











## INTRODUCTION

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## RIGHTS AND RESPONSIBILITIES OF PARENTS AND GUARDIANS

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Alabama Law 16-28-2 states that the parent or guardian is ultimately responsible for the proper conduct and regular attendance of the student while attending school.

### RIGHTS





## RIGHTS AND RESPONSIBILITIES OF BIRMINGHAM CITY SCHOOLS

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### RIGHTS

School Administrators and School Staff have the right to:

*in "loco parentis"*







STEP II. Teaching and Learning

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STEP III: Intensive Intervention Strategies

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Additional Resources:

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Interventions	Consequences

Special Education Procedures for a Class I and/or Class II offenses:

NOTE: If a student commits more than three (3) Class I offenses in a school year, further Class I offenses may be considered a Class II offense, provided more than 3 interventions have been made and documented and the school has implemented a viable PBIS program

UNDER NO CIRCUMSTANCES SHOULD ACADEMIC GRADES BE USED FOR MAINTAINING ORDER IN A CLASSROOM, NOR SHOULD STUDENT BEHAVIOR BE INCLUDED IN CALCULATING ACADEMIC GRADES. AN ACADEMIC GRADE SHOULD REFLECT THE TEACHER'S MOST OBJECTIVE ASSESSMENT OF THE STUDENT'S ACADEMIC ACHIEVEMENT.

UNDER NO CIRCUMSTANCES SHOULD ATTENDANCE BE USED AS THE BASIS FOR A SUSPENSION. THE STUDENT SHOULD BE REFERRED TO THE ATTENDANCE OFFICER FOR ABSENCES THAT MAY CONSTITUTE TRUANCY.

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GRADES K-12

Interventions

Consequences\*



2.03 Possession of lighters or matches (*Responsibility, Caring, Citizenship*)

Note:

2.04 Physical contact with another student

(*Respect*)

2.05 Fighting

(*Responsibility, Fairness, Respect*)

2.06 Stealing - Larceny



## CLASS III CRIMINAL OR MAJOR OFFENSES

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*(Note:*

3.09 POSSESSION OF FIREARMS Including individual components or fragments or bullets)

*(Responsibility, Respect, Citizenship)*

NOTE: Possession of a firearm on school property or within 1000 feet of a school campus violates both federal and state laws. Such laws apply to all persons while on school property. The expulsion or suspension from school for a period of not less than one calendar year is mandated for all violations of this code.

3.10 POSSESSION OF WEAPONS

*(Responsibility, Respect, Citizenship)*

3.11 BOMB THREAT





Special Education Procedures for Class III Criminal/Major Offenses:

Who conducts the manifestation review?

What information/data must be reviewed by the team?

If patterns exist of documented incidents of misbehavior in relation to the student via discipline records and/or IEP (504) documents, the educational team must address the needs of the student through an IEP (504) meeting. If this has not been done, then the team must consider the incident a "manifestation of the student's disability".

IS NOT

What happens if a student, identified under IDEA, commits a crime?



schools until any criminal charges or offenses arising from the conduct have been disposed of by appropriate authorities and the student has been re-instated by the Hearing Officer.

## PROCEDURES FOR FORMAL DUE PROCESS HEARINGS

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Failure to  
comply will result in the student being dismissed from the hearing. However, the hearing will proceed as scheduled.

parent or legal guardian  
at least five (5) business days

15 minutes

13. A recording shall be made of the hearing and shall be kept in the Hearing Department for no less than one year from the date of the hearing. The parent may request a copy of the recorded hearing for a minimal fee from the Director of Student Success.

#### PROCEDURE FOR APPEAL OF HEARING DECISION

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additional (NEW) information NOT

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## UNANNOUNCED VISITS BY LAW ENFORCEMENT AGENCIES

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## APPENDIX I









29 U.S.C. § 794(a) (1973)

**504 Child Find** is designed to: identify, refer and evaluate individuals who are in need of minimal accommodations for critical

## APPENDIX III:

Requirements of the Seclusion and Restraint Rule:

except

APPENDIX IV: WRITTEN NOTIFICATION OF INCIDENT OF PHYSICAL RESTRAINT

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one school day







4.





Early Warning Truancy Program

Absence Due to Chronic Ailment:

Absence Due to Exts



APPENDIX IX: STUDENT EXIT INTERVIEW

Student Exit Interview

Participants of the Student Exit Interview:

- Relationship With Fellow Students
- Student-Staff Relations
- Attendance Issues
- Academic Difficulties/Credit Loss
- Dislike of School Experience
- Language Difficulty
- Behavior Problems
- Employment
- Needed at Home
- Physical Illness
- Marriage
- Parental Influence
- Other

Discussed intervention strategies previously provided by school faculty/staff. (Describe strategies below.)

Provided information regarding the negative impacts of not receiving a high school diploma, which seriously affects future employment and earning potential.

license.

Discussed other options and opportunities provided through school programs or classes. (Describe options below.)

Provided information for other available community programs. (Identify below.)

Explained other possible educational opportunities for students such as private school, church school, private tutor, or

Interview Participants:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

I acknowledge that an exit interview was conducted and the student and the student's parent or legal guardian have been advised that withdrawal from school shall likely reduce the student's future earning potential and increase the student's likelihood of being unemployed in the future.



Second Offense:

Third Offense





APPENDIX XII: SCHOOL BUS CONDUCT AND SAFETY REGULATIONS

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Note:

**Transportation Infractions**

1st Notice

2nd Notice

3rd Notice

4th Notice



(e)

(f)

(g)



(a)

(b)





## **How to Differentiate Between Bullying and Other Peer Conflicts and Teasing**

What is Bullying?

APPENDIX XIV: JAMARI TERRELL WILLIAMS ANTI-BULLYING/ANTI- VIOLENCE  
AND ANTI







## APPENDIX XVI: FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

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School's Responsibility

Parent's Responsibilities

Illness

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## APPENDIX XVIII: STUDENT SEXUAL HARASSMENT

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### Sexual Harassment Prohibited

#### Definition

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**PLEASE SIGN THIS PAGE AND RETURN TO**  
**SCHOOL**

**Please Note: Your 'electronic' signature captured during online registration also serves as acknowledgement and receipt.** *Signed*

RECEIPT AND ACKNOWLEDGEMENT

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## TECHNOLOGY RESOURCES/DEVICE USE AGREEMENT

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*Every student, regardless of age, and the student's parent or legal guardian must read and sign below.  
The signed agreement must be returned to the school before Internet access will be permitted.*

- 1. BCS virtual/remote students are subject to the Code of Student Conduct while using any BCS platform, including, but not limited to Clever, Google Classroom, Schoology, Zoom, Clever).**
- 2. All students who receive a BCS issued device are subject to the Code of**

## RESOURCES

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### **Policies:**

Birmingham City Board of Education (Policies of the Board of Education are available on the BCS website located at [www.bhm.k12.al.us](http://www.bhm.k12.al.us).)

### **Alabama Legal References in COSC:**

The Code of Alabama, Section 16-1-24-1; Administrative Code, 290-030-010-06.

Alabama State Law 16-28-3, Code of Alabama, 1975

-554)

-259.

### **Other References**

- Title IX of the 1972 Education Amendments
- Section 504 of the Rehabilitation Act
- Title II of the Americans with Disabilities Act of 1990 (ADA)
- Individuals with Disabilities Education Improvement Act 04 2004 (IDEA)
- Family Educational Rights and Privacy Acts (FERPA)