

# LAMPTON ELEMENTARY SCHOOL

## SCHOOL RULES

### CODE OF CONDUCT

#### The Golden Rule

Common courtesy and common sense are sufficient rules for most situations. However, when the safety and social growth of our students is considered, it is necessary to develop additional rules. All school rules and items listed in the Lampton Code of Conduct are in effect while students are at school, at school sponsored events, and while coming to and from school. The following standards are adopted to assure the safety of children and the maintenance of the school plant.

#### I. SCHOOL WIDE BEHAVIOR STANDARDS

- Follow classroom, playground, and cafeteria standards.
- Listen and follow directions the first time.
- Stay on task and complete all assignments.
- Have needed materials ready.
- Keep hands, feet and objects to yourself.
- Respect the feelings and property of others.
- Use appropriate language.

#### II. CLASSROOM CONDUCT

- Classroom standards have been developed by teachers. The student's responsibility is to understand these standards and follow them. Teachers will keep the parents informed of good behavior and may ask for support from the parent or the Principal to correct inappropriate behavior.

#### III. PLAYGROUND STANDARDS

- Follow directions the first time they are given.
- Keep hands, feet and objects to yourself.
- Remain in supervised areas and out of hallways. Students may not go beyond the trees just inside the fence. The blacktop area south of the 80 wing is to be used only for K-1 PE with teacher supervision.
- Use all equipment safely and correctly.
- Children should attempt conflict resolution strategies. If unsuccessful, report problems to the adult on duty. If problem persists, then the student should report it to his/her teacher who will take additional action if necessary.
- Fighting or defiance will result in immediate referral to the office.

#### IV. CARE OF THE SCHOOL

- Keep the school neat and clean. It is your home away from home.

## **V. CAFETERIA STANDARDS**

- Each class is to line up quietly along the edge of the cafeteria.
- Use proper table manners and quiet voices
- Leave the table and floor clean.
- Wait to be dismissed by the Cafeteria Aide.

## **VI. COMING TO AND FROM SCHOOL**

- All students need to arrive between 7:45 and 8:00 a.m.
- All children are to leave the grounds immediately when dismissed.
- Bicycles may be ridden to school by students in grades 4-5. They must be walked onto the grounds and secured with a lock at all times.
- Every effort should be made to arrive on time.
- Students are to enter and exit through the open gates (front gate entrance/exit, Excelsior gate exit, K's through K gate) and are not to climb over the fence.
- Remember - All school rules are in effect while coming to and from school.

## **VII. AFTER SCHOOL**

- If it is necessary for a student to be kept after school, every effort will be made to notify parents if the student is to be kept more than 15 minutes.

## **VIII. GAMES & EQUIPMENT**

- Soccer balls are the only balls which may be kicked and they are to be used only on the grass.
- Ropes are for jumping. They are not to be used on equipment or tied to anything.
- Softballs and bats may only be used in front of a backstop on the grass area.
- Softball is to be played during supervised PE only.
- Climbing is allowed on the apparatus provided.
- Jumping, flipping, standing on bars is not allowed.
- Standard game rules apply to all areas of the playground which will be reviewed during PE.
- Games may not be "locked" to the exclusion of others.
- Tag and chase games may not be played during any recess.

## **IX. USING THE RESTROOM**

- Treat the school restroom as if it were your own at home.

## **X. PLAY EQUIPMENT FROM HOME**

- Baseball mitts may be brought if well marked with student's name. They are to be used only during PE and with teacher permission.
- Primary children may bring toys for sharing in the classroom with teacher permission, but they may not be brought to play with on the playground. Other equipment, including balls, bats, etc., may NOT be brought to school.

- Articles of value, electronic devices, such as radios, tape recorders, electronic pets etc., may NOT be brought to school.

#### **XI. BICYCLES (Grades 4-5 ONLY)**

- Bikes may be ridden to and from school by students in grades 4&5 only. They should be parked and locked in the bike racks. Bikes are not allowed on the playground area until after 3:30 p.m. and never in the hallways. **HELMETS MUST BE WORN, OR BIKES WILL BE LOCKED UP UNTIL A PARENT CAN RETRIEVE IT OR THE STUDENT RETURNS WITH A HELMET.**

#### **XII. SKATEBOARDS / ROLLER BLADES / SKATES / SCOOTERS**

- Skateboards, roller blades/skates, and scooters are not allowed at school until after 3:30 p.m. and never in the hallways, or on the picnic tables or playground equipment.

#### **XIII. DISPOSITION OF ARTICLES NOT ALLOWED AT SCHOOL**

- Items which are not allowed at school will be picked up and returned to the child after school to take home. If the problem continues, the items will be held until a parent can pick them up.
- Candy, gum, sunflower seeds, etc. are not allowed and will be thrown away.

#### **XIV. APPROPRIATE SCHOOL DRESS**

- All students should wear a school uniform as stated in dress code. (Navy blue bottoms, white tops with collars)
- Safe footwear must be worn at all times.
- All students must adhere to the dress code whether in uniform or not.

#### **XV. GROOMING**

- Hair should be groomed in the restrooms. Brushes and combs are not to be used in the classroom.
- Students are NOT to bring make-up, cologne, or hair spray to school.

#### **XVI. VISITING THE OFFICE**

- Students should have a written note from an adult when visiting the office, except for obvious emergencies.

#### **XVII. LATE ARRIVAL & EARLY PICK UP PROCEDURES**

- Students arriving late should check in at the office.
- Any student leaving during the school day must be signed out and picked up in the office by a parent or guardian.

#### **XVIII. ABSENCES**

- Written verification of the reason for student absences is necessary. Please send a note when your child returns to school.

## **XIX. BUS RIDERS/STUDY TRIPS**

- All school rules apply while on the bus. Students reported for misconduct on the school bus will lose the privilege of riding a bus and will be subject to disciplinary action.

## **XX. MEDICATION**

- A Physicians' Authorization is required to be on file in the school office in order for a student to take ANY medication (prescription or non-prescription) while at school. This authorization must be signed by both the physician and the parent. All medication for which authorizations are on file MUST be kept in the school office. **Students may NOT be in possession of any medications** while on campus (ie. Tylenol, cough drops, inhalers, Ritalin, antibiotics, etc.)

## **XXI HARASSMENT**

- All students should feel comfortable at school. This means that students are to refrain from "pantsing", kissing, or inappropriate touching or hugging of others.
- Students are also to avoid making negative comments or telling jokes about anyone's gender, body, race, ethnicity or religion.
- Two rules of thumb are: Treat others as you want to be treated  
If you don't have anything nice to say, don't say anything

## **XXII ALCOHOL, TOBACCO AND DRUGS**

- Our school has a zero tolerance policy for possession, use, sale, furnishing or offering to furnish alcohol, tobacco or drugs. Suspension is the minimal consequence that may be assigned. Selling drugs will bring about a mandatory recommendation for expulsion (Ed. Code 48915).

## **XXIII WEAPONS ON CAMPUS**

- The Education Code states: "The Principal or the Superintendent of Schools shall recommend a pupil's expulsion for possession of any firearm, knife, explosive or other dangerous object of no reasonable use to the pupil at school, at a school activity off school grounds and while going to or coming from school" (Ed. Code 48915) \* See attached letter. Brandishing a knife also carries a mandatory recommendation for expulsion (Ed. Code 48915)
- Items which can be used as weapons, will be held until a parent conference and/or a district guidance meeting has been held or may be handed over to the Sheriff's Department.
- Imitation firearms (toy guns of any kind) are not allowed and bringing them to school may lead to suspension. They will be taken away and kept until a parent conference is held.

## **INCENTIVES FOR APPROPRIATE BEHAVIOR**

Students who display consistently good behavior will participate in the Lampton Incentive Program. This program includes the following:

1. Classroom incentives as determined by the classroom teacher.
2. School wide incentives as determined by staff
3. Monthly/Trimester awards
4. Cafeteria points
5. Playground S.T.A.R. slips

## **CONSEQUENCES FOR INAPPROPRIATE CONDUCT**

When a student chooses not to follow the rules, he/she understands that they have chosen to accept the consequences

1. Minor penalties, examples include:
  - Time out from class
  - Loss of recess
  - Loss of a privilege
  - After school detention: 15 min. or less
2. More severe penalties may include but not be limited to:
  - Parent/Guardian notified
  - Referral to principal
  - After school detention: 15 -30 min. (with prior notification)
3. Referral to Student Study Team for disciplinary intervention.
4. Parent intervention (parent sits in class with child or takes child home)
5. Suspensions (from class or school)\*
6. Referral to District Guidance which could result in a reassignment to another school or expulsion.\*

\* Due to violations of Ed Code Policies.

If you have any questions regarding the discipline/incentive program, please contact the office, or your child's teacher.

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PLEASE RETURN THIS SECTION TO YOUR CHILD'S TEACHER.

We have read and understand the CODE OF CONDUCT and WEAPONS ON CAMPUS ED. CODE for Lampton Elementary School.

Student's Name: \_\_\_\_\_ Rm# \_\_\_\_\_

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Signature of Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Date

Any concerns you may have:

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