

DISCIPLINARY POLICY

LEVEL I – Classroom teachers will outline clearly their individual classroom rules, consequences, and rewards and **communicate these to parents and students in writing** (Please submit a copy of these guidelines to Mrs. Cooper before school begins.) Consequences for infractions of rules should “fit the crime” and can include such things as isolation within the classroom, writing assignments, loss of play time or break times, time outs, etc. Teachers are encouraged to post their classroom rules, to “teach” them (including a discussion of cheating and its consequences), and to apply them consistently and lovingly so that students can be trained to exercise self-control and to treat others with respect and courtesy. Teachers are reminded that their own exercise of self-control will be an important model for their students. If consequences for breaking the rules are delivered matter-of-factly and fairly without anger, sarcasm, or any personal denigration of the student, they will be much more effective in changing bad attitudes and inappropriate behavior. When a student is repeatedly unresponsive to the consequences attached to a given misbehavior or if the student commits a gross violation of classroom rules (disrespect to the teacher, violent behavior toward another student, etc.), the teacher should take disciplinary measures to the next level.

LEVEL II -- This level involves removing the student from the classroom environment because of a gross violation of classroom rules or failure to correct a recurring behavior problem within the classroom. At this point **a written explanation of the problem and the consequences will be sent to the parent and to Mrs. Cooper**. A student may be isolated outside the classroom for an amount of time prescribed by the teacher with an assignment to complete before he/she can re-enter the classroom environment. The staff no longer administers corporal punishment, but parents who would prefer to exercise this option should let teachers know so that they can be contacted should the need arise. In that case, rather than isolate the student outside class, a parent would be called in to administer corporal punishment with a staff witness present. If a student is placed in “in-house suspension,” he/she is still responsible for the work assigned in the classes that are missed. Should the student’s behavior continue to be a problem, the teacher will take disciplinary measures to the next level.

LEVEL III -- If the misbehavior is deemed serious enough (blatant disrespect to authority figures, refusal to follow instructions, violent or threatening behavior) or if the student is unresponsive to attempts by the teacher to correct the misbehavior, the student will be sent to the principal’s office and **a disciplinary form will be filled out and parents called and informed of the problem and the consequences that are a result of the misbehavior**. These could include out-of-school suspension (This results in a zero daily grade for every class period the student misses for the duration of the suspension and the requirement that all the work assigned for those class periods be completed satisfactorily before the student can be admitted back to class. Also, parents must accompany any student who has been suspended on the day they return to school and verify that he/she has met the requirements to return. Out-of-school suspensions become a part of the child’s permanent record.) Other options might include afternoon detention with specific assignments to be completed, or work duty with a job to be accomplished, or a written and public apology for misbehavior. The options offered in an given situation will be at the discretion of the principal.