



WESTON PREPARATORY ACADEMY

STUDENT CONDUCT 2017-2018

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**BUILDING FAMILIES AND
COMMUNITIES THROUGH
EDUCATION**

DISCIPLINARY ACTIONS AND DUE PROCESS

There are two types of discipline possible at Weston: Informal and Formal.

INFORMAL DISCIPLINE

Informal discipline takes place within the school. It may include:

- Mandatory Parent Conferences Grades K – 8
- Loss of Recess Privileges Grades K – 5
- Silent Lunch Grades K– 8 (with teacher)
- In School Suspension Grades K – 8
- Community Service Grades 3- 8

Our teachers have provided students with the established classroom rules which each student is required to follow. The students are always given ample opportunities to correct their misbehavior before additional consequences are imposed upon the student. When a teacher finds that the student continues his/her inappropriate behavior that student will be issued consequences based on the Student Code of Conduct.

IN SCHOOL SUSPENSION

It is the intent of the academy to provide every possible opportunity to keep students in the learning environment. The academy has adopted the I.S.S. policy in order to adhere to that intent. I.S.S. is a consequence issued that allows the student to come to school and complete all assigned classwork in a “restricted” area. Students are expected to comply with the I.S.S. rules at all times. Disregard to the rules will result in an additional consequence.

COMMUNITY SERVICE

A program designed to provide an alternative consequence for those students in grades 3-8. Students will be assigned basic “housekeeping” duties under the supervision of our maintenance staff or ISS monitor.

FORMAL DISCIPLINE

Formal discipline takes place when the behavior of the student has gone beyond the point of being corrected by the informal discipline method and requires that the student be subjected to the consequences as stated in the Student Code of Conduct.

DUE PROCESS RIGHTS

All students suspended and/or expelled will be provided notice and an opportunity to be heard in accordance with a student’s due process rights under the law. Nothing in this Policy shall diminish or be in derogation of the due process rights accorded to students who have been determined to be eligible for special education services under federal and State laws.

ELEMENTARY SCHOOL DISCIPLINARY VIOLATIONS KINDERGARTEN THRU THIRD GRADE

LEVEL ONE VIOLATIONS

Classroom Disruptions

- Blurting out
- Disrupting Others from Learning
- Throwing a Tantrum
- Horse Playing
- Out of Seat w/o Permission
- Refusal to Complete Assignment
- Hitting, Pushing, (w/o Violence)
- Throwing Paper
- Manipulative Behavior
- Insubordination
- Violation of Classroom Rules
- Minor K-3 Misbehavior Not Listed
- Using Personal Electronics during school hours

Dishonesty

- Blaming Others
- Cheating
- Lying

Health/Welfare

- Eating, Drinking in Class w/o Permission
- Chewing Gum
- Unexcused Absences
 - Skipping Class

LEVEL TWO VIOLATIONS

Disrespectful Conduct

- Toward Peers
- Toward Visitors
- Insubordination

Dishonesty

- Possession of Stolen Property
- Stealing

Disrespectful/ Impolite Behavior

- Inappropriate Touching
- Verbal Aggression/ Teasing
- Arguing
- Harassment of Others
- Profanity

Disorderly Conduct

- Behavior Dangerous to Oneself/Others
- Throwing Objects
- Throwing Foods or Liquids
- Refusing to Participate in Learning
- Refusing to Accept Discipline
- Spitting

Vandalism

- Graffiti
- Malicious Destruction of Property
- Defacing the Restroom
- Stopping up Sinks/Toilets

ELEMENTARY SCHOOL DISCIPLINARY VIOLATIONS KINDERGARTEN THRU THIRD GRADE

LEVEL THREE VIOLATIONS

Aggression

- Fighting
- Inciting a Fight
- Physical Aggression (Biting, Bumping etc.)

Bullying

- Cyber Bullying (Electronic Media)
- Emotional Bullying (Defaming, Humiliating)
- Physical Bullying (Hitting, Kicking)
- Relational Bullying (Rumors, Excluding)
- Verbal Bullying (Offensive Remarks, Teasing)
- Hazing

Dishonesty

- Theft of School/Staff/Peer Property

Inappropriate Displays

- Sexual Behavior
- Inappropriate Affection

Threats to Staff

- An expression of intention to inflict evil, injury or damage.

Other General Misconduct

- Any violation of a school rule not listed above that disrupts or the educational process.

Leaving Campus Without Permission

- Students are prohibited from leaving the campus without permission.

LEVEL FOUR VIOLATIONS

Arson

- Attempting to set a fire to the school
- Intentionally setting a fire to the school
- Setting a false fire alarm

Bomb Threats

- Being in Possession of any bombs or explosives.
- Use any media to make bomb threats.

Physical Assault- School Employee

- A student who physically assaults a school employee substitute or vendor will be arrested and prosecuted to the fullest extent of the law

Drugs/Alcohol

- Any student having in one's possession, under the influence, attempting to distribute or represent to a person could be arrested.

Possession of a Weapon

- A student having possession or storing in a space assigned or not assigned to which one has access to an item used or designed to inflict serious bodily injury or harm could be arrested.

Severe or Explicit Harassment

- Unwelcomed sexual advances or inappropriate touching, request for sexual favors or other verbal or physical conduct.

ELEMENTARY SCHOOL CONSEQUENCES KINDERGARTEN THRU THIRD GRADE

LEVEL ONE CONSEQUENCES

1st offense

Verbal Warning: Teacher conference with student includes review of school policy and disciplinary procedures. Parent/guardian will be notified **via phone or email with supporting documentation** of the student's infraction.

2nd/3rd Offense

Parent/guardian will be notified **via phone or email with supporting documentation** of the ongoing behavior. Parent/guardian and teacher will work collectively to determine the best intervention to prevent the behavior(s).

4th Offense

Written referral sent to administration along with supporting documentation and interventions used. Administration will observe student in the classroom.

Student will be assigned "Silent Lunch" with his/her teacher.

5th/6th Offense

Mandatory parent conference is held with the administrator, teacher, parent/guardian and student to discuss behaviors, interventions used and future behavioral management plan and implementation to support the teacher/student in the classroom.

7th Offense

1 day In School Suspension (I.S.S.).

8th Offense

2 day In School Suspension (I.S.S.)

9th Offense

Principal approved consequence

LEVEL TWO CONSEQUENCES

1st offense

Administrative conference held with the student to review school policy and disciplinary procedures. Parent/guardian will be notified **via phone or email with supporting documentation** of the student's infraction.

2nd Offense

"Silent Lunch"

3rd Offense

1 day "In School Suspension" (I.S.S.)

4th Offense

2 days "In School Suspension" (I.S.S.)

5th Offense

1 day "Out of School Suspension" (O.S.S.) and a mandatory parent conference upon re-admittance

6th Offense

2 day "Out of School Suspension" (O.S.S.) and a mandatory parent conference upon re-admittance.

7th Offense

Principal approved consequence

ELEMENTARY SCHOOL CONSEQUENCES KINDERGARTEN THRU THIRD GRADE

LEVEL THREE CONSEQUENCES

1st Offense

1 day "Out of School Suspension" (O.S.S.) and a mandatory parent conference upon re-admittance.

2nd Offense

2 day "Out of School Suspension" (O.S.S.) and a mandatory parent conference upon re-admittance.

3rd Offense

3 day "Out of School Suspension" (O.S.S.) and a mandatory parent conference upon re-admittance.

4th Offense

Principal approved consequence

LEVEL FOUR CONSEQUENCES

1st offense

Mandatory 10 day "Out of School Suspension" (O.S.S.) and/or procedures for a possible expulsion.

ELEMENTARY SCHOOL DISCIPLINARY VIOLATIONS FOURTH THRU FIFTH GRADE

LEVEL ONE VIOLATIONS

Classroom Disruptions

- Blurting Out
- Disrupting Others from Learning
- Horse Playing
- Off Task Behavior
- Out of seat w/o Permission
- Refusal to Complete Assignment
- Hitting/Pushing (w/o Violence)
- Throwing Paper
- Laughing Inappropriately
- Manipulative Behavior
- Refusing to Follow Directions
- Violation of Classroom Rules
- Using Personal Electronics during school hours

Dishonesty

- Blaming others
- Cheating
- Lying
- Plagiarism

Health/Welfare

- Eating, Drinking in Class w/o Permission
- Chewing Gum
- Unexcused Absences
 - Skipping Class

LEVEL TWO VIOLATIONS

Disrespectful Conduct

- Toward Peers
- Toward Visitors
- Insubordination

Dishonesty

- Possession of Stolen Property
- Stealing
- Distribution of Stolen Assignments/Tests

Improper use of Technology

- Being on an Unapproved/Inappropriate website
- Signing on Using Another's Password
- Posting on Unapproved Web Sites

Disorderly Conduct

- Behavior Dangerous to Oneself or Others
- Harassment of Others
- Throwing Food or Liquids
- Arguing
- Spitting
- Participant in Dangerous Behavior
- Verbal Aggression/Teasing
- Inappropriate touching

Vandalism

- Graffiti
- Malicious Destruction of Property
- Defacing the Restroom
- Stopping up Sinks/Toilets

Uniform Violations

- Uniform not approved under the Weston Academy guidelines

ELEMENTARY SCHOOL DISCIPLINARY VIOLATIONS FOURTH THRU FIFTH GRADE

LEVEL THREE VIOLATIONS

Aggression

- Fighting
- Inciting a fight
- Physical Aggression (Biting etc.)

Bullying

- Cyber Bullying (Electronic Media)
- Emotional Bullying
- Physical Bullying (Hitting, Kicking)
- Relational Bullying (Rumors, etc.)
- Verbal Bullying (Teasing)
- Hazing

Dishonesty

- Extortion
- Forgery
- Theft of School/Staff/ Peer Property

Inappropriate Displays

- Inappropriate Affection
- Sexual Behavior

Threats to Staff

- An expression of intention to inflict evil, injury or damage.

Other General Misconduct

- Any violation of a school rule not listed above that interferes w/ the educational process.

Leaving Campus w/o Permission

- Students are prohibited from leaving the campus without permission.

LEVEL FOUR VIOLATIONS

Arson

- Attempting to set a fire to the school
- Intentionally setting a fire to the school
- Setting a false fire alarm

Bomb Threats

- Being in Possession of any bombs or explosives.
- Use any media to make bomb threats.

Criminal Sexual Conduct

- Includes rape, Non-Consensual Sexual Conduct, and certain forms of Consensual Sexual Conduct.

Physical Assault-School Employee

- A student who physically assaults a school employee, substitute or vendor will be arrested and prosecuted to the fullest extent of the law.

Drugs/Alcohol

- Any student having in one's possession, under the influence, attempting to distribute or represent to a person could be arrested.

Possession of a Weapon

- A student having possession or storing in a space assigned or not assigned to which one has access to an item used or designed to inflict serious bodily injury or harm could be arrested.

Severe or Explicit Harassment

- Unwelcomed sexual advances or inappropriate touching, request for sexual favors or other verbal or physical conduct.

ELEMENTARY SCHOOL CONSEQUENCES

FOURTH THRU FIFTH GRADE

LEVEL ONE CONSEQUENCES

1st offense

Verbal Warning: Teacher conference with student includes review of school policy and disciplinary procedures. Parent/guardian will be notified **via phone or email with supporting documentation** of the student's infraction.

2nd/3rd Offense

Parent/guardian will be notified **via phone or email with supporting documentation** of the ongoing behavior. Parent/guardian and teacher will work collectively to determine the best intervention to prevent the behavior(s).

4th Offense

Written referral sent to administration along with supporting documentation and interventions used. Administration will observe student in the classroom.

Student will be assigned "Silent Lunch" with his/her teacher.

5th/6th Offense

Mandatory parent conference is held with the administrator, teacher, parent/guardian and student to discuss behaviors, interventions used and future behavioral management plan and implementation to support the teacher/student in the classroom.

7th Offense

1 day In School Suspension (I.S.S.).

8th Offense

2 day In School Suspension (I.S.S.)

9th Offense

Principal approved consequence

LEVEL TWO CONSEQUENCES

1st offense

Administrative conference held with the student to review school policy and disciplinary procedures. Parent/guardian will be notified **via phone or email with supporting documentation** of the student's infraction.

2nd Offense

"Silent Lunch"

3rd Offense

1 day "In School Suspension" (I.S.S.)

4th Offense

2 days "In School Suspension" (I.S.S.)

5th Offense

1 day "Out of School Suspension" (O.S.S.) and a mandatory parent conference upon re-admittance

6th Offense

2 day "Out of School Suspension" (O.S.S.) and a mandatory parent conference upon re-admittance.

7th Offense

Principal approved consequence

ELEMENTARY SCHOOL CONSEQUENCES

FOURTH THRU FIFTH GRADE

LEVEL THREE CONSEQUENCES

1st Offense

1 day "Out of School Suspension" (O.S.S.) and a mandatory parent conference upon re-admittance.

2nd Offense

2 day "Out of School Suspension" (O.S.S.) and a mandatory parent conference upon re-admittance.

3rd Offense

3 day "Out of School Suspension" (O.S.S.) and a mandatory parent conference upon re-admittance.

4th Offense

Principal approved consequence

LEVEL FOUR CONSEQUENCES

1st offense

Mandatory 10 day "Out of School Suspension" (O.S.S.) and/or procedures for a possible expulsion.

MIDDLE SCHOOL DISCIPLINARY VIOLATIONS

SIXTH THRU EIGHTH GRADE

LEVEL ONE VIOLATIONS

Classroom Disruptions

- Blurting Out
- Disrupting Others from Learning
- Excessive Talking
- Horse Playing
- Off Task Behavior
- Out of seat w/o Permission
- Refusal to Complete Assignment
- Hitting/Pushing (w/o Violence)
- Throwing Paper
- Laughing Inappropriately
- Manipulative Behavior
- Refusing to Follow Directions
- Violation of Classroom Rules
- Using Personal Electronics during school hours

Dishonesty

- Blaming others
- Cheating
- Lying
- Plagiarism
- Trickery

Health/Welfare

- Eating, Drinking in Class w/o Permission
- Chewing Gum
- Unexcused Absences
 - Skipping Class
 - Excessive Tardiness

LEVEL TWO VIOLATIONS

Disrespectful Conduct

- Toward Peers
- Toward Visitors
- Insubordination

Dishonesty

- Possession of Stolen Property
- Stealing
- Distribution of Stolen Assignments/Tests

Improper use of Technology

- Being on an Unapproved/Inappropriate website
- Signing on Using Another's Password

Disorderly Conduct

- Behavior Dangerous to Oneself or Others
- Harassment of Others
- Throwing Food or Liquids
- Arguing
- Spitting
- Participant in Dangerous Behavior
- Verbal Aggression/Teasing
- Inappropriate touching
- Gambling
- Destruction of Property (Peers/Staff)

Vandalism

- Graffiti
- Malicious Destruction of Property
- Defacing the Restroom
- Stopping up Sinks/Toilets

Uniform Violations

Uniform not approved under the Weston Academy guidelines

MIDDLE SCHOOL DISCIPLINARY VIOLATIONS

SIXTH THRU EIGHTH GRADE

LEVEL THREE VIOLATIONS

Aggression

- Fighting
- Inciting a fight
- Physical Aggression (Biting etc.)

Bullying

- Cyber Bullying (Electronic Media)
- Emotional Bullying
- Physical Bullying (Hitting, Kicking)
- Relational Bullying (Rumors, etc.)
- Verbal Bullying (Teasing)
- Hazing

Dishonesty

- Extortion
- Forgery
- Theft of School/Staff/Peer Property

Inappropriate Displays

- Inappropriate Affection
- Inappropriate touching
- Sexual Behavior

Disrespectful conduct/staff

- Blatant Insubordination
- Refusing to Accept Discipline

Threats to Staff

- An expression of intention to inflict evil, injury or damage.

Other General Misconduct

- Any violation of a school rule not listed above that interferes w/ the educational process.

Leaving Campus w/o Permission

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MIDDLE SCHOOL CONSEQUENCES

SIXTH THRU EIGHTH GRADE

LEVEL ONE CONSEQUENCES

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8th Offense

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9th Offense

Principal approved consequence

LEVEL TWO CONSEQUENCES

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7th Offense

Principal approved consequence

MIDDLE SCHOOL CONSEQUENCES

SIXTH THRU EIGHTH GRADE

LEVEL THREE CONSEQUENCES

1st Offense

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3 day "Out of School Suspension" (O.S.S.) and a mandatory parent conference upon re-admittance.

4th Offense

Principal approved consequence

LEVEL FOUR CONSEQUENCES

1st offense

Mandatory 10 day "Out of School Suspension" (O.S.S.) and/or procedures for a possible expulsion.