



CODE OF CIVILITY

WE ARE SAFE.

- ▶ We do not threaten the safety of others individually or as a group.
- ▶ We do not cause physical or bodily harm to one another.
- ▶ We do not threaten or cause damage to school property or another's property.
- ▶ We do not bully, belittle, or tease one another, and we are upstanders and do not allow others to do so in our presence.

WE ARE RESPECTFUL.

- ▶ We listen actively, carefully, and respectfully.
- ▶ We share opinions and concerns calmly and without loud or intentionally offensive gestures, vulgarity, or profanity.
- ▶ We address each other by name or title.
- ▶ We take pride in who we are and where we learn.
- ▶ We strive to be inclusive and respect each other's differences.
- ▶ We communicate respectfully.
- ▶ We treat each other with kindness and empathy.

WE ARE RESPONSIBLE.

- ▶ We do not disrupt or attempt to interfere with the operation of a classroom or any other work or public area of a school or school facility.
- ▶ We resolve conflicts respectfully and peacefully.
- ▶ We manage negative responses appropriately.
- ▶ We are honest and accurate.
- ▶ We ask for help when we need it.
- ▶ We honor school and district policies.





CODE OF CIVILITY

Richardson ISD is a beautiful community in which safety, respect, and responsibility are an active part of the fabric of our schools, community, and staff. Play your part by adhering to these practices and attitudes.

STUDENT EXPECTATIONS

To support a positive and respectful environment, Richardson ISD expects all students to follow these guidelines. These expectations help ensure that everyone can learn and grow in a safe and supportive community.

Be Safe

- **Protect each other:** Never threaten or harm anyone physically or emotionally.
- **Respect property:** Do not damage school property or other people's belongings.
- **Stand up against bullying:** Do not bully, belittle, or tease others. Be an upstander and support those who are being mistreated.

Be Respectful

- **Listen actively:** Pay attention when others are speaking and respond thoughtfully.
- **Communicate calmly:** Share your opinions and concerns calmly and respectfully, without using offensive language or gestures.
- **Use proper titles:** Address your peers, teachers, and staff by their names or titles.
- **Value diversity:** Embrace and respect differences

among your peers.

- **Show kindness:** Treat everyone with kindness and empathy, considering their feelings and perspectives.

Be Responsible

- **Follow school rules:** Abide by all school and district policies and procedures.
- **Stay honest:** Be truthful and accurate in your words and actions.
- **Resolve conflicts peacefully:** Address disagreements with respect and aim for peaceful solutions.
- **Manage emotions:** Handle negative feelings appropriately without disrupting others.
- **Ask for help:** Seek assistance when you need it from teachers, counselors, or other trusted adults.
- **Stay focused:** Do not disrupt classes or other school activities. Contribute positively to the learning environment.

By following these expectations, you help make RISD a place where everyone can thrive. Your actions matter, and together, we can create a community built on safety, respect, and responsibility.

PARENT EXPECTATIONS

Richardson ISD encourages all parents and guardians to be an active part of their student's educational journey. For a successful partnership to occur, we ask all parents to abide by the district code of civility and maintain these expectations. Through the power of meaningful, respectful dialogue and relationships, all RISD students can reach their fullest potential.

Respect school policies and procedures: Familiarize yourself with the school's rules, regulations, and procedures and adhere to them. These guidelines are in place to ensure the safety and well-being of all students.

Communicate respectfully: When communicating with teachers, administrators, and other school staff, use polite and respectful language, whether it's in person, over the phone, or via email. Avoid confrontational or aggressive behavior.

Collaborate with educators: Recognize that teachers and administrators are professionals who have the best interests of your child in mind. Work collaboratively with them to address any concerns or issues that may arise.

Be proactive in resolving conflicts: If you have a disagreement or concern, address it calmly and constructively through appropriate channels, such as scheduling a meeting with the teacher or principal. Avoid gossiping or spreading rumors.

Support your child's learning: Take an active interest in your child's education by attending parent-teacher conferences, participating in school events

and activities, and providing support and encouragement at home.

Model positive behavior: Set a good example for your child by demonstrating respect, kindness, and empathy in your interactions with others, both within the school community and beyond.

Respect diversity and inclusion: Embrace and celebrate the diversity of the school community, including students, families, and staff from various backgrounds and perspectives. Treat everyone with dignity and respect, regardless of differences.

Volunteer responsibly: If you choose to volunteer at the school, follow the guidelines provided by the school and respect the authority of teachers and administrators.

Maintain confidentiality: Respect the privacy of students, families, and school staff by not sharing sensitive information or gossiping about others.

Uphold a positive school culture: Contribute to creating a supportive and welcoming environment within the school community by promoting positivity, cooperation, and mutual respect.

By following these principles of civility, parents can help foster a positive and productive partnership between home and school for the benefit of all students.



Code of Civility Enforcement Guidelines

To ensure all stakeholders understand and adhere to the Richardson ISD Code of Civility and its enforcement, we will utilize various communication methods. The purpose is to make clear that while adherence to these standards is expected, there will be consequences for not meeting district expectations.

Authority and enforcement of the RISD Code of Conduct ultimately depend on the individual and collective will of students, RISD faculty and staff, parents, guardians, and all community members. Everyone must know how to respond to uncivil behavior and understand how such behavior will be addressed.

FOR STUDENTS

A student who feels they have not been treated according to the Code of Civility should report the behavior to the appropriate school administrator.

FOR PARENTS, GUARDIANS, OR COMMUNITY MEMBERS

If a parent, guardian, or community member believes they have not been treated according to the Code of Civility, they should report the behavior to the staff member's immediate supervisor.

FOR EMPLOYEES

- **Personal Harm Threats:** If personal harm is threatened, the employee may contact law enforcement.
- **Unauthorized Presence:** Anyone on school district property without authorization must be directed to leave by an administrator or school resource officer. This includes but is not limited to anyone who:
 - ▷ *Threatens or attempts to disrupt school or district operations.*
 - ▷ *Physically harms someone.*
 - ▷ *Intentionally causes damage.*
 - ▷ *Uses loud, offensive language, gestures, profanity, or shows a display of temper.*

If the person does not leave immediately and willingly, and if the school resource officer is unavailable, law enforcement shall be called.

- **Abusive Communications:** If a recorded

voicemail, email, or any type of written communication is demeaning, abusive, threatening, or obscene, the employee is not obligated to respond. If personal harm is threatened, the employee should save the message and contact their immediate supervisor, the school resource officer, and/or law enforcement.

- **Verbal Abuse:** If any member of the public uses obscenities or speaks in a demeaning, loud, or insulting manner, the employee should:
 - ▷ *Calmly and politely ask the speaker to communicate civilly.*
 - ▷ *If the verbal abuse continues, give appropriate notice to the speaker and terminate the meeting, conference, or telephone conversation.*
 - ▷ *If the meeting or conference is on school district premises, request that an administrator or authorized person direct the speaker to leave the premises promptly.*

If the speaker does not leave immediately, an administrator or authorized person shall notify law enforcement to take necessary action.

Employees should refer to the employee handbook and professional educator expectations for further guidance.

TEXAS EDUCATION CODE

Please be advised that pursuant to Section 37.105 of the Texas Education Code, a school administrator, school resource officer, or school district peace officer of a school district may refuse to allow a person to enter on or may eject a person from property under the district's control if the person refuses to leave peaceably on request and:

- (1) the person poses a substantial risk of harm to any person; or
- (2) the person behaves in a manner that is inappropriate for a school setting and:
 - (A) the administrator, resource officer, or peace officer issues a verbal warning to the person that the person's behavior is inappropriate and may result in the person's refusal of entry or ejection; and
 - (B) the person persists in that behavior.

As a part of our efforts to ensure a positive and productive learning environment, we emphasize the importance of adhering to our Code of Civility guidelines. These guidelines are integrated into our Student Code of Conduct and were acknowledged and accepted during the enrollment process. They are included in the Student Code of Conduct, the Parent Handbook, and on our website at www.risd.org/codeofcivility.

By working together, we can maintain a respectful and supportive atmosphere for all students.