**CODE OF CONDUCT**

**REPORTING VIOLATIONS**

 Because the district’s goal is for making school a community free of violence, intimidation, bullying, harassment, and discrimination, all students are expected to promptly report violations of the code of conduct to a teacher, guidance counselor, the Building Principal or designee. Any student observing a student possessing a weapon, alcohol or illegal substance on school property or at a school function is expected to report this information immediately to a teacher, the Principal, the Principal’s designee or the Superintendent of Schools.

 Students are prohibited from knowingly making false statements or knowingly submitting false information to school staff during a disciplinary process.

 All district staff who are authorized to impose disciplinary consequences are expected to do so in a prompt, fair, consistent, and lawful manner. District staff who are not authorized to impose disciplinary consequences are expected to promptly report violations of the code of conduct to their supervisor, who will in turn impose an appropriate disciplinary consequence if so authorized, or refer the matter to a staff member who is authorized to impose an appropriate consequence.

 Any weapon, alcohol or illegal substance found will be confiscated immediately, if possible, followed by notification to the parent/guardian of the student involved and the appropriate disciplinary consequences, which may include permanent suspension and referral for prosecution.

 The Principal or designee must notify the appropriate local law enforcement agency of those code violations that constitute a crime and substantially affect the order or security of a school as soon as practical.

Adopted: