

North Hampton School District Policy	<b>Section:</b> <u>K</u> <b>Code:</b> KIA <b>Title:</b> Civility and Conduct of Parents, School Employees, Students and Visitors <b>Page:</b> 1 of 2
--------------------------------------	---

**CIVILITY AND CONDUCT OF PARENTS, SCHOOL EMPLOYEES, STUDENTS AND VISITORS TO NORTH HAMPTON SCHOOL**

**I. Purpose:**

The purpose of this policy is to provide rules of conduct for parents, District employees, students, and visitors to North Hampton School. It is the intent of the School Board to promote mutual respect, civility and orderly conduct among District employees, parents, students, and the public. It is not the intent of the School Board to deprive any person of his/her right to freedom of expression. The intent of this policy is to maintain, to the greatest extent possible, a safe, harassment-free workplace for teachers, students, administrators, other staff, parents and other members of the community. In the interest of presenting teachers and other employees as positive role models, the School Board encourages positive communication and discourages disruptive, volatile, hostile or aggressive communication or actions.

**II. Expected Level of Behavior:**

- North Hampton School employees will treat parents, students, visitors, other staff and members of the public with courtesy and respect.
- Parents, students, visitors and members of the public will treat teachers, school administrators, and other school employees with courtesy and respect.

**III. Unacceptable/ Disruptive Behavior Includes, But Is Not Limited To:**

- Behavior which interferes with or threatens to interfere with the operation of a classroom, an employee's office or office area, areas of a school or facilities open to parent/guardians and the general public.
- Using Loud and/or offensive language, swearing, cursing or displaying temper.
- Threatening to do bodily or physical Harm to teachers, school administrators, members of the School Board, other school employees or students regardless of whether or not the behavior constitutes or may constitute a criminal violation.
- Damaging or destroying school property.
- Abusive, threatening or obscene e-mail or voice messages. Any other behavior that disrupts the orderly operation of the school community.

**IV. Parent Recourse:**

Any parent, student and member of the community who believes that he/she was subject to unacceptable/disruptive behavior on the part of any staff member should bring such behavior to the attention of the staff member's immediate supervisor or school administrator.

<b>Adopted:</b>	<b>DATE:</b> December 18, 2008
<b>Reviewed:</b>	
<b>Revised:</b>	
<b>Cancellation:</b>	

**CIVILITY AND CONDUCT OF PARENTS, SCHOOL EMPLOYEES,  
STUDENTS AND VISITORS TO NORTH HAMPTON SCHOOL**

(continued)

**V. Authority of School Personnel:**

**a. Authority to direct persons to leave school property:** Any individual who

1. disrupts or threatens to disrupt school operations,
2. threatens or attempts to do or does physical harm to School Board members, students, and any or all school employees(s),
3. threatens the safety of students, School Board members and any or all school employee(s),
4. initially causes damage to school property or property of school employee(s),
5. uses loud or offensive language or who without authorization comes on school property,

may be directed to leave the school premises by the school's Principal, Assistant Principal, or in their absence a person who is lawfully in charge of the school. If the person refuses to leave the premises as directed, the administrator or other authorized personnel shall seek the assistance of law enforcement.

**b. Authority to deal with persons who are verbally abusive:**

If any member of the public uses obscenities or speaks in a demanding, loud, insulting and/or demeaning manner, the employee to whom the remarks are directed shall calmly and politely warn the speaker to communicate civilly. If the verbal abuse continues, the employee to whom the remarks are directed may, after giving appropriate notice to the speaker, terminate the meeting, conference or telephone conversation. If the meeting or conference is on school premises, any employee may request that an administrator or other authorized person direct the speaker to promptly leave the premises. If the person refused to leave, the administrator or authorized personnel shall seek the assistance of law enforcement and request that law enforcement take action as deemed necessary. If the employee is threatened with personal harm, the employee may contact law enforcement.

**Adopted:** **DATE:** December 18, 2008  
**Reviewed:**  
**Revised:**  
**Cancellation:**