

**Student
and
Family
Handbook
2025
2026**



OMAHA PUBLIC SCHOOLS

**Belvedere
Elementary**

Breakfast Program

Breakfast Program Free breakfast is available to all students in grades K-5. Meal application forms must still be completed to participate. All children are welcome to eat breakfast in the school cafeteria. Students may enter the northwest doors between 8:35 and 8:50 a.m. Breakfast is served from 8:35-9:00 a.m.

Child Abuse/Neglect Laws

The law requires that public school nurses, teachers and principals contact proper authorities in case of “suspected” child abuse or neglect. This would include reports of elementary school age children being left at home unattended (under 12 years of age).

Complaint Procedure

If parents have a concern regarding a situation with their child in school, they are encouraged to follow these steps: First, contact the child’s teacher to discuss the problem and/or schedule an appointment with the teacher. If the concern cannot be resolved with the teacher, the parent should then schedule a conference with the principal. If the parent still feels the problem has not been resolved, further recourse is available through Student and Community Services. All visitors are reminded to check in the office for a Visitor’s Pass when visiting the building.

Counselors

Belvedere has one counselor on staff. In addition to teaching guidance and counseling lessons in individual classes, the counselor is available for individual and small-group counseling sessions with students. Recommendations for these sessions can be made by the student, teacher, parent or administrator.

Clothing And Student Dress (Dress Code)

Belvedere Elementary is an air-conditioned building. Students are to dress in an appropriate manner that does not distract others from learning. T-shirts or clothing with inappropriate wording, see through shirts, tops with deep cuts in the neckline and the underarms, bare shoulders, bare midriffs, muscle shirts, see through clothing, halter tops, tank tops, short shorts (mid thigh and knee length are acceptable), clothing that has openings that show bare skin and saggy pants are examples of inappropriate dress and should not be worn to school.

PLEASE NOTE: Students will not be permitted to attend class wearing clothing and items that will cause a distraction. This also includes make-up, colored hair and hairstyles, and any type of clothing that advertise or promote alcohol or drugs or carry derogatory connotations, etc. are prohibited.

The wearing of coats/jackets, unnecessary headgear, and sunglasses is not allowed. Such items, including lotion and deodorant, are to be left in lockers during the school day. If these items become a distraction, they will be confiscated and not allowed at school.

Tennis shoes are required for all physical education classes. Platform sandals or **flip-flops** are discouraged because they may cause students to slip, trip, stub toes, or sprain ankles in school or on the playground. Shoes with wheels are prohibited.

Early Dismissal Because of School Closing

The school district recognizes the right and responsibility of parents in the matter of school attendance during bad weather.

If weather is questionable, please listen to the radio for word of school closing. Announcements are made beginning at 6:00 a.m.

If school closes DURING THE DAY, we will follow the instructions you gave on your child’s emergency card.

Field Trip Guidelines

We love having parent volunteers. In the event that your child(ren) have a field trip and you would like to attend, it is required that you complete a District Volunteer Form prior to the trip. Please allow at least 3 weeks for your application to be approved. For more information, call the office at 531-299-1100.

Bus and van rules apply for all field trips requiring transportation. Permission and Release of Liability forms are sent home whenever students participate in field trip activities.

These forms **must** be completed, signed and returned to school prior to the trip if the student wishes to participate. Verbal permission is not adequate. Phone calls to request or verify permission for field trips are not authorized.

Fire & Tornado Drills

The school has clear signals for both fire and tornado drills or warnings. Students have regular drills to be certain that they recognize those signals and know how to react and where to seek safe shelter.

A tornado plan is in place at our school. The Civil Defense Office has approved the plan. The plan is posted in each classroom.

Health Services/Medication Policy

A Health Record Card is on file for each student. Please help keep this card up to date by reporting to the school nurse any booster shots, new glasses or other pertinent health information. The school nurse records a weight and height measurement for each student annually. Vision screening tests, scoliosis screening, and hearing tests are also given. Parents will be notified if there are concerns. These inspections do not replace physical and dental checkups.

Please refer to the **District Student Handbook** for current immunization requirements.

Roles

Teachers, students, and parents all have important roles to play in homework. Homework is most effective when all three do their part. Belvedere expects parents to call when there is no evidence of homework.

Teacher Responsibility

- Give clear, concise directions
- Retrieve and/or model all assignments in class
- Provide legible handouts
- Assign work that meets the school's homework policy time guidelines and is grade level appropriate
- Reinforce learning
- Communicate with student and parent the positives and negatives about assignments
- Keep accurate records
- Give response to students and parents about assignments
- Provide opportunity for student and parent feedback
- Vary assignments and avoid busy work
- Be accepting of exceptional situations when homework cannot be completed

Student Responsibility

- Have a good attitude about homework
- Take home and return all assignments
- Make up missed or incomplete work when possible
- Complete assignments in an appropriate place and within the allotted time
- Be accurate and neat
- Ask for explanation or clarification if you need it
- Proofread your own work and check for errors
- Discuss problems or concerns about homework with your teacher



Omaha Public Schools Student Code of Conduct

2025-26 School Year

*Every student.
Every day.
Prepared for
SUCCESS.*



Parent(s)/Guardian(s) and Students

We ask that you take time to sit down together and read through these guidelines.

Please note the behaviors that may result in an administrative response.

Omaha Public Schools **STUDENT CODE OF CONDUCT**

The Board of Education believes school is an appropriate setting for all children and youth. The **Student Code of Conduct** is designed to support this concept by developing, through reasonable and consistent practices, appropriate student behavior patterns. Those behaviors and disciplinary actions set forth in the **Code** are designed to serve as learning experiences for students.

The **Student Code of Conduct** includes those behaviors having disciplinary actions and/or intervention strategies that shall be carried out by the school building administrators. The **Code** applies to conduct on school grounds, in remote learning environments, on Omaha Public Schools owned computers and digital devices, in a vehicle owned, leased or contracted by a school or the district being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or designee or at a school-sponsored activity or athletic event.

Compliance with the **Student Code of Conduct** is expected of all students. This **Student Code of Conduct** applies to all students attending the Omaha Public Schools. School administrators will consider student age and grade level among other factors when assigning disciplinary actions.



Behavior Violations and Response Levels

The **Student Code of Conduct** is organized around descriptions of “levels” of behavior violations and “levels” of interventions and response. **Violations** are organized by categories ranging from classroom managed behaviors to more serious incidents that may require an administrative response. Applying a **Leveled Intervention and Response** to behavior violations supports a teaching and learning approach to managing behavior in our schools. School Administration considers the least restrictive resolutions to managing behavior violations.

When determining a resolution for a behavior violation of the **Student Code of Conduct**, school administration will consider:

- the age and experience of the student;
- the developmental level of the student;
- the student’s intent;
- the severity of the circumstances;
- the impact of disruption to the school environment (including behavior after the initial incident);
- the repeated nature of the situation (if applicable); and
- other mitigating factors

Interventions that may be applied to address behavior are indicated in a chart on the page after the violation descriptions on the following pages. Interventions indicated are **response guidelines**, and school administration may apply a more or less severe resolution depending on the situation. Please note those violations that may result in an expulsion from school.

Level 1 interventions aim to teach alternate behavior so students can learn and demonstrate safe, respectful and responsible behavior. Staff are encouraged to try a variety of teaching and classroom management strategies.	Level 2 interventions often involve support staff, both school-based and within the community, and/or the administrator. These interventions aim to increase the student’s skills, positive view of schooling, and positive experience at school so that misbehavior is less likely to continue or escalate.
Level 3 violations may involve the short-term removal of a student from the school environment due to the severity of the behavior. The duration of the short-term suspension, if issued, is to be limited as much as possible while adequately addressing the behavior. In the case of repeated need for suspension, a plan of support (e.g. Early Intervention Plan, Student Assistance Team, MTSS-B Tier II or III Intervention, Community Resources) should be implemented.	Level 4 violations have the potential to significantly impact the safety of the school environment. These violations may result in the removal of a student from the school environment due to the severity of the behavior. Such violations may involve the mandatory reassignment or expulsion of a student to another school or to an alternative program that will provide additional structure to teach appropriate behavior.

Behavior Response Guidelines for Grades PK-2

Except in situations where the student brings a deadly weapon to school elementary school staff shall not suspend the student in pre-kindergarten through 2nd grade.

Young children need to be taught and then practice self-regulation to develop memory, attention, and self-control skills necessary for the learning environment. If a pre-K through second grade student must be removed from the classroom, they will work in the school with staff and resources to practice and develop skills to support a return to the classroom environment.

Behavior Response Guidelines for Grades 3-6

If a student in grades 3-6 must be removed from the school environment, the following short-term suspension guidelines are recommended (per event):

- 3rd and 4th Grade: 3-day maximum
- 5th and 6th Grade: 4-day maximum

There may be circumstances when it is necessary and appropriate to exceed these guidelines. Final decisions regarding length of suspension will be made by the Principal. For students in grades PK-6, expulsion will not be a consequence for a violation of the **Student Code of Conduct** except in cases of knowingly and intentionally possessing a firearm.

The **Student Code of Conduct** is a resource for teaching expectations and rules, rationales, and possible consequences for violations. It is designed with four levels of violations and four levels of administrative responses.

LEVEL 1

Interventions & Responses

This list of Interventions is not intended to be exhaustive, nor will every OPS school have access to each intervention listed. School staff will seek to implement the intervention(s) that seem to most effectively support positive behavior for the specific student under the specific circumstances.

Level 1 interventions aim to teach alternative behavior so students can learn and demonstrate safe, respectful and responsible behavior. Staff members are encouraged to try a variety of teaching and classroom management strategies which may include, but are not limited to:

- Parent(s)/guardian(s) conference or contact made
- Parent(s)/guardian(s) accompany student to school
- Implementation of classroom Multi-Tiered Systems Support for Behavior (MTSS-B):
 - Expectations established and taught
 - Positive rapport/relationship
 - Re-teaching, prompting, feedback
 - Effective classroom supervision
- Verbal correction
- Collaborative Problem Solving
- Written reflection or apology
- Seat change
- Behavior card
- Functional Behavior Assessment (FBA)
- In-class time-out
- Establish Buddy Teacher/Classroom system
- Positive referral
- Loss of classroom privileges
- Teacher or student conference
- Detention
- Classroom contribution/service
- Skills Teaching/Social Emotional Learning
- Student Success Center (SSC)/Positive Action Center (PAC)

Leveled Interventions and Responses

Level 1 interventions aim to teach alternate behavior so students can learn and demonstrate safe, respectful and responsible behavior. Staff are encouraged to try a variety of teaching and classroom management strategies.	Level 2 interventions often involve support staff, both school-based and within the community, and/or the administrator. These interventions aim to increase the student's skills, positive view of schooling, and positive experience at school so that misbehavior is less likely to continue or escalate.
Level 3 violations may involve the short-term removal of a student from the school environment due to the severity of the behavior. The duration of the short-term suspension, if issued, is to be limited as much as possible while adequately addressing the behavior. In the case of repeated need for suspension, a plan of support (e.g. Early Intervention Plan, Student Assistance Team, MTSS-B Tier II or III Intervention, Community Resources) should be implemented.	Level 4 violations have the potential to significantly impact the safety of the school environment. These violations may result in the removal of a student from the school environment due to the severity of the behavior. Such violations may involve the mandatory reassignment or expulsion of a student to another school or to an alternative program that will provide additional structure to teach appropriate behavior.

Level 1 Violations	Level 1	Level 2	Level 3	Level 4	Administrative Response
Cheating or Plagiarizing Academic dishonesty including, but not limited to, copying the work of others on school assignments or tests, and using the ideas or writings of another person	•	•			
Classroom Disruption/Other Behavior Disruptive to the School Environment	•	•			
Disrespectful to Adults/Others Using words or actions that are impolite or indicate a lack of respect or courtesy	•	•			
Engaging in Verbal Conflict Disrupting the school environment by engaging in a loud argument that includes disparaging comments or discussion of potential physical conflict	•	•			
Excessive Tardies/Hall Sweep Arriving late to class excessively, as determined by individual school procedures or is caught in the hallway by school staff after the tardy bell has rung	•	•			There will be no out-of-school suspension for attendance infractions; OPS attendance policy will be followed
Failure to Serve Detention Student does not serve an assigned detention, whether it is scheduled during the school day or after school hours	•	•			
Misuse of Pass/Out of Area Student is out of the assigned area during the school day, uses a hall pass in a way not intended by the issuer	•	•			
Inappropriate Clothing Attire promoting violence, drugs, alcohol, profanity, obscenity or hate speech is not acceptable at school. See Dress and Personal Appearance, page 25	•				
Inappropriate Language Using inappropriate words or topics of conversation in school	•				
Insubordination/Non-Compliance with Behavioral Expectations Failure to comply with the instructions of school staff when current behavior prevents success of the student or impacts learning	•	•	•		
Non-compliance with Cell Phone/Personal Electronic Device Expectations Failure to comply with district expectations regarding use of cell phones and Personal Electronic Devices, necessitating an administrative response See Cell Phone/PED Guidelines for Students, page 26	•	•			
Parking, Unauthorized Parking in an unauthorized area on school property	•				
Truancy Neither the family nor school officials know the student's whereabouts or the student is refusing to attend school or class	•	•			There will be no out-of-school suspension for attendance infractions; OPS attendance policy will be followed

For more information on Repeated Violations, see page 14; for information regarding level of response, see page 6.

Full definitions for all violations can be found in the Glossary, beginning on page 15.

LEVEL 2

Interventions & Responses

This list of Interventions is not intended to be exhaustive, nor will every OPS school have access to each intervention listed. School staff will seek to implement the intervention(s) that seem to most effectively support positive behavior for the specific student under the specific circumstances.

Level 2 interventions often involve the family, support staff, both school-based and within the community, and/or the administrator. These interventions aim to increase the student's skills, positive view of schooling, and positive experiences at school so that misbehavior is less likely to continue or escalate.

Short-term suspension may be applied due to the severity or chronic nature of an individual behavior. In cases of multiple infractions, an assistance plan such as a Behavior Intervention Plan (BIP) may be developed.

Interventions for Level 2 Violations may include, but are not limited to:

- Level 1 Interventions
- Parent/guardian collaboration (a parent/guardian meeting is a mandatory element of response to chronic Level 2 misbehavior)
- School or Community Counselor support
- Change in schedule or class
- House Call
- Consultation with School Psychologist
- Social Worker
- Mentoring
- Peer mediation
- Referral to School-based Health Centers
- After-school program
- Service to School/Service to Community
- Conflict resolution
- Loss of school privileges
- Temporary removal from the bus
- Revision of Individual Educational Plan (IEP)/504 Plan
- Referral to community agency
- Late School
- Saturday School
- Student Success Center (SSC)/Positive Action Center (PAC)
- Additional restorative practices that teach desired behaviors and repair the relationship

Leveled Interventions and Responses

Level 1 interventions aim to teach alternate behavior so students can learn and demonstrate safe, respectful and responsible behavior. Staff are encouraged to try a variety of teaching and classroom management strategies.	Level 2 interventions often involve support staff, both school-based and within the community, and/or the administrator. These interventions aim to increase the student's skills, positive view of schooling, and positive experience at school so that misbehavior is less likely to continue or escalate.
Level 3 violations may involve the short-term removal of a student from the school environment due to the severity of the behavior. The duration of the short-term suspension, if issued, is to be limited as much as possible while adequately addressing the behavior. In the case of repeated need for suspension, a plan of support (e.g. Early Intervention Plan, Student Assistance Team, MTSS-B Tier II or III Intervention, Community Resources) should be implemented.	Level 4 violations have the potential to significantly impact the safety of the school environment. These violations may result in the removal of a student from the school environment due to the severity of the behavior. Such violations may involve the mandatory reassignment or expulsion of a student to another school or to an alternative program that will provide additional structure to teach appropriate behavior.

Level 2 Violations	Level 1	Level 2	Level 3	Level 4	Administrative Response
Absence or Tardiness, Excessive In accordance with Student Attendance Policy 5008, school staff will intervene when a pattern of attendance emerges that is concerning or seems counter to the student's continued school success	•	•			There will be no out of school suspension for attendance infractions; OPS attendance policy will be followed
Bus Misconduct Activity on the bus which is unsafe; refusal to follow directions of the driver or aide	•	•			
Careless Driving Driving on school grounds carelessly or without due caution so as to endanger a person or property		•			
Exposure to Bodily Fluid Intentionally creating or attempting to create an exposure to bodily fluids, including but not limited to, spitting, throwing, wiping, or otherwise dispersing bodily fluids on or to another person for any reason		•	•	•	Law enforcement may be contacted
Fighting, Less Serious Mutual physical combat that does not result in injury or a substantial disruption to the school environment, other than the disruption of the fight itself		•	•		
Misuse of Computers, Digital Devices, or Network Creation or access of inappropriate material; vandalizing; gaining or attempting to gain unauthorized access; using computers, digital devices or networks for harassing or threatening or other non-educational purpose * see full definition in Glossary	•	•	•		Law enforcement may be contacted
Possession of Obscene or Pornographic Literature, Materials, or Electronic Images The possessing, taking, disseminating, transferring, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or otherwise		•	•		Law enforcement may be contacted
Reckless Behavior Recklessness involves the creation of an unjustifiable risk of harm to others and a conscious (and sometimes deliberate) disregard for or indifference to that risk, resulting in substantial disruption	•	•	•		
Reckless Behavior Resulting in Personal Injury Recklessness involves the creation of an unjustifiable risk of harm to others and a conscious (and sometimes deliberate) disregard for or indifference to that risk resulting in personal injury		•	•	•	
Refusal to Cooperate with School Administrative Staff A student, who has already been sent to the office for misbehavior, continues to fail to comply with directions from staff		•	•		
Tobacco and Vapor Devices, Use of To include students found to be in use of tobacco, vapor devices or any product that may be used to distribute tobacco in any form, including the use of vapor products, electronic nicotine delivery systems, or alternative nicotine products while in the school building, on school grounds or at school activities See Glossary, page 17	•	•			
Trespassing To enter or remain on any school district property or property where a school event is being held without authorization and with no legitimate purpose for entry		•	•	•	Law enforcement may be contacted
Unauthorized Entry Allowing or assisting any individual to enter a district building other than through the designated entrances or that breaches any method of established security		•	•	•	Law enforcement may be contacted
Unauthorized Use of Camera, Video Device, Personal Device that Attaches to School/District Network, Cell Phone or Recording Device Student use of cameras/video devices without explicit, prior written authorization of the principal is prohibited	•	•			
Vulgarity/Profanity Written or oral language that is disgusting and/or repulsive, but does not constitute harassment	•	•			

For more information on Repeated Violations, see page 14; for information regarding level of response, see page 6.
Full definitions for all violations can be found in the Glossary, beginning on page 15.

LEVEL 3

Interventions & Responses

This list of Interventions is not intended to be exhaustive, nor will every OPS school have access to each intervention listed. School staff will seek to implement the intervention(s) that seem to most effectively support positive behavior for the specific student under the specific circumstances.

Level 3 violations may involve the short-term removal of a student from the school environment due to the severity of the behavior. The duration of the short-term suspension, if issued, is to be limited as much as possible while adequately addressing the behavior. In the case of repeated need for short-term suspension, an assistance plan (Behavior Intervention Plan, Student Assistance Team) should be developed.

Interventions for Level 3 Violations may include, but not limited to:

- Interventions from all previous levels
- Parent(s)/guardian(s) collaboration [parent(s)/guardian(s) meeting may be required upon re-entry from a suspension]
- Plan of assistance (Behavior Intervention Plan, Student Assistance Team)
- Substance abuse screening
- Consult with Behavior Specialist
- Credit recovery program
- Restitution
- Restorative Practices strategies, including school and community service
- Communication with law enforcement (as needed)

Leveled Interventions and Responses

Level 1 interventions aim to teach alternate behavior so students can learn and demonstrate safe, respectful and responsible behavior. Staff are encouraged to try a variety of teaching and classroom management strategies.	Level 2 interventions often involve support staff, both school-based and within the community, and/or the administrator. These interventions aim to increase the student's skills, positive view of schooling, and positive experience at school so that misbehavior is less likely to continue or escalate.
Level 3 violations may involve the short-term removal of a student from the school environment due to the severity of the behavior. The duration of the short-term suspension, if issued, is to be limited as much as possible while adequately addressing the behavior. In the case of repeated need for suspension, a plan of support (e.g. Early Intervention Plan, Student Assistance Team, MTSS-B Tier II or III Intervention, Community Resources) should be implemented.	Level 4 violations have the potential to significantly impact the safety of the school environment. These violations may result in the removal of a student from the school environment due to the severity of the behavior. Such violations may involve the mandatory reassignment or expulsion of a student to another school or to an alternative program that will provide additional structure to teach appropriate behavior.

Level 3 Violations	Level 1	Level 2	Level 3	Level 4	Administrative Response
Assault, No Injury Attempting to cause injury to another person, including staff; by knowingly and intentionally using force that places another person in reasonable apprehension of imminent personal injury		•	•	•	
Bullying Any intentional ongoing pattern of written or verbal expression, electronic abuse, physical acts, or gestures intended to cause distress/harm upon one or more students and includes an imbalance of power		•	•	•	OPS reporting and intervention procedures will be followed, as appropriate
Damage to School, Staff or Student Property Willfully or recklessly causing or attempting to cause damage		•	•		Restitution may be required, additional consequences may be applied if restitution is not made
Drugs, Possession or Under the Influence Drugs, alcoholic beverages, controlled or imitation controlled substances, or other mood-altering chemicals See Glossary, page 18	•	•	•	•	Law enforcement may be contacted
False Allegations Against Staff Any knowingly or recklessly false allegation against a staff member, written, spoken or otherwise communicated which is harmful to the reputation of the staff member, or which may impede the ability of the staff member to perform assigned duties		•	•	•	
Fighting, Serious Mutual physical combat that results in injury, creates a substantial disruption involving large numbers of students, and/or results in the potential for continued fighting See Glossary, page 19			•	•	Law enforcement may be contacted
Harassment Any physical, verbal, graphic, electronic, or written material or behavior, which may be related, but not limited to a person's disability, gender, race, color, national origin, gender identity, sexual orientation, age, religion, or marital status which has the effect of creating an intimidating, hostile, or offensive school environment See Glossary, page 19		•	•	•	Law enforcement may be contacted
Sexual Harassment Sexual harassment includes the unwelcome written, verbal, or physical conduct on the basis of sex, including gender identity and sexual orientation that creates an intimidating, hostile or offensive school environment See Glossary, page 19		•	•	•	Law enforcement may be contacted Report to the OPS Title IX coordinator
Public Indecency Behaviors described in Nebraska Statute 28-806 except that this violation shall apply only to students at least 12 years of age . For students under age 12, other violations may apply See Glossary, page 19		•	•	•	
Theft Stealing or attempting to steal property	•	•	•		Restitution may be required, additional consequences may be applied if restitution is not made
Threats or Intimidation Use or threat of violence, force, intimidation or similar conduct in a manner that constitutes a substantial interference with school purposes. Threats may include behavior, verbal, written and/or physical action		•	•	•	Conduct a threat assessment
Unlawful Activity Engaging in any activity forbidden by state or federal law and not otherwise specifically included in this Student Code of Conduct which creates potential danger in the school environment or interferes with school purposes		•	•	•	Law enforcement may be contacted

For more information on Repeated Violations, see page 14; for information regarding level of response, see page 6.
Full definitions for all violations can be found in the Glossary, beginning on page 15.

LEVEL 4

Interventions & Responses

This list of Interventions is not intended to be exhaustive, nor will every OPS school have access to each intervention listed. School staff will seek to implement the intervention(s) that seem to most effectively support positive behavior for the specific student under the specific circumstances.

Level 4 violations have the potential to significantly impact the safety of the school environment. These violations may result in the removal of a student from the school environment due to the severity of the behavior. Such violations may involve the reassignment of a student to another school or to an alternative program that will provide additional structure to teach appropriate behavior. These interventions focus on maintaining the safety of the school community and correcting self-destructive and dangerous behavior.

Long-term suspension may be applied when it is feasible to reintegrate the student back into the school environment. Reassignment may be applied when chronic misbehaviors are present and school staff have documented efforts to intervene and support acceptable behavior. Expulsion may be applied when the student's presence at school is deemed too dangerous or disruptive for staff to maintain a safe and positive climate. Upon return to a traditional school setting after a reassignment or expulsion, the school staff will establish a plan of support (e.g. an early intervention or safety plan) for the student's ongoing success at school.

Violence against school staff is an egregious act, which not only jeopardizes the safety and well-being of individuals but also undermines the foundations of our ongoing efforts to maintain a safe and secure environment that is conducive to teaching and learning. Because intentional and knowing violence against a staff member is extremely disruptive to the learning environment it may result in consequences including mandatory reassignment or expulsion in grades where these consequences are available, even in cases of first offense. As in every disciplinary situation, student age, developmental level, the severity of the circumstances, and other mitigating factors will be considered.

Interventions for Level 4 Violations may include, but not limited to:

- Interventions from all previous levels
- Parent(s)/guardian(s) notification
- Long-Term Suspension or Reassignment
- Expulsion
 - For student in grades K-6, expulsion will not be a consequence for a violation of the **Student Code of Conduct** except in cases of knowingly and intentionally possessing a firearm.
- Referral to IEP team (students with disabilities) for manifestation determination
- Alternative educational placement
 - High School (grades 9-12)
 - Middle School (grades 6-8)
- Communication with law enforcement (as needed)

Leveled Interventions and Responses

Level 1 interventions aim to teach alternate behavior so students can learn and demonstrate safe, respectful and responsible behavior. Staff are encouraged to try a variety of teaching and classroom management strategies.	Level 2 interventions often involve support staff, both school-based and within the community, and/or the administrator. These interventions aim to increase the student's skills, positive view of schooling, and positive experience at school so that misbehavior is less likely to continue or escalate.
Level 3 violations may involve the short-term removal of a student from the school environment due to the severity of the behavior. The duration of the short-term suspension, if issued, is to be limited as much as possible while adequately addressing the behavior. In the case of repeated need for suspension, a plan of support (e.g. Early Intervention Plan, Student Assistance Team, MTSS-B Tier II or III Intervention, Community Resources) should be implemented.	Level 4 violations have the potential to significantly impact the safety of the school environment. These violations may result in the removal of a student from the school environment due to the severity of the behavior. Such violations may involve the mandatory reassignment or expulsion of a student to another school or to an alternative program that will provide additional structure to teach appropriate behavior.

Level 4 Violations	Level 1	Level 2	Level 3	Level 4	Administrative Response
Arson Intentionally setting or attempting to set a fire on or in school property		•	•	•	Law enforcement will be contacted Conduct a threat assessment
Assault with Injury (Intentional) Assault of another person, including staff, when the student has knowingly and intentionally used force to cause personal injury			•	•	Law enforcement may be contacted
Distribution Selling, Distributing, Intent to Distribute, or Attempting to Distribute Alcoholic Beverages, or a Controlled/ Imitation Controlled Substance			•	•	Law enforcement will be contacted
False Alarm/Bomb Threat Causing a substantial disruption to the school environment and/or placing students at risk by making a false report or activating an alarm		•	•	•	Law enforcement may be contacted
Firearm Knowing and intentional possession, use or transmission of a firearm as defined in 18 U.S. Code 921 See firearm definition in Glossary, page 20					Per federal law, expulsion for one calendar year; law enforcement will be contacted Conduct a threat assessment
Sexual Assault Sexual Assault in the first or second degree as defined in Nebraska Statutes 28-319 thru 28-320.01 See Glossary, page 20				•	Mandatory reassignment away from the victim or expulsion/ Law enforcement will be contacted/ Report to the OPS Title IX coordinator
Weapon (other than firearm) Knowing and intentional possession, handling, transmission, or use of any knife or dangerous weapon See Glossary, page 21, for listing and definition of a weapon			•	•	Law enforcement may be contacted Conduct a threat assessment

For information regarding level of response, see page 6.
Full definitions for all violations can be found in the Glossary, beginning on page 15.

Repeated Violations

Concerning a violation at any level, it may be relevant that the student has committed the same, or similar, violation multiple times during the same school year. In such a case, Repeated Violations may be added as a secondary violation. Repeated Violations will not be used as a primary violation or alone. There may be instances of repeated violations that warrant a higher level of response than indicated in this **Student Code of Conduct**.

Mandatory response for this violation:

- Law enforcement will be contacted.
- Mandatory reassignment away from victim or expulsion.
- Report all incidents to the OPS Title IX Coordinator, 3215 Cuming St., Omaha, NE 68131 (531-299-0307) or equityanddiversity@ops.org.

Weapon (other than firearm)

Students are forbidden to knowingly and intentionally possess, handle, transmit or use any instrument that is generally considered a weapon. Dangerous weapons (other than firearms) shall include: (a) Guns, including antique firearms, BB guns, paint ball, "airsoft" guns, dart guns, or pellet guns which are not firearms as defined above (b) knives of all kinds, including pocket knives, regardless of the length of the blade, dirks, or stilettos of any type, or any other dangerous instrument capable of inflicting cutting, stabbing, or tearing wounds; or (c) knuckles and brass or iron knuckles that consist of finger rings or guards made of a hard substance that is designed, made, or adapted for the purpose of inflicting serious bodily injury by striking a person with a fist enclosed in the knuckles. (d) Any object which could be used to injure another person and which has no school related purpose for being at the time in the student's possession will be considered a weapon for purposes of this **Student Code of Conduct**. The following are examples of objects generally considered to be weapons: ammunition, stun gun, taser, lead pipes, chains, chuck-sticks, throwing stars, darts, black-jacks, unauthorized tools, fireworks, pepper spray, mace, or chemicals. It is not a defense to a charge of possessing, handling, transmitting or using a weapon that the student did not intend to hurt anyone.

Law enforcement may be contacted. The school will conduct a threat assessment.

Immediate Surrender of an Unknown Weapon

Students may not be in possession of weapons of any type. If at any time a student discovers that they are in possession of a weapon the student must immediately turn the weapon in to the nearest teacher, counselor, administrator or other school staff person. If the student immediately turns in a weapon, the student will not face the consequence for weapon possession. If, however, the student continues to possess the weapon, to go on to further classes, to display the weapon to other students, or otherwise does not take the immediate action of reporting, the student will be subject to consequences as defined in the **Student Code of Conduct**. This clause does not apply to possession of a firearm or gun.

Weapons – Notice To All Students

The items listed below are commonly used as tools in some of your classes:

Examples of some, but not all, unauthorized tools are: box cutter knives, art knives, any item having a blade, blades of any kind, scissors, kitchen knives, awls, screwdrivers, punches, hammers, vice grips, and any other tool that may be used in class.

Take the tools out of class or bring them from home and they become weapons. Possession of these items may result in expulsion.

STOP!
Leave them in class!
Don't bring them!

Any object, which could be used to injure another person and which has no school-related purpose for being in the student's possession, at that time, will be considered a weapon for purposes of the **Student Code of Conduct**.

WEAPON POSSESSION – Read Carefully

Students may not be in possession of weapons of any type. If at any time a student discovers that he or she has possession of a weapon other than a firearm/gun the student must immediately turn the weapon into the nearest teacher, counselor, administrator, or other school staff person. If the student immediately turns in a weapon, the student will not face the consequences for weapon possession. If, however, the student continues to possess the weapon, to go onto further classes, to display the weapon to other students, or otherwise does not take the immediate action of reporting, the student will be subject to expulsion/consequences as defined in the **Student Code of Conduct**.

Intervention and Response Terms

Community Service

Duties performed for the benefit of the school or community. Examples include but are not limited to cleaning, outside work, or assisting students or staff.

Emergency Exclusion

The recommendation to exclude a student from school for a period of time as long as the student's presence in the school presents a danger to self or others.

Expulsion

Expulsion shall mean a student may not attend any school in the district for the period of the expulsion. This includes any school function including graduation ceremonies or being on any OPS school property during the duration of the expulsion. However, an expelled student may participate in a district specified alternative school, class, or educational program during the term of expulsion. If misconduct punishable by a one semester expulsion occurs during the last 10 days of a semester, the expulsion will be for the remainder of the semester and the next semester or the remainder of the semester, summer school and the first semester of the next school year. No student may return to the school from which the student was expelled. Any student expelled more than once during his/her high school enrollment years will be readmitted to an alternative program after completing coursework at the Expelled Student Program in areas specific to the student need(s).

Reassignment

Mandatory transfer to another school or program; no student may return to the school from which the student was reassigned.

Restorative Practices

Behavioral interventions are a part of the teaching and learning process, to hold students accountable for their actions, by providing meaningful opportunities to build social and emotional skills. They are intended to

focus on problem-solving, repairing harm, and restoring relationships. All participants in the process have a voice and are valued in the resolution so that relationships are built and strengthened in the school community.

Saturday School

Saturday School requires that the student spend a block of time at school on a Saturday morning(s). Exact time(s) will be determined by the building principal. Transportation will not be provided to or from Saturday School.

Student Success Center (SSC)/ Positive Action Center (PAC)

In the SSC/PAC room, the students work in a closed classroom environment, which minimizes distractions while allowing them to focus on their needs both academically and socially. Components of the SSC/PAC include individual guidance and/or instruction on writing skills, study skills, social skills, and conflict resolution. The SSC/PAC encourages students to accept responsibility for their actions. The use of the SSC/PAC rooms may also be used as a preventative measure to help students make positive choices as it relates to behaviors.

Late School

Late School requires that the student spend a block of time after school as determined by the building principal. Transportation will be provided for eligible students.

Suspension, Long-Term

Exclusion from school for a period of time exceeding five (5) school days but less than twenty (20) school days

Suspension, Short-Term

Exclusion from school for a period of time up to five (5) school days

Additional Information

BEHAVIOR RULES FOR CONDUCT OCCURRING OFF SCHOOL GROUNDS – OPS POLICY 5103

It is the belief of the Omaha Public Schools that it is important to support the total student. Expectations for our students go beyond the school day and into the community. We believe that part of learning is accepting responsibility for one's actions. Our intent is to support all students in their decision-making and their development into responsible adult citizens while serving as a deterrent to certain unacceptable or unlawful behaviors. This policy applies to conduct which occurs in places that are not otherwise covered by the **Student Code of Conduct**.

Disciplinary Action

Any student engaging in 1) behaviors off school grounds that would otherwise violate the **Student Code of Conduct**; or 2) student speech off school ground that causes substantial disruption to the school environment, may be subject to:

1. Emergency exclusion if the student's conduct presents a clear threat to the physical safety of self, or others, or is so extremely disruptive as to

- make temporary removal necessary to preserve the rights of other students to pursue an education;
2. Short-term suspension by the principal for up to five (5) school days as provided in OPS Policy 5105;
3. Participation in and successful completion of a district substance use screening by a qualified community provider or community counselor at the discretion of District or school administration; and/or
4. Suspension or exclusion from extracurricular and/or co-curricular activities in accordance with the provisions of OPS Policy 5104.

Appeal Process

Nebraska statutory provisions regarding short term suspension and emergency exclusion shall apply to each of the disciplinary measures respectively as set forth in OPS Policy 5101.

BEHAVIOR RULES FOR PARTICIPANTS IN EXTRACURRICULAR ACTIVITIES – OPS POLICY 5104

Students who participate in extracurricular activities, including but not limited to NSAA activities as set forth in OPS Policy 5102, are deemed to be held to a higher standard when it comes to representing their respective schools – both on- and off-campus. Extracurricular activities means student activities or organizations which are supervised or administered by the District or a District staff member which do not count towards graduation or grade advancement and in which participation is not otherwise required by the school. It is therefore critical for those students to always be mindful of their behavior and how it reflects on their schools and the District.

In addition to any other discipline imposed for violations of the **Student Code of Conduct** or for violations of OPS Policy 5103, any student participating in any extracurricular activity at the time the student commits the violation will be subject to suspension from participation in said activity or activities as described in the following:

First Offense: 15 Calendar Days

Second Offense: 90 Calendar Days

Third Offense: 180 Calendar Days

The sanction shall be implemented upon confirmation and notice to the student by the school administration, and the sanction applies to all activities, public or private, that occur on school property or at a school function. In addition, the teacher/coach/sponsor of the extracurricular activity may impose other sanctions as permitted and described pursuant to the "Rules Regarding Other Conduct" in the **Student Code of Conduct**.

Rules Regarding Other Conduct

Individual coaches, activity sponsors, or staff responsible for an extracurricular activity, may impose participation restrictions or eligibility restrictions for participation in extracurricular activities on students for behavior other than those set forth in the **Student Code of Conduct** or in OPS Policy 5103 provided:

1. Before the student participates in an extracurricular activity, that student and the student's parent(s)/guardian(s) have been advised of the participation and eligibility rules and the types of misbehavior that would cause a student to become subject to such participation and/or eligibility restrictions.
2. Participation and/or ineligibility restrictions are imposed only after the coach, activity sponsor or responsible staff has:
 - a. Investigated the alleged misbehavior;
 - b. Given the student written or oral notice of the charges against the student;
 - c. Explained the evidence against the student; and
 - d. Given the student a chance to tell the student's version of what happened.
 - e. The coach, activity sponsor or responsible staff has decided the student, in fact violated the participation and/or eligibility rules.
3. The student has the right to appeal the individual coach's, activity sponsor's or responsible staff's decision, as specified above, to the school principal. The determination of the principal under such circumstances shall be final.

BOOK BAGS AND PERSONAL ITEMS

Students may carry book bags, backpacks, and similar items to transport books, supplies, and other belongings. Bags are subject to inspection, and the student is responsible for all contents. Objects that have no school-related purpose or that create a disruption to the learning environment may be confiscated until the end of the school day, and/or a parent/guardian may be required to

pick up the object. Repeated violations may be viewed as insubordination, resulting in additional application of the **Student Code of Conduct**.

All lockers and their contents are subject to random searches by school staff without prior notification to students. Please see OPS Policy 5406 regarding student searches for additional information.

DRESS AND PERSONAL APPEARANCE

Personal appearance is basically a concern of the student and their parent(s)/guardian(s). However, a student's appearance should promote positive opportunities for learning. The following guidelines shall apply to all regular school activities:

1. Students must be fully clothed, with a covered torso and shoes.
2. Words or images that promote alcohol, drug use, weapons, that insult or demean others, or that

disrupt the school environment are not acceptable at school.

3. Any exception to these guidelines, such as for Spirit Days, special events and/or extracurricular activities, must be approved by the school administration.

Please see OPS Policy 5301 Dress and Grooming for more information.

MAKE-UP WORK DURING SUSPENSION

Students will be given an opportunity and must assume responsibility for making up work, including tests, missed during suspension. Completion of make-up work is equal to the time the student has been suspended from school

but is not to exceed ten (10) days. Credit will be awarded for acceptable makeup work. See OPS Policy 5207 for more information on make-up work.

MISCONDUCT BETWEEN SEMESTERS OR BETWEEN SCHOOL YEARS

If misconduct otherwise covered by the **Student Code of Conduct** occurs between semesters or between school years, the penalties provided for in the **Student**

Code of Conduct shall be enforced during the next semester.

NO TRESPASSING/BAN AND BAR WARNING AND RESTRICTION

Visitors to the schools must respect the learning environment and maintain proper behavior and decorum. Disruption of the orderly process of the school is prohibited. The principal or his/her designee is authorized to deny access, ban and bar future access, remove or request the removal of any visitor whose behavior is disruptive to the educational/working environment of the school as outlined below:

1. Presents a risk to the safety of others resulting in the likelihood of violence (e.g. specific threats, posturing, or actions)
2. Presents a disruption to the learning environment adversely affecting students/staff (e.g. yelling or destroying property)

3. Repeated failures to follow school policy/procedures (e.g. refuses direction from school administrators or check-in process)
4. Does not have legitimate purpose to be on school grounds or activities (e.g. loitering or wandering inside building)

An individual in receipt of a "No Trespass or Ban/Bar Restriction" may not come onto the grounds of an issuing school. All restrictions are applicable from date of issuance through the subsequent summer and are made void, unless otherwise specified, each August. Any visitor to the schools who has been denied access or who has been asked to leave may appeal to Student and Community Services.

CELL PHONE/PERSONAL ELECTRONIC DEVICE GUIDELINES FOR STUDENTS

Current research provides compelling evidence that constant access to social media and cell phones is detrimental to young people's mental health and their ability to focus on academics. For this reason, the District has determined that the use of cell phones and PEDs (Personal Electronic Devices) is prohibited during instructional time unless specifically authorized by a teacher or District staff member. The purpose of these guidelines is to provide a district-wide procedure regarding the use of cell phones and other PEDs.

DEFINITIONS

1. "Cell phone" includes, and is not limited to, cellular telephones or tablets, "smart" phones or tablets, Internet enabled phones or tablets and other PEDs that are capable of placing and/or receiving telephone calls or messages, taking photographs, creating and distributing videos, photos, or posting on the internet, and the like.
2. "Personal Electronic Device" is an electronic device other than a cell phone that emits an audible signal,

or expulsion.

The administrator will take action based upon first-hand information. This may include contact with witnesses to the student's prohibited conduct. Prior to any decision, the administrator must confer with the student to inform the student of the charge and the available information, give the student an opportunity to tell the student's version of the incident, weigh the evidence as to the offense, make a decision whether the student engaged in the prohibited conduct, and then inform the student of the decision.

In cases of recommendations for long-term suspension, reassignment, exclusion, or expulsion, the student may, upon request, have a hearing on the specific charges. Students are advised of this right when a principal decides to recommend one of the above actions. If a hearing is not requested within five school days the recommendation will go into effect. See OPS Policy 5101 for more information on student discipline and exclusion of students from school.

Rights for the Student Receiving Special Education Services

If a student receiving special education services violates a provision of the **Student Code of Conduct** resulting in a recommendation for expulsion, mandatory reassignment, or a long-term suspension in excess of five consecutive days, a Manifestation Determination (Due Process) IEP meeting shall be convened within three working days of the recommendation. The IEP team shall determine if the conduct in question was caused by, or had a direct and substantial relationship to, the student's disability and will also determine if the conduct in question was a direct result of the school district's failure to implement the IEP. If a student or parent(s)/guardian(s) wishes to appeal the outcome of the IEP Manifestation Determination an appeal could be placed through the Special Education Department with the Director of Special Education.

SCHOOL RESOURCE OFFICERS (SRO)

School Resource Officers (SROs) are hired and trained to support the safety efforts of the Omaha Public Schools. They serve in designated schools and work alongside school administration. SROs and/or police officers are responsible for responding to criminal law matters where it is mandated by law that such offenses be referred to the criminal justice system. Absent an immediate threat of imminent physical harm and/or criminal law matters, school discipline issues are addressed by school administration.

SROs and/or police officers who witness school discipline issues shall contact school administration to address the matter. SROs should act as any school adult in redirecting minor misbehavior and may choose to de-escalate a situation using conflict resolution techniques and leverage existing positive relationships with those involved. Incidents must be referred to school personnel to determine appropriate response for violations of the **Student Code of Conduct**.

STUDENT SEARCHES – OPS POLICY 5406 SEARCH AND SEIZURE

Drug Searches by Police/ Sheriff Canine Units

The District retains the right to utilize the services of Omaha Area Law Enforcement Authorities' Canine Units in the detection of illegal drugs and/or contraband at any time, announced or unannounced at the District's schools and programs.

- A. The Superintendent or designee (in consultation with the Office of School Safety) may request the canine unit be utilized to search all inside areas of a school building, including lockers, at a time when students are or are not present. If a search takes place in a classroom when students are present, all will exit the room, leaving all items behind.
- B. A building principal (in consultation with the Office of School Safety) may request that a canine unit be utilized to search vehicles in a school parking lot or in other areas where student vehicles are parked during or after school hours. If a dog alerts to a student's vehicle, the student will be required to unlock the vehicle doors and trunk for internal inspection. Any refusal to unlock the vehicle will be handled by law enforcement.
- C. Any illegal drugs and/or contraband found on school grounds, whether in a student locker,

vehicle, or any other place on school grounds, will be confiscated and the student may be subject to disciplinary action specified in the **Student Code of Conduct**.

- D. The student's parent(s)/guardian(s) shall be notified should illegal drugs and/or contraband be discovered.
- E. This policy shall be included in the student handbooks. This policy shall not be implemented until parent(s)/guardian(s) and students are provided written notice of this policy.

Searches of School Lockers, Student Automobiles, and Students' Persons

Student lockers, desks and other such property are owned by the school. The school exercises exclusive control over this school property, and students should not expect privacy regarding items placed in school property because school property is subject to search at any time by school officials. Students are responsible for whatever is contained in desks, lockers, and district owned electronics issued by the school.

Vehicles parked on school property are subject to search by the principal or the principal's designee if the principal or his or her designee has reasonable cause to believe

that contraband is in or on the vehicle.

Students and their personal effects are subject to being searched by the principal or his or her designee if there is reasonable cause to believe that the student is in possession of contraband or evidence indicating that the student has otherwise violated the **Student Code**

of Conduct. This includes all student pockets, purses, backpacks, and other kinds of carrying devices, and any personal computing, communication, and data storage devices. If the student does not allow the search, Law Enforcement may be called.

SECRET ORGANIZATIONS

Under state law, it is “unlawful for the pupils of any public secondary school to participate in or be members of any secret organization.” The Board of Education is

empowered to deny to any student who violates the law any or all privileges of the school, or it may expel such student for failure to comply with the law.

STUDENT ATTENDANCE

Attending school on time and every day is a critical and necessary factor for student success. Showing up for school and being ready to learn impacts a student's academic success and their connectedness to school starting in kindergarten and continuing through high school. Students are expected to arrive on time and be engaged in learning throughout the academic day.

Attendance matters. Students who attend school regularly are more likely to be on or above grade level academically, be socially and emotionally connected to the school and staff and remain on track to high school graduation.

Ensuring students arrive on time and attend school throughout the day is everyone's responsibility.

In addition to in-person learning, students enrolled in the Omaha Public Schools may also receive instruction at home through remote learning. Guidelines and expectations of the Omaha Public Schools Attendance Policy 5008 remain in effect for students in remote learning environments or programs.

Student Responsibilities

- Establish bedtime and morning routines
- Arrive on time and attend the entire day
- Miss fewer than 9 days of school throughout the year
- Communicate with teachers

Parent/Guardian Responsibilities

- Establish bedtime and morning routines
- Ensure your child(ren) arrive to school on time and attend the entire day

- Encourage and monitor attendance
- Schedule any medical or other appointments after school or on non-school days
- Communication is key – talk with teachers and school staff to report absences

Teacher Responsibilities

- Create a positive classroom culture of why attendance matters
- Encourage attendance
- Set and monitor attendance goals with students and parents(s)/guardian(s)
- Collaborate with school staff and families to address attendance concerns
- Celebrate students who are meeting attendance goals

Administrative and Support Staff Responsibilities

- Create a positive school culture of why attendance matters
- Encourage and communicate the importance of attendance
- Set and monitor attendance goals with staff, students and parent(s)/guardian(s)
- Collaborate with school staff and families to address attendance concerns
- Celebrate and recognize attendance

Please see OPS Policy 5008 Student Attendance for more information.

STUDENT SIGNATURE OF RECEIPT OF SCHOOL RULES

The signature on the Receipt of Student Handbook verifies that a copy of the Student Handbook, which contains the **Student Code of Conduct** and other school rules, was received. The signature shows agreement to accept responsibility to know the contents of the handbook, to understand the rules for students contained

in it, and that the rules will be followed. In elementary schools, the signature is received by the parent(s)/guardian(s) of the student. In secondary schools, the student signs the Receipt of Student Handbook form or may sign electronically via Student Portal.

NEXT LEVEL LEARNING (SUMMER SCHOOL) AND DUE PROCESS

Students attending school classes during non-traditional times, such as spring and summer sessions, are also

held to the requirements of the **Student Code of Conduct**. However, disciplinary consequences may be