

# FULLERTON SCHOOL DISTRICT

## COMMUNITY RELATIONS

Policy No.: 1313

### Civility- Page 1

Board Adopted: August 19, 2008

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The Board of Trustees believes that maintaining orderly educational and administrative processes keeps schools and administrative offices free from disruptions and prevents unauthorized persons from entering school/District grounds. To this end, the Fullerton School District staff is committed to treating parents and other members of the public with respect and expects the same in return.

This policy promotes mutual respect, civility, and orderly conduct among District employees, parents, and the public. This policy is not intended to deprive any person of his/her right to freedom of expression, but only to maintain, to the extent possible and reasonable, a safe and harassment free workplace for the Fullerton School District students and staff. In the interest of presenting positive role models to the students within our District, the Fullerton School District encourages positive communication, discourages behavior that may appear rude, uncaring, abrupt, or insensitive, and will not tolerate volatile, hostile, or aggressive actions. The District seeks public cooperation with this endeavor.

### **Disruptions**

1. Any individual who disrupts or threatens to disrupt school/office operations, including co-curricular and extra-curricular activities; threatens the health and safety of students or staff; willfully causes property damage; uses loud and/or offensive language which could provoke a violent reaction; or who has otherwise established a continued pattern of unauthorized entry on a school site or District property, will be directed to leave that school site or District property promptly by the Superintendent or designee.
2. If any member of the public uses obscenities or speaks in a demanding, loud, insulting and/or demeaning manner, the administrator or employee to whom the remarks are directed will calmly and politely admonish the speaker to communicate civilly. If corrective action is not taken by the abusing party, the District employee will verbally notify the abusing party that the meeting, conference, telephone conversation is terminated and, if the meeting or conference is on District premises, the offending person will be directed to leave promptly.
3. When an individual is directed to leave under such paragraph 1 or 2 circumstances, the Superintendent or designee shall inform the person that he/she may be subject to arrest and may be charged with a crime in accordance with California Education Code Section 44811, if he/she reenters any District facility within 30 days after being directed to leave, or within seven days if the person is a parent/guardian of a student attending that school. If an individual refuses to leave upon request or returns before the applicable period of time, the Superintendent or designee may notify law enforcement officials.

An Incident Report (see Exhibit 1313) shall be completed for any situation as set forth in paragraphs 1 and 2.

### **Safety and Security**

The Superintendent or designee will ensure that school site and District facilities remain safe and secure environments.

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When violence is directed against an employee, that employee needs to promptly report the occurrence to their principal or supervisor and complete an Incident Report (see Exhibit 1313). When appropriate, the Superintendent or designee shall report to law enforcement any attack, assault, or threat made against someone on school/District premises or at school/District sponsored activities.

An employee whose person is injured or property damaged by willful misconduct of a student may ask the District to pursue legal action against the students or the student's parent/guardian.

### **Documentation**

When it is determined by staff that a member of the public is in the process of violating the provisions of this policy, an effort should be made by staff to provide a written copy of this policy, including applicable code provisions, at the time of the occurrence. The employee shall immediately notify his/her supervisor and complete the Incident Report (see Exhibit 1313).

Legal Reference:	Education Code	
	32210	Disturbing School
	44014	Assault on Personnel
	44810	Person on School Grounds
	44811	Insults and Abuses
	Penal Code	
	243.5	Arrest on School Grounds
	415.5	Fighting on School Grounds
	626.8	Entry of School by Person Not on Lawful Business
	627.7	Refusal to Leave School Grounds