

Briarwood School

Sherrri Glaab, Principal

Code of Conduct

Pre-K – Grade 2

Philosophy

In order to educate our children effectively, we must maintain acceptable standards of behavior in our schools. These standards must be fair to students, parents, teachers and administrators, while helping to create an atmosphere where learning can take place.

One of the main goals is an elementary school setting to teach children self-discipline. In order to achieve this goal, it is necessary to teach children to make appropriate choices regarding behavior. It is always the school's first choice to approach discipline in an appropriate manner. Briarwood School does not condone the removal of students from classes except when behavior affects other students' ability to learn, for repeated violations or incidents of violence. We believe students belong in their classrooms and they need to be in the classroom to learn.

Together, school and families must work to promote a school environment that is nurturing orderly, safe and conducive to learning. The school environment should also promote positive personal and social development for every child.

Student rights and responsibilities

A right is something that belongs to you because you are a citizen of the United States. No one can take your rights away from you. However, you must use your rights in a responsible manner. There are certain things listed below that you will need to do without anyone telling you to do them. These are your responsibilities.

1. Every child has the right to be free from discrimination. It is your responsibility to treat everyone as you expect to be treated. This means that boys and girls in Briarwood School should be able to work, play and share together without being teased because they're who they are.
2. Every child has the right to feel safe and protected in school. It is your responsibility to help make our school a safe school. This means that no one should hurt you or threaten to hurt you. You should also not hurt anyone else by words or actions.
3. You have the right to have your belongings safe in school. It is your responsibility to keep your belongings in their proper space. Objects that are inappropriate for school should be kept at home. This includes: TOYS, PHONES, IPODS, TRADING CARDS, and sporting equipment (unless your teacher has a special day) No one should touch or take your belongings, nor should you touch or take something that does not belong to you.

4. You have the right to be treated with kindness and in a fair manner. It is your responsibility not to laugh at the mistakes of others or hurt anyone else's feelings. No child should laugh or make fun of another person or hurt their feelings on purpose.
5. You have the right to know what your principal and teachers expect of you and what you should expect of yourself. It is your responsibility to complete the homework your teacher expects from you and be sure your teacher receives it on time. All your schoolwork should be finished to the best of your ability. Be proud of the work you do!
6. You have the right to tell your side of any problem that might happen in school. It is your responsibility to be respectful when talking and to give others the same chance to speak. You will never be punished for breaking a school rule without having the opportunity to tell your side of the story. You must always allow others to tell their side as well.
7. You are an individual and have the right to be treated as such. It is your responsibility to respect all members of your community as individuals. This means that you are a unique person and not just a part of a group. This applies to every child in the Briarwood family.
8. You have the right to a safe ride to and from school. Riding the school bus is a privilege. If you break the rules on the bus, you will lose the privilege of riding on the bus.
9. You have the right to a clean and healthy school so you can learn in the best way possible. It is your responsibility to help take care of your school. You should help to keep it clean. You should never damage school property.
10. You have the right to receive a great education. It is your responsibility to obey all the school rules so that everyone can learn in an orderly fashion. This means that you must be prepared to learn every day you come to school. You must learn the classroom rules and obey them. You should also come to school ON TIME each day.

Please take time to read the school rules with your child. Everyone must work together to provide children in the most opportune atmosphere in which every child can learn. Thank you for your support and cooperation.

Important Rules: What happens if they are broken

Listed below are some of the important rules everyone needs to be aware of concerning behavior at Briarwood School, on the bus, and at all school-sponsored activities. It is important to read these rules and understand what happens when rules are broken.

If a student does something that breaks the law, parents will be notified and the proper authorities contacted.

1. School attendance and tardiness

Children should attend school each day, and arrive on time, unless there is an emergency or illness. Absences should be phoned in to the school nurse. Please use the school email or voice mail to contact your child's teacher. Every staff member at Briarwood School has his/her own voice mail and e-mail. Your child's teacher will provide homework, especially in cases of extended illness. However, please allow ample time when requesting homework. Such requests should be phoned to the office by 11:00AM. Due to the nature of the school day, last minute requests for homework may be difficult to honor. Please let your child's teacher know any circumstances surrounding your child's illness that may affect your child's performance in school.

It is important for every child to attend school ON TIME every day. If your child is late on a regular basis, you are denying your child an appropriate education. Teachers begin instruction as soon as the children enter the room. Five minutes (or more) each day becomes cumulative if you calculate the time by each week. It is important for children to begin the day with their class. Please do not adopt a casual attitude toward being on time just because the children are in the early primary grades. It is important for children to adopt a good attitude regarding being on time for school at the earliest age.

Cumulative tardiness deprives your child of time in class each day. In cases where tardiness is severe, the school will notify you. You will receive a letter noting the tardiness and this letter will be placed in your child's file. In some cases a child may need to repeat the grade level if continued tardiness or absence prohibit the child from learning grade level requirements.

2. Respect for others, using bad language, stealing

You may not laugh at, make fun of, or hurt the feelings of others. You must always speak courteously to others and without threats or cursing. You must never take or damage something that belongs to others. If the rules are broken, your teacher and principal will talk to you and your parents may be called. If the rules continue to be broken, your principal will decide on additional consequences/ and or counseling. If anything is damaged, you will be responsible for the damage to property.

3. Respect

While you are at school, in a classroom, on the playground, the bus or any school activity, you are expected to respect the people who work at school and follow their directions. If the rules are broken, your teacher and principal will talk to you and your parents may be called. If the rules continue to be broken, additional consequences and/or counseling will be completed.

4. Honesty

You should always tell the truth. You will always be given the opportunity to tell your side of a problem. You should also do your own work at all times. If the rules are broken, your teacher and principal will talk to you and your parents may be called. If the rules continue to be broken, additional consequences and/or counseling will be completed.

5. School work

When your teacher gives you an assignment, you are expected to always do your very best work. You are also expected to complete your work on time and bring it to your teacher. If the rule is broken, your teacher will work with the child and family on a plan of action.

6. Care of School Property

You are always expected to take good care of school property. This includes: textbooks, library books, computers, and all equipment in the school. If the rule is broke, your teacher and principal will speak with you. Your parents will be called to discuss any damage. You will be responsible for the damage to property and for lost textbooks or library books. If the rules continue to be broken, additional consequences and/or counseling will be completed.

7. Fighting

You should always do your very best to get along with others. You must not hurt one another in school at any time. In most cases, the principal and counselor will work with the student(s) involved. Parents will be notified. If the rules continue to be broken, additional consequences and/or counseling will be completed. In more serious cases or if the rule continues to be broken, suspension is likely. Proper authorities will also be called.

8. Threats and assaults against school personnel or other children

No one must ever threaten or hurt any person in school. You must never damage or destroy the property of others. If the rule is broken, your principal will notify your parents. Suspension is likely. Proper authorities will be called.

9. Items that should NOT be brought to school without permission

Some things should never be brought to school because they are dangerous to you or others. As well, you should not bring items to school that will distract you from your job of learning in school. Some of these items are: matches, tobacco, alcohol, medicines, guns, drugs, pets, knives of any kind, laser pointers, toys, games, cell phones, valuable items. If the rule is broken your principal will speak to you and take the item away from you. Your parents will be notified and the authorities may also need to be notified.

If you find a dangerous object, do not pick it up. Leave it in place and tell an adult immediately. The adult will notify the principal immediately.

10. Bus transportation and behavior on the bus

ALL children riding the bus are expected to follow all rules when riding the bus. If the rules for safety and well-being are broken, you will be subject to the district's code of conduct for bus infractions. This may include suspension from riding the bus. The bus driver will refer you to the principal. Your parents will be notified. Your parents will be responsible for providing transportation if you are suspended from the bus.

ALL episodes of inappropriate behavior on the bus (i.e. field trips, sports events, transportation to/from school) are considered part of the care and responsibility of the school district. Therefore, any behavior related to bus transportation will always be addressed and considered as part of the discipline code of conduct.

If the rules continue to be broken, additional consequences and/or counseling will be completed.

*Adjustments to the above consequences may be made at the discretion of the administrator.

Shared Values Statement and Acknowledgement

In recognition of the belief that a productive learning environment is the result of the work of many people, the Briarwood Elementary School community has compiled the preceding pages containing the philosophies behind our “Student Code of Conduct”, including the disciplinary measures to be taken if and when a student violates school rules.

As a member of the school community, I accept responsibility for my actions and accept the consequences of my actions if they violate the “Student Code of Conduct”. After having read the Student Code of Conduct, I understand what the consequences will be for inappropriate behavior or actions.

As a member of the Briarwood Elementary School and Florham Park School District community, I have read the Briarwood Code of Conduct and will strive to adhere to all school rules and become a productive and exemplary member of the Briarwood School community.