

SUMMIT ACADEMY CODE OF CONDUCT SUMMARY

INTRODUCTION

Summit Academy is committed to providing a safe and orderly school environment where students may receive and school personnel may deliver quality educational services without disruption or interference. Responsible behavior by students, teachers, other school personnel, parents and other visitors is essential to achieving this goal.

Summit's Code of Conduct meets the requirements outlined in The New York State Regulations of the Commissioner of Education part 200.7(b)(3). Unless otherwise indicated, this code applies to all students, school personnel, parents and other visitors when on school property or attending a school function.

The following is a summary of the Code of Conduct. The complete code can be found on our website at www.TheSummitCenter.org. A written copy can also be obtained upon request to the Principal. The Code of Conduct will be reviewed yearly at the Summit Academy open house.

ESSENTIAL PARTNERS IN EDUCATION

Parents - All parents are expected to:

1. Recognize that the education of their child is a joint responsibility of the parents and the school community.
2. Provide Summit Academy officials with current working home, work and emergency telephone numbers so that schools may reach parents to discuss progress and other matters of concern.
3. Send their child to school ready to participate and learn (well rested and nourished).
4. Ensure their child attends school daily and on time.
5. Ensure absences are excused by proper documentation.
6. Ensure their child is neatly dressed and groomed in a manner consistent with the student dress code.
7. Know school rules and help their child understand them.
8. Convey to their child a supportive attitude toward education.
9. Build good relationships with classroom team members and other school personnel.
10. Work with school personnel to provide appropriate methods and support to help students control behavior.
11. Inform school officials of changes in the home situation that may affect student behavior or performance.
12. Communicate regularly with the classroom team regarding changes in their child's diet, medication and health.
13. Appropriately maintain Augmentative Communication Devices in the home and send to school fully-charged on a daily basis, (if applicable).

Direct Care Staff - All Summit direct care staff members are expected to:

1. Promote a safe environment.
2. Promote a climate of mutual respect and dignity, which will promote learning.
3. Ensure that goals and annual objectives are targeted and progress is monitored during the course of the year.
4. Provide appropriate methods and support to help students control behavior.
5. Know school policies, rules, and this code and obey them and enforce them in a fair and consistent manner.
6. Communicate to students and parents expectations for student performance and classroom conduct.
7. Communicate regularly with parents and other staff members concerning student achievement.
8. Know the school's emergency and security procedures and assist in their implementation as appropriate.
9. Build a stable relationship with students and their parents.

Principals and other school leaders

1. Promote a safe, orderly and stimulating school environment, supporting effective teaching and learning.
2. Ensure that students and staff have the opportunity to communicate regularly with the principal and approach the principal for redress of grievances.
3. Evaluate, on a regular basis, all instructional programs.
4. Support the development of and student participation in appropriate activities.
5. Be responsible for enforcing the Code of Conduct and ensuring that all cases are resolved promptly and fairly.

STUDENT RIGHTS AND RESPONSIBILITIES

Summit Academy is committed to safeguard the rights given to all students under state and federal law.

In addition, to promote a safe, healthy, orderly and civil school environment, all Summit Academy students have the right:

1. to a classroom that is conducive to learning
2. to be treated with respect and dignity by all school personnel
3. to competent instruction that addresses individualized student needs
4. to a clean, safe, well-maintained educational facility
5. to eat lunch during the day
6. to take part in appropriate school activities regardless of a disability diagnosis, race, color, creed, national origin, religion, gender, or sexual orientation
7. to be regularly informed of student rules by school personnel
8. to participate, to the extent feasible, in investigations in which disciplinary penalties may be imposed
9. to a safe and supportive environment free from discrimination, intimidation, taunting, harassment and bullying on school property or at school functions.

Human Rights Committee

The Summit Center's Human Rights Committee (HRC) was established to help ensure the safety and well being of our students. To that end, Summit Academy requires that all Behavioral Intervention Plans containing certain Personal Intervention Techniques (PIT's) be reviewed and approved by the HRC. Research proposals as well as policies and procedures that could be viewed as impacting human rights are also brought before the HRC.

DISCIPLINE OF STUDENTS WITH DISABILITIES

The staff of Summit is committed to treating every student effectively, and with respect. Our approach is to focus on proactive strategies to address behavioral concerns that interfere with or impede learning. Minor student behavior problems typically result in simple verbal reminders, such as a reminder to follow directions or finish their work. When behavior problems become frequent or more severe, the staff (with parent involvement) completes a careful assessment of the problem (called a Functional Behavioral Assessment), develop a plan to address the concern, and continually evaluate progress. The support plan includes strategies to prevent the behavior (such as keeping the student engaged), a plan to teach alternative or replacement behaviors (such as a way of communicating when he or she needs help), a plan to reward the student for appropriate behavior, and the identification of a consistent consequence when the challenging behavior occurs. However, despite our best efforts, there may be instances when students continue to violate the Code of Conduct and need to receive a disciplinary consequence. All disciplinary consequences will be reported to the student's school district and may lead to the need for a school district meeting. Students who are found to have violated Summit's Code of Conduct may be subject to the following consequences, either alone or in combination.

1. Oral warning
2. Written notification to parent
3. Restitution for stolen or vandalized property
4. Removal from classroom/educational area
5. Suspension from social, co-curricular or extracurricular activities
6. In-school suspension
7. Short-term (five consecutive days or less) suspension from school
8. Long-term (more than five consecutive days) suspension from school

Corporal Punishment

Corporal punishment is any act of physical force upon a student for the purpose of punishing that student. Corporal punishment of any student by any Summit employee is strictly forbidden. However, in situations where alternative procedures and methods that do not involve the use of physical force cannot reasonably be used, reasonable physical force may be used to:

1. Protect oneself, another student, teacher or any person from physical injury.
2. Protect the property of the school or others.
3. Restrain or remove a student whose behavior interferes with the orderly exercise and performance of school functions, powers and duties, if that student has refused to refrain from further disruptive acts.