



THRIVAL INDY
ACADEMY

Student Code of Conduct

Thrival Academy: Indy students are expected to conduct themselves in a manner which embodies the core fundamentals of our school:

Gain new perspectives.

Learn through diversity.

Own your actions.

Be committed.

Advocate vigorously.

Leave your mark.

Our G.L.O.B.A.L. focus means that we are committed to growing through interactions with others as well as through our own missteps. We follow through with promises we have made to others and to ourselves. We use our voice and privilege to speak and stand for others, and we make sure our actions lead to positive impact in our community both locally and abroad.

Classroom Standards for All Students:

- Students will be on time and prepared for each class throughout the school day.
- Students will have necessary supplies and maintain all school-provided technology with care.
- Students will be open to sharing in new experiences with the Thrival Indy Academy community.
- Students will follow any other standards or procedures established by the school staff and leadership.

One of the cornerstones of the Thrival Indy Academy community is individual integrity. Thrival Indy students are expected to behave with integrity, which encompasses honesty and civility. Students are also expected to recognize that individual behavior impacts the rest of the community and that they will be held responsible for their actions and behavior.

The rules outlined below, as well as the school-wide health and safety policies and procedures outlined earlier in this Handbook, are vital to the safety and well-being of the Thrival Indy community.

Major Rules

- Thrival Indy Academy is a substance-free campus. Any connection with or use of drugs and alcohol is strictly forbidden.
- Respect the property of others and the school.
- Respect the physical and emotional safety of others.
- Conduct yourself with honesty in all instances. Abide by the Academic Honesty Policy.

Attendance Policy

Excused And Unexcused Absences/Tardiness

Excused absences/tardies are defined as:

1. Illness and/or medical appointments
2. Death in the family
3. Family emergencies or other circumstances beyond the student's control
4. Spending time with an immediate family member who is an active duty service member.
5. Jury Duty

If a student has more than five excused absences, an attendance conference will be held.

Unexcused absences/tardies are defined as:

2. Absence without parental or doctor's note
3. Extra vacation days
4. Oversleeping
5. Absence due to birthdays
6. Work or job interview
7. Fatigue due to extracurricular activities

If a student has more than three unexcused absences, an attendance conference will be held.

Thrival Indy Academy Responses to Behavior

All Thrival Indy community members are expected to be familiar with the expectations outlined in the Student Code of Conduct and to respect and uphold these school policies and procedures, which are intended to enhance student success and to provide for safety and efficiency in all aspects of school life.

Many different traditions with differing expectations and methods of achieving discipline are represented among Thrival Indy families. Nonetheless, it is important that we all commit ourselves to achieving a consistency of philosophy and approach that supports our school's disciplinary aims.

Thrival Indy Academy School Culture

Core Understandings

1. Community leaders are self-directed learners who are able to apply global solutions to local issues.
2. Local and global events and issues are complex and interdependent.
3. Understanding one's identity and culture is key to understanding one's relationship with and among others.
4. Multiple conditions fundamentally affect diverse global and local forces, events, conditions, and issues.
5. Historical forces have shaped the current local and global context.

Service Learning

Throughout the school year, Thrival Indy students will participate in service learning projects. All students are expected to contribute to the development of these projects as well as attend and participate in community service projects. Refusal to participate in these projects is grounds for immediate dismissal from Thrival Indy Academy academic programming.

Experiential Learning Excursions

As part of our learning model, students are expected to participate in various educational field trips. These trips are considered part of the academic curriculum, and participation is mandatory. Students whose behavior exhibits a lack of readiness for Experiential Learning Excursions will be excluded from programming and recommended for an alternative learning environment altogether.

Grounds for Program Exclusion

1. Accumulating ten (10) or more days of out of school suspension during one academic year
2. Engaging in two (2) or more physical or verbal altercations, including verbal assault toward another student or adult, hitting, throwing objects at or toward another individual, and making online threats toward another student or a Thrival staff member
3. Substantiated reports of bullying other students. (See below for the Bullying and Harassment Policy.)
4. Failure to actively participate in academic programming, which leads to failing more than three (3) classes per semester
5. Truancy

Behavior Interventions Prior to Dismissal and Exclusion

Tier 1 (School-Wide Supports):

- Weekly Social and Emotional Learning Lessons (Wellness Wednesdays)
- Reflective Assignments
- Yoga/Meditation Rooms
- One-on-One Mentor Meetings

Tiers 2 and 3 (Identified Students)

- Weekly Therapy Sessions
- Conflict Resolution Group Sessions
- Use of Reset Room/Hot Pass
- Behavior Contract
- Short-Term Removal
- Alternative Learning Environments

Bullying and Harassment

Anti-bullying Policy

Thrival Indy Academy is committed to providing a safe and caring environment on our campus as well as in online spaces and during off-campus school-sponsored activities. Bullying of any kind is unacceptable at our school. If bullying does occur, all students are encouraged and expected to tell an adult immediately. Incidences reported to a member of the school community will be dealt with promptly and effectively.

What Is Bullying?

Bullying is deliberate and repeated aggressive behavior with the intention of physically or verbally hurting another person through speech, physical contact and/or written communication.

Examples of bullying can be, but are not limited to:

- repeatedly being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures)
- pushing, kicking, hitting, punching or any use of violence in order to embarrass or intimidate
- unwanted physical contact or sexually abusive comments
- negatively focusing on the issue of "cultural" differences including, but not limited to, race,
- religion, family background and sexuality
- name-calling, repeated use of sarcasm, spreading rumors
- repeated examples of teasing
- misuse of email, Internet, Facebook, instant messaging tools, or other social media
- threats, including those sent by text messaging and calls
- misuse of associated technology, e.g. camera and video equipment

Procedures

1. If a student feels that he or she has been a target of bullying or has witnessed bullying actions toward a peer, the student should alert an adult as soon as possible.
2. If a report is made to a parent, Thrival Indy Academy requests and expects that parent to report bullying actions to a school administrator. All incidences of bullying which are reported to a faculty member, administrator or any other school employee will be recorded and investigated in a timely manner.
3. Faculty and/or an administrator will speak to all students involved.
4. Parents will be contacted as necessary.
5. A record of all incidences and follow-up actions will be kept on file.
6. All members involved with the incident will work together to stop the bullying behaviors.

Outcomes

An appropriate course of action will be decided upon by the school in cases of bullying. We believe it is equally important to provide support to the student who has been bullied and to understand the motivation behind the bullying behavior to prevent such actions in the future.

Confidentiality of the incident and the consequences will be maintained as necessary and will be reported to others only on a need to know basis.

Conclusion

A safe community is one in which all members are respectful of each other. It is our expectation that students, parents, faculty, staff, and administration will consistently treat one another in a respectful manner.

Harassment Policy

Thrival Indy Academy's policy is to maintain a learning environment for students that is free from harassment on account of a student's race, religion, color, sex, national origin, disability, sexual orientation, or any other protected characteristic (hereinafter "discriminatory harassment"). Thrival Indy Academy prohibits any and all forms of such harassment.

Thrival Indy Academy will act promptly to investigate all complaints, either formal or informal, verbal or written, of discriminatory harassment; to take appropriate action to protect individuals from further harassment; and, if it determines that discriminatory harassment has occurred, to promptly and appropriately discipline any student, teacher, administrator, or any other school personnel who is found to have violated this policy, and/or to take other appropriate action reasonably calculated to end the harassment.

Sexual Harassment

For purposes of this policy, sexual harassment of a student consists of unwelcome and unsolicited sexual advances, requests for sexual favors, sexually motivated physical conduct, or other verbal or physical conduct or communication of a sexual nature when:

- Submission to unwelcome sexual conduct, whether explicit or implicit, is a condition of the student's participation in a school program or activity, or when used as the basis of an educational decision affecting the student; or
- The unwelcome sexual conduct is so severe, persistent or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening or abusive educational environment.

Other Types Of Discriminatory Harassment

For purposes of this policy, other discriminatory harassment of a student is defined as verbal or physical conduct that denigrates or shows hostility or aversion toward a student because of his/her race, color, religion, national origin, sexual orientation, disability, or any other characteristic protected by law, when:

- The harassing conduct is sufficiently severe, persistent or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, or abusive educational environment; or
- Examples of conduct that may constitute discriminatory harassment include:
- Graffiti containing offensive language based on race, national origin, ethnicity, disability, sexual orientation, etc.;
- Mocking, ridiculing, or mimicking another's culture, accent, appearance, or customs;
- Name calling, jokes, or rumors;
- Epithets or slurs;
- Written or graphic material (including emails and cartoons) containing comments or stereotypes aimed at denigrating students because of their particular race, national origin, religion, physical or mental disability, or other protected characteristics;
- A physical act of aggression or assault on a student because of that student's race, national origin, religion, disability, or other protected characteristics; or
- Other kinds of aggressive conduct such as theft or damage to property which is motivated by race or other protected characteristics.
- The above list of examples is not intended to be all-inclusive.

Reporting Procedures

Any student who believes that he/she has been the victim of discriminatory harassment by another student, teacher, administrator, or other school personnel of Thrival Indy Academy, s/he should immediately report this conduct to school leadership who will immediately report the conduct to the School Leader and Board of Directors. Nothing in this policy precludes the student or other individual from reporting the alleged harassment directly to the School Leader or Board of Directors.

Thrival Indy Academy has designated the Executive Director with the responsibility to investigate, prevent, and remedy harassment. She shall:

- Receive reports or complaints of discriminatory harassment;
- Oversee the investigative process;
- Ensure any investigation is conducted by a trained, impartial investigator who is able to apply procedural and substantive standards which are necessary and applicable to identify unlawful harassment, recommend appropriate discipline and remedies when harassment is found, and take other appropriate action to rectify the damaging effects of any prohibited conduct.
- Thrival Indy Academy will develop a method of discussing this policy with students and employees. Training on the requirements of non-discrimination and the appropriate responses to issues of harassment will be provided to all Thrival Indy Academy personnel on an annual basis, and at such other times as Thrival Indy Academy determines is necessary or appropriate.

Retaliation

Submission of a good faith complaint or allegation of discriminatory harassment will not affect the complainant's future grades, learning environment or opportunities, or employment, work environment, or work assignments. Retaliation is a serious violation of this policy and should be reported immediately. Thrival Indy Academy will discipline or take appropriate action against any student, teacher, administrator or other school personnel who retaliates against any person who reports an incident of alleged discriminatory harassment or against any person who assists or participates in an investigation or proceeding relating to such alleged harassment. Retaliation includes, but is not limited to, any form of intimidation, reprisal, or harassment.

Smoking, Alcohol and Drug Policies

Smoking

Thrival Indy Academy is a non-smoking community. Smoking cigarettes, cigars, pipes, or chewing tobacco anywhere on campus is prohibited.

Alcohol And Drugs

Thrival Indy students may not use, possess, sell, or distribute illegal drugs, drug paraphernalia or alcohol while under the jurisdiction of Thrival Indy Academy authorities. Students are not allowed to consume or be in possession of alcohol or drugs at school or while attending, participating in, or traveling to or from any school-related activity. Any student under the influence of, or in possession of, alcohol or drugs at school or on a school-related activity will face serious disciplinary consequences. Thrival Indy Academy reserves the right to take disciplinary action in the event that a student's use or possession of alcohol or drugs in a non-school- related activity or setting interferes with or affects the school community.

Students are considered to be under the jurisdiction of the school when on school property, the school bus, or while attending, participating in, or traveling to or from school-sponsored activities and field trips. Activities or events sponsored by or held at other schools will be treated as Thrival Indy Academy-sponsored events for the purposes of the Code of Conduct. Students who represent look-alike substances as illegal drugs are subject to suspension or expulsion.

If the school has reasonable suspicion that a student has contravened the school's substance abuse policy, school administrators may search that student and personal belongings. In the face of evidence of student drug or alcohol use, the school may require, as a condition of a student's continued enrollment, and at the parent's expense, a drug or alcohol assessment at a school-approved facility.

The school stands ready to assist and support students suffering from drug and/or alcohol abuse. However, the support of the school does not excuse students from the consequences of their actions, should they contravene the substance abuse policy of the school's Code of Conduct.

Searches

No student may possess any illegal substance, object, or contraband that constitutes a threat to the health, safety, or welfare of any person or persons on school property. To protect the safety and welfare of students and school personnel, Thrival Indy Academy has the right to perform unannounced searches and to confiscate contraband, and has the right to perform physical searches of students to determine whether they pose a danger to themselves and others. Authorized staff members may search a student's pockets, purse, backpack, gym bag, or other personal property; desks, or other school property; or student automobiles.

All items deemed to be illegal, illicit, disruptive, or a general nuisance to the educational process may be confiscated by staff. Storage, return, or destruction of such items shall be at the discretion of the Executive Director or her designated agent, subject to legal impoundment.

Academic Honesty, IT, Acceptable Use

Academic Honesty Policy

Academic honesty is the expectation that students will act in an ethical, moral, and honest way when acquiring or providing information. Acts of academic dishonesty can be characterized in the following manner: dishonestly acquiring information and/or providing information, plagiarizing, conspiring to participate in an act of academic dishonesty or fabricating information. The academic honesty policy is reviewed with students at the beginning of every school year during one-on-one mentoring as well as discussed at appropriate times in classes.

Definition of honesty code violations:

Cheating is one or more of the following behaviors:

- Working on an assignment/test/exam/project with other people when not permitted
- Copying information from other people's work (such as but not limited to tests, quizzes, papers, exams, homework) is always prohibited
- Using or sharing an un-administered exam without authorization from a teacher
- Purchasing and acquiring other's work and submitting it as your own
- Providing answers to homework/quizzes/tests/projects when not allowed
- Sharing and/or discussing information from tests/exams.
- Fabricating results or information is one or more of the following behaviors:
 - Falsifying the results obtained from a research or lab experiment
 - Providing data from experiments which have not occurred
 - Creating false citations for work presented
 - Having another student complete academic work and passing it off as your own
 - Changing answers or grades on exams after work has been returned to the student and then claiming instructor error.
- Plagiarism: According to the website www.plagiarism.org and the Merriam-Webster online dictionary, Plagiarism is defined in the following ways:
 - * Stealing and passing off the ideas or words of another as one's own
 - * Using another's production without crediting the source
 - * Committing literary theft
 - * Presenting as new and original an idea or product derived from an existing source (print, online, television, etc.)
 - * Turning in someone else's work as your own
 - * Copying words or ideas from someone else without giving credit
 - * Failing to put a quotation in quotation marks and presenting it as one's own idea

Acting in a manner that is academically dishonest weakens the student's integrity and diminishes the learning process.

Thrive Indy has a zero tolerance policy for academic honesty violations. If a student dishonestly acquires information and/or provides information, plagiarizes, conspires to participate in an act of academic dishonesty or fabricates information, the following sanctions will be levied:

- 1st offense
 - * A grade of zero given to assigned work
 - * A conference with the student, teacher, parent and administrator may be held
- 2nd offense
 - * Academic/conduct referral
 - * A grade of zero given to assigned work

* A conference with the student, teacher, parent and administrator will be held

* Student will redo work at school for no credit

- 3rd offense

- * In school suspension

- * Formal letter for student file

- Important Notes:

- * Repeated offenses will lead to more severe sanctions, including expulsion.

- * All students who are knowingly involved in an act of academic dishonesty are subject to sanctions.

I, _____, acknowledge and agree to the student Code of Conduct and will behave according to the expectations of Thrival Indy Academy.

Student Signature: _____

Date: _____

Parent Signature: _____

Date: _____