



OXFORD

SCHOOL DISTRICT

STUDENT CODE OF CONDUCT

2020 – 2021

GRADES PK-12

224 Bramlett Boulevard

Oxford, MS 38655

Ph: (662) 234-3541 • Fax: (662) 232-2862

VISIT US ONLINE

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NOTICE OF NON-DISCRIMINATION

The Oxford School District does not discriminate on the basis of race, color, religion, national origin, sex, age or disability in the provision of educational programs and services or employment opportunities and benefits. The following individual has been designated to handle inquiries and complaints regarding the non-discrimination policies of the school district:

Douglas Cromwell, Director of Personnel, Operations and Planning
Oxford School District
224 Bramlett Boulevard
Oxford, MS 38655
Telephone (662) 234-3541

TITLE IX

The Oxford School District does not discriminate on the basis of sex in its employment practices, educational programs, or activities, which it operates. Any parent, employee, or student who has knowledge of such discrimination or who has experienced or is experiencing sexual harassment or discrimination should contact:

Douglas Cromwell, Title IX Coordinator
Oxford School District
224 Bramlett Boulevard
Oxford, MS 38655
Telephone (662) 234-3541

SECTION 504

The Oxford School District does not discriminate on the basis of a disability in its employment practices, educational programs, or activities, which it operates. Any parent, employee, or student who has knowledge of such discrimination or who has experienced or is experiencing discrimination on the basis of a disability in his/her role should contact:

LaTonya Robinson, Section 504 Coordinator
Oxford School District
224 Bramlett Boulevard
Oxford, MS 38655
Telephone (662) 234-3541



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INTRODUCTION

It is the purpose of the Oxford School District to operate each school in a manner that will provide for the welfare and safety of all students who attend the schools within the district. In accordance with that purpose, Oxford School District policy requires each school to implement district disciplinary procedures which require students to conduct themselves in an appropriate manner in order to facilitate a positive learning environment for themselves and other students whether in person or online. These standards for behavior require students to respect each other and school district employees, to obey student behavior policies adopted by the Board, and to obey student behavior rules established at each school within the district.

The school's primary goal is to educate, not punish; however, when the behavior of an individual student comes in conflict with the rights of others, corrective actions may be necessary for the benefit of that individual and the school as a whole. Accordingly, students shall be governed by procedures, regulations, and rules set forth in this Code of Conduct.

This Code of Conduct is effective during the following times and in the following places:

- At school or on school property at any time;
- On vehicles provided for student transportation by the school system;
- At any school-sponsored event or when representing the school at any event.
- Using a school district device while participating in online learning.

Also, students may be disciplined for off-campus conduct which is felonious or which poses a threat to the school's learning environment or the safety of students and employees.

OXFORD SCHOOL DISTRICT BOARD OF TRUSTEES

S. Ray Hill, III, President
Betsy Smith, Secretary
Denny Tosh

Romana Reed
Carter Myers

Brian D. Harvey, Superintendent

Paul Watkins, Attorney

ADMINISTRATIVE STATEMENTS

Teachers are expected to maintain order and discipline in the classroom and to handle minor infractions appropriately. When offenses are repetitious, or of a serious nature, the violators should be referred to the principal's office. Effective July 1, 2004 teachers have the authority to remove students from classrooms in accordance with Mississippi law and district procedures.

DUE PROCESS

Due process will include appropriate hearings and reviews, and in all cases the rights of individuals will be ensured and protected. In a hearing, the student will be afforded the opportunity to present his or her account of the incident in question.

STUDENT RIGHTS AND RESPONSIBILITIES

A student has full rights of citizenship as defined by the Constitution of the United States and assumes the responsibility to take positive actions relative to this Constitution, the laws of the State of Mississippi, and the policies, rules, and regulations of the Oxford Board of Trustees.

STATEMENT OF ELEMENTARY STUDENT VIOLATIONS

When an elementary student in Grades PK-4 is in violation of Student Discipline Procedures and the indicated disposition for the violation cannot be applied or when the application is deemed inadvisable, the disposition will be left to the discretion of the principal.

DISCIPLINE PROCEDURES

Disciplinary actions are designed to teach students self-discipline and to help them demonstrate appropriate behavior. When it is necessary to impose discipline, school administrators and teachers will follow an age-appropriate discipline process. The degree of discipline imposed by each school official will be in proportion to the severity of the behavior of a particular student and will take into account the student's discipline history, the age of the student, and other relevant factors. When discipline measures are imposed, a parent or guardian will be notified by school personnel.

This Code of Conduct provides a process of behavioral correction in

which inappropriate behaviors are followed by consequences. Except as may otherwise be provided in state or federal law, the range of disciplinary actions which may be imposed for violations of the Code of Conduct includes, but is not limited to the following:

- Warning and/or Counseling with a School Administrator or Counselor
- Loss of Privileges
- Isolation or Time Out
- Temporary Removal from Class or Activity
- Notification of Parents
- Parent Conference
- Detention (Morning, Lunch, or Afternoon)
- Saturday School
- In-School Intervention
- Reverse Suspension
- Short-term Out-of-School Suspension
- Placement in the Alternative Education Program
- Referral to the Superintendent for Expulsion
- Referral to Day Treatment (pending referral process)
- Suspension or Expulsion from the School Bus
- Referral to Law Enforcement: Mississippi law requires that certain acts of misconduct be referred to the appropriate law enforcement officials.
- Community Service
- Removal from Online Learning

The school will refer any act of misconduct to law enforcement officials when school officials determine such referral to be necessary or appropriate.

PARENTAL INVOLVEMENT

This Code of Conduct is based on the expectation that parents, guardians, teachers and school administrators will work together to improve and enhance student behavior and academic performance and will communicate freely their concerns about, and actions in response to student behavior that detracts from the learning environment. School administrators recognize that two-way communication through personal contact is extremely valuable since it provides information to parents as well as on-going opportunities for school personnel to hear parents' concerns and comments.

Parents and students should contact the principal of the school if specific questions arise related to this Code of Conduct.

STUDENT SUPPORT PROCESSES

The Oxford Board of Trustees provides a variety of resources which are available at every school within the district to help address student behavioral problems. The school discipline process will include appropriate consideration of support processes to help students resolve such problems. These resources include, but are not limited to, teacher support teams, school counselors, referral to appropriate community agencies, and positive behavior support plans.

STUDENT OFFENSES AND DISCIPLINE PROCEDURES

OFFENSE	DISPOSITION RANGE
1. Academic Dishonesty	Penalty is at the discretion of the principal depending on circumstances.
2. Alarm activation under false pretenses	Student is suspended out of school up to nine days.
3. Attendance	
a. Truancy	1st Offense: Penalty is at the discretion of the principal. Repeated offenses could warrant reverse suspension or placement in the Alternative Education Program. A parent meeting with an administrator is mandatory.
b. Skipping class or required school activity	Student receives in-school intervention, reverse suspension, or community service.
c. Leaving campus without permission	Student receives in-school intervention, reverse suspension, or community service.
d. Chronic Tardiness	
1. Before school	Referral is made to an administrator. Penalty is at the discretion of the principal.
2. Class tardies	Referral is made to an administrator. Penalty is at the discretion of the principal.

OFFENSE	DISPOSITION RANGE
<p>NOTICE: Students in grades K-6 are required to attend 160 days of school. Students in grades 7-12 are required to attend 168 days of school. Saturday School and an extended summer school will be required for those who fail to meet the required attendance standard. <i>OSD Board Policy JBA</i></p>	
<p>4. Bullying, cyber bullying or intimidating another student</p> <p><i>Report bullying incidents at www.oxfordsd.org/ReportBullying</i></p>	<p>Penalty is at the discretion of the principal. Depending on circumstances, a disciplinary hearing and recommendation for expulsion or placement in the Alternative Education Program may result in cases involving repeated violations.</p>
<p>5. Classroom interference which does not seriously disrupt the learning opportunities of others</p>	<p>A teacher conference will be held with the student with a possible referral to an administrator. Penalty is at the discretion of the principal.</p>
<p>6. Conduct on Bus</p> <p>a. Act of physical violence against school bus driver or other employee</p> <p>b. Unruly Behavior</p> <p>c. Vandalism</p> <p>d. Assault, battery, or verbal abuse of another student</p>	<p>The student is immediately suspended. A disciplinary hearing and recommendation for expulsion or placement in the Alternative Education Program may result in cases involving repeated violations. (See offense item #5.)</p> <p>A student may be removed from transportation privileges up to 180 days.</p> <p>Student is responsible for all damages. A student may be removed from transportation privileges up to 180 days.</p> <p>Penalty is at the discretion of the principal. Depending on circumstances, a disciplinary hearing and recommendation for expulsion or placement in the Alternative Education Program may result in cases involving repeated violations.</p>
<p>NOTICE: A meeting of the parent/guardian of a student(s) and appropriate school officials must be held whenever a student is found to have engaged in bullying or is found to have engaged in physical assault or battery of another person on the school bus.</p>	
<p>7. Dress Code: Students are required to adhere to the district dress code.</p>	<p>Penalty is at the discretion of the principal.</p>

OFFENSE	DISPOSITION RANGE
<p>NOTICE: Clothing and general appearance are not to cause a disturbance or interfere with the instructional program. Clothing and general appearance must not constitute a health or safety hazard. Students shall not dress in any manner reasonably deemed to be inappropriate and disruptive to the learning process as determined by the school principal.</p>	
<p>8. Gambling on school property or while attending any activity under school supervision</p>	<p>Penalty is at the discretion of the principal.</p>
<p>9. Illegal / Prescription Drugs, Alcohol</p> <p>a. Sale/distribution or possession with intent to sell/distribute illegal/prescription drugs on school property or while attending a school function</p> <p>b. Possession of, use of, or under the influence of illegal/prescription drugs or drug paraphernalia on school property or while attending a school function</p> <p>c. Possession of, use of, or under the influence of alcohol, on school property or while attending a school function</p>	<p>The student is immediately suspended for nine days. Recommendation for expulsion is mandatory. Additionally, penalties under the Alcohol and Drug Policy for students may apply.</p> <p>Penalty is at the discretion of the principal up to nine days of out-of-school suspension. Depending on circumstances, a disciplinary hearing and recommendation for expulsion or placement in the Alternative Education Program may result. Additionally, penalties under the Alcohol and Drug Policy for students may apply.</p> <p>The student is immediately suspended out of school for five to nine days. Depending on circumstances, a disciplinary hearing and recommendation for expulsion or placement in the Alternative Education Program may result. Additionally, penalties under the Alcohol and Drug Policy for students may apply.</p>
<p>10. Inappropriate public displays of affection</p>	<p>The principal will counsel with the students, and disciplinary action is at the discretion of the principal.</p>
<p>11. On-Campus Parking: A valid parking permit and properly displayed permit is required for on-campus parking. Improper parking, speeding, reckless driving or other violations of traffic rules are prohibited.</p>	<p>Students may lose parking privileges and/or the vehicle may be towed at the owner's expense with possible issuance of tickets and fines.</p>

OFFENSE	DISPOSITION RANGE
<p>12. Property</p> <ul style="list-style-type: none"> a. Willful and malicious destruction of, or threat to destroy, school property, includes such action as the use or threat of bombs, explosives, setting fires, and the deliberate destruction of school property b. Willful and malicious vandalism of public or private property while student is under school supervision c. Theft or attempted theft of public or private property while student is under school supervision 	<p>Student is responsible for all damages. In-school intervention, reverse suspension, community service, or out-of-school suspension may result with a possible recommendation for expulsion or placement in the Alternative Education Program.</p> <p>Student is responsible for all damages. Penalty is at the discretion of the principal depending on circumstances, including in-school intervention, reverse suspension, community service, or out-of-school suspension. A possible recommendation for expulsion or placement in the Alternative Education Program may result.</p> <p>Student is responsible for all damages. Penalty is at the discretion of the principal depending on circumstances, including in-school intervention, reverse suspension, community service, or out-of-school suspension. A possible recommendation for expulsion or placement in the Alternative Education Program may result.</p>
<p>13. Refusal to carry out instructions, open defiance, or disrespect of faculty or staff members or repeated violations of school/class rules or behavior which threatens the immediate safety or welfare of students/staff</p>	<p>Student is removed from class or activity, and a referral is made to an administrator. Penalty is at the discretion of the principal. Depending on circumstances, consequences may include up to recommendation for expulsion or placement in the Alternative Education Program.</p>
<p>14. School Disturbances: Acts which cause substantial disruption of learning opportunities or threaten the safety of others, including sitdowns, walk-outs, riots, picketing, trespassing, inciting disturbances, threats or actual violence during periods of disruption</p>	<p>Penalty is at the discretion of the principal. Depending on circumstances, consequences may include up to recommendation for expulsion or placement in the Alternative Education Program.</p>

OFFENSE	DISPOSITION RANGE
<p>15. Inappropriate Touching: Unnecessary or unwanted touching of students and/or staff in any area of the body that is inappropriate</p>	<p>The student may be assigned in-school intervention or out-of-school suspension depending on circumstances with a possible recommendation for expulsion or placement in the Alternative Education Program.</p>
<p>16. Sexual Improprieties: Commission of an act of indecent exposure, sexual contact, or transmission of sexual material</p>	<p>Student is suspended out of school for up to nine days with a possible recommendation for expulsion or placement in the Alternative Education Program.</p>
<p>NOTICE: Sexual harassment or discrimination on the basis of gender is a violation of Federal Law and is prohibited in the Oxford School District. Any student who has a discrimination or harassment complaint should contact his/her counselor or a school administrator.</p>	
<p>17. Tobacco, nicotine: Possession or use of tobacco, e-cigarettes, or other vapor devices</p>	<p>Student receives in-school intervention, reverse suspension, or community service.</p>
<p>18. Use of profane, vulgar or obscene words or gestures; or actions that are ethnically or racially inflammatory; or disrespectful conduct</p> <p>a. Directed toward teachers, school bus drivers, school officials, or other employees</p> <p>b. Directed toward students</p> <p>c. Possession of obscene material</p> <p>d. Possession or distribution of child pornography</p>	<p>Student receives in-school intervention, reverse suspension, community service, out-of-school suspension, or placement in alternate educational setting.</p> <p>Penalty is at the discretion of the principal depending on the circumstances.</p> <p>Student receives counseling, in-school intervention, reverse suspension, community service, or out-of-school suspension.</p> <p>Student is suspended out of school up to 9 days.</p>
<p>19. Violence</p> <p>a. Communication of a threat intended to terrorize school employee(s) or student(s)</p>	<p>Penalty is at the discretion of the principal. Depending on circumstances, consequences may include up to recommendation for expulsion or placement in the Alternative Education Program, and/or filing of criminal charges with police.</p>

OFFENSE	DISPOSITION RANGE
<ul style="list-style-type: none"> b. Assault/battery or offenses involving extreme physical violence or attacks by one or more students on an individual c. Verbal assault, threatening, or intimidating another individual with violence d. Fighting 	<p>Student is suspended up to 9 days out of school. Depending on circumstances, consequences may include up to recommendation for expulsion or placement in the Alternative Education Program.</p> <p>Penalty is at the discretion of the principal. In cases of repeated violations, consequences may include up to recommendation for expulsion or placement in the Alternative Education Program.</p> <p>Penalty is at the discretion of the principal depending on circumstances. In cases of repeated violations, consequences may include up to recommendation for expulsion or placement in the Alternative Education Program.</p>
<p>NOTICE: Acts of Physical Violence Against School System Employees The Oxford School District Board of Trustees is required by Mississippi law to hear any case alleging an assault or battery or an act of physical violence against a teacher, school bus driver or other school official or employee. The principal will determine all issues of fact and intent and submit all findings and recommendations to the Superintendent.</p>	
<p>NOTICE: Fighting Ordinance In addition to school disciplinary action, students are hereby notified that school resource officers are authorized to make arrests and to issue citations for fights occurring on school grounds.</p>	
<p>20. Weapons: Supplying, possessing, handling, using or transmitting a dangerous instrument or weapons on school property, on the way to or from school, or at any school function or activity.</p>	<p>Student is suspended out of school nine days. A recommendation for expulsion is mandatory, and the incident will be reported to Law Enforcement.</p> <p>WARNING - POSSIBLE FELONY PENALTY</p>
<p>NOTICE: Gun-Free Schools Any student who has been determined to have brought a firearm to school will be recommended for EXPULSION from the Oxford School District. In accordance with the Federal Safe School Act of 1994, the minimum period of expulsion will be a least one (1) year.</p>	

HELP PREVENT BULLYING

To report incidents of bullying, visit the following website:

www.oxfordsd.org/ReportBullying

If you fear that you or another student is in
SERIOUS or IMMEDIATE danger,
contact your building principal immediately.

IMPORTANT INFORMATION

1. Principals have the authority to make disciplinary judgments regarding in-school intervention (ISI) and short-term (nine days or less) out-of-school suspension (OSS). For short-term OSS, an informal school level hearing by a school administrator will be conducted. OSS/expulsions which exceed nine days require a district level due process hearing.
2. Principals have the authority to offer reverse suspension (RS) or community service in lieu of in-school intervention or out-of-school suspension.
3. Students are to notify an administrator or staff member when illegal items are found in the school building or on the school campus. Students are advised not to pick up or handle illegal items.
4. School officials may search a student and his/her possessions if there is reasonable suspicion the student is in possession of an item that is illegal, against school rules or threatens the health, safety or welfare of any person. School-owned and maintained property including, but not limited to, student devices, backpacks, lockers, desks, files, and other storage areas are subject to inspection/search at any time without permission of the individual using the property. At the discretion of school administrators, metal detectors and drug or weapon sniffing dogs may be utilized at school or at any school function, including activities which occur outside normal school hours or off campus.
5. State law requires that certain criminal offenses committed by a student while on school property or at a school function

be reported by the school principal to the appropriate law enforcement authority and the district attorney. The crimes include aggravated battery, carrying a deadly weapon at a public gathering, any illegal activity involving drugs, or any criminal sexual offense.

6. Any student who has been arrested, charged, or convicted of a felony or an offense which would be considered to be a felony if the student were an adult may be placed in an alternative school setting, suspended, or expelled if it is determined by school officials that the student's presence at school is reasonably certain to cause substantial disruption to the education climate or will adversely affect the safety or well-being of other students or staff.
7. **WARNING!** It is a felony for any person to carry, possess, or have under such person's control while at a school building, school function, or school property, or on a bus or other transportation furnished by the school, any weapon or explosive compound. The term "weapon" means and includes any pistol, revolver, or any weapon designed or intended to propel a missile of any kind, or any dirk, bowie knife, switchblade knife, ballistic knife, any other knife, straight-edge razor, razor blade, spring stick, metal knucks, black jack, nunchucka, suriken, or any flailing instrument consisting of two or more rigid parts connected in such a way as to allow them to swing freely, which may be known as a nun chuck, any bat, club, or other bludgeon-type weapon, or fighting chain, or any disc, of whatever configuration, having at least two parts or pointed blades which may be known as a throwing star or oriental dart, or any weapon of kind, and any stun gun or taser.
8. **WARNING!** Any person who commits the offense of aggravated battery upon a student or teacher or other school personnel within a school safety zone (areas within 1,000 feet of any school campus or other school facility) shall, upon conviction thereof, be punished by imprisonment for not less than five nor more than 20 years.

HABITUALLY DISRUPTIVE STUDENTS

Behavior modification plans for habitually disruptive students shall be developed in accordance with the Mississippi Department of Education guidelines.

DEFINITIONS

1. **Act of Physical Violence**

Intentionally making physical contact of an insulting or provoking nature with the body of another person or intentional physical contact causing physical harm to another.

2. **Alcohol and Other Drugs**

For the purpose of this brochure, the term “drugs” shall mean all injectable, ingestible or externally applied substances, other than food, including, but not limited to, alcoholic beverages, prescription drugs, over-the-counter drugs, look-alike drugs, inhalants, pills, tablets, and all other legal and/ or illegal drugs or substances.

Note: Drugs/medicines authorized for a student by a prescription shall be kept in the nurse’s office and taken under the supervision of the nurse or authorized office personnel.

3. **Alternative Education Program**

Placement in the Alternative Education Program allows the student to continue his/her education away from the normal school setting. A student can be placed in or removed from the Alternative Education Program for infractions of the Code of Conduct or school rules as well as lack of attendance and lack of academic progress.

4. **Battery**

Intentionally causing substantial physical harm or visible bodily harm to another.

5. **Bullying**

Bullying or harassing behavior is any pattern of: (1) gestures or written, electronic or verbal communications, or (2) physical acts or threatening communication, or (3) acts reasonably perceived as being motivated by any actual or perceived differentiating characteristic that (a) places a student or school employee in actual and reasonable fear of harm to his or her person or damage to his or her property, or (b) creates or is certain to create a hostile environment by substantially interfering with or impairing a student’s educational performance, opportunities or benefits.

6. Community Service

Meaningful activities or unpaid work provided by a student in lieu of in-school or out-of-school suspension.

7. Dangerous Weapons or Instruments

The following objects are considered weapons: (1) firearms, pellet or BB guns, stun guns, blank pistols, or facsimile (look-alike) guns; (2) knives; (3) or any other object which is or may be used in such a manner as to inflict bodily injury or to place another in fear of his/ her safety or well-being. The following items, by way or illustration, are dangerous instruments: fireworks or other pyrotechnics, ammunition of any kind or any other explosive compound or device. Note: Weapons and dangerous instruments of any kind that are brought onto school property or to a school function or activity shall be confiscated by school authorities.

8. Disrespectful Conduct

The use of words or acts which demean, degrade, antagonize, or humiliate a person or group of persons.

9. Expulsion

Long-term removal of a student from the school system. The length of an expulsion may range from any period of time beyond nine days up to exclusion from the school system.

10. In-School Intervention (ISI)

Removal of a student from class or classes and assigned to a designated supervisor. A student on in-school intervention (ISI) is suspended from all school sponsored activities occurring on the day(s) of suspension.

11. Physical Assault

Attempting to commit a violent injury to a person or the commission of an act which places another in reasonable apprehension of immediately receiving a violent injury.

12. Reverse Suspension (RS)

Parents shadow their child during the first three periods of the school day in lieu of removing the child from the educational setting.

13. Sexual Harassment

Any unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature that makes a person feel uncomfortable or unsafe.

14. Suspension (OSS)

Removal of a student from the school campus and exclusion from all school sponsored activities for not more than nine school days by the school administration. Students under out-of-school suspension (OSS) or expulsion are not allowed on school campus or at school functions.

15. Verbal Assault

An unprovoked outburst of abusive words directed toward a person in a violent or tumultuous manner so as to place such person in a reasonable fear for his/her personal safety.

STATEMENT OF AUTHORITY OF PRINCIPAL

The principal is the designated leader of the school and, with the staff, is responsible for its orderly operations. And, while the disposition ranges outlined in this brochure will be followed under normal circumstances, the principal may, subject to legal constraints, vary the prescribed disposition depending on circumstances surrounding the case and on the rights of the student involved.

For acts of student misconduct not specifically covered in the procedures set forth in this brochure, the principal is authorized to enact corrective disciplinary measures which he/she judges to be in the best interest of the school and student(s) involved. Such acts, by way of illustration, include, but are not limited to, violations of local school rules, violations of state or federal law, involvement in gang/hate related behavior, hazing, use of chemical defense sprays, possession of laser pointers, providing false information to school personnel, academic dishonesty, or any other act which is subversive to good order and discipline in the school.

RULES FOR BUS CONDUCT

Only properly enrolled students of the Oxford School District are permitted to ride an Oxford school bus. Exceptions must be approved by the Superintendent.

Bus students must abide by the set of behavior guidelines as follows:

1. Take a seat without crowding or pushing and remain seated while the bus is in motion.
2. Never extend arms, legs, or head out of the bus.
3. Do not talk to the driver while the bus is in motion, except in an emergency.
4. Never tamper with the emergency door or any other part of the bus equipment.
5. Do not deface the bus. Any damage to the bus or seats must be reported immediately to the driver.
6. Only the driver or other authorized person may remove First Aid equipment, which is to be used only for emergency treatment.
7. Do not tamper with the fire extinguisher, which is to be used only by the driver in an emergency.
8. Do not fight or scuffle in the bus or create any disturbance.
9. Do not throw objects from the bus.
10. Do not place belongings such as books or lunch boxes in the aisle.
11. Remain seated until the bus comes to a complete stop.
12. Leave the bus only at your designated stop.
13. Leave the bus in an orderly manner.
14. If you must cross the street or highway, wait for the driver to direct you to cross, and then cross in front of the bus.
15. Do not loiter or play around a stopped or parked bus.
16. Do not enter an area set aside for bus parking or loading unless the bus is at a complete stop.

BUS DISCIPLINE

Parents, school principals, and principal designees will be notified if a student violates the rules for appropriate bus conduct. The school principal (or designee) will receive a conduct referral form from the driver when a school rule is violated. The school principal (or designee) will have a conference with the student and issue a disciplinary action

based on the infraction. A student will receive a copy of the referral form to take home to his/her parent or a copy will be mailed to the parents. If a student is suspended from the bus, the parents will be notified of the suspension and the duration of time for the suspension.

MINOR BUS INFRACTIONS

1. Loud talking and/or yelling
2. Drinking or eating on the bus
3. Not meeting bus promptly
4. Putting any part of body outside bus window
5. Not staying seated in the bus seat
6. Throwing objects out the bus window
7. Noncompliance with driver instructions
8. Unloading at an unauthorized stop
9. Any action deemed by the driver as a minor infraction

CONSEQUENCES FOR MINOR BUS INFRACTIONS

Consequences for committing minor bus infractions may include a warning, an assigned seat, or the student may be suspended from riding the bus altogether. Principals (or their designee) have the discretion to modify consequences if circumstances justify it.

1st infraction	Warning and/or Assigned Seat
2nd infraction	1-day suspension
3rd infraction	3-day suspension
4th infraction	5-day suspension
5th infraction	10-day suspension
6th infraction	90-day suspension

MAJOR BUS INFRACTIONS

1. Fighting or pushing
2. Arguing with the driver
3. Using tobacco
4. Tampering with any safety device on the bus (emergency door, window, roof hatch, etc.)
5. Vandalizing the bus
6. Defiance of authority
7. Using any type of profanity
8. Any act which endangers other riders or driver

CONSEQUENCES FOR MAJOR BUS INFRACTIONS

Students who commit a major infraction may be punished in the following manner. Any vandalism to the bus will result not only in suspension of service but the student will be required to reimburse the school district for repair of the damage. Suspension of services will not be lifted until restitution for damages has been made. Principals (or their designee) have the discretion to modify consequences if circumstances justify it.

1st infraction	10-day suspension
2nd infraction	90-day suspension
3rd infraction	180-day suspension

SCHOOL OPTIONS

Additionally, consequences as prescribed by the Code of Conduct Brochure may be implemented by school administrators depending upon the nature and severity of the infraction.

TO APPEAL THE DENIAL OF BUS SERVICE

An appeal of the decision to suspend a student from a bus should be directed in writing to the Assistant Superintendent, 224 Bramlett Blvd., Oxford, Mississippi, 38655. The Assistant Superintendent will review all written requests and inform the parent of the results of the appeal.

RESPONSIBLE USE OF TECHNOLOGY

Board Policy: IJBB

Adopted: May 20, 2014

Last Revised: May 20, 2014

Staff and/or Student Responsible Use Agreement for Use of Internet, Computer Equipment and other Technology at Oxford School District

Oxford School District (OSD) recognizes that access to technology in school gives students greater opportunities to learn, engage, communicate, and develop skills that will prepare them for work, life, and citizenship. We are committed to helping students develop progressive technology and communication skills.

OSD is committed to providing educational opportunities for all students and maintains compliance with the individuals with Disabilities Education Act 2004 (20 U.S.C. 1400 et seq.).

To that end, we provide the privilege of access to technologies for student and staff use.

This Responsible Use Policy outlines the guidelines and behaviors that all users are expected to follow when using school technologies or when using personally-owned devices on the school campus, including:

- The Oxford School District network is intended for educational purposes;
- All activity over the network or using district technologies may be monitored, documented and retained;
- Access to online content via the network may be restricted in accordance with our policies and federal regulations, such as the Children’s Internet Protection Act (CIPA);
- Students are expected to follow the same rules for good behavior and respectful conduct online as offline;
- Misuse of school resources can result in disciplinary action;
- Using an internet filter and other technologies, OSD makes a reasonable effort to ensure students’ safety and security online, but will not be held accountable for any harm or damages that result from use of school technologies; and
- Users of the district network or other technologies are expected to alert the Information Technology (IT) staff immediately of any concerns for safety or security.

TECHNOLOGIES COVERED

OSD may provide the privilege of internet access, desktop computers, mobile computers, personal devices, videoconferencing capabilities, online collaboration capabilities, message boards, email, and more.

This Responsible Use Policy applies to both school-owned technology equipment utilizing the OSD network, the OSD internet connection, and/or private networks/internet connections accessed from school-owned devices at any time. This Responsible Use Policy also applies to privately-owned devices accessing the OSD network, the OSD internet connection, and/or private networks/internet connections while on school property. As relevant new technologies emerge, OSD will seek to provide access to them. The policies outlined in this document cover all available technologies now and in the future, not just those specifically listed or currently available.

USAGE POLICIES

All technologies provided by the district are intended for educational purposes. All users are expected to use good judgment and to follow the specifics as well as the spirit of this document. Users should be safe, appropriate, careful, and kind; not try to get around technological protection measures; use good common sense; and ask if they do not know.

WEB ACCESS

OSD provides its users the privilege of access to the internet, including web sites, resources, content, and online tools. Access to the internet will be restricted as required to comply with CIPA regulations and school policies. Web browsing may be monitored and web activity records may be retained indefinitely.

Users are expected to respect the web filter as a safety precaution and shall not attempt to circumvent the web filter when browsing the internet. The determination of whether material is appropriate or inappropriate is based solely upon the content of the material and the intended use of the material; not on whether a website has been blocked or not. If a user believes a site is unnecessarily blocked, the user should submit a request for website review to their school administrator or department director.

EMAIL

OSD may provide users with the privilege of email accounts for the purpose of school-related communication. Availability and use may be restricted based on school policies.

If users are provided with email accounts, the account(s) should be used with care. Users should not send personal information; should not attempt to open files or follow links from unknown or untrusted origins; should use appropriate language; and should only communicate with other people as allowed by the district policy or the teacher.

Users are expected to communicate with the appropriate, safe, mindful, courteous conduct online as offline. Email usage may be monitored and archived.

SOCIAL/WEB 2.0/COLLABORATIVE CONTENT

Recognizing the benefits collaboration brings to education, OSD may provide users with access to web sites or tools that allow communication, collaboration, sharing, and messaging among users.

Users are expected to communicate with the same appropriate, safe, mindful, courteous conduct online as offline. Posts, chats, sharing, and messaging may be monitored. Users should be careful not to share personally identifying information online.

MOBILE DEVICES

OSD may provide users with mobile computers or other devices to promote learning outside of the classroom. Users should abide by the same Responsible Use policies when using school devices off the school network as on the school network.

Users are expected to treat these devices with extreme care and caution; these are expensive devices that the school is entrusting to users' care. Users should immediately report any loss, damage, or malfunction to IT staff. Users may be financially accountable for any damage resulting from negligence or misuse.

Use of school-issued mobile devices off the school network may be monitored.

PERSONALLY OWNED DEVICES

This Responsible Use Policy applies to privately owned devices accessing the OSD network, the OSD internet connection, and private networks/internet connections while on school property.

SECURITY

Users are expected to take reasonable safeguards against the transmission of security threats over the school network. This includes not opening or distributing infected files or programs and not opening files or programs of unknown or untrusted origin. Users should never share personal information.

If users believe a computer or mobile device they are using might be infected with a virus, they should alert a teacher, an administrator or the IT staff. Users should not attempt to remove the virus themselves or download any programs to help remove the virus.

DOWNLOADS

Users should not download or attempt to download or run programs over the school network or onto school resources without expressed permission from IT staff.

Users may be able to download other file types, such as images of videos. For the security of the network, users should download such files only from reputable sites, and only for educational purposes.

NETIQUETTE

Users should always use the internet, network resources, and online sites in a courteous and respectful manner.

Users should recognize that among the valuable content online there is also unverified, incorrect, or inappropriate content. Users should only use trusted sources when conducting research via the internet.

Users should remember not to post anything online that they would not want students, parents, teachers, future colleges nor employers to see. Once something is online, it cannot be completely retracted and can sometimes be shared and spread in ways the user never intended.

PLAGIARISM

Users should not plagiarize (or use as their own, without citing the original creator) content, including words or images, from the internet. Users should not take credit for things they did not create themselves, nor misrepresent themselves as an author or creator of something found online. Information obtained via the internet should be appropriately cited, giving credit to the original author.

PERSONAL SAFETY

Users should never share personal information, including phone number, address, social security number, birthday, or financial information, over the internet without adult permission. Users should recognize that communication over the internet brings anonymity and associated risks, and should carefully safeguard the personal information of themselves and others. Users should never agree to meet in real life someone they meet online without parental permission.

If users see a message, comment, image, or anything else online that makes them concerned for their personal safety, they should immediately bring it to the attention of an adult (teacher or staff if at school; parent if using the device at home).

CYBERBULLYING

Cyberbullying will not be tolerated. Harassing, flaming, denigrating, impersonating, outing, tricking, excluding, and cyberstalking are all examples of cyberbullying. Users should not be mean or send emails or post comments with the intent of scaring, hurting, or intimidating someone else.

Engaging in these behaviors, or any online activities intended to harm (physically or emotionally) another person, will result in severe disciplinary action and loss of privileges. In some cases, cyberbullying can be a crime. Remember that online activities may be monitored and retained.

All students will be educated about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and cyberbullying awareness and response.

EXAMPLES OF RESPONSIBLE USE

I will:

- Use school technologies for school-related activities;
- Follow the same guidelines for respectful, responsible behavior online that I am expected to follow offline;
- Treat school resources carefully and alert staff if there is any problem with their operation;
- Encourage positive, constructive discussion if allowed to use communicative or collaborative technologies;
- Alert a teacher or other staff member if I see threatening, inappropriate, or harmful content (images, messages, posts) online;
- Use school technologies at appropriate times, in approved places, for educational pursuits;
- Cite sources when using online sites and resources for research;
- Recognize that use of school technologies is a privilege and treat it as such;
- Be cautious to protect the safety of others and myself; and
- Help to protect the security of school resources.

This is not intended to be an exhaustive list. Users should use their own good judgment when using school technologies.

EXAMPLES OF IRRESPONSIBLE USE

I will not:

- Use school technologies in a way that could be personally or physically harmful;
- Attempt to find inappropriate images or content;
- Engage in cyberbullying, harassment, or disrespectful conduct toward others;
- Try to find ways to circumvent the school's safety measures and filtering tools;
- Use school technologies to send spam or chain mail;
- Plagiarize content I find online;
- Post personally identifying information, about others or myself;
- Agree to meet in person someone I meet online without parental permission;
- Use language online that would be inappropriate in the classroom;
- Use school technologies for illegal activities or to pursue information on such activities;
- Attempt to hack or access sites, servers, or content that is not intended for my use; nor
- Share my username/password with anyone nor use another's username/password.

This is not intended to be an exhaustive list. Users should use their own good judgment when using school technologies.

LIMITATION OF LIABILITY

OSD will not be responsible for damage or harm to persons, files, data, or hardware.

While OSD employs filtering and other safety and security mechanisms, and attempts to ensure their proper function, it makes no guarantees as to their effectiveness.

OSD will not be responsible, financially or otherwise, for unauthorized transactions conducted over the school network.

VIOLATIONS OF THIS RESPONSIBLE USE POLICY

Violations of this policy may have disciplinary consequences, including:

- Suspension of network, technology, or computer privileges;
- Notification of parents;
- Detention or suspension from school and school-related activities;
- Employment disciplinary action, up to and including termination of employment;
- Legal action and/or prosecution; and/or
- Removal from Online Learning.

Staff, Students and Parents/Guardians shall be required to sign the Oxford School District Use Agreement annually before internet or network access shall be allowed.

DISCLAIMER NOTICE

The code of conduct is based on Board policy. The Oxford School District Code of Conduct can be found at www.oxfordsd.org/codeofconduct.

Written comments, suggestions, or recommendations about the contents of the Oxford School District Student Code of Conduct are welcome. They may be sent to the Oxford School District Administrative Office, 224 Bramlett Blvd., Oxford, MS 38655.

NOTE: IN INSTANCES WHERE WORDING MAY DIFFER IN DISTRICT/SCHOOL PUBLICATIONS, THE WORDING IN THIS BROCHURE WILL GOVERN.



OXFORD
SCHOOL DISTRICT