

policy

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ELIGIBILITY OF RESIDENT / NONRESIDENT STUDENTS

The Board of Education establishes the following residency policy for determining eligibility to attend the schools of this District.

The Board shall provide tuition-free education for the benefit of children between the ages of five (5) and twenty-two (22) or three (3) and four (4) year olds with disabilities who are eligible and whose parents reside in the district and such others as may be eligible pursuant to State law and the policy of the Board.

The Board reserves the right to verify each student's residency and other conditions of eligibility for tuition-free education as well as the validity of the claim of any student to an education in the District.

Nonresident Eligibility for Tuition-Free Education

- A. A child, otherwise eligible for attendance, whose parent has signed a contract to buy or build a residence in this District and provides proper sworn statements explaining the situation shall be enrolled without payment of tuition for a period not to exceed ninety (90) days. Such child shall also be eligible to participate in interscholastic athletics, if released by formal action of the district of current residency and the OHSAA.
- B. Children of shared-parenting decrees if one (1) parent resides in the District. If the student resides in another school district but attends school in this District (where one (1) parent resides), it is the obligation of the parents to provide transportation for the student from the home of the nonresidential parent.
- C. A child under the age of eighteen (18) years of age who is married and resides in the District but the parent resides in another district.
- D. Students at least eighteen (18) but not over twenty-two (22) who support themselves, live apart from their parents, reside in the District, and have not successfully completed the District's high school program or their I.E.P.
- E. Students who are considered by Federal law to be illegal aliens or considered to be homeless by State-established criteria.

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- F. A child with a medical condition that may require emergency medical attention providing a parent is employed in the District and submits the proper certification required by the Board, including a medical statement from the child's physician.
- G. A child, living with a resident other than a parent and whose parent is in the armed services outside the State of Ohio, providing the child's parent submits the appropriate affidavit. The child may attend school in the District tuition-free for a period not to exceed twelve (12) months.
- H. A student who is living with a parent under the care of a shelter program for victims of domestic violence located in the District.
- I. A nonresident child who has been or is currently being placed for adoption with a resident of this district, unless the adoption has been terminated or another district is required to educate the child.

In accordance with State law, the Board may also approve continued attendance, on a nontuition basis, for the remainder of the school year of a child who becomes a nonresident at the time of a parent's death.

The Board shall not accept tuition students other than:

- A. students whose parents move out of the District during the last six (6) weeks of the school year, tuition paid by the parents;
- B. students residing in a licensed or State-approved home in the District under documents issued by a court or State agency, or authorized agent, tuition paid by the courts or government agency;
- C. nonresident special education students who have been placed in a District program upon application of another district, tuition paid by requesting school district.

The Board shall allow a nonresident child to enroll for a period not to exceed sixty (60) calendar days upon written certification from an attorney that an adult resident of the District has initiated legal proceedings for the custody of the child.

Tuition rates shall be determined as required by Ohio Statutes.

R.C. 3313.48, 3313.64, 3313.645, 3313.65, 3313.90, 3313.97
R.C. 3317.08, 3317.081, 3321.01(B), 3321.03, 3323.141
R.C. 3317.04, 3327.05(A)(B), 3327.06
A.C. U.S.C. 11421

ENTRANCE REQUIREMENTS

The Board of Education shall establish entrance age requirements for students which are consistent with statute and sound educational practice and which ensure the equitable treatment of all eligible children.

Kindergarten

Effective with the 2002-2003 school year, a child is eligible for entrance into kindergarten if s/he attains the age of five (5) on or before August 1st of the year in which s/he applies for entrance or on or before the first day of a term other than that beginning August.

The Board may admit to kindergarten such children as may be ineligible by reason of age but demonstrate the ability and need to undertake a program of education.

The Board will designate the necessary standards and testing programs required for such early admission.

The Board will admit to kindergarten any child who has not attained the entrance age requirement of this District, but who was properly enrolled in an approved public or private school kindergarten before transferring to this District.

First Grade

A child is eligible for entrance into first grade if s/he attains the age of six (6) on or before September 30th of the year in which s/he applies for entrance and has completed the kindergarten program of this District or an equivalent program elsewhere and has been recommended by the teacher for advancement to the first grade. This requirement may only be waived if a request is made and approved by the District's Pupil Services Committee.

The Superintendent shall require each child who registers for entrance to school provide the information called for in the District's administrative guidelines.

The Superintendent shall also ensure that each child entering the District's kindergarten or first grade program for the first time has been properly screened for any medical or health problems as well as those related to hearing, vision, speech and communications.

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INTER-DISTRICT OPEN ENROLLMENT

The Board of Education shall not allow students from adjacent school districts to enroll in programs of this District on a nontuition basis or under an open-enrollment plan.

R.C. 3313.98

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INTRA-DISTRICT OPEN ENROLLMENT

The Board of Education shall permit any eligible student in the District to apply for enrollment in any District program or school, providing the student's application meets the requirements of the State and the conditions established in District guidelines.

R.C. 3313.97(C)

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FOREIGN EXCHANGE STUDENTS

The Board of Education recognizes the positive cultural benefits to the students, staff, and the community in meeting students from other countries and in having foreign students as members of the student body of this District.

The Board will permit from recognized and approved student exchange programs the admission of exchange students who are residing in this District on a nontuition basis.

The recognition of programs for these exchange students as well as the limitations as to the number of students from these programs shall be determined by the Superintendent.

The Superintendent shall prepare administrative guidelines to ensure that these programs function effectively.

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ASSIGNMENT WITHIN DISTRICT

The Board of Education directs that the assignment of students to schools within this District be consistent with the best interests of students and the best use of the resources of this District.

The Board shall determine periodically the school attendance areas of the District and shall expect the students within each area to attend the school so designated.

The Superintendent shall periodically review existing attendance areas and recommend to the Board such changes as may be justified by a racially and educationally sound balance of student populations.

No assignment to schools or attendance schedules shall discriminate against students on the basis of gender, race, religion, disability, or national origin.

R.C. 3313.48, 3313.49, 3319.01

WITHDRAWAL FROM SCHOOL

The Board of Education affirms that, while statute requires attendance of each student until eighteen (18) years of age, it is in the best interests of both students and the community that they complete the educational program that will equip them with skills and increase their chances for a successful and fulfilling life beyond the schools.

The Board directs that whenever a student wishes to withdraw, effort should be made to determine the underlying reason for such action and the resources of the District should be used to assist the student in reaching his/her career goals. No student under the age of eighteen (18) will be permitted to withdraw in compliance of State law.

Whenever a student under the age of eighteen (18), withdraws from school without moving out of State, transferring to another approved school, being granted an age and schooling certificate, or enrolling in and attending an approved program, the Superintendent shall notify the Registrar of Motor Vehicles and the Judge of the Juvenile Court.

Such notification is to be given within two (2) weeks after the Superintendent confirms the student is not properly enrolled in and attending another approved school or program or has moved out of State.

The Superintendent shall ensure, through administrative guidelines, that proper procedures are established so that such notification complies with the provisions of R.C. 3321.13 (B)(1).

The Superintendent shall develop administrative guidelines for withdrawal.

R.C. 3321.13
A.C. 3301-41-01, 3301-43-01, 3301-35-03 (F)

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STUDENT TRANSFERS

The Board of Education recognizes the value to a student to participate in the interscholastic athletic program providing it does not interfere with his/her academic program and s/he meets all of the requirements of the Ohio High School Athletic Association.

The Board may send the necessary release to the Commissioner of the OHSAA for a student who has transferred to another district but resides in this District, providing the student meets all other eligibility requirements.

The Board, however, does not condone a student transferring to another district, while still residing in this District, for the express purpose of participating in the other district's athletic program. Therefore it will not take the necessary formal action to release the student from the district.

R.C. 3313.20

Handbook of the Ohio High School Athletic Association, Bylaw 4, Section 7, Rule 8

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ATTENDANCE

The educational program offered by this District is predicated upon the presence of the student and requires continuity of instruction and classroom participation. Attendance shall be required of all students enrolled in the schools during the days and hours that the school is in session or during the attendance sessions to which she/he has been assigned.

In accordance with statute, the Superintendent shall require, from the parent of each student or from an adult student who has been absent from school or from class for any reason, a statement of the cause for such absence. The Board of Education reserves the right to verify such statements and to investigate the cause of each single absence and prolonged absence.

Repeated infractions of Board policy on attendance may result in suspension or expulsion.

The Board considers the following factors to be reasonable excuses for time missed at school:

- A. Illness
- B. recovery from accident
- C. required court attendance
- D. death in family
- E. observation or celebration of a bona fide religious holiday
- F. such good cause as may be acceptable to the Superintendent

Attendance need not always be within the school facilities, but a student will be considered to be in attendance if present at any place where school is in session by authority of the Board.

The Board shall consider each student assigned to a program of other guided learning experiences to be in regular attendance for the program provided that she/he reports to such staff member she/he is assigned for guidance at the place in which she/he is conducting study, and regularly demonstrates progress toward the objectives of the course of study.

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Whenever any student under the age of eighteen (18) has ten (10) consecutive days or a total of fifteen (15) days of unexcused absence from school during any semester, the Board authorizes the Superintendent to inform the student and his/her parents of the truancy record and the District's intent to notify the Registrar of Motor Vehicles and the Judge of the Juvenile Court of the student's excessive truancy.

The Superintendent is authorized to establish an education program for parents of truant students which is designed to encourage parents to ensure that their children attend school regularly.

The Superintendent shall develop administrative guidelines that:

- A. ensure proper procedures are established so the student and his/her parents are provided the opportunity to challenge the attendance record prior to notification and that such notification complies with R.C. 3321.13 (B)(2);
- B. ensure a school session which is in conformity with the requirements of the rules of the State Board;
- C. govern the keeping of attendance records in accordance with the rules of the State Board;
- D. identify the habitual truant, investigate the cause(s) of his/her behavior, and consider modification of his/her educational program to meet particular needs and interests;
- E. ensure that students who are absent have an opportunity to make-up work they missed and receive credit for the work, if completed;
- F. ensure that any student who, due to specifically identifiable physical or mental impairment, exceeds or may exceed the District's limit on excused absence is referred for evaluation for eligibility either under the Individuals with Disabilities Education Act (IDEA) or Section 504 of the Rehabilitation Act of 1973 or other appropriate accommodation.

R.C. 3321.01 et seq., 3321.13(B)(2), 3321.19, 3321.38, 3331.05

A.C. 3301-35-03(G), 3301-47-01, 3301-51-13

Revised 11-9-06

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MISSING AND ABSENT CHILDREN

It is the interest of this Board of Education to cooperate with local, State, and National efforts to decrease the number of missing children.

The Superintendent is instructed to promulgate administrative guidelines which consider admittance of a student lacking records into the school followed by notification of the police rather than refusing entrance and notification of authorities. Such a procedure may reduce the risk of removal of the student from the area.

R.C. 109.65, 2901.30, 3301.076, 3313.205, 3313.672, 3313.96, 3319.321, 3319.322

The Superintendent is authorized to establish an educational program for parents of truant students which is designed to encourage parents to ensure that their children attend school regularly.

The Superintendent shall develop administrative guidelines that:

- A. ensure proper procedures are established so the student and his/her parents are provided the opportunity to challenge the attendance record prior to notification and that such notification complies with R.C. 3321.13 (B)(2);
- B. ensure a school session which is in conformity with the requirements of the rules of the State Board;
- C. govern the keeping of attendance records in accordance with the rules of the State Board;
- D. identify the habitual truant, investigate the cause(s) of his/her behavior, and consider modification of his/her educational program to meet particular needs and interests;
- E. ensure that students who are absent have an opportunity to make up work they missed and receive credit for the work, if completed;
- F. ensure that any student who, due to a specifically identifiable physical or mental impairment, exceeds or may exceed the District's limit on excused absence is referred for evaluation for eligibility either under the Individuals with Disabilities Education Act (IDEA) or Section 504 of the Rehabilitation Act of 1973, or other appropriate accommodation.

Such guidelines should provide that a student's grade in any course is based on his/her performance in the instructional setting and is not reduced for reasons of conduct. If a student violates the attendance or other rules of the school, s/he should be disciplined appropriately for the misconduct, but his/her grades should be based upon what the student can demonstrate s/he has learned.

R.C. 3321.01 et seq., 3321.13(B)(2), 3321.19, 3321.38, 3331.05
A.C. 3301-35-03(G), 3301-47-01, 3301-51-13

EARLY DISMISSAL AND LATE ARRIVAL

It is necessary that a student be in attendance throughout the school day in order to benefit fully from the educational program of the District.

The Board of Education recognizes, however, that from time-to-time compelling circumstances require that a student be late to school or dismissed before the end of the school day.

As agent responsible for the education of the children of this District, the Board shall require that the school be notified in advance of such absences by written or personal request of the student's parent, which shall state the reason for the tardiness or early dismissal. Justifiable reasons shall be determined by the principal.

If one (1) parent has been awarded custody of the student by the courts, the parent of custody shall provide the school with a copy of the custody order and inform the school in writing of any limitations in the rights of the noncustodial parent. Absent such notice, the school will presume that the student may be released into the care of either parent.

No student who has a medical disability which may be incapacitating may be released without a person to accompany him/her.

No student shall be released to anyone who is not authorized such custody by the parents.

R.C. 3313.20 3313.64

PUPIL HEALTH AND SAFETY

Pupil health and safety shall be safeguarded by an organized program of school health services and by the close supervision of students in all school buildings and on all school grounds. The program shall include:

- A. Maintenance of a safe school environment. The building principal shall be responsible for periodically inspecting the physical condition of all buildings and grounds.
- B. Observation of safe practices on the part of school personnel and students, particularly in those areas of instruction or extracurricular activities which offer special hazards.
- C. Careful supervision of all classrooms, noon recess, extracurricular and other activities, and other facilities when scheduled for pupil use.
- D. Compliance with all immunization requirements contained in O.R.C. 3313.67.
- E. Compliance with the emergency medical authorization requirements contained in O.R.C. 3313.712.
- F. Development of procedures for emergency situations including fire drills, rapid dismissals, and tornado drills in accordance with O.R.C. 3737.73.
- G. Records of monthly fire drills, rapid dismissals, and tornado drills.
- H. Posting of emergency procedures in classrooms and posting of emergency telephone numbers by each telephone.
- I. Provision of first aid facilities and materials.
- J. Offering safety education to pupils wherever germane to particular subjects such as laboratory courses in science, shop courses, and health and physical education.
- K. Screening procedures to identify pupils with vision and hearing problems and a program of health counseling, referral, and follow-up.

Each principal shall be responsible for the supervision of the safety program for his/her building, and the Superintendent or designee shall have overall responsibility for the safety program of the district. Safety rules and regulations pertinent to the above areas, as well as other areas in which student safety requires special attention or precautions, may be developed.

O.R.C.

HEALTH SERVICES

The Board of Education may require students of the District to submit to periodic health examinations to protect the school community from the spread of communicable disease and to ensure that each student's participation in health, safety, and physical education courses meets his/her individual needs.

The District may provide or require parents to provide:

- A. general health screenings for athletics;
- B. tests for communicable disease;
- C. vision and/or audiometric screening;
- D. scoliosis tests.

Any emergency medical authorization form providing information from the parent/guardian on how they wish the school to proceed in the event of a health emergency involving the student and a release for the school in case emergency action must be taken.

R.C. 2305.231, 3313.50, 3313.68 et seq.
A.C. 3301-35-03 (D)

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IMMUNIZATION

In order to safeguard the school community from the spread of certain communicable diseases and in recognition that prevention is a means of combatting the spread of disease, the Board of Education requires all students to be immunized against poliomyelitis, measles, diphtheria, rubella (German measles), pertussis, tetanus, mumps, and others legally designated in accordance with State statutes, unless specifically exempt for medical or other reasons. This policy pertains to both students who currently attend school in the District and those eligible to attend.

The Superintendent may exempt a student from being immunized against either or both measles and mumps if the student presents a signed statement from a parent or physician indicating s/he has had measles or mumps and does not need to be immunized. The student will be allowed to attend school only if a physician's statement indicates there is no danger of contagion.

The Superintendent may also exempt a student from immunization if a physician certifies in writing that immunization from a particular disease is medically contra-indicated.

A student may also be exempted from immunization if a parent or guardian objects for good cause, including religious conviction.

A student who has not completed immunization may not be admitted to school, except as is consistent with the law.

The Board believes that immunization is the primary responsibility of the parent(s). For those students who do not have ready access to private or public health services, immunizations shall be provided at public expense.

Any immunization program conducted by this District requires prior approval of the Board and can only extend to those immunizations provided for by statute and the guidelines of this Board.

R.C. 3313.67, 3313.671, 3313.671(B)

USE OF MEDICATIONS

The Board of Education shall not be responsible for the diagnosis and treatment of student illness. The administration of prescribed medication and/or medically-prescribed treatments to a student during school hours will be permitted only when failure to do so would jeopardize the health of the student, the student would not be able to attend school if the medication or treatment were not made available during school hours, or if the child is disabled and requires medication to benefit from his/her educational program.

For purposes of this policy, "medication" shall include all medicines including those prescribed by a physician and any nonprescribed (over-the-counter) drugs, preparations, and/or remedies. "Treatment" refers both to the manner in which a medication is administered and to health-care procedures which require special training, such as catheterization.

Before any medication or treatment may be administered to any student during school hours, the Board shall require the written prescription from the child's physician accompanied by the written authorization of the parent. This document shall be kept on file in the school office.

Only medication in its original container; labeled with the date, if a prescription; the student's name; and exact dosage will be administered. Parents, or students authorized in writing by physician and parents, may administer medication or treatment.

Students who may require administration of an emergency medication may have such medication, identified as aforementioned, stored in the school office and administered in accord with this policy.

All dental disease prevention programs, sponsored by the Ohio Department of Health and administered by school employees, parents, volunteers, employees of local health districts, or employees of the Ohio Department of Health, which utilize prescription drugs for the prevention of dental disease and which are conducted in accordance with the administrative guidelines of the Ohio Department of Health are exempt from all requirements of this policy.

The Superintendent shall prepare administrative guidelines to ensure the proper implementation of this policy.

R.C. 3313.711, 3313.712, 3313.713

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STUDENT ACCIDENTS

The Board of Education believes that school personnel have certain responsibilities in case of accidents which occur in school. Said responsibilities extend to the administration of first aid by persons trained to do so, summoning of medical assistance, notification of administrative personnel, notification of parents, and the filing of accident reports.

Employees should administer first aid within the limits of their knowledge of recommended practices. All employees should make an effort to increase their understanding of the proper steps to be taken in the event of an accident.

The Superintendent shall develop administrative guidelines to include the reporting of accidents, when appropriate.

R.C. 2305.23 (Good Samaritan), 3313.20

EMERGENCY MEDICAL AUTHORIZATION

The District will distribute annually to parents or guardians of all students the Emergency Medical Authorization Form. In the event emergency medical treatment for a student is necessary, the District will adhere to the instructions on the authorization form.

The Emergency Medical Authorization Form will be kept in a separate, easily accessible file in each school building during the school year.

Any time a student or a group of students is taken out of the District to participate in a school event, the staff in charge of the event must take the Emergency Medical Forms for those students. This includes, and is not limited to, students involved in music trips, athletic trips, field trips, and academic contests. This does not include student spectators at events.

Whenever it is necessary for staff members to use emergency procedures in order to care properly for a student, they are to follow the procedures described in the Superintendent's administrative guidelines and are not to abide by any "Do Not Resuscitate" (DNR) agreement that may exist for a student, unless ordered to do so by a court of law.

R.C. 3313.712

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STUDENT SUICIDE

The Board of Education recognizes that depression and self-destruction are problems of increasing severity among children and adolescents. A student who suffers the psychological disability of depression cannot benefit fully from the educational program of the schools, and a student who has attempted self-destruction poses a danger both to himself/herself and to other students.

The Board directs all school personnel to be alert to the student who exhibits signs of unusual depression or who threatens or attempts suicide. Any such signs or the report of such signs from another student or staff member should be taken with the utmost seriousness.

The Superintendent shall develop and implement administrative guidelines whereby members of the professional staff understand how to use an intervention procedure which includes the following:

Step 1 - Stabilization

Step 2 - Assessment of the Risk

Step 3 - Use of Appropriate Risk Procedure

Step 4 - Communication with Appropriate Parties

Step 5 - Follow-up

Throughout any intervention, it is essential that Board policies and District guidelines regarding confidentiality be observed at all times.

A.C. 5101:2-34/35
767 F 2d 651 (1985)

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PROMOTION, PLACEMENT, AND RETENTION

The promotion, retention, or placement of each student shall be treated as an individual case. The welfare of the student shall be the primary consideration.

Minimum achievement and competency standards shall be significant factors in determining promotion. Mental, physical, social, and emotional maturity shall be considered along with achievement in determining the promotion of the student.

Retention or placement of a student at grade levels K-8 will be recommended by an instructional team consisting of the teacher and principal and other appropriate personnel, e.g. supervisor, psychologist, counselor, parent. The passing or failing of a student in any subject is the primary responsibility of the teacher. The principal has the ultimate responsibility for retention or placement. In grades 9-12 shall be assigned as follows:

Grade 9	1st year of high school
Grade 10	2nd year of high school
Grade 11	3rd year of high school
Grade 12	4th year of high school with a minimum of eleven (11) credits earned

If a student in grades K-8 has not achieved the minimum standards necessary for promotion to the next grade level and if the instructional team does not believe that the student will benefit from retention, the student shall be placed into the next grade. Placement shall be explained to the parents and indicated on the report card and cumulative record.

R.C. 3313.647
A.C. 3301-35-02 (B) (5)

REPORTING STUDENT PROGRESS

The Board of Education believes that all students can learn. The philosophy of the Board concerning academic achievement and student's social growth and development is based on the premise that students have diverse capabilities and individual patterns of growth and learning.

It is important that teachers have as much as accurate knowledge of each student as possible in order to assess his/her needs, his/her own growth, and make instructional plans for him/her. Thus, a sharing of information among parent, teacher, and student is essential.

The Board believes that the cooperation of school and home is a vital ingredient to the growth and education of the whole child. It recognizes its responsibility to keep parents informed of student welfare and progress in school.

The Board directs the establishment of a system of reporting student progress which shall include written reports and parent conferences with teachers, and shall require all appropriate staff members to comply with such a system as part of their professional responsibility.

The Superintendent, in conjunction with appropriate staff members, shall develop procedures for reporting student progress to parents which:

- A. ensure that both student and parent receive ample warning of a pending grade of "failure" or one that would adversely affect the student's status;
- B. enable the scheduling of parent-teacher conferences at such times and in such places as will ensure the greatest degree of participation by parents;
- C. specify the issuance of report cards at intervals of not more than four (4) times annually;
- D. ensure a continual review and improvement of methods of reporting student progress to parents.

GRADING

The Board of Education recognizes its responsibility for providing a system of grading student achievement that can help the student, teachers, and parents judge properly how well the student is achieving the goals of the District's program.

The Board believes that the District's grading system should be a reliable system and one that ensures each student's grades signify accurately his/her degree of accomplishment of those expected learning outcomes which are to be stated for each program at every grade level, kindergarten through twelve.

The Board directs the Superintendent to develop procedures for grading whereby the professional staff:

- A. develops clear, consistent criteria and standards particularly when grades are based on subjective assessment;
- B. helps each student understand in each course or program what behavior and/or achievement is needed to earn each grade as well as what will produce a failing grade;
- C. provides frequent opportunities for each student to obtain information as to his/her progress toward the learning goals of his/her courses or programs;
- D. provides students the opportunity to assess both their own achievements and their areas of difficulty.

The grading system should not inhibit the professional staff member from learning the strengths and weaknesses of each student on an individual basis.

The grading system should be subject to continual review by staff, students, and parents. Revisions shall be made only when such changes will assure a clearer, more valid, or more reliable system of grading.

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CLASS RANK

The Board of Education acknowledges the usefulness of a system of computing grade point averages and class ranking for high school students, both to inform students of their relative academic placement among their peers and to provide students, prospective employers, and institutions of higher learning with a predictive device so that each student is more likely to be placed in an environment conducive to success.

The Board authorizes a system of class ranking, by grade point average, for students in grades 9-12.

The Superintendent shall develop procedures for the computation of grade point averages and the assignment of class rank to implement this policy which shall include a statement of the methods for such computation and assignment to be made available for those to whom a student's grade point average or rank in class is released and recognition of the heavier burden of certain work, classes, courses, etc.

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STUDENT RECOGNITION

The Board of Education values excellence and wishes to inculcate in students the desire to do their best in all things. It shall be the policy of this Board, therefore, to recognize outstanding accomplishment in curricular, co-curricular, and extra-curricular areas.

The Board authorizes the Superintendent to develop a plan for recognition of outstanding student achievement based on well-defined, consistent criteria and standards.

GRADUATION REQUIREMENTS

It shall be the policy of the Board of Education to acknowledge each student's successful completion of the instructional program appropriate to the achievement of District goals and objectives as well as personal proficiency by the awarding of a diploma at fitting graduation ceremonies.

The Board shall award a regular high school diploma to every student enrolled in this District who meets the requirements of graduation established by this Board or who properly completes the goals and objectives specified in their individualized education program (I.E.P.) including either the exemption from or the requirement to complete the State proficiency tests and the recommendation of the I.E.P. Team.

An honors diploma shall be awarded to any student who meets the Board-established requirements for graduation or requirements of an I.E.P.; attained the scores on the State proficiency tests designated by the State Board of Education; and meets any additional criteria the State Board may establish.

Commencement exercises will include only those students who have successfully completed all local and State requirements for graduation as certified by the high school principal. No student who has completed the requirements for graduation shall be denied a diploma as a disciplinary measure. A student may be denied participation in the ceremony of graduation when personal conduct so warrants.

The Board also shall grant a diploma of adult education to all District residents over the age of twenty-one (21) who meet the requirements established by the State Board of Education.

The Superintendent shall establish whatever administrative guidelines are necessary to ensure compliance with State rules and regulations.

R.C. 3313.61, 3313.611, 3313.647, 3323.08

R.C. 3301.07, 0710, 0711

A.C. 3301-35-02(B)(6)-(7), 3301-41-01, 3301-13-01 to 06.

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**CREDITS FROM STATE-CHARTERED, SPECIAL,
AND NONCHARTERED SCHOOLS**

In recognizing its responsibility to uphold the minimum educational standards of the State of Ohio, the Board of Education establishes the following policy and criteria regarding the acceptance of credits from nonpublic schools whether they be State-chartered, special, or nonchartered schools.

For credit or course-work to be accepted for courses taken in such schools, either a copy of the charter or other assurance of compliance with minimum requirements established by the State must be provided.

Recognition of credits or course-work shall be granted when the proper assurance and the student's transcript has been received. The District reserves the right to assess such transfer students in order to determine proper placement and to be assured the student can demonstrate the learnings which are prerequisite to a placement.

R.C. 3301.07, 3301.16, 3313.60
A.C. 3301-35, 3301-39

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**ACADEMIC ACCELERATION, EARLY ENTRANCE TO KINDERGARTEN,
AND EARLY HIGH SCHOOL GRADUATION**

In accordance with the belief that all children are entitled to an education commensurate with their particular needs, students who can exceed the grade-level indicators and benchmarks set forth in the standards must be afforded the opportunity and be encouraged to do so.

The (District) Board of Education believes that such students often require access to advanced curriculum in order to realize their potential contribution to themselves and society.

All children learn and experience success given time and opportunity, but the degree to which academic content standards are met and the time it takes to reach the standards will vary from student to student. The (District) Board of Education believes that all students, including advanced learners, should be challenged and supported to reach their full potential. For many advanced learners, this can best be achieved by affording them access to curriculum, learning environments, and instructional interventions more commonly provided to older peers.

This policy describes the process that shall be used for evaluating students for possible accelerated placement and identifying students, who should be granted early admission to kindergarten, accelerated in one or more individual subject areas, promoted to a higher grade level than their same-age peers, and granted early graduation from high school.

1) Referrals and Evaluation

a) Any student residing in the district may be referred by a teacher, administrator, gifted education specialist, guidance counselor, school psychologist, or a parent or legal guardian of the student to the principal of his or her school for evaluation for possible accelerated placement. A student may refer himself or herself or a peer through a district staff member who has knowledge of the referred child's abilities.

b) Copies of this policy and referral forms for evaluation for possible early entrance, whole-grade acceleration, individual subject acceleration, and early high school graduation shall be made available to district staff and parents at each school building. The principal of each school building (or his or her designee) shall solicit referrals of students for evaluation for possible accelerated placement annually, and ensure that all staff he or she supervises are aware of procedures for referring students for evaluation for possible accelerated placement.

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- c) The principal (or his or her designee) of the referred student's school shall obtain written permission from the student's parent(s) or legal guardian(s) to evaluate the student for possible accelerated placement. The district shall evaluate all students who are referred for evaluation and whose parent(s) or legal guardian(s) have granted permission to evaluate the student for possible accelerated placement.
- d) Children who are referred for evaluation for possible accelerated placement sixty or more days prior to the start of the school year shall be evaluated in advance of the start of the school year so that the child may be placed in the accelerated placement on the first day of school. Children who are referred for possible accelerated placement sixty or more days prior to the start of the second semester shall be evaluated for possible accelerated placement at the start of the second semester. In all other cases, evaluations of a referred child shall be scheduled at the student's principal's discretion and placed in the accelerated setting(s) at the time recommended by the acceleration evaluation committee – if the committee determines the child should be accelerated. Pursuant to Ohio Administrative Code 3321.01, all children who will be the proper age for entrance to kindergarten or first grade by the first day of January of the school year for which admission is requested shall be evaluated upon the request of the child's parent or legal guardian. Children who will not yet be the proper age for entrance to kindergarten or first grade by the first day of January of the school year for which admission is requested shall also be evaluated for possible early admittance if referred by an educator within the district, a pre-school educator who knows the child, or pediatrician or psychologist who knows the child. Children who will not yet be the proper age for entrance to kindergarten or first grade by the first day of January of the school year for which admission is requested may also be evaluated for possible early admittance at the discretion of the principal of the school to which the student may be admitted.
- e) A parent or legal guardian of the evaluated student shall be notified in writing of the outcome of the evaluation process within 45 days of the submission of the referral to the referred student's principal. This notification shall include instructions for appealing the outcome of the evaluation process.
- f) A parent or legal guardian of the referred student may appeal in writing the decision of the evaluation committee to the local Superintendent within thirty days of being notified of the committee's decision. The Superintendent shall review the appeal and notify the parent or legal guardian who filed the appeal of his or her final decision within thirty days for receiving the appeal. The Superintendent's decision shall be final. However, the student may be referred and evaluated again at the next available opportunity if he or she is again referred for evaluation by an individual eligible to make referrals as described in this policy.

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2) Acceleration Evaluation Committee

g) Composition

- (1) The referred student's principal (or his or her designee) shall convene an evaluation committee to determine the most appropriate available learning environment for the referred student. This committee shall be comprised of the following:
 - (a) A principal or assistant principal from the child's current school;
 - (b) A current teacher of the referred student (with the exception of students referred for possible early admission to kindergarten);
 - (c) A teacher at the grade level to which the student may be accelerated (with the exception of students referred for possible early graduation from high school);
 - (d) A parent or legal guardian of the referred student or a representative designated by a parent or legal guardian of the referred student;
 - (e) A gifted education coordinator or gifted intervention specialist. If a gifted coordinator or gifted intervention specialist is not available in the district, a school psychologist or guidance counselor with expertise in the appropriate use of academic acceleration may be substituted.
- (2) The acceleration evaluation committee shall be charged with the following responsibilities:
 - (a) The acceleration evaluation committee shall conduct a fair and thorough evaluation of the student.
 - (i) Students considered for whole-grade acceleration and early entrance to kindergarten shall be evaluated using an acceleration assessment process approved by the Ohio Department of Education. The committee shall consider the student's own thoughts on possible accelerated placement in its deliberations.
 - (ii) Students considered for individual subject acceleration shall be evaluated using a variety of data sources, including measures of achievement based on state academic content standards (in subjects for which the state had approved content standards) and consideration of the student's maturity and desire for accelerated placement. The committee shall consider the student's own thoughts on possible accelerated placement in its deliberations.

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- (iii) Students referred for possible early high school graduation shall be evaluated based on past academic performance, measures of achievement based on state academic content standards, and successful completion of state mandated graduation requirements. The committee shall consider the student's own thoughts on possible accelerated placement in its deliberations.
- (b) The acceleration evaluation committee shall issue a written decision to the principal and the student's parent or legal guardian based on the outcome of the evaluation process. If a consensus recommendation cannot be reached by the committee, a decision regarding whether or not to accelerate the student will be determined by a majority vote of the committee membership.
- (c) The acceleration evaluation committee shall develop a written acceleration plan for students who will be admitted early to kindergarten, whole-grade accelerated, or accelerated in one or more individual subject areas. The parent(s) or legal guardian(s) of the student shall be provided with a copy of the written acceleration plan. The written acceleration plan shall specify:
 - (i) placement of the student in an accelerated setting;
 - (ii) strategies to support a successful transition to the accelerated setting;
 - (iii) requirements and procedures for earning high school credit prior to entering high school (if applicable); and
 - (iv) an appropriate transition period for accelerated placement for early entrants to kindergarten, grade-level accelerated students, and students accelerated in individual content areas.
- (d) For students the acceleration evaluation committee recommends for early high school graduation, the committee shall develop a written acceleration plan, designed to allow the student to complete graduation requirements on an accelerate basis. This may include the provision of educational options in accordance with Ohio Administrative Code 3301-35-06(G), waiving district prerequisite requirements for enrolling in advanced courses, waiving district graduation requirements that exceed those required by the state and early promotion to sophomore (or higher) status to allow the student to take the Ohio Graduation Test.
- (e) The acceleration evaluation committee shall designate a school staff member to ensure successful implementation of the written acceleration plan and to monitor the adjustment of the student to the accelerated setting.

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- (g) The acceleration evaluation committee shall designate a school staff member to ensure successful implementation of the written acceleration plan and to monitor the adjustment of the student to the accelerated setting.

3) Accelerated Placement

- a) The acceleration evaluation committee shall specify an appropriate transition period for accelerated placement for early entrants to kindergarten, grade-level accelerated students, and students accelerated in individual subject areas.
 - i) At any time during the transition period, a parent or legal guardian of the student may request in writing that the student be withdrawn from accelerated placement. In such cases, the principal shall remove the student without repercussions from the accelerated placement.
 - ii) At any time during the transition period, a parent or legal guardian of the student may request in writing an alternative accelerated placement. In such cases, the principals shall direct the acceleration committee to consider other accelerative options and issue a decision within 30 days of receiving the request from the parent or legal guardian. If the student will be placed in an accelerated setting different from that initially recommended by the acceleration evaluation committee, the student's written acceleration plan shall be revised accordingly, and a new transition period shall be specified.
- (b) At the end of the transition period, the accelerated placement shall become permanent. The student's records shall be modified accordingly, and the acceleration implementation plan shall become part of the student's permanent record to facilitate continuous progress through the curriculum.

Adopted: September 25, 2006

STUDENT CONDUCT

Preamble

The Bedford Board of Education recognizes the right of each student to receive an education. The Board further recognizes that the primary responsibility of the Bedford City School District and its professional staff is to provide all students equal educational opportunities and equal consideration under the rules and regulations governing student behavior. These opportunities provide experience which assist each student in becoming a responsible individual capable of fulfilling his role as a citizen.

It is the responsibility of each student, parent, and citizen to understand that the school is a community governed by rules and regulations. The major purpose of these is not to punitive control; rather, it is protection of the rights of those who wish to make full use of their educational opportunities.

Those individuals enjoying the rights of education must accept the responsibilities of good citizenship. Students may forfeit their right to educational opportunities when their conduct is such that it disrupts the educational process, deprives others of their rights, or violates the law. The Board acknowledges that deprivation of right may only occur with just cause and by due process of law.

A Partnership of Responsibility for Behavior of Students

The home and the school—working together—share a common responsibility. Through mutual respect and cooperation, pupils, parents, and educators can design better educational opportunities and learning environment for the students of our community. Cooperation is much more effective when everyone understands his responsibility.

- A. The Board of Education has the responsibility to:
1. set forth reasonable rules and to assure that they be enforced;
 2. continue an appropriate educational environment conducive to learning;
 3. provide for the safety of the school population;
 4. protect the rights of all students.

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B. Students have the responsibility to:

1. respect the rights and inherent dignity of fellow students, teachers, principals, and authorities;
2. obey school rules and respect school property;
3. be prompt and regular in attendance at school and classes;
4. be prepared for school;
5. contribute to the development, implementation and enforcement of school rules;
6. strive to learn self-discipline.

C. Parents have the responsibility to:

1. teach their children respect for students, teachers, principals, authorities, laws, and property;
2. assure prompt and regular attendance at school for their children;
3. understand and explain the rules of the school to their children, and cooperate and assist the school in the implementation of these rules;
4. respond to communications from the school when applicable.

D. Teachers have the responsibility to:

1. respect the rights and the inherent dignity of students, parents, school employees and all other individuals;
2. discuss and refer to appropriate personnel, those problems requiring specialized attention and accept responsibility for sharing in planning a program to help the students;
3. establish, explain, maintain, obey, and enforce classroom and school rules consistent with Board of Education policy;
4. maintain open lines of communication between school, students and parents;

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5. be prepared for class.
- E. Principals have the responsibility to:
 1. respect the rights and inherent dignity of students, parents, school employees and all other individuals;
 2. discuss and refer to appropriate personnel those problems requiring specialized attention and accept the responsibility for sharing in planning a program to help the students and teachers;
 3. exercise and/or properly delegate all authority vested by the Board of Education and law;
 4. establish, explain, maintain, obey and enforce school rules consistent with Board of Education policy;
 5. provide for a regular evaluation of school rules and regulations.

Methods for Maintaining Good Behavior

The Bedford Board of Education believes that adults have the responsibility to provide youth with positive direction and to assist them in their social development and growth. It is the responsibility of teachers, administrators, school personnel and parents to aid individual students in the development of values, good judgment and self-direction in performance and conduct.

To accomplish this, certain methods of maintaining, correcting and improving behavior are suggested. These methods include but are not limited to:

- A. providing an interesting, pertinent and challenging instructional program in the class room;
- B. making every effort to keep lines of communication open between students, parents, and school;
- C. praising and encouraging students and showing respect for them as individuals;
- D. providing group counseling (e.g., value clarification, reality therapy);
- E. dealing with all student infractions in a consistent, fair and impartial manner;

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- F. recognition of appropriate behavior (e.g. awarding of privileges);
- G. maintaining a well organized, courteous environment which provides the student with limits and controls;
- H. participating in special programs designed to instruct (e.g., use of outside resources—Reach-out, Operation Success, special programs on smoking, drugs, etc.);
- I. providing alternative school programs (day school, after school, night school, summer school);
- J. establishing reasonable standards of procedures for all routine activities which shall be fully understood by all students;
- K. making rules and consequences for breaking them a part of the regular curriculum whereby students are taught/tested annually on these rules.
- L. adjusting of individual student programs when appropriate;
- M. providing orientation to the Student Behavior Code for incoming/transfer students;
- N. holding conferences with pupil, teacher, counselor, administrator, parents, or any such combination of persons;
- O. maintaining daily or weekly reports of student progress;
- P. assigning special duties;
- Q. drawing a behavioral contract in which students sign a formal commitment of good behavior;
- R. withholding of privileges;
- S. using detention.

Respect for law and for those persons in authority shall be expected of all students. This includes conformity to school rules as well as general provisions of law affecting students. Respect for the rights of others, consideration of their privileges, and cooperative citizenship shall also be expected of all members of the school community.

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Respect for real and personal property; pride in one's work; achievement within the range of one's ability; and exemplary personal standards of courtesy, decency, and honesty shall be maintained in the schools of this District.

The Superintendent shall establish procedures to carry out the policy and philosophy of the Board of Education, and shall hold all school personnel, students, and parents responsible for the conduct of students in schools, on school vehicles, and at school-related events.

Student conduct shall be governed by the rules and provisions of the Student Code of Conduct. This Code of Conduct shall be reviewed periodically and adopted by the Board.

R.C. 3313.661

DRESS AND GROOMING

The Board of Education recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference. The Board will not interfere with the right of students and their parents to make decisions regarding their appearance, except when their choices interfere with the educational program of the schools.

Accordingly, the Superintendent shall establish such grooming guidelines as are necessary to promote discipline, maintain order, secure the safety of students, and provide a healthy environment conducive to academic purposes. Such guidelines shall prohibit student dress or grooming practices which:

- A. present a hazard to the health or safety of the student himself/herself or to others in the school;
- B. materially interfere with school work, create disorder, or disrupt the educational program;
- C. cause excessive wear or damage to school property;
- D. prevent the student from achieving his/her own educational objectives because of blocked vision or restricted movement.

Such guidelines shall establish the dress requirements for members of the athletic teams, bands, and other school groups when representing the District at a public event.

The Superintendent shall develop administrative guidelines to implement this policy which:

- A. designate the principal as the arbiter of student dress and grooming in his/her building;
- B. instruct staff members to demonstrate by example and precept wholesome attitudes toward neatness, cleanliness, propriety, modesty, and good sense in attire and appearance;
- C. ensure that all rules implementing this policy impose only minimum and necessary restrictions on the exercise of the student's taste and individuality.

Students who violate the foregoing rules will not be admitted to class and may be suspended from school.

USE OF TOBACCO ON SCHOOL PROPERTY

The Board of Education recognizes that the use of tobacco presents a health hazard which can have serious consequences both for the user and the nonuser and is, therefore, of concern to the Board. This hazard has been substantiated and documented by the findings of the Surgeon General and the EPA.

For purposes of this policy, "use of tobacco" shall mean all uses of tobacco, including a cigar, cigarette, pipe, snuff, or any other matter or substances that contain tobacco.

In order to protect students, staff, and visitors who choose not to use tobacco from an environment noxious to them, and because the Board cannot condone the use of tobacco, the Board prohibits the use of tobacco in school buildings, district offices, and non-instructional facilities, grounds, and school-owned vehicles, and at any school-related events.

The Board directs the administration to develop procedures for the implementation of this policy which insures that staff members who violate this policy shall be disciplined in accordance with District guidelines and the terms of negotiated agreements adopted. The Board also directs the administration to communicate this policy to the entire community for understanding and compliance.

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CARE OF SCHOOL PROPERTY

The Board of Education believes that the schools should help students learn to respect property and develop feelings of pride in community institutions.

The Board charges each student with responsibility for the proper care of school property and the school supplies and equipment entrusted to his/her use.

Students who cause damage to school property shall be subject to disciplinary measures, and their parents shall be financially liable for such damage to the extent of the law, except that students over eighteen (18) years of age shall also be liable for damage they cause.

The Board authorizes the imposition of fines for the loss, damage or destruction of school equipment, apparatus, musical instruments, library material, textbooks, and for damage to school buildings and reserves the right to withhold a report card, credits, or transcripts from any student whose payment of such fine is in arrears.

The Board may report to the appropriate juvenile authorities any student whose damage of school property has been serious or chronic in nature.

A reward may be offered by the Board for the apprehension of any person who vandalizes school property.

The Superintendent shall develop administrative guidelines to implement this policy.

R.C. 2151.411, 3109.09, 3313.173, 3313.642

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USE OF BICYCLES

Because of the clear and present danger of accident in traffic, inherent in bicycle riding, it shall be the policy of the Board of Education to prohibit the use of bicycles by students for travel to and from school in grades Pre-K through grade 6. Students in grades 7-12 may ride bicycles to school.

The Board will permit the use of bicycles by students in accordance with the administrative guidelines of the Superintendent.

The Board will not be responsible for bicycles which are lost, stolen, or damaged.

R.C. 3313.20

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USE OF MOTOR VEHICLES

The Board of Education regards the use of motor vehicles for travel to and from school by students as an assumption of responsibility on the part of those students and their parents/guardians -- a responsibility in the care of property, in the observation of safety rules, and in the display of courtesy and consideration toward others.

The Superintendent shall develop administrative guidelines for the operation and parking of motor vehicles which shall include that students are licensed drivers and have adequate liability insurance.

The Board shall not be responsible for motor vehicles which are lost, stolen, or damaged.

R.C. 3313.20

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STUDENT HAZING

The Board of Education believes that hazing activities of any type are inconsistent with the educational process and prohibits all such activities at any time in school facilities, on school property, and at any school sponsored events.

Hazing shall be defined for purposes of this policy as performing any act or coercing another, including the victim, to perform any act of initiation into any class, team, or organization that causes or creates a substantial risk of causing mental or physical harm to any person. Permission, consent, or assumption of risk by an individual subjected to hazing shall not lessen the prohibitions contained in this policy.

Administrators, faculty members, and other employees of the School District shall be alert particularly to possible situations, circumstances, or events which might include hazing. If hazing or planned hazing is discovered, the students involved shall be ordered to end all hazing activities or planned activities immediately. All administrators, faculty members, and other employees who fail to abide by this policy may be subject to disciplinary action and may be held personally liable for civil and criminal penalties in accordance with law.

The contents of this policy shall be made known to all students and District employees, and shall be incorporated into building, staff, and student handbooks. It shall also be the subject of discussion at employee staff meetings or in-service programs

R.C. 2307.44, 2903.31
11-9-06

STUDENT HARASSMENT

Harassment of a student(s) by other students or any member of the staff is a violation of Federal law and is contrary to the Board of Education's commitment to provide a physically and psychologically safe environment in which to learn.

In addition to sexual harassment, which includes unwelcome sexual advances or any form of improper physical contact or sexual remark, harassment shall also include any speech or action that creates a hostile, intimidating, or offensive learning environment.

The Superintendent is to ensure that the Student Code of Conduct contains language prohibiting any form of sexual harassment and any use of racial or ethnic slurs. It should also provide a means for a student to report any incidence of harassing behavior from a fellow student, staff member, or a school visitor, in a way that avoids embarrassment and protects the confidentiality of the student.

All such reports are to be investigated by the Superintendent promptly. Anyone found to have violated this policy and/or the Code of Conduct shall be subject to disciplinary action up to and including dismissal from the District.

Title IX, 20 U.S.C. 1681
Civil Rights Act, 42 U.S.C. 1983
42 USC 2000d et seq.
42 USC 2000e et seq.
29 USC 621 et seq.
29 USC Section 794
42 USC Section 12101 et seq.
20 USC 1681 et seq.
Title IX, 20 U.S.C. 1681
Civil Rights Act, 42 U.S.C. 1983

PROHIBITION OF HARASSMENT, INTIMIDATION, OR BULLYING

The Bedford Board of Education is committed to fostering a safe, positive, productive and nurturing educational environment for all of its students. The decision and follow-up action of a student to harass, intimidate, or bully another student is strictly prohibited.

Definition

Harassment, intimidation, or bullying means any intentional written, verbal, or physical act that a student has exhibited toward another student more than once and the behavior both:

- Causes mental or physical harm to the other student; and
- Is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student.

Prohibited activities include any intentional gestures, teasing, comments, threats, or actions exhibited by a student toward another student more than once where the behavior both causes mental or physical harm to the other student and is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for the other student. The intentional act also includes violence within a dating relationship. This policy applies to all events or functions in the School District, including those on school property, in a school vehicle, or en route to or from school if there is a direct connection to the operation of the school. This policy also applies to prohibited activities occurring off of school property if the student is at any school-sponsored, school-approved, or school-related activity or function, such as fieldtrips or athletic events where students are under the school's control.

Prohibited activities need not be based on any of the legally protected characteristics, such as sex, race, color, national origin, marital status, or disability. Prohibited activities may include, but are not limited to such behaviors as stalking, bullying, cyber bullying, intimidating, menacing, coercion, name-calling, taunting, making threats, hazing, extortion, dating violence, stealing, spreading rumors, teasing, and acts of group aggression. Also included is harassment, intimidation, or bullying by means of electronically transmitted acts {i.e., Internet, e-mail, cellular telephone, personal digital assistance (PDA), or wireless hand-held device}.

No administrator, teacher, or other District employee shall encourage, permit, condone, or tolerate any prohibited activities. Administrators, teachers, and District employees must be particularly alert to the possible conditions, circumstances, or events that might include harassment, intimidation, bullying or dating violence and must promptly report any prohibited activities of which they are aware, or become aware, to the building principal or assistant principal.

Formal Complaints and Reporting

Every student is encouraged, and every staff member is required, to report in writing any situation that they believe to be harassment, intimidation, or bullying directed toward a student. Administrators, teachers, and other District employees shall report in writing all instances of suspected harassment, intimidation, or bullying to the building principal or assistant principal. Students and/or parents/guardians may report in writing suspected harassment, intimidation or bullying to the principal or assistant principal. The building principal or assistant principal, along with the district's Civil Rights Compliance Officer, must investigate all allegations of prohibited activities.

The building principal or appropriate administrator and the Civil Rights Compliance Officer shall prepare a written report promptly after the completion of the investigation. The report shall include findings of fact, a determination of whether acts of harassment, intimidation, or bullying were verified, a recommendation for appropriate disciplinary action, and intervention strategies for protecting a complainant from additional harassment, intimidation, or bullying. Intervention strategies may include anger-management training, peer mediation, counseling, classroom strategies that instruct students how to work together in a collaborative and supportive atmosphere, and other such strategies that support the goal that any subsequent acts of harassment, intimidation, or bullying will cease. The parent/guardian of any child involved in a prohibited activity must be notified, and must be allowed access to any written report pertaining to the prohibited activity to the extent allowed under state and federal law.

Disciplinary Action and Intervention Strategies

If the investigation finds an instance of harassment, intimidation, or bullying has occurred, it will result in immediate and appropriate remedial and/or disciplinary action. Specifically, the involved student(s) must be informed of the District's prohibition contained in this policy and to be required to end all prohibited activities immediately. Discipline for engaging in prohibited activities may include suspension and/or expulsion from school. Disciplinary action will be determined by the severity of the misconduct and the number of time the misconduct occurred. Perpetrators may also be referred to law enforcement officials.

Retaliation against any person, who reports, is thought to have reported, files a complaint, or otherwise participates in an investigation or inquiry concerning allegations of harassment, intimidation or bullying is prohibited. Such retaliation for making a report regarding prohibited activities shall be considered a serious violation of Board policy regardless of whether a complaint is substantiated. Suspected retaliation should be reported in the same manner as harassment, intimidation, or bullying. Making intentionally false reports about harassment, intimidation, or bullying is similarly prohibited. Retaliation and intentionally making false reports will result in disciplinary action as indicated above.

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Disciplinary procedures shall not infringe upon a student's rights under the First Amendment to the Constitution, which includes freedom of speech and the free exercise of religion, consistent with the exercises of such freedoms in the school environment.

Informal Complaints

Students who make informal complaints as provided above may request that their names be maintained in confidence by the school staff member(s) and administrator(s) who receive the complaint. Anonymous complaints shall be reviewed and reasonable action shall be taken to address the situation, to the extent such action may be taken that (1) does not disclose the source of the complaint, and (2) is consistent with the due process rights of the student(s) alleged to have committed acts of harassment, intimidation, or bullying.

When a student making an informal complaint has requested anonymity, the investigation of such complaint shall be limited, as is appropriate, in view of the anonymity of the complainant. Such limitation of investigation may include restricting action to a simple review of the complaint, subject to receipt of further information and/or the student withdrawing the request that his/her report be anonymous.

Notification to Students and Parents/Guardians

The complainant shall be notified of the findings of the investigation, and as appropriate, that remedial action has been taken. If after investigation, prohibited activities against a specific student are verified, the building principal or appropriate administrator shall notify the parent/guardian of the complainant of such finding. In providing such notification, care shall be taken to respect the statutory privacy rights of the perpetrator of such harassment, intimidation, or bullying.

If after investigation, acts of harassment, intimidation, or bullying by a specific student are verified, the building principal, district's Civil Rights Compliance Officer or appropriate administrator shall notify in writing the parent/guardian of the perpetrator of that finding. The parent or guardian shall be allowed access to any written report pertaining to the activity to the extent such access is allowed under state and federal law. If disciplinary consequences are imposed against such student, a description of such discipline shall be included in the notification as well as intervention strategies for protecting those involved from additional harassment, intimidation or bullying and from retaliation, following the report.

Privacy/Confidentiality

The School District will respect the privacy of the complainant, the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform to any discovery or disclosure obligations. All records generated under this policy and its related administrative guidelines shall be maintained as confidential to the extent permitted by law.

Public Reporting Requirement

Semi-annually, the Superintendent shall provide to the President of the Board a written summary of all reported and verified incidents and post the summary on the School District's website. Allegations of criminal misconduct and suspected child abuse shall be reported to the appropriate law enforcement agency and/or to Child Protective Services in accordance with the statute. District personnel shall cooperate with investigations by such agencies.

Immunity

A School District employee, student, or volunteer is afforded qualified immunity from liability for damages that arise from reporting an incident of harassment, intimidation, or bullying. A person qualifies for immunity only if the person reports the incident promptly, in good faith, and in compliance with the procedures specified in the District's policy.

Communication

This policy shall be discussed with students annually, as well as incorporated into handbooks for students and parents, which are distributed each year. The policy will be annually posted in conspicuous locations in all school buildings and departments within the School District. State and Federal rights posters on discrimination and harassment shall also be posted at each building.

Education and Training

In support of this policy, the Board promotes preventive educational measures to create greater awareness of harassment, intimidation, dating violence or bullying. The School District shall

- Provide training, workshops, or courses on the district's bullying policy to school employees and volunteers who have direct contact with students in the instructional setting. Time spent by school staff in these programs shall apply toward mandated continuing education requirements.
- Develop a process for educating students about the policy.

All training, workshops, and/or courses shall be age and content appropriate. School personnel are encouraged to find opportunities to educate students about harassment, intimidation, dating violence or bullying and help eliminate harassment, intimidation, dating violence or bullying behavior through class discussions, counseling, and reinforcement of socially appropriate behavior.

Ref: R.C. 3313.666, 3313.667.

Revised: 01/26/12

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DISORDER AND DEMONSTRATION

The Board of Education recognizes the right of each student to attend school for the purpose of receiving an education. The disruption of the educational program of the schools by disorder or any other purposeful activity will not be countenanced.

For purposes of this policy, disorder shall be any deliberate activity by an individual or a group, whether peaceful or violent, which interferes with the normal operation of the school.

The Board, having the responsibility for providing an educational program for the students of this District, shall have the authority to preserve order for the proper functioning of that program.

Students shall not be disturbed in the exercise of their constitutionally guaranteed rights to assemble peaceably and to express ideas and opinions, privately or publicly, provided that such exercise does not infringe on the rights of others and does not interfere with the operation of the schools.

The Superintendent shall develop administrative guidelines for the implementation of this policy.

R.C. 3313.20

DRUG PREVENTION

The Board of Education recognizes that the misuse of drugs is a serious problem with legal, physical, and social implications for the whole school community.

As the educational institution of this community, the schools should strive to prevent drug abuse and help drug abusers by educational, rather than punitive, means.

For purposes of this policy, "drugs" shall mean:

- A. all dangerous controlled substances as so designated and prohibited by Ohio statute;
- B. all chemicals which release toxic vapors;
- C. all alcoholic beverages;
- D. any prescription or patent drug, except those for which permission to use in school has been granted pursuant to Board policy;
- E. anabolic steroids;
- F. any substance that is a "look-alike" to any of the above.

The Board prohibits the use, possession, concealment, or distribution of any drug on school grounds, on school vehicles, and at any school-sponsored event.

It further establishes a drug-free zone within 1000 feet of any facility used by the District for educational purposes.

The Superintendent shall prepare guidelines for the identification, amelioration, and regulation of drug use in the schools. Such guidelines shall:

- A. emphasize the prevention of drug use;
- B. provide for a comprehensive, age-appropriate, developmentally-based drug and alcohol education and prevention program which:
 - 1. addresses the legal, social, psychological, and health consequences of drug and alcohol use;
 - 2. provides information about effective techniques for resisting peer pressure to use illicit drugs and alcohol;

3. assists students to develop skills to make responsible decisions about substance abuse and other important health issues;
 4. promotes positive emotional health, self-esteem, and respect for one's body;
 5. meets the minimal objectives as stated in the essential performance objectives for health education as established by the State Department of Education.
- C. include a statement to students that the use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful;
- D. provide standards of conduct that are applicable to all students and which clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students on school premises or as a part of any school activity;
- E. include a clear statement that disciplinary sanctions, up to and including expulsion and referral for prosecution, will be imposed on students who violate the school standards of conduct and a description of those sanctions;
- The sanctions may include, together with punitive action, voluntary referral to appropriate persons or agencies for screening and assessment. Such referral may only be made to qualified and properly licensed individuals or programs.
- F. provide information about any drug and alcohol counseling and rehabilitation and reentry programs available to students and provide procedures to direct students and their parents to the appropriate programs;
- G. require that all parents and students be given a copy of the standards of conduct regarding the unlawful possession, use, or distribution of illicit drugs and alcohol by students;
- H. require the notification to parents and students that compliance with the standards of conduct is mandatory;
- I. provide a biennial review of the School District's program to determine its effectiveness and implement changes as needed and to ensure that disciplinary sanctions are consistently enforced;

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- J. provide for a student assistance program which includes guidelines for prevention, intervention, referral, treatment, and after-care. Such a program must be comprehensive in nature addressing all issues affecting students' academic, social, and emotional well being in the educational setting which may negatively affect behavior and interfere with their ability to learn;
- K. establish means for dealing with students suspected of drug use or suspected of possessing or distributing drugs in school and ensure that the District's policy and administrative guidelines on Search and Seizure (5771), Suspension and Expulsion (5610), and Permanent Exclusion (5610.01) are complied with fully.

The Superintendent shall establish administrative guidelines necessary to implement this policy. Such guidelines shall ensure that the proper notice regarding the use of anabolic steroids is posted in each of the District's locker rooms used by students in grades 7-12.

R.C. 2925.37, 3313.60(E), 3313.661, 3313.662, 3313.752, 3313.95, 3319.012
Public Law 101 - Drug-Free Schools and Communities Act of 1986
20 U.S.C. 3171, et seq.
20 U.S.C. 3224A

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THE SCHOOLS AND COMMUNITY AGENCIES

The Board of Education is committed to protect students from individuals not associated with the school system but also recognizes its responsibility to cooperate with law enforcement agencies and the Department of Social Services.

When such agencies request permission to interrogate a student at school, the principal shall attempt to notify the student's parents, when appropriate.

Whenever it has been determined that an agency has a legitimate purpose in interrogating a student within the confines of the District, the principal or representative shall be present throughout the proceedings. S/He should also verify that the student(s) has been informed of his/her rights to refuse to answer questions, to be informed that anything s/he says may be used against him/her in court, and to consult with and be advised by legal counsel.

When an agency requests permission to remove a student, the principal shall notify the Superintendent.

R.C. 3313.20, 3319.321

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STUDENT DISCIPLINE

The Board of Education acknowledges that conduct is closely related to learning - an effective instructional program requires an orderly school environment and the effectiveness of the educational program is, in part, reflected in the behavior of students.

The Board believes that the best discipline is self-imposed and that students should learn to assume responsibility for their own behavior and the consequences of their actions.

The Board shall require each student of this District to adhere to the Code of Conduct promulgated by the administration and to submit to such disciplinary measures as are appropriately assigned for infraction of those rules. Such rules shall require that students:

- A. conform to reasonable standards of socially-acceptable behavior;
- B. respect the person and property of others;
- C. preserve the degree of order necessary to the educational program in which they are engaged;
- D. respect the rights of others;
- E. obey constituted authority and respond to those who hold that authority.

The Superintendent shall promulgate administrative guidelines for student conduct which carry out the purposes of this policy and:

- A. are not arbitrary but bear a reasonable relationship to the need to maintain a school environment conducive to learning;
- B. do not discriminate among students;
- C. do not demean students;
- D. do not violate any individual rights constitutionally guaranteed to students.

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The Superintendent shall designate sanctions for the infractions of rules, excluding corporal punishment, which shall:

- A. relate in kind and degree to the infraction;
- B. help the student learn to take responsibility for his/her actions;
- C. be directed, where possible, to reduce the effects of any harm which may have been caused by the student's misconduct.

The Superintendent shall publish to all students and their parents the rules of this District regarding student conduct and the sanctions which may be imposed for breach of those rules.

The Superintendent shall inform the Board annually of the methods of discipline imposed by this District and the incidence of student misconduct in such degree of specificity as shall be required by the Board.

Principals shall have the authority to assign discipline to students, subject to the administrative guidelines of the Superintendent and to the student's due process right to notice, hearing, and appeal.

Teachers, school bus drivers, and other employees of this Board having authority over students shall have the authority to take such means as may be necessary to control the disorderly conduct of students in all situations and in all places where such students are within the jurisdiction of this Board and when such conduct interferes with the educational program of the schools or threatens the health and safety of others.

Discipline on District vehicles shall be the responsibility of the driver on regular bus runs. When District vehicles are used for field trips and other District activities, however, the teacher, coach, or advisor shall be responsible for student discipline. If a student becomes a serious discipline problem on the vehicle, the Superintendent may suspend the transportation privileges of the student providing such suspension conforms with due process.

No student is to be detained after the close of the regular school day unless the student's parent has been contacted and informed that the student will be detained. No student shall be refused transportation services until the parent has been notified or other suitable transportation arrangements have been made. Notification to the parent is the responsibility of District personnel and should be made prior to the departure of school buses. If a parent cannot be contacted, the child should be detained on another day.

R.C. 3313.20, 3313.66, 3313.661, 3315.07
A.C. 3301-35-03 (G), 3301-83-08

**REMOVAL, SUSPENSION, EXPULSION,
AND PERMANENT EXCLUSION OF STUDENTS**

The Board of Education recognizes that exclusion from the educational program of the schools, whether by emergency removal, suspension, expulsion, or permanent exclusion is the most severe sanction that can be imposed on a student in this District, and one that cannot be imposed without due process.

No student is to be removed, suspended, expelled, or excluded from school unless his/her behavior represents misconduct as specified in the Student Code of Conduct approved by the Board. The Code shall also specify the procedures to be followed by school officials. In addition to the procedural safeguards and definitions set forth in this policy and the student/parent handbook, the procedures set forth under the IDEA and/or Section 504 of the Rehabilitation Act of 1973 shall apply to students identified as disabled.

For purposes of this policy and the Superintendent's administrative guidelines, the following definitions shall apply:

- A. "Emergency removal" shall be the exclusion of a student who poses a continuing danger to District property or persons in the District or whose behavior presents an on-going threat of disrupting the educational process provided by the District.
- B. "Suspension" shall be the temporary exclusion of a student by the school principal from the District's program for a period not to exceed ten (10) school days. If at the time of a suspension, there are fewer days remaining in the school year than the number of days of the suspension, the Superintendent may apply any or all of the remaining period to the following school year.
- C. "Expulsion" shall be the exclusion of a student from the schools of this District for a period not to exceed the greater of eighty (80) school days or the number of school days remaining in a semester or term in which the incident that gives rise to the expulsion takes place, unless the incident involves a firearm. If a student brings a firearm on school property, in a school vehicle, or to any school-sponsored activity, s/he shall be expelled for one (1) year unless the Superintendent reduces the punishment for reasons related to the specific circumstances. The Superintendent may expel a student for up to one (1) year if the student brings a knife onto school property, in a school vehicle, or to any school-sponsored activity. In compliance with Federal law, the Superintendent shall also refer any student expelled for possession of a firearm to the criminal justice or juvenile delinquency system serving the District.

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A firearm is defined as any weapon, including a starter gun, which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, any firearm muffler or silencer, or any destructive device. A destructive device, includes, but is not limited to any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than four (4) ounces, missile having an explosive or incendiary charge of more than one-quarter (1/4) ounce, mine, or other similar device. A knife is defined as any cutting instrument consisting of at least one (1) sharp blade.

The specific circumstances under which a Superintendent may modify a one (1) year expulsion could include:

1. A recommendation from the group of persons knowledgeable of the student's educational needs in accordance with the rules governing the Suspension/Expulsion of Disabled Students.
2. An elementary (pre-K - 6) student was unaware that s/he was possessing a firearm or knife.
3. An elementary (pre-K - 6) student did not understand that the item s/he possessed was considered a firearm or knife.
4. An elementary (pre-K - 6) student brought the item to school as part of an educational activity and did not realize it would be considered a firearm or knife.

If at the time of the suspension or expulsion, there are fewer days remaining in the school year than the number of days of the suspension or expulsion, the Superintendent may apply any or all of the remaining period to the following school year.

- D. "Permanent exclusion" shall mean the student is banned forever from attending a public school in the State of Ohio.

If a student is expelled for more than twenty (20) school days or for any period of time that extends into the next school year, the Superintendent shall provide the student and his/her parents with the names, addresses, and telephone numbers of those public or private agencies in the community which offer programs or services that help to rectify the student's behaviors and attitudes that contributed to the incident(s) that caused the expulsion.

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A student who has been expelled by another district temporarily may be denied admission to the District's schools during the period of expulsion even if that student would otherwise be entitled to attend school with the District. Prior to denying admission, however, the Superintendent shall offer the student an opportunity for a hearing to review the circumstances of the expulsion and any other factors the Superintendent determines to be relevant.

The Board designates the Superintendent as its representative at all hearings regarding the appeal of a suspension. The Board will hear the appeal of an expulsion.

The Superintendent shall develop administrative guidelines which provide appropriate procedures for implementing this policy and ensure compliance with applicable statutes.

R.C. 3313.66, 3313.661, 3313.662, 3321.13 (B) (3) and (C)
18 USC Section 921
20 U.S.C. 3351, 20 U.S.C. 8921

PERMANENT EXCLUSION OF STUDENTS WITHOUT DISABILITIES

As authorized by law, the Board of Education may request permanent exclusion for any student who has been found guilty of committing, when sixteen (16) year of age or older, any of the following offenses while on school grounds and which are considered to be crimes when committed by an adult:

- A. knowingly conveying or attempting to convey or possessing any deadly weapon or dangerous ordnance or any object which is indistinguishable from a firearm whether or not the object is capable of being fired and represents the object to be a firearm onto any property owned or controlled by (including a school bus), or to any activity held under the auspices of the Board.
- B. knowingly carrying or having, concealing on his/her person or concealing ready-at-hand, any deadly weapon or dangerous ordnance on property owned or controlled by, or at an activity held under the auspices of the Board.
- C. trafficking in drugs or obtaining, possessing or using a controlled substance, other than a minor drug possession offense
- D. aggravated murder, murder, voluntary manslaughter, involuntary manslaughter, felonious assault or aggravated assault
- E. rape, gross sexual imposition, or felonious sexual penetration on school grounds, at a school event, or when the victim is an employee of the District.
- F. complicity, regardless of where the complicity occurs, of any of the above crimes

The above statement of policy on permanent exclusion is to be posted in a central location in each school as well as made available to students, upon request.

If the Superintendent has adequate evidence that a student, sixteen (16) years old or older at the time of the offense, has been convicted of or is an adjudicated delinquent resulting from any of the above offenses, s/he shall submit a written recommendation to the Board that the student should be permanently excluded from the public schools by the State Superintendent of Public Instruction. The recommendation is to be accompanied by the evidence, other information required

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by statute, and the name and position of the person who should present the District's case to the State Superintendent. The Board, after considering all the evidence, including the hearing of witness, shall take action within fourteen (14) days after receipt of the Superintendent's recommendation.

If the Board adopts the resolution, the Superintendent shall submit it to the State Superintendent, together with the required documents and the name of the person designated by the Board as its representative to present the case to the State Superintendent. A copy of the resolution shall be sent to both the student and his/her parents.

If the Board fails to pass the resolution, it shall so notify the Superintendent, in writing, who, in turn, shall provide written notification of the Board's action to both the student and his/her parents.

If the State Superintendent rejects the Board's request, the District Superintendent shall readmit the student in accordance with statute and District guidelines.

If the State Superintendent acts on the Board's request, his/her actions and those of the District shall be in accord with the procedures described in statute.

R.C. 2151.27, 2903.03-.04, 2903.11-.12, 29097.02, 2907.05, 2907.12, 2923.12,

R.C. 2923.22, 2925.03, 2923.01-.02m 2923.122

R.C. 3313.66, 3313.661, 3313.662

Revised: 2004

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IN-SCHOOL RESTRICTION

It is the purpose of this policy to allow for an alternative to out-of-school suspension. The availability of this option is dependent upon the financial ability of the Board of Education to support it.

The Superintendent shall prepare appropriate administrative guidelines which include the provision that in-school restriction shall be offered at the discretion of the principal for offenses found in the Student Code of Conduct but shall not be offered as an option when, in the opinion of the principal, the offense is criminal in nature.

R.C. 3313.66, 3313.661

DUE PROCESS RIGHTS

The Board of Education recognizes the importance of safeguarding a student's constitutional rights, particularly when subject to the District's disciplinary procedures.

To better ensure appropriate due-process is provided a student, the Board establishes the following guidelines:

A. Students subject to suspension:

A student must be given both written notice of his/her suspension and the reasons therefore and the opportunity to appear and respond to the charges against him/her prior to the suspension. The decision may be appealed to the Superintendent.

B. Students subject to expulsion:

A student and his/her parent or guardian must be given written notice of the intention to expel and the reasons therefore, and an opportunity to appear with a representative before the Superintendent to answer the charges.

The student and/or his/her parent or guardian shall also be provided a brief description of the hearing procedure.

The Superintendent shall ensure that all members of the staff use the above guidelines when dealing with students. In addition, this statement of due process rights is to be placed in all student handbooks in a manner that will facilitate understanding by students and their parents.

R.C. 3313.20, 3313.66, 3313.661

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CORPORAL PUNISHMENT

If any employee threatens to inflict, inflicts, or causes to inflict unnecessary, unreasonable, irrational, or inappropriate force upon a student, s/he may be subject to discipline by this Board and possibly charges of child abuse as well.

This prohibition applies as well to volunteers and those with whom the District contracts for services.

The use of corporal punishments (padding) as a means of discipline is prohibited in the School District. This shall not prohibit the use of force or restraint in accordance with division (B) of section 3319.41:

"Persons employed or engaged as teachers, principals, or administrators in a school, whether public or private, and noncertificated school employees and school bus drivers may, within the scope of their employment, use and apply such amount of force and restraint as is reasonable and necessary to quell a disturbance threatening physical injury to others, to obtain possession of weapons or other dangerous objects upon the person or within the control of the student, for the purpose of self-defense, or for the protection of persons and property."

R.C. 2919.22 (B), 3313.20(B), 3319.41 (A)(B)

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SCHOOL-SPONSORED PUBLICATIONS AND PRODUCTIONS

The Board of Education may sponsor student publications and productions as means by which students learn, under adult direction, the rights and responsibilities of public expression in a free society.

For purposes of this policy, "publications" shall include any audio, visual, or written materials such as tapes, banners, films, pamphlets, notices, newspapers, books, or other like materials. "Productions" shall include theatrical performances as well as impromptu dramatic presentations.

Such publications and productions also play a vital role in the school program by:

- A. interpreting students and the school to the community;
- B. serving as a public relations media;
- C. developing skills in communicating via the mass media;
- D. developing acceptable methods for preserving the constitutional provision of free speech.

In sponsoring a student publication or production, the Board is mindful of the fact that it could be available to any student attending this school, and must, therefore, generally be suitable for all students.

Issues on which opposing points of view have been promulgated by responsible opinion may be introduced in a school-sponsored publication provided equal opportunity is given to present each view and provided further that the material generally is acceptable to this community.

Advertising is permitted in school newspapers, yearbooks, programs, etc. which are published by student organizations. Permission should be given by the principal.

The Board reserves the right to designate and prohibit the publications or productions which are not protected by the right of free expression because they violate the rights of others. Such unprotected materials are those which:

- A. are grossly prejudicial to an ethnic, religious, racial, or other delineated group;
- B. libel any specific person or persons;
- C. seek to establish the supremacy of a particular religious denomination, sect, or point of view over any other religious denomination, sect, or point of view;

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- D. advocate the use or advertise the availability of any substance, material, or product which may reasonably be believed to:
1. constitute a direct and substantial danger to the health of students;
 2. contain obscenity or material otherwise deemed to be harmful to impressionable students who may receive them;
 3. incite violence, advocate the use of force or urge the violation of law or school regulations;
 4. be otherwise prohibited in the school environment.

The Board also prohibits publications and productions which:

- A. fail to identify the student or organization responsible for distribution;
- B. solicit funds for nonschool organizations or institutions when such solicitations have not been approved by the Board;
- C. promote, favor, or oppose any candidate for election to the Board.

The decision as whether or not something is published or produced shall be made by the advisor with appeal to the principal and Superintendent.

R.C. 3313.20

PREPARATION FOR VOTER REGISTRATION

The Board of Education believes that preparing students to assume the responsibilities which our democratic society places on each of its citizens is an important function of the schools. Supplying our high school students with all pertinent information regarding voter registration is one crucial means of meeting this goal.

Accordingly, the Superintendent, using such resources as the high school administration, faculty and student body, local officials, and others can provide, shall develop a nonpartisan, voter education program for the high school.

The administration of the high schools shall offer to all students who reach the age of majority, the opportunity to register as voters.

R.C. 3313.20

**EQUAL ACCESS FOR NONDISTRICT-SPONSORED,
STUDENT CLUBS AND ACTIVITIES**

The Board of Education will not permit the use of school facilities by nondistrict-sponsored, student clubs and activities or District-sponsored, noncurriculum-related clubs and activities during instructional hours. During noninstructional time, however, no group of students, regardless of the size of the group, will be denied an opportunity to meet on the basis of the religious, political, philosophical, or other content of the activity.

An application for permission for nondistrict-sponsored, student clubs and activities to meet on school premises shall be made to the Business Manager, who shall grant permission provided that s/he determines that:

- A. the activity has been initiated by students;
- B. attendance at the meeting is voluntary;
- C. no agent or employee of the District will promote, lead, or participate in the meeting;
- D. the meeting does not materially and substantially interfere with the orderly conduct of instructional activities in the school;
- E. nonschool persons do not direct, conduct, control, or regularly attend the activity.

A student-initiated group granted permission to meet on school premises shall be provided the same rights and access and shall be subject to the same administrative guidelines that govern the meetings of student organizations sponsored by this Board, except as provided by this policy. Participation in a student-initiated meeting must be available to all students who wish to attend and cannot be denied on the basis of a student's race, color, creed, religion, gender, national origin, disability, or social or economic status.

The Board will not permit the organization of a fraternity, sorority, or secret society. A student-initiated meeting may be attended by no more than one (1) outside resource person(s). The Superintendent may exclude nonstudents from directing, controlling, or attending any such meetings of students.

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A professional staff member may be assigned to attend a student-initiated meeting in a custodial capacity but shall not participate in the activity. No professional staff member shall be compelled to attend a student-initiated meeting if the content of the speech at the meeting is contrary to his/her beliefs.

The principal may take such actions as may be necessary to maintain order and discipline on school premises and to protect the safety and well-being of students and staff members.

R.C. 3313.75, 3313.76, 3313.77
20 U.S.C. 4071 et seq., Equal Access Act of 1984
42 U.S.C. 12101, et seq., Americans with Disabilities Act of 1990
42 U.S.C. 2000e, Civil Rights Act of 1964

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PARENTAL-MARRIED STATUS OF STUDENTS

No student, whether married or unmarried, who is otherwise eligible to attend school in the District shall be denied an educational program solely because of pregnancy, childbirth, pregnancy-related disabilities, or actual or potential parenthood.

The Board of Education reserves the right to require as a prerequisite for attendance in the regular classes of the schools and the co-curricular and extra-curricular programs of the schools that each pregnant student submit to periodic medical examination by a physician at the intervals prescribed by that physician and present to the Superintendent her physician's written statement that such activity will not be injurious to her health nor jeopardize her pregnancy. In unusual circumstances, the Board reserves the right to request a medical examination by a Board-approved physician authorizing attendance and participation in school activities.

R.C. 2151.85, 2505.073, 3321.01 et seq.

SEARCH AND SEIZURE

The Board of Education recognizes that the privacy of students or their belongings may not be violated by unreasonable search and seizure and directs that no student be searched without reasonable suspicion or in an unreasonable manner.

The Board acknowledges the need for in-school storage of student possessions and shall provide storage places, including desks and lockers, for that purpose. Such spaces remain the property of the Board and, in accordance with law, may be the subject of random search. Where locks are provided for such places, students may lock them against incursion by other students, but in no such places shall students have such an expectation of privacy as to prevent examination by a school official. The Board directs the school principals to conduct a routine inspection at least annually of all such storage places.

School authorities are charged with the responsibility of safeguarding the safety and well-being of the students in their care. In the discharge of that responsibility, school authorities may search the person or property, including vehicles, of a student, with or without the student's consent, whenever they reasonably suspect that the search is required to discover evidence of a violation of law or of school rules. The extent of the search will be governed by the seriousness of the alleged infraction and the student's age.

This authorization to search shall also apply to all situations in which the student is under the jurisdiction of the Board.

Administrators are permitted to conduct a random search of any student's locker and its contents at any time, providing proper notice has been posted in a conspicuous place in the locker areas of each building. The posting shall be:

"The lockers supplied by this school and used by the pupils are the property of the Board of Education. Therefore, the pupil lockers are subject to a random search at any time without regard to whether there is a reasonable suspicion that the locker or its contents contains evidence of a violation of a criminal statute or a school rule."

Search of a student's person or intimate personal belongings shall be conducted by a person of the student's gender, in the presence of another staff member of the same gender, and only in exceptional circumstances when the health or safety of the student or of others is immediately threatened.

policy

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Administrators are authorized to arrange for the use of a breath-test instrument for the purpose of determining if a student has consumed an alcoholic beverage. It is not necessary for the test to determine blood-alcohol level, since the Board has established a zero tolerance for alcohol use.

The Board also authorized the use of canines, trained in detecting the presence of drugs or devices. This means of detection shall be used only to determine the presence of drugs in locker areas and other places on school property where such substances could be concealed. Canine detection must be conducted in collaboration with law enforcement.

Except as provided below, a request for the search of a student or a student's possessions will be directed to the principal who shall seek the freely offered consent of the student to the inspection. Whenever possible, a search will be conducted by the principal in the presence of the student and a staff member other than the principal. A search prompted by the reasonable belief that health and safety are immediately threatened will be conducted with as much speed and dispatch as may be required to protect persons and property.

The principal shall be responsible for the prompt recording in writing of each student search, including the reasons for the search; information received that established the need for the search and the name of informant, if any; the persons present when the search was conducted; any substances or objects found; and the disposition made of them. The principal shall be responsible for the custody, control, and disposition of any illegal or dangerous substance or object taken from a student.

The Superintendent shall prepare administrative guidelines to implement this policy.

R.C. 3313.20
U.S. Constitution, 4th Amendment
Revised 11-9-06

policy

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DANGEROUS WEAPONS

The Board of Education will not tolerate the possession of weapons or other devices designed to inflict bodily harm by anyone while on District property, at a school-related event, or while enroute to or from school whether on a school bus, walking, or in a private vehicle.

This prohibition shall also encompass such actions as look-alike items, false fire alarms, bomb threats, or intentional calls to falsely report a dangerous condition.

The Superintendent shall prepare administrative guidelines to ensure immediate reporting to the parent and to the local law enforcement agency and proper disciplinary action as provided for in the Code of Conduct, AG 5610, and AG 5610.01.

Procedures shall also include the immediate reporting to the appropriate law enforcement agency if a dangerous weapon is found or is suspected to be in the possession of a District employee or a visitor.

R.C. 3313.20

policy

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STUDENT RIGHTS

The Board of Education recognizes that students possess not only the right to an education but the rights of citizenship as well.

In providing students the opportunity for an education to which they are entitled, the District shall attempt to offer nurture, counsel, and custodial care appropriate to their age and maturity. The District shall, at the same time, guarantee that no student is deprived of the basic right to equal treatment and equal access to the educational program, due process, a presumption of innocence, free expression and association, and the privacy of his/her own thoughts.

Attendant to the rights guaranteed to each student, however, are certain responsibilities, which include respect for the rights of others, obedience to properly constituted school authority, and compliance with the guidelines and rules of the District.

Since a student who has reached the age of majority possesses the full rights of an adult, s/he may authorize those school matters previously handled by his/her parents, but s/he also assumes the responsibility for his/her performance in school, attendance, and compliance with school rules.

R.C. 3109.01

STUDENT GOVERNMENT

The Board of Education acknowledges the importance of offering students the opportunity to participate in self-government within the establishment of the schools.

Students shall have the right to organize, conduct meetings, elect officers and representatives, and petition the Board.

The Board will recognize the Student Senate as the official voice of the student body for students at the high school and student councils, at other schools and for the purpose of:

- A. giving students practical experience in organizing, planning and, affecting outcomes;
- B. developing student leadership;
- C. providing a learning experience in democratic decision making;
- D. offering another avenue toward the realization of the goals of this District.

The Board shall appoint a qualified member of the faculty to serve as advisor to student government activities.

R.C. 3313.20

STUDENT FUND-RAISING

The Board of Education acknowledges that the solicitation of funds from students by students must be limited since compulsory attendance laws make the student a captive donor and since such solicitation may disrupt the program of the schools.

For purposes of this policy "student fund-raising" shall include student solicitation and collection of money for any purpose including collection of money in exchange for tickets, papers, or any other goods or services.

The Board will permit student fund-raising in school, on school property, or at any school-sponsored event only when the profit therefrom is to be used for school purposes or for an activity connected with the schools.

Student fund-raising by approved school organizations, those whose funds are managed by the Treasurer, may be permitted in school by the principal. Student fund-raising by approved school organizations off school grounds may be permitted under administrative guidelines of the Superintendent.

Fund raising by students on behalf of school-related organizations whose funds are not managed by the Treasurer may be permitted on school grounds in accordance with the Superintendent's administrative guidelines.

These administrative guidelines should:

- A. specify the times and places in which funds may be collected;
- B. describe permitted methods of solicitation which do not place undue pressure on students;
- C. limit the kind and amount of advertising for solicitation.

The Superintendent shall distribute this policy and the guidelines which implement it to each student organization granted permission to solicit funds.

policy

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STUDENT GROUPS

It is the policy of the Board of Education that student groups be recognized as authorized school organizations only if they are approved by the school administration, sponsored by school-approved personnel, composed of members of the current student body, hold the majority of their meetings at school, and have established aims which are educational in nature.

Membership or participation in the organization or operation of any fraternity, sorority, or other secret group as described by law is prohibited throughout the School District. In particular, the Board shall not tolerate any type of gang or gang-related activity to occur on District property or while students are under the auspices of the Board.

SCHOOL SOCIAL EVENTS

The Board of Education recognizes the value of student social events in enhancing and enriching the school experience for the children of this community.

The Board will make school facilities available and provide appropriate staff for the conduct of those social events within the school facilities which have been approved by the principal and for those social events which take place outside school facilities, which have been approved by the Superintendent.

As voluntary participants in school social events, students shall be held responsible for compliance with rules set forth for their conduct, and infractions of those rules will be subject to the same disciplinary measures as are applied during the regular school program.

Participation in school events is not a right and may be denied to any student who has demonstrated disregard for the rules of the school.

The Superintendent shall develop administrative guidelines for the conduct of student social events which shall include the following:

- A. the designation of a staff member who shall be the Board employee responsible for the event;
- B. the provision of adequate chaperonage, adult supervision, or police protection as required by the circumstances of the event.

R.C. 3313.20

PUBLIC PERFORMANCES BY STUDENTS

The Board of Education recognizes the value to students of sharing their talents and skills with the community through participation and performances in public events.

The Board endorses such performances when:

- A. they constitute a learning experience which contributes to the educational program;
- B. the circumstances of the event do not pose a threat to the health, safety, and well-being of the students who will be involved.

All requests for public performances by students require the approval of the Superintendent.

The Superintendent shall develop administrative guidelines to implement this policy which require that:

- A. all requests for public performances by student groups shall be presented for approval;
- B. parental permission is sought and received before students participate;
- C. when public performances are scheduled as a regular part of a course of study taken for credit, students shall be informed in advance of the obligation to participate and will be excused from participation only in accordance with the rules and administrative guidelines governing school attendance;
- D. no student, group of students, or employees of this Board may receive personal compensation for the performance in public of students organized for a school activity but may collect a donation to an approved student activity fund;
- E. the interests of our students be protected and guarded against exploitation.

policy

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STUDENT EMPLOYMENT

The Board of Education believes that attendance at school should occupy a student's full attention and should take precedence over non school-related employment.

If a student must work while attending school, s/he should receive counseling and assistance in seeking appropriate job opportunities and in correlating work schedules with school studies and activities.

The Superintendent shall prepare guidelines which will ensure that:

- A. student employment complies with Ohio laws;
- B. all students employed in out-of-school jobs are closely monitored by staff regarding school attendance and achievement in order to determine the effects on school performance of the student assuming out-of-school work commitments.