



STUDENT CODE OF CONDUCT

K8 School seeks to maintain orderly conduct among Nursery- Grade 8 students in an effort to create a safe and positive learning environment. We expect students to conduct themselves as appropriate for their levels of development, maturity, and demonstrated capabilities with proper regard for the welfare of other students and the School.

K8 School believes that standards for student behavior must be set cooperatively through interaction among the students, parents/guardians, and other stakeholders producing an atmosphere that encourages students to grow in self-discipline. The development of this atmosphere requires respect for self and others, on the part of students, and other stakeholders. Since students learn by example, the school will demonstrate appropriate behavior, treat others with civility and respect, and refuse to tolerate bullying or harassment.

K8 School reserves the right to determine appropriate consequences to be imposed upon a student for any infraction of the Code of Conduct, including misconduct not specifically listed.

POLICY AGAINST BULLYING AND HARASSMENT

It is the policy of K8 School that all its students and their parents/guardian have an educational setting that is safe, secure, and free from harassment and bullying of any kind. K8 School will not tolerate bullying and harassment of any type. Conduct that constitutes bullying and harassment as defined herein is prohibited.

DEFINITIONS

Bullying includes cyberbullying and means systematically and chronically inflicting psychological distress on one or more students or employees. It is further defined as unwanted and repeated written, or verbal abuse, including any threatening, insulting, or dehumanizing gesture, by a student or adult, that is severe or pervasive enough to create an intimidating, hostile, or offensive educational environment; cause discomfort or humiliation, or unreasonably interfere with a student's school performance or participation, and may involve but is not limited to:

- Teasing
- Social exclusion
- Stalking
- Threat
- Intimidation
- Sexual, religious, or racial harassment
- Theft
- Public or private humiliation
- Destruction of property

Cyberbullying means bullying through the use of technology or any electronic communication, which includes, but is not limited to, any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by an electronic mail, or Internet communications. Cyberbullying includes the creation of a webpage or weblog in which the creator assumes the identity of another person, or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the conditions enumerated in the definition of bullying. Cyberbullying also includes the distribution by electronic means of communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons, if the distribution or posting creates any of the conditions enumerated in the definition of bullying.

Harassment means any threatening, insulting, or dehumanizing gesture, use of data or computer software, or written, or verbal conduct directed against a student or K8 School staff or representative that:

- Places a student or K8 School staff or representative in reasonable fear of harm to his/her person or damage to his/her property
- Has the effect of substantially interfering with a student's educational performance, opportunities, or benefits; or
- Has the effect of substantially disrupting the orderly operation of a school.

Bullying and harassment also encompass:

- Retaliation against a student or K8 School staff or representative by another student for asserting or alleging an act of bullying or harassment. Reporting an act of bullying or harassment that is not made in good faith is considered retaliation.
- Perpetuation of conduct is listed in the definition of bullying or harassment by an individual or group with the intent to demean, dehumanize, embarrass, or cause emotional harm to a student or school employee
- Acting in a manner that has an effect substantially like the effect of bullying or harassment

Cyberstalking means to engage in a course of conduct to communicate words, images, or language by or through the use of electronic mail or electronic communication, directed at a specific person, causing substantial emotional distress to that person, and serving no legitimate purpose.

DESCRIPTION OF TYPE OF BEHAVIOR EXPECTED FROM EACH STUDENT OF K8 SCHOOL

K8 School expects students to conduct themselves as appropriate for their levels of development, maturity, and demonstrated capabilities with proper regard for the rights and welfare of other students and K8 School staff or representatives.

K8 School believes that standards for student behavior must be set cooperatively through interaction among the students, parents/guardians, and other stakeholders producing an atmosphere that encourages students to grow in self-discipline.

Each school community is required to implement appropriate recognition for positive reinforcement for good conduct, self-discipline, and academic success.

Please review the following netiquette rules and K8 School expectations carefully:

- Students are responsible for good behavior when in K8 School online premises. It is illegal to use obscene, profane, threatening, or disrespectful language.
- We take the integrity and authenticity of student work very seriously at K8 School. Do not cut, copy, or plagiarize Internet content or the work of your online classmates. Copying, knowingly allowing others to copy from you, and/or misusing Internet content could result in strict actions.
- It is illegal to create harmful computer viruses.
- Email is not private. Never say anything via email that you wouldn't mind seeing on a public platform.
- Beware of emails from anyone, particularly adults you don't know, asking for personal information, attempting to arrange meetings, or engaging in personal contact. Alert the teacher or other K8 School member of any message you receive that is inappropriate or makes you feel uncomfortable.
- Exchanging unsolicited non-academic emails with your online classmates is strictly prohibited.
- Email addresses or Live class log-in names that use profanity or may be construed as offensive, shall not be permitted for K8 School correspondence. K8 School administration reserves the right to determine if student email addresses are inappropriate. When necessary, students will be asked to use an alternative email address or may be refused participation in K8 School live classes.
- Protect your password. Keep it secret from anyone except your parents.
- Photographs or videos sent via computer, or any other electronic device which depicts nudity, or any other inappropriate content, are prohibited.
- When attending any meeting or student gathering affiliated with K8 School, clothing that exposes underwear or body parts in an indecent or vulgar manner or that disrupts the orderly learning environment is not permitted.

K8 School is dedicated to providing learning solutions for all students, and the presence of a positive partnership between all students, parents/guardians, faculty, and staff is vital in this process. To ensure that we are all focused on student learning and helping students to reach their full potential, we ask that all parties conduct themselves in a respectful and orderly manner at all times.

No person shall:

- Use profanity or make threats toward school staff or other students in any verbal or written communication.
- Intentionally cause any emotional harm toward another person or threaten to do so.
- Disrupt the orderly conduct of classes, school programs, or other activities.
- Intimidate, harass, or discriminate against any person based on race, color, creed, age, gender, or disability.
- Refuse to comply with any reasonable request of identifiable school officials performing their duties.
- Willfully incite others to commit any acts prohibited by law.

Any violations by the student or parent/guardian may result in removal from K8 School, as well as other disciplinary or legal action.

CONSEQUENCES FOR A STUDENT OR PARENT/ GUARDIAN WHO COMMITS AN ACT OF BULLYING OR HARASSMENT

Concluding whether a particular action or incident constitutes a violation of this policy requires a determination based on the facts and surrounding circumstances. Consequences and appropriate remedial action for students who commit acts of bullying or harassment may range from positive behavioral interventions up to and including suspension or expulsion.

ACADEMIC INTEGRITY

Academic integrity is one of the core values at K8 School. When academic integrity is maintained, students will make decisions based on values that will prepare them to be productive, meaningful, and ethical human beings.

K8 School takes the integrity and authenticity of student work very seriously. Do not cut, copy, or plagiarize Internet content or the work of your classmates. Copying, knowingly allowing others to copy from you, and/or misusing the internet content could result in strict actions.

WHAT IS ACADEMIC INTEGRITY?

Academic integrity means that all work you submit is created by you and is an original representation of your work. It means that what you submit is your own work. It can be defined by honest academic work where:

- The ideas and the writing of others are properly cited
- Students submit their own work for tests and assignments without unauthorized assistance
- Students do not provide unauthorized assistance to others; and
- Students report their research or accomplishments accurately.

The student's role at K8 School is to learn to the best of his/her ability. Therefore, students should expect to take age-appropriate individual responsibility for their own learning, such as: applying themselves to their studies in a focused and serious manner, working hard, becoming engaged in the lessons and activities, asking questions, exploring their personal interests, improving areas of academic weaknesses, and capitalizing on strengths—and at all times completing their own work.

Students are responsible for submitting and protecting their own, original work.

WHY IS ACADEMIC INTEGRITY IMPORTANT?

- You are earning grades for learning material for which you have not demonstrated mastery.
- You may be violating the law.

SUSPENSION AND EXPULSION

The following actions will be taken by the school, per each of the disciplinary measures as outlined below:

- Suspension (no more than 10 days)- An informal meeting will be convened with the student, parent, and K8 School officials as appropriate. The school will inform the student and parent of the disciplinary actions. If the student does not admit to the charges, he/she will be explained the evidence. The student will be provided with an opportunity to present his/her version of the occurrence. If the school determines that the occurrence justifies suspension, a written notice will be sent to the student and parent.
- Expulsion - If a school believes that a student has committed an offense that might require expulsion, the school may suspend the student for up to 10 days pending a formal meeting. The parent(s) will be notified of due process, the date, time of the meeting at least five days prior to the formal meeting. The final decision will be taken by the disciplinary committee at K8 School and no further communication will be made with the suspended student and the parent/guardian.

SUSPENSION

When a student is suspended, he/she is temporarily removed from class (the Learning Management System) or a school-sponsored program or activity. The length of a suspension is determined by the school officials. A suspension will be documented in writing.

During a period of suspension as defined by the school, a student's permission to log on to and/or use parts of the School Management System and Learning Management System is restricted.

EXPULSION

If a student enrolled in K8 School violates any provision, K8 School reserves the right to initiate a pre-expulsion meeting to determine probable cause. If K8 School determines the student may be expelled, the legal guardian may request an appeal by contacting K8 School.

When a student is expelled, he/she is separated from the school for an extended period, or permanently, for disciplinary reasons. Expulsion will be documented in writing.

Violations that may lead to expulsion include, but are not limited to, any behavior that indicates that a student is a serious threat to the safety of others (such as aggressive behavior, threat, use of inappropriate language, attempt to directly or indirectly malign the reputation and brand name of K8 School, attempt to influence any members, associates of K8 School community).