies within a marking period, a letter of notice from the Guidance Counselor is sent home to the parent or guardian explaining school policy.
- At five to ten tardies within a marking period, the student will serve a 20-minute detention after school upon parent notification.
- After ten tardies within a marking period, a conference will be set up with the Guidance Counselor and the parents to look at helping the student arrive to school on time.
- Each subsequent tardy within the marking period will result in a full after school detention of 45 minutes on the day of the occurrence.

We certainly realize that over the course of the school year emergencies occur and we will not include these documented incidents in this tardiness plan. Being late to school because of a dentist or doctor appointment will not count as being tardy, providing the student presents a note from the appointment. Students arriving after the start of school in the morning must check in at the Main Office to obtain a late slip before being admitted to the classroom. A parent must accompany and sign in students arriving more than ten minutes late (8:30). This is for the safety of your child and to ensure that your child has been under proper supervision.

## **F. DISCIPLINE PLAN – IF YOU BREAK A RULE**

Grades K-8

1. Teacher Detention
2. Administrative Discipline

## **G. DRESS CODE GUIDELINES – GRADES K-8**

Students generally conduct themselves in a manner similar to the way they dress and groom. Student attire should be clean and healthful, not pose any safety hazard, avoid extremism, and not disrupt the educational process. Students who are inappropriately dressed or groomed will be sent to the Main Office and parents will be required to pick up their child and return them dressed appropriately. Repeated failures to adhere to this policy will result in disciplinary action.

The administration shall determine what is inappropriate or excessive. Although no attempt is made to include all items, the following types of clothing will be excluded:

1. Articles, which are markedly soiled with, grass stains, grease, paint, or dirt.
2. Articles displaying inappropriate writing, pictures or slogans.
3. Articles that could cause damage to other students or property (chain belts, cleats, etc.).
4. Clothing that is excessively torn or ragged, extremes in size, brevity, length, tightness and transparency.
5. Clothing exposing bare midriffs such as halters, short blouses or short tops. Tank and tube tops are not permitted. Excessively cut up sweatshirts are not permitted.
6. Hats or head coverings of any kind worn inside the building.
7. Footwear must be worn at all times. Laced shoes must be tied. Thongs, clogs, flip flops, or any other footwear that lacks a fastening strap that goes around the back of the heel is not allowed.
8. Very short cut offs, torn and ripped shorts, spandex shorts, short shorts, or bathing suits are not permitted.
9. Underwear, undergarments, boxer shorts and tights (including lace-trimmed tights) are not appropriate outerwear garments.
10. Sunglasses are not permitted in the building unless prescribed.
11. Face make-up, tattoos and stickers.

Please make sure children are adequately dressed for cold weather (coats, hats, gloves, etc.). Do not allow shorts to be worn to school on a cold day.