

STUDENT DISCIPLINE

CODE OF CONDUCT FOR STUDENTS

The goal of all discipline policies is to create an orderly, structured and productive academic environment essential for the effective and efficient operation of school, while at the same time encouraging students to make appropriate choices and responsible decisions. The primary purpose of disciplinary penalties is not punitive but rather is to help students understand the consequences of their choices and decisions and thus become self disciplined, responsible school citizens.

Students at Walpole High School are expected to treat all members of the school community with dignity and respect. The school community is defined as all those people who work or interact in the school. Students, teachers, administrators, guidance counselors, custodians, secretaries, bus drivers, substitute teachers, cafeteria workers, parent volunteers and school visitors are part of this community.

All members of the school community must understand and support the standards of conduct of the school and assist in the enforcement of rules and regulations. This behavior is expected during all curricular, co-curricular, athletic and special events of the school both on and off campus (e.g., graduation, school dances, proms, athletic events, field trips, and school trips at other schools, etc.). A student's participation in co curricular or athletic activities is a privilege, not a right or entitlement. The school is interested in maintaining the quality and integrity of its programs throughout the school year. Infractions of school rules may be subject to further penalties in addition to those listed below, which include, but are not limited to, removal from school activities, removal from elected offices, and/or exclusion from graduation activities or ceremonies.

These rules and regulations may be supplemented by a teacher's individual classroom rules. The academic success and the safety of students are contingent upon students maintaining appropriate and responsible behavior. The discipline procedures for students with disabilities shall follow applicable state and federal laws. **Copies of these laws are available in the principal's office for parent or student review.**

All members of the school community are subject to the laws of the Commonwealth and City ordinances. The school will report acts, which may violate the law to the police. **The Memorandum of Understanding between the Walpole Public Schools and the Walpole Police Department requires that the following acts be reported to the police:** assault and battery, possession of a dangerous weapon resulting in a felony charge, destruction of property (graffiti, arson, tagging, and theft), domestic or dating/relationship violence, inappropriate sexual assault or sexual behavior, harassment and civil rights threats or violations, actual or constructive possession of a controlled substance or alcohol, reasonable belief that a student has sold or offered to sell a controlled substance. Other acts may also be reported to the police as appropriate.

Student information including student records will be shared with the resource officer assigned to Walpole High School when appropriate to maintain a positive and safe educational environment.

Penalties or suspensions will be served on those dates specified by the administrator. Suspensions will be served on consecutive days. When the period of suspension includes a weekend or vacation period, the student is ineligible to participate in or attend any activities throughout the entire period. Students who are suspended from school are not allowed to be in school or on school property at any time during the period of suspension and are not allowed to attend any school-sponsored activities.

Our rules and regulations are based on a system of progressive discipline. This means that an administrator has the discretion to significantly increase penalties in the cases of second and third offenses. In determining the severity of the penalty or suspension, the appropriate administrator may consider all relevant factors, including but not limited to: 1) previous disciplinary record; 2) severity of disruption to the educational process; 3) degree of danger to self and others; 4) degree to which the student is willing to change his/her inappropriate behavior. **Self-defense may be used as a defense in a hearing procedure. However, it is the responsibility of the person claiming self-defense to prove that he/she had no route of escape and all reasonable precautions were taken.** Student behavior that occurs off school grounds and/or after school hours which directly impacts other students or school personnel, and which is detrimental to the effective operation and administration of the school because it is disruptive or detrimental to a positive educational environment, is subject to disciplinary action.

The student Code of Conduct has been divided into 3 classes. Each class contains a range of consequences for the infractions within, to be determined at the discretion of administration.

CLASS 1 OFFENSES

- C1.1 Absent and on school grounds
- C1.2 Dismissed/Tardy to school (more than 10 times).
- C1.3 Late for class
- C1.4 Class cut
- C1.5 Detention Cut
- C1.6 Leaving school without permission.
- C1.7 Leaving class without permission
- C1.8 Truancy/Excessive tardiness without parental knowledge/permission
- C1.9 Being in an unassigned area.
- C1.10 Failure to report to a teacher.
- C1.11 Failure to answer Call List
- C1.12 Sent from class
- C1.13 Sent from detention
- C1.14 Failure to return note or obligation
- C1.15 Failure to sign in/out of school

- C1.16 Gum chewing
- C1.17 Dress code violations.
- C1.18 Public display of affection.
- C1.19 Unauthorized use of electronic devices, as defined by the Principal, including laser pointers.
- C1.20 Food or drinks (other than water) outside the café (Note: Water is not allowed in Science Labs)
- C1.21 Possession of a tobacco product (products will be confiscated).
- C1.22 Possession of lighters and matches (will be confiscated).
- C1.23 In area where smoking is going on
- C1.24 Profanity/vulgarity/rude or obscene gestures (minor offense).
- C1.25 Disruptive behavior at school or school sponsored events.
- C1.26 Horseplay, including pushing and wrestling.
- C1.27 Dangerous and/or reckless behavior (minor offense).
- C1.28 Forgery of school pass/note.
- C1.29 Failure to identify self.
- C1.30 Causing a problem on a bus.
- C1.31 Motor vehicle violation on school property
- C1.32 Tampering, hacking, and/or prohibited use of computers (minor offense).
- C1.33 Violation of the Acceptable Use Policy.
- C1.34 Violation of Academic Integrity
- C1.35 Library infractions
- C1.36 Other offenses designated by administration.

RANGE OF CONSEQUENCES FOR CLASS 1 OFFENSES

1. After School detention(s).
2. Social Probation (No participation allowed in school activities, athletics, events, etc.).
3. In-House Suspension
4. Out-Of-School Suspension 1-2 days.
5. Alternative Dispositions (e.g., restitution, etc.).
6. Loss of parking, library, cafeteria, computer, or Internet privileges.
7. Accumulation of Conduct Grade(s).

Students disciplined 2 times for Class 1 Offenses may be elevated to Class 2. A parent conference may be required for re-entry for any offense listed.

CLASS 2 OFFENSES

- C2.1 Profane, obscene, indecent, or immoral gestures, propositions and exhibitions (major offense).
- C2.2 Open defiance of administrators, staff or faculty.
- C2.3 Vandalism including damage to school or the personal property of others. (minor offense).
- C2.4 Gambling/possession of gambling paraphernalia.
- C2.5 Theft or possession of stolen property.

- C2.6 Fighting-physical conflict between two or more students.
- C2.7 Initiating, inciting or deliberately provoking a fight.
- C2.8 Tampering with fire alarm/safety devices.
- C2.9 Possession of drug paraphernalia (e.g., rolling papers, pipes, etc.).
- C2.10 Malicious destruction, hacking, or tampering of computer equipment (major offense).
- C2.11 Dangerous and/or reckless behavior (major offenses).
- C2.12 Violation of tobacco policy.
- C2.13 Forgery of Legal Documents (doctors notes, court attendance, tampering with yellow slips, etc.).
- C2.14 Internet misuse (in unauthorized areas of the computer or internet).
- C2.15 Other offenses designated by an administrator.

RANGE OF CONSEQUENCES FOR CLASS 2 OFFENSES

1. In-House Suspension and/or Out-of-school suspension for 1-10 days with the possibility of recommendation for expulsion.
2. Restitution for theft/vandalism/destruction of property.
3. Counseling and/or behavioral contract.
4. Alternative dispositions (e.g., social probation, loss of privileges, permanent removal from classes, etc.)
5. Accumulation of Conduct Grade(s).

The length of suspension will be determined by the severity of the offense. Students who are disciplined 2 times for Class 2 offenses may be elevated to Class 3. A parent conference may be required for reentry for any offense listed.

CLASS 3 OFFENSES

- C3.1 Assault or the threatening of any Walpole Public School employee, visitor, or guest.
- C3.2 Possession, use, sale, distribution or being under the influence of alcohol, drugs or any other controlled substances including look-alike drugs.
- C3.3 The use, possession, and/or the concealing of a weapon or look-alike weapon.
- C3.4 Fighting involving 3 or more people.
- C3.5 Possession or use of dangerous substances (i.e. explosives, incendiary devices, chemicals, etc.).
- C3.6 Intentionally causing harm or injury.
- C3.7 Ringing a false alarm/Calling in false bomb threat.
- C3.8 Substantially disrupting the orderly operation of the school.
- C3.9 Vandalism including damage to school or the personal property of others (major offense).
- C3.10 Harassing behavior.
- C3.11 Unauthorized assembly, sit-in, protest meeting, etc.
- C3.12 Sexting or inappropriate photos/videos sent electronically

C3.13 Other serious offenses designated by an administrator.

RANGE OF CONSEQUENCES FOR CLASS 3 OFFENSES

1. 10-day suspension with recommendation for expulsion from school.
2. Notification of police.
3. Mandated programs and/or evaluations.
4. Long Term Suspension and Expulsion:
5. Long-term suspensions may carry into the next school year (Hearing required for reentry)
6. Students expelled from Walpole High School will have the right to request in writing to return to school the following school year but may not be allowed to re-enroll.
7. Accumulation of Conduct Grade(s).

DISTURBANCE OF SCHOOLS OR ASSEMBLIES

MGL CHAPTER 272: SECTION 40

Whoever willfully interrupts or disturbs a school or other assembly of people met for a lawful purpose shall be punished by imprisonment for not more than one month or by a fine of not more than fifty dollars: provided, however, that whoever, within one year after being twice convicted of a violation of this section, again violates the provisions of this section shall be punished by imprisonment of one month, and the sentence imposing such imprisonment shall not be suspended.

WALPOLE POLICE DEPARTMENT

“SCHOOL RESOURCE OFFICER PROGRAM”

Mission:

- To work in partnership with the school system to promote and maintain a safe, secure, and healthy learning environment for students, staff, faculty, administration and the Walpole community as a whole
- To build a model program that will include a network of resources designed to

- promote safety, respect, good health, and positive citizenship for the well being of all students
- To provide a means to disseminate, share, advise, and coordinate information on the value of qualified law enforcement officers to teach elementary, middle, and high school students on the principles of good citizenship and community responsibility
 - To raise awareness and understanding of the dangers associated with alcohol and drugs, criminal activities, and other anti-social behaviors

Role of School Resource Officer:

- A visible, active law enforcement figure on campus dealing with any law related issues
- A classroom resource for instruction in the following areas: law related education, violence prevention, safety programs, alcohol and drug prevention, crime prevention, and other relevant areas
- A member of the faculty and administrative team working collaboratively to solve problems in the school community
- A resource for students that will enable them to communicate with a law enforcement officer in a safe and supportive school environment
- A resource to teachers, parents, and students for conferences, dealing with individual problems or specific questions
- A counseling resource in the areas which are related to the school's educational mission and/or activities that are of a law related nature

DETENTION

All detentions will be served on the day assigned. A student may receive a conduct mark reduction for each separate offense. 4 conduct marks automatically result in a 5 in conduct. Failure to do school assignments or insubordination will result in being sent from the detention room to the assistant principal. Any student ejected from detention is subject to a three-day suspension.

The following are rules for detention:

1. Detention begins promptly at 2:20 pm. Students who are late to detention will not be admitted. This will be considered a detention cut.
2. Students will sit facing in one direction, and be in their seats for attendance.
3. No talking or communicating of any kind.
4. No eating or drinking beverages, except water.
5. No sleeping.
6. No permission(s) of any kind will be granted. (i.e. lavatory, etc.)
7. Any disturbance by a student may result in further disciplinary action.
8. **Students must bring schoolwork or reading material.**
9. At the conclusion of detention, students may return to their lockers, but

must then leave the building immediately using the main entrance, or wait only in the front lobby.

A conference may be arranged with parents as a result of any detention or failure to report to detention. Parents of students who receive 2 detentions may be notified by letter or by telephone and asked to arrange a conference with the assistant principal. **No student shall be excused from detention by a teacher without prior administrative approval.** If permission is granted, and detention credit is given, the student must remain with the teacher until detention is over.

SUSPENSION

A. A suspension from school is considered a very serious penalty and can result from a number of causes. An administrator may suspend any student for any act considered to be sufficiently serious. **The number of days suspended and the conduct mark will be determined by the administration.** Suspension may be assigned in-house or out of school, depending on the nature of the offense. Walpole High School complies with all special education regulations with respect to discipline and due process, see below

1. Out of school

a. Suspensions for fighting, threats, harassment, drugs, or alcohol will be out of school.

Other violations deemed serious enough by the administration may also result in out of school suspension.

b. Students who fail to comply with in-house suspension regulations and expectations will be suspended out of school.

c. Students who have accumulated excessive in-house suspensions will be subject to out of school suspension.

2. In-School

a. Students may be assigned to in-school suspension for any offense in the W.H.S. Code of Conduct, which carries a suspension penalty. In addition, students who are sent from class a total of three or more times may receive in-school

b. suspension. Students who accumulate more than 10 hours of detention may be assigned in-school suspension, at the discretion of the assistant principal.

This does not clear previously assigned detentions. All detentions will

be served after the suspension period.

- c. Students are to report directly to the Attendance Office by 7:17 a.m. and are to remain in the Attendance Office until picked up by the A block in-house supervising teacher, who will escort them to the suspension room. In the event that a student is late to school when assigned to in-school suspension, they are to report directly to the Attendance Office.
- d. Students will sit in an assigned seat facing in the direction instructed by the teacher.
- e. Students are to bring textbooks, workbooks, notebooks, etc. for all of their courses, and a pen or pencil with them.
- f. Assignments given by teachers must be completed to receive credit for work.
- g. If and when a student completes all assignments, he/she should read other material which he/she has brought or that the teacher(s) provide.
- h. No talking or communicating of any kind.
- i. No eating or drinking beverages, except water.
- j. No sleeping.
- k. Students will be allowed one lavatory pass in the morning and one in the afternoon. They are to use only the lavatories located in the nurse's office.
- l. In-school suspension will be dismissed at 2:05 p.m.
- m. Students on suspension may not participate in extra curricular activities and must leave school grounds immediately upon dismissal at 2:05 p.m. Detentions will not be served on the day of in-school suspension.
- n. In addition to all regular school rules and regulations, further appropriate restrictions are placed upon students while under suspension.
- o. Violation of any in-school suspension rule or regulation will result in further disciplinary action.

B. Due Process Procedures

- 1. The student will be given an explanation of the evidence against him/her and the

opportunity to present his/her side of the story.

1. Any student who is suspended (in-school or out of school) will be notified along with his/her parents of the charges against him/her, verbally and in writing by the principal or his designee.
3. After the suspension period has ended, parents are required to attend a reinstatement meeting before the student is eligible to attend classes.

EDUCATIONAL/BEHAVIORAL CONTRACTS

The Administration reserves the right to enter into contractual agreements between student/parent and school, provided such contracts are agreed upon by all parties. Such contracts will address specific educational and/or behavioral issues and, in some extreme cases, may ultimately include voluntary withdrawal from school. Prior to withdrawal, an exit interview will be held by an administrator with the student and parent identifying options available. In all cases, the mandatory attendance law for students (age 16) will take precedence.

EXPULSION/EXCLUSION**

In accordance with the Education Reform Act of 1993, Chapter 71, Section 37H, a student will be subject to expulsion or exclusion according to the following regulations:

1. Any student who is found on school premises or at school sponsored or school related events, including athletic games, in possession of a dangerous weapon, including, but not limited to, a gun or a knife, or a controlled substance as defined in Chapter 94C, including, but not limited to, marijuana, cocaine, and heroin, may be subject to expulsion from the school or school district by the principal.
2. Any student who assaults a principal, assistant principal, teacher, teacher's aide or other staff on school premises or at school sponsored or school related events, including athletic games, may be subject to expulsion from the school or school district by the principal.
3. Any student who is charged with a violation of either paragraph (1) or (2) shall be notified in writing of an opportunity for a hearing, provided, however, that the student may have representation, along with the opportunity to present evidence and witnesses at said hearing before the principal.
4. Any student who has been expelled or excluded from a school district pursuant to these provisions shall have the right to appeal to the superintendent. The expelled student shall have ten days from the date of the expulsion/exclusion in which to notify the superintendent of his appeal. The student has the right to counsel at a hearing before the superintendent. The subject matter of the appeal shall not be

limited solely to a factual determination of whether the student has violated any provisions of this section.

5. When a student is expelled/excluded under the provisions of this section, no school or school district within the commonwealth shall be required to admit such student or to provide educational services to said student. If said student does apply for admission to another school or school district, the superintendent of the school district to which the application is made may request and shall receive from the superintendent of the school expelling/excluding said student a written statement of the reasons for said expulsion/exclusion. (This section was amended by Chapter 380 of the Acts of 1993 on January 4, 1994).
6. Any student who is serving a period of expulsion/exclusion is not eligible to participate in extracurricular activities, including the prom and commencement ceremony.

****NB:** "Expulsion" means a student's permanent removal from the high school.

"Exclusion" means the removal of a student from the high school for a specified period of time exceeding 10 days duration.

FELONY OUTSIDE OF SCHOOL

(Chapter 71, Section 37H ½)

Upon the issuance of a criminal complaint charging a student with a felony or upon the issuance of a felony delinquency complaint against a student, the principal or headmaster of a school in which the student is enrolled may suspend such student for a period of time determined appropriate by said principal or headmaster if said principal or headmaster determines that the student's continued presence in school would have a substantial detrimental effect on the general welfare of the school. The student shall receive written notification of the charges and the reasons for such suspension prior to such suspension taking effect. The student shall also receive written notification of his right to appeal and the process for appealing such suspension; provided, however, that such suspension shall remain in effect prior to any appeal hearing conducted by the superintendent.

The student shall have the right to appeal the suspension to the superintendent. The student shall notify the superintendent in writing of his request for an appeal no later than five calendar days following the effective date of the suspension. The superintendent shall hold a hearing with the student and the student's parent or guardian within three calendar days of the student's request for appeal. At the hearing, the student shall have the right to present oral and written testimony on his behalf, and shall have the right to counsel. The superintendent shall have the authority to overturn or alter the decision of the principal or headmaster, including recommending an alternate educational program for the student. The superintendent shall render a decision on the appeal within five calendar days of the hearing. Such decision shall be the final decision of the city, town or regional school district with regard to the suspension.

Upon a student being convicted of a felony or upon an adjudication or admission in court

of guilt with respect to such a felony or felony delinquency, the principal or headmaster of a school in which the student is enrolled may expel said student if such principal or headmaster determines that the student's continued presence in school would have a substantial detrimental effect on the general welfare of the school. The student shall receive written notification of the charges and reasons for such expulsion prior to such expulsion taking effect. The student shall also receive written notification of his right to appeal and the process for appealing such expulsion; provided, however, that the expulsion shall remain in effect prior to any appeal hearing conducted by the superintendent.

The student shall have the right to appeal the expulsion to the superintendent. The student shall notify the superintendent, in writing, of his request for an appeal no later than five calendar days following the effective date of the expulsion. The superintendent shall hold a hearing with the student and the student's parent or guardian within three calendar days of the expulsion. At the hearing, the student shall have the right to present oral and written testimony on his behalf, and shall have the right to counsel. The superintendent shall have the authority to overturn or alter the decision of the principal; or headmaster, including recommending an alternate educational program for the student. The superintendent shall render a decision on the appeal within five calendar days of the hearing. Such decision shall be the final decision of the city, town or regional school district with regard to the expulsion. Upon expulsion of such student, no school or school district shall be required to provide educational services to such student.

VANDALISM AND THEFT

In a continuing effort to encourage good citizenship and further reduce unnecessary expenditures, the following guidelines will be used by Walpole High School administrators in the disposition of disciplinary cases involving vandalism and theft. Whenever possible, the student will be given the option of paying for the repair or, if possible, repairing the damage himself/herself.

Incidents judged to be exceptional due to their hazardous nature, the extent of damage, extent of the loss, or other just cause, will be treated on an individual basis and may be subject to suspension or expulsion. The following guidelines will be used at the discretion of the appropriate assistant principal:

- a. repair/return of article(s), restitution, detention
- b. conduct mark penalty
- c. loss of privileges
- d. suspension or expulsion
- e. report incident to the police department
- f. Seniors who are involved in vandalism, theft, or serious disturbances, may be prohibited from participation in commencement ceremonies.

GRAFFITI

Writing graffiti/defacing on school property is a serious offense that will result in disciplinary consequences, which may include detentions, suspension, and/or possible criminal charges. Penalties will also include full restitution for the costs of removal of the graffiti and could result in the loss of driver's license for one year, according to Massachusetts Law(s).

HAZING

Hazing is prohibited at Walpole High School, in accordance with the state law abolishing this practice. Hazing means "any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person." Any student who is the organizer or participant in hazing will be suspended for a safety violation, and will be subject to criminal prosecution by a fine of not more than three thousand dollars (\$3,000) or by imprisonment in a house of correction for not more than one year, or both such fine and imprisonment.

INSUBORDINATION

Insubordination is the failure to comply with/submit to rightful authority. Students must yield to the authority of their teachers, administration, or other building staff members and comply with direct requests for modifications of behavior. When a student feels a request or direction is unreasonable or unjustified, he or she is still expected to comply at the time of the direction and may later appeal to the teacher or the assistant principal. Failure to comply with a specific instruction of a teacher or administrator or building staff member will result in disciplinary action, that could include suspension from school up to a maximum of 10 days.

MASSACHUSETTS GENERAL LAWS (CPT 265, SEC 43A) "CRIMES AGAINST THE PERSON"

(a) Whoever willfully and maliciously engages in a knowing pattern of conduct or series of acts over a period of time directed at a specific person, which seriously alarms that person and would cause a reasonable person to suffer substantial emotional distress, shall be guilty of the crime of criminal harassment and shall be punished by imprisonment in a house of correction for not more than two and one-half years or by a fine of not more than \$1,000, or by both such fine and imprisonment. Such conduct or acts described in this paragraph shall include, but not be limited to, conduct or acts conducted by mail or by use of a telephonic or telecommunication device including, but not limited to, electronic mail, internet communications or facsimile communications. (b) Whoever, after having been convicted of the crime of criminal harassment, commits a second or subsequent such crime, or whoever commits the crime of criminal harassment having previously been convicted of a violation of section 43, shall be punished by imprisonment in a house of correction for not more than two and one-half years or by imprisonment in

the state prison for not more than ten years.

PERSONAL HARASSMENT

All members of the Walpole High School community, both staff and students, are expected to treat each other with dignity and respect, and are entitled to be free from any kind of personal harassment. No type of harassment will be tolerated, whether related to race, color, sex, religion, national origin, disability, or sexual orientation, etc.

Harassment is unwelcome behavior towards another person which is annoying, bothersome, physically and/or mentally harmful. Forms of harassment can include verbal and/or

written remarks, bullying, symbols, drawings, physical contact, gestures, gossip, phone calls, electronic communications, or any other types of harassing conduct. The important point is that the conduct makes the victim feel uncomfortable, intimidated, or physically and/or emotionally hurt, whether or not the person intended to harass and/or injure the victim. The penalties associated with harassment may include suspension, exclusion and/or expulsion for students; appropriate disciplinary action for employees, and in appropriate cases, police and/or court involvement.

SEXUAL HARASSMENT

Harassment in any form or for any reason is absolutely forbidden. This includes harassment between faculty/staff/administration and students or among students. Sexual harassment includes sexual advances, requests for sexual favors, and/or other verbal, non-verbal, or physical conduct of a sexual nature when:

1. Such conduct has the purpose or effect of unreasonably interfering with a student's educational performance or creating an intimidating, hostile, or offensive educational environment.
2. Submission to such conduct is made either an explicit or implicit term or condition for a student's success in an educational program.
3. Submission to, or rejection of, such conduct by a student is used as a basis for educational decisions affecting that person.

Reporting:

If you believe you may have been sexually harassed, one or more times, or if you witness or learn about the harassment of another individual, you should inform guidance, an assistant principal or the principal immediately. If you do not wish to discuss the issue in person, you may submit it to the S.O.S box [in the library and guidance office] or report it to any staff member in the building. They, in turn, will report such issues to the principal or the superintendent of schools. If you do not wish to discuss the issue within your

school, then you should inform the superintendent of schools or his/her designee. All staff members are responsible for enforcing this policy.

Investigation:

The superintendent or his/her designee will promptly investigate every complaint of sexual or personal harassment. Such investigation may include discussion with all involved parties, identification and questioning of witnesses and other appropriate actions. If the investigator determines that sexual harassment has occurred, he/she will take action to end the harassment and ensure that it is not repeated. Steps the superintendent or his/her designee may take include, among others, warnings, transfers, suspension, probation and expulsion. Any student who is dissatisfied with the results or progress of the investigation may discuss his/her dissatisfaction directly with the principal, or the superintendent of schools. Student penalties associated with harassment may include suspension, exclusion and/or expulsion, and or police/court involvement; or appropriate disciplinary action for employees, and in appropriate cases, police and/or court involvement.

BULLYING POLICY

Walpole High School recognizes that bullying and intimidation have a negative effect on school climate. Students who are intimidated and anxious cannot give their education the attention necessary for success. Bullying can also lead to more serious violence.

1. **Definition of bullying** - Bullying is a form of abuse and involves a student being “picked on”. Bullying includes conduct such as physical intimidation or assault, extortion, oral, electronic or written threats, teasing, putdowns, name-calling, threatening looks, gestures or actions, cruel rumors, false accusations, and social isolation.
2. **Bullying is prohibited** - Walpole High School staff will not tolerate any bullying on school grounds or at any school activity, on or off campus.
3. **Staff intervention** – Staff members who observe or become aware of an act of bullying will take immediate, appropriate steps to intervene – unless intervention would place the safety of the staff member at risk. If there is a reasonable basis to believe that the staff member has not been able to resolve the matter, or if the bullying persists, the staff member shall report the bullying to the school principal for further investigation.
4. **Students and parents shall report bullying** – Students and parents who become aware of an act of bullying should report it to the assistant principal or principal for further

investigation. Any student who retaliates against another for reporting bullying will be subject to disciplinary consequences.

5. **Investigation procedures** – Upon receiving a report of alleged bullying the principal or designee shall investigate the matter. This investigation may include, but is not limited to, interviews with students, parents, and school staff and review of all relevant school records.
6. **Intervention/Consequences** – If bullying is substantiated, the principal/designee will take reasonable steps to stop it and to prevent its recurrence. These steps may include separating and supervising the students involved; providing the staff and in-school counseling support for students as necessary and/or; coordinating a supervision plan with the assistance of parents; Students who have bullied others will also be subject to disciplinary action, including warnings, parental conference, detention, suspension, exclusion and/or expulsion. If an incident of bullying involves suspected criminal activity, the matter may also be referred to the police.

DANGEROUS ARTICLES AND CONTROLLED SUBSTANCES

No student shall have in his/her possession, on school grounds or at any school-sponsored function, any firearm, pellet gun, explosive device, knife, or any other article deemed dangerous.

Any student found in possession of a dangerous article, controlled substance, or drug paraphernalia will have it confiscated and be subject to expulsion. The dangerous article, controlled substance, or drug paraphernalia will be turned over to the Walpole Police Department for possible legal action.

In accordance with the M.G.L. Ch.94C, S.32J, a conviction for selling drugs within 1000 ft. of school property in Massachusetts will result in a minimum mandatory 2 year jail sentence plus a fine of up to \$10,000.

TOBACCO

In accordance with the Massachusetts State Law (Chapter 71, Section 2A), use of any tobacco products within the school buildings, the school facilities or on school grounds or school buses by any student is prohibited. School grounds shall include, but are not limited to the parking lot, the fence opening leading to the dam, the woods within sight of the high school and the Common Street sidewalk adjacent to the high school. The law prohibiting smoking on school grounds applies **at all times**. Please note that the town of Walpole has a city ordinance prohibiting minors from smoking with 500 feet of the perimeter of the school property. Violations of the city ordinance will result in fines and court appearances.

All tobacco products, lighters, and matches will be confiscated and will not be returned. Repeat offenders will receive detention and/or suspension. Possession and/or use of chewing tobacco, snuff, or any other tobacco product is strictly prohibited in school and on school grounds or at school sponsored activities/events. Offenders will receive

detentions in accordance with the code of conduct. Students who spit chewing tobacco are in violation of health practices and are subject to suspension.

GUIDELINES AND PROCEDURES REGARDING ALCOHOL AND OTHER DRUGS

Acknowledging the gravity and urgency of the problems of drug use and abuse within our society, the Walpole School Committee recognizes the need for the following guidelines and procedures.

Definition: In general, drug abuse is defined as the illegal possession, transfer, sale, or use of illicit drugs and narcotics on school property by students or others. For purposes of these guidelines, the word “drug” shall include alcohol, controlled substances without a prescription, except the penalty for an alcohol violation shall not include expulsion.

1. General Procedures

Whenever a staff member has reasonable grounds to believe that a student is involved in the possession, distribution, sale, or use of illicit drugs in school, that member shall immediately report the facts and circumstances to the building principal or his/her designee.

2. Student Requiring Medication While In School

When a student is required by his/her physician to take prescribed or non-prescribed medication while in school, a parent or guardian of the student is expected to inform the nurse, in writing, that the student is required to take medication and describe the specific medication and dosage. A student taking medication during the school day must do so under the direct supervision of the school nurse.

3. Suspected Use of Drugs in School

In general, problems and suspected problems in the use of illicit drugs in school by students will be handled according to the policy for accidents and illness already in effect in Walpole.

- a. The student will immediately be referred to the building principal, or in his/her absence, the school nurse or some other designee.
- b. After speaking with the student, evaluating the symptoms, and consulting with

the

school nurse, the parents or guardian will be notified by the principal or his/her designee and requested to come to school.

- c. In extreme instances of physical distress, the principal may take immediate steps to secure medical aid, including hospitalization.
- d. If it is determined that the student, as a result of his/her disruptive behavior, is under the influence of illicit drugs, the student shall be immediately suspended from school and may face expulsion.

4. Suspected Possession, Distribution, or Sale of Drugs on School Property

If a staff member observes a student with materials that appear to be drugs or narcotic substances:

- a. The student will be asked to give the substance to the building principal, school nurse, or other designee, since students are not permitted to carry such substances in school.
- b. The principal will ask the student to identify the substance.
- c. If the student declines to do so, or if the principal feels that further identification of the substance is needed, he/she will contact the student's parent/guardian to request its identification.
- d. Should the latter procedure still prove unsatisfactory, the principal will immediately call the Chief of Police or his/her designee.
- e. The principal will turn over any material evidence to the police.
- f. Any questioning of students by police will be done in accordance with the law.

5. Illicit Use

If illegal drugs or narcotics are identified through the above procedure:

- a. The principal will notify the superintendent immediately (and later in writing), giving a full account of the situation and the name(s) of the student(s).
- b. The principal or designee will notify the parents personally.
- c. The student shall immediately be suspended out of school for ten 10 days and may face exclusion/expulsion. The decision making process for re-admittance shall be based upon appropriate consultation with administrative, teaching, and support staff, and other professional consultation when deemed advisable.
- d. The school will have the student(s) welfare as its main objective. To this end it

will encourage the parents to undertake professional assistance on the outside and will work with the involved student(s) to maintain an effective and continuing program of schoolwork.

6. Alcohol violations will result in

- a. For a first offense, a mandatory ten 10 day suspension will be assigned, the first 5 of which will be out of school, and the last 5 will be in-school suspension. A parent conference with an assistant principal will be required at the time of reinstatement.
- b. For a second and subsequent offense, a mandatory ten 10 day out of school suspension. A parent conference with the principal will be required at the time of reinstatement, as well as referral of the student to an approved alcohol counseling program.
- c. Any senior who violates WHS' alcohol/drug policies will not be permitted to participate in commencement exercises.

7. Conviction for Drug Possession, Distribution, Sale or Use, Outside of School Property

In general, school disciplinary proceedings with regard to students found guilty of an alleged violation of drug laws while off school property should be considered only when the student's conduct disrupts the educational process or interferes with the rights of other persons in the school. In accordance with the M.G.L. Ch. 94C, S. 3 2J, a conviction for selling drugs within 1000 ft. of school property in Massachusetts will result in a minimum mandatory 2 year jail sentence plus a fine of up to \$10,000. This area around Walpole High School includes Common St. in the areas of Clapp St., Mass Ave., Cascade Terrace, and Pocahontas St., and the Town Forest behind the high school, including the area behind the athletic field.

8. Due Process

Students will be guaranteed the rights of "due process under the law."

9. Drug Violations by Persons Who are Not Students at the School

Whenever the principal has information that persons who are not students of the Walpole Public Schools have sold or transferred drugs to any student(s), the principal shall immediately notify the local police department. School authorities shall cooperate fully with police officials in order to apprehend and prosecute such persons.