

# George Washington Middle School Discipline Policy

## Level I Offenses

Level I offenses are to be handled by teachers unless assistance by the administration is necessary. On most occasions, warnings have been given before these actions are considered offenses.

### **Offenses including, but not limited to:**

- Disruption of the educational process based on classroom rules
- Excessive talking
- Failure to follow instructions, written or verbal
- Rude or disrespectful behavior
- Inappropriate language and/or gestures
- Throwing objects
- Inappropriate writings and/or drawings on objects or body
- Dishonesty
- Face paint and/or distracting hair coloring
- Wearing of hats or wearing any apparel deemed inappropriate (depicting tobacco, alcohol, drugs, violence, or of a sexual nature)
- Use of electronic devices during class time without permission
- Cell phones (must be turned off and kept in lockers throughout the school day)

### **Disciplinary Options**

- Parent contact (first option)
- Discipline slips/lunch detention
- Referral to principal

## Level II Offenses

Level II offenses are defined as a more frequent or continued occurrence of Level I infractions. These offenses may be handled by the classroom teacher, depending upon the severity and frequency.

### **Offenses including, but not limited to:**

- Harassment/bullying
- Classroom disruptions
- Academic dishonesty
- Defiant/insubordinate behavior
- Violation of the dress code
- Disrespectful behavior
- Failure to serve noon detention
- Skipping class and/or school
- Gambling
- Fighting
- Falsifying notes or school documents

### **Disciplinary Options:**

- Discipline slips
- Parent contact
- Referral to principal
- Social probation
- After school detention
- Saturday school
- In school suspension
- Out of school suspension

**\*\*All Options Are at the Discretion of the Administration**

### Level III Offenses

Level III offenses are defined as any student misconduct which involves violation of personal or property rights of others.

#### **Offenses including, but not limited to:**

- Possession of any of the following: fireworks, tobacco, lighter, matches, over-the-counter medications (county policy will be followed)
- Hazing/bullying/harassment of students or school personnel
- Open defiance of or belligerent insubordination to a school employee
- Lewd or indecent acts
- Stealing
- Vandalism

#### **Disciplinary Options:**

- Parent contact
- Referral to principal
- Social probation
- After school detention
- Saturday School
- In school suspension
- Out of school suspension

**\*\*All Options Are at the Discretion of the Administration**

### Level IV Offenses

Level IV offenses are defined as misconduct and/or violations that may involve criminal acts that are so serious they present a direct and immediate threat to the welfare of others, intentionally or otherwise.

#### **Offenses including, but not limited to:**

- Habitual violation of school rules and/or the Student Code of Conduct
- Assault of a school employee (physical or verbal) or damages to their personal property
- Pulling a fire alarm or enticing another student to do so
- Bomb threat
- Misconduct that would present a direct threat, perceived or otherwise, to any student, staff member, or visitor to the school
- Possession and/or use of alcohol, controlled substance, drug paraphernalia, or any drug (county policy will be followed)

#### **Disciplinary Options:**

- Parent contact
- Referral to principal
- Social probation
- After school detention
- Saturday school
- In school suspension
- Out of school suspension

**\*\*All Options Are at the Discretion of the Administration**

**Level V Offense**

Level V offenses are any violation of the West Virginia Safe Schools Act (WV Code: 18A-5-1a)

**Discipline Options:**

- Immediate ten (10) day out of school suspension
- Recommendation to the superintendent for student expulsion
- Contact civil/legal authorities
- Referral to Safe Schools Coordinator for evaluation

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**George Washington Middle School  
Assignment Policy**

The assignment policy at George Washington Middle School has been developed to strengthen classroom instruction. It is expected that students complete assignments/homework when assigned. However, when that does not happen, this policy will be followed. It is the responsibility of the student to be familiar with this policy and the specific requirements for all assignments.

1. Assignments are due on the date assigned by the teacher. Late assignments will receive a score of zero.
2. Students who do not complete assignments will be assigned After School Detention.
3. Points for the assignment that is completed in After School Detention will be assigned at the teacher's discretion.

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**George Washington Middle School  
Tardy Policy**

1. In order for students to be successful, it is imperative that students are in school/class on time. Every Friday, the Assistant Principal will print a Tardy Report. This report will identify any student who has been marked tardy to school/class for the week. Tardies will accumulate over a 9 week period with the discipline assigned as follows:

<u>Number of Times Tardy In Nine Weeks</u>	<u>Consequence</u>
0 - 1	No Consequence
2 - 5	1 Day of Noon Detention
6 - 8	1 Day of After School Detention
9 +	1 Day of Saturday School

My child and I have read and discussed the *George Washington Middle School Discipline and Homework policies*. We understand that each student is expected to abide by these policies and that consequences will result if offences occur.

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Parent Signature

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Student Signature

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Date

## Noon Detention Procedures

1. When assigning detention:
  - a. The original copy of the Detention Form is given to student to be taken home for a parent signature. Signature is not required as "Detention" will be stamped in the planner. **Students must bring planners to detention.**
  - b. The duplicate copy of the Detention Form is put in the mailbox of the appropriate grade level detention teacher.
    - 6<sup>th</sup> Grade - Linda Berg
    - 7<sup>th</sup> Grade - Chris Luikart
    - 8<sup>th</sup> Grade - Kathy Culberson
2. Once you have assigned a student to noon detention, you can assume that the student will serve. Working with the detention teachers, the administrators will follow up on any student who tries to skip.

## Disciplinary Action and Consequences Log

Name \_\_\_\_\_ Team \_\_\_\_\_

- \_\_\_\_\_ Discipline slip #1
- \_\_\_\_\_ Discipline slip #2
- \_\_\_\_\_ **Discipline slip #3 Parent notified and team conferences with student**
- \_\_\_\_\_ Discipline slip #4
- \_\_\_\_\_ **Discipline slip #5 Student referred to office, assigned ASD for accumulating 5 detention assignments and parent/team conference required.**
- \_\_\_\_\_ Discipline slip #6
- \_\_\_\_\_ Discipline slip #7
- \_\_\_\_\_ **Discipline slip #8 Student assigned 2 days of ASD for accumulating 8 detention assignments**
- \_\_\_\_\_ Discipline slip #9
- \_\_\_\_\_ **Discipline slip #10 Student referred to office, assigned 1 day of ISS or Saturday School for accumulating 10 detention assignments and parent/team conference required.**
- \_\_\_\_\_ Discipline slip #11
- \_\_\_\_\_ Discipline slip #12
- \_\_\_\_\_ **Discipline slip #13 Student referred to office, assigned 1 day of ISS or Saturday School for accumulating of 13 detention assignments.**
- \_\_\_\_\_ Discipline slip #14
- \_\_\_\_\_ **Discipline slip #15 Student referred to office and assigned 2 days of ISS for accumulating 15 detention assignments.**
- \_\_\_\_\_ Discipline slip #16
- \_\_\_\_\_ Discipline slip #17
- \_\_\_\_\_ **Discipline slip #18 Student referred to office and assigned 2 days of ISS for accumulating 18 detention assignments.**
- \_\_\_\_\_ Discipline slip #19
- \_\_\_\_\_ **Discipline slip #20 Student referred to office and assigned 2 days of ISS for accumulating 20 detention assignments and parent notified.**

Each additional slip beyond 20 will result in immediate referral to office. Consequences will be assigned at the discretion of the administration.

**Students may be excluded from participating in some school activities based on the number of discipline slips received.**

**THE DURATION OF THIS PLAN IS ONE SCHOOL YEAR FOR ALL STUDENTS.**

ASD - After School Detention  
OSS - Out of School Suspension

ISS - In School Suspension  
SS - Saturday School

## Consequence Definitions

1. Noon Detention - Students placed in noon detention will serve during their scheduled lunch time. They will report immediately upon the beginning of lunch and are required to bring their planners. Students will eat lunch in detention as a group. Snack machines are not an option for those students in noon detention.
2. After School Detention (ASD) - Students are placed in ASD by the administration. ASD will run from 3:15-4:15 on Wednesdays and Thursdays. It is the responsibility of the parent to provide transportation home following ASD.
3. Saturday School (SS) - Saturday School will run from 8:00 - 12:00. Parents will be required to provide transportation. Students will be required to complete work assigned by the team teachers while Serving Saturday School.
4. In School Suspension (ISS) - Student will be removed from the regular classroom and placed in a pre-selected classroom for isolation for the entire school day. Assignments will be sent to the student in the ISS room and the student is required to work on those assignments during his/her time in ISS. Students will be escorted to the cafeteria to pick up their lunch and return to the ISS room. They will also be escorted to the restroom at appointed times. Students who are assigned to ISS cannot attend extra-curricular activities such as dances, lock-ins, etc. on the days they have served ISS. **Athletes who are assigned to ISS are not eligible to participate in practices or games on days they have been assigned to ISS.**
5. Out of School Suspension (OSS) - Students who are suspended from George Washington Middle School are not permitted to attend any activity on Putnam County School property during the suspended period AT ANY TIME.
6. Social Probation - Students on social probation are denied the privilege of participation (spectator or otherwise) in any school sponsored activity that occurs beyond the hours of the regular instructional day.
7. School/Community Service - Duties will be assigned either after school or during lunch time under the supervision of a staff member. These may include but are not limited to washing chalk/marker boards, emptying trash containers, picking up litter, or assisting staff members in completing chores.