

**EVENT CHAPERONE CODE OF CONDUCT EXCERPTS**  
**From MND's BEHAVIORAL POLICIES AND REGULATIONS**

MND's policies and regulations regarding student behavior are characterized by the three categories listed below: RESPECT FOR THE SCHOOL COMMUNITY, RESPECT FOR THE ACADEMIC PROGRAM, and RESPECT FOR HEALTH, SAFETY AND LEGALITY

**RESPECT FOR THE SCHOOL COMMUNITY**



At Mount Notre Dame, we believe in the dignity and sacredness of each person. We respect the layers of self that are part of our ongoing spiritual, academic, and personal growth. We value and respect the diverse background and viewpoints that permeate our learning community. In light of this, we encourage a spirit of seeking to understand over assumption or uninformed response. Every member of the MND community holds the responsibility to use their solid sense of self to communicate effectively and value difference. This responsibility calls each of us to activate the **PAWS FOR RESPECT** process (*Pause, Ask, Wait and Share*) in order to clarify a situation or an understanding. By doing so, we will continue to create our holistic learning community and proclaim the Goodness of God in what we do and what we say.

**HARASSMENT/ INTIMIDATION/ BULLYING/ POLICY.** Harassment, intimidation, or bullying behavior by any student/school personnel is strictly prohibited, and such conduct may result in disciplinary action, including issuance of demerits, detentions, suspension and/or expulsion from school.

**DEFINITION.** In accordance with Ohio Law, "harassment, intimidation, or bullying is defined as intentional, persistent or ongoing written, graphic, verbal, physical or electronically transmitted acts (i.e., Internet, cell phone, personal digital assistant (PDA), or wireless hand-held device), either overt or covert, by a student or group of students toward another student with the intent to harass, intimidate, injure, threaten, ridicule or humiliate." It also includes actions that cause mental or physical harm and are sufficiently severe, persistent or pervasive that they create an intimidating, threatening or abusive environment for the other person. This includes, but is not limited to, verbal harassment by way of unsolicited jokes, insults, innuendoes, propositions or threats of physical harassment, which may include gestures, unwanted touching, assault or a display of pictures, videos, social media postings, or other materials meant to make another person feel uncomfortable or demeaned in any way. Such behaviors are prohibited on or off school grounds, at any school-sponsored activity, on school-provided transportation or at any official school bus stop.

**HAZING** is strictly prohibited. It is defined as performing or subjecting another student to perform embarrassing or humiliating acts that cause a substantial risk of mental or physical harm. Willing compliance by the individual subjected to hazing does not lessen the prohibition.

**REPORTING.** Incidents of harassment, intimidation, bullying, or hazing should be reported to a teacher, counselor, staff member, or administrator who will inform the principal of the incident. The principal or her designee will conduct an investigation and document the incident.

**RESPECTFUL CONDUCT.** A Mount Notre Dame student is expected to conduct herself in a manner that contributes positively to the educational environment of the school and reflects positively on the reputation of the school community by adhering to these guidelines:

- Treat all members of MND's community with courtesy, honesty and respect – refrain from physical, verbal or electronic assault.
- Respect the money and property of others.
- Follow MND's policy prohibiting hazing, bullying, harassment, sexual assault or endangerment of others.
- Communicate with appropriate language (verbal, written, or nonverbal). This includes messages on lockers, hall signs, emails and social media, etc.
- Be attentive and reverent during prayer, Mass, religious services and assemblies.
- Show respect for the school's facilities and resources. This includes showing care for MND's building, grounds, facilities, furniture and equipment.

- Food should only be consumed in the Student Center and Café or in the foyer unless otherwise directed. Trash should be disposed of properly.
- Follow the code of conduct and serve assigned detentions or other mandated consequences.

#### **ILLEGAL USE OF CAMERA PHONES/DIGITAL CAMERAS.**

Using technology to take, view or disseminate obscene, pornographic, lewd or otherwise illegal images or photographs is prohibited. Sexting” (sending sexually explicit pictures or messages and/or pictures involving nudity) is against the policies and values of Mount Notre Dame and is considered criminal activity in the state of Ohio with serious legal consequences. Students found to be sending, receiving or viewing such pictures are subject to detention, suspension, expulsion, and/or involvement of the law enforcement authorities.

**SOCIAL MEDIA POLICY.** MND recognizes the value of social networks as effective and relevant means of communication and marketing. There are risks as well as opportunities to be gained by entering this public arena. Therefore, MND has established the guidelines and expectations for participation by students. An MND student should be mindful that she is an ambassador of MND at all times. When posting written material, photos or videos, she should:

1. Present herself honestly in alignment with the requirements set up by the social network.
2. Protect her identity by not providing personal information that could be used by someone intending to do harm. Only trusted acquaintances should be allowed to view personal profiles.
3. Present herself with dignity. Postings involving alcohol, illegal substances, profanity, obscenity or inappropriate activity will reflect negatively on her as a person and a member of the MND community.
4. Be aware that what one posts remains for perpetuity. Even if deleted, access may be obtained by future employers, college representatives, etc.
5. Respect copyright and fair use laws. When posting ideas that are not your own, give credit to the author.
6. Use acceptable standards of grammar when participating in MND class/club/organization communications.
7. Keep communication positive and respectful, whether promoting your opinions or refuting another’s. *Social networks should never be used for harassment, intimidation, or threats, nor should they be used to criticize or ridicule other schools.*
8. Be truthful and protect confidentiality. Do not use a social network as a means of gossip, perpetuating rumors or sharing confidential information about others.
9. Present a positive image of MND—YOUR school. Be a good ambassador and promoter of pride and school spirit for MND.

**BUS SAFETY AND DECORUM.** Responsible and courteous behavior is expected on school buses. Students who are reported for safety or other violations of bus rules will face disciplinary action at school. In the event a school bus arrives late to MND students must report to the Attendance Office upon arrival and sign in before going to class.

**SMOKING POLICY.** Smoking or possession of tobacco/nicotine and associated products in the building on school grounds, at MND sponsored events, before, during, or after school/event is strictly forbidden. This includes e-cigarettes, vaping, juuling and any other method of smoking. Also, a student may not leave the school grounds during the day to smoke. Additionally, a student may not smoke in the vicinity of school, including before or after school hours.

**ALCOHOL/DRUG POLICY.** MND seeks to promote the health, welfare, and safety of all members of the school community. It is our belief that the illegal or inappropriate use of substances constitutes a hazard to the positive development of students. Although the student and her family are primarily responsible for alcohol/drug problems, the school shares in the responsibility for prevention, intervention, and rehabilitation, especially when the alcohol/drug concerns interfere with the student’s school life.

**WEAPONS.** Students may not bring to school knives, guns, ammunition, tools or any instrument that may cause harm to themselves or others or cause damage to school property.