

Berkshire Union Free School District and Berkshire Farm Center and Services for Youth Code of Conduct and Restorative Justice Process 2013 – 2014

**The Code of Conduct applies to all activities whether on campus or on off ground school or agency events.
The Code of Conduct applies to all students, staff, visitors, and people associated with the Berkshire Union Free School District and/or Berkshire Farm Center and Services for Youth**

<i>Incident Category</i>	<i>Definition(s)</i>	<i>Consequence Choice(s)</i>
30.1) Assault with Physical Injury (v4, v7)	Intentionally, plan-fully, or recklessly causing physical injury to another person. Physical injury means impairment of physical condition or substantial pain.	30 Day ITL and/or 1-5 Day OSS and/or Law Enforcement Referral and/or Superintendent's Hearing
30.2) Group Assault (v16)	Four or more persons simultaneously engaging in violent conduct and thereby intentionally or recklessly causing or creating a risk of physical injury.	
30.3) Interfering with a Crisis and or Failure to Transition During a Crisis	Interfering with a restraint. Failure to immediately evacuate the scene and go to a predetermined location (e.g. their respective bedrooms while in the cottage, line up in the hall of the school, move at least 30 feet from the event when out of doors, etc.) Or failure to refrain from inciting the situation in any way (i.e. refrain from inflammatory or encouraging comments/gestures)	
30.4) Arson (v5)	Any planned act to ignite a fire or explosion	
30.5) Robbery (v3)	Forcible stealing of property using threatening immediate physical force.	
30.6) Drug /Alcohol Possession Use or Sale (v18, v19)	Illegally using, possessing or being under the influence of a controlled substance or marijuana, on school property, with or without a weapon, including having such substance on a person or in a locker, vehicle, or other personal space; selling or distributing a controlled substance or marijuana, on school property.	
30.7) Inappropriate Sexual Conduct (v2)	Conduct that involves physical contact with another person. It includes but is not limited to, the following conduct: touching or grabbing another student or staff on a part of the body that is generally regarded as private, such as buttocks, breast, genitalia, etc., rubbing against another person in a sexual or proactive manner, a student first rubbing his/her own genitalia and then touching another persons body.	
30.8) Weapons Possession (v17)	Possession of an object, which can be used to inflict injury and is not being used as part of an instructional program under the supervision of a teacher or other school personnel as authorized by school officials. Possession includes bringing a weapon to or possessing a weapon at school.	
30.9) AWOL	Youth leaves campus property or whereabouts is unknown for over 60 minutes.	
30.10) Proactive Assault	Planned acts towards another or others with the intent to initiate physical contact. This includes witness tampering, planners, distractors, lookouts, and or any form of participation in the act.	

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15.1) Intimidation, Harassment, Menacing, Verbal Coercion or Bullying Behavior (v10)	Threatening, stalking, or seeking to coerce or compel a person to do something; intentionally placing or attempting to place another person in fear of imminent physical injury; or engaging in verbal or physical conduct that threatens another with harm, including intimidation through the use of epithets or slurs involving race, ethnicity, national origin, religion, religious practices, gender, sexual orientation, age, weight, or disability that substantially disrupts the educational process. Planned acts toward members of a particular “group” (e.g. members of a particular cottage, ethnic/racial background, locality, gang, intimidation to prevent an action (e.g. “witness tampering”)	15 Day ITL and/or 1-5 Day OSS and/or Law Enforcement Referral and/or Superintendent’s Hearing and/or Restitution if Applicable
15.2) Reckless Endangerment (v8)	Subjecting individuals to danger by recklessly engaging in conduct that creates a grave risk of death or serious physical injury, but no actual physical injury. This includes intentionally subjecting another person to bodily fluids.	
15.3) False Alarm/Bomb Threat (v14, v15)	Causing a fire alarm or other disaster alarm to be activated by either falsely reporting or activating a fire alarm or other type of disaster alarm. A telephoned, written, verbal or electronic message that a bomb, explosive, chemical, or biological weapon has been or will be placed on school property, with or without a weapon.	
15.4) Criminal Mischief (v12)	Intentional or reckless damaging of the property of the School/Agency or of another person, including, but not limited to vandalism and the defacing of property with graffiti. (Over \$50)	
15.5) Burglary/ Larceny (v11, v13)	Unlawful taking and carrying away of personal property with intent to deprive the rightful owner of property permanently or unlawfully withholding property from another. (Over \$50)	
15.8) Smoking	Using or evidence of tobacco product use as well as any tobacco related products and or possession of tobacco products.	
7.1) Property Destruction (under \$50)	Destruction or causing damage to any school, agency, or personal property.	7 Day ITL and/or 1 Day OSS and/or Restitution if Applicable
7.2) Contraband	Items that can be used for self-mutilation or tattoos including but not limited to sharps pins, glass, tacks, scissors, anything used for self-mutilation or tattoos, lighters. Dangerous household items. Pornographic items. Gang recruiting materials, repeated possession of minor contraband. Possession of over \$10.	
7.3) Minor Altercation with physical injury (v9)	Involving physical contact and no physical injury, with or without a weapon. Striking, shoving, or kicking another person or subjecting another person to unwanted physical contact with intent to injure, alarm or seriously annoy another person, but no physical injury results. Altercation immediately ends upon staff intervention.	

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3.2) Out of Program	Student leaves designated program for more than 9 minutes or leaves school building or cottage.	3 Day ITL and/or 1 Day OSS
1.1) Leaving Program without Permission	Youth leaves area without permission, whereabouts may be ascertained and adheres to staffs directives to reengage in program within 9 minutes	1 Day ITL and confiscation of electronic device is applicable
1.2) Contraband (Minor)	0-\$5, gum, pornography, permanent markers, any other prohibited items. Non-contract electronics	
1.3) Electronic Devices	Possessing or using electronic device in school building	
1.4) Non-Compliance	Refusing to adhere to staff directives and/or respond to staff directions. Not following rules and procedures.	1 Day ITL for each offense
1.5) Program Refusal	Refusing particular parts of program, (specific class, gym, lunch) this would be for school, for cottage would be medications, psychiatry testing, recreation, and meeting with clinicians.	
1.6) Disrespectful Behavior	Disrespectful behavior to fellow peer(s) and or staff.	

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Incident Category* | *Definition(s)* | *Consequence Choice(s)

Restorative Justice Process – Students are eligible to earn one privilege back daily if they earn enough points in the school and cottage.

Activity	Description	ITL Reduction
LSI	Life Space Interview provides an opportunity for youth to process a critical incident with a staff member. There are three activities that can be used in lieu of the traditional LSI. By choosing to complete a timeline, a story board, or a flow chart, students will be given the opportunity to use their literary and artistic talents to process difficult situations.	1 Days
Social Skill Development	Students are given the option to choose from several “Why Try Activities” or similar activities that target the skill needed to choose more appropriate social skills when faced with similar situations in the future.	2 Days
Decision-Making Activity	Students are given the option to choose from several “Why Try Activities” or similar activities that target the skill needed to choose healthier decisions when faced with similar situations in the future	3 Days
Process with Treatment Team Member	Reviewing an incident with a staff member that the student has developed a good rapport with to discuss their actions, staff or other person’s point of view and to discuss alternative actions to better deal with future situations	2 Days
Conference	A meeting held with a team of adults when there are multiple students involved in an incident to address how to take responsibility for actions and develop a plan to safely move forward	2 Days
Restorative Action	An activity that a student participates in that directly makes amends for their destructive actions while they were in a crisis. (Cleaning up a classroom that they trashed)	2 Days
Community Service	Time spent volunteering to do work to earn days credit off the time a student’s ITL time	1 Day/Hr up to 4 Hr

I have read and understand the Berkshire Unified Code of Conduct and all of my questions have been answered. I agree to abide by the Berkshire Unified Code of Conduct

Student Signature: _____ Date: _____ Name: _____ Reviewer Signature: _____