



St. Rose of Lima Catholic Academy

"Christ is the Reason for our School"

Peter Vercessi, Principal

Cathy Lucas, UPK Director

CODE OF CONDUCT SUMMARY: 2026-2027

(Derived from the full Code found in the 2026-2027 Student-Parent Handbook)

Introduction

All students are expected to always strive toward excellent behavior. Behavior problems include disrespecting authority, including teachers and staff, and other students, teasing, bullying, socially unacceptable behavior, or behavior contrary to the teachings of the Catholic Church or the mission of the Academy.

The Principal reserves the right to determine the appropriateness of an action if any doubt arises.

This summary outlines the expectations that fulfill the mission of the Academy as well as the Diocese.

Student Responsibilities

All District students have the responsibility to:

- **Contribute to maintaining a safe, supportive and orderly school environment that is conducive to learning and to show respect to other persons regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex.**
- Respect the personal property of the school as well as the personal property of others.
- **Help make school a community free of violence, intimidation, bullying, harassment and discrimination.**
- Be familiar with and abide by Academy/Diocesan policies, rules and regulations dealing with student conduct.
- Attend school every day unless they are legally excused and be in class, on time, and prepared to learn.
- **Work to the best of their ability in all academic and extracurricular pursuits and strive toward their highest level of achievement possible**
React to direction given by teachers, administrators and other school personnel in a respectful, positive manner.
- Use a polite tone of voice and appropriate body language, listening when others are speaking to you.



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- **Be truthful when speaking with school officials regarding Code of Conduct violations.**
- Respect personal space.
- **Work to develop skills to manage their emotions and reactions and resolve conflict with others.**
- **Ask questions when they do not understand.**
- **Seek help in solving problems.**
- Dress appropriately for school and school functions.
- **Accept responsibility for their actions.**
- Conduct themselves as representatives of the Academy when participating in or attending school sponsored extracurricular events and holding themselves to the highest standards of conduct, demeanor, and sportsmanship.

Bullying, Cyber-Bullying and Harassment

Bullying, bias-based harassment/intimidation are intentional, repeated, hurtful acts (physical, verbal, written) committed by one or more persons towards another person or persons. It usually involves an actual or perceived imbalance of power which can be physical, emotional, or verbal. If not addressed, bullying can lead to the creation of a hostile, offensive, or intimidating school environment and can affect a student's educational opportunities and mental, emotional, or physical well-being.

The inappropriate behaviors include but are not limited to:

- **Physical:** physical violence, stalking, threats, aggressive or menacing gestures, exclusion from peer groups which is intended to humiliate or isolate the target (relational bullying), or could reasonably be expected to cause a student to fear for his/her physical safety
- **Verbal:** taunts, teasing, derogatory language, derogatory jokes, name calling, slurs, spreading rumors
- **Written:** written or graphic material including graffiti containing comments or stereotypes that are electronically written and transmitted via internet, social messaging sites, blogs, instant messaging, text messages, cell phone, webcams. This would also include forwarding such messages if received. This generally constitutes cyber-bullying.



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The Dignity Act

New York State's Dignity for All Students Act was established with the broad legislative intent to provide the State's public elementary and secondary school students with a safe and supportive environment, free from discrimination, intimidation, taunting, harassment, and bullying on school property, a school bus and/or at a school function including those that take place at locations outside the District. No student shall be subjected to harassment, discrimination or bullying by employees, volunteers or students based on their actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, or sex.

Reporting Procedures for Incidents of Bullying/Harassment/Dignity Act Violations

- The targeted student, parent/guardian of a student or other students in the school (bystanders), or any school staff who believe that bullying has occurred should report the incident to the Principal
- The Principal **must** investigate by interviewing all parties separately **and documenting the incident in an incident report.**
- The parents of all involved students **must** be notified.
- If it is determined that bullying has occurred, the child who bullied is to be subject to consequences per the school's disciplinary code.
- Parents should be advised to contact the appropriate law enforcement agency if the situation warrants such a report.
- Referral to counseling should be made for all parties if deemed necessary. · The Principal must follow up **by monitoring the situation and include all follow up action steps in the incident report.**
- **All students, parents, faculty, staff, and administration involved in the incident must** be notified that retaliation against anyone who makes a report will not be tolerated. Those who retaliate will be subject to disciplinary actions.
- **Retaliation by a student may result in detention, suspension, or expulsion. Retaliation by a faculty or staff member or an administrator may result in termination.**
- **Retaliation by a parent or guardian may result in expulsion of the parent's or guardian's student from the Academy.**



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Reflections on Bullying, Cyber-Bullying and Harassment

- If you have any doubt about, or need to think for more than three seconds, whether something is a good idea or not, **DON'T DO IT**
- When a person being teased stays quiet, it does not mean "I accept this"; it means, **"LEAVE ME ALONE!"**
- NO means NO; STOP means STOP
- Saying, "I was only joking; I didn't mean it" Doesn't excuse it; you will be held accountable and receive consequences.

Potential Consequences for Code of Conduct Violations

Including, but not limited to the following:

Verbal Reprimand/Warning (Written or oral)

Parent Contact (Written or phone communication)

Parent/Student Conference (Virtual or in person)

Counselor referral (Diocesan PDHP Counselor)

Lunch Detention (Conducted during a student lunch period)

- Students will purchase lunch/snacks and receive an escort to a designated area where they will be supervised by a staff member.
- The student(s) will eat, then spend the remainder of the lunch period engaged in homework completion and/or quiet study.

Recess Detention (Conducted during a student lunch period)

- The student(s) will eat lunch, with their class, then spend the recess portion of the period engaged in homework completion and/or quiet study.

After school Detention (Grades 5-8)

- Conducted from 3:00 – 4:00 pm, Days: TBD)
- Parents/guardians will be notified, via phone call, of an after school detention assignment.
- Detention will be assigned one day after the contact with a parent/guardian has been made.
- Students will receive escort to the designated detention room at dismissal (3:00 pm).
- The student(s) will spend the assigned time engaged in homework completion and/or quiet study.



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Potential Consequences for Code of Conduct Violations (continued)

Including, but not limited to the following:

In School Suspension

- The student is assigned an alternate location in the school building to work, one to one, with a Staff Member, for the entirety of the school day. Assignments are accessed via Google Classroom and/or by delivery from Teachers to the in-school suspension setting. The student is sent home at the regular dismissal time and is restricted from participating in any school related activities for that day.

Potential Consequences for Code of Conduct Violations (continued)

Including, but not limited to the following:

Out of School Suspension

- The student is restricted from accessing the Academy facilities during the time of this suspension. Work is retrieved via Google Classroom or after being picked up by a parent/guardian. During the time of this suspension, students are expected to be under the supervision of their parent/guardian or a designee chose by the family. The student is restricted from participating in any school related activities for the days of suspension.

Loss of privilege(s)

- The student is restricted from participating in school related activities for a pre-determined period of time. This includes, but is not limited to, graduation activities, extracurricular activities and field trips. Refunds will not be issued for any students who miss activities as a result of a disciplinary consequence.

Expulsion from the Academy

- The student is withdrawn from the Academy.

Potential Consequences for Particular Disciplinary Infractions

The following are some examples of infractions and potential consequences. Any infractions not listed will have consequences determined at the Principal's judgement:



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Assault/ Fighting - Physical - Out of School Suspension

Assault/Verbal Profanity – In School/Out of School Suspension

Excessive detention assignments (3) with continued infractions – In School Suspension

Lateness - (3) Latenesses/month - Detention

Disrespect – Detention/In-School Suspension

Disruptive Behavior - Detention/In-School Suspension

Horseplay/Endangering the Health/Well-Being of Another Student - Detention/In-School Suspension

Dress Code - Parent Contact; if it persists, Lunch or After School Detention

Excessive Illegal Absences - Diocesan and Parent Contact

Bullying/Cyberbullying - Detention/In-School Suspension/Out of School Suspension

Insubordination - Detention/In-School Suspension/Out of School Suspension

Criminal Act (e.g. possession of drugs/weapons) – Expulsion/Police Notification

Consequences will be determined depending on the severity of the child's actions, the circumstances involved and the frequency of prior incidents.

The Principal reserves the right to determine the appropriateness of an action if any doubt arises. Consequences may differ from what is stated above at the discretion of the Principal.

If a matter is deemed criminal in matter (e.g. assault, possession of weapons/drugs), the Police will be notified.

The complete and comprehensive Academy/Diocesan Code of Conduct can be found in the Academy's Student-Parent handbook.