



DINWIDDIE COUNTY
PUBLIC SCHOOLS

DEEP ROOTS • GREAT HEIGHTS

CODE OF STUDENT CONDUCT

2021 - 2022

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Superintendent's Message

Dear Parents and Guardians:

Welcome to the 2021-2022 school year! On behalf of your child's school and our school division, I look forward to partnering with you for another successful year in your child's academic growth.

Dinwiddie County is home to one of the best school divisions in the state. As such, it is imperative that we all – administrators, teachers, parents and students – work together to ensure every child's educational experience is as successful as possible. That work includes each of us doing our part to maintain safe and productive learning environments.

This Code of Student Conduct is a great resource for students and parents in that it clearly outlines School Board policies and expectations for student behavior and conduct in the classroom, on the bus, and at all school-related activities. This document also reflects our commitment as a division to use positive behavioral interventions and supports to help our students develop socially and emotionally as well as academically.

I ask that each of you take the time to review and discuss the importance of the Code of Student Conduct with your child/children. Understanding these important guidelines and committing to following them is the first step toward student success. After you have this discussion, please sign, date, and return the Acknowledgement Form found on page 34 to your child's school within the first two weeks of school.

Thank you for your continued partnership and support of Dinwiddie County Public Schools. I look forward to a successful 2020-2021 school year.



Dr. Kari Weston

Superintendent

Preface

The purpose of this publication is to provide students, parents, school personnel, and the public with a concise and comprehensive description of the minimum standards of behavior for all students enrolled in the public schools of Dinwiddie County. It defines appropriate student conduct and presents a menu of alternative interventions and responses to be employed by teachers and/or school administrators to address individuals who exhibit inappropriate behavior. Emphasis is placed upon behavioral expectations of Dinwiddie students in clear and consistent language for common understanding and support in meeting the expectations.

This *Code of Student Conduct* applies to all DCPS students. It is enforced when they are:

- On school property.
- Traveling to school or from school.
- Traveling to, at, and from bus stops.
- In vehicles of DCPS.
- In attendance at school or at any school-sponsored activity.

In addition, this *Code* applies to incidents off school property as referred to in *Definitions - Alternative Placements/Suspensions/Expulsions*. This *Code* also applies to a student's conduct which interferes with the orderly operation of the school system or the safety/welfare of students, employees, or volunteers. Students who observe or are subjected to inappropriate actions as described in this *Code* are expected to report such incidents to their school administration. In addition, all students must report to a school staff member any information concerning threats or disruptions involving the safety of students, staff, or the school environment.

This *Code of Student Conduct* specifically outlines fifteen major categories of behavior and states consequences which may occur as a result of misconduct. The following factors are used in determining the consequences for a specific violation of the *Code*:

- Age, health, and disability or special education status of the student.
- Appropriateness of student's academic placement.
- Student's prior conduct and record of behavior.
- Student's understanding of the impact of his/her behavior and attitude.
- Student's willingness to repair the harm caused by his/her behavior.
- Seriousness of the behavior offense and the degree of harm caused.
- Impact of the incident on overall school community.
- Whether the student's violation threatened the safety of any student or staff member.
- The possibility that a lesser intervention would adequately address the violation.

When enforcing this *Code*, students and their property, including but not limited to, backpacks, purses, other containers, automobiles, lockers, desks, computers, and electronic devices may be searched. Metal detectors, surveillance cameras, and detection dogs may be used on school property and at school-sponsored activities in order to maintain a safe and productive learning environment. Search and seizure is defined in more detail in the definitions section of this *Code*. Surveillance videos are not considered educational records; therefore, viewing shall be limited to the Director of Transportation, building principals, Superintendent, Superintendent's Designee and/or law enforcement officers.

The School Board of Dinwiddie County, Virginia, complies with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Americans with Disabilities Improvement Act of 1990, and the Individuals with Disabilities Education Act. The School Board does not discriminate on the basis of race, color,

national origin, religion, sex, age, or disability in any of its programs and activities. Students with disabilities shall be disciplined in accordance with School Board Policy JGDA.

Rights and Responsibilities of Students

Students' rights include, but are not limited to:

- Attending school where your parent or legal guardian lives and receive a free and appropriate public education.
- Expecting that your school will be a safe and orderly place that is focused on providing equitable educational opportunities.
- Being respected and treated courteously and fairly by other students and school staff.
- Expressing your ideas verbally and/or in writing in accordance with policies and procedures of DCPS.
- Dressing in a way that expresses your personality while following the dress code of DCPS.
- Having appropriate opportunities to participate in school activities.
- Having access to relevant information concerning drug and alcohol abuse.
- Learning in an environment free from intimidation, harassment, or discrimination by employees or students on school property or at a school sponsored event, function, or activity.

Students' responsibilities include, but are not limited to:

- Attending school daily, regularly, and on time, performing to the best of your ability, being prepared to learn and taking advantage of educational opportunities.
- Being aware of all expectations regulating behavior and conducting yourself in accordance with these guidelines.
- Expressing opinions and ideas, as well as, treating everyone in the school community with respect in accordance with policies and procedures of DCPS.
- Dressing appropriately in accordance with the school division's dress code.
- Seeking information and services that can help you with personal problems.
- Helping create a school environment that is free from intimidation, harassment, or discrimination.
- Reporting and encouraging others to report any incidents of intimidation, harassment, or discrimination.

Rights and Responsibilities of Parents/Guardians

Parents'/Guardians' rights include, but are not limited to:

- Being actively involved in their child's/children's education.
- Being treated courteously, fairly and respectfully by all employees of DCPS.
- Receiving information about the policies and procedures of the Dinwiddie County School Board that relate to your children's education.
- Receiving regular reports (written or oral) from school staff regarding your children's academic progress or behavior, including but not limited to report cards, behavior progress reports, and conferences.
- Receiving information and prompt notification of inappropriate or disruptive behaviors by your children and any disciplinary actions taken by administrators or school staff.
- Receiving information about due process procedures for disciplinary matters concerning your children, including information on conferences and appeals.
- Receiving information from school staff about ways to improve your children's academic or behavioral progress.
- Receiving information about services for students with disabilities and English language learners, when applicable.
- Receiving communication through provided translators.

Parents'/Guardians' responsibilities include, but are not limited to:

- Having children regularly attend school on time, and communicating reasons for absences and tardiness.
- Informing DCPS staff about any concerns and/or complaints in a respectful and timely manner.

- Working with school administrators and teachers to address any academic or behavioral problems your children may experience.
- Supporting DCPS by communicating with your children about acceptable and expected school behavior.
- Becoming familiar and complying with the policies of the Dinwiddie County School Board, administrative regulations and the *Code of Student Conduct*.
- Providing and maintaining updated contact information to DCPS and your children's individual school(s).
- Supporting student completion of homework and participation in offered academic support programs.
- Being respectful and courteous to staff, other parents, guardians and students at all times.

Rights and Responsibilities of DCPS Employees

DCPS Employees' rights include, but are not limited to:

- Working in a safe and orderly environment.
- Being treated courteously, fairly, and respectfully by students, parents/guardians, and other school staff.
- Communicating concerns, suggestions, and complaints to appropriate DCPS administration or Central Office without fear of intimidation, reprisal, retaliation, etc.
- Receiving appropriate professional development and training.
- Receiving the necessary resources to deliver quality instruction.
- Modifying instruction, if consistent with the policies of the Dinwiddie County School Board and other applicable laws and regulations.
- Working in an environment free from intimidation, harassment, or discrimination by employees or students on school property or at a school sponsored event, function, or activity.

DCPS Employees' responsibilities include, but are not limited to:

- Attending work daily, being punctual, and implementing well-planned, differentiated, rigorous, and engaging instructional plans daily according to the standards for professional practice.
- Maintaining safe and orderly schools by using prevention and intervention strategies, and by following the *Code of Student Conduct*.
- Being respectful and courteous to students, parents and guardians, serving as role models for students.
- Being knowledgeable about the policies of the Dinwiddie County School Board and other applicable laws and regulations, and enforce them fairly and consistently.
- Being knowledgeable about federal and state laws, as well as, regulations about the disciplinary process for students with disabilities.
- Communicating proactively and regularly with parents about student progress, DCPS policies, building expectations, and responding to complaints or concerns in a timely manner.

Leveled Responses

DISPOSITION LEVEL	Elementary (K - 5) Responses	Secondary (Grades 6 - 12) Responses
LEVEL 1	<ul style="list-style-type: none"> Classroom-based responses, intervention, and management 	<ul style="list-style-type: none"> Classroom-based responses, intervention, and management
LEVEL 2	<ul style="list-style-type: none"> Classroom-based responses Administrative intervention and response In-school suspension up to 3 days 	<ul style="list-style-type: none"> Classroom-based responses Administrative intervention and response In-school suspension up to 3 days
LEVEL 3	<ul style="list-style-type: none"> Administrative intervention and response Alternatives to suspension In-school suspension up to 3 days Out-of-school suspension up to 3 days 	<ul style="list-style-type: none"> Administrative intervention and response Alternatives to suspension In-school suspension up to 5 days Out-of-school suspension up to 5 days
LEVEL 4	<ul style="list-style-type: none"> Administrative intervention and response Alternatives to suspension In-school suspension up to 3 days Out-of-school suspension up to 10 days Recommendation for Long-term Suspension (LTS) / Expulsion 	<ul style="list-style-type: none"> Administrative intervention and response Alternatives to suspension In-school suspension up to 5 days Out-of-school suspension up to 10 days Recommendation for Long-term Suspension (LTS) / Expulsion
LEVEL 5	<ul style="list-style-type: none"> Out-of-school suspension (10 days) and Recommendation for LTS / Expulsion required 	<ul style="list-style-type: none"> Out-of-school suspension (10 days) and Recommendation for LTS / Expulsion required
<p>Note: Preschool – 3rd grade, levels 2-5 cannot exceed 3 days unless special circumstances exist see page 22 for further explanation. Intervention plans will be developed, reviewed, and/or modified, at minimum, for students who have five (5) or more office disciplinary referrals in a school year OR three(3) or more physical altercations in a school year. Restorative practices can be a part of a whole school approach to wrong-doing. Restorative practice involves the intentional intervention on the part of the school administration or student success teams to remediate harm done. This will enable us to monitor compliance and ensure support is provided to repeat offenders and those with physical aggression. In determining which of the disciplinary consequences are most appropriate, the following shall be considered: a) the nature and seriousness of the violation b) the student’s age and previous disciplinary record c) any other relevant circumstances. Out-of-school removals must be paired with an intervention to teach and/or review expected school behavior (e.g. Three days suspension and counseling).</p>		

STUDENT BEHAVIORS

Please be advised that per Virginia law and/or the policies of the School Board of Dinwiddie County Public Schools, violations of certain codes of conduct require that the student be recommended for expulsion from Dinwiddie County Public Schools.

Behaviors that Impede the Academic Progress (BAP) of the student or other students

- Interfering with learning in the classroom (talking, excessive noise, off-task, out of seat, possessing items that distract)
- Interfering with learning outside of the classroom (excessive noise, interrupting a class, etc.)
- Scholastic dishonest (cheating, plagiarism)
- Unexcused tardiness to class
- Unexcused tardiness to school

Unexcused tardiness to class and/or school

Students arriving after the start of the school day shall be considered tardy. Students shall not be tardy to school or class without written explanation or verbal notification from parents/guardians, teachers or administrators.

Student must be punctual and attend all assigned classes. Student attendance is a cooperative effort and schools shall involve parents/guardians and student in accepting responsibility for regular attendance. Each parent/guardian of a child within the compulsory school attendance age shall be responsible for the child as required by law. Students shall not be absent from or tardy to school. Nor shall students leave school prior to the end of the school day without parental permission, school permission or any other valid excuse. Unexcused absence shall include, but not be limited to, leaving school premises without authorization.

Behaviors related to School Operations (BSO) Interfere with the daily operation of school procedures

- Altering an official document or record
- Giving false information to staff
- Refusal to comply with requests of staff in a way that interferes with the operation of school
- Failure to be in one's assigned place on school grounds
- Failure to attend assigned disciplinary setting (detention, in-school suspension, Saturday school)
- Bringing unauthorized persons to school or allowing unauthorized persons to enter the school building
- Dress Code violation
- Gambling (games of chance for money or profit)
- Unauthorized use of school electronic or other equipment
- Violation of the Acceptable Use of Technology/internet policy
- Violation of school board policy regarding the possession or use of portable communication devices
- Vandalism, graffiti or other damage to school or personal property

Altering an official document or record/Giving false information to staff

Students of DCPS are expected to perform honestly through the production of their own work. They should also demonstrate respect for the belongings and rights of others, including, but not limited to, staff members and volunteers. The following acts are prohibited:

- Cheating includes the actual giving, receiving, or use of any unauthorized aid or assistance or the actual giving or receiving of unfair advantage on any form of academic work.
- Plagiarism includes using or copying the language, structure, idea, and/or thought of another and representing it as one's own original work.
- Falsification includes, but is not limited to, a verbal, written, or electronic transmission (i.e., emails, images), including the production or use of forgery or counterfeiting.
- Attempts toward completion of any act described above would constitute a violation and may be punishable to the same extent as if the attempted act had been completed.

STUDENT BEHAVIORS

- Unauthorized use of technology and information accessed through technology without permission is prohibited specified on page 9, "Violation of the Acceptable Use of Technology/Internet Policy". Student files may be subject to search.
- Willful or malicious false accusations/reports against school personnel or other students.

Refusal to comply with requests of staff in a way that interferes with the operation of school

Students are entitled to a learning environment free of unnecessary disruption. Any physical, written, or verbal disturbance, communication or activity, within the school setting or during related activities, which may interrupt or interfere with teaching and the orderly conduct of school activities is prohibited.

Failure to respond appropriately to written or verbal directions given by school personnel, chaperones/ volunteers, or law enforcement officers is considered insubordination. Also included is disobedience or defiance of reasonable requests made by school personnel, chaperones/volunteers, or law enforcement officers.

Other activities which disrupt the orderly functions of the school include, but are not limited to: demonstrating hostile or disruptive behavior, repeated offenses/violations of the *Code of Student Conduct*, unauthorized fraternities or secret societies, unauthorized sales by students, possession of inappropriate toys, inappropriate use of school lockers and facilities, and setting off false fire alarms.

The possession or distribution of print or electronic materials which are obscene, violent, inappropriate, or significantly disruptive to the educational process is prohibited. Included are inappropriate student expression, sexting, threats, hit lists, distribution of non-authorized literature, and illegal assembly.

Verbal assault is cursing, threatening, or using abusive language or written remarks intended to demean or harm a student, staff member, or visitor and is prohibited. This violation includes, but is not limited to: actions, displays, or written material of an obscene, violent, or inappropriate nature and the wearing of clothing or adornments, including inappropriate jewelry, which themselves convey either violent or sexually suggestive messages or offensive statements towards school personnel and/or students (i.e., vulgar language).

Any event, action, or statement which relies on chance for the monetary advantage of one participant at the expense of others is gambling. This violation includes exchanging items of value, as well as currency, and extends to keeping score for later settlement.

Gang-related activity will not be tolerated. Symbols of gang membership are expressly prohibited (i.e., clothing that symbolizes association, rituals associated with, or activities by an identified group of students). Section 16.1-260.G. of the *Code of Virginia* requires an intake officer to report to the division superintendent any student against whom a petition is filed for certain offenses including, prohibited criminal street gang activity pursuant to § 18.2-46.2 and recruitment of other juveniles for a criminal street gang activity pursuant to § 18.2- 46.3.

Dress Code Violation

Students are expected to dress appropriately for a K-12 educational environment. Any clothing that interferes with or disrupts the educational environment is unacceptable. Clothing with language or images that are vulgar, discriminatory, or obscene, or clothing that promotes illegal or violent conduct, such as the unlawful use of weapons, drugs, alcohol, tobacco/vapor devices, or drug paraphernalia or clothing that contains threats such as gang symbols is prohibited. School climate has a direct influence on student achievement, and the manner in which students dress is a significant factor in school climate.

The administration of every school has the authority to notify students and parents of modifications to the dress code for spirit days and other school celebrations, as particular items pose a disruption, or as other circumstances warrant.

Students **may not wear** the following items unless otherwise stated:

- Hoods, hats, or any other item that restricts identification inside school buildings during regular school hours, unless required for religious or medical reasons.

STUDENT BEHAVIORS

- The following items on school grounds during school hours: bandanas, do-rags, hair picks, wave caps, large combs, brushes, and rollers.
- Sunglasses, unless prescribed by a physician.
- Dresses, skirts, shorts, athletic shorts, and other similar clothing must be of appropriate length. When wearing leggings, tights, or similar apparel as an outer garment, tops must be of appropriate length. The administrator reserves the right to determine if it's the appropriate length for the educational setting.
- Messages on clothing, chains, jewelry, and personal belongings that pertain to drugs, alcohol, tobacco/vapor devices, sex, gangs, vulgarity, or that could cause a substantial disruption to the learning environment.
- Spiked jewelry, chains, and items which could cause student injury.
- Beachwear (which includes bathing suits and trunks) and sleepwear.
- Clothing that reveals undergarments.
- Cut-off jeans, cut-off sweat pants, or torn, ripped, or slashed clothing that reveals undergarments or body parts excluded by other parts of this code.
- Bedroom slippers or shoes with wheels, also known as "Heelys."
- Clothing that reveals the midriff while sitting or standing.
- Clothing that is see-through, revealing, resembles undergarments, with plunging necklines.
- Tube tops, halter-tops, halter-top dresses, strapless dresses or tops. Dresses with shoulder straps must completely cover under garments.
- High heels or flip flops at the elementary level (For safety reasons, elementary students are encouraged to wear athletic shoes or closed toe shoes with a rubber sole and should wear such shoes for Physical Education and recess).

Students must wear clothing as designed (buttoned, zipped, etc.) Students must wear pants on the hips, secured above the buttocks.

Students **may not**:

- Drape any item around the neck (eg. towels, shirts, or shorts).
- Roll down waistbands on shorts, pants, and skirts.
- Wear clothing in any manner that reveals undergarments at any time.
- Wear athletic basketball jerseys without wearing a t-shirt beneath the jersey.

The administrative team in each school shall have discretion regarding dress code decisions. Recommended consequences for:

Elementary

- Parents of students who violate the dress code will be contacted to provide appropriate clothing for their child, if necessary

Secondary

- 1st Offense – Warning with opportunity to change clothes to correct dress code violation
- 2nd Offense – Mandatory parent conference on one (1) day in-school suspension
- 3rd Offense – One(1) day in-school suspension

Continued infractions will result in additional consequences.

Violation of the Acceptable Use of Technology/Internet Policy

Technology includes, but is not limited to: computers, electronic devices, software, the Internet, social networks, email, and web pages. All DCPS users are responsible for the appropriate use of all technology to which they have access, even if such use takes place off school property or after school hours.

STUDENT BEHAVIORS

Technology is constantly in flux; yet the security, safety of, and opportunity for our students and staff is paramount. Students and staff are encouraged to use school division technologies in support of teaching and learning, recognizing that there is an inherent responsibility to protect one's self, others, and property in the process. To minimize risk, DCPS employs a number of tools and monitoring technologies, such as filters, designed to comply with relevant laws as well as to create a reasonable expectation of safety. It is ultimately up to each individual student or staff member to be responsible for his or her use of these networks and to understand the specific policies herein as they pertain to computer, network and Internet use.

Acceptable Use Policy

The 1999 session of the General Assembly amended § 22.1-70.2 of the *Code of Virginia* requiring each Division Superintendent to file with the State Superintendent on or before December 1, 1999, an acceptable use policy (AUP) that has been approved by the local School Board. The policy must specifically reference access to the Internet and at a minimum must:

- Be designed to prohibit use by division employees and students of the division's computer equipment and communications services for sending, receiving, viewing, or downloading illegal material via the Internet;
- Seek to prevent access by students to material, which the school division deems to be harmful to juveniles, and;
- Establish appropriate measures to be taken against persons who violate the policy.

Acceptable Use and Internet Safety

- Students will use technology with responsibility, integrity, and for educational purposes.
- Students will take responsibility for the choices they make and the actions they take while using technology.
- Students must manage the personal data on their computers. This includes backing up educational material regularly. Appropriate non-educational files are allowed, but should not negatively impact instructional use nor degrade device performance.
- Files and data on student computers must adhere to the following guidelines:
 - All files and data must be legally obtained and distributed under United States copyright laws.
 - All files and data sought, possessed, or distributed must be acceptable in a school setting. This forbidden content includes, but is not limited to: hacking tools, computer viruses, violent content, pornographic content, vulgar content, and obscene content.
- Students will maintain the security and integrity of their usernames and passwords.
 - Students must keep their usernames and passwords confidential.
 - Students will only log in with their own usernames and passwords.
- Students will maintain the integrity of the computer hardware and software.
 - Students will not dismantle or otherwise physically alter computers. This includes affixing stickers or other decorations.
 - Students are prohibited from altering or deleting files that are not in their 'home' directory.
 - Students are prohibited from installing additional software or altering existing software in any way.
- Students are responsible for obeying all DCPS standards for conduct when communicating using technology.
 - Students may use DCPS or school approved communications mediums under teacher direction.
 - Communications will be clear and precise. Intentionally obscuring communication through code words or other means is not permissible.
 - Students will adhere to rules regarding cyber bullying, harassment, hate speech, and other forms of verbal assault.
 - Students must understand that content published online is public, visible, and representative of the author.
- Students will respect the rights, privacy, property, and work of all users.
 - Students will neither seek nor reveal personal information about others.
 - Students will not attempt to access, alter, or use another user's files, or computer without their permission.
- Students will operate within established DCPS filtering and security environments.
 - Students will not attempt to evade or bypass DCPS Internet filters.
 - Students will not attempt to conceal, disguise, or change their user information, nor the identity of their computer.
 - Students will not attempt to disable any security or monitoring software.

STUDENT BEHAVIORS

- The use of DCPS technology for commercial activities is prohibited unless explicitly permitted by the School Board. Commercial activity includes, but is not limited to, the following:
 - Any activity that generates revenue for the user;
 - Product advertisement or political lobbying;
 - Any activity that requires entry into an area of services for which the school will be charged a fee.

With Teacher and/or Administrator Approval and for Instructional Purposes, Students may:

- Use approved email, chat rooms, instant messaging, message boards, and other communication methods;
- Publish or edit web pages;
- Wear headphones;
- Share files;
- Play educational games/activities.

Students are PROHIBITED from:

- Using technology for any illegal purpose;
- Creating unauthorized networks of any kind;
- Downloading, uploading, importing, or intentionally viewing material that promotes the use of illegal drugs, alcohol, pornography, or illegal and/or violent behavior;
- Introducing non-approved software, hardware, or resources into the DCPS network or clients. Approval can be sought through the Department of Technology.
- Saving, transferring, or loading non-school related material on a school file server;
- Running software applications from a USB device.

Failure to honor the above regulations may result in the restriction of Internet privileges and/or the restriction of other technology access in addition to disciplinary action up to and including criminal charges. Examples of dual violation are (i) computer hacking or trespassing, (ii) harassment, threats, or cyber bullying via computer, and (iii) computer fraud (see Title 18.2 of the *Code of Virginia*).

In accordance with *Virginia Code* section 22.1-70.2, DCPS requires all students to receive Internet safety training. Through an implementation plan, Internet safety is both taught to and practiced by students, and integrated into the K-12 curriculum. Special emphasis is placed on safety, security, and ethics in the instructional program.

Use of the school division's computer system shall be consistent with the educational or instructional mission or administrative function of the division as well as the varied instructional needs, learning styles, abilities and developmental levels of students. The division's computer system is not a public forum.

Each teacher, administrator, student and staff shall acknowledge the Acceptable Computer System Use Agreement before using the division's computer system. In addition, each student and parent/guardian of each student shall acknowledge the Acceptable Computer System Use Agreement and sign the Parental Statement of Receipt of Notice of Requirements located in the DCPS *Code of Student Conduct* before using the division's computer system. **I understand that if I do not want my child to use computers in DCPS, I must contact the main office of my student's school for an opt-out form.** The failure of any student, teacher, administrator, or staff member to follow the terms of the Agreement, this policy or accompanying regulation may result in loss of computer system privileges, disciplinary action, and/or appropriate legal action.

The school division is not responsible for any information that may be lost, damaged or unavailable when using the computer system or for any information retrieved via the Internet. Furthermore, the School Board will not be responsible for any unauthorized charges or fees resulting from access to the computer system. The Division Superintendent shall submit to the Virginia Department of Education this policy and accompanying regulation biennially.

STUDENT BEHAVIORS

Vandalism, Graffiti or Other Damage to School or Personal Property

Members of the school community are entitled to enjoy property free from the abuse of others.

Vandalism is the willful marring, defacing, or destruction of School Board property, including leased property or any employee's or other person's property. This section includes, but is not limited to: the buildings, both exteriors and interiors thereof, books, computer equipment and software, school buses, private automobiles, school grounds, and property as designated above. Causing, intent to cause or attempt to cause damage to school or personal property of others is prohibited.

The School Board may institute action and recover from the parents or either of them of any minor living with such parents or either of them up to \$2500 for damages suffered by reason of the willful or malicious destruction of, or damage to, public property by such minor.

In addition, a student who damages or destroys public property will be subject to whatever disciplinary action is deemed necessary and advisable by the school principal.

Senior pranks that damage property are strictly PROHIBITED and will be considered a Level 4 Offense.

Relationship Behaviors (RB) create a negative relationship between 2 or more members of the school community (No physical harm is done)

- Bullying with no physical injury ([See Link: Model Policy to addressing Bullying in Virginia's Public Schools](#))
- Cyberbullying ([See Link: Model Policy to Addressing Bullying in Virginia's Public Schools](#))
- Posting, distributing, displaying, or sharing material or literature that is libelous, including using electronic means to post such material
- Saying or writing either directly or through electronic communication sexually suggestive comments, innuendos, propositions, or other remarks of a sexual nature
- Speaking to another in an uncivil, discourteous manner
- Teasing, taunting, engaging in a verbal confrontation, verbally inciting a fight
- Using profane or vulgar language or gestures (swearing, cursing, hate speech, gang signs or gestures)
- Using slurs based upon the actual or perceived race, ethnicity, color, national origin, citizenship/immigration status, weight, gender, gender identity, gender expression, sexual orientation, or disability
- Failure to respond to questions or requests by staff
- Inappropriate physical contact that is sexual in nature or violates school rules regarding contact

Bullying with no physical injury

A student, either individually or as a part of a group, shall not harass or bully others. Prohibited conduct includes, but is not limited to: physical, verbal, or written intimidation, taunting, name-calling, insults, lies, rumors, social exclusion or isolation, threatening body posture, money or possessions taken or damaged, being threatened or forced to do things, and any combination of prohibited activities. Prohibited conduct includes verbal or written conduct consisting of comments directed toward and based upon a person's race, religion, sex, sexual orientation, national origin, disability, or physical abilities or characteristics, or intellectual ability, or associates of the targeted person or group. Any aggressive behavior that involves unwanted negative actions and a pattern of behavior repeated over time, and an imbalance of power or strength is considered bullying and will not be tolerated.

- Repeated, unwanted negative overtures and actions over time toward a person or persons are prohibited.
- Bullying methods (repeated) such as verbal abuse, social exclusion or isolation, physical abuse, intimidation, lies, rumors, sexual inferences, robbery, damaged personal items, threats, racial attacks, and bullying through electronic devices will not be tolerated.
- Electronic bullying and/or cyber bullying related activity of any nature and that which is obscene, pornographic, threatening, or otherwise inappropriate, including (but not limited to) email, instant messaging, web pages, and use of

STUDENT BEHAVIORS

hardware and/or software which substantially disrupts or interferes with the safety and welfare of the school and its students, are strictly prohibited, even if such uses/actions take place off school property (i.e., home, business, private property, etc.) Refer to cyber bullying definition on page 31.

- All aspects of the Acceptable Use Policy/Regulation apply to this section on bullying; which can be found at the following link: http://www.boarddocs.com/vsba/dinwiddie.nsf/public_and_in_DCPS_Policy.
- Conveying by gestures, notes, or verbal comments with the intent to cause bodily/emotional injury or to deprive a student of his rights is prohibited.
- The willful use of physical or verbal threats or physical abuse intended to result in an involuntary transfer of money or property to another student is prohibited.
- Cursing, using abusive language, teasing, hazing (as further defined on page 29), or other acts of intimidation are prohibited. This includes, but is not limited to: any verbal, written, physical or mental teasing, threat of bodily injury or use of force directed toward and based upon a person's race, religion, sex, sexual orientation, national origin, disability, or intellectual ability.

Using profane or vulgar language or gestures

Students shall not use profane, obscene or abusive language, obscene gestures, or engage in obscene conduct.

Behaviors of Safety Concern (BSC) create unsafe conditions for students, staff, and/or visitors to the school

- Alcohol: Possessing or using alcohol
- Alcohol: Distributing alcohol to other students
- Drugs: Possessing drug paraphernalia
- Drugs: Violating school board non-prescription (Over the counter) medication policy
- Tobacco: Possessing/Using tobacco products, electronic cigarettes, vaping equipment
- Bullying Behavior without physical injury that continues after intervention (See Link: [Model Policy to Addressing Bullying in Virginia's Public Schools](#)) Bullying that leads to physical injury should be classified as Assault and Battery.
- Cyberbullying that continues after intervention (See Link: [Model Policy to Addressing Bullying in Virginia's Public Schools](#)). Cyberbullying that relates to threat to the safety of students and staff should be treated with a higher level of intervention and consequences.
- Bus: Distracting the bus driver
- Bus: Endangering the safety of others on the bus
- Fire alarm: Falsely activating a fire or other disaster alarm
- Fire Related: Possessing items that could be used to set or cause a fire or produce large amounts of smoke
- Engaging in reckless behavior that creates a risk of injury to self or others
- Inciting or causing a substantial disturbance to the operation of school or the safety of staff and/or students
- Throwing an object that has the potential to cause a disturbance, injury, or property damage
- Shoving, pushing, striking a student with no visible injury
- Exposing body parts, lewd or indecent public behavior
- Physical contact of a sexual nature – patting body parts, pinching, tugging clothing
- Physical sexual aggression and/or forcing another to engage in sexual activity
- Stealing money or property without physical force
- Stealing money or property using physical force (no weapon involved)
- Stealing money or property using weapons or dangerous instruments
- Leaving school grounds without permission
- Trespassing
- Weapon: Possessing or selling any weapon (not including firearms) as defined by school board policy

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Physical contact of a sexual nature – patting body parts, pinching, tugging clothing/Physical sexual aggression and/or forcing another to engage in sexual activity

It is the policy of the Dinwiddie County School Board to maintain a working and learning environment which provides for fair and equitable treatment, including freedom from sexual harassment, for all its employees and students.

Sexual harassment includes any unwelcome sexual advances, requests for sexual favors, and other inappropriate verbal, written, electronic, or physical conduct of a sexual nature that creates an intimidating, hostile, or offensive environment. A student shall not sexually harass another student or any school employee, volunteer, student teacher, or any other person present in school facilities or at school functions.

It is prohibited for any student or employee, male or female, to harass another student or employee by making unwelcome sexual advances or requests for sexual favors, or engaging in other verbal, written, electronic, or physical conduct of a sexual nature. Conditions may include, but are not limited to:

- submission to or rejection of such conduct is used as a basis for academic decisions affecting the student;
- such conduct creates an intimidating, hostile, or offensive working or learning environment; or
- submission to such conduct is made either explicitly or implicitly a term or condition of the individual's employment or participation in school programs.

Examples of activities which could constitute sexual harassment/inappropriate sexual behavior include, but are not limited to:

- unwelcome leering, sexual flirtations, or propositions;
- unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments, or sexually degrading descriptions;
- graphic comments about an individual's body or overly personal conversation;
- targeted sexual jokes, stories, drawings, pictures, or gestures toward others;
- spreading sexual rumors;
- inappropriate or suggestive sexual gestures;
- touching an individual's body or clothes in a sexual way;
- cornering or blocking of normal movements;
- displaying sexually suggestive objects in an educational environment; or
- displaying sexually explicit behavior.

Any student who believes that he or she has been subjected to sexual harassment should immediately file a complaint of the alleged act with the principal. The principal shall request that the complaint be in writing. The principal shall investigate the complaint and work towards a resolution of the matter. The principal must immediately report the complaint of the alleged incident to the Office of the Superintendent. If the complaint is against the principal, the student shall file the complaint with any adult who will contact the Director of Human Resources. Refusal to put the complaint in writing shall not preclude an investigation of the complaint. The complaint should state in detail the basis for the complaint, the names of the persons involved, and the dates of any specific incidents. A thorough investigation of all reported incidents to determine the nature and extent of any alleged sexual harassment will be undertaken.

The question of whether a particular action or incident is prohibited behavior requires a determination based on all the available facts in the matter. A written report summarizing the investigation and stating any conclusions or recommendations shall be filed at the conclusion of any investigation of sexual harassment regardless of the outcome of that investigation.

Any student who has knowledge of the occurrence of sexual harassment of a student by an adult should contact the principal. Any employee with knowledge of the occurrence of sexual harassment involving one or more students should notify the principal. The principal must immediately report the complaint of the alleged incident to the Office of the Superintendent. If the complaint is against the principal, the student shall file the complaint with any adult who will contact the Director of Human Resources. Any employee with knowledge of a complaint against the principal shall contact the Director of Human Resources.

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Any administrator, teacher, other employee, or student who is found after an investigation to have engaged in sexual harassment of another employee or student will be subject to disciplinary action appropriate to the offense from a warning up to expulsion or dismissal.

Alcohol/Drug Possession and/or Distribution

Some offenses under this section must be reported to the School Resource Officer by an administrator or his/her designee in accordance with section 22.1-279.3:1 of the Code of Virginia.

Students shall not use, be under the influence of, or have in their possession any alcoholic beverages on school property or at any school-sponsored event.

Students shall not possess alcohol or alcoholic beverages on school property or at a school-sponsored event with the intent to sell, give, share, pass on to, take orders for, or arrange for a sale to occur before, during, or after school.

Students shall not use, be under the influence of, or have in their possession any drugs and/or drug paraphernalia on school property or at any school-sponsored event.

The possession of a Schedule I & II Drug (e.g. heroin, cocaine, opium, morphine, LSD, methamphetamines, ecstasy, Adderall®, Hydrocodone®, Percocet®, Ritalin®, OxyContin®, etc., includes controlled substance analogs and cannabimimetic agents as further described in the Definitions section of this Code).

Elementary

First Offense Consequence: Refer the incident to an administrative school hearing chaired by the building principal and/or designee.

- Absences as a result of out of school suspension will be unexcused, students will be provided access to assignments and classwork.
- The student may be referred to a substance abuse program as deemed necessary by hearing officer or school board.

Subsequent Drug and/or Alcohol Abuse Offenses Consequences (Cumulative within 3 years)

In addition to any of the penalties described under possession, the following **will be** implemented:

- RECOMMENDATION TO THE SCHOOL BOARD FOR EXPULSION

A prior drug and/or alcohol offense that resulted in expulsion will be regarded as a "First Offense" for the purposes of determining whether the consequence for a "Subsequent Drug and/or Alcohol Offense" is applicable.

Students shall not possess drugs or drug paraphernalia on school property or at a school-sponsored event with the intent to sell, give, share, pass on to, take orders for, or arrange for a sale to occur before, during, or after school.

Students shall not manufacture, distribute, intend to distribute, or possess on school property or at a school-sponsored event, any of the following: drugs (including anabolic steroids and cannabimimetic agents), chemicals, or look-alike/imitation drugs, or chemicals.

Secondary

Refer the incident to an administrative school hearing chaired by the assistant superintendent and/or designee.

- A minimum out-of-school suspension of 10 school days is mandatory.
- Consequences outlined per Student Activities Contract for VHSL.

Subsequent Drug and/or Alcohol Abuse Offenses Consequence (Cumulative within 3 years)

STUDENT BEHAVIORS

In addition to any of the penalties described under possession, the following **will be** implemented:

- RECOMMENDATION TO THE SCHOOL BOARD FOR EXPULSION

A prior drug and/or alcohol offense that resulted in expulsion will be regarded as a "First Offense" for the purposes of determining whether the consequence for a "Subsequent Drug and/or Alcohol Offense" is applicable.

Students shall not possess drugs or drug paraphernalia on school property or at a school-sponsored event with the intent to sell, give, share, pass on to, take orders for, or arrange for a sale to occur before, during, or after school.

Students shall not manufacture, distribute, intend to distribute, or possess on school property or at a school-sponsored event, any of the following: drugs (including anabolic steroids and cannabimimetic agents), chemicals, or look-alike/imitation drugs, or chemicals.

Possession with Intent to Sell or Distribute

Students shall not possess drugs or drug paraphernalia on school property or at a school-sponsored event with the intent to sell, give, share, pass on to, take orders for, or arrange for a sale to occur before, during, or after school.

Students shall not manufacture, distribute, intend to distribute, or possess on school property or at a school-sponsored event, any of the following: drugs (including anabolic steroids and cannabimimetic agents), chemicals, or look-alike/imitation drugs, or chemicals.

Possession or use of Medication and Prescription Drugs

Elementary

In order that school authorities will know what medicine a student is taking in case of an emergency and in order to prevent trafficking of drugs, no student may have in his/her possession any medication or prescription drugs, even if recommended or prescribed for the student's use. Medication and prescription drugs shall not be taken to school by the student. A parent or guardian is required to take all such items to the school's clinic for documentation.

Secondary

In order that school authorities will know what medicine a student is taking in case of an emergency and in order to prevent trafficking of drugs, no student may have in his/her possession any medication or prescription drugs, even if recommended or prescribed for the student's use, unless his parent or guardian has requested and received permission from the school for the student to possess and self-administer prescribed medication in accordance with School Board policy. Medication and prescription drugs shall not be taken to school by the student. A parent or guardian is required to take all such items to the school's clinic for documentation. "Medication" shall mean any drug or other substance used in treating illnesses, disorders, healing, or relieving pain, including over-the-counter drugs, such as aspirin, cough syrups, gargles, cold tablets, and the like.

Refer to School Board Policy JHCD

Fire Alarm

Students shall not set off false fire alarms. Students may be prosecuted by local law enforcement.

Stealing Money or Property

Some offenses under this section must be reported to the School Resource Officer by an administrator or his/her designee in accordance with section 22.1-279.3:1 of the Code of Virginia.

Students of DCPS are expected to respect the rights and property of others.

The following acts are also prohibited:

- Stealing another person's possessions without right or permission. The possession of stolen property is considered theft.

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- Any theft of money or personal or public property of significant value and/or theft involving breaking and entering including lockers (includes unauthorized or illegal use of computer services).

Trespassing

- Students, patrons, and school personnel are expected to have the appropriate authorization to be on School Board property.
- Any student who has been suspended or expelled from attendance shall be considered a trespasser if he/she appears on any DCPS property, or at any DCPS activity, during the suspension/expulsion period. Violation of this section will be considered an additional infraction and will require a separate consequence.
- Students who arrive at school before school opens or remain after the close of their school day without specific need or appropriate authorization and supervision may be considered trespassers.
- Any student who is requested by an administrator to leave school property is expected to do so immediately. Failure to do so may be considered trespassing.
- No student or other person may attend or visit a Dinwiddie County School as a guest during the regular school day without authorization from the school's administration.

Behaviors that Endanger Self or Others (BESO) These behaviors endanger the health, safety, or welfare of either the student or others in the school community

- Assault: Intending to cause physical injury to another person
- Assault and Battery: Causing physical injury to another person
- Fighting: The use of physical violence between students or on another person where there is no injury as determined by the school administration
- Striking Staff: The use of force against a staff member when no injury is caused
- Drugs: Possessing controlled substances, illegal drugs or synthetic hallucinogens or unauthorized prescription medications
- Drugs: Being under the influence of controlled substances, illegal drugs, or synthetic hallucinogens or unauthorized prescription medications
- Drugs: Using controlled substances or using illegal drugs or synthetic hallucinogens or unauthorized prescription medications
- Drugs: Distributing controlled substances or prescription medications or illegal drugs or synthetic hallucinogens or alcohol to another student(s)
- Fire: Attempting to set, aiding in setting, or setting a fire
- Gang-Related: Engaging in threatening or dangerous behavior that is gang-related as defined in §18.2-46.1
- Hazing as defined in §18.2-56 and noted in §22.1-279.6
- Threatening or instigating violence, injury or harm to a staff member
- Possession of a firearm or destructive device as defined in §22.1-277.07
- Using any weapon to threaten or attempt to injure school personnel, students, or others
- Bomb threat – Making a bomb threat

Fighting/Assault and Battery/Striking Staff

Some offenses under this section must be reported to the School Resource Officer by an administrator or his/her designee in accordance with section 22.1-279.3:1 of the Code of Virginia.

Students and school personnel are entitled to a school environment free from threat, aggression, and assault.

- Actions, comments, or written messages intended to cause others to fight or which may result in a fight are prohibited.
- Intentionally hitting, shoving, scratching, biting, kicking, blocking the passage of, or throwing objects at a student is prohibited.

STUDENT BEHAVIORS

- Conveying by gestures, notes, or verbal comments with the intent to cause bodily injury or to deprive a student of his/her rights is prohibited.
- Fighting involving two or more parties in conflict when they are striking each other for the purpose of causing harm or injury is prohibited. This action may extend to mutual shoving, wrestling, or other aggressive actions which may result in the danger of harm or injury to either party, bystanders, or school property.
- The willful use of physical violence which is intended to result in bodily injury or the use of a dangerous object in an effort to cause bodily injury is prohibited.
- Assault upon a School Board employee, School Resource Officer, Police Officer, or volunteer is prohibited.
 - **Elementary**
VIOLATION OF THIS RULE MAY RESULT IN A RECOMMENDATION FOR EXPULSION.
 - **Secondary**
VIOLATION OF THIS RULE SHALL RESULT IN AN AUTOMATIC RECOMMENDATION FOR EXPULSION.
- Conveying by gestures, notes, or verbal comments with the intent to cause bodily injury or to deprive a School Board employee, School Resource Officer, Police Officer, or volunteer, of his/her rights, or demonstrating hostile acts, is prohibited.
- The willful use of physical or verbal threats or physical abuse intended to result in an involuntary transfer of money or property to another student is prohibited.
- Cursing, threatening, using abusive language, bullying and cyber-bullying (as further defined in this Code), teasing, hazing, or other acts of intimidation are prohibited. This includes, but is not limited to: any verbal, written, electronic (through any social chat rooms, web space, telephones, or text messaging), physical or mental teasing, threat of bodily injury or use of force directed toward and based upon a person's race, religion, sex, sexual orientation, national origin, disability, or intellectual ability.
- Unsafe conduct which endangers either oneself or others is prohibited.

Gang Related Activities

Gang-related activity will not be tolerated. Symbols of gang membership are expressly prohibited (i.e., clothing that symbolizes association, rituals associated with, or activities by an identified group of students). Section 16.1-260.G. of the *Code of Virginia* requires an intake officer to report to the division superintendent any student against whom a petition is filed for certain offenses including, prohibited criminal street gang activity pursuant to § 18.2-46.2. and recruitment of other juveniles for a criminal street gang activity pursuant to § 18.2- 46.3.

BEHAVIOR OFFENSES BY CATEGORY WITH RESPONSE LEVELS

Behaviors are organized by category with the designated leveled administrative response.

Depending on the severity of the behavior, short-term and long-term removal from the classroom or the traditional school setting may be appropriate. These may include out-of-school suspensions, recommendations for long-term suspension/expulsion, alternative placement.

In accordance with §22.1-279.3:1.A. of the *Code*, behaviors which must be reported to the school resource officer are identified in the DCPS *Code of Conduct* with a star icon (★).

Behaviors involving the possession, use, consumption, or distribution of alcohol or drugs may require the student to participate in a substance abuse education program. Those behaviors are indicated with a diamond symbol (◆).

Behaviors considered potentially dangerous to the safety of the individual, others, and/or the school **may** require a Threat Assessment to determine the level of potential risk a student poses to self or others. Those behaviors are indicated with a flag symbol (■).

CATEGORY BAP: Behaviors that Impede Academic Progress		
<i>These behaviors impede academic progress of the student or students. They are typically indicative of the student's lack of self-management or self-awareness. Sometimes, the student may need help in understanding how the behavior impacts others so training in social awareness may also be indicated.</i>		
Behavior	K – 5 Disposition	6 - 12 Disposition
Interfering with learning in the classroom (<i>examples include talking, excessive noise, off-task, out of seat, possessing items that distract</i>)	LEVEL 1	LEVEL 1
Interfering with learning outside of the classroom (<i>examples include excessive noise, interrupting a class</i>)	LEVEL 1	LEVEL 2
Scholastic dishonesty (<i>cheating, plagiarism, forgery (including computer forgery), lying, stealing, or any other acts of dishonesty</i>)	LEVEL 1	LEVEL 1
Unexcused tardiness to class (<i>A student is considered tardy to class if he/she is not in the classroom when the class is scheduled to begin.</i>)	LEVEL 1	LEVEL 1
Unexcused tardiness to school (<i>A student is considered tardy to school if he/she is not in the classroom when the school day is scheduled to begin.</i>)	LEVEL 1	LEVEL 2

CATEGORY BSO: Behaviors Related to School Operations

These behaviors interfere with the daily operation of school procedures. Students exhibiting these behaviors may need to develop self-management, self-awareness, or social awareness skills.

Behavior	K – 5 Disposition	6 - 12 Disposition
Altering an official document or record	LEVEL 2	LEVEL 2
Giving false information, misrepresentation <i>(i.e. intentional or repeated cheating, plagiarism, lying)</i>	LEVEL 2	LEVEL 2
Refusal to comply with requests of staff in a way that interferes with the operation of school	LEVEL 2	LEVEL 2
Failure to be in one’s assigned place <i>(this includes missing or skipping a class or activity with no justifiable reason, as well as leaving class prior to the time of dismissal without permission of the teacher)</i>	LEVEL 2	LEVEL 2
Failure to attend assigned disciplinary setting <i>(detention, in-school suspension, Saturday school, Alternatives to Suspension)</i>	LEVEL 2	LEVEL 2
Bringing unauthorized persons to school or allowing unauthorized persons to enter the school building	LEVEL 2	LEVEL 2
Dress Code Violation	LEVEL 1	LEVEL 1
Gambling <i>(including games of chance for money or profit as defined in § 18.2-46.1. Possession of gambling devices and paraphernalia is prohibited.)</i>	LEVEL 2	LEVEL 2
Possessing items that are inappropriate for school <i>(examples include toys, literature, electronics)</i>	LEVEL 1	LEVEL 1
Possession of stolen items	LEVEL 3	LEVEL 3
Unauthorized use of school electronic or other equipment	LEVEL 1	LEVEL 2
Violation of the Acceptable Use of Technology/internet policy	LEVEL 2	LEVEL 2
Violation of school board policy regarding the possession or use of portable communication devices	LEVEL 2	LEVEL 2
Vandalism, graffiti or other damage to school or personal property <i>(Thoughtless defacement, damage, or destruction and willful or malicious acts of damage or destruction of public/school property)</i>	LEVEL 2	LEVEL 2

CATEGORY RB: Relationship Behaviors

These behaviors create a negative relationship between two or more people that does not result in physical harm. Relationship behaviors affect the whole school community in that the school climate is often a reflection of how people treat one another. Students who exhibit difficulty with relationship behaviors may also have difficulty with the other social-emotional competencies.

Behavior	K – 5 Disposition	6 - 12 Disposition
Bullying with no physical injury	LEVEL 3	LEVEL 3
Cyberbullying	LEVEL 3	LEVEL 3
Posting, distributing, displaying, or sharing inappropriate material or literature, including using electronics means	LEVEL 2	LEVEL 2
Saying or writing either directly or through electronic communication sexually suggestive comments, innuendos, propositions, or other remarks of a sexual nature	LEVEL 3	LEVEL 3
Stealing money or property without physical force	LEVEL 3	LEVEL 3
Speaking to another in an uncivil, discourteous manner	LEVEL 2	LEVEL 2
Teasing, taunting, engaging in a verbal confrontation, verbally inciting a fight	LEVEL 3	LEVEL 3
Using profane or vulgar language or gestures (<i>swearing, cursing, hate speech, gang signs or gestures</i>)	LEVEL 2	LEVEL 2
Using slurs based upon the actual or perceived race, ethnicity, color, national origin, citizenship / immigration status, weight, gender, gender identity, gender expression, sexual orientation, or disability	LEVEL 3	LEVEL 3
Failure to respond to questions or requests by staff	LEVEL 2	LEVEL 2
Unwanted or inappropriate physical contact of a sexual nature	LEVEL 3	LEVEL 4

CATEGORY BSC: Behaviors that Present a Safety Concern

These behaviors create unsafe conditions for students, staff, and visitors to the school. The underlying reasons for this type of behavior may lie in any of the social-emotional competencies so the administrator should investigate the underlying motivation for the student's behavior. Training in social awareness and decision-making are usually indicated in any behavior that creates a safety concern.

Behavior	K – 5 Disposition	6 - 12 Disposition
Alcohol: Possessing or using alcohol ♦	LEVEL 4	LEVEL 4
Alcohol: Distributing alcohol to other students ♦	LEVEL 4	LEVEL 5
Drugs: Possessing drug paraphernalia ♦	LEVEL 3	LEVEL 3
Drugs: Violating school board non-prescription (over the counter) medication policy or look-alike drug policy	LEVEL 3	LEVEL 3
Tobacco: Possessing/Using/Distributing tobacco products, possessing tobacco paraphernalia, electronic cigarettes, vaping equipment	LEVEL 3	LEVEL 3
Bullying Behavior without physical injury that continues after intervention <i>(Bullying that leads to physical injury will be classified as Assault and Battery.)</i> ■	LEVEL 4	LEVEL 4
Cyberbullying that continues after intervention <i>(Cyberbullying that relates a threat to the safety of students and staff should be treated with a higher level of intervention and consequences.)</i> ■	LEVEL 4	LEVEL 4
Harassment <i>(Repeatedly annoying or attacking a student or a group of students or personnel creating an intimidating or hostile educational or work environment)</i>	LEVEL 3	LEVEL 4
Bus: Distracting the bus driver	LEVEL 3	LEVEL 3
Bus: Endangering the safety of others on the bus <i>(Serious or repeated incidents of bus misconduct will result in denying the student the privilege of riding on the bus.)</i>	LEVEL 4	LEVEL 4
Fire alarm: Falsely activating a fire or other disaster alarm	LEVEL 3	LEVEL 4
Fire Related: Possessing items that could be used to set or cause a fire or produce large amounts of smoke	LEVEL 3	LEVEL 4
Engaging in reckless behavior that creates a risk of injury to self or others <i>(including reckless use of a vehicle on school property)</i> ■	LEVEL 3	LEVEL 4
Fighting that results in no injury as determined by school administration	LEVEL 3	LEVEL 3

Inciting or causing a substantial disturbance to the operation of school or the safety of staff and/or students	LEVEL 3	LEVEL 4
Throwing an object that has the potential to cause a disturbance, injury, or property damage	LEVEL 3	LEVEL 3
Shoving, pushing, striking, biting another student with no visible injury	LEVEL 3	LEVEL 3
Exposing body parts, lewd or indecent public behavior ☠️	LEVEL 3	LEVEL 4
Physical contact of a sexual nature – patting body parts, pinching, tugging clothing ☠️	LEVEL 3	LEVEL 3
Physical sexual aggression and/or forcing another to engage in sexual activity; Sexual assault ☠️	LEVEL 5	LEVEL 5
Stalking ☠️	LEVEL 4	LEVEL 4
Stealing money or property using physical force (no weapon involved)	LEVEL 4	LEVEL 4
Stealing/attempting to steal money or property using weapons or dangerous instruments ☠️	LEVEL 5	LEVEL 5
Leaving school grounds without permission	LEVEL 2	LEVEL 2
Trespassing	LEVEL 2	LEVEL 3
Possessing dangerous instruments/substances that could be used to inflict harm upon another ☠️	LEVEL 4	LEVEL 4
Weapons: Possessing any weapon (other than a firearm) ☠️	LEVEL 4	LEVEL 4

CATEGORY BESO: Behaviors that Endanger Self or Others

These behaviors endanger the health, safety, or welfare of either the student or others in the school community. Behaviors that rise to this level of severity are often complex. While they are indicative of poor decision-making skills, students who exhibit these behaviors may also have developmental needs in the other social-emotional competencies.

Behavior	K – 5 Disposition	6 - 12 Disposition
Assault: Intending to cause physical injury to another person 🚫	LEVEL 4	LEVEL 4

Assault and Battery: Causing physical injury to another person ☼	LEVEL 5	LEVEL 5
Fighting: The use of physical violence between students or on another person where there is minor injury as determined by the school administration	LEVEL 4	LEVEL 4
Striking Staff: The use of force against a staff member when no injury is caused ☼	LEVEL 4	LEVEL 4
Drugs: Possessing controlled substances, illegal drugs, inhalants, synthetic hallucinogens or unauthorized prescription medications ♦☼	LEVEL 4	LEVEL 4
Drugs: Being under the influence of controlled substances, illegal drugs, inhalants, synthetic hallucinogens, or unauthorized prescription medications ♦	LEVEL 4	LEVEL 4
Drugs: Using controlled substances or using illegal drugs or synthetic hallucinogens or unauthorized prescription medications ♦	LEVEL 4	LEVEL 4
Drugs: Distributing controlled substances or prescription medications or illegal drugs or synthetic hallucinogens or alcohol to other student(s) ♦☼	LEVEL 5	LEVEL 5
Fire: Attempting to set, aiding in setting, or setting a fire ■	LEVEL 5	LEVEL 5
Gang-Related Behavior (<i>Engaging in threatening or dangerous behavior that is gang-related</i>) ■	LEVEL 4	LEVEL 4
Hazing ■	LEVEL 4	LEVEL 4
Threatening, intimidating, or instigating violence, injury or harm to a staff member or members ☼■	LEVEL 4	LEVEL 4
Threatening, intimidating, or instigating violence, injury or harm to another student(s) or other(s) ☼■	LEVEL 4	LEVEL 4
Possession of a firearm or destructive device (<i>as defined in the Code of Virginia § 22.1-277.07</i>) ☼■	LEVEL 5	LEVEL 5
Using a weapon to threaten or attempt to injure school personnel ☼■	LEVEL 5	LEVEL 5
Using a weapon to threaten or attempt to injure student or other(s) ☼■	LEVEL 5	LEVEL 5
Bomb threat -Making a bomb threat ☼■	LEVEL 5	LEVEL 5

Secondary Schools Leveled Responses to Student Behaviors

APPEAL PROCESS

If a parent chooses to appeal a suspension/expulsion decision, including a school bus suspension, the appeal procedure is as follows:

- The appeal must be made **in writing** within three (3) days.
- Decisions made by an assistant principal are appealed to the building principal.
- Decisions made by the building principal are appealed to the Superintendent or his/her designee.
- The decision of the Superintendent or his/her designee for a suspension of ten (10) days or less may **not** be appealed to the School Board pursuant to School Board Policy JGD/JGE.
- Decisions made by the Superintendent or his/her designee to uphold long-term suspension (more than ten (10) days) or expulsion may be appealed to the School Board and notice of appeal to the School Board must be made **in writing** within five (5) days of receipt of the Superintendent's or his/her designee's decision.
- In-school suspension and detention decisions can only be appealed at the school level, not to the Superintendent or his/her designee.
- School officials or administrators may review all matters involving student discipline for accuracy.

READMISSION OF SUSPENDED AND/OR EXPELLED STUDENTS

Any student who has been suspended from a school of this division is not eligible to attend any other school within the division until eligible to return to his or her regular school.

Any student who has been expelled or suspended for more than thirty (30) days from attendance at school by a School Board or a private school in this Commonwealth or in another state or for whom admission has been withdrawn by a private school in this Commonwealth or in another state may be excluded from attendance in the Dinwiddie County Public Schools, in accordance with School Board Policy JEC School Admission.

In excluding any such expelled student from school attendance, the local School Board may accept or waive any or all of any conditions for readmission imposed upon such student by the expelling School Board pursuant to Virginia Code section 22.1-277.06. The excluding School Board shall not impose additional conditions for readmission to school.

No suspended student is admitted to the regular school program until such student and his or her parent/legal guardian have met with school officials to discuss improvement of the student's behavior, unless the school principal or principal's designee determines that readmission, without parent conference, is appropriate for the student. A behavior contract may be required as a condition for re-admittance.

If the parent/legal guardian fails to comply with this policy or Policy JEC School Admission, the School Board may ask the Juvenile and Domestic Relations Court to proceed against the parent/legal guardian for willful and unreasonable refusal to participate in efforts to improve the student's behavior.

Upon the expiration of the exclusion period for an expulsion or a withdrawal of admission, which period shall be established by the School Board, committee thereof, or Superintendent or superintendent's designee, as the case may be at the relevant hearing, the student may re-petition the School Board for admission. If the petition for admission is rejected, the School Board shall identify the length of the continuing exclusion period and the subsequent date upon which such student may re-petition the School Board for admission.

The School Board may permit students excluded pursuant to this subsection to attend an alternative education program provided by the School Board for the term of such exclusion.

Attendance

Excessive and Unexcused Tardiness or Absences to School or Class

Students are expected to attend all assigned classes every day. Absence from class includes late arrival, early dismissal or being missing from any class. Justifiable reasons for non-attendance should be submitted to the school for each absence, late arrival, or class absence. Absences from class require approval from an administrator. Unexcused tardiness and/or skipping class are considered violations of compulsory attendance.

Compulsory Attendance

Students are expected to attend school every day. Any absence will be considered unexcused until appropriate verification is received and reviewed by the principal/designee. An absence shall be excused for the following reasons per nine week marking period:

- Personal illness (3 days, with parent verification)
- Death in immediate family or household (4 days)
- Professional or legal appointment (unlimited, unless there may be reason to suspect abuse)
- Extenuating circumstances with prior approval of the principal

When a student accumulates three (3) unexcused absences, the parent will be contacted and a school official will review the attendance policy.

When a student accumulates four (4) unexcused absences, the attendance team will meet with the student.

When a student accumulates five (5) unexcused absences, an attendance contract will be developed and implemented.

When a student accumulates six (6) unexcused absences, a plan will be developed with the parent to determine if more supports and/or interventions are needed.

When a student accumulates seven (7) unexcused absences, the school social worker will file a complaint against the student and/or parents through Dinwiddie Juvenile & Domestic Relations Court.

Report for Suspension of Driver's License

In addition to any other actions taken pursuant to this policy, if a student who is under 18 years of age has 7 or more unexcused absences from school on consecutive school days, the principal may notify the juvenile and domestic relations court, which may take action to suspend the student's driver's license.

Perfect Attendance

A student is considered to have perfect attendance if they were present every day that school was in session with no tardy arrivals and/or early dismissals.

Tardies

Secondary students will be marked tardy when entering class after the ringing of the tardy bell unless they have an approved student pass or other approved excuse for being late. Upon receiving the third tardy, in the same nine weeks grading period and in the same class, the student will be required to sign a disciplinary form indicating that this is his/her third tardy. The instructor will hold the form and if the student is tardy again during the nine weeks period, the student will be referred to the administration.

Early Dismissal

When early dismissal is necessary, written verification requesting such shall be presented to the attendance secretary prior to attending first period class. Early dismissal shall be considered excused for reasons consistent with those for which an excused absence is granted. Students may not leave school early without a dismissal permit. Students who leave school early without a

dismissal permit will be considered skipping and will be disciplined accordingly. Students who are granted permanent early dismissal must leave the ground at that designated time of the dismissal.

Late Arrivals

When tardiness is necessary, written verification stating reasons for such shall be presented upon arrival. Tardiness shall be considered excused for reasons consistent with those for which an excused absence is granted. Students are not considered tardy when the bus arrives late. In the event the school officials determine its necessary, steps shall be taken to verify an excuse for absence, late arrival, or early dismissal. School officials may question a pattern of absences, late arrivals, or early dismissals when there is reason to suspect forgery or a misrepresentation of facts exists.

Truancy

All student absences are considered unexcused unless the parent either calls the school or sends a written note to provide a justifiable reason for the absence within 24 hours of the absence. Acceptable excuses include the following:

- Illness of student.
- Serious illness in family which necessitates absence of student.
- Death in family.
- Special and recognized religious holidays.
- Other reasons approved by principal.

A written statement by a physician may be required when a student misses more than 10 days during the school year because of illness.

Leaving School Property without Permission

Once a student arrives on school property, he/she may not leave without administrative permission prior to the end of the regularly scheduled day. Students with early dismissals must sign out prior to leaving school. High school students with written authorization from a parent or legal guardian may sign themselves out; however, elementary/middle school students must be signed out by a parent or legal guardian who must present a pictured ID card when picking a student up from any school.

Definitions

Terms related to the disciplinary process

Alternative Placements/Suspensions/Expulsions - In accordance with section 22.1-277.2:1 of the *Code of Virginia*, a student that has been (1) charged with an offense relating to the Commonwealth's laws, or with a violation of school board policies, regarding weapons, alcohol, drugs, or intentional injury to another person, (2) charged, found guilty or not innocent of an offense relating to the Commonwealth's laws on weapons, alcohol, drugs, a crime that resulted in or could have resulted in injury to others, or with an offense that is required to be disclosed to the Superintendent pursuant to subsection G of section 16.1-260 of the *Code of Virginia*, (3) found to have committed a serious offense or repeated offenses in violation of school board policies; (4) suspended or expelled pursuant to sections 22.1-277.05, 22.1-277.06, 22.1-277.07, 22.1-277.08, or subsection B of 22.1-277 of the *Code of Virginia*, the Office of the Superintendent, shall determine whether the student shall be required to attend an alternative education program in lieu of a regular education program with the general student population. This section applies regardless of the location of the incident.

Alternative School Program - An instructional program on school sites for students who require an administrative intervention for certain violations of the *Code of Student Conduct*. This allows for the continuation of the academic program while counseling and/or other interventions may be employed.

Appeal - To make a request to a higher authority for the review of a disciplinary case.

Arson - Deliberately setting a fire on school property which endangers life, limb, or property.

Assault/Battery - An actual offensive and intentional touching or striking of an individual, with or without use of a dangerous object or weapon, against his or her will, causing or intending to cause bodily harm.

Bodily Injury - (A) a cut, abrasion, bruise, burn, or disfigurement; (B) physical pain; (C) illness; (D) impairment of the function of a body part or mental faculty; or (E) any other injury to the body, no matter how temporary.

Bomb/Explosive Device - Any weapon that is designed to explode with the use of a triggering device or by a chemical reaction that causes an explosion in accordance with §22.1-279.3:1 of the *Code of Virginia*.

Bullying - A person 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 persons. Two main components of bullying are aggressive behavior that involves unwanted negative actions and a pattern of behavior repeated over time, and an imbalance of power or strength. Different forms of bullying are verbal, social exclusion or isolation, physical, lies and rumors, money or possessions taken or damaged, being threatened or forced to do things, racial bullying, sexual bullying, and cyber bullying via cell phone or Internet (as further defined on page 31). The person who inflicts such activity upon another or others is considered the bully and will be disciplined accordingly. Bullying does not include ordinary teasing, horse-playing, arguing, or peer conflicts.

Burglary - Unlawfully entering or attempting to enter a building or other structure with the intent to commit a crime.

Community Service - Authorized work in the building, grounds, and/or other appropriate services provided by the student to the school or the community.

Confiscation - Any item prohibited by the *Code of Student Conduct* or the law will be removed from the student's possession.

Consequences - Recommended actions administrators are to use in handling alleged infractions of the *Code of Student Conduct*.

Controlled Substance Analogs & Cannabimimetic Agents - Substances prohibited by *Code of Virginia* §18.2-250 and defined by the *Code of Virginia* §54.1-3446, as amended from time to time (formerly known as "synthetic cannabinoids", including substances such as "bath salts" and "spice", now included among Schedule I & II drugs as defined further herein).

Court Referral - Violations of the law must be reported to law enforcement in accordance with the *Code of Virginia*, including but not limited to drug offenses, assaults, weapon possession, truancy, or other violations of the *Code of Virginia*. Violations of the law will be reported to the School Resource Officer or other appropriate authority, who will initiate appropriate legal action.

Criminal Street Gang - Any ongoing organization, association, or group of three or more persons, whether formal or informal, (i) which has as one of its primary objectives or activities the commission of one or more criminal activities, (ii) which has an identifiable name or identifying sign or symbol, and (iii) whose members individually or collectively have engaged in the commission of, attempt to commit, conspiracy to commit, or solicitation of two or more predicate criminal acts, at least one of which is an act of violence, provided such acts were not part of a common act or transaction.

Detention - A consequence (not to exceed an hour) employed by any teacher or administrator to keep a student before or after school hours in hope of correcting inappropriate behavior. Parents must be notified.

Distribution - The selling, giving, sharing, passing on to, taking orders for, and/or arranging for selling or sharing of a controlled substance to occur.

Drug Paraphernalia - Those items described in Section 18.2-265.1 of the *Code of Virginia*, including but not limited to items such as pipe fittings, stems, bowls, bongs, etc.

Drug Violations Prescription Theft Attempted Theft - Unlawfully possessing or attempting to take possession of drugs prescribed for another.

Expulsion/Exclusion - The termination of a student's privilege to attend school within the school division by a vote of the Dinwiddie County School Board, or the exclusion of a student expelled or withdrawn from admission by a public or private school in or outside Virginia. An expelled or excluded student is ineligible for readmission for 365 calendar days and may only be readmitted upon petition in accordance with School Board policy and procedures as outlined in this *Code*, in accordance with the *Code of Virginia*, Sections 22.1-277.06, 22.1-277.07, 22.1-277.08, and 22.1-277.2.

Harassment - Repeatedly annoying or attacking a student or a group of students or other personnel which creates an intimidating or hostile educational or work environment.

Hazing - Hazing means to recklessly or intentionally endanger the health or safety of a student or students or to inflict bodily injury on a student or students in connection with or for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in a club, organization, association, fraternity, sorority, or student body regardless of whether the student or students so endangered or injured participated voluntarily in the relevant activity. The principal of any school, at which hazing that causes bodily injury occurs, shall report the hazing to the Superintendent, who shall report it to the local Commonwealth's Attorney.

Jurisdiction - The *Code of Student Conduct* and these related policies apply to any DCPS student. It is enforced when he/she is on school property, while traveling to school or from school, to, from, and at bus stops, in School Board vehicles, and in attendance at school or at any school-sponsored activity. In addition, the *Code of Student Conduct* applies to incidents off school property as referred to in *Definitions - Alternative Placements/Suspensions/Expulsions*. The *Code* also applies to a student's conduct which interferes with or obstructs the orderly operation of the school system or the safety or welfare of students, employees, or volunteers. Students who observe or are subjected to inappropriate actions as described in the *Code* are expected to report such incidences to their school administration. In addition, all students must report to a school staff member any information concerning threats or disruptions involving the safety of students, staff, or the school environment.

Larceny - The crime of taking and carrying away the personal property of someone else with the intent to permanently deprive the owner of that property.

Law Enforcement Agencies - In cases of serious violations of the law and/or when required by the *Code of Virginia*, the Dinwiddie County Police (to include School Resource Officers), Child Protective Services, and Juvenile Probation Departments may be contacted, consulted, or included in the consequence of student matters. The School Resource Officer usually serves as a liaison for these activities.

Long-Term Suspension - A disciplinary action whereby a student is not permitted to attend school for a period of 10 to 45 consecutive days. Long-term suspension can extend beyond a 45-school-day period, not to exceed 364 calendar days, if (i) the offense involves weapons, drugs, or serious bodily injury or (ii) the school board or division superintendent or superintendent's designee finds that aggravating circumstances exist.

Look-alike/Imitation Drugs - A pill, capsule, tablet, or other item which is not a controlled substance, an alcoholic beverage, anabolic steroid, or marijuana, but which by overall dosage unit, appearance, including color, shape, size, marking or package, or by representations made, is intended to lead or would lead a reasonable person to believe that such a pill, capsule, tablet, or other item is a controlled substance, an alcoholic beverage, anabolic steroid, or marijuana.

Mediation/Conflict Resolution - Mediation/Conflict Resolution is a process led by either student and/or staff mediators in which disputants in a conflict are encouraged to meet and resolve their dispute.

Medication - Any drug or other substance used in treating illnesses, disorders, healing, or relieving pain, including over-the-counter drugs, such as aspirin, cough syrups, gargles, cold tablets, and the like.

Minor Consequences - Minor Consequences include, but are not limited to, lunch detention, after school detention, time out, loss of privileges, assignment of work projects, in-school suspension, etc.

Parent/Guardian - A parent is considered a natural parent, parent by legal adoption, or court appointed legal custodian. Teachers, counselors, and administrators are expected to contact parents by phone or letter in an effort to keep them informed of their child's conduct.

Possession - Includes bringing, receiving, and/or storing items on school property or at a school-sponsored event. This includes, but is not limited to, items found in personal vehicles parked on school property.

Restitution - The replacement of or payment for property taken, damaged, or destroyed will be required.

Robbery - Taking, or attempting to take, anything of value owned by another person or organization under confrontational circumstances by force or threat of force or violence and/or by putting the victim in fear.

Schedule I and II Drugs - Controlled substances included in Schedules I and II of Section 202 of the Controlled Substances Act, 21 U.S.C. Section 812 and further defined in the Code of Federal Regulations, 21 C.F.R. Sections 1300.11 through 1300.15, and the Virginia Drug Control Acts, as further defined in *Code of Virginia* Sections 54.1-3446 and 54.1-3448, all as amended from time to time (includes controlled substance analogs and cannabimimetic agents).

School Conference with Parent - Parents are encouraged to set up an appointment with any teacher, school counselor, or administrator to discuss their son's or daughter's progress or problems. If a student is suspended, a parent/guardian may be asked to come to school to initiate reinstatement of the student.

School Grounds and Property - Includes land, school facilities, and school vehicles used for the provision of academics, extracurricular programs, and administration by the district. School grounds include parking lots, playgrounds, and recreational places. School grounds also include that portion of the land, school facilities, and other facilities owned by municipalities, private entities, or other individuals during those times when the school district has exclusive use of a portion of such land, school facilities, or other facilities for the provision of extracurricular programs.

School Property and Activities - Includes real and personal property owned, leased, or operated by or on behalf of the School Board. It also includes any school-sponsored event, bus stops, and activity to and from school and bus stops.

School Resource Officers - A Dinwiddie County Police Officer is assigned to elementary, middle, and high school to assist with the maintenance of safe school environments and to support administration, staff, and students regarding law related topics, and provide informal counseling and role modeling.

Search and Seizure - School authorities reserve the right to conduct random searches of lockers, desks, computers, computer hardware and software, and other property, as well as individuals and their personal belongings. This action will be taken to

protect the safety and security of the school environment. School authorities may also conduct a search when there is reasonable suspicion for believing that items will be found that violate the law or school policy, rules, and regulations. The search should be reasonable in scope, duration, and intensity in relation to the item being sought. Students shall be held responsible for all items in their lockers and vehicles. The locations at which searches of students and student property may be conducted are not limited to the school building or school property, but may be conducted wherever the student is involved in a school-sponsored activity. If articles violate school policy, rule, regulation, or the law, they will be taken by an administrator. Illegal articles will be turned over to a police officer.

Automobiles - Parking on school grounds is a privilege. All personal vehicles parked on school property may be searched as a part of a random search or with reasonable suspicion. Parking on school property shall be deemed consent to such search.

Canines - In an effort to ensure that each school maintains a safe environment, police dogs may be brought onto school property to inspect school premises, including, but not limited to, students, lockers, desks, backpacks, instrument cases, handbags and vehicles.

Surveillance Cameras - Surveillance cameras may be used in buses, in school facilities, and around school grounds in order to monitor and maintain order, discipline, and school safety. ***Surveillance videos are not considered educational records; therefore, viewing shall be limited to the Director of Transportation, building principals, Superintendent, Superintendent's Designee and/or law enforcement officers.***

Serious Bodily Injury - Bodily injury which involves (A) a substantial risk of death; (B) extreme physical pain; (C) protracted and obvious disfigurement; or (D) protracted loss or impairment of the function of a body part or mental faculty.

Short-term Suspension - A disciplinary action whereby a student is not permitted to attend school for a period not to exceed ten (10) school days of in accordance with the *Code of Student Conduct*.

Student Conference - The first line of discipline is with the classroom teacher. Formal and informal conferences are held between the student and teacher. If problems become more serious, the grade level administrator will hold a conference with the student in an attempt to improve behavior. The student's counselor often will be included in this conference.

Student Support Team - When a student experiences repeated problems in school, the school personnel may refer this student to the child study team or other appropriate team or individual for instructional or behavioral support. The student may also be counseled and, if necessary, evaluated for alternative placement and educational program modifications.

Suspension - According to adopted School Board policy, a student may be suspended from school attendance for violations of the *Code of Student Conduct*. Suspensions of students with disabilities shall be consistent with federal and state laws and regulations, as well as School Board policy. A principal or his/her designee may suspend a student up to 10 (ten) school days. (A "school day" is defined as any day that schools are open and students are expected to be in attendance.) Prior to suspension, the principal and/or designee should meet with the student. A letter shall promptly be mailed informing the parent of the violation of the *Code of Student Conduct* and the details of the suspension. Suspensions to a disciplinary hearing and recommendations for expulsion may be issued by the principal. Refer also to policy and regulation 6-06-003, "Suspension and Expulsion."

Technology-Related Terms:

Application - A program that helps the user accomplish a specific task. Examples include word processing programs or spreadsheet programs.

Cyber Bullying - Abusive behavior including, but not limited to: taunting, threatening, stalking, intimidating, and/or coercing by one or more individuals against other students or staff, perpetrated using information and communication technologies, such as cell phone text messages, pictures, Internet email, social networking sites, defamatory personal websites, and defamatory online personal polling websites to support deliberate, hostile behavior intended to harm others.

Extensions - Small programs that add to or extend the capabilities of the computer's system software.

Hacker - One who uses programming skills to gain illegal or unauthorized access to computers, computer networks, or files.

Preferences - Settings that are altered by the user to personalize the computer. Examples include track pad, date, time, Internet settings, and network settings.

Proxy - Proxy is a computer system or router that can be used to bypass firewall rules, web filters, and/or security policies.

Sexting - The act of sending and receiving sexually explicit messages or photos electronically, primarily through use of cellular phones. This includes consensual and nonconsensual exchange, distribution, or possession of graphic images or messages.

Software Image - The pre-set software image is defined as the configuration of the system software, preferences, and extensions that reside on the computer.

System Software - The programs and routines that control the functioning of the hardware and direct its operation.

Theft - The crime of taking and carrying away the personal property of someone else with the intent to permanently deprive the owner of that property.

Tobacco Products - Any lit or unlit cigarette, including candy cigarettes, cigar, pipe, and any other smokeless tobacco, dip, chew, and snuff in any form. This includes electronic devices, including electronic cigarettes and vaporizers that emit nicotine vapor, cigarette packages, smokeless tobacco containers, lighters, and any other items containing or reasonably resembling tobacco, tobacco product images and tobacco company logos, such as key chains, t-shirts, ash trays, and coffee mugs.

Tobacco Use - Includes smoking, which means carrying or having in one's possession a lighted cigarette, cigar, pipe, or other object giving off or containing any substance giving off smoke; chewing spit tobacco, also known as smokeless tobacco, dip, chew, and snuff in any form. This includes electronic devices, including electronic cigarettes and vaporizers that emit nicotine vapor. The term 'use' means the chewing, dipping, lighting, smoking and any other usage of any tobacco product.

Verbal Assault - The act of cursing, threatening, or using abusive language or written remarks, intended to demean or harm a student, staff member, or visitor.

Web Space - A series of best practices oriented toward assisting people to create dynamic websites. These websites serve as online platforms to allow individuals to use various methods of communication as well as to easily connect various services, personal information, and social activities which utilize web tools. (Example of web tools include: blogs, music, hosting, photo sharing, instant messaging, bulletin boards, online chat rooms, etc.).

School Information

ELEMENTARY SCHOOLS

Dinwiddie	13811 Boydton Plank Road, Dinwiddie, VA 23841 Principal: Mr. Davis Roberts	469-4580
Midway	5511 Midway Road, Church Road, VA 23833 Principal: Mr. Randall Johnson	265-4205
Southside	10305 Boydton Plank Road, Dinwiddie, VA 23841 Principal: Mrs. Sheri Culbreath	469-4480
Sutherland	6000 R. B. Pamplin Drive, Sutherland, VA 23885 Principal: Dr. Amanda Clay	732-4168
Sunnyside	10203 Melvin B. Alsbrooks Ave., McKenney, VA 23872 Principal: Mr. Brenton Byrd	478-2313

SECONDARY SCHOOLS

Dinwiddie Middle School	11608 Courthouse Road, Dinwiddie, VA 23841 Principal: Mr. Jeffrey Walters	469-5430
Dinwiddie High School	11501 Boisseau Road, Dinwiddie, VA 23841 Interim Principal: Mr. Robbie Garnes	469-4280

ALTERNATIVE PROGRAM

Dinwiddie Pathways Center	12318 Boydton Plank Road, Dinwiddie, VA 23841 Administrator: Mr. Charles Moss	469-3179
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VOCATIONAL CENTER

Rowanty Technical Center	20000 Rowanty Rd, Carson, VA 23830 Principal: Ms. Cheryl Simmers	732-4950 / (434) 246-5741
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SCHOOL BOARD OFFICE

School Board Office	14016 Boydton Plank Road, Dinwiddie, VA 23841	469-4190
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**DINWIDDIE COUNTY PUBLIC SCHOOLS
SCHOOL BOARD MEMBERS**

Deputy Jerry "Jay" Schnepf
District 1

Mrs. Betty T. Haney
District 2

Ms. Barbara T. Pittman
District 3

Ms. Mary M. Benjamin
District 4

Ms. Sherilyn H. Merritt
District 5

ADMINISTRATIVE STAFF

Dr. Kari Weston
Superintendent of Schools

Dr. Royal Gurley
Assistant Superintendent

Acknowledgment of Receipt and Review of the *Code of Student Conduct*

I certify:

1. receipt of the Dinwiddie County School Board's *Code of Student Conduct* and understand that printed therein are Sections 22.1-254 and 22.1-279.3 of the *Code of Virginia*, and the DCPS Acceptable/Safe Use of Technology and the Internet (on page 10).
2. that my signature indicates my permission to allow my son or daughter to have access to the Internet under the conditions set forth.
3. that I have reviewed the content of the *Code of Student Conduct*, including school bus rules and the Student Activities Contract with my child.
4. that I have been informed that all personal belongings kept on school property (including on school buses and all other vehicles used for pupil transportation), brought to school-sponsored events, or brought to bus stops will be at the sole risk of the owner. DCPS will not accept responsibility for damage, loss, or theft of any personal belongings on school property, brought to school-sponsored events, or brought to bus stops.
5. that if I elect to "opt-out" my child, I must follow the instructions provided in the Annual Notice to Students/Parents (found at <http://www.dinwiddie.k12.va.us/information/>).
6. that signing below only signifies receipt and review, and furthermore, that by signing this statement of receipt, I am not waiving, but expressly reserving, my rights protected by the constitutions or laws of the United States or Commonwealth of Virginia and my right to express disagreement with a school's or school division's policies or decisions.

I understand that this *Code of Student Conduct* applies to all students of Dinwiddie County Public Schools.

Student's Name and Grade

Signature of Student/Date

School

Signature of Parent/Date

Please return this page to your child's teacher within two (2) weeks of enrollment of each new school year.