

When a student evidences a lack of respect for established rules, teachers shall assist the student in recognition of the inappropriate actions, in the identification of the rule the student is breaking, and in the development of a plan for making appropriate choices in behavior. This is an effort to address the problem before it becomes a situation warranting punitive measures.

Teachers shall apply logical, appropriate consequences for student misbehavior, including, but not limited to, immediate intervention, student conferences, parent conferences, and before or after school detention. Student misconduct which is intense or frequent enough to cause significant disruption in the instructional program shall be referred to an administrator for appropriate disciplinary action.

#### 4.7 Corporal Punishment

The Board of Education allows reasonable corporal punishment under the terms of Board Policy 6.16. Corporal punishment will be administered only as a disciplinary measure by the school principal or his representative in the presence of another adult professional school system employee. Corporal punishment will not be administered in the presence of another student.

#### 4.8 Deliveries

NO deliveries of food, candy, flowers, balloons, birthday gifts, etc. will be accepted by any office personnel. ALL such deliveries will be refused.

#### 4.9 Displays of Affection ("P.D.A.")

Students should refrain from public displays of affection.

#### 4.10 Dress Code and Expectations-Facial coverings are acceptable as long as they are not vulgar or a distraction

Students have the responsibility to groom themselves in such a way that does not disrupt the learning environment, violate health and/or safety rules of the school, or interfere with the educational process of the student or other students. Rule of thumb: If a student or parent questions whether or not attire is acceptable, it should not be worn.

1. Clothing should not be excessively soiled, torn, or ragged.
2. Clothing must be worn in the manner that it was designed to be worn (e.g. clothing may not be worn backward, inside-out, or undone).
3. Shoes or sandals must be worn at all times (house slippers are prohibited).
4. Clothing should not be excessively revealing. Prohibited items may include midriff shirts, tube tops, spandex, yoga pants, mesh, sheer, fishnet garments, backless tops, strapless tops, spaghetti straps, tank tops, halter tops, or pajamas.
  - Shorts, dresses, or skirts should not be any shorter than a credit card's length above the knee (3")
  - Straps on sleeveless tops should be at least a credit card's width (2")
  - Shirts with sleeves cut away, drooping armholes, or that expose a large area under the arm are prohibited unless worn with an undershirt.
  - Leggings, tights, and yoga-style pants may be worn as long as the student's backside/bottom area is completely covered.
  - Mesh items may be permitted if the clothing underneath meets dress code.
5. Pants must be worn at the waistline (not sagging or revealing the student's underwear) and should not have holes higher than 3" above the knee revealing skin or body.
6. Hair, hair colors/dyes should not be distracting. Hair length shall not cover the student's eyes.
7. Body piercings shall be limited to the ears/nose only.
8. Sunglasses or decorative contact lenses are not permitted unless prescribed by a doctor.
9. Students shall not wear hats, caps, hoods, athletic headbands, combs, picks, toboggans, bandannas, scarves, or other similar items that cover the student's head while inside the school building(s).

10. Garments or accessories that have chains, spikes, or any other potentially dangerous attachments are not allowed.
11. Clothing shall not display writing or symbols deemed by a school administrator as vulgar/profane, offensive, sexually suggestive, gang related, violent/threatening, or that advertises tobacco, alcohol, or drugs.

**THE PRINCIPAL WILL BE THE JUDGE** as to whether or not student apparel is compliant with the dress code. Student and parent cooperation is expected and appreciated. The administration reserves the right to address individual instances of inappropriate dress or grooming that are not covered by these guidelines. Any classes missed due to a dress code violation will be unexcused.

#### **DRESS CODE AT THE CAREER ACADEMY**

For reasons of health and safety, students MUST wear shoes and shirts at ALL times. Proper clothing must be worn, suitable for work in shops and/or classes. (Instructors will designate this requirement.) Students enrolled in Work Based Learning programs are receiving a class grade; therefore, the instructor will determine if student dress is appropriate for work environments.

#### **4.11 Due Process**

**4.11.1 Appeals or Grievances.** The process for appealing or grieving an administrative decision can be found in the MSCS Code of Conduct. Appeals must be filed in writing within seven calendar days of an adverse decision. It is encouraged that an appeal begin at the lowest level of authority/ability to address the concern before initiating an appeal or grievance with the Principal (Level One), Assistant Superintendent (Level Two), Superintendent (Level Three), or the Muscle Shoals Board of Education (Level Four).

**4.11.2 Searches (Board Policy 6.15).** All property of the Muscle Shoals Board of Education may be entered, inspected, and searched for any lawful purpose by Board officials or their designees at any time, without prior notice and to the fullest extent permitted by law (see Policy for additional information). Additionally, students and the personal property of students, **including electronic communication devices (Board Policy 6.20)**, may be searched by authorized school officials when reasonable suspicion exists that the property contains prohibited or illegal materials/substances, weapons, **content prohibited by the law, Board Policy, or the Code of Conduct**, or other items that are reasonably deemed to present a risk or threat to the safety or welfare of the school community (see Policy for additional information). Student searches may be conducted by a school administrator and/or the School Resource Officer in the presence of another certified employee and may include a private pat down, a search of personal belongings or clothing, or a more thorough search upon specific approval of the Superintendent. Personal searches will be conducted with regard to the age and gender of the student. Searches that require physical contact between the school official and the student, removal of clothing, or examination of the student in a way that would implicate privacy concerns must be conducted and witnessed by officials of the same gender as the student. Refusal to submit to a search or cooperate in a search may be grounds for disciplinary action (see Policy for additional information).

Desks, lockers, and other equipment at any school belong to the school district and, although assigned to particular students for use, may be entered and searched by school officials whenever said school officials have reasonable suspicion that some substance or other material is contained therein which is illegal, prohibited, harmful to the safety of the student or to the student body as a whole, or significantly disruptive of or dangerous to the overall learning environment of the school.

**4.11.3 Seizures.** Any items which are specifically prohibited by law, by Board of Education policy, or by fair and reasonable local school requirements may be impounded by school officials. Such prohibited items shall include, but not be limited to the following:

- (1) any weapons;
- (2) drugs and/or drug paraphernalia of any sort;
- (3) alcoholic beverages;