

REGULATION

RUMSON BOROUGH BOARD OF EDUCATION

STUDENTS
R 5600 Appendix B
Pupil Discipline/Code of Conduct
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Forrestdale Code of Conduct: 4th and 5th Grade- Appendix B

Code of Conduct Philosophy

The objective of the school Code of Conduct is to foster a safe, respectful, and supportive learning environment that nurtures compassionate, empathetic, and responsible individuals. It aims to cultivate students’ self-awareness and sense of personal autonomy, empowering them to make appropriate choices and to learn valuable lessons when they do not, guiding them toward positive citizenship and meaningful contributions to their school and the broader community.

The Forrestdale 4th/5th Grade Code of Conduct is segmented into 6 Core Conduct Categories, which teachers and staff use to report infractions and behavior concerns. Administration will then review teachers reports and in alignment with this Code of Conduct, will assign the appropriate infraction code and necessary responses. The 6 Core Conduct Categories are listed below:

Physical
Misconduct

Integrity and
Ethics
Violations

Social
Misconduct

Unsafe and
Destructive
Behaviors

Digital and
Technology
Misconduct

Other
Infractions

Important Notes:

1. Patterns of offenses will be evaluated and consequences given by category rather than by individual incident or infraction.
 - a. For example, a student who commits an infraction of Bystander Activity / Falsifying / Forgery, which falls under the category of an **Integrity and Ethics Violation**, will receive a Level 1 response and consequence. However, if that same student later commits a separate infraction of Plagiarism / Cheating, which is also classified as an **Integrity and Ethics Violation**, they will receive a Level 2 response and consequence, as it constitutes their second offense within the same conduct category.

- b. Infractions classified under the conduct category **Other Infractions** will be evaluated and addressed individually, based on the specific nature of each infraction, rather than collectively by category.*
 - a. Infractions under the categories **Unsafe and Destructive Behaviors** and **Other School Infractions** are to be reported in Genesis exclusively by Administration. Teachers or staff members who witness an infraction in these categories must immediately notify an administrator.*
2. Teachers and staff will report incidents by category. Administration will review each report, assign the appropriate Code of Conduct classification, and implement any necessary responses or disciplinary actions.
3. All Code of Conduct infractions, regardless of assigned consequence, may require reflective and restorative practices to promote student learning, self-awareness, and empathy.
4. For all targeted behavioral infractions, Administration may impose additional consequences as appropriate. These may include, but are not limited to, student/parent conferences, detentions, and suspensions.
5. When a detention or suspension is assigned, the student is prohibited from participating in extra- or co-curricular activities on the date(s) of the consequence.
6. Based on patterns of offenses, Administration may develop and implement a Code of Conduct Behavioral Action Plan to address concerning trends in student behavior.
7. All targeted behavioral infractions occurring in the hallway, cafeteria, or during recess will be reported to Administration.
8. Offenses of a severe nature may be referred directly to Administration.
9. Each infraction will be carefully reviewed, and depending on the severity, even a first offense may warrant a significant response, including but not limited to interventions, Harassment, Intimidation, and Bullying (HIB) investigations, or police notification.

Physical Misconduct

Inappropriate Physical Contact . Inappropriate Use of Force . Severe Hitting / Fighting

****Any parent/guardian notification and/or Genesis documentation within this category requires a follow-up email to Administration by 3:05 p.m. on the same school day.****

Infraction	Description and Expectations	Level 1 Responses and Consequences	Level 2 Responses and Consequences	Level 3 Responses and Consequences	Level 4 Responses and Consequences
Inappropriate Physical Contact	Poking, elbowing, rough-play, etc.	Teacher warning unless falls into HIB	Teacher warning and parent notification	Referral for consultation with guidance counselor, CST member, and/or Admin to explain why conduct is unacceptable to school and damaging to the student, what the consequences of continued misconduct are likely to be, and appropriate alternative behaviors; parent notification	Lunch detention; parent notification by Admin. If repeated / habitual offense, the following may be imposed: parent conference to ensure student and parents understand the school rules and expectations; loss of privileges; and/or additional consequences may be imposed. I & RS referral
Inappropriate Use of Force	Aggressive behavior (pushing, shoving, throwing objects)	Conference with Admin to discuss the causes of the behavior, possible remediation, potential disciplinary measures, and	Lunch detention; parent notification by Admin.	Central detention; parent conference	Loss of privileges and/or additional consequences may be imposed; parent conference; I & RS referral

		alternative conduct; Parent notification by Admin.			
Severe Hitting/Fighting	Punching, kicking, throwing objects, or similar behavior that may injure others	Admin discretion (i.e. warning, lunch detention, etc.); parent notification by Admin	Admin discretion (i.e. warning, lunch detention, etc.); parent conference	Central detention; parent conference	ISS; Loss of privileges and/or additional consequences may be imposed; parent conference; I & RS referral
Integrity and Ethics Violations					
<i>Bystander Activity / Falsifying / Forgery . Plagiarism / Cheating . Academic Violation Specific to AI . Obscene Language and Gestures / Extortion</i>					
Infraction	Description and Expectations	Level 1 Responses and Consequences	Level 2 Responses and Consequences	Level 3 Responses and Consequences	Level 4 Responses and Consequences
Bystander Activity / Falsifying / Forgery	Being present at an incident but taking no action Lying or being untruthful about a situation	1:1 conf w/ counselor	1:1 conf w/ Admin; parent notification	Lunch detention; parent notification	Central detention; parent conf
Plagiarism / Cheating	Taking someone else's work or ideas and claiming them as one's own. This includes failure to follow the teacher's guidelines on AI usage.	1:1 conf w/ teacher; parent notification, must redo assignment	1:1 conf w/ counselor; parent notification; redo assignment for partial credit	1:1 conf w/ Admin; parent notification; redo assignment for partial credit	Central detention; parent conf; zero for assignment; I & RS referral
Academic Violation Specific to AI	Using AI in a manner that deviates guidelines stated in the assignment and specified by the teacher and/or failing to appropriate by acknowledging and citing AI use.	1:1 conf w/ teacher; parent notification, must redo assignment	1:1 conf w/ counselor; parent notification; redo assignment for partial credit	1:1 conf w/ Admin; parent notification; redo assignment for partial credit	Central detention; parent conf; zero for assignment; I & RS referral
Obscene Language and Gestures / Extortion	Obscene language, material, gestures or behavior. Obtaining something through force or threats. Threatening violence.(which includes verbalizations, use of technology, postings in social media, and / or in writing).	Threat assessment; referral to outside agency and DTW with Police as appropriate; Admin discretion; Parent conference	Threat assessment; referral to outside agency and DTW with Police as appropriate; Admin discretion; Parent Conf; Loss of privileges	Threat assessment; referral to outside agency and DTW with Police as appropriate; central detention; Parent Conf; Loss of privileges	Threat assessment; referral to outside agency and DTW with Police as appropriate; ISS; Parent Conf; I & RS referral; Loss of privileges
Social Misconduct					
<i>Language Misuse / Verbal Abuse . Disrespectful . Disruptive . Disobedient to Staff / Insubordination</i>					

Infraction	Description and Expectations	Level 1 Responses and Consequences	Level 2 Responses and Consequences	Level 3 Responses and Consequences	Level 4 Responses and Consequences
Language Misuse / Verbal Abuse	Inappropriate, derogatory, or demeaning verbal or non-verbal communication. Note: A violation of this expectation may also warrant a HIB investigation.	Teacher verbal warning unless falls into HIB	Teacher warning and parent notification	Referral for consultation with guidance counselor, CST member, and/or Admin to explain why conduct is unacceptable to school and damaging to the student, what the consequences of continued misconduct are likely to be, and appropriate alternative behaviors; parent notification	Lunch detention; parent notification by Admin. If repeated / habitual offense, the following may be imposed: parent conference to ensure student and parents understand the school rules and expectations; loss of privileges; and/or additional consequences may be imposed.
Disrespectful	Mean behavior or unkind actions that damage the relationship or social status of a person (directives, exclusion, put-downs, teasing, mocking, gossip/rumors, verbal retaliation, etc.) Note: A violation of this expectation may also warrant a HIB investigation.	Teacher warning unless falls into HIB	Teacher warning and parent notification	Referral for consultation with guidance counselor, CST member, and/or Admin to explain why conduct is unacceptable to school and damaging to the student, what the consequences of continued misconduct are likely to be, and appropriate alternative behaviors; parent notification	Lunch detention; parent notification by Admin. If repeated / habitual offense, the following may be imposed: parent conference to ensure student and parents understand the school rules and expectations; loss of privileges; and/or additional consequences may be imposed.
Disruptive	Attention seeking, distractive, or disobedient behavior negatively impacting the learning environment (noises, gestures, actions, distractions, etc.) Note: A violation of this expectation may also warrant a HIB investigation.	Teacher warning unless falls into HIB	Teacher warning and parent notification	Referral for consultation with guidance counselor, CST member, and/or Admin to explain why conduct is unacceptable to school and damaging to the student, what the consequences of continued misconduct are likely to be, and appropriate alternative behaviors; parent notification	Lunch detention; parent notification by Admin. If repeated / habitual offense, the following may be imposed: parent conference to ensure student and parents understand the school rules and expectations; loss of privileges; and/or additional consequences may be imposed.
Disobedient to Staff / Insubordination	Willfully refusing to follow directions, being untruthful, blame, deflection, or defying a staff member or school authority	Teacher warning unless falls into HIB	Teacher warning and parent notification	Referral for consultation with guidance counselor, CST member, and/or Admin to explain why conduct is unacceptable to school and damaging to the student, what the consequences of continued misconduct are likely to be, and appropriate alternative behaviors; parent notification	Lunch detention; parent notification by Admin. If repeated / habitual offense, the following may be imposed: parent conference to ensure student and parents understand the school rules and expectations; loss of privileges; and/or additional consequences may be imposed.

Unsafe and Destructive Behavior

Theft / Damage / Defacement . Assault . Vandalism . Falsifying Alarms . Arson / Exploding Devices . Theft / Damage / Defacement

Infraction	Description and Expectations	Level 1 Responses and Consequences	Level 2 Responses and Consequences	Level 3 Responses and Consequences	Level 4 Responses and Consequences
Theft / Damage / Defacement	Theft, damage, or defacement of school property by improper care	1:1 conf w/ Admin; parent notification; restitution and police notification as appropriate	Lunch detention; parent conf; restitution and police notification as appropriate	Central detention; parent conf; restitution and police notification as appropriate	Loss of privileges and/or additional consequences may be imposed; parent conference; I & RS referral; restitution and police notification as appropriate.
Assault	Attack by punching, kicking, throwing objects, or similar behavior with intent to harm/injure others	Threat assessment; referral to outside agency with DTW with Police as appropriate; Lunch detention; parent conference	Threat assessment; referral to outside agency with DTW with Police as appropriate; Central detention; parent conference	Threat assessment; referral to outside agency and DTW with Police as appropriate; Central detention; Parent Conf; Loss of privileges	Threat assessment; referral to outside agency and DTW with Police as appropriate; ISS; Parent Conf; I & RS referral; Loss of privileges
Vandalism	Permanent and/or substantial damage or defacement of school property	Lunch detention; restitution as appropriate; report to police if within code for Bias crime; HIB as per code; parent notification	Central detention; restitution as appropriate; report to police if within code for Bias crime; HIB as per code; parent notification	Central detention; other loss of privileges; restitution as appropriate; report to police if within code for Bias crime; HIB as per code; parent notification	ISS; other loss of privileges; restitution as appropriate; report to police if within code for Bias crime; HIB as per code; parent notification; I & RS referral
Falsifying Alarms	Fire Alarm or Safety and Security Response Procedure	Central detention; parent notification; police notification as appropriate	ISS; parent conf; police notification as appropriate	ISS; parent conf; other loss of privileges; police notification as appropriate	ISS; parent conf; other loss of privileges; I & RS referral; police notification as appropriate
Arson / Exploding Devices	Setting a fire, explosive device (ie: fireworks), etc.	ISS; parent conf; police notification as appropriate	ISS; parent conf; other loss of privileges; police notification as appropriate	ISS; parent conf; other loss of privileges; I & RS referral; police notification as appropriate	ISS; parent conf; other loss of privileges; I & RS referral; police notification as appropriate
Theft / Damage / Defacement	Taking, damaging, or defacing non-school property willfully or by improper care. This is inclusive of marking or writing on another student's person, including but not limited to their body, clothing, or belongings.	1:1 conf w/ Admin; parent notification; restitution and police notification as appropriate	Lunch detention; parent conf; restitution and police notification as appropriate	Central detention; parent conf; restitution and police notification as appropriate	Loss of privileges and/or additional consequences may be imposed; parent conference; I & RS referral; restitution and police notification as appropriate.

Digital and Technology Misconduct <i>Violation of Technology Agreement . Violate Cell Phone Agreement . Chromebook Vandalism</i>					
Infraction	Description and Expectations	Level 1 Responses and Consequences	Level 2 Responses and Consequences	Level 3 Responses and Consequences	Level 4 Responses and Consequences

Violation of Technology Agreement	Violation of Technology Use Agreement (playing games, inappropriate sites, access of sites without teacher permission) Sample of escalating consequences. Depending on the violation, even a first offense may require significant intervention and Police notification.	Teacher verbal warning	Teacher warning and parent notification	Loss of computer in the class for remainder of period; parent notification by teacher	Lunch detention; Loss of computer for all classes for period defined by Admin; parent notification by Admin
Violate Cell Phone Agreement	Violation of Cellular Device Agreement - Students must completely turn off their cell phones/ Apple watches/ other devices until after school hours. Students must also leave their cell phones / Apple watches / other devices in their backpacks in their classroom closet during the school day. Cell phones / Apple watches/ other devices can be turned on after school hours.	Confiscated by teacher and submitted to MO; student to pick up at end of day	Confiscated by teacher and submitted to MO; parent to pick up at end of day	Confiscated by teacher and submitted to MO; student to sign in phone daily in AM to MO and pick up at end of day	
Chromebook Vandalism	Students must not intentionally alter or destroy their own Chromebook or any other student's Chromebook, either physically or electronically. This includes slamming or pushing the screen or lid, removing keys from the keyboard, intentionally dropping or throwing the device, using sharp objects to damage the exterior or interior, or defacing it with pens, pencils, stickers, or any other markings or objects that interfere with the device's surface.				

Other Infractions

Violate Dress Code . Bias Incident / Harassment, Intimidation, and Bullying . Violate Student Use of Motorized Vehicles on School Grounds

Important: Infractions classified under the following conduct category, **Other Infractions**, will be evaluated and addressed individually, based on the specific nature of each infraction, rather than collectively by category.

Infraction	Description and Expectations	Level 1 Responses and Consequences	Level 2 Responses and Consequences	Level 3 Responses and Consequences	Level 4 Responses and Consequences
Violate Dress Code	Violating School Dress Code - There will be consequences imposed if there is a pattern to dress code violations.				
Violate Student Use of Motorized Vehicles on School Grounds	Students must not bring any motorized mode of transportation, including but not limited to motorized bicycles (regardless of e-bike classification), scooters, roller skates, skateboards, or hoverboards, onto school grounds during the school day.	An infraction at this level warrants a verbal warning from the staff member on AM/PM duty, a documented write-up in Genesis, the student walking the motorized vehicle off school grounds at the conclusion of the school day, and parent/guardian notification.	An infraction at this level warrants a referral to admin, a lunch/recess detention, restorative practices focusing on the autonomy of choice and following district policies, the student walking the motorized vehicle off school grounds at the conclusion of the school day, and parent/guardian notification.	An infraction at this level warrants a referral to admin, a lunch/recess detention, restorative practices focusing on the autonomy of choice and following district policies, the parent/guardian picking up the motorized vehicle from school grounds, and parent/guardian notification.	Continued violations beyond the specified levels, and/or escalation in the severity of offenses as outlined in the Code of Conduct, will result in further disciplinary action, additional loss of privileges, and ongoing targeted interventions.
Bias Incident / Harassment, Intimidation, and Bullying	Verbal or non-verbal conduct, speech, or expression that is foul, profane and/or creating an imbalance of power based on perceived characteristic	HIB investigation as defined by state code, referral for consultation with guidance counselor; parent notification	HIB investigation as defined by state code; lunch detention with Admin; parent conference	HIB investigation as defined by state code; central detention; parent conference	HIB investigation as defined by state code; ISS; parent conf; loss of other privileges; I & RS referral



Unsafe and Destructive Behavior
Theft / Damage / Defacement . Assault . Vandalism . Falsifying Alarms . Arson / Exploding Devices . Theft / Damage / Defacement

Important: Infractions under the conduct category **Unsafe and Destructive Behaviors** are to be reported in Genesis exclusively by Administration. Teachers or staff members who witness an infraction in these categories must immediately notify an administrator.

Infraction	Description and Expectations	Level 1 Responses and Consequences	Level 2 Responses and Consequences	Level 3 Responses and Consequences	Level 4 Responses and Consequences
Theft / Damage / Defacement	Theft, damage, or defacement of school property by improper care	1:1 conf w/ Admin; parent notification; restitution and police notification as appropriate	Lunch detention; parent conf; restitution and police notification as appropriate	Central detention; parent conf; restitution and police notification as appropriate	Loss of privileges and/or additional consequences may be imposed; parent conference; I & RS referral; restitution and police notification as appropriate.

Assault	Attack by punching, kicking, throwing objects, or similar behavior with intent to harm/injure others	Threat assessment; referral to outside agency with DTW with Police as appropriate; Lunch detention; parent conference	Threat assessment; referral to outside agency with DTW with Police as appropriate; Central detention; parent conference	Threat assessment; referral to outside agency and DTW with Police as appropriate; Central detention; Parent Conf; Loss of privileges	Threat assessment; referral to outside agency and DTW with Police as appropriate; ISS; Parent Conf; I & RS referral; Loss of privileges
Vandalism	Permanent and/or substantial damage or defacement of school property	Lunch detention; restitution as appropriate; report to police if within code for Bias crime; HIB as per code; parent notification	Central detention; restitution as appropriate; report to police if within code for Bias crime; HIB as per code; parent notification	Central detention; other loss of privileges; restitution as appropriate; report to police if within code for Bias crime; HIB as per code; parent notification	ISS; other loss of privileges; restitution as appropriate; report to police if within code for Bias crime; HIB as per code; parent notification; I & RS referral
Falsifying Alarms	Fire Alarm or Safety and Security Response Procedure	Central detention; parent notification; police notification as appropriate	ISS; parent conf; police notification as appropriate	ISS; parent conf; other loss of privileges; police notification as appropriate	ISS; parent conf; other loss of privileges; I & RS referral; police notification as appropriate
Arson / Exploding Devices	Setting a fire, explosive device (ie: fireworks), etc.	ISS; parent conf; police notification as appropriate	ISS; parent conf; other loss of privileges; police notification as appropriate	ISS; parent conf; other loss of privileges; I & RS referral; police notification as appropriate	ISS; parent conf; other loss of privileges; I & RS referral; police notification as appropriate
Theft / Damage / Defacement	Taking, damaging, or defacing non-school property willfully or by improper care. This is inclusive of marking or writing on another student's person, including but not limited to their body, clothing, or belongings.	1:1 conf w/ Admin; parent notification; restitution and police notification as appropriate	Lunch detention; parent conf; restitution and police notification as appropriate	Central detention; parent conf; restitution and police notification as appropriate	Loss of privileges and/or additional consequences may be imposed; parent conference; I & RS referral; restitution and police notification as appropriate.

Student actions and behaviors that may be considered any of the following will be dealt with by Administrative Interventions and discipline in concert with BOE Policy and Regulations:

- Dating violence
- Possession of weapons/firearms/ or items that could be used as a weapon
- Appearing under the influence the influence of illegal substances (alcohol, tobacco, vapes, controlled dangerous substances)
- Being in possession of illegal substances (alcohol, tobacco, vapes, controlled dangerous substances)
- Intent to distribute illegal substances (alcohol, tobacco, vapes, controlled dangerous substances)
- Sexual Harassment
- Hazing

Rumson Board of Education Policy & Regulations: 5519,5530,5613,5751,5533,5541,8467

Revised: 8-27-25