

# Seattle Public Schools

## The Basic Rules of Seattle Public Schools 2017 - 2018



SEATTLE PUBLIC SCHOOLS

### Positive Beliefs, Positive Relationships, Positive Learning, and Positive Partnerships in Seattle Public Schools

Meaningful learning occurs in environments that are safe, positive, consistent, and predictable. When the principles of cultural intelligence, safety, respect, honesty, accountability, and equity are exhibited throughout a system, trusting relationships result and excellence for each and every student can be achieved.

Seattle Public Schools is committed to furthering cultural intelligence that respects and values the diversity across the District in schools and in classrooms, and serves to guide decisions in promoting fair and equitable treatment for all.

A positive school climate is important in promoting a sense of belonging and supporting excellence for each and every student. Positive school climates include:

- A vision based on shared beliefs, values, rituals, and stories that grow as part of the culture.
- Collaborative relationships and respectful interactions between students, families, and staff.
- Fair and equitable treatment that respects and values all cultures.
- A physical environment that is welcoming, safe, and accessible to all.
- Regular assessment and review of school climate survey by students, families, staff, and stakeholders.

In addition to a positive school climate, we understand that students at times may be experiencing emotional and/or physical stressors. During these times, students are encouraged to share with a trusted adult at school, and staff are committed to supporting each student so that s/he is fully able to participate in the school day.

Sometimes additional counseling, support, and resources can be helpful. A number of community agencies offer assistance and information on health and human services available to King County residents. You can call 800-621-4636, 206-461-3610, or 211 for additional information.

Our Student Rights and Responsibilities sets forth the rules and regulations of Seattle Public Schools regarding student conduct. It is created in compliance with the requirements of State law and aligned with the Seattle Public Schools Strategic Plan. It references sections of the Washington Administrative Code (WAC) that govern use of corrective action (i.e., discipline, suspension, and expulsion) for any student by a school district.

The foundation of Seattle Public Schools' discipline policy is one of prevention, by establishing a positive school climate that includes shared behavioral expectations and a common language for talking about expected behavior that is inclusive of students, families, teachers, administrators, volunteers, and other staff. Discipline procedures and intervention strategies aim to reduce or eliminate loss of instructional time and out of school consequences for behavior. This document applies to all students and is designed to educate all members of the educational community as to the rules, regulations, and due process procedures. We encourage families to review the Student Rights and Responsibilities with their student. It describes our expectations at school as well as what students can expect from adults at school.

### Seattle Public Schools Commitments

Eliminating opportunity gaps and ensuring educational excellence for each and every student is the issue of our time.

#### Seattle Public Schools recognizes:

- There is racial disproportionality in disciplinary responses within the district;
- Each situation involving discipline can be complex with underlying factors that requires staff to understand the function of students' behaviors;
- Mitigating and aggravating factors should influence the disciplinary decision-making process; and
- There is an impact when using exclusionary practices.

#### Seattle Public Schools staff are committed to:

- Knowing, caring for, and establishing positive relationships with students;
- Supporting the whole child;
- Holding all students to high-expectations; and providing quality and effective instruction
- Teaching the development of positive social, emotional, and behavioral skills in students;
- Using a variety of ways to shape behavior once harm as occurred, instead of relying on exclusionary practices;
- Implementing a disciplinary response that would be the least disruptive to the student-school relationship, which also minimizes the loss of instructional time;
- Partnering with families, other staff, and community based organizations in the event that a disciplinary action has occurred; and
- Examining their own implicit bias, while working from a culturally responsive, trauma informed lens that utilizes verbal de-escalation skills in an effort to create conditions in our schools that allow students to be successful.

### Mission

Seattle Public Schools is committed to ensuring equitable access, closing the opportunity gaps, and excellence in education for every student.

### Vision

Every Seattle Public Schools student receives a high-quality, 21st century education and graduates prepared for college, career, and life.

### Equity and Compliance Policy:

Seattle Public Schools Seattle Public Schools ("SPS") provides Equal Educational Opportunities and Equal Employment Opportunities and does not discriminate in any programs or activities on the basis of sex; race; creed; color; religion; ancestry; national origin; age; economic status; sexual orientation, including gender expression or identity; pregnancy; marital status; physical appearance; the presence of any sensory, mental, or physical disability; honorably discharged veteran or military status; or the use of a trained dog guide or service animal. SPS provides equal access to the Boy Scouts and other designated youth groups. For students and members of the public, the following employees have been designated to handle questions and complaints of alleged discrimination against and can be reached by mail at or by phone or email as specified in the information below:

Seattle Public Schools  
MS 32-149  
PO Box 34165  
Seattle, WA 98124-1166

Or by phone or email as specified in the information below:

For sex discrimination concerns, including sexual harassment, contact:

Title IX Grievance Coordinator  
title.ix@seattleschools.org

For disability discrimination concerns contact:

ADA/Section 504 Grievance Coordinator,  
accessibility@seattleschools.org

For all other types of discrimination, contact:

Student Civil Rights Coordinator,  
oscr@seattleschools.org

For employee questions about or requests for disability related accommodations and/or complaints of alleged discrimination, including sexual harassment, contact:

Assistant Superintendent of Human Resources,  
Seattle Public Schools  
Mailstop 33-157  
PO Box 34165  
Seattle WA, 98124-1166

(206) 252-0024, or hreeoc@seattleschools.org

### SEATTLE SCHOOL BOARD

Stephan Blanford Betty Patu  
Rick Burke Sue Peters  
Jill Geary Scott Pinkham  
Leslie Harris

SUPERINTENDENT  
Dr. Larry Nyland



## School Responsibilities

School staff has a responsibility to:

- Create a safe and positive school climate;
- Know, care for, and establish positive relationships with students;
- Hold all students to high-expectations and provide quality and effective instruction;
- Model courteous and respectful treatment;
- Provide opportunities for student voice to be heard;
- Encourage family participation in the resolution of ongoing problems;
- Encourage the resolution of problems within the school setting;
- Reduce or eliminate the loss of instructional time and out of school consequences;
- Understand that the purpose of discipline is to support behavior change, not to punish; and
- Provide discipline that is intended to teach accountability and repair relationships.

## Student Rights

As a member of the school community, students have the right to:

- An orderly and safe classroom and school;
- A quality education with high expectations and appropriate support;
- Courteous and respectful treatment;
- Be listened to and have their voice heard;
- Have equitable access to classes, services, resources, and extra-curricular activities;
- Be known and cared for at school; and
- Receive reasonable consequences and given opportunity to learn from mistakes.

Additionally, as citizens, students have constitutional rights and schools cannot unduly infringe on those rights. Schools may, however, set reasonable limits on those rights in order to meet their obligation to educate.

- Freedom of speech
- Assembly
- Petition
- Press
- No unreasonable search and seizure
- Equal educational opportunity
- Religion

## Student Responsibilities

As a member of the school community, students should take personal responsibility to:

- Share with a trusted adult at the school when they are experiencing emotional and/or physical stressors for the purpose of obtaining resources or support;
- Advocate for their educational, cultural, social, and emotional needs;
- Engage in mutually respectful dialogue with staff and other students;
- Accept reasonable consequences when failing to meet behavioral expectations and use the opportunity to learn from their mistakes;
- Attend school regularly and be prepared for all classes;
- Contribute to a safe and positive school climate;
- Respect and be mindful of the rights of other people and groups;
- Understand and follow "The Basic Rules of Seattle Public Schools" and individual school rules;
- Dress appropriately for school in ways that will not cause safety or health problems;
- Identify themselves to and follow the instructions of school staff; and
- Respect the property of others and the school.

## What Happens If a Student Breaks a Rule?

Whenever you are accused of breaking a rule, you have the right to explain your side of the story to your teacher, support staff, or school leader before you are disciplined. Your family may also meet with school staff to help identify, problem solve, and to consider other disciplinary responses. However, if the offense is significant, you may be suspended or expelled.

A school leader may emergency expel you immediately, provided there is sufficient reason to believe that your presence is dangerous and/or it would cause substantial disruption within the school to have you present in classes, for activities, and at other related school events. If you are suspended, expelled, or emergency expelled you will receive the written Notice of Disciplinary Action (NDA) within 24 hours.

## Student Behavior

### (Formerly Code of Prohibited Conduct)

- Arson
- Assault
- Bullying, Intimidation, and Harassment
- Burglary
- Computer Trespass, Tampering, and Misuse
- Dangerous Weapons
- Disobedience
- Disruptive Conduct
- Distributing Alcoholic Beverages
- Distributing Illegal Drugs, Controlled Substances Prescription or Over-the-counter Drugs
- Distributing Marijuana
- Extortion, Blackmail, Coercion
- False Alarm
- False Reporting
- False Threats
- Fighting
- Fireworks, Explosives, Chemicals, and Incendiary Devices
- Firearm
- Gambling
- Gang/Hate Group Activity
- Graffiti
- Hazing
- Inappropriate Sexual Conduct
- Inappropriate Language
- Inappropriate Touching
- Interference with School Authorities
- Intimidation of School Authorities
- Lewd Conduct
- Malicious Harassment
- Malicious Property Damage
- Misrepresentation
- Misuse of Computers
- Physical Aggression
- Plagiarism
- Possessing Illegal Drugs, Controlled Substances, Prescription, or Over-the-counter Drugs
- Possessing or Using Alcoholic Beverages
- Possessing or using Marijuana
- Possession of Stolen Property
- Robbery
- Rule-breaking
- Selling Alcoholic Beverages
- Selling Illegal Drugs, Controlled Substances, Prescription, or Over-the-counter Drugs
- Selling Marijuana
- Sexual Assault
- Sexual Harassment
- Small Folding Knives
- Theft
- Threats of Violence
- Toy Guns and Toy Weapons
- Toys Used As Weapons
- Trespass
- Using or Possessing Tobacco Products
- Other Exceptional Misconduct

## Notice to Students and Parents Required by Federal Drug-Free Schools and Communities Act of 1989

Seattle Public Schools prohibits the unlawful possession, use, or distribution of illicit drugs and alcohol by students on school premises or as part of school activities. Compliance with this rule is mandatory. The possession and use of illegal drugs and the unlawful possession and use of alcohol are wrong and harmful to health and education. The District offers, or can assist in arranging access to, drug and alcohol counseling, rehabilitation, and re-entry programs. For further information, contact your school leader or counselor.



## What If You Think You Are Being Treated Unfairly?

If the school leader proposes a disciplinary response, and you think that is unfair or inappropriate, you have the right to appeal the imposed discipline. The various processes for appealing are contained in the Student Rights and Responsibilities handbook, which can be obtained from your school, from the *Student Discipline Office* at 206-252-0820, or on the Seattle Public Schools' website at [www.seattleschools.org](http://www.seattleschools.org).