Kearny Public Schools
7-8 Student Handbook 2026-2027

Contents

Contents..... 1

Our Responsibilities
..... 5

Disclaimer..... 5

Academic Honor Roll and Citizenship..... 5

Grades 7-8..... 5

Accidents/Student Insurance..... 6

Address and Phone Numbers of Middle School..... 6

Annual Integrated Pest Management Notice..... 7

Attendance Policy..... 7

A. Unexcused Absences That Count Toward Truancy/Excused Absences..... 7

B. Notice to School of a Student's Absence..... 8

C. Readmission to School after an Absence..... 9

D. Instruction..... 9

E. Appeal..... 9

Back to School Night..... 10

Student Bell Schedules……10

Cell Phone Usage……..…11

Child Abuse/Neglect……..…..11

Code of Conduct/Expectations for Pupil Conduct…..……..…11

Discipline of Students…….12

Dress Code Policy……..……12

Drugs, Alcohol, Tobacco, and Controlled Dangerous Substances……..13

Early Dismissal……...……..30

Emergency Closing of Schools/Delayed Opening……..30

Emergency Telephone Numbers……...……..30

Entry Door Access Protocol……..…….30

Failure Letters/Failure Notices……..……..31

Family Life/ Health Education/Human Sexuality Education Policy…….. 31

Grading System……...…….31

Harassment, Intimidation, and Bullying……..……..32

Help Period…….33

Homework……..……33

Lost and Found……..…….34

Lunch Program

GRADES 7 & 8……..34

Non-Discrimination Policy/Affirmative Action/ADA and 504 Coordinator……..……..34

Parent/Guardian and Teacher Communication……36
Parent Portal……36
Parent Teacher Student Association (PTA)……36
Parking……36
Progress Reports……36
Pupil Records……36
School Nurse……36
Management of Communicable Diseases……37
Medication……37
State Mandated Health Screenings……37
Security Drills……38
Sexual Harassment……38
Technology Guidelines and Code of Conduct……38
Technology Devices……39
Proper Device Care and Use Guidelines……39
Prohibited Uses of the Technology Device……39
Unreturned Books, Computer Devices, and Equipment……40
WE ARE AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER……40
Title IX……40

KEARNY SCHOOL DISTRICT

LINCOLN MIDDLE SCHOOL
121 BEECH STREET
KEARNY, NEW JERSEY 07032

PHONE: 201-955-5095
FAX: 201-997-2590
WWW.KEARNYSCHOOLS.COM

Dear Students and Families,

Welcome to another wonderful year at Lincoln Middle School! Whether you're joining our Jr. Kardinal family for the first time or returning for another exciting year, we are absolutely thrilled to have you with us. There's something special about the start of a new school year, the fresh possibilities, new friendships, and opportunities to grow together as a community. At Lincoln Middle School, you belong here. Every student, every family, every voice matters. We believe that when we work together and support one another, amazing things happen. Our faculty and staff are dedicated to creating a space where your child feels valued, encouraged, and inspired to reach for their dreams.

Staying Connected

We want to make sure you never miss a moment of what's happening in our school community! We'll keep you informed about events, celebrations, and important updates through email, voice messages, and texts. We'd also love for you to join our online community:

* Facebook: https://www.facebook.com/LMSKearny
* Instagram: https://www.instagram.com/lincolnmiddle121/?igsh=MWt1djN2dno2cnJuag%3D%3D

Our Commitment to You

Your child's safety, happiness, and success are at the heart of everything we do. Our caring teachers are committed to providing a learning environment that challenges students while also supporting them every step of the way. We know that every student learns differently, and we're here to meet each child where they are and help them shine. This Student Handbook is your go-to resource for understanding our school's expectations, policies, and procedures. It's packed with helpful information to answer most questions that may come up throughout the year.

Our Core Values

Respect, responsibility, and kindness aren't just words on our walls, they're the foundation of our school community. When we treat each other with these values, Lincoln Middle School becomes a place where everyone can thrive, learn, and feel like they truly belong.

Let's Connect

My door is always open to you. Your thoughts, questions, and ideas matter, and I genuinely value hearing from our school families. Please don't hesitate to reach out anytime, I'm here for you. Here's to a safe, healthy, and successful school year filled with learning, laughter, and lasting memories. Together, we'll make this year extraordinary!

Warm regards,
James

Our Responsibilities

We believe that all children can learn.

Our major goal is to prepare students to become responsible citizens and take their places as productive members of the community.

We believe that education is a cooperative effort among members of the community.

We will provide children with a supportive and caring environment that develops self-esteem, self-motivation, and a sense of responsibility.

We strive to provide every opportunity for maximum student achievement and to recognize and stimulate special talents in all students.

The educational environment and the teaching strategies are designed to meet the goals and objectives of a strong curriculum.

Disclaimer

1. The LMS 7-8 Student/Parent Handbook is a general reference guide only and is designed to be in harmony with board policy and the Student Code of Conduct. Please be aware that it is not a complete statement of all policies, procedures, or rules that may be applicable in a given circumstance.
2. Please be aware that the Student/Parent Handbook is updated yearly, while policy adoption and revision may occur throughout the year. Changes in policy or other rules that affect Student/Parent Handbook provisions will be made available to students and parents through our schools' communication platforms.
3. The district reserves the right to modify provisions of the Student/Parent Handbook at any time, whenever it is deemed necessary. Notice of any revision or modification will be given as is reasonably practicable under the circumstances.
4. Although the Student/Parent Handbook may refer to rights established through law or district policy, the Student/Parent Handbook does not create any additional rights for students and parents. It does not, nor is it intended to, create contractual or legal rights between any student or parent and the district. If you or your child have questions about any of the material in the handbook, please contact administration.

Academic Honor Roll and Citizenship

Grades 7-8

<u>Principal's Honor Roll</u> is achieved when a student:

- Passes all subjects.
- Earns an academic score of 90% or better in each major subject: English Language Arts, Math, Science and Social Studies.
- Earns no lower than an 85% in all other subjects.
- Grade 7 & 8: Earns all "O's" (Outstanding) and "S's" (Satisfactory) in Conduct in ALL subjects, ***including*** instrumental music.
- All Report Card comments ***must*** meet the criteria to receive Principal's Honor Roll.

***Note:** Content Specialist teachers should consult with Special Education teachers and/or Case Managers when making a determination regarding student grading and honor roll.

<u>Honor Roll</u> is achieved when a student:

- Passes all subjects.
- Earns an academic score of 80% or better in all subject areas.
- Grade 7 & 8: Earns all "O's" (Outstanding) and "S's" (Satisfactory) in Conduct in ALL subjects, ***including*** instrumental music.
- All Report Card comments ***must*** meet the criteria to receive Honor Roll.

***Note:** Content Specialist teachers should consult with Special Education teachers and/or Case Managers when making a determination regarding student grading and honor roll.

<u>Citizenship Award</u> is achieved when a student:

- Passes all subjects.
- Grade 7 & 8: Earns all "O's" (Outstanding) and "S's" (Satisfactory) in Conduct in ALL subjects, ***including*** instrumental music.
- All Report Card comments ***must*** meet the criteria to receive Citizenship.

***Note:** Content Specialist teachers should consult with Special Education teachers and/or Case Managers when making a determination regarding student grading and honor roll.

Accidents/Student Insurance

An injury occurring during school hours must be reported to the nurse, a teacher, or the office immediately.

Parents are requested to review the K&K Insurance Group Insurance information that is sent home in September. Purchase of this program is optional but strongly recommended to cover parents' costs in the event of an injury.

Unless extenuating circumstances prevail, it is NOT the responsibility of the Board of Education to reimburse Parents/Guardians for medical bills resulting from student accidents. Accidents and injuries unfortunately can and do happen during the course of a normal school day and you as the Parent/Guardian are responsible for your child's medical bills.

Address and Phone Numbers of Lincoln Middle School

Lincoln Middle School	**121 Beech Street**
Main Office	201-955-5095
Nurse	201-955-5096
FAX	201-997-2590

Annual Integrated Pest Management Notice

This notice is being distributed to comply with the NJ Integrated Pest Management Act. The Kearny School District has adopted an Integrated Pest Management (IPM) policy and has implemented an IPM plan to comply with this law. IPM is a holistic, preventative approach to managing pests that is explained further in the school's IPM policy.

District IPM Coordinator:
Mark Bruscino
201-955-5011
172 Midland Avenue
Kearny, NJ 07032

The IPM Coordinator maintains the pesticide product label, and the Material Safety Data Sheet (MSDS) (when one is available), of each pesticide product that may be used on school property. The label and the MSDS are available for review by a parent, guardian, staff member, or student attending the school. Also, the IPM coordinator is available for information and to discuss comments about IPM activities and pesticide use at the school.

As part of a school pest management plan, Kearny Schools may use pesticides to control pests. The United States Environmental Protection Agency (EPA) and the New Jersey Department of Environmental Protection (DEP) register pesticides to determine that the use of a pesticide in accordance with instructions printed on the label does not pose an unreasonable risk to human health and environment. Nevertheless, the EPA and the DEP cannot guarantee that registered pesticides do not pose any risk to human health, thus unnecessary exposure to pesticides should be avoided. The EPA has issued the statement that where possible, persons who are potentially sensitive, such as pregnant women, infants and children should avoid unnecessary pesticide exposure.

Attendance Policy

The full Attendance Policy and Regulation (5200) can be found on the Kearny Schools website.

Students that are absent from school for any reason are responsible for the completion of assignments missed because of their absence. A student who is absent from school for observing a religious holiday shall not be deprived of any award, eligibility, or opportunity to compete for any award, or deprived of the right to take an alternate test or examination that was missed because of the absence provided there is a written excuse of such absence signed by the parent.

Prolonged or repeated absences, excused or unexcused, from school or from class, deprive students of the educational and classroom experiences deemed essential to learning and may result in retention at grade level or loss of credit or removal from a course that would count toward the high school diploma in accordance with policies of this Board.

Students shall be subjected to the school district's response for unexcused absences that count toward truancy during the school year as outlined in N.J.A.C. 6A:16-7.6(a)4 and Regulation 5200.

Unexcused absences from school or from classes within the school day may subject a student to consequences that may include the denial of a student's participation in co-curricular activities and/or athletic competition. Repeated absences from school interfere with efforts of this Board and its staff in the maintenance of good order and the continuity of classroom instruction and such absences may result in the removal of the student from a class or course of study.

A. Unexcused Absences That Count Toward Truancy/Excused Absences

1. "An unexcused absence that counts toward truancy" is a student's absence from school for a full or a portion of a day for any reason that is not an "excused absence" as defined below.

2. "An excused absence" is a student's absence from school for a full day or a portion of a day for the observance of a religious holiday pursuant to N.J.S.A. 18A:36-14 through 16, or any absence for the reasons listed below:

   The student's illness supported by a written letter from a medical professional within ten days of a student's return to school;

   The student's required attendance in court;

   Where appropriate, when consistent with Individualized Education Programs, the Individuals with Disabilities Act, accommodation plans under 29 U.S.C. §§ 794 and 705(20), and individualized healthcare plans;

   The student's suspension from school;

   Severe family illness or death, supported by notification to the school by the student's parent;

   Visits to post-secondary educational institutions with proof of visit;

   Interviews with a prospective employer or with an admissions officer of an institution of higher education, with proof of visit;

   Examination for a driver's license;

   An absence for a reason not listed above, but deemed excused by the Principal upon a written request by the student's parent stating the reason for the absence and requesting permission for the absence to be an excused absence;

3. "Truancy" means ten or more cumulative unexcused absences that count toward truancy of a student between the ages of six and sixteen as determined by the Board's Attendance Policy and Regulation pursuant to N.J.A.C. 6A:16-7.6(a)4.iii. and the definition of school day pursuant to N.J.A.C. 6A:32-8.3. Any absence not listed in C.2. above shall be an unexcused absence counted toward truancy.

4. "Unexcused tardiness" may constitute an unexcused absence that counts toward truancy in accordance with Policy 5240. Students who are tardy will serve a one day after school detention for each day they are tardy.

B. Notice to School of a Student's Absence

1. The parent of a student in Grades 7 - 8 is required to call the school office before the start of the student's school day to report a student absence. All absences due to medical issues must be communicated by emailing or phoning the school nurse.

2. The parent or adult student who anticipates a future absence or anticipates that an absence will be prolonged should notify the school office to arrange make-up work.

C. Readmission to School after an Absence

1. A student returning from an absence of any length of time must provide a written statement that is dated and signed by the parent or adult student listing the reason for the absence.

2. The school administration must be notified in writing of any non-illness related absences for a period of more than 10 consecutive school days. Supporting documents will be required.

3. A student who has been absent by reason of having or being suspected of having a communicable disease must present to the school nurse written evidence of being free of communicable disease, in accordance with Policy 8451.

D. Instruction

1. Teachers shall cooperate in the preparation of home assignments for students who anticipate an excused absence of five (5) school days' duration. The parent or student must request such home assignments.

2. A student who anticipates an absence due to a temporary or chronic health condition may be eligible for home instruction in accordance with Policy 2412. The parent must request home instruction.

3. Students absent for any reason are expected to make up the work missed. The parent or student is responsible for requesting missed assignments and any assistance required. Teachers will provide make-up assignments as necessary.

4. In general, students will be permitted two weeks to make up missed work in concert with the individual classroom teacher.

5. A student who missed a test or an exam shall be offered an opportunity to take the test, exam, or an appropriate alternate test.

E. Appeal

1. Students may be subject to appropriate discipline for their school attendance record.

2. A student who has been retained at grade level for excessive absences may appeal that action in accordance with Policy 5410.

Back to School Night

Back to School Night is an opportunity for families to visit the building, learn more about the school, and follow their child's schedule to tour each classroom. General information about the school, programs, and expectations will be shared throughout the evening.

Please note that **Back to School Night is not a parent-teacher conference evening**. While families will have the opportunity to meet teachers and learn about their child's classes, individual conferences will not take place. Families who would like to discuss individual student concerns may contact their child's teachers to arrange a separate meeting.

Student Bell Schedules

7th - 8th Grade Bell Schedule	
1	8:10 - 9:18
2	9:20 - 10:26
3	10:28 - 11:11
3/4	10:28 - 11:34
4/5	11:13 - 12:19
5	11:36 -12:19
5/6	11:36 - 12:42
6/7	12:21 - 1:27
7	12:44 - 1:27
8	1:29 - 2:35

Delayed Opening Schedule	
1	9:50 - 10:40
2	10:42 - 11:29
3	11:31 - 12:08
3/4	11:31 - 12:18
4/5	12:10 - 12:57
5	12:20 - 12:57
5/6	12:20 - 1:07
6/7	12:59 - 1:46
7	1:09 - 1:46
8	1:48 - 2:35

Regular Session/Single Session Entry and Dismissal

Regular Session: 7-8		**Single Session 7-8**	
A.M. Help Period	7:40-8:00am	Period 1 Begins	8:10am
Period 1 Begins	8:10am	Dismissal Bell	12:50pm
Dismissal Bell	2:35 pm	No Help Period	
P.M. Help Period	2:35-2:55pm		

Cell Phone Usage

Pupils are not permitted to use cellular phones while school is in session. Cellular phones must be turned off and placed in their assigned locker while the pupil is in the school building and may only be turned on after school has concluded for the day and outside the school building. Cellular phones that are turned on in violation of this policy will be confiscated and the pupil will be subject to appropriate disciplinary action.

Child Abuse/Neglect

All incidents of child abuse and/or child neglect, whether suspected or confirmed, will be reported to the proper authority as is mandated by statute and Kearny Board of Education Policy.

The basic purpose of New Jersey's Child Abuse Law is to identify children who may be physically or emotionally abused in order that protective steps may be taken. Under New Jersey Law, school personnel or anyone else who has reasonable cause to believe that a child has been abused or neglected, must report the matter immediately to the Division of Child Protection and Permanency.

Code of Conduct/Expectations for Pupil Conduct

The Board of Education believes that pupils should commit themselves to learning and to the development of their unique potential. Pupils should know that their attitudes and acts affect both their own and their classmates' learning and should accept responsibility for helping to create a positive school environment. With the support and assistance of school staff members and parent(s) or legal guardian(s), all pupils can contribute to the effectiveness of the schools and the value of their education.

The Board expects all pupils in this school district, commensurate with their age and ability, to:

1. Prepare themselves mentally and physically for the process of learning;
2. Respect the person, property, and intellectual and creative products of others;
3. Take responsibility for their own behavior;
4. Use time and other resources responsibly;
5. Share responsibilities when working with others;
6. Meet the requirements of each course of study;
7. Monitor their own progress toward school objectives; and
8. Communicate with parent(s) or legal guardian(s) and appropriate school staff members.

The Superintendent shall, in consultation with staff members, parent(s) or legal guardian(s), and, where appropriate, pupils, develop a statement of specific pupil behaviors that exemplify these expectations and shall publish both this policy and the statement of behaviors to all pupils, parent(s) or legal guardian(s), and professional staff members. Any student involved in a fight or disrespectful to any teacher or person having authority over a pupil will be automatically suspended from school.

Other conduct which shall constitute good cause for suspension of a pupil guilty of such conduct shall include, but not be limited to, any of the following:

a. Continued and willful disobedience;
b. Open defiance of the authority of any teacher or person having authority over a pupil
c. Actions that constitute a continuing danger to the physical well-being of other pupils

d. Physical assault upon another pupil, a teacher, or any school employee
e. Taking, or attempting to take, personal property or money from another pupil whether by force or fear
f. Willfully causing, or attempting to cause, substantial damage to school property
g. Taking part in any unauthorized occupancy of a district facility and refusing to leave promptly when directed to do so by a person in authority
h. Inciting others to take part in an unauthorized occupancy
i. Inciting other pupils to truancy
j. Truancy and class cutting; leaving school property without permission
k. Poor attendance and lateness
l. Use or possession of unsafe or illegal articles
m. Use of any tobacco product on school property
n. Use, possession, or sales of a controlled dangerous substance or alcohol
o. Use of profanity or abusive language
p. Turning in a false alarm
q. Tampering with or damaging property of other pupils or staff members

Discipline of Students

In order to maintain effective control and maintain the standards of excellence in the Kearny School District, a firm but fair code of discipline is enforced. An infraction will result in a Behavioral Incident Report being sent home to be signed by a parent/guardian and discipline will be handled through, but not limited to, detentions, exclusion from school events, loss of recess or lunch privileges, or suspensions.

Dress Code Policy

Grades 7-8 uniform will consist of:

- Navy blue golf shirt with school insignia (short or long sleeve.)
- Khaki material, tan or black colored pants, shorts, skirts, skorts worn at waist level.
- Gray sweatpants with the words “Lincoln Middle School” down the leg.
- NO cargo pants, other sweatpants, jeans, leggings, other shorts, athletic pants or stretch pants are permitted.

In case of cold weather:

- Navy blue golf shirt with school insignia **worn over** another layer.
- Navy blue V neck or navy blue crew neck sweater or sweater vest, pullover, zippered or buttoned, with school insignia worn over uniform shirt.
- Navy blue sweatshirt or fleece sweater, pullover, zippered or buttoned, with school insignia worn over uniform shirt. **No hooded sweatshirts are permitted to be worn in the school building.**

Articles of clothing that present a health or safety hazard or cause a substantial disruption of the education process will not be allowed.

The following dress code serves the legitimate educational interest of prohibiting dress that would likely disrupt the educational process:

1. Clothing must be clean, in good condition, and worn as intended and designed. Good judgment should be executed in dressing. Skin tight clothing, along with other inappropriate dress that is distracting and interferes with the education process, is not acceptable.
2. Safe footwear must be worn. No flip flops or open back shoes of any kind.
3. Revealing tops must not be worn. Undergarments are not acceptable as outerwear.
4. Sunglasses may not be worn.
5. Obscene or suggestive graphics and phrases, and messages favoring substance abuse or illegal activities are not permitted.
6. Any garment/accessory that may be dangerous to persons/school property is prohibited.
7. Headwear must be removed upon entering the building.
8. Shorts may be worn from April 15th through October 30th.
9. Wide leg dress shorts and/or dress walking shorts worn with leotards or stockings may be worn throughout the school year.
10. Skirts and shorts that are distracting and disruptive to the educational process are prohibited.
11. Costumes and athletic uniforms are not permitted unless prescribed for special occasions.
12. Expensive clothing or items should be left at home. School will not assume responsibility for stolen or lost items.
13. The building administration has the right to restrict attire which is dangerous or so inappropriate as to interfere with the learning process.
14. The dress code may be temporarily suspended under the authority of the building principal for special occasions.
15. **Hooded sweatshirts (hoodies) cannot be worn in school at any time.**

DRUGS, ALCOHOL, TOBACCO AND CONTROLLED DANGEROUS SUBSTANCES

The Board of Education, in order to provide the most conducive learning environment, recognizes that unless schools and their students are free of **alcohol and other drugs, optimum conditions** for learning do not exist.

Students are prohibited from **possessing**, consuming or distributing drugs or alcohol in any form while at school, in co-curricular and **extracurricular** programs, on school grounds, attending a school related function on or off campus and when coming to and going from school. Students are further prohibited from smoking cigarettes or using other tobacco products **including electronic smoking devices** in any form in school buildings/grounds.

In accordance with NJSA 18A:40A Article 2 and **NJAC** 6:29-6.1-6.5, students suspected of being "under the influence" shall be subject to a medical examination, suspension and other disciplinary measures as established by this policy. The Board of Education pledges its full cooperation with law enforcement officials in the conduct of their duties to maintain a drug free school zone in a cooperative agreement between the school district and Kearny Police. Students and their parent(s)/guardians(s) are advised that New Jersey laws may require additional penalties beyond school sanctions for drug-related offenses on and off school grounds in accordance with the Drug Free School Zones statute. A summary of these laws and their penalties will be made available annually to students and their parents or guardians, in a conspicuous manner.

In establishing this Policy, Kearny Public Schools will have programs and procedures developed and implemented for the purpose of assisting students who experience drug or alcohol use. It is the school's intention to use the disciplinary sanctions of this Policy as a means of helping students recover from the debilitating effects of alcohol and other drug use. It is in this spirit that the development and enforcement of this Policy is intended.

PROCEDURES – DEFINITION OF TERMS USED

The terms listed below are used throughout the Policy and will have the following meanings unless otherwise specified.

Substances – any drug or alcoholic beverage, including prescribed medication, as identified in NJAC 18A:40A-9.

Abuse – the use of mood altering or performance enhancing substances for other than medical purposes, as directed by a physician.

Drugs – any chemical substance taken orally, intravenously, intramuscularly or inhaled for the purpose of altering mood or performance (NJSA 2A-1750-25.9).

Alcohol – any beverage containing a percentage of alcohol which is prohibited from sale and/or possession by individuals under 21 years of age.

Performance Enhancing Substances – over the counter, prescription and illicit drugs used for the purpose of improving athletic performance, including anabolic steroids.

Tobacco – any substance or product which may be consumed by smoking, chewing or inhaling which contains a form of tobacco leaves and nicotine.

Experimentation – when an individual appears to be using substances without any apparent physical or psychological dependence, deterioration in behavior, grades or attendance.

Chemically Dependent – when an individual's use of drugs and alcohol indicates any or all of the following: physical or psychological dependence, deterioration in some or all of the following; grades; attendance; physical appearance; or behavior.

Student Assistant Counselor – Student Assistance Counselor in grades 9 through 12. Guidance Counselor is grades K through 8, provides counseling, information and referral services for students and significant others with alcohol or other drug problems.

Intervention and Referral Service (I&RS) Team - Each school shall institute an Intervention and Referral Service (PAC)/CORE team to include an administrator, member of the Child Study Team, nurse, SAC and/or counselor and at least one teacher. The team shall:

1. Review drug/alcohol referrals
2. Accept and assess student behavior checklist
3. Notify parents when indicated
4. Provide support and guidance to classroom teachers
5. Plan for appropriate intervention for/with the student

PART I – STUDENTS SUSPECTED OF HAVING INGESTED OR BEING UNDER THE INFLUENCE OF SUBSTANCES DURING SCHOOL HOURS OR ATTENDING A SCHOOL SPONSORED FUNCTION

FIRST OFFENSE

Any staff member to whom it appears that a student may be currently under the influence of alcohol or other drugs on school property or at a school function shall report the matter as soon as possible to the school principal/designee and the school nurse. The student is to be escorted to a confidential and inconspicuous location where the youngster will be supervised.

Reporting suspected cases – In conformance with NJAC 6A:16, STAFF MEMBER MUST IMMEDIATELY report any student exhibiting behavior, or a pattern of behavior, or whose physical condition is consistent with the signs and symptoms of being under the influence of alcohol, steroids or other drugs to the DESIGNATED BUILDING ADMINISTRATOR AND SCHOOL NURSE.

The following procedures must be followed:

1. **The administrator will locate the student and escort him/her directly to a confidential and inconspicuous location where the nurse, appropriate administrator and the Student Assistance Counselor/Counselor will meet with the student as soon as possible.**
2. **Immediate contact with parent/guardian shall be initiated by the building administrator for the purpose of obtaining an immediate physical examination and a urine and/or blood test by a physician. The Building Administrator or his designee will also inform the Chief School Administrator of the incident.**
3. ***WHEN A STUDENT IS IN NEED OF IMMEDIATE MEDICAL ATTENTION,*** **the building administrator shall take appropriate action to ensure that the First Aid Squad or Kearny Police transport the student to Clara Maass Medical Center. The student will be accompanied by the principal's designee.**
4. **WHEN IMMEDIATE MEDICAL ATTENTION IS NOT NECESSARY: The parent/guardian and principal/designee shall be directed to take the student for an immediate (within 2 hours from parental release) physical examination to include urine and/or blood testing at AFC Doctors Express Urgent Care or an approved testing site. They may choose a physician of their own which shall then be at the family's expense instead of being performed at no charge. Appropriate forms and releases shall be signed and reviewed with the parent/guardian.**

    i. **Failure to comply with the requirement to complete a physical examination and urine drug test within 2 hours from parental release will be considered a positive diagnosis resulting in an immediate suspension.**

        1. **Reinstatement will occur only upon "submission to the principal, within 5 days from this incident, written evidence that a physician has medically cleared the student to return to school and that a Chemical Dependency Assessment has been initiated by an approved agency.**

    ii. **In accordance with NJAC 6A:16 (a), refusal or failure by a parent to comply with the provisions of NJSA 18A:40A-12 shall be deemed a violation of the compulsory education (NJSA 18A::38-25 and 18A:38-31) and/or child neglect (NJSA 9:6-1 et seq.) laws. The parent/ guardian will be advised that a DCF referral will be made. The drug screening may be done with or without the consent of the parent.**

5. ***RE- ADMISSION CRITERIA*** **(when medical attention is or is not necessary). Return to school is prohibited until the student can present:**

    a. **A physician's written note stating that the student is medically cleared to return to school at this time.**

b. **Evidence that a urine drug screen for drugs/alcohol has been collected and is being processed by a lab.**
c. **Meeting the above criteria, the student will be re-admitted that day without suspension, pending the results of the completed urine drug test.**
d. **A POSITIVE DIAGNOSIS will cause the student to be suspended immediately for a duration of not more than 10 days (as per administrative decision).**

    1. **The Superintendent of School will be notified of a positive diagnosis.**
    2. **Positive diagnosis will require a Chemical Dependence Assessment from a New Jersey Department of Health approved program. The selection of a treatment or assessment facility shall be done by the parent/guardian who shall be informed by the Building Administrator or designee that this will be at the parent/guardian's expense. Nothing in these procedures shall prevent a parent/guardian from seeking a second opinion from an approved program at their own expense.**

        a. **The parent/guardian will be given a list of approved facilities from which to select their referral.**
        b. **Parent/guardian and the student shall present a signed release of confidential information form from a listed New Jersey Department of health approved program which indicates that an assessment is in progress in order that the school and treatment program may communicate about the student's progress without breaching confidentiality.**

    3. **Meeting the above criteria may result in the reduction in the length of suspension.**
    4. **Students enrolled in an approved out-patient treatment program may continue to attend school only as long as participation can be documented.**
    5. **Parents/guardians who fail to comply with the assessing program's recommendation will result in the school's filing a report of alleged child neglect with the New Jersey Department of Children and Families (DCF) as well as the option of filing a formal complaint in municipal court.**
    6. **Students not enrolled in a program or leaving a program, or leaving a program against the recommendation of the program, will be placed on Home Instruction, to be reviewed by the Kearny Board of Education. They will remain on the rolls of the school that he/she was attending, with Home Instruction costs assumed by the Kearny Board of Education.**
    7. **If questionable behavior, or deteriorating condition is noted, or the treatment agency reports that students use of drugs is increasing the student may be required to see a physician for medical clearance. Only upon receipt of written medical clearance will the student be allowed to remain in school.**

SECOND OFFENSE

Students suspected of having ingested or being under the influence of substances.

1. **The student will have an immediate medical examination including testing for cause which includes drugs of abuse and/or alcohol. All of the procedures outlined under FIRST OFFENSE will be carried out.**
2. **Confirmation of being under the influence will require the student to undergo an assessment by an approved facility. Formal release from treatment at the program's recommendation will be the only reason accepted for termination.**
3. **Failure to comply with these requirements may result in immediate suspension at the recommendation of the administration, in conjunction with the Student Assistance Counselor/Counselor/Intervention and Referral Service Committee. In case of suspension of more than 10 days the youngster will be placed on home instruction.**

THIRD OFFENSE

Students suspected of having ingested or being under the influence of substances.

1. **Administration, in conjunction with the Student Assistance Counselor/Counselor/Intervention and Referral Service Committee, retains the option to recommend an extended suspension to the Board of Education for any chronic violator of this Policy.**
2. **If the student does not receive an extended suspension, an individual program shall be developed for him/her in consultation with the building administrator, Student Assistance Counselor/Counselor/Intervention and Referral Service Committee.**

*****ANY STUDENT CAUGHT WITH A "VAPE" (AKA ELECTRONIC CIGARETTE), will be addressed. Students will be expected to complete a vape education online certification program. The school also reserves the right to send the student for a drug screening. All electronic smoking devices will be confiscated and only returned to a parent/guardian or turned over to the police if deemed necessary.***

PART II – STUDENT'S VOLUNTARILY SEEKING HELP FOR DRUG OR ALCOHOL RELATED PROBLEMS

Students are encouraged to seek help for problems with or related to drug and/or alcohol use.

Specific staff members and services are provided for direct assistance of confidential referral for students seeking help with an alcohol, drug or other problems related to their substance use or use by someone in a close relationship with them.

1. At the initial meeting with a student, the Student Assistant Coordinator/Elementary Guidance Counselor or Intervention and Referral Service (I&RS) member will provide full disclosure, orally and in writing, of the confidentiality laws and guidelines as required in Federal Confidentiality Regulations CFR42, Part 2.

2. The Student Assistance Coordinator/Elementary Guidance counselor or Intervention and Referral Service (I&RS) member will be allowed to maintain confidentiality of conversations with students meeting the following criteria:
    a. the student's health is not in imminent danger;
    b. the information does not make the staff member accessory to an illegal action;
    c. the information does not indicate that the health or safety of the student or another individual is threatened.

3. The student will be required to complete a screening inventory, designated by the Intervention and Referral Service (I&RS) team, to determine the degree of alcohol or other drug involvement.
4. The student's age, quantity/frequency of alcohol/drug use, and the length of time a student continues to use substances should be given consideration when a decision to initiate a referral to a community agency or parent/guardian contact is being weighed.
    a. For classified students, the Case Manager or other member of the Child Study Team shall be consulted.
    b. The Student Assistance Coordinator/Elementary Guidance Counselor or Intervention & Referral Service (I&RS) member may continue to work with a student seeking help voluntarily for a reasonable period of time.
        1. The Student Assistance Counselor/Elementary Guidance Counselor and student may design a plan which will include time frames, parent/guardian role, and possible treatment/assessment referral.
        2. However, when the Intervention and Referral Service (I&RS) Committee agrees that no progress is apparent or the student has failed to adhere to the plan, the Intervention and Referral Service (I&RS) member will refer the case to the appropriate provider.

    c. Every effort shall be made to have the student discuss their involvement with alcohol and other drugs with their parent/guardian.

5. Members of the district's Intervention and Referral Service (I&RS) Committee shall be Considered "part of the district's alcohol/drug program" and shall be permitted to discuss student matters protected by Federal Confidentiality Regulations on a "need to know" basis, provided that members have signed a SHARED SERVICES AND CONFIDENTIALITY UNDERSTANDING form which has been filed with the Substance Awareness Coordinator/Elementary School Guidance Counselor.
   a) Building Intervention and Referral Service (I&RS) Committees shall maintain regular communication regarding students moving from one district building to another, and on issues affecting siblings or significant others, in order to insure **C**onsistency.

6. "Voluntarily seeking help" does not prevent the school from charging a student with "suspicion of being under the influence" at another time.

PART III – STUDENTS RETURNING FROM TREATMENT (Voluntary and Policy Ordered)

Any student attending a treatment program causing extended absence will be readmitted only upon receipt of a written recommendation from the treatment program. In addition, the student must be registered and actively attending an approved after-care program.

A copy of the student's aftercare plan and discharge summary must be provided to the Student Assistance Coordinator/Elementary Guidance Counselor/Building Administrator.
Failure of the student to adhere to his/her after-care program because of his/her actions or inactions shall subject the student to disciplinary action which may include suspension.

Referral of failure by a parent to comply with this Policy shall be deemed a violation of the Compulsory education (NJSA 18A:38-25 and 18A:38-31) and/or child neglect (NJSA 9:6-1 et seq.) laws and DCF shall be notified. NJAC 6A:16.

PART IV – POSSESSION OR DISTRIBUTION OF DRUGS OR ALCOHOL

When a student is found to be in possession of any quantity of illegal substances, drugs, steroids or alcohol, on school grounds or at a school activity, the Kearny Police will investigate. If illegal substances are found, it shall be the responsibility of the Police to complete their normal reporting procedures, and any other legal actions, such as complaints, depending on the quantity of substances. It shall be the responsibility of the Kearny Police to determine whether the quantity and/or circumstances will be considered "possession" or "distribution" in accordance with New Jersey Law.

A. Students found "in possession" will follow the same criteria as outlined in Part A of this Policy. Possession will result in **a minimum of a 4 day out of school suspension.** However, the Kearny Board of Education maintains the right to conduct a hearing on any student found selling, possessing or distributing illegal substances, as outlined in the Policy.
B. Students charged with distribution or intent to distribute drugs or when a student is neither treatment appropriate, or tests positive on a urine/blood screen, will receive the following additional disciplinary measures:
    1. Out-of-School Suspension for up to a maximum of 21 days, not to exceed the second monthly Board of Education meeting.
    2. Appear at an automatic hearing before the Kearny Board of Education to determine to what extent the student is a danger to him/herself and/or the school community.
    3. If reinstated, a monitoring program and monthly reports to the Kearny Board of Education shall be developed by the Intervention and Referral Service (I&RS)
    4. Committee or the Student Assistance Coordinator/Elementary Guidance Counselor.
    5. Failure to comply with established guidelines, or determination that the student is a risk to the school community will result in extended Home Instruction until the Kearny Board of education is satisfied that no immediate danger to other students exists.
C. Second, and subsequent offenses, or those which involve actions by the Court due to the quantity of substances involved, shall cause a hearing by the Kearny Board of Education.
D. Students arrested for non-school related drug or alcohol violations shall be permitted to attend school unless it is felt that the student is a danger to him/herself, or to other students in the school.
E. If the school building principal, based on reports from local police, determines that the student's' continued attendance present a danger to the health and welfare of other students in the building, the offending student shall:

    1. Be suspended immediately, for a minimum of 10 days.
    2. Implement Home Instruction procedures immediately.

3. Make a Child Study Team referral, if the current educational placement appears inappropriate.
4. Return to school will be conditional upon meeting criteria established by the Intervention and Referral Service (I&RS) Committee or Student Assistance Coordinator/Elementary Guidance Counselor and the building principal.

PART V – SEARCH AND SEIZURE

All student handbooks shall carry a note stating that "lockers are school property and therefore subject to search by school administration" at any time. Searches conducted of students' possessions, lockers or vehicles must be warranted by "reasonable suspicion". These searches shall follow the guideline established for New Jersey Schools in the Administrative Code, but shall include the following guidelines:

1. "Reasonable suspicion" shall mean suspicion based on statement of concern by staff or students, and physical condition or behavior of a suspicious nature which indicated. Possible substance use or possession.
2. Searches of a "cursory" nature may be conducted, including a visual inspection and request that students empty pockets, purses and other belongings. Students refusing to cooperate in "searches" will have their parent/guardian contacted immediately to inform them of the student's refusal to cooperate, stressing possible police involvement in the incident.

PART VI – ROLE OF THE CHILD STUDY TEAM

The Child Study Team shall not accept referrals of new cases, where the cause for evaluation indicates possible substance abuse, until the Intervention and Referral Service (I&RS) Committee, the Director of Guidance, and the Student Assistance Coordinator/Elementary School Counselor have been consulted.

A. Students referred to the Child Study Team may be required to submit a urine and/or blood screen, or participate in some other form of evaluation, in order to "rule out" the possibility that drug/alcohol involvement is a primary cause for the referral.
B. Following return from treatment, or when the Intervention and Referral Service (I&RS) committee determines that a Child Student Team evaluation, or alternative educational environment may be appropriate; a referral to the Child Student Team shall be made.
C. The Child Study Team shall consult with the Intervention and Referral Service (I&RS) Committee on student referred, for "technical assistance" on substance abuse and symptomatology, for both classified and unclassified students.
D. The Child Study Team, upon request of the Intervention and Referral Service (I&RS) Committee or Board of Education, will review the current placement of a student on extended Home Instruction and consider alternative educational programs.

PART VII – CONFIDENTIAL CONSULTATION WITH PARENT/GUARDIAN

Parents or guardians may receive confidential voluntary consultation from the Student Assistance Counselor/Elementary Counselor to address concerns about their child's possible substance abuse, without informing the student of such a meeting. Names of cooperating programs may be provided which will conduct a Drug Assessment. The information

obtained by the staff member during this meeting shall remain confidential and shall not be used for disciplinary action against the student.

1. "Parent/Guardian confidential consultation" does not prevent the school staff from charging a student with "suspicion of being under the influence" at another time.

PART VIII – STUDENT WEEKEND USE OF SUBSTANCES OR SUSPECTED USE

The school has a moral and legal obligation to identify and assist students whose drug or alcohol use is affecting school performance or behavior, regardless of when it occurs. Parents/guardians telephone calls expressing concern about parties or substance related incidents involving students will be handled in the following manner:

1. The staff member will ensure that any information, deemed reliable, will be passed on to the affected parent/guardian through the Student Assistance Coordinator/Elementary School Counselor, whose training and expertise may facilitate parent cooperating in a manner which ensures the confidentiality of each student and/or family.
2. A member of the Intervention and Referral Service (I&RS) Committee and/or the Student Assistance Coordinator/Elementary School Counselor may call in a student in order to express concern about "use" when a parent/guardian or fellow students issue a "statement of concern." The contents of this meeting will remain confidential; however, this will NOT protect the students from future sanctions under existing procedures of this Policy.
3. A Behavior Health Assessment of the student may be affecting performance or behavior. Students who appear to be "in trouble" may require formal or informal intervention by the Intervention and Referral Service (I&RS) Committee and/or Student Assistance Coordinator/Elementary School Counselor. In such cases, no release of information by the student is necessary.

PART IX – STAFF MEMBER'S RESPONSIBILITIES

Staff members **MUST**, by law, report any student suspected of being under the influence of, or having problems related to drugs, steroids and/or alcohol, District procedures are to be followed.

1. Any educational personnel employed by this district who in good faith reports a pupil under the provisions of this Policy to the principal of his/her designee shall not be liable in civil damages as a result of making any such report. (NJSA 18A:40A-13 and 14) Civil immunity NJSA 18A:40A-13-14; NJAC 6A:16.
2. No civil action of any kind shall lie against any teaching staff member or any officer or agent of the district because of actions taken under the education statutes on substance abuse, NJSA 18A:40A-1 et seq., provided the skill and care given is that which is ordinarily required and exercised by other such teaching staff members and officers and agents of the district.
3. Any teaching staff member who in good faith reports a pupil to the principal, the principal's designee, the school medical inspector, or the school nurse in an attempt to help such pupil cure his or her abuse of substances shall not be liable for civil damages as a result of making any such report.

PART X – FORMAL INTERVENTIONS

Students whose behavior indicates chemical dependency and refuses to confront the problems either alone, or as a result of family denial, may have an intervention structured to include staff and possibly family to confront the issue.

The intervention will be followed up by invocation of the appropriate sections(s) of this Policy. This shall be a caring confrontation.

PART XI – TOBACCO/ ELECTRONIC SMOKING/VAPE DEVICE USE

Smoking or the use of tobacco/vape products by students and staff within all school buildings and grounds is prohibited. Students engaging in the use of tobacco/vape products, including but not limited to **electronic smoking devices (see substance abuse guidelines)**, anywhere **on school grounds/school sponsored functions**, or school buses may receive the following disciplinary measures based on offense number. For specific information on disciplinary measures refer to Vape Guidelines in the table of contents.

> **Please note**: By New Jersey Statute, smoking (anything **that produces a smoke or vapor or contains tobacco/nicotine products**) is prohibited on school grounds, on school sanctioned bus, **at a school related event**, as well as within the building itself. All reports of smoking will be reported to and fined by the Health department.

PART XII – CURRICULUM AND INSTRUCTION

1. Every student attending Kearny Public Schools will receive instruction in behavioral/chemical health education in accordance with the guidelines and objectives established by the New Jersey Department of Education.
2. Special prevention programs shall be conducted beyond the classroom throughout each school year which promotes positive age-appropriate Behavioral Health practices.

PART XIII – STEROID PREVENTION PROGRAM

A. The steroid prevention program shall include educational and aggressive identification programs in appropriate subjects and with sports teams.
B. As a requirement for participation in interscholastic sports, all parents/guardians are required to give permission for the school physician or medical practitioner of their choosing to perform an examination and possible testing for steroid use.
C. Steroid identification and testing during the individual sport season will follow the steps listed below:
    1. Coaching and medical staff shall closely observe student athletes participating in the individual sports or during medical examinations.
        a. The examining physician will identify students suspected of steroid use and refer them to First Care Medical Group.
        b. Coaches will identify players who display physical manifestations or behavior consistent with symptoms of steroid use and report candidates for testing to the Vice-Principal: Athletics/Students Activities and/or Student Assistance Coordinator/Elementary School Counselor.
    2. Urine samples will be collected from individuals and/or entire teams or squads when there is suspected steroid use.
        a. At the time of collection, the Student Assistance Coordinator or other designated member of the Alcohol and Drug “Program” shall provide students with an orientation to include:
            1. A review of the Board Policy regarding use of alcohol and other drugs, specifically steroids, along with consequences.

2. An opportunity to voluntarily disclose themselves as "in violation of the Policy" by completing a Personal Disclosure Statement.
3. Students voluntarily making such a disclosure will be seen by a Student Assistance Coordinator/Elementary School Counselor on the next school day.

3. Failure to submit a urine sample will result in the student being declared ineligible to participate until a sample has been submitted.
4. Students testing positive will be treated under the same procedures as outlined in this Policy with the following additional sanctions:
    a. **First Offense** – ineligibility to participate in interscholastic sports for the remainder of the season.
        1. A pre-season physical shall be required before being considered eligible for another sport.
    b. **Second and Subsequent Offenses** - shall declare the student ineligible for one year from the date of the offense.

PART XIV – WRITTEN RECORDS

Written records (official and unofficial) on all incidents relating to suspected and/or actual drug/alcohol abuse shall not become part of the child's permanent health record or school record. All official records shall be kept in the Student Assistance Coordinators/Elementary Counselor's office.

PART XV – STUDENT'S RESPONSIBILITIES

It is the responsibility of each student to maintain a lifestyle completely free of drugs and alcohol.

A student, through classroom instruction, should become aware of the effects of drugs and alcohol on the human body.

A student who has a problem with drugs, steroids, alcohol, or tobacco should seek assistance by presenting the situation to the Student Assistance Coordinator/Elementary School Counselor, specific faculty members, or to the school administration.

A Student may suspect a fellow student of taking drugs or alcohol or may suspect possession of drugs or alcohol on or within the school grounds. It is the responsibility of that student to inform the proper authorities of the suspicion, i.e., Student Assistance Coordinator, the building Principal, Assistant Principal, Guidance Counselor, Nurse, or classroom teacher. The information of the reporting student will be respected.

PART XVI – HIGH RISK YOUNGSTERS

The Kearny School District shall provide ongoing in-school programs for high risk children and adolescents to be conducted by the Student Assistance Coordinator of the high school and counselor of the elementary schools. **Antisocial** behavior, academic failure, little commitment to school and lack of social bonding are but a few signs that a child might develop attitudes favorable to drug use. At-risk youngsters also include, but are not limited to, those with a family history of substance abuse, those who exhibit positive attitudes toward drug use and those with drug-using friends.

Teachers should refer high risk youngsters, via a behavioral checklist, to the Intervention and Referral Service (I&RS) committee.

PART XVII – CHILDREN OF ALCOHOLICS AND FROM CHEMICALLY DEPENDENT FAMILIES

Children who are identified as having parents, guardians, or family members with active alcoholism, substance abuse, or chemical dependency, or a history of such difficulties, may receive support services in the form of individual or group counseling, referral to community services, and "self-help" programs available within the school district and community. The following guidelines are provided for handling these matters:

1. Students at all levels shall be apprised, in an age appropriate manner, of the confidentiality regulations prior to disclosing information as outlined in Part 1 – Confidentiality.

2. Students who self-disclose family chemical dependency may be provided support services: however, staff members shall be alert to the potential for a referral to the New Jersey Department of Children and Family Services.
    a. The Confidentiality regulations are automatically waived in cases where any form of child abuse exists.

3. Every effort to involve and assist parents or guardians with chemical dependency issues should be made.
    a. Before involving elementary school age children in counseling programs, parents or guardians may be informed of their child's participation in such programs. NJSA 18A:40A(9:17A—4).

4. Parents or guardians who have been informed of detrimental effects resulting from a family member's chemical use, and fail to take appropriate action, shall cause a referral to DCF to be made.

PART XVIII – AUTHORIZED USE OF MEDICATIONS

1. All students carrying or taking prescribed medication, must store and consume these medications under the supervision of the school nurse as directed in the Medical Department Policy with the exception of inhalers for asthma.
2. Parents are ultimately responsible for enforcing this procedure when they are aware of medication use. Consumption of any medication with the exception of prescription inhalants in places other than the nurse's office will be considered a violation of the Policy.

PART XIX – TEACHER IN-SERVICE TRAINING

(NJSA 18A:40A-3 & NJSA 18A:40A-15)

A. Teacher in-service training is an important part of any school program to prevent chemical dependency. The Student Assistant Coordinator/Elementary School Counselor and/or Intervention and Referral Service (I&RS) Committee in each school is responsible to provide in-service training and to assist district personnel in identifying symptoms and behavioral patterns which may indicate a youngster is involved in substance abuse. The Kearny Board of Education will provide time to conduct the program during the usual school schedule.
B. In-service training shall prepare teachers to instruct pupils on substance abuse and inform teachers about the nature of substances, the symptomatic behavior associated with substance abuse, the availability of

rehabilitation and treatment programs, the legal aspects of substance abuse, the district Policy and regulations on substance abuse.

PART XX – REVIEW AND ANNUAL DISTRIBUTION OF POLICIES

District Policy and implementation of administrative regulations on drugs/alcohol shall be reviewed and evaluated annually by administrators, teachers and students, in consultation with members of the community and local health agencies, and shall be distributed annually to all school staff members, pupils and parents. (NJAC 6A:16-4.2)

ADDENDUM TO DRUGS, ALCOHOL, TOBACCO AND CONTROLLED DANGEROUS SUBSTANCES

In addition to the existing Board of Education drug and alcohol policy, Kearny High School student athletes and students involved in student related activities are expected to adhere to the following policy:

Step I: A student reported to the administration suspected of using drugs or alcohol during non-school or school hours will be required to attend a conference with parents/guardians and the high school administration. If determined the student was involved with drugs or alcohol, he or she will be suspended from the school program he or she is involved in for thirty days.

Step II: A second offense by the student will require a second conference by the parties involved and the student will be suspended from all school activities for one full year. The time period will be from the date of the second offense to the corresponding date of the following year.

Vape Guidelines

Est. 2019/20 SY

The following will be Kearny High School's response to illegal (must be 21) vaping or possessing a vape during the course of the school day (ex: out of the building at lunch) in school, on school grounds or bus, or at school sanctioned events.

* All Vapes will be confiscated by Administration and will not be returned to the student. Vapes will only be returned to a parent if requested. If a parent chooses not to pick up the Vape, it will be disposed of.
**If a drug screen results in a positive (+) result, refer to the school';s drug and alcohol policy.
***Students will be given two 3 hour central detentions to complete the Vape-Educate program. If they finish in the first 3 hour central detention, they will not be required to attend the 2 nd . If the student does not complete the Vape-Educate Program in the 6 hours of central detention, they will be required to finish it through in-school suspension before they can return to school. Administration may use discretion on how to handle completion of the VapeEducate Program and disciplinary sanctions.
****All Vape related incidents will be referred to the District's Student Assistance Counselor

Vaping (use of vape on school grounds, bus, or at a school sponsored function):

1st Offense

- Sent for a drug screen (as per our drug and alcohol policy)
- One day mandatory suspension

- Mandatory in-person parent/guardian meeting
- One (1) day suspension sport/activity
- Complete Vape-Educate Program in assigned 3 hour detention
- Referral to Town of Kearny Health Department
- May result in removal of all non-academic extracurricular activities

2nd Offense

- Sent for a drug screen (as per our drug and alcohol policy)
- 3 Day Out-of-School suspension
- Three (3) days suspension from sport/activity
- Complete Vape-Educate Program in assigned 3 hour detention
- Referral to Town of Kearny Health Department
- May result in removal of all non-academic extracurricular activities

3rd Offense

- Referral to the Board of Education for possible expulsion
- Sent for a drug screen (as per our drug and alcohol policy)
- 4 Day Out-of-School suspension *(may decrease or increase at administrative discretion)
- Referral to Town of Kearny Health Department
- Mandatory parent meeting
- May result in removal of all non-academic extracurricular activities

Possession of a Vape (not in the act of using the vape):

1st Offense

- Sent for a mandatory drug screen (as per our drug and alcohol policy)
- Mandatory completion of Vape-Educate Program
- 3 hour detention
- Parent notification / Possible police notification

2nd Offense

- Sent for a drug screen (as per our drug and alcohol policy)
- Mandatory completion of Vape-Educate Program
- 1 day out-of school suspension
- Parent notification/ Possible police notification

3rd Offense

- Sent for a drug screen (as per our drug and alcohol policy)
- Mandatory completion of Vape-Educate Program
- 2 day out-of school suspension
- Parent notification/ Possible police notification

****Any additional referrals past the 3 rd offense will result in a 3-10 day suspension at the Administrator's discretion****

REPORTING POTENTIALLY MISSING OR ABUSED CHILDREN

A. Definitions

1. An "abused child" as defined in N.J.S.A. 9:6-8.9, is a child under the age of eighteen years whose parent, guardian, or other person having his/her custody and control:
    a. Inflicts or allows to be inflicted upon such child physical injury by other than accidental means which causes or creates a substantial risk of death, or serious or protracted disfigurement, or protracted impairment of physical or emotional health or protracted loss or impairment of the function of any bodily organ;
    b. Creates or allows to be created a substantial or ongoing risk of physical injury to such child by other than accidental means which would be likely to cause death or serious protracted disfigurement, or protracted loss or impairment of the function of any bodily organ;
    c. Commits or allows to be committed an act of sexual abuse against the child;
    d. Or a child whose physical, mental, or emotional condition has been impaired or is in imminent danger of becoming impaired as the result of the failure of his/her parent, guardian, or other person having his/her custody and control, to exercise a minimum degree of care (1) in supplying the child with adequate food, clothing, shelter, education, medical, or surgical care though financially able to do so or though offered financial or other reasonable means to do so, or (2) in providing the child the proper supervision or guardianship, by unreasonably inflicting or allowing to be inflicted harm, or substantial risk thereof, including the infliction of excessive corporal punishment or using excessive physical restraint under circumstances which do not indicate that the child's behavior is harmful to himself/herself, others or property, or by any other act of similarly serious nature requiring the aid of the court;
    e. Or a child who has been willfully abandoned by his/her parent, guardian, or other person having his/her custody and control; or
    f. Or a child who is in an institution as defined under N.J.S.A. 9:6-8.21 and (1) has been so placed inappropriately for a continued period of time with the knowledge that the placement has resulted and may continue to result in harm to the child's mental or physical well-being, or (2) has been willfully isolated from ordinary social contact under circumstances which indicate emotional or social deprivation.
    g. A child shall not be considered abused under N.J.S.A. 9:6-8.9 if the acts or omissions described herein occur in a day school as defined in N.J.S.A. 9:6-8.21.
2. An "Intern" means a post-secondary student or graduate student in a professional field gaining supervised practical experience.

B. Indications of Child Abuse and/or Neglect

1. The suspicion of child abuse and/or neglect may be based on the complaints of the child or on the direct observations of the employee, volunteer, or intern. A person should suspect child abuse and/or neglect when certain conditions appear to be present. The conditions may be, but are not limited to, whenever:
    a. There is evidence of physical injury to a student not likely to have been caused by an accident, regardless of the student's explanation of the injury;
    b. A student complains of having been injured or having been sexually molested, with or without external signs of physical injury;
    c. A student appears to be malnourished;

d. A student's general condition indicates a persistent want of care, such as clothing inadequate for the weather, inadequate hygiene, lack of sleep, decayed and broken teeth, and the like;
e. A student complains of or indicates by other means that he/she has been subjected to threats or emotional abuse;
f. A student is excessively apprehensive, fearful, withdrawn, or aggressive;
g. A student is afraid to go home after school or arrives to school unreasonably early;
h. A parent or caretaker of a child admits having abused the child;
i. The removal from school by the parent, guardian, or other person having custody and control of the child that may be an indicator of additional grievous abuses; or
j. School district personnel have any other reason to believe that a child has been subject to child abuse and/or neglect, to include but not be limited to, physical abuse, sexual abuse, neglect, educational abuse, and educational neglect.

C. Notification Requirements for School District Employees, Volunteers or Interns
1. Employees, volunteers, or interns working in the school district shall immediately notify designated child welfare authorities of incidents of alleged missing, abused, or neglected children.
    a. The person having reason to believe that a child may be missing or may have been abused or neglected may inform the Principal or other designated school official(s) prior to notifying designated child welfare authorities if the action will not delay immediate notification.
    b. The person notifying designated child welfare authorities shall inform the Principal or other designated school official(s) of the notification, if such had not occurred prior to the notification.
        1. Notice to the Principal or other designated school official(s) need not be given when the person believes the notice would likely endanger the reporter or student involved or when the person believes the disclosure would likely result in retaliation against the student or in discrimination against the reporter with respect to his or her employment.
2. Reports of incidents of alleged missing, abused, or neglected children shall be reported to the New Jersey State Central Registry (SCR) at 1-877 NJ ABUSE. If the child is in immediate danger, a call shall be placed to 911 as well as to the SCR.

D. School District's Notification to Law Enforcement
1. The Principal or other designated school official(s) upon being notified by a person having reason to believe that a child may be missing or may have been abused or neglected, must notify appropriate law enforcement authorities of incidents of potentially missing, abused, or neglected child situations.
    a. Notification procedures to child welfare authorities and law enforcement authorities regarding alleged incidents of missing, abused, or neglected children shall be consistent with the Memorandum of Agreement between education and law enforcement authorities pursuant to N.J.A.C. 6A:16-6.2(b)13.
    b. Notification to appropriate law enforcement authorities shall be made for all reports by employees, volunteers, or interns working in the school district.
        1. The notification to appropriate law enforcement authorities on behalf of a student attending a receiving school shall be made to the law enforcement authorities identified in the receiving school's Memorandum of Agreement as required by N.J.A.C. 6A:16-6.2(b)13.
2. Confirmation by another person is not required for a school district employee, volunteer, or intern to report the suspected missing, abused, or neglected child situation.

E. School District Cooperation with Designated Law Enforcement Authorities

1. The school district will cooperate with designated child welfare and law enforcement authorities in all investigations of potentially missing, abused, or neglected children.
    a. Accommodations shall be made permitting the child welfare and law enforcement investigators to interview the student in the presence of the Principal or other designated school official(s).
        1. If the student is intimidated by the presence of the school representative, the student shall be requested to name an employee, volunteer, or intern working in the school district, whom he or she feels will be supportive, and who will be allowed to accompany the student during the interview.
    b. District administrative and/or supervisory staff members will assist designated child welfare and law enforcement authorities in scheduling interviews with any employee, volunteer, or intern working in the school district who may have information relevant to the investigation.
    c. In accordance with N.J.A.C. 6A:16-11.1(a)5.iii., the district will release all records of the student who is the subject of the investigation that are deemed to be relevant to the assessment or treatment of a potentially missing, abused, or neglected child pursuant to N.J.S.A. 18A:36-19, N.J.S.A. 9:8-8.40 and allowable under the Family Education Rights and Privacy Act (FERPA), 34 CFR Part 99.
    d. In accordance with N.J.A.C. 6A:16-11.1(a)5.iv., the district will ensure the maintenance, security, and release of all confidential information about potential missing, abused, or neglected child situations is in accordance with N.J.S.A. 18A:36-19, N.J.S.A. 9:8-8.40, and N.J.A.C. 6A:32-7.
        1. All information regarding allegations of potentially missing, abused, or neglected children reported to authorities about an employee, volunteer, or intern working in the school district shall be considered confidential and may be disclosed only as required in order to cooperate in investigations pursuant to N.J.A.C. 6A:16-11.1(a)2. and 3. or by virtue of a Court Order. Records pertaining to such information shall be maintained in a secure location separate from other employee personnel records and accessible only to the Superintendent or designee.
    e. In accordance with N.J.A.C. 6A:16-11.1(a)5.v.,the district will release the student to child welfare authorities while school is in session when it is necessary to protect the student or take the student to a service provider.
        1. Such removal shall take place only after the Principal or other designated school official(s) has been provided, either in advance or at the time removal is sought, with appropriate documentation that the child welfare authority has already removed, or has appropriate authority to remove, the student from his or her home, as specified in N.J.S.A. 9:6-8.27 through 8.30.
    f. The district will cooperate in the transfer of a student who has been removed from his or her home by designated child welfare authorities for proper care and protection pursuant to N.J.S.A. 9:6-8.28 and 8.29 to another school.

F. Due Process Rights of a School Employee, Volunteer, or Intern Named As a Suspect

1. An employee, volunteer, or intern working in the school district who has been named as a suspect in a notification to child welfare and law enforcement authorities regarding a missing, abused, or neglected child situation shall be entitled to due process rights.

2. Temporary reassignment or suspension of an employee, volunteer, or intern working in the school district named as a suspect pursuant to N.J.A.C. 6A:16-11.1.(a)2 shall occur only if there is reason to believe that the life or health of the alleged victim or other student is in jeopardy due to continued contact between the employee, volunteer, or intern and the student.
3. All references to a notification to the designated child welfare authorities of a potential missing, abused, or neglected child situation involving a school district employee, shall be removed from the employee's personnel records immediately following the receipt of an official notice from child welfare authorities that the allegation was unfounded pursuant to N.J.S.A. 18A:6-7a.

Early Dismissal

Parents requesting early dismissal for their child must send a note to school signed and indicating the reason for dismissal, the dismissal time, and the name of the adult who is picking up the child. The child must be picked up in the main office at the time designated and be signed out by the adult.

Emergency Closing of Schools/Delayed Opening

In cases of extremely inclement weather, schools may be closed or a delayed opening may be scheduled. Please do not call the main office lines or the Police Department for this information. Parents/Guardians will be contacted through the district's automated Apptegy phone service but the information will also be available via:

District Website: www.kearnyschools.com
Radio: WINS- 1010 AM, WOR- 710 AM, CBS 880 AM
TV: Channels 4,5,7 or NJ 12
Internet: www.7online.com

Emergency Telephone Numbers

It is the parent/guardian's responsibility to provide the school with current working emergency phone numbers for the school's use in case of illness or accident. It is the parent/guardian's responsibility to contact the school and update these numbers as soon as they are changed.

Entry Door Access Protocol

The following protocols are in place to ensure the safety and security of our students and staff, which continues to be a top priority in the Kearny School District.

No visitors are to enter the building with students during arrival. All visitors to our schools will need to have an appointment to enter the building. (If you require assistance, an appointment must be made after the start of the school day.)

At the buzzer, it is expected that all visitors will state the purpose of their visit and/or specify with whom they have the appointment.

All visitors are required to show photo identification prior to being let into the building and to comply with any mask mandates that are in effect.

If the appointment is verified, the visitor will be allowed in and must present themselves to the main office immediately upon entry.

Visitors will be required to show photo identification again, and sign in to obtain a visitor's pass.

It is imperative that visitors do not hold the door open for others behind them. Each visitor must be acknowledged individually.

If you must drop off an item for a student (lunch, homework, etc.) you will be directed to deposit that item in a bin outside the main entry. Entry into the school is not permitted. Please have the student's name and homeroom teacher's name on the item.

If you will be picking your child up early, you must notify the office in writing prior to dismissal. If it is an emergency, call the office to notify the school.

Front office secretaries will be required to call the police and notify school administrators if the visitor is uncooperative, does not adhere to the procedures, or becomes threatening.

Ultimately, failure to follow these procedures may result in a lockdown for the safety of our students and staff, and the Kearny Police Department may be notified that an intruder is in the building.

Failure Letters/Failure Notices

If warranted, Failure letters are sent home to parents three times over the course of the school year coinciding with the second, third and fourth marking period report cards. The purpose is to inform parents that their child has a borderline or failing average in one or more subject areas. If a third letter is sent in June by the school principal, it will inform the parents that their child will be retained in their respective grade or assigned to the next grade level.

Family Life/ Health Education/Human Sexuality Education Policy

The Board of Education will provide a comprehensive health education program aligned with the New Jersey Department of Education's Student Learning Standards. The program will be a coordinated sequential curriculum at all grade levels with instructional units appropriate to the age, growth and development, and maturity of pupils.

Any pupil whose parents/guardians present to the school principal a signed statement that any part of the instruction in health, human sexuality and family life education or sex education program is in conflict with his/her conscience or sincerely held moral or religious beliefs shall be excused from portions of the course in which such instruction is being given, and no penalties as to credit or graduation shall result.

Grading System

In order to keep parents and students informed of progress, report cards are issued four times a year in grades 7 through 8. These report cards are available on Parent Portal and should be reviewed in a timely fashion.

Harassment, Intimidation, and Bullying

The Board of Education prohibits acts of harassment, intimidation or bullying of a student. The Board of Education has determined that a safe and civil environment in school is necessary for students to learn and achieve high academic standards; harassment, intimidation or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. Since students learn by example, school administrators, faculty, staff and volunteers should be commended for demonstrating appropriate behavior, treating others with civility and respect and refusing to tolerate harassment, intimidation or bullying.

The Board of Education establishes that "harassment, intimidation or bullying" means any gesture, any written, verbal or physical act, or any electronic communication, as defined in N.J.S.A. 18A:37-14, whether it be a single incident or a series of incidents, that is:

a) reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or

b) by any other distinguishing characteristic; and that

c) takes place on school property, at any school-sponsored function or trip, on a school bus, or off school grounds, as provided for in N.J.S.A. 18A:37-15.3, that substantially disrupts or interferes with the orderly operation of the school or the rights of other students; and that

d) a reasonable person should know, under the circumstances, that the act(s) will have the effect of physically or emotionally harming a student or damaging the student's property, or placing a student in reasonable fear of physical or emotional harm to his person or damage to his property; or

e) has the effect of insulting or demeaning any student or group of students; or

f) creates a hostile educational environment for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student.

The Board of Education expects students to conduct themselves in keeping with their levels of development, maturity and demonstrated capabilities, with a proper regard for the rights and welfare of other students and school staff, the educational purpose underlying all school activities and the care of school facilities and equipment, consistent with the code of student conduct. The Board of Education believes that standards for student behavior must be set cooperatively through interaction among the parents and other community representatives, school administrators, school employees, school volunteers and students of the school district, producing an atmosphere that encourages students to grow in self-discipline. The development of this atmosphere requires respect for self and others, as well as for district and community property on the part of students, staff and community members. Students are expected to behave in a way that creates a supportive learning environment. The Board of Education believes that the best discipline is self-imposed, and that it is the responsibility of staff to use instances of violations of the code of student conduct as opportunities for helping students learn to assume and accept responsibility for their behavior and the consequences of their behavior. Staff members who interact with students shall apply best practices designed to prevent student conduct problems and foster students' abilities to grow in self-discipline.

The Board of Education expects that students will act in accordance with the student behavioral expectations described below:

Students are bound by law, policies of the Board of Education and the administrative regulations of their school district.

In addition, pupils shall:

- Respect teachers, staff members, and peers
- Respect the person, property, and rights of others
- Obey constituted authority and respond to those in authority
- Report acts of HIB to a designated school anti-bullying specialist and/or an administrator or staff member who can direct the student on the protocols or reporting the acts of HIB

Pupils shall not:

- Use, threaten, or incite the use of physical force against other pupils, staff members, or peers
- Damage or deface the property of others
- Engage in the harassment of others
- Use foul, abusive, derogatory, or demeaning language, including racial and ethnic remarks
- Convey information about other pupils or staff members known to be false
- Procure the property of others by threat or intimidation
- Engage in acts of harassment, intimidation, or bullying
- Engage in reprisal, retaliation, or false accusation against a victim or witness of HIB
- Falsely accuse another as a means of harassment, intimidation or bullying.

Students have the right to:

- Attend school without fear of harassment, intimidation, or bullying
- Be treated with dignity and respect
- Learn in a civil, safe, secure, supportive, and disciplined school environment conducive to learning
- Receive an intervention/remediation of a pupil problem

Sanctions and due process for violations of the code of student conduct will be followed according to the pupil discipline code of conduct R5600.

Help Period

Help period is a designated time, Tuesday through Thursday, for teachers to give help to students who are having difficulty in a particular subject area. There is no help period available on Mondays or Fridays, single session days, or the day before a holiday. AM help period is from 7:40am-8:00 am and PM help period is 2:35pm-2:55pm.

Homework

Your child's homework will depend on his/her grade level. There are several reasons for homework:

1. To provide extra practice on learned skills
2. To provide further learning in areas covered in the classroom
3. To provide an opportunity for students to learn good work habits
4. To provide an opportunity for growth in responsibility

We believe the child's learning is important and that learning should continue after school hours. Daily homework should never be viewed as a punishment, but rather as a way to encourage and extend learning.

Parents can do their part to improve homework when they:

1. Cooperate with the school to make homework effective
2. Provide their child with suitable study conditions (well-lit desk or table, sharpened pencils, eraser, pen, etc.)
3. Reserve a time for homework and turn off the television and radio
4. Encourage their child, but avoid undue pressure
5. Show interest in what their child is doing, but do not do the work for them
6. Understand that the school expects homework to be completed and returned on time.

Lost and Found

Very often students forget where they left valuables, books, lunches, articles of clothing, and other items. Students should check the Lost and Found box immediately before or after school for any lost items.

All students who have found lost items are required to submit the items to the office. Schools are not responsible for lost items.

Lunch Program

GRADES 7 & 8

Students in grades 7 and 8 are expected to have lunch in school under the supervision of a Board of Education staff member unless the principal receives a note requesting permission for them to have lunch at home under the supervision of a parent/guardian.

Non-Discrimination Policy/Affirmative Action/ADA and 504 Coordinator

The U.S. Department of Education's Office for Civil Rights (OCR) enforces, among other statutes, Title IX of the Education Amendments of 1972. Title IX protects people from discrimination based on sex in education programs or activities that receive federal financial assistance. Title IX states: No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.

N.J.A.C. TITLE 6:4 (Equality in Education Programs) and Title IX of the Education Amendments of 1972 (Prohibiting Sex Discrimination in Education).

It is the policy of the Kearny School District not to discriminate on the basis of race, color, creed, religion, gender, sexual orientation, disability, ancestry, national origin, or economic status in its educational programs or activities and employment policies. Inquiries regarding compliance may be directed to:

Aliki Bieltz
Affirmative Action Officer
172 Midland Avenue
Kearny, NJ 07032
551-253-4025 x 2910
affirmativeaction@kearnyschools.com

Melissa DeLima
ADA and 504 Coordinator
172 Midland Avenue
Kearny, NJ 07032
(201) 955-5082
mdelima@kearnyschools.com

The procedure below must be followed for the handling of discrimination complaints that originate in the Kearny School District.

1. Complaint must first be referred to the district Affirmative Action Officer and the Superintendent of Schools.
2. The next level of reference is the Kearny Board of Education.
3. If the complaint cannot be settled at this level, it should then be referred to the County Superintendent of Schools.
4. If the complaint is not satisfactorily resolved, it can be referred to any one of the agencies listed on the page.

AGENCIES

The Commissioner of Education

C/O Director, Office of Controversies and Disputes
New Jersey Department of Education
P.O. Box 500
Trenton NJ 08625
(609) 376-9079

Equal Employment Opportunity Commission
Newark District Office
2 Gateway Center
Newark NJ 07102
(973) 645-6383

US Office of Civil Rights
US Department of Education
Lyndon Baines Johnson
Department of Education Building
400 Maryland Avenue SW
Washington DC 20202
(800) 421-3481
ocr@ed.gov

New Jersey Division of Civil Rights
31 Clinton Street, 3rd Floor
Newark NJ 07102
(973) 648-2700
njdcr4u@njcivilrights.gov

Parent/Guardian and Teacher Communication

A. Parents/Guardians are urged to contact the school whenever the need arises.
B. Parents/Guardians wishing to have a conference with a teacher must call ahead to make an appointment as our teachers' scheduled classes do not allow time for "drop-in" conferences.
C. Parents/Guardians must notify the school of any change in address or emergency phone numbers.

Parent Portal

During the school year, parents/guardians are expected to regularly access their child's grades, progress reports, and report cards through the parent portal. A link to the parent portal can be found on the Kearny Schools website: www.kearnyschools.com. On the Kearny Schools website there are also videos in Spanish and Portuguese on how to navigate throughout the parent portal. If a parent does not have access to the parent portal, contact the school's main office and provide them with a current email address in order to set up an account.

Parent Teacher Student Association (PTA)

The Parent Teacher Association serves in a larger and more important role than ever before. All parents are encouraged to join and support our programs.

Parking

A. Due to their limited numbers, all school parking areas and driveways are for the use of staff members only.
B. For safety reasons, please park legally to drop off your child.
C. Do not block driveways, crosswalks, or bus stops.
D. Obey the crossing guards. They are there to ensure the safety of everyone.

Progress Reports

At the midpoint of each marking period, progress reports are made available on the Parent Portal for the parents of any student who is failing or whose quality of work is below the level of expectation. Progress reports may also be made available to parents of students who are exhibiting poor behavior.

Parents should review these reports on Parent Portal in a timely fashion. If a conference is recommended by a teacher, it is advised that the parent call the school to arrange an appointment.

Pupil Records

It shall be the policy of the Kearny Board of Education to maintain data about its pupils which will provide for their general welfare. It is the Board of Education's responsibility to compile and maintain pupil records, to provide regular access to such records, and to provide security of such records.

School Nurse

School nurses are available to assist in the health and care of our students. They can be reached during school hours and an answering machine is available.

For safety reasons, parents are required to call the school on the morning of their child's absence. A follow-up note must accompany the child on the day the child returns to school. This note should include the dates and reason for absence.

After 3 days of absence, a doctor's note is required.

Any student who leaves the building without seeing the nurse will be considered truant.

If a child becomes ill at school, a parent will be notified to pick them up. Students are not allowed to call parents directly from their personal cell phones to alert them of their illness; they must report to the nurse.

Management of Communicable Diseases

If a child exhibits any of the following symptoms, the child should not attend school. If such symptoms occur at the school the child will be removed from class, and parents / guardians will be called to take the child home. These symptoms include but are not limited to:

- Severe pain or discomfortAcute diarrhea
- Episodes of acute vomiting
- Elevated oral temperature of 101.5 degrees Fahrenheit
- Moderate to severe lethargy
- Severe coughing
- Yellow eyes or jaundiced skin
- Red eyes with discharge
- Infected, untreated skin patches
- Difficult or rapid breathing
- Skin rashes in conjunction with fever or behavior changes
- Skin lesions that are weeping or bleeding
- Mouth sores with drooling
- Stiff neck

Once the child is symptom-free, or has a health care provider's note stating that the child no longer poses a serious health risk to themselves or others, the child may return to the center unless contraindicated by the local or state health department.

Medication

If it becomes necessary for a student to take any medication at school, including both prescription and "over the counter" medications, the school nurse must be notified and medication orders from a licensed medical professional must be provided. A signed permission slip must be provided by the parent or guardian along with the medication ordered, which must be unexpired and in its original container. Controlled substances must be handed directly to the school nurse by the parent or guardian.

Medication will be locked in and dispensed from the nurse's office, unless alternatives, such as self-carry, are mutually decided upon and agreed upon by the nurse, the parent or guardian, and the ordering provider. Medications for acute illness should be dispensed at home only; for example, antibiotics, steroids, etc., will not be dispensed at school. Any medication found on school property without a completed medical permission slip will be confiscated and the parent or guardian will be required to pick it up from the school nurse's office.

State Mandated Health Screenings

The following is a notification of yearly mandatory screenings that will be conducted by the school nurse, and by the school dentist as applicable, as per the State of New Jersey for all students in the respective grades from October 1st until the last day of the school year (all Scoliosis Screening will be preceded by an additional notification form as per state directives):

7th Grade: Height, Weight, Blood Pressure, Hearing, Scoliosis

8th Grade: Height, Weight, Blood Pressure, Vision

Security Drills

At least one fire drill and one school security drill will be conducted each month within school hours. A school security drill means an exercise, other than a fire drill, to practice procedures that respond to an emergency situation including, but not limited to, a non-fire evacuation, lockdown, bomb threat, or active shooter situation that is similar in duration to a fire drill. Effective January 2022, all schools are legally required to notify parents that a school security drill was conducted.

Sexual Harassment

It is the policy of the Kearny Public Schools to maintain a learning and working environment that is free from sexual harassment.

It shall be a violation of this policy for any member of the Kearny Public Schools staff to harass another staff member or student through conduct or communications of a sexual nature as defined in Section II. It shall also be a violation of this policy for students to harass other students or staff members through conduct or communications of a sexual nature as defined in Section II.

Any person who alleges sexual harassment by any staff member or student in the school district may file a written complaint directly to the building principal or district Affirmative Action Officer. Resources are available at www.kearnyschools.com.

Technology Guidelines and Code of Conduct

Students are responsible for good behavior on school computer networks just as they are in a classroom or school hallway. Communications on the network are often public in nature. General school rules for behavior and communications apply.

The network is provided for students to conduct research and communicate with others. Access to network services is provided to students who agree to act in a considerate and responsible manner. Parent permission is required. Access is a privilege not a right. Access entails responsibility.

Individual users of the district computer networks are responsible for their behavior and communications over those networks. It is presumed that users will comply with district standards and will honor the agreements they have signed. Network storage areas may be treated like school lockers. Network administrators may review files and communications to maintain system integrity and ensure that users are using the system responsibly. Users should not expect that files stored on district servers will always be private.

During school, teachers will supervise and guide students toward appropriate materials based on the age of the child and the task. Outside of school, families bear responsibility for such guidance as they must also exercise with information sources such as television, telephones, movies, radio and other potentially offensive media.

The following are not permitted:

- Sending or displaying offensive messages or pictures
- Using obscene language
- Harassing, insulting, or attacking others
- Damaging computers, computer systems or computer networks
- Violating copyright laws

- Using others' passwords
- Trespassing in others' folders, work or files
- Intentionally wasting limited resources
- Employing the network for commercial or political purposes

Sanctions

1. Violations may result in loss of access
2. Additional disciplinary action may be determined at the building level in line with existing practice regarding inappropriate language or behavior.
3. When applicable, law enforcement agencies may be involved

Technology Devices

All district owned devices, including those handed out to students, are not to be considered private and are subject to district oversight inside and outside of the school buildings. School devices are constantly monitored by the district for improper use. This includes emails, messages, or other communications that are sent and received on the device.

Proper Device Care and Use Guidelines

1. The Parent and Student shall be responsible for daily care and maintenance of Technology Device.

2. All precautions shall be taken when using, transporting, and storing the Technology Device.

3. The Technology Device shall not be placed or stored in extreme temperatures (hot or cold).

4. The Technology Device shall not be placed or stored in wet or humid areas.

5. The Technology Device shall be brought to school each day charged and ready for use in class

Prohibited Uses of the Technology Device

1. Leaving the Technology Device unattended on the campus.

2. Exchanging Technology Device with another student.

3. Allowing other students to retain or remove the Technology Device from their presence.

4. Copying certain Internet materials or reproducing or transmitting materials without the permission of the author or other right-holder.

5. Plagiarizing academic materials. It is the student's responsibility to respect and adhere to all copyright, trademark and other intellectual rights and trade secrets laws.

6. Using the Technology Device for any action that violates existing school rules or public law.

7. Creating, accessing or distributing offensive, profane, bullying/threatening, pornographic, obscene, rumors/gossip, or sexually explicit content.

8. Use of chat rooms or messaging services not authorized by the teacher for academic use.

9. Accessing sites selling term papers, book reports, and other forms of student work.

10. Spamming: sending mass or inappropriate emails.

11. Gaining access to other students' accounts, files, and/or data.

12. Use of the school's internet/E-mail accounts for financial or commercial gain or for any illegal activity.

13. Bypassing the Kearny School District web filter through a web proxy.

14. Sharing passwords, addresses, or other personal information on the Internet without the authorization of Parent or school representative.

15. Using or possessing hacking software.

Unreturned Books, Computer Devices, and Equipment

Unreturned books and equipment will not be allowed to accumulate from year to year. Parents will be notified of the obligations and they must be satisfied by the end of each year. A student's report card, diploma, or records will be held until all obligations have been satisfied.

WE ARE AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

TITLE IX COORDINATOR	ADA/504 COORDINATOR	AFFIRMATIVE ACTION COORDINATOR
Aliki Bieltz **172 Midland Avenue** **Kearny, NJ 07032** **551-253-4025 x 2910** **affirmativeaction@kearnyschools.com**	**Melissa DeLima** **172 Midland Avenue** **Kearny, NJ 07032** **(201) 955-5082** **mdelima@kearnyschools.com**	**Aliki Bieltz** **172 Midland Avenue** **Kearny, NJ 07032** **551-253-4025 x 2910** **affirmativeaction@kearnyschools.com**

The U.S. Department of Education's Office for Civil Rights (OCR) enforces, among other statutes, Title IX of the Education Amendments of 1972. Title IX protects people from discrimination based on sex in education programs or activities that receive federal financial assistance. Title IX states:

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.