



Deeper Root Academy

"Sustaining Life For Our Tomorrow"

Student Code of Conduct

I. STATEMENT OF PHILOSOPHY

Deeper Root Academy firmly believes that learning can best take place in an orderly environment and that students can best learn individual and collective responsibility and gain maturity if they are provided opportunities in which to exercise responsibility within the school setting. This School Discipline Policy is intended to communicate expectations regarding acceptable conduct in school in order to provide a positive learning environment for all students.

The School desires to meet the educational needs of students who do not respond well to normal school programs. Such efforts may include utilizing special services personnel and outside referral agencies and/or adjusting normal school procedures. If a student does not respond to these efforts and consistently exerts a disruptive influence on the educational environment of the school, the needs of the other students and staff must become a major factor in prioritizing the risks considered. As a private institution, we do reserve the right to remove and/or dismiss a student from the academy if reasonable methods and efforts do not result in a safe learning environment for all students.

It is the responsibility of the School administrators to make reasonable rules and regulations for the governing of student behavior and conduct. The principal and appropriate staff will annually review this policy to assess its effectiveness. All rules and regulations regarding student behavior will be approved annually by the Board of Directors.

II. SCHOOL CODE OF CONDUCT

A. Student Code of Conduct

The School Student Code of Conduct is in effect from the time a student arrives until they are released to their parent and/or guardian. This policy is in effect at all times when students are participating in school-sponsored activities which may also include bus travel.

1. Parental/guardian involvement and cooperation is vital in the discipline process.
2. The discipline procedures will apply and be consistently enforced. At the same time, the School realizes the uniqueness of our setting and recognizes that there may be individual classroom procedures to implement and supplement these expectations.
3. All staff and parents/guardians will work together to correct the misbehavior of the student and to maintain a written record of incidents of serious misbehavior.



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4. Measures to correct misbehavior will depend upon the nature of the behavior, the frequency, and the willingness of the student to correct the undesirable behavior. The use of these measures is intended to encourage acceptable behavior. Corrective action will normally begin at a minimal level and proceed to more serious action.

B. Behavior Expectations

1. The following rules will apply at school and ALL school functions on/off campus:

- a. Students will show respect and courtesy to other people at all times.
- b. Students will show respect for property inside and outside the buildings.
- c. Students will behave in a manner that does not endanger themselves or others.

2. When unacceptable behavior cannot be readily corrected by the classroom teacher, the child's parents/guardians will be informed of the problem by the teacher or the principal and requested to participate in solving the problem.

3. If the situation is such that special services personnel are needed, the teacher shall refer the student to the Dean and/or Director of Resources.

4. If the problem is not resolved at the Principal may take further action which may include dismissal from the Academy.

C. Unacceptable Behavior

Disciplinary action may be taken as a result of any behavior which is disruptive or which violates the rights of others. The following acts are examples of unacceptable behavior and subject to disciplinary action in school, on the school buses and at school sponsored activities. School sponsored activities include, but are not limited to, co-curricular events, field trips, and club activities.

The listing of minimum actions does not imply or require that a "step-by-step" progression of increasing severity be employed by an administrator in dealing with a violation. However, there shall be a relationship between the severity of the offense and the administrative action.

1. Violation against Persons

a. Fighting Mutual combat in which all parties have contributed to the situation by verbal and/or physical action.

Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion or exclusion.



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b. Harassment Participating in, or conspiring for others to engage in acts that injure, degrade, or disgrace other individuals.

Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion or exclusion.

c. Sexual, Racial and Religious Harassment and Violence Sexual, racial and religious harassment.

Minimum Action: Student conference, parent/guardian contact, and referral to the Dean and/or Director of Resources.

Maximum Action: Expulsion or exclusion.

d. Bullying "Bullying" means repeated behavior by an individual student, an individual student within a group of students, or group of students that is intended to cause the victim(s) to feel frightened, threatened, intimidated, humiliated, shamed, disgraced, ostracized, or physically abused. Bullying implies an imbalance in power or strength in which the student being bullied has difficulty defending him or herself. Bullying can take many forms, including physical, verbal, social/relational and/or cyberbullying.

Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion or exclusion.

e. Abusive/Inappropriate Language (1) Disrespectful language to others. (2) Threatening language to others.

Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion or exclusion.

f. Interference/Obstruction Any intentional action taken to attempt to prevent a staff member from exercising his/her lawfully assigned duties.

Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion or exclusion.

g. Possession of a Firearm

Minimum Action: Immediate suspension, notification of law enforcement agency.

Maximum Action: Expulsion or exclusion.



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h. Possession of a Weapon Other than a Firearm Which Could Cause Harm

Minimum Action: Student conference, parent/guardian contact and possible notification of police. Maximum Action: Expulsion or exclusion.

i. Possession of a Weapon Facsimile (mimics real weapon)

Minimum Action: Student conference, parent/guardian contact and possible notification of police. Maximum Action: Expulsion or exclusion.

j. Assault "Assault" is doing an act with intent to cause fear in another of immediate bodily harm or death or intentionally inflicting or attempting to inflict bodily harm upon another.

Minimum Action: Student conference, parent/guardian contact, and possible notification of police. Maximum Action: Expulsion or exclusion.

k. Aggravated Assault "Aggravated Assault" is committing an assault upon the person of another with a dangerous weapon or an assault which inflicts great bodily harm upon the person of another.

Minimum Action: Student conference, suspension, parent/guardian contact and notification of police. Maximum Action: Expulsion or exclusion.

l. Hazing "Hazing" means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm or embarrassment to a person, in order for the student to be initiated or affiliated with a student organization, or for any other purpose.

Minimum Action: Student Conference and Parent/Guardian Contact.

Maximum Action: Expulsion or exclusion.

2. Violation Against Property

a. Unauthorized Use of School Property The unauthorized/illegal use of school property.

Minimum Action: Student conference, parent/guardian contact and notification of police or juvenile authorities.

Maximum Action: Expulsion or exclusion.

b. Willful Damage of School Property



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Minimum Action: Student conference, parent/guardian contact and recommended restitution. Maximum Action: Expulsion or exclusion.

c. Willful Damage to Property of Staff Members and Others

Minimum Action: Student conference, parent/guardian contact and recommended restitution. Maximum Action: Expulsion or exclusion.

d. Theft The unauthorized taking or possession of the property of another.

Minimum Action: Student conference, parent/guardian contact, and possible notification of police or juvenile authorities.

Maximum Action: Expulsion or exclusion.

e. Robbery/Extortion the obtaining of property from another where his/her consent was induced by a use of force or a threat of force.

Minimum Action: Student conference, suspension, parent/guardian contact and immediate notification of police.

Maximum Action: Expulsion or exclusion.

f. Tampering with Food or Beverages Adding or attempting to add foreign substances to food or beverages, including spitting into food or beverages or spitting on food trays.

Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion or exclusion.

3. Violation Against School Administrative Procedures

a. Insubordination Refusal to follow school rules and regulations as directed by staff.

Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion or exclusion.

b. Disruptive Behavior Actions which interfere with effective operations of the school.

Minimum Action: Student conference and parent/guardian contact.



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Maximum Action: Expulsion or exclusion.

c. Record and Identification Falsification/Forgery (1) Falsifying signatures or data on official record. (2) Refusal to give correct identification or giving false identification when requested to do so by a staff member.

Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion or exclusion.

d. Unauthorized Distribution of literature on or near school property of inflammatory, libelous or slanderous material.

Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion or exclusion.

e. Leaving School Building or Grounds during school hours without proper clearance.

Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion or exclusion.

f. Chronic and Unexcused Absenteeism

Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion.

g. Truancy

Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion.

h. Chronic and Unexcused Tardiness

Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion or exclusion.

i. Student noncompliance with uniform attire. Symbols are not permitted on school property or at school sponsored events. Clothing must cover back, shoulders, midriff and cover chest, buttocks and underclothing. School property is defined as school buildings and grounds, including the parking lot and school buses.



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Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion or exclusion.

j. Trespassing Physically present on a school campus or at a school activity after being requested to leave by school principal or other person lawfully responsible for the control of said premises.

Minimum Action: Student conference and possible referral to police or juvenile authorities.

Maximum Action: Expulsion or exclusion.

k. Student Cell Phone Use in School. The following rules are intended to outline minimal expectations regarding cell phone use in school. The Principal/Dean can enforce rules that are stricter.

(1) Cell phones must be turned off in classrooms and stored in backpack or storage provided in classroom.

(2) Cell phones are not allowed in bathrooms.

(3) Cell phones that are stored in lockers must be turned off.

(4) Failure to follow these directives may result in the loss of all cell phone privileges at school and may result in other disciplinary actions including suspension and/or expulsion.

Minimum Action: Student conference.

Maximum Action: Expulsion or exclusion.

1. Student Camera Use in School. The use of cameras in school by students is generally prohibited because of the disruption that can occur. However, in some very restricted instances, camera use by students is permitted on field trips.

(1) Cameras cannot be used in bathrooms.

(2) Failure to follow this directive may result in the loss of all camera privileges at school and may result in other disciplinary actions including suspension and/or expulsion.

(3) These rules are intended to outline minimal expectations regarding camera use in school. The Principal/Dean can enforce rules that are stricter.

Minimum Action: Student conference.

Maximum Action: Expulsion or exclusion.



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D. Conduct on School Buses and Consequences for Misbehavior

1. Riding the school bus is a privilege, not a right. Students are expected to follow the same behavioral standards while riding school buses as are expected on school property or at school activities, functions or events. All school rules are in effect while a student is riding the bus.
2. Consequences for school bus misconduct will be imposed by the Principal or the Principal's designee. In addition, serious misconduct may be reported to local law enforcement.

A copy of the School rules will be provided to each family at the beginning of the school year or when a child enrolls, if this occurs during the school year. Parents/guardians are urged to review the rules with their children.

A. Removal of Student from Class

1. Rules Governing Student Conduct:

The rules governing student conduct are included in this School Code of Conduct. Students will be informed of these rules by their classroom teacher during the first week of each school year. Students enrolling after the school year starts will be informed of these rules by a designated staff member.

2. Grounds for Removal from Class:

The grounds for removal are as follows:

- a. Willful conduct which materially and substantially disrupts the rights of others to an education;
- b. Willful conduct which endangers School District employees, the student or other students, or the property of the school;
- c. Willful violation of any rule of conduct established in the discipline policy.

3. Authority to Remove Students:

The teacher or supervisor in immediate charge of the class from which the student is being removed; or the Principal/Dean or lead teacher; may remove a student from that specific class. A student may be removed from class when in the judgment of the teacher, supervisor or administrator authorized to remove said student, the student has violated one or more of the grounds listed for removal from class.

4. The Procedure for Removal

- a. The student will be informed of the reason for removal.



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- b. The student will be given an opportunity to respond.
 - c. The principal/designee will be informed of the removal.
 - d. The classroom teacher will be informed.
 - e. The student will report to the area designated by the teacher or supervisor. If, in the judgment of the teacher or supervisor, allowing the student to move unescorted may endanger the student, other individuals, the teacher or supervisor should escort the student or request assistance from the office in escorting the student.
 - f. The student will be provided and expected to complete the assignments missed due to being removed from the class.
5. Length of Time of Removal:
- Any removal which is longer than the activity being participated in or 45 minutes will come under the jurisdiction of this policy. The removal shall not exceed one hour per day for three consecutive days or three consecutive hours in a day unless by administrative action.
6. Responsibility For and Custody of a Student Removed From Class:
- The Principal or designee will make the necessary arrangements.
7. Procedures for Returning the Student to Class:
- The Principal or designee will return the student to the classroom.
8. Notifying Parents/Guardians:
- The school employee removing the student will communicate with the parent/guardian.
9. Procedures Determined Appropriate for Encouraging Early Involvement of Parents/Guardians:
- Teachers will attempt to discuss behavior problems with parents/guardians prior to invoking the removal procedures.
10. Students with reoccurring behavior problems will be referred to the school's administrative team.
11. Students with current IEPs will be brought to the administrative team and board for further review.



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F. Other Violations

1. Gambling. The playing of a game of chance for stakes.

Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion or exclusion.

2. Disorderly Conduct engaging in offensive, obscene, or abusive language or in boisterous and noisy conduct.

Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion or exclusion.

3. Use or Possession of Tobacco and/or Tobacco Products Use of and/or possession of any type of tobacco product by any student, regardless of age, will be governed by Florida Statute and School rules. Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Suspension

4. Use, Possession, Distribution or Sale of Illegal Drugs, Alcohol, Narcotics, Drug Paraphernalia, or Simulated Drugs Students who violate the rules concerning the use of alcohol and drugs will be subject to one or more of the following procedures:

a. Parent/guardian conference.

b. Notification of local law enforcement agency or other appropriate agencies.

c. Referral to the school's Director of Resources.

d. Referral via petition to Florida or Orange County Court Services.

e. In-school restriction.

f. Dismissal from school (Suspension or Expulsion).

5. Fire Alarms/911. The sounding of false fire alarms or false 911 calls.

Minimum Action: Student conference, parent/guardian contact, and notification of appropriate Police and Fire Department officials.

Maximum Action: Expulsion or exclusion.



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6. Terroristic Threats (a bomb threat is an example). The making of bomb threats or other terroristic threats either verbally, by telephone, by letter or through any other means of communication.

Minimum Action: Immediate suspension, notification of law enforcement agency.

Maximum Action: Expulsion or exclusion.

7. Inappropriate Use of Technology. Technology instruction includes computers, televisions, video or audio recorders and players, and other related technological equipment. Students must follow all appropriate use of technology procedures as established by the School.

Technology misuse includes, but is not limited to:

- a. Using unauthorized programs, software, videos, CDs or audiotapes.
- b. Attempting to bypass or alter computer security.
- c. Unauthorized modification of computer configuration (desktop pattern, sounds, etc.).
- d. Attempting to access, add, delete or alter information or files of another person or organization without permission.
- e. Using technology to access, transfer, copy or store inappropriate materials or messages.
- f. Use technology resources for commercial, personal profit or illegal enterprises.

Minimum Action: Student conference.

Maximum Action: Expulsion or exclusion.

8. Academic Dishonesty It is expected that students pursue their academic studies in an honest manner and with integrity. Work that is turned in for credit needs to result from the student's own efforts. Academic dishonesty includes but is not limited to two major areas: cheating and plagiarism. Cheating is a deceptive act in which a student attempts to show knowledge which is not theirs. Plagiarism is presenting information from someone else, as though the ideas, words, or facts are the student's own.

Minimum Action: Student conference, parent/guardian contact.

Maximum Action: Expulsion or exclusion.



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G. Corrective Measures

Discipline should not be confused with punishment. The goal of discipline is a self-regulated individual with mature attitudes and socially-acceptable standards of conduct.

Corrective measures used will depend upon the nature of the behavior, the frequency, and the degree to which the student is willing to try to correct undesirable behavior.

With the exception of serious violations of the Student Conduct Code, corrective measures will normally begin at a minimal level and then proceed to more serious levels. These procedures may include but are not limited to: conferences with teacher, counselor, or principal; detention; loss of school privileges; parent/guardian conference with school staff; modified school program; dismissal for one day; suspension; referral to Administration; expulsion; police referral; court referral and home instruction.

1. Student Conference

Conferences will be conducted with students regarding disciplinary matters to insure due process. (Conferences by school administrators are not required for discipline action or removal of a Student from Class by the Teacher.) Each student facing the imposition of disciplinary action under this code of conduct must be informed, orally or in writing, of the facts and the nature of the conduct which has been challenged and be given an opportunity to explain his or her version of the facts or conduct which has been challenged prior to the imposition of discipline.

2. Parent/Guardian Contact

Depending on the violation and the seriousness of the action, a student's parent/guardian may be contacted by telephone or mail in addition to a student conference. The intent of the contact is to inform the parent/guardian of the violation and the student's attitude during the conference and to elicit parent/guardian support for correcting the unacceptable behavior.

3. Parent/Guardian Conference

The principal, dean, counselor, or teacher may request a parent/guardian conference, with or without the student present, to insure parent/guardian understanding of the student's academic and/or behavior problem and to mobilize a cooperative effort to correct the difficulty.

4. Referral to Community Services Agencies

Referral to Community Services agencies is to be by school authorities. The parents/guardians will be consulted when appropriate if any community service is to be used for a student or if a student will be referred to a community resource.



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5. Suspension

"Suspension" means an action taken by the school administration prohibiting a student from attending school for a period of not more than ten consecutive school days. The suspension period may be extended an additional five days when it is determined that the student will create an immediate and substantial danger to persons or property around him/her. The purpose of suspension is to remove the student from the school environment and to provide time for the professional staff, parent/guardian and student to discuss the matter and bring about an agreement on future conduct.

7. Expulsion or Exclusion

"Expulsion" means an action taken by the School Board to prohibit an enrolled student from further attendance.

"Exclusion" means an action taken by the School to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year.

8. Referral to Police or Juvenile Authorities

When a student's misbehavior is so extreme that it may involve the violation of a law, police or juvenile authorities will be contacted by the Principal or a designated representative. Every reasonable attempt shall be made to notify parents/guardians at the same time juvenile authorities are called. If the officer indicates that he/she is arresting the student, with or without a warrant, that officer shall have complete jurisdiction and responsibility in the matter and the Principal shall not interfere with the student's removal from the building. It is expected that the contact with the student shall be arranged in a manner to make it as unobtrusive as possible.

9. In-School Suspension

In-School Suspension (ISS) may be required of a student for one or more breaches of the Code of Conduct. Students placed in ISS are required to remain in one room for a designated period of time. Students in ISS are under the supervision of school staff and are given ISS and/or homework assignments which must be completed.

10. Students with Disabilities

Students with disabilities who violate the Student Code of Conduct will receive corrective measures in accordance with applicable state and federal law.

H. Procedures for Notification of Students and Parents or Guardians of Violation of the Rules of Conduct and of Resulting Disciplinary Actions:

1. Violations of Student Code of Conduct: Students and parents or guardians will be notified of violations and disciplinary actions taken as listed in the Code of Conduct.



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I. Student Searches

1. Locker Searches

School lockers are the property of the School. At no time does the School relinquish its exclusive control of lockers provided for the convenience of students. Inspection of the interior of lockers may be conducted by school authorities for any reason at any time, without notice, without student consent, and without a search warrant. The personal possessions of students within a school locker may be searched only when school authorities have a reasonable suspicion that the search will uncover evidence of a violation of the law or school rules. As soon as practicable after the search of a student's locker, school authorities must provide notice of the search to students and the student's parents whose lockers were searched unless disclosure would impede an ongoing investigation by police or school officials.

2. Personal Possession Searches

The personal possessions of students whether on their person, in desks, lockers or backpacks, may be subject to a reasonable search when the School has a reasonable, individualized suspicion that evidence will be produced showing that the student violated the law or school rules. As soon as practicable after the search of a student's personal possessions, school authorities must provide notice of the search to students and the student's parents whose personal possessions were searched unless disclosure would impede an ongoing investigation by police or school officials.

It is the policy of the School to comply with Federal and State Law (and all requirements imposed by or pursuant to regulations issued in support of such laws) prohibiting discrimination against any person on the grounds of race, color, national origin, creed, religion, sex, marital status, sexual orientation, status with regard to public assistance, age or disability.

Adopted by the Board of Directors and Administration July 13, 2017 as Policy.