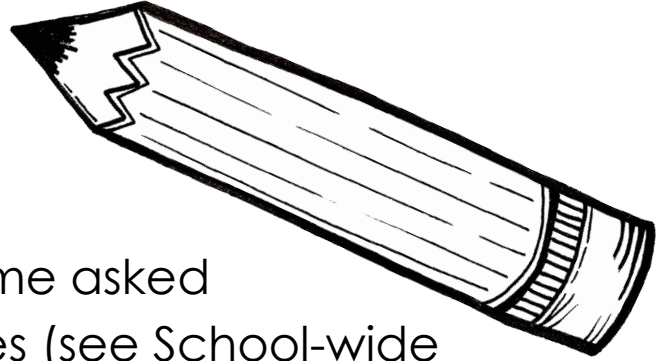


# OAK LEAF ELEMENTARY

## CODE *of* CONDUCT

*We will work together to ensure that Oak Leaf Elementary is a safe, uplifting, rigorous place to learn and grow where everyone feels respected and welcome.*



### **STUDENT RESPONSIBILITIES:**

- ✓ Treat everyone with respect
- ✓ Follow adult directions the first time asked
- ✓ Follow school and classroom rules (see School-wide Expectations Matrix)
- ✓ Be inclusive, kind, and welcoming
- ✓ Contribute to a productive learning environment in a safe, civil, responsible, and respectful manner
- ✓ Do your best
- ✓ If you need help, ask!

### **ADULT RESPONSIBILITIES:**

- ✓ Treat everyone with respect
- ✓ Cheerfully greet students at the door each morning
- ✓ Model and monitor positive behavior
- ✓ Be prepared to teach each day with appropriate rigor, using a variety of strategies to reach all learners
- ✓ If a student asks for help, help!
- ✓ Exhibit a growth mindset approach, believing everyone (adult and child) can learn
- ✓ Help every student achieve at least one year of growth academically

# SCHOOL-WIDE EXPECTATIONS: [Oak Leaf Expectations Matrix](#)

Behavior is a subject we explicitly teach. Social-emotional learning is as important as academic learning. We focus on positive behavior (i.e. being an upstander who stands up for self and others, creating win-win situations, and practicing inclusivity). Some of the ways we do this include:

- Stop. Walk. Talk. Students will learn how to stand up for themselves and resolve peer issues on their own, with others, and how and when to ask for adult intervention.
- Restorative Practices Students will understand how their actions affect others and will take steps to restore the trust and respect they have lost with others.
- Second Step Program Students will learn social skills and how to recognize bullying, report it, and solve problems in a positive, productive way.
- SEL Library Teachers may use children's books from a dedicated library of SEL books to teach specific skills they see lacking in their classrooms or to reinforce lessons school-wide.
- Morning News Morning News may be utilized to reinforce social skills and encourage kindness.
- Classroom instruction and practice Individual classrooms will vary.
- Upstanders Students will learn to be upstanders rather than bystanders. They'll develop skills to resolve issues with confidence and to know when and how to intervene when others are being treated unkindly.

## CONSEQUENCES FOR

*following* **THE RULES:**

- Positive environment for everyone
- Oak Leaf Coins
- "Caught Being Kind" recognition
- Student of the Month
- Specific, sincere praise
- Classroom rewards and incentives
- Leadership opportunities



## **CONSEQUENCES FOR NOT** *following* **THE RULES:**

A problem-solving approach will be used with discipline concerns. Every effort will be made to deal with issues fairly and in a manner that demonstrates respect for all students. The following steps will be used in most situations:

- Discussions with teacher, administration, or other school adult
- Opportunities to reflect and think about changing behavior
- Restorative conversations and consequences (including apologizing and restitution of damaged property)
- Natural consequences such as helping clean, alternative recess, and losing privileges
- Structured recess time
- Conference with teacher, parents, and administration
- Suspension (in-school or out-of-school)
- Suspension to District Hearing for extreme cases

## **BULLYING:**

Everyone has the right to learn and 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.” This can look like:

- Physical bullying: hitting, punching, kicking, tripping, etc.
- Verbal bullying: unwanted teasing or name calling
- Emotional bullying: intimidation through gestures, social exclusion, or relational aggression
- 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.

Students will learn how to recognize bullying, report it, and solve problems in a positive, productive way. If bullying occurs, administration will contact parents of the children involved to collaborate on a plan to prevent bullying from continuing. The steps for consequences when not following the rules will also be used.

## DRESS CODE:

Oak Leaf Elementary will follow [JSD Policy AA419](#)

(SCC will determine specifics to dress code)

## CELL PHONES, SMART WATCHES & ALL OTHER DEVICES

- Possession of cell phones, smart watches, and other electronic devices by a student is a privilege that may be forfeited by any student that uses it inappropriately. Jordan District is not responsible for preventing theft, loss or damage to cell phones or other electronic devices brought onto school property. Cell phones and other devices must remain off and be put away during the school day. Exceptions to this policy may be temporarily granted by school administration on a case by case basis to accommodate family emergencies or medical necessity.
- 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. Pictures, videos, recordings, etc. are not allowed to be taken of anyone at any time. The exception to this is with school administrator permission for educational purposes.