

Newman Student Handbook Acknowledgements 2020-2021

My child and I have read the entire Newman International Academy Student Handbook and agree to abide by all guidelines, regulations and stipulations stated therein.

In particular, I have read and agree to follow the policies relating to:

- Arrival & Dismissal Policies
- Attendance and Truancy Policies
- Online Instruction Discipline Policy
- Code of Conduct
 - Behavior Expectations
 - Prohibited Behaviors and Items
 - Bullying
 - Cheating/Academic Integrity Policy
 - Electronic Device Policy
 - Uniform & Grooming Policy
- Parent Involvement Policies (including School Compact)
- Safety and Positive Environment

I agree to take my responsibility as a parent/guardian and to ensure that my child is in compliance with all policies as stated in this Handbook. I understand that uniforms are an expression of the discipline we are working to instill in our students. I will ensure that my child follows the uniform/dress code, and I assure that uniforms may only be purchased from the authorized vendors so that students will wear only approved styles and colors.

I further acknowledge that I have read the COVID-19 policies and understand that although Newman is taking precautions for COVID-19, Newman International Academy does not assume any liability in case students, parents, faculty, staff, vendors, or visitors contract the disease.

I also agree to take my responsibility as a parent/guardian and stay involved in my child's education according to guidelines provided in the Parent Involvement Policies.

Parent Signature _____ Date _____

Student Signature _____ Grade _____ Date _____

Newman International Academy

Waiver, Release And Hold Harmless Agreement

During the course of the school year, it is understood that students will participate in various school activities including but not limited to recess, assemblies, special events, athletic practices and competitions, travel between campuses, and field trips. While every effort is made to ensure student safety, the possibility of an accident still remains. Newman International Academy does not assume any liability in case an accident occurs. In consideration of the below named student being permitted to participate in school activities, I hereby release Newman International Academy, its Trustees, Superintendent, Principals, Teachers, and employees together with all persons, both employees and volunteers, including parents assisting with any phase of such trips and activities (excluding paid certificated carriers) from all liability and responsibility in connection with such trips and activities and hereby release all of said parties from all liability by reason of any accident, injuries or losses suffered by said student while on said trip or participating in such activities, including athletic events, related activities, including travel, and I agree to indemnify and hold all of said parties harmless from all claims hereafter made or asserted by or on behalf of the below named student and his/her parents, heirs, executors or assigns.

I further acknowledge that I have read the COVID-19 policies and understand that although Newman is taking precautions for COVID-19, Newman International Academy does not assume any liability in case students, parents, faculty, staff, vendors, or visitors contract the disease.

EXECUTED this _____ day of _____, 20_____. **(Required)**

Student Printed Name **(Required)**

Student Signature (if over 18)

Parent/Guardian Printed Name **(Required)**

Parent/Guardian Signature **(Required)**

NIA Elementary Disciplinary Action /Infraction System 2020-2021

The goal of the Infraction System is to train all students to evaluate their behavior, learn how to develop self-control, and encourage good choices.

When a student breaks a school rule or uniform policy, he/she will receive an infraction. Three infractions will result in a detention. Elementary detention will take place for 30 minutes immediately after school ends for the day.

Step 1= Written or verbal parent notification

Step 2= Parent and teacher conference

Step 3= Teacher, parent and principal conference and a suspension

Step 4= Parent, student and principal conference and a suspension

Step 5= Parent, student and principal meeting and transfer of student enrollment

Infractions start over every Monday. Detentions and office referrals start over every semester. However, suspensions may carry over to the next semester. Violating the Code of Conduct is unacceptable and may result in an office referral. Consequences could include but are not limited to detention, suspension or expulsion. Administration will make the final decision.

Prohibited Behaviors

- Non - compliance to Code of Conduct, regulations and policies, including Online Instruction Policy
- Arson, Assault, Aggravated Assault, Aggravated Robbery or Felony (on or off school property)
- Blackmail, Extortion, Coercion
- Bomb Threat/Hoax, Terrorist Threat/ Hoax, Deadly conduct
- Bullying/ Hazing/ Harassment/ Threats/ Retaliation
- Cheating, Forgery, Plagiarism
- Defamation of Character (Student/ Teacher/ Staff/ Parent/ Volunteer/ School)
- Disrespectful behavior towards a student or adult
- Disruptive Behavior, Insubordination, Reckless Conduct, Campus Disruption, Fire alarm pulled (Building evacuation)
- Fighting or horseplay—Hitting, biting, kicking, pushing, spitting, shoving, pinching, etc.
- Gambling, Gang/cult activity, Hit list
- Inappropriate Photographs, Pictures, Videos, Books and other materials
- Lying/ Lying to School Leader
- Profanity, use of foul words, cursing, profane gestures, or inappropriate language toward another student or adult
- Possession/Use/Distribution of Prohibited Items including but not limited to alcohol, illegal drugs and paraphernalia, prescription and nonprescription drugs, guns, knives, explosives and fireworks, clubs, chains, Chinese stars, laser pointers, matches/lighters, e-cigarettes, vapes, or tobacco in any form, obscene/inappropriate materials, razors, any object resembling or used as a weapon including toy weapons, any object used as a weapon (see list of Prohibited Items)
- Racial Slurs
- Sexual contact, Sexting, Inappropriate touching, Public display of Affection (PDA), Sexual Harassment, Inappropriate display of body parts, Obscene or lewd gestures
- Skipping class or not being in designated area, Leaving class/school without permission, Walk-Out/Protest
- Stealing
- Technology Abuse (including social media); Unauthorized use of electronic devices including

but not limited to gaming devices, iPods, MP3 Players, CD players, or phones (See electronic device policy); Illegal Access or use of School Technology (on or off Campus)

- Uniform & Grooming Policy violations (See Uniform & Grooming Policy details.)
- Vandalism

Parent Signature _____ Date _____

Student Signature _____ Grade _____ Date _____

NIA Secondary Disciplinary Action /Infraction System 2020-2021

The goal of the Discipline Management System is to train and guide all students to respect, obey school rules and expectations, evaluate their behavior, learn how to develop self-control, and make good choices.

Breaking school rule(s) or uniform policy results in disciplinary action.

Step 1: Three infractions: Detention with student notification

Step 2: Three infractions: Detention with student and parent notification

Step 3: Three infractions: Principal, teacher, parent and student conference with suspension

Step 4: Three infractions: Principal, parent and student conference with suspension

Step 5: Three infractions: Principal, parent and student conference and possible transfer of student enrollment

Secondary detention will take place for 45 minutes after school. Depending on the severity of the incident, one office referral may place the student at Step 3 or greater and result in suspension, transfer of enrollment, or expulsion. See list of Prohibited Behaviors below.

Disciplinary actions may result in an infraction or other consequences, including but not limited to:

- Warning
- Time-Out
- Loss of Privileges (athletics/clubs/etc.) including exclusion from school trips
- Parent Notification
- Assigned School Duties
- Lunch Detention
- Before/After School Detention
- Restitution (including financial)
- ISS
- OSS
- Expulsion (must be approved by superintendent or superintendent's designee)

Prohibited Behaviors

- Non - compliance to Code of Conduct, regulations and policies, including Online Instruction Policy
- Arson, Assault, Aggravated Assault, Aggravated Robbery or Felony (on or off school property)
- Blackmail, Extortion, Coercion
- Bomb Threat/Hoax, Terrorist Threat/ Hoax, Deadly conduct
- Bullying/ Hazing/ Harassment/ Threats/ Retaliation
- Cheating, Forgery, Plagiarism
- Defamation of Character (Student/ Teacher/ Staff/ Parent/ Volunteer/ School)
- Disrespectful behavior towards a student or adult
- Disruptive Behavior, Insubordination, Reckless Conduct, Campus Disruption, Fire alarm pulled (Building evacuation)
- Fighting or horseplay—Hitting, biting, kicking, pushing, spitting, shoving, pinching, etc.
- Gambling, Gang/cult activity, Hit list
- Inappropriate Photographs, Pictures, Videos, Books and other materials
- Lying/ Lying to School Leader
- Profanity, use of foul words, cursing, profane gestures, or inappropriate language toward another

student or adult

- Possession/Use/Distribution of Prohibited Items including but not limited to alcohol, illegal drugs and paraphernalia, prescription and nonprescription drugs, guns, knives, explosives and fireworks, clubs, chains, Chinese stars, laser pointers, matches/lighters, e-cigarettes, vapes, or tobacco in any form, obscene/inappropriate materials, razors, any object resembling or used as a weapon including toy weapons, any object used as a weapon (see list of Prohibited Items)
- Racial Slurs
- Sexual contact, Sexting, Inappropriate touching, Public display of Affection (PDA), Sexual Harassment, Inappropriate display of body parts, Obscene or lewd gestures
- Skipping class or not being in designated area, Leaving class/school without permission, Walk-Out/Protest
- Stealing
- Technology Abuse (including social media); Unauthorized use of electronic devices including but not limited to gaming devices, iPods, MP3 Players, CD players, or phones (See electronic device policy); Illegal Access or use of School Technology (on or off Campus)
- Uniform & Grooming Policy violations (See Uniform & Grooming Policy details.)
- Vandalism
- Vehicle, Parking and Driving Violation

Misbehavior and conduct violating standards may impact a student’s academic performance including but not limited to reduction in grades, class rank, promotion, and other opportunities. Violating the Code of Conduct is unacceptable and may result in an office referral. Consequences could include but are not limited to detention, suspension or expulsion. Administration will make the final decision.

Students who are removed from class/campus (suspension or expulsion) may be prohibited from attending or participating in school-sponsored and school-related activities.

Students and parents will meet with an administrator before returning to school following an OSS. Some behaviors may require reporting to law enforcement agencies and may have additional consequences outside of Newman’s authority. These behaviors may also result in automatic expulsion.

If an expulsion is recommended, a meeting will be scheduled at which time the parent/guardian will be notified of the campus’ recommendation for expulsion. Parent/guardian may choose to withdraw or file an appeal to the district. Please see appeals process on page 18.

Parent Signature _____ Date _____

Student Signature _____ Grade _____ Date _____