

## **STUDENT DISCIPLINARY CODE**

- 1. Unacceptable language, gestures, disrespectful comments or ethnic remarks towards students:**
  - 1<sup>st</sup> Offense: Teacher Responsibility & Parent Contact
  - 2<sup>nd</sup> Offense: Referral to Guidance (Possible HIB) & Parent Contact
  - 3<sup>rd</sup> Offense: Principal, Student & Parent Conference
  - 4<sup>th</sup> Offense: Detention/Suspension
  
- 2. Cutting Detention:**
  - Teacher: Teacher Responsibility & Parent Contact
  - Administrative: Administrative Discretion & Parent Contact
  
- 3. Unacceptable language, gestures, disrespectful comments or ethnic remarks towards staff:**
  - 1<sup>st</sup> Offense: Teacher Responsibility & Parent Contact
  - 2<sup>nd</sup> Offense: Referral to Guidance (Possible HIB) & Parent Contact
  - 3<sup>rd</sup> Offense: Principal, Student & Parent Conference
  - 4<sup>th</sup> Offense: Detention/Suspension
  
- 4. Possession or use of tobacco products and/or matches, lighter, etc.:**
  - 1<sup>st</sup> Offense: Counselor-Student Conference
  - 2<sup>nd</sup> Offense: Principal Conference
  - 3<sup>rd</sup> Offense: Suspension
  
- 5. Possession of or under the influence of drugs or alcohol:**
  - Principal Conference & Referral to SAC, as appropriate
  
- 6. Fighting (As defined by NJ Safety Data System Guidelines) - *K-2 Out of School suspension in accordance to State Regulations\****
  - 1<sup>st</sup> Offense: Principal, Student, Parent Conference & Up to 3 days suspension
  - 2<sup>nd</sup> Offense: Principal, Student, Parent Conference & Up to 3 days suspension
  - 3<sup>rd</sup> Offense: Principal, Student, Parent Conference & Up to 4 days suspension IST Referral, if appropriate
  
- 7. Assault on Staff**
  - 1<sup>st</sup> Offense: Admin. Discretion with up to 4 days suspension
  - 2<sup>nd</sup> Offense: Admin. Discretion with up to 4 days suspension & possible IST Referral, if appropriate

- 8. Possession of a Weapon or Facsimile:** (Administrative Discretion based on type of weapon)
- 1<sup>st</sup> Offense: Police Contact & Up to 4 days suspension
- 2<sup>nd</sup> Offense: Police Contact & Up to 4 days suspension (Pending referral to Superintendent Hearing)
- 9. Threat with a Weapon:**
- 1<sup>st</sup> Offense: Police Contact & up to 4 days suspension (Pending referral to Superintendent Hearing)
- 10. Purposeful damage to School/Personal Property:**
- Offense: Principal, Student & Parent Conference & Restitution
- 11. Stealing:** (Referral to police if warranted)
- 1<sup>st</sup> Offense: Principal, Student & Parent Conference & Restitution
- 2<sup>nd</sup> Offense: Principal, Student & Parent Conference, Restitution & Admin. Discretion (up to 3 days suspension)
- 3<sup>rd</sup> Offense: Principal, Student & Parent Conference, Restitution, Counselor Referral & Admin. Discretion (up to 4 days suspension)
- 12. Harassment/Intimidation/Bullying:**
- Refer to the district HIB policy
- Infractions will be addressed via Student Code of Conduct & level of discipline based on severity of infraction
- 13. Arson/False Alarm:**
- 1<sup>st</sup> Offense: Parent Contact, Up to 3 days suspension & Notification of appropriate authorities
- 2<sup>nd</sup> Offense: Parent Contact, Up to 4 days suspension, Pending referral to Superintendent & Notification appropriate authorities
- 14. Truancy and Excessive Absenteeism**
- Up to 4 days of Unexcused Absences:** Teacher/Counselor Responsibility & Parent Contact
- Between 5-9 days of Unexcused Absences:** Attendance Plan created by Counselor
- 10+ days of Unexcused Absences:** Truancy Court Appearance

**15. Leaving grounds without permission**

1<sup>st</sup> Offense: Principal, Student & Parent Conference

2<sup>nd</sup> Offense: Principal, Student & Parent Conference & Admin. Discretion

**16. Sexual Harassment/Sexual Assault**

1<sup>st</sup> Offense: Guidance, Student & Parent Conference

2<sup>nd</sup> Offense: Principal, Counselor, Student & Parent Conference

3<sup>rd</sup> Offense: Admin. Discretion and/or Agency Referral

**17. Other Offense:** Discretion of Building Principal and/or Supervisor

*\*It is understood that any offense may be referred to the police, if deemed appropriate by the Building Principal or Superintendent.\**