

CIVILITY AND DECORUM POLICY

Western Wayne Schools (“Corporation”) is dedicated to maintaining a supportive learning environment free from disruptive conduct. The Corporation, through this policy, intends to promote mutual respect, civility, decorum, and orderly conduct among employees, parents/guardians, and other members of the public.

Corporation employees, parents/guardians, and other members of the public are expected to treat one another with civility, courtesy, and respect during all School operations, programs, and activities, including on school grounds or at school-sponsored events.

Respectful dialogue amongst employees, parents/guardians, and other members of the public is welcomed and even encouraged. This policy is not intended to stifle the expression of differing viewpoints, rather to promote problem-solving and the respectful communication of differing viewpoints. However, any conduct that disrupts or interferes with the good order or administration of any Corporation operation, program, or activity will not be tolerated.

Disruptive or uncivil behavior includes, but is not limited to:

- a. Actions taken or words conveyed with the purpose to intimidate, threaten, or harass;
- b. Using profanities or obscenities;
- c. Raising one’s voice above an appropriate level;
- d. Personal attacks;
- e. Gesturing in a manner that causes one to fear for his/her safety;
- f. Invading, or remaining, in one’s personal space after being asked to move away;
- g. Physically blocking others from moving about freely; or
- h. Using physical force, or threat of physical force.

An incident of uncivil or disruptive behavior from employees, parents/guardians, or other members of the public will be documented and sent to the superintendent of schools.

The Corporation will address disruptive and uncivil behavior in a progressive manner. Usually, Corporation officials will first remind the individual to remain civil and be respectful and courteous to others. If disruptive and uncivil behavior continues, the Corporation may take the following, non-exhaustive actions: remove the individual from the general area to provide time for de-escalation; remove the individual from the area for the remainder of the meeting or event; implement a communication plan; and/or issue a no-trespass order.

Nothing in this policy shall prevent the Corporation from appropriately involving law enforcement or meeting reporting requirements under Indiana law.

For Corporation employees and students who behave in an uncivil or disruptive manner, appropriate disciplinary action will be taken in accordance with established Corporation policies, procedures, and handbooks.

The Superintendent or designee may develop administrative guidelines to implement this policy.

[CLICK HERE](#) for the report form

Legal Citation:
IC §20-33-9-10

Western Wayne Schools, Wayne County, Indiana

Adopted: [date]
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