

# HORNET PRIDE GUIDE



**LITTLE FALLS**  
■ TOWNSHIP PUBLIC SCHOOLS ■

**Mission Statement:**

The mission of the Little Falls School District is to work collaboratively with the community and caregivers to motivate each student to reach his/her individual potential through meaningful programs, outstanding teaching, and 21st Century experiences in order to lead us responsibly into the future.

**Overview:**

The Pride Guide serves as a procedure manual for the purpose of promoting student achievement. The guide will provide consistent expectations that will reinforce life long behaviors that will contribute to students' immediate and future successes.

Hornet Pride - In order to help ensure a respectful, responsible learning environment, it is expected that all members of our academic community will exhibit Hornet Pride. The Hornet Pride expectations are:

Students are expected to:

- Know and exhibit positive behavior and good manners
- Accept responsibility for their actions
- Respect others
- Adhere to all policies and procedures

School Staff is expected to:

- Model positive behavior and good manners
- Exhibit appropriate Social Media interactions
- Exercise respect and civility in all interactions with fellow staff members, students, and members of the community
- Maintain a positive learning environment
- Discuss and explain acceptable and unacceptable behavior with students and parents
- Create an atmosphere of mutual respect
- Consistently enforce the Pride Guide and its goals
- Adhere to all policies and procedures

Every Parent/Guardian will join us in:

- Modeling positive behavior and good manners
- Exhibiting appropriate Social Media interactions
- Exercising respect and civility in all interactions with staff, students, and members of the community
- Explaining and discussing the Pride Guide with his/her child
- Reinforcing student compliance with the Pride Guide, as well as all policies and procedures
- Providing emotional, social, and academic support to his/her child
- Adhering to all policies and procedures

**Homework:**

The Board of Education acknowledges the educational validity of work assigned to students for completion outside the classroom as an adjunct to extend the instructional programs of the schools.

The Superintendent shall develop regulations for the assignment of homework according to these guidelines:

1. Homework should be a properly planned part of the curriculum reinforcing the learning experience of the school.
2. Homework should help children learn by providing practice in the mastery of skills and application of knowledge.
3. Homework should help develop the student's responsibility and provide an opportunity for the exercise of independent work and judgement.
4. The number, frequency, and degree of difficulty of homework assignments should be based on the ability and needs of the student and take into account other activities that make a legitimate claim on the student's time.
5. As a valid educational tool, homework should be clearly assigned and its product carefully evaluated and that evaluation should be reported to the student.
6. The schools should recognize the role of parent(s) or legal guardian(s) by suggesting ways in which parent(s) or legal guardian(s) may assist the school in helping a child carry out assigned responsibilities.
7. Homework should always serve a valid learning purpose; it should never be used as a punitive measure.
8. To ensure academic progress, teachers may assign makeup work for students who miss a class due to absence or school related activities.
9. One day extension will be granted for each day absent.
10. A student's state standardized testing window should be free from homework, as the district's expectation is that the student will use this time to focus on the task at hand.
11. Thanksgiving, Winter break, and Spring break are intended to be a time that is free from schoolwork for students and staff. There should be no expectations on the part of students or staff that schoolwork is done over these periods.

**Tardiness:**

Grades 1-4

Number of Tardy Arrivals	Consequence
7	Written warning to parents
More than 7	Mandatory conference with parents and school principal

Grades 5-8

Number of Tardy Arrivals	Consequence
3	Written warning to parents and 1 detention
6	Mandatory conference with parents and school principal and 2 detentions
7 or more	One (1) detention will be given for each tardy arrival beyond 6

To promote accountability, security and the elimination of Period 1 disruptions, students arriving after:

- 8:28 at School 1
- 9:00 at School 2
- 8:45 at School 3

are required to be accompanied by a parent or guardian to the Main Office in order to be signed into school.

Seven (7) unexcused tardy arrivals are equal to one (1) unexcused absence from school.

**Absenteeism:**

Grades 1-8

Number of Unexcused Absences	Consequence
5	1st letter to parents and possible conference between parents and school principal
7	2nd letter to parents and mandatory conference between parents and school principal, and possible I&RS referral
10	3rd letter to parents, mandatory conference between parents and school principal, and truancy court referral
15	4th letter to parents and mandatory conference between parents and school principal
16	Attendance review hearing will be held and, unless extenuating circumstances are found to exist, the student will lose credit for the year

An unexcused absence is an instance of truancy. Absent students must complete all assignments missed. Excessive absences may result in loss of credit for the year.

**Behavioral Consequences Chart:**

- The following code of conduct chart acts as a guide; all student consequence determinations ultimately reside with the school administration. Any misbehavior on the bus is subject to the same consequences as if it happened on school grounds. Administration also reserves the right to suspend bus privileges for any student who is unable to behave appropriately while riding the bus.
- Before consequences for a classified student are determined, contact will be made with the Child Study Team.
- Habitual behavior (needing to be addressed by principal 3 times or greater) will result in a student being placed on Social Restriction, which may prohibit the student from attending any school wide / grade level events as determined by the principal.
- Type and length of each detention and suspension is at the discretion of the administration.

BEHAVIOR	First / Occasional Offenses	Repeated	Habitual
Language - inappropriate, obscene, or abusive	Parent contact from principal and possible detention	Detention, conference with student, parents, and principal	Conference with student, parents, and principal, possible suspension with a violence and vandalism report filed with the State Department of Education
Disrespectful to staff or fellow student(s)	Parent contact from principal and possible detention	Detention, conference with student, parents, and principal	Conference with student, parents, and principal, possible suspension
Defiance or insubordination to a staff member	Parent contact from principal and possible detention	Detention, conference with student, parents, and principal	Conference with student, parents, and principal, possible suspension
Misconduct - disruptive / inappropriate behavior	Parent contact from principal and possible detention	Detention, conference with student, parents, and principal	Conference with student, parents, and principal, possible suspension with a violence and vandalism report filed with the State Department of Education
Unauthorized cell phone use	Confiscation for the day with warning	Confiscation and parent pick-up	Confiscation, parent pick-up, and detention
Inappropriate cell phone use	Confiscation, parent contact, detention or suspension, possible police contact	Confiscation, parent contact, detention or suspension, possible police contact	Confiscation, parent contact, suspension, possible police contact
Unwanted or inappropriate physical contact	Parent contact from principal and detention	Detention, conference with student, parents, and principal	Conference with student, parents, and principal, possible suspension with a violence and vandalism report filed with the State Department of Education
Destruction of property / vandalism	Refer to Policy 7610	Refer to Policy 7610	Refer to Policy 7610

Theft / stealing / possession of items not yours	Parent contact from Principal, detention, and possible contact with police	Detention, conference with student, parents, and principal	Conference with student, parents, and principal, possible suspension.
Smoking / use of tobacco or vaping products	Refer to Policy 5533	Refer to Policy 5533	Refer to Policy 5533
Possession or use of an illegal / dangerous substance	Refer to Policy 5530	Refer to Policy 5530	Refer to Policy 5530
Threat to harm self, staff member, or other student	Parent contact from principal, consultation with school counselor and/or school psychologist, and possible psychiatric / risk assessment	Detention, conference with student, parents, and principal, school counselor and/or school psychologist, possible psychiatric / risk assessment	Suspension, conference with student, parents, and principal, school counselor and/or School psychologist, mandatory psychiatric / risk assessment
Possession of and/or assault with weapon	Refer to Policy 5613 and 8467	Refer to Policy 5613 and 8467	Refer to Policy 5613 and 8467
Harassment, Intimidation & Bullying	Refer to Policy 5512	Refer to Policy 5512	Refer to Policy 5512
Violation of safety procedures	Parent contact from principal and detention	Detention, conference with student, parents, and principal	Conference with student, parents, and principal, possible suspension with a violence and vandalism report filed with the State Department of Education

## **Harassment, Intimidation, and Bullying Policy Statement:**

The Board of Education prohibits acts of harassment, intimidation, or bullying of a pupil. A safe and civil environment in school is necessary for pupils to learn and achieve high academic standards. Harassment, intimidation, or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a pupil's ability to learn and a school's ability to educate its pupils in a safe and disciplined environment. Since pupils learn by example, school administrators, faculty, staff and volunteers should be commended for demonstrating appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment, intimidation, or bullying.

For the purposes of this Policy, the term "parent," pursuant to N.J.A.C. 6A:16-1.3, means the natural parent(s) or adoptive parent(s), legal guardian(s), foster parent(s), or parent surrogate(s) of a pupil. Where parents are separated or divorced, "parent" means the person or agency which has legal custody of the pupil, as well as the natural or adoptive parent(s) of the pupil, provided such parental rights have not been terminated by a court of appropriate jurisdiction.

### **Harassment, Intimidation, and Bullying Definition**

"Harassment, Intimidation, or Bullying" means any gesture, any written, verbal or physical act, or any electronic communication, as defined in N.J.S.A. 18A:37-14, whether it be a single incident or a series of incidents that:

1. Is reasonably perceived as being motivated by either any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability; or
2. By any other distinguishing characteristic; and that
3. Takes place on school property, at any school-sponsored function, on a school bus, or off school grounds, as provided for in N.J.S.A. 18A:37-15.3, that substantially disrupts or interferes with the orderly operation of the school or the rights of other pupils; and that
4. A reasonable person should know, under the circumstances, that the act(s) will have the effect of physically or emotionally harming a pupil or damaging the pupil's property, or placing a pupil in reasonable fear of physical or emotional harm to his/her person or damage to his/her property; or
5. Has the effect of insulting or demeaning any pupil or group of pupils; or
6. Creates a hostile educational environment for the pupil by interfering with a pupil's education or by severely or pervasively causing physical or emotional harm to the pupil.

"Electronic communication" means a communication transmitted by means of an electronic device, including, but not limited to: a telephone, cellular phone, or computer.



## **Dress and Grooming:**

The Board of Education recognizes that each pupil's mode of dress and grooming is a manifestation of personal style and individual preference. The Board will not interfere with the right of pupils and their parents to make decisions regarding the pupil's appearance except when their choices affect the educational program of the schools.

The Board authorizes the Superintendent to enforce school regulations prohibiting pupil dress or grooming practices which:

1. Present a hazard to the health or safety of the pupil himself/herself or to others in the school
2. Materially interfere with school work, create disorder, or disrupt the educational program
3. Cause excessive wear or damage on school property
4. Prevent the pupil from achieving his/her educational objectives because of blocked vision or restricted movement
5. Student dress and attire should promote pride in self and school as well as student success
6. Pupils in an unsatisfactory state of personal hygiene, or in an unsatisfactory or distracting condition of dress, grooming or cleanliness, shall be seen by the principal

Specific rules relating to dress and grooming are:

1. Pupils may wear shorts; however, shorts, skirts or dresses must not be shorter than three inches above the knee (fingertip length). Short shorts, spandex shorts, cut-off sweats and cut-off shorts are prohibited. Pants designed to have holes must not have holes above fingertip length.
2. Cut-off shirts and mesh shirts without an appropriate under shirt are prohibited. Midriffs may not be exposed.
3. Clogs, flip-flops or other shoes without backs or securing straps are prohibited as they are potentially dangerous.
4. Undergarments can not be visible at anytime.
5. Clothing can not contain inappropriate or obscene graphics or language.
6. Sleeveless shirts:
  - Boys - Prohibited
  - Girls - Shirt must completely cover undergarments
7. Any other dress or grooming practice the principal and/or designee deems to be inappropriate or distracting for school.

The principal will notify a pupil's parent/guardian in such cases as he/she deems necessary when inappropriate dress and/or grooming occurs. Parents will be asked to bring in alternative clothing in such cases.