

# Ridgewood High School

## Ridgewood, New Jersey

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### Student Code of Conduct

#### Vision of the School Culture

Our vision has eight norms that we ask all members of our school community to apply to their daily interactions

1. Collegiality – working successfully with and learning from others;
2. Experimentation – trying new ideas and looking for more effective ways of teaching;
3. Trust & Confidence – trusting the integrity of others, acting with personal integrity;
4. Appreciation & Recognition – honoring good effort and achievements;
5. Caring, Celebration & Humor – having fun together and showing that we care for others;
6. Involvement in decision-making – having a voice in the decision, policies, and procedures that impact our lives;
7. Traditions – continuing the ceremonies that symbolize who we are and creating new traditions;
8. Open, honest communications – taking responsibility for sending accurate messages, talking face-to-face, resolving conflicts respectfully

These norms are from the work of Drs. John Saphier and Matt King and are explained in their article, “Good Seeds Grow in Strong Cultures”.

Students of Ridgewood High School are expected to show respect for themselves and others and for school personal property. They are also expected to adhere to high standards of integrity and honesty and to share in the responsibility to see that school rules are followed with fairness and consistency by all.

Part of the education process is to learn to create good and positive relationships with people and to be able to work in a demanding environment. This process of growing into mature young adults is exactly that, a process. It is our goal to use various means to foster our “Vision of a School Culture.” Ridgewood High School also believes that an effective instructional program requires an orderly school environment and that the effectiveness of the educational program is, in part, reflected in the behavior of students. Therefore, we are guided by a progressive discipline philosophy.

Possible consequences include:

- Discussion with student
- Discussion with student and parent/guardians
- After school detention(s)
- Exclusion from Extra-Curricular Activities
- Suspension or expulsion in the following cases:
  - Possession and/or use of illegal drugs or alcohol
  - Serious or repeated harassment, intimidation, bullying, dangerous or unsafe behavior, fighting, theft or vandalism
  - Serious offenses of insubordination

Our discipline standard requires that we address any action of which we are made aware by investigating it, and if necessary by implementing discipline. Our philosophy of progressive discipline focuses on teaching a student to behave properly, so the consequence may range from simply talking to a student and recording an incident to suspension. Should a student repeat the same offense or several small offenses, s/he will receive more severe discipline. Counseling or Child Study Team services may be utilized in order to assist students in adhering to the Student Code of Conduct. Teachers and administrators provide additional group and individual support as appropriate.

In keeping with the notion that student maturation is a process, it is understood that student conduct is almost never black and white. We will engage with due diligence in any investigation we conduct into any offense and strive to arrive at a fair outcome. We do not discriminate based on gender, age, religious orientation, or any other protected class, and our policies and practices are implemented without regard to membership in such groups. We do not make public the disciplinary actions that we impose on a student, even to the family of a victim if there is one. We respect the privacy of all students.

Ridgewood High School is an institution that encourages the mutual respect of all persons who work or visit in the building. Staff members are requested to be aware of students' rights and feelings and to treat students with appropriate dignity. Students are asked to recognize that the Ridgewood staff has a variety of duties, some of which include the direction of students. Staff members who request a student's name, who question a student's behavior or who direct students to move to another location are fulfilling their responsibilities. In this regard, they must be given cooperation by students both in action and attitude. This applies to all areas of the building, including the campus, sports events and other school-sponsored activities. Field trips, sports events, and other school-sponsored activities are an integral part of the school program. The high school encourages these activities, but in order for them to have an optimal educational and social effect, proper norms of behavior must be followed. Students should recognize their responsibility to their activity advisor and to the school, and know that all school rules and regulations are in effect during these activities.

**This Student Code of Conduct is in effect for all students during the school day, on school grounds (all Ridgewood Board of Education property) at any time or during any school sponsored activity whether held on school grounds or off school grounds.**

## **Academic Integrity Policy**

Ridgewood High School prides itself on preparing students to become successful individuals in any area they wish to pursue. To continue Ridgewood's tradition of excellence, it is expected that all students will act honorably and approach their academic career with integrity. Academic integrity is the pursuit of scholarly activity in an honest, truthful, and responsible manner. Violating the policy below, to any extent is wrong and a disservice to one's own educational progress, as well as that of others. Violations include, but are not limited to, plagiarism, cheating and unapproved collaboration. The classroom teacher is the arbiter as to whether or not a violation has occurred. All members of the Ridgewood High School community should be familiar with the following violations and consequences.

### **Academic Integrity Policy Guidelines**

#### **A. Plagiarism:**

Plagiarism occurs when individuals attempt to present as their own what has come from another source. Plagiarism takes place whether such theft is accidental or deliberate. It is no defense to claim that one has "forgotten" to document ideas or material taken from another source.

Examples of plagiarism include, but are not limited to:

- i. Using the ideas of another person, in total or part of, whether or not such ideas are paraphrased, from whatever source including oral, print, broadcast, or computer-mediated communication;
- ii. Knowingly failing to use proper citation for information obtained from print sources or the internet, according to citation criteria specified by the instructor or in cases where instructor guidance is not given, by standard manuals of style (e.g. The Chicago Manual of Style, MLA, APA);
- iii. Rewriting borrowed material by simply dropping a word here and there, substituting a few words for others, or moving around words or sentence;
- iv. Knowingly presenting borrowed material, whether a phrase, sentence, or whole paragraphs without placing quotation marks around the borrowed material in the approved style;
- v. Presenting an assignment as one's own that has been partially or wholly prepared by another person or business.

#### **B. Cheating**

Cheating occurs when individuals use course materials, information or devices (e.g., programmable calculator, cell phone) when such is unauthorized or prohibited.

Examples of cheating include, but are not limited to:

- i. Communicating information about assessment or assignments verbally or through writing, social media or any forms of technology (ex. texting, Facebook)
- ii. Having or using unauthorized materials, information or an unauthorized device at an examination, test or quiz;
- iii. Copying from another student an assignment, paper, lab report, project, homework assignment, assessment or other assignment;
- iv. Permitting another student to copy from an assignment, paper, lab report, project, homework assignment, assessment or other assignment;
- v. Obtaining and/or using an unauthorized examination, test, or quiz prior to its administration;
- vi. Having another person act as proxy to take an examination, test or quiz or to complete an assignment, paper, computer program, or project.

### **C. Unapproved Collaboration**

Certain coursework and assignments such as team projects, papers, and laboratory work may involve collaboration. Unless expressly permitted or prescribed by the faculty member, students shall not engage in collaboration on graded assignments. It is the student's responsibility to ask for clarification from a faculty member to what extent, if at all, collaboration with others is allowed.

### **D. Other Violations of Academic Integrity**

Additional violations of academic integrity include, but are not limited to:

- i. Incidents of falsification. Falsification occurs when individuals make false statements that mislead others. Examples of falsification include, but are not limited to: the creation of a false or misleading citation, or the manipulation of data for an academic assignment;
- ii. Submission of a paper or project to more than one course during the time in which a student is attending RHS, without the explicit permission from all the instructors involved;
- iii. Submission of work previously done in another school, whether modified or not, without permission of the instructor.

### **Academic Integrity Policy Consequences**

- 1<sup>st</sup> Offense:** The teacher will conference with the student.  
The student will receive a zero on the assignment.  
The student will receive a 3:15 detention.  
Parent or guardian will be notified.  
Incident will be entered into Skyward as 1<sup>st</sup> reported offense.
- 2<sup>nd</sup> Offense:** The teacher and the guidance counselor will conference with the student.  
The student will receive a zero on the assignment.  
The student will receive 2 3:15 detentions.  
Parent or guardian will be notified.  
The student will revisit the AIP training to become better educated on AIP.  
The student will receive a 3:15 detention.  
Incident will be entered into Skyward as 2<sup>nd</sup> reported offense.
- 3<sup>rd</sup> Offense:** The guidance counselor, grade advisor, and a parent/guardian will conference with the student.  
The student will receive a zero on the assignment.  
The student will receive a full day in-school suspension.  
The student, with the guidance counselor, will revisit the AIP training to become better educated on AIP.  
The student may be removed or barred from a position of leadership for the remainder of the school year. Examples include, but are not limited to, Captains, class officers, National Honor Society, and Peer Counselors.  
Incident will be entered into Skyward as a 3<sup>rd</sup> reported offense.

All violations will be cumulative over four years and are kept in the student's discipline record.

Subsequent infractions will be subject to further consequences.

\*The Academic Integrity Policy is based on parts of the Standards of Academic Integrity from Fordham University.

### **Academic Study Hall: 3:15 p.m. (Learning Commons)**

**Guidelines:** A teacher may assign an 'academic study hall' to a student who doesn't complete homework or a long term assignment. An assigned academic study hall takes precedence over everything: athletic contests, doctor's appointments, jobs, etc. Students are dismissed at 3:30 p.m. if the assignment is completed.

**Consequences:** Failure to attend an academic study hall will result in assignment of a one-hour 3:15 p.m. detention. Failure to serve detentions may result in suspension.

### **Afternoon Detention: 3:15 p.m. (Learning Commons)**

**Guidelines:** An assigned afternoon detention takes precedence over everything: athletic contests, doctor's appointments, jobs, etc.

**Consequences:** Failure to attend a scheduled afternoon detention will result in assignment of an additional one-hour 3:15 p.m. detention. Failure to serve detentions may result in suspension.

### **Cell Phones**

**Guidelines:** Students may not use school phones except in cases of emergency. Cell phone use is not permitted while a student is in class unless instructed to do so by the teacher, in the Learning Commons, or near classrooms. Cell phones shall be turned off or have alert tone silenced while students are in these areas. Students who use cell phones in restricted areas will be subject to disciplinary action and/or confiscation of their cell phone. Students who are serving suspension must hand over their cell phone for the day of their suspension.

**Consequences:** Violation of the Cell Phone Guidelines may result in the removal of the cell phone for the remainder of the day. Repeated offenses may result in afterschool detention(s).

### **Disruptive Behavior**

**Guidelines:** Ridgewood High School believes the students are entitled to an education free from undue disruption. Pupils who willfully disrupt the educational program shall be subject to discipline. Every reasonable effort shall be made to determine and remediate the cause or causes of a chronically disruptive pupil's unacceptable conduct.

**Consequences:** Disruptive students will be referred to the Grade Advisor. Consequences may include and are not limited to afterschool detention(s) and/or suspension.

### **Disruptive Electronic Communications (Non H.I.B.)**

**Guidelines:** Use of electronic communications (i.e. social media) in order to hurt or disparage other student(s) is inconsistent with Ridgewood High School's mission, core values and beliefs. Such behavior often disrupts the orderly operation of the school or infringes upon the rights of other students because of the immediacy provided by social media to a large portion of the student population. A student who uses electronic communications in order to hurt or disparage another student(s) and disrupts the orderly operation of the school or infringes upon the rights of other students will receive discipline.

**Consequences:** The student(s) will be referred to the Grade Advisor. Consequences may include, but are not limited to, afterschool detention(s) and/or suspension. The student may also be assigned to counseling. Students who respond in kind to hurtful expressions via social media may also be subject to discipline.

### **Driving/Biking/Skateboarding/Other**

**Guidelines:** The use of skateboards, roller blades, self-balancing scooters, etc. is not permitted on Ridgewood High School property. These items are not to be carried to class. Self-balancing scooters are banned from RHS property due to the fire danger they pose. Mopeds and bicycles may only be parked in the area designated at the entrance to the courtyard and should be properly locked.

There is NO STUDENT PARKING ON RIDGEWOOD HIGH SCHOOL PROPERTY for automobiles. Students who do park in unauthorized areas will be subject to municipal fines, towing and/or disciplinary action. *Please note: There will be NO COURTESY WARNING for the first offense.*

**Consequences:** Unauthorized cars parked in the Faculty Lot will be ticketed and towed at the owner's expense. Afterschool detention(s) may be assigned.

### **Drugs and Alcohol**

**Guidelines:** Possession, use, sale, intent to sell, or distribution of drugs and/or alcohol is prohibited in school buildings, on school grounds, on school buses and during school-sponsored activities. Such offenses are a major infraction of school rules and are unlawful. It is the basic philosophy of this school to take aggressive action to eliminate the use of any and all illegal substances, including alcohol, not only during the school day, but at all school events. These rules apply to all routine field trips, to school events held off school grounds and to all overnight trips.

**Consequences:** Students should be aware that school authorities will take all reasonable steps to prevent the use of drugs, alcohol or steroids on school property or school-sponsored events and to apprehend those who possess, use, or distribute drugs, alcohol or steroids. The consequences may also apply to students possessing or distributing a controlled dangerous substance off school premises when such involvement directly affects their involvement or attendance in school. These steps will include

but are not limited to: **a)** locker, desk, personal property and clothing searches when there is reasonable suspicion that inspection is warranted; **b)** required urine screening and/or blood test to determine presence of drugs, alcohol, or steroids when observation of student behavior suggests the possibility of being under the influence\*.

#### **Possession of drug paraphernalia, not containing any drugs, alcohol or steroids.**

First Offense: **a)** Parents/guardians notified; **b)** referral to Substance Awareness Counselor for assessment and recommendation of action plan; **c)** paraphernalia turned in to police with name of individual.

Second Offense: Same as above, as well as imposition of out-of-school suspension up to nine (9) days.

#### **Possession of drugs, alcohol, or steroids**

First Offense: **a)** Police will be notified and appropriate action taken; **b)** parents/guardians notified; **c)** referral to Substance Awareness Counselor for assessment and recommended action plan; **d)** imposition of up to thirty (30) days out-of-school suspension, nine days of which may be imposed without Board of Education action, the remainder of the penalty being served after a hearing before the Board of Education; **e)** parents may be requested to agree to have the student subjected to voluntary drug testing for the duration of the student's enrollment in the district. If parents agree to testing, the additional 21 days will not be imposed.

### **Drugs and Alcohol** (continued)

Second Offense: Same as **a, b, c, d** above and an EXPULSION HEARING before the Board of Education will be scheduled.

#### **Under the influence of drugs, alcohol, or steroids**

First Offense: **a)** Police will be notified; **b)** parents/guardians notified; **c)** immediate\* medical examination to verify use and determine extent of use; **d)** imposition of up to thirty (30) day suspension, nine of which may be imposed without Board of Education action, the remainder may be imposed after a hearing before the Board of Education; **e)** a medical statement substantiating the student's well-being will be required before re-entry; **f)** parents may be requested to agree to have student subjected to voluntary random drug testing for the duration of the student's enrollment in the district. If parents agree to testing, the additional 21 days of suspension will not be imposed; **g)** Referral to Substance Awareness Counselor for treatment, after-care, and re-entry plan.

Second Offense: Same as **a, b, c, d** above and an EXPULSION HEARING before the Board of Education will be scheduled.

*\*Please Note: If school officials believe that a student may be under the influence of an intoxicating drug, State Law (NJAC 6:29-9.1) mandates an immediate medical examination. This examination may be performed by a school physician (if available), by a private physician (at no expense to the Board of Education), or at the Emergency Room of the Valley Hospital. The student must present a note, provided by Ridgewood High School, signed by the examining physician stating that the student is fit to return to school.*

#### **Sale, Intent to Sell, Transfer, or Distribute Drugs, Alcohol, or Steroids**

First Offense: **a)** Police notified; **b)** Parents/guardians notified; **c)** Minimum nine (9) day out-of-school suspension pending EXPULSION HEARING before the Board of Education.

### **Expressions of Affection**

**Guidelines:** Expressions of affection which become a display, whether due to their prolonged nature or degree of intimacy, are inappropriate. Such displays are not permitted in the school, on adjacent school property, or at school-sponsored events.

**Consequences:** Staff members are directed to request students to stop this inappropriate behavior. Failure to cooperate, or repeated incidents, will cause referral to the Grade Advisor and short-term loss of open campus, or afterschool detention(s) may be assigned.

### **Failure to Identify Self**

**Guidelines:** In order to maintain a safe and orderly environment, staff members must be able to identify students. If a staff member requests your name, you must give it. Giving your name is not an admission of guilt but it is necessary to maintain a safe and orderly environment.

**Consequences:** Failure to identify oneself at the request of a faculty member is considered a serious act of insubordination and will result in suspension.

## **Fighting**

**Guidelines:** A public school can neither condone the use of violence in any situation, nor be responsible for determining if a violent response was appropriate.

**Consequences:** All students involved in a confrontation that involves violence will receive disciplinary action which will include suspension.

## **Hazing or Initiation Activities**

**Guidelines:** Hazing and inappropriate initiation activities are inconsistent with Ridgewood High School's mission, core values and beliefs. As such, all forms of hazing and inappropriate initiation activities are prohibited.

Ridgewood High School defines hazing and inappropriate initiation activity to be any act, whether physical, mental, emotional, or psychological, which subjects a student to any situation or expectation that may potentially abuse, mistreat, degrade, humiliate, harass, harm, intimidate a student, denigrate either an individual or another group, or compromise a student's inherent dignity as a person. The definition of hazing and inappropriate initiation activity includes such actions directed toward any student, whether or not the student may be joining or affiliating with a student organization. For example, the school considers hazing and inappropriate initiation activity to include a situation in which an older student subjects a younger student to rites of initiation. The fact that a student participates voluntarily in a hazing or inappropriate initiation activity does not alter the school's prohibition of such conduct.

Ridgewood High School staff members do not believe students are made better by being humiliated or degraded. Our school realizes that school and team unity is developed in our classrooms, hallways, practice areas and athletic fields with a shared commitment to excellence.

**Consequences:** Upon receipt of either a complaint or report of hazing or inappropriate initiation activity, Ridgewood High School shall conduct an investigation. Upon completion of the investigation, Ridgewood High School shall take appropriate action. Such action will be designed to deter future violations and appropriately discipline students who have engaged in prohibited behavior. Disciplinary action may include consequences for individual student(s) and/or sanctions/suspensions being imposed upon a team, squad, or student organization. Such responsive actions shall be consistent with the requirements and expectations of the school's policies and regulations.

## **Harassment, Intimidation, and Bullying (H.I.B.)\***

**Guidelines:** In January of 2011, the "Anti-Bullying Bill of Rights Act" became law and took effect with the start of the 2011-2012 year. The Act defines harassment, intimidation and bullying and specifies procedures when harassment, intimidation or bullying are reported or observed. The Act requires a formal investigation at the school level if and when an incident, as defined by law, is observed or reported. Parents will be notified if their child is involved in an investigation, and they will be notified of the outcome. We are also required to report the outcome of each investigation to the Board of Education and to record any findings of harassment, intimidation or bullying in student discipline records.

### **Definition of Harassment, Intimidation or Bullying from NJSA: 18A:37-14**

*"Harassment, intimidation or bullying" means any gesture, any written, verbal or physical act, or any electronic communication, whether it be a single incident or a series of incidents, that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or by any other distinguishing*

## **Harassment, Intimidation, and Bullying (H.I.B.)\*** (continued)

*characteristic, that takes place on school property, at any school-sponsored function, on a school bus, or off school grounds as provided for in section 16 of P,L,2010, c. 122 (C. 18A:37-15.3), that substantially disrupts or interferes with the orderly operation of the school or the rights of other students and that:*

*a. A reasonable person should know, under the circumstances, will have the effect of physically or emotionally harming a student or damaging the student's property, or placing a student in reasonable fear of physical or emotional harm to his person or damage to his property;*

*b. has the effect of insulting or demeaning any student or group of students; or*

*c. creates a hostile educational environment for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student.*

*L.2002, c.83, s.2; amended 2007, c.129, s.1; 2010, c.122, s.11.*

**Consequences:** In addition to the procedures outlined in the Ridgewood Board of Education Policy regarding H.I.B., students who commit acts of H.I.B. will be subject to discipline which may include counseling, afterschool detention(s) and/or suspension.

**\*Ridgewood Board of Education Harassment, Intimidation and Bullying Policy and Regulation** (5512,R 5512) may be found by selecting the Board Policy Manual link at [www.ridgewood.k12.nj.us](http://www.ridgewood.k12.nj.us).

## **Loitering**

**Guidelines:** The Ridgewood High School Community respects the neighborhood. Students may not congregate on private property surrounding our school campus (including sidewalks in front of houses).

**Consequences:** A violation of this will result in the Grade Advisor assigning afterschool detention(s).

## **Personal Appearance**

Students have the right to determine individual patterns of dress and grooming as they deem proper provided that such dress and grooming do not interfere with the health and safety of themselves or others and do not interfere with the educational process of the school. The building Principal or Principal's designee is authorized to establish reasonable rules concerning student dress and grooming. Such rules shall:

- encourage students to dress in good taste and present a general appearance which is appropriate;
- prohibit clothing or adornment that disrupts the educational process;
- prohibit dress which constitutes a potential safety or health hazard.

Student attire determined to be obscene, indecent, offensive to any race, religion, ethnicity, gender, sexual orientation, depicting illegal items or activity; including guns, alcohol, drugs, drug paraphernalia, etc., shall not be permitted.

Shoes or sandals must be worn at all times on school grounds unless exceptions are made by the building Principal for designated activities or in designated areas. Good judgment when selecting clothing for school is expected. Remember that weekend attire might not be appropriate for classes. Clothing, hairstyles, or other adornment may not interfere with the health and safety of any student and may not

### **Personal Appearance** (continued)

disrupt the educational process of the school. At the request of a staff member, items of clothing which are found offensive or questionable or which suggest a double meaning will be removed or replaced by students. Staff members may require students to remove hats during class.

Fashion items that are not in good taste or dress that disrupts the educational process include, but are not limited to, the following:

- Necklines that are too low
- Bare midriffs
- Shorts, skirts, dresses, or shirts that are extremely tight, short, or transparent
- Pants that permit the display of underwear, whether because they are worn low or have a low rise

### **Personal Audio Devices**

**Guidelines:** Students may listen to personal audio devices when they are not in classrooms. Larger personal audio devices are not permitted on school grounds.

**Consequences:** Violation of this guideline may result in the removal of the electronic device for the remainder of the day. Repeated offenses may result in afterschool detention(s).

### **Security Doors**

**Guidelines:** Student and staff safety is a priority. Beginning this school year, all entrance doors to Ridgewood High School will be locked during the school day. Students will be issued proximity cards which will allow students to enter at designated entrances. Students are responsible for their issued proximity card. If a student loses his or her card, he/she will be charged \$10.00 for a replacement card. Students are prohibited from tampering with any of the security doors, sharing proximity cards, propping doors open and/or opening doors for other students or persons. Any student that doesn't have his or her proximity card must enter through the main entrance on Ridgewood Avenue.

**Consequences:** Any student who tampers with the security doors, shares his or her proximity card, props a door open, or opens doors for other students or persons will be referred to the Grade Advisor. Consequences may include and are not limited to afterschool detention(s) and/or suspension.

### **Suspension**

#### **In-School Suspension (ISS)**

In-School Suspension is used for very serious infractions of school policies and procedures which do not require immediate removal from school. A student who is "suspended" from his/her regular schedule will be assigned to a self-contained classroom monitored by a staff member. Students given ISS will not receive a zero (0) in each class missed nor will they be prevented from completing tests or other work missed. All make-up work, however, is the responsibility of the suspended student. Students will be provided work by their classroom teacher to complete during the suspension period.

During the term of the suspension, a student may not participate in any school-sponsored activity or interscholastic or intramural sport or function. Students serving ISS will eat lunch in an area designated by the Grade Advisor.

## **Suspension** (continued)

### **Out-of-School Suspension (OSS)**

Out-of-School Suspension is used for major infractions which are considered extremely serious breaches of the Code of Conduct and for continued misconduct. **A parent/guardian conference with the appropriate Grade Advisor is mandatory before a student is readmitted to his/her regular classes.**

### **Theft**

**Guidelines:** Deliberately taking another's property constitutes theft, which is a criminal offense. This includes textbooks, library materials that are not signed out and/or cafeteria food that is not paid for. All students are urged to take proper care of their possessions. No student should leave bicycles or mopeds unsecured, lockers unlocked, carry large sums of money, or be otherwise careless with personal property. Students have an obligation to report any theft immediately to the office of the Grade Advisor. Students are encouraged to report information that may come to them regarding thefts. Gym lockers are provided for reasonable securing of clothing only, no items of value should be left in the gym lockers.

**Consequences:** Theft will be dealt with in a most serious fashion. Penalties will include suspension and police notification. Restitution will also be required.

### **Threatening Behavior**

All pupils are bound by law, policies of the Board of Education, and the administrative regulations of this school district. Students shall not create disorder or disruptions on school premises; use, threaten, or incite the use of physical force against other pupils or staff members, or visitors to the school.

**Consequences:** Any threatening behavior will be dealt with in the most serious manner. In addition to disciplinary action(s), any student who displays such behavior could be referred to the police and also medical professionals for an evaluation to determine whether or not the student poses a threat to self or others.

### **Tobacco, Vaporizers and Tobacco-Like Products**

**Guidelines:** Ridgewood High School and the adjacent school property are also tobacco-free. This policy includes all forms of tobacco products including the smokeless kind, and *applies to all students regardless of age*. Because of the known health risks to users and those who may be subjected to the effects of others using tobacco, the penalties for violating this Policy are severe.

**Consequences:** Possession of Tobacco Products and Tobacco-Like Products on School Grounds and/or use of Tobacco or Tobacco-Like products in line of sight of the school property will result in afterschool detention(s) and repeated offenses will result in suspension. Use of Tobacco Products and Tobacco-Like Products on School Grounds will result in a minimum one-day suspension. A parent must accompany the student to a re-admit conference. The student will be required to schedule a meeting with the student assistance counselor. If you smoke or carry lighted tobacco anywhere inside the building, you will be charged as a disorderly person and subject to a \$200 municipal fine (N.J.S.A. 2C: 33-13). This will be in addition to the penalties imposed by the school. In all cases, the Ridgewood Police Department will be notified of underage use or possession of a tobacco product.

### **Use of High School Computers and Chromebooks**

**Guidelines:** Use of Ridgewood High School computers and the network is a privilege, not an entitlement. The network, software and hardware are the property of Ridgewood Public Schools. Students must be familiar with the Acceptable Use Policy (Ridgewood B.O.E. R2361) and also the School District Provided Technology Devises to Pupils Policy (Ridgewood B.O.E. R7523.) Files stored on the RHS network are regularly inspected by authorized staff to ensure compliance with the Acceptable Use Policy and laws governing software. Students SHOULD NOT HAVE AN EXPECTATION OF PRIVACY for files and information stored on the Ridgewood High School network.

**Consequences:** Students who abuse their network privileges will have their account closed and the use of RHS computers denied with additional penalties if the administration deems them appropriate.

### **Use of Inappropriate Language**

**Guidelines:** Expressions that are obscene, offensive, degrading, or insulting will not be tolerated on school grounds and/or at school-related activities.

**Consequences:** Use of offensive language will result in referral to the student's Grade Advisor and may be assigned afterschool detention(s). Particular problems in this regard may lead to suspension. Offensive language directed at staff members will result in suspension.

### **Vandalism**

**Guidelines:** The community of Ridgewood has justifiable pride in its educational institutions. Vandalism, the willful or malicious destruction or defacement of school property, detracts from that environment.

**Consequences:** Any act of vandalism, including writing on desks or walls, will result in after school detention(s) and become part of a student's disciplinary record. Serious or habitual acts of vandalism will result in suspension and possible prosecution under the law. Students and/or parents will be held responsible for the costs involved in repairing any act of vandalism.

### **Weapons**

**Guidelines:** A school must maintain a safe learning environment in order for students to grow and learn socially, emotionally and academically. Possession, use, sale, intent to sell, or distribution of any type of weapon (knives, incendiary devices [i.e. fireworks or smoke bombs], etc.) is prohibited in school buildings, on school grounds, on school buses and during school-sponsored activities.

**Consequences:** Possession, use, sale, intent to sell, or distribution of any type of weapon will be dealt with in a most serious fashion. Penalties will include suspension (10-day) and police notification.

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**Other Ridgewood Board of Education Policies and Regulations related to student conduct** (2361, R 2361, 5240, R 5240, 5500, R 5500, 5511, 5513, R 5513, 5514, 5516, 5520, 5530, R 5530, 5533, 5535, 5560, R 5560, 5570, R 5570, 5600, R 5600, 5610, R 5610, 5611, R 5611, 5612, 5615, 5620, 5700, 5701, 5710, 5721, R 5721, 5751, R 5751, 5841, 5850, R 5850, 5851, R 5851) These may be found at the link [www.ridgewood.k12.nj.us](http://www.ridgewood.k12.nj.us)

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