



# Online Code of Conduct

2020-2021

**Reflect**

**Repair**

**Reconnect**

Larchmont Charter School is in the business of high-quality education. We, as a learning community, are dedicated to building a campus experience where every student is committed to:

1. Attend school and be on time every day and every period.
2. Communicate effectively in class discussions and activities
3. Seek to understand by listening attentively and asking questions
4. Demonstrate mutual respect for self, others, things and space
5. Take responsibility for own actions
6. Persevere through challenges

Students are taught and supported to follow the Schoolwide Learner Outcomes (SLOs):

## **Communicate Effectively**

by writing & speaking clearly, by listening to & hearing others,  
by expressing oneself honestly & creatively

## **Seek to Understand**

the perspectives of a world community by formulating questions, by pursuing answers, by  
reading critically & thoughtfully as a reflective learner

## **Demonstrate Mutual Respect**

for oneself, for peers, for teachers/staff, for one's family & community, for the school campus, for  
school materials, for the environment, for living beings & for earth's finite resources

## **Take Responsibility**

for one's actions, for one's words, for one's learning, for one another,  
for one's healthy body & mind

## **Persevere**

when problems cannot be solved readily, when faced with criticism or disappointment, through  
challenges & setbacks, by applying openness & creativity to situations



Although we are learning in a virtual setting, the standards of behavior are as important as when we are in person. To ensure all students understand how to behave in an online environment, we have developed the following code of conduct. Teachers will be supporting students in understanding these behaviors and providing them with opportunities to practice. We especially appreciate partnering with parents to teach responsible online behavior.

1. Students should use polite, respectful words and tone when addressing teachers and other students. This includes through audio or written form. It is not acceptable to use obscene, profane, threatening, or disrespectful language.
2. Students must use school appropriate images, text, profile pictures, audio, etc. The faculty and administration reserve the right to determine if it is inappropriate. Students using an inappropriate image, text, or audio, will be asked to change the file.
3. The integrity of student work is something we take seriously. Plagiarizing, copying others' work or allowing others to copy a student's work could result in failing the assignment and disciplinary actions.
4. Online communication is not private. Never say, write, or record anything that you wouldn't be willing to share with the world.

Abuse of online platforms and tools in violation of school policies will result in disciplinary action.

## **Bullying and Harassment Policy**

Discrimination, sexual harassment, harassment, intimidation, and bullying are all disruptive behaviors, which interfere with students' ability to learn and negatively affect student engagement, diminish school safety, and contribute to a hostile school environment. As such, Larchmont Charter School ("LCS") prohibits any acts of discrimination, sexual harassment, harassment, intimidation, and bullying altogether. This policy is inclusive of instances that occur on any area of the school campus, at school-sponsored events and activities, regardless of location, through school-owned technology, and through other electronic means.

As used in this policy, discrimination, sexual harassment, harassment, intimidation, and bullying are described as the intentional conduct, including verbal, physical, written



communication or cyber-bullying, including cyber sexual bullying, based on the actual or perceived characteristics of disability, pregnancy, gender, gender identity, gender expression, nationality, ancestry, race or ethnicity, immigration and citizenship status, religion, religious affiliation, sexual orientation, childbirth or related medical conditions, marital status, age, or association with a person or group with one or more of these actual or perceived characteristics or any other basis protected by federal, state, local law, ordinance or regulation. In addition, bullying encompasses any conduct described in the definitions set forth in this Policy. Hereafter, such actions are referred to as "misconduct prohibited by this Policy."

LCS is committed to providing an educational atmosphere that is free of discrimination, harassment, intimidation, and/or bullying, and will take action to investigate, respond, address and report on such behaviors in a timely manner. LCS school staff that witness acts of misconduct prohibited by this Policy will take immediate steps to intervene when safe to do so.

LCS does not condone or tolerate harassment of any type, including misconduct prohibited by this Policy, by any employee, independent contractor or other person with which LCS does business, or any other individual, student, or volunteer. This applies to all employees, students, or volunteers and relationships, regardless of position or gender. LCS will promptly and thoroughly investigate any complaint of harassment and take appropriate corrective action, if warranted.

## **Title IX, Harassment, Intimidation, Discrimination and Bullying**

### **Coordinator:**

Myra Salinas, Director of Student Support Services  
Larchmont Schools 444 N. Larchmont Blvd., #207 Los Angeles, CA 90004  
[myra.salinas@larchmontcharter.org](mailto:myra.salinas@larchmontcharter.org)  
(323) 380-7893

## **Definitions**

### **Prohibited Unlawful Harassment**

- Verbal conduct such as epithets, derogatory jokes or comments or slurs
- Physical conduct including assault, unwanted touching, intentionally blocking



normal movement or interfering with school because of sex, race or any other protected basis

- Retaliation for reporting or threatening to report harassment
- Deferential or preferential treatment based on any of the protected classes above

**Prohibited Unlawful Harassment under Title IX** Title IX (20 U.S.C. § 1681 *et. seq*; 34 C.F.R. § 106.1 *et. seq*) and California state law prohibit harassment on the basis of sex. In accordance with these existing laws, discrimination on the basis of sex in education institutions is prohibited. All persons, regardless of sex, are afforded equal rights and opportunities and freedom from unlawful discrimination in education programs or activities conducted by LCS.

LCS is committed to providing an educational environment free of sexual harassment and considers such harassment to be a major offense, which may result in disciplinary action.

**Cyberbullying** is an electronic act that includes the transmission of harassing communication, direct threats, or other harmful texts, sounds, or images on the Internet, social media, or other technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.

**Electronic act** means the creation or transmission originated on or off the schoolsite, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:

1. A message, text, sound, video, or image.
2. A post on a social network Internet Web site including, but not limited to:
  - a. Posting to or creating a burn page. A "burn page" means an Internet Web site created for the purpose of having one or more of the effects as listed in the



definition of “bullying,” above

b. Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in the definition of “bullying,” above.

“Credible impersonation” means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.

c. Creating a false profile for the purpose of having one or more of the effects listed in the definition of “bullying,” above. “False profile” means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.

3. An act of “Cyber sexual bullying” including, but not limited to:

a. The dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to another pupil or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in definition of “bullying,” above. A photograph or other visual recording, as described above, shall include the depiction of a nude, semi-nude, or sexually explicit photograph or other visual recording of a minor where the minor is identifiable from the photograph, visual recording, or other electronic act.

b. “Cyber sexual bullying” does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.

4. Notwithstanding the definitions of “bullying” and “electronic act” above, an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.