

Beach Park Middle School

Discipline Guidelines for Parents and Students



Building The Positive

2009-2010
Policies and Procedures



STUDENT ATTENDANCE AND CODE OF CONDUCT

The Board of Education has the responsibility for providing a safe environment for all its students, and an atmosphere, which is free from disruptive influence and is conducive to learning. To accomplish this, reasonable rules and regulations will be established and enforced.

The rules and regulations governing student conduct will be reviewed annually by the Board of Education, the administration, and the Discipline Committee. The revisions will be included in the current Student-Parent Guide.

The Board of Education expects students to be courteous to fellow students, staff members, and members of the community: giving directions, providing assistance, respecting basic rights, and the like. Using violence, force, noise, coercion, threats, intimidation, fear or other comparable conduct toward anyone or urging other students to engage in such conduct is prohibited.

The Board of Education recognizes that self-discipline is preferable to external forms of control. All efforts will be made to assist students in developing the internal controls necessary for successful school citizenship and school achievement.

The Board of Education recognizes that when self-discipline fails, external forms of discipline are necessary and must be applied. These controls will be applied fairly and impartially and will not be influenced by race, color, sex, creed or social position of the student or parents.

The Board of Education further recognizes that all conduct problems are not the same. Insofar as possible, minor disciplinary problems will be handled with in-school detention and after-school detention. Major or chronic disciplinary problems that demonstrate **gross disobedience** or **gross misconduct** will be cause for varying lengths of suspension and/or a disciplinary meeting with the Board of Education as determined by the Superintendent or his designee. A disciplinary meeting may result in a student's expulsion from school. The Board of Education authorizes the Superintendent or designee to develop guidelines distinguishing minor and major disciplinary problems for violations of district rules and regulations.

The guidelines are in effect for **all school** and **school related** activities such as interscholastic, intramural sports and all sporting events during the 12 months of the year. These guidelines also apply to **out of school** activities such as **plays, dances, practices, promotion and or all graduation activities including the graduation ceremony, sporting events and field trips.**

TARDINESS TO SCHOOL

Definition: Not present in class when the bell rings for the start of the school day.

Tardiness is not acceptable because it disrupts class, hurts morale of students who come to school on time, reflects a negative attitude toward the class, creates disruptive problems in the halls and develops a habit which could make future employment difficult. Therefore, all students are expected to arrive at school and class on time.

1. If you are not in school at 7:30 a.m. you must sign in. You will be given a pass allowing four minutes to get to your locker and to class. Failure to sign in immediately upon arrival will result in an after school detention.
2. All tardies to school will be counted unless a parent satisfactorily accounts to school personnel for the lateness to school.
3. Students who are exceedingly and deliberately tardy to school may receive an additional penalty.

Tardiness to school will result in the following consequences:

1. **After school detention (ASD)**
 - a. if the student skips the detention, a Saturday School will be issued.
2. **More than five tardies-** student will be issued a Saturday School
 - a. if the student skips the Saturday School, an In-School Detention (**ISD**) will be issued.

TARDY TO CLASS

Definition: Not present in class when the bell rings for the start of a class period.

1. Students should explain their reason for tardiness. If a student has been with a teacher or other staff member, **a pass should be presented** explaining that tardiness.

Tardiness to class (**without a pass**) will result in the following consequences:

1. An after school detention (as determined by issuing teacher/team).
 2. Upon the **5th tardy**, a student will receive an ISD and parent/guardian will be required to attend a mandatory conference.
 3. The **sixth tardy** will result in a Saturday School.
 4. The **seventh tardy** will result in two Saturday Schools.
 5. The **eighth tardy** will result in a suspension and a parent/guardian will be required to attend a conference **with an administrator**.
 - a. parent/guardian must accompany child to school on the first day back after the suspension.
- Students who continue to arrive tardy to class will be subject to further disciplinary action, including additional suspensions.
 - Eight (8) or more minutes late to class will be designated as **skipping class**. The student will be issued a Saturday School for the first offense.
 - 2nd offense: ISD for remainder of the day and the next, and parent/guardian conference with team
 - 3rd offense and thereafter: Suspension and parent/guardian hearing with administrator

FORMS OF DISCIPLINE

It is understood that the Disciplinary Board, Administration, and Board of Education have the discretion to use any consequence appropriate for disciplinary behaviors.

I. After School Detention (ASD)

- A. Detention is designated as either a teacher/team or administrative detention which meets five days a week, any day Monday through Friday after school. Transportation and job problems are the responsibility of the students to resolve. These will not excuse students from serving detentions. If students are absent from school on the day they are assigned to ASD, they shall serve their detention on the next day that they are in school. If students are assigned to more than one detention on the same day, the detentions will automatically be reassigned to be served on consecutive days.
- B. Failure to serve ASD will result in a Saturday School (SS).
- C. Students should return **signed detention form**.

II. In-School Detention (ISD)

- A. ISD is a major penalty.
- B. If students are assigned to ISD, they will spend the entire day in the room including their scheduled lunch period. **Students must ask their teachers for missed assignments.** School work done in ISD will be accepted for credit and students will be counted as being present in class and present in school. If they do not request assignments or make any effort to make up work missed while assigned, students will receive an F for the day in those classes (subject to the discretion of the teacher). If students are absent from school, they must serve their ISD immediately upon return to school. Refusal to attend or truancy from ISD will result in suspension from school, SS or assignment of additional days in ISD.
- C. If students are assigned to ISD, they will receive a list of instructions. If students fail to follow these instructions, they may be assigned an additional ISD, SS or suspension.
- D. Students on any day of early dismissal may be required to serve the full school day in the ISD room. They may not be excused early on these days.

III. Friday School (FS)

(2:00 pm to 6:00 pm)

FS serves as an alternative to out of school suspension. An administrator may choose FS for their students for "non-aggressive" behavioral problems (examples to include truancy, class cuts, tardies, and other "non-acting out" violations). If FS is skipped then a 1 day ISS or In School suspension will be given.

IV. Exclusion

- A. Students are restricted from school attendance because concerns exist for health, safety or welfare pertaining to the individual student.
- B. Exclusion may occur pending placement to an appropriate educational program. The behavioral intervention consultant will be notified.

V. ISS-IN SCHOOL SUSPENSION OR OSS-OUT OF SCHOOL SUSPENSION

- A. Suspension is a major penalty.
- B. ISS is a suspension that is served by the student in school.
- C. Students who are suspended out of school, OSS, **may not** come to school, be on or around school property at any time, or attend school sanctioned activities, on or off campus, unless they have telephoned and received permission from an Assistant Principal or Principal. Violations of suspension regulations will cause another suspension or arrest for trespass or both.
- D. Students are allowed to make up work missed while on suspension. Students have one day for each day out of school for completion of assignments which were made and were due while the student is on suspension. Assignments, which were made prior to the suspension and are due during the suspension, must be turned in to the teacher on the first day back in class. Exceptions to this policy may be made by the administration. Parents of students may request homework for suspended students by contacting the teachers.
- E. **Social Probation-** For every one day of suspension, ISS or OSS, a student will be restricted from participating in or attending social activities for five (5) school days. Social probation will begin on the student's return to school. Social activities include but are not limited to field trips, interscholastic/intramural sports, dances, graduation dance, /graduation ceremony, end of year trip, reward trips, clubs or any other extracurricular activities.

VI. Expulsion

- A. The Administration can suspend students for one to ten consecutive school days. Only the Board of Education can remove students from school for a longer period. This is termed *expulsion*.
- B. If a student has received five suspensions in one year or is charged with gross misconduct and/or gross disobedience, there may be an administrative review and the student may be referred to the Board of Education for a disciplinary hearing. This may result in the student's expulsion from school.
- C. The Board of Education can expel students for up to two calendar years from the hearing date.
- D. All recommendations for Disciplinary Hearings with the Board of Education will be made by the administration to the Superintendent.

VII. Promotion/Graduation Requirements:

- A. 2.0 GPA or higher promotion or graduation with reward trips, dance, and ceremony.
- B. 1.9-1.5 GPA promotion or graduation ceremony. No reward trip or dance.
- C. 1.49-1.0 GPA summer school is required to be placed in the next grade level. If summer school is not successfully completed the student may be retained in the same grade level.
- D. Below 1.0 GPA student will be retained in the same grade level for the next year.

CODE OF CONDUCT

Students are expected to conduct themselves in accordance with the behavioral expectations of BPCCSD #3. Beach Park Staff has the responsibility to send students to the office who fail or refuse to meet those expectations. Failure to report immediately to the office may cause a suspension.

DISCIPLINARY BOARD

This board will consist of a teacher representative from each grade level and an administrator. The purpose of this board will be to review and determine further consequences such as, BUT not limited to:

- a. Friday School (FS)
- b. In-school detention (ISD)
- c. Suspension-ISS or OSS
- d. Referral to Board of Education for possible expulsion

MAJOR DISCIPLINARY PROBLEMS

GROSS MISCONDUCT- Is defined as any flagrant or aggressive action that causes or could potentially cause harm as determined by certified BPMS staff. These infractions will result in an immediate Disciplinary board (DB) hearing.

CHRONIC BEHAVIORS- excessive disciplinary occurrences beyond BPMS policies. These include but are not limited to parent contacts, detentions, Friday School, ISD, and suspensions upon the discretion of certified BPMS staff. Chronic disciplinary behaviors will result in a Disciplinary Board (DB) hearing. This hearing will be used to review past behaviors and will determine further consequences such as additional suspensions or possible expulsion.

COMPOUNDED INFRACTIONS- If a student is involved in a situation where more than one discipline policy is violated, the student will receive a separate consequence for each of the violations.

MULTIPLE INFRACTIONS IN A SINGLE DAY- If a student receives multiple infractions (3 referrals) in a single day, the student may be placed in ISD for the remainder of that day and the entire next day and will be referred for a Disciplinary Board hearing.

GROUP A: VERBAL AND PHYSICAL CONFRONTATION

Disputes between students in school should be resolved by immediately contacting a teacher, advisor, counselor or administrator. Physical confrontation is pushing, shoving, wrestling, play fighting, etc., and may be considered fighting. If you are involved in a physical confrontation, you should be prepared to receive the consequences of such behavior as identified in Section A. Any incidences of fighting and/or disorderly conduct may cause arrest by the appropriate law enforcement agency.

A-1 Attack / Assault

A physical attack or assault, or agitation for a physical attack or assault on any person authorized to be on BPMS property or protected by BPMS will cause a suspension and may cause a referral to the Disciplinary Board or notice to Superintendent. The appropriate law enforcement agency will be notified.

AGITATION is defined as any verbal or physical instigation toward students and/or staff member.

Examples: pushing, shoving, play fighting

1st Offense: 1-3 day suspension

2nd Offense: 3-5 day suspension and Disciplinary Board Hearing

3rd Offense: At least 5 or more days suspension, Disciplinary Board hearing and may cause notice to Superintendent.

A-1a Play Fighting

Level 1- No intent, no injury

1st offense: 1 day of ISD

2nd offense: 2 days of ISD

3rd offense: 1 day out of school suspension

4th offense and on: add on 1 day of out of school suspension for each time following infraction

Level 2 – No intent but injury

1st offense: 2 day out of school suspension

2nd offense: 3-5 day out of school suspension

3rd offense: 5+ days out of school suspension, Discipline Board Hearing and notification to Superintendent

* Note: When the offenses happen the student will be placed in ISD or out of school the rest of that day and for subsequent days thereafter.

A-2 Agitating a fight

1st Offense: 1-3 day suspension. Agitation may be verbal or physical.

2nd Offense: 3-5 day suspension; Disciplinary Board hearing

3rd Offense: 5+ day suspension; Disciplinary Board hearing; notice to Superintendent.

NOTE: Refusal to obey a staff member's request to stop or if a staff member needs to step in to stop the agitation, will result in a longer suspension or an additional suspension. In addition, this will result in a hearing with the Disciplinary Board.

A-3 Fighting /Battery

1. Fighting will result in suspension. A student's **first fight may result in up to a 5-day suspension** and possible arrest.

2. Any fight or disorder which necessitates a staff member to use physical force in order to restrain or control a student will result in an additional suspension, arrest, and a hearing with the Disciplinary Board or notice to Superintendent.

3. Refusal to obey a staff member's request to stop fighting will result in a longer suspension or an additional suspension. In addition, this will result in a hearing with the Disciplinary Board.

4. In all cases, a **second** physical fight will result in a 5- 10 day suspension and a hearing with the Disciplinary Board.

5. In all cases, a **third** penalty for fighting will result in a 10-day suspension and an immediate hearing with the Superintendent.

A-4 Group Disorder

1. Participation in a group disorder may result in a suspension, arrest and a hearing with the Disciplinary Board and/ or Superintendent.

2. Verbally or physically agitating before, during or after a group disorder or precipitating a group disorder may result in a hearing with the Disciplinary Board or Superintendent.

3. If a student is considered to be a part of a group, disciplinary action for that student will be based on the actions of that group.

A-5 Attempted Intimidation, Harassment, Threats

Harassment, attempted intimidation (either verbal or physical threats) to or about students or staff will result in a suspension. Appropriate law enforcement agency will be notified, and may result in a hearing with the Superintendent.

1st Offense: 2 day suspension.

2nd Offense: 3-4 day suspension, and a notice to Superintendent.

3rd Offense: 5+ day suspension and a hearing with the Superintendent.

A-5a Bullying

1st Offense: 2 days of detention.

2nd Offense: 1 day Saturday School

3rd Offense: 1 full day In-School Detention

4th Offense: 1+ days suspension.

* Note: When the offenses happen the student will be reviewing bullying articles and write reflections.

A-6 Sexual Harassment

It is the policy of the Board of Education that sexual harassment is defined as:

Sexual harassment of students is prohibited. An employee, district agent, or student engages in sexual harassment whenever he/she makes sexual advances, requests sexual favors, or engages in other verbal or physical conduct of a sexual or sex-based nature, imposed on the basis of sex, that:

1. *denies or limits the provision of education aid, benefits, services, or treatment; or that makes such conduct a condition of a student's academic status; or*
2. *has the purpose or effect of (a) substantially interfering with a student's educational environment; (b) creating an intimidating, hostile, or offensive educational environment; (c) depriving a student of education aid, benefits, services, or treatment; or (d) making submission to or rejection of such unwelcome conduct the basis for academic decisions affecting a student.*

The terms "intimidating", "hostile", and "offensive" include conduct which has the effect of humiliation, embarrassment, or discomfort. Examples of sexual harassment include touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, and spreading rumors related to a person's alleged sexual activities.

Students who believe they are victims of sexual harassment or have witnessed sexual harassment are encouraged to discuss the matter with the building principal, assistant principal, or nondiscrimination coordinator. Students may choose to report to a person of the student's same gender. Complaints will be kept confidential to the extent possible given the need to investigate. Students who make good faith complaints will not be disciplined.

An allegation that one student was sexually harassed by another student shall be referred to the building principal or assistant principal for appropriate action.

Students who are the victims of sexual harassment are encouraged to notify the School District through their Assistant Principal or Principal. Such a report is requested to be **made in writing** detailing the specifics and should be submitted within one school day.

Examples of sexual harassment may include such actions as: sex-oriented verbal "kidding", "teasing" or jokes; subtle pressure for sexual activity; physical contact such as patting, pinching or intentionally brushing against another's body; or demands for sexual favors.

Harassment, either verbal or physical, will not be tolerated. Such actions on the part of any person(s) will cause disciplinary action and may cause a hearing with the Superintendent.

Refer to School Board Policy 7.20.

- Note: Offenses are dealt with discretion of school staff and consequences are subject to change.

Verbal

1st Offense – A Verbal warning, but not limited to, and parent notification.

2nd Offense – 1 day In-School Detention.

3rd Offense- 1+ days suspension.

Physical

1st Offense – 2 days suspension.

2nd Offense – 3-5 suspension

3rd Offense – at least 5 or more days suspension, Disciplinary Board hearing and may cause notice to Superintendent.

Sexual Harassment (verbal) of a Staff Member by Students

1st Offense – 2+ day suspension

2nd Offense – 3 or more days suspension with a Disciplinary Board hearing and may cause notice to Superintendent.

Sexual Harassment (physical) of a Staff Member by Students

Physical Harassment will cause a Disciplinary Board hearing with possible recommendation for expulsion.

1st Offense- 5+ days suspension, with mandatory Disciplinary Board hearing.

2nd Offense- 10+ days suspension, with possible recommendation for expulsion by Discipline Board.

A-7 Threats and Injury to Staff Members

Physical or verbal threats to or about any staff member will result in suspension, referral to the appropriate law enforcement agency, and hearing with the Superintendent. This includes the making of threats toward family members and/or personal property. Any physical act against a school employee causing injury will result in suspension and may cause arrest and an Expulsion Hearing.

1st Offense: 5 day suspension, referral to law enforcement agency, immediate Disciplinary Board hearing and notice to the Superintendent.

2nd Offense: 10 day suspension and referral to notice to Superintendent for Expulsion Hearing.

A-8 Inflammatory or Derogatory Materials or Statements

Possession, distribution, or display of materials or clothing considered inflammatory or derogatory toward any race, religion, culture, or ethnic group may result in suspension, notice to appropriate law enforcement agency, and a disciplinary hearing. Verbal slurs, racial slurs, symbols, and acronyms of the same nature will result in the same disciplinary actions.

1st Offense: 1 day In-School detention for the rest of the day and the complete next day.

2nd Offense: 1 day suspension, and notice to law enforcement agency.

3rd Offense: 2-3 days suspension.

4th Offense: 4+ days suspension, with referral to Discipline Board hearing, and possible referral to Superintendent.

GROUP B: UNLAWFUL USE/ POSSESSION

B-1 Cigarettes / Tobacco

1. Students may not possess tobacco products and/or paraphernalia or use tobacco products while on or near school property or while in attendance at school sanctioned activities (on or off campus).

2. Penalty for use:

1st Offense: 2 days suspension and notice to the appropriate law enforcement agency.

2nd Offense: 3 days suspension and notice to the appropriate law enforcement agency.

3rd Offense: Up to 10 days suspension and will result in notice to Superintendent.

Notice to the appropriate law enforcement agency. (cont. next page)

3. Penalty for possession:
 - 1st Offense: 1 to 2 ISD/FS and notice to the appropriate law enforcement agency
 - 2nd Offense: 2 to 3 ISD/FS and notice to the appropriate law enforcement agency
 - 3rd Offense: 3 days suspension, parent conference, hearing with Disciplinary Board, notice to the appropriate law enforcement agency, and notice to Superintendent.
 - Additional offenses: 4 to 10 day suspension and notice to the appropriate law thereafter enforcement agency
4. These guidelines apply to tobacco/substance look-alike products and lighting materials.

B-2 Alcohol and Other Drugs - Controlled Substances

1. Being under the influence of, possessing, using, transferring or distributing any **controlled substance**, including marijuana, at school, on or near school property, or at any school sponsored activity is strictly prohibited. This same prohibition applies to counterfeit drugs and look-alike substances.

The Board of Education of Beach Park CCSD, District #3, affirms our support for a **no tolerance policy towards controlled substances**. Therefore, any student under the influence, possessing, using or transferring any controlled substance at school, on school grounds, or at a school activity will be referred to the Disciplinary Board and the Superintendent for a disciplinary hearing. It is our intention that our school be a "drug-free zone".

Evidence may include actions by the student and/or odor of the substance, which causes reasonable suspicion on the part of school personnel. Quantities greater than personal use will deem the student as being guilty of possessing the substance for the purpose of sale, transfer or distribution to others.

- 1st offense:** Will result in an out of school suspension of up to 10 days, referral to the Disciplinary Board, notice to Superintendent, and referral to the appropriate law enforcement agency. (During the suspension Disciplinary Board will discuss possible consequences including expulsion.)

* Possession of Drug Paraphernalia (Examples include, but are not limited to: papers, roach clips, syringes, etc.): Confiscation of the material and suspension up to 10 days.

This same prohibition applies to counterfeit drugs, look-alike substances and the misuse or abuse of prescription drugs, nonprescription drugs and inhalants.

2. Being under the influence of, possessing, using, transferring or distributing **alcohol** at school, on or near school property, or at any school sponsored activity is strictly prohibited. Evidence may include actions of the student and/or odor, which cause reasonable suspicion by school personnel.

- 1st Offense:** Will result in an out of school suspension of up to 10 days, hearing with the Disciplinary Board, referral to the appropriate law enforcement agency, and notice to Superintendent. (During the suspension Disciplinary Board will discuss possible consequences including expulsion.)

- 2nd offense (K-8):** Will result in an out of school suspension of up to 10 days, referral to the appropriate law enforcement agency, and **will** result in a hearing with the Superintendent. (Discipline Board will recommend expulsion.)

Any student who causes reasonable suspicion to exist that he/she is under the influence of alcohol, or some other drug, and if the student denies that he/she is under the influence, that student can prove innocence by having a drug test at a certified laboratory facility. Any cost incurred will be the responsibility of the student and his/her family.

3. **Self-referral-** The use of illegal drugs and the unlawful possession and use of alcohol is wrong, harmful and against the law. Assistance and information for drug/alcohol counseling and treatment may be obtained by self-reporting, contacting advisers, teachers, class counselors or administrators, Health Office or any BPMS staff member.

Students who self-report, thereby seeking assistance, will have disciplinary penalties held in abeyance as long as they commit and successfully participate in a school or community based student assistance program approved by school social worker, psychologist, and/or Director of Student Services.

105 ILCS 5/34-18.12 Inspection of Drugs

The Board of Education is empowered to authorize school officials to request the assistance of an appropriate law enforcement agency for the purpose of conducting reasonable searches of school grounds and lockers for illegal drugs.

GROUP C: DANGEROUS MATERIALS/ ITEMS

C-1 Weapons

Definition: A 'weapon' means possession, use, control, or transfer of any object which may be used to cause bodily harm, including, but not limited to, firearms, knives, guns, rifles, shotguns, brass knuckles, and billy clubs or "look-alikes" of these objects. Other items such as baseball bats, pipes, bottles, locks, sticks, pencils, pens, and scissors may be considered weapons if used or attempted to be used to cause bodily harm.

1. It is the sense of the administration that in the ordinary case any student who brings or is in possession of a firearm, other deadly weapon, or look-a-like weapon on to or about school premises will be subject to arrest and expulsion, absent extenuating circumstances. *
2. Use of any weapons, or any dangerous device which is interpreted to be a weapon (potential weapon) to threaten, to intimidate, or to attack another person will result in a suspension and hearing with the Discipline Board. The appropriate law enforcement agency will be notified.

C-2 Explosive Devices, Chemicals or Incendiary Devices

Possession or use of an explosive device, chemicals, or incendiary device will result in a 10-day suspension, mandatory parent conference, and a hearing with the Discipline Board. Examples not limited to: fireworks, smoke bomb, stink bomb, lighter, M-80, etc. The appropriate law enforcement agency will be notified and notice will be given to the Superintendent.

*According to IL code 105 ILCS 5/10-22.6: A student who is attending a school sponsored activity or event which bears a reasonable relationship to school shall be expelled for a period of not less than one year.

GROUP D: INSUBORDINATION

D-1 Insubordination-Disrespect

Definition: Insubordination is defined as the refusal to submit to the authority of school personnel in the exercise of their duties or responsibilities.

1. Students and/or a group of students who are insubordinate or disrespectful **toward a school employee** will be disciplined. Gross or chronic misbehavior of this type may result in a hearing with the Disciplinary Board and/or referral to the Superintendent.
2. Examples of insubordination or disrespect (it is understood that these are not the only examples):
 - a. Students are expected to identify themselves and others upon request. Students are to present a bona fide identification card (or other valid form of identification). Students are expected to surrender identification to a staff member upon request.
 - b. Students are expected to follow instructions as given by a school employee.
 - c. Students are expected to refrain from making objectionable or obscene statements or gestures to or about a school employee on or about school property: names, obscenities, etc.
 - d. Students are expected to leave a classroom or other area immediately when so instructed by a school employee and must report immediately to the administration.
 - e. Students are expected not to interfere with or prevent staff members from the performance of their responsibilities.
 - f. Students are expected not to act as "look-out" for students who are breaking school rules, or warning them when a staff member approaches.

1st Offense: Detention (teacher/team) and parent notification

2nd Offense: ISD (removal from classes for that day and the next), parent notification and parent conference with team

3rd Offense: FS, parent conference with Disciplinary Board (begin PST process)

4th Offense: suspension not less than three (3) days and Disciplinary Board hearing

5th Offense: 4+ day suspension and Disciplinary Board hearing

6th Offense and thereafter: To be determined by Disciplinary Board and administration

D-1a Profanity/ Classroom/Hallway

1st Offense: Detention

2nd Offense: FS

3rd Offense: ISD

D-1a 1 Argumentative/Profanity Toward Staff

1st Offense: ISD (removal from classes for that day and the next) and parent notification

2nd Offense: ISS

3rd Offense: 1 day suspension/OSS

4th Offense: graduated suspensions and Disciplinary Board hearing

D-1b Additional misconduct

Examples/Not limited to-Misconduct

1. Forgery of passes or parent/guardian signatures, fake telephone calls, cheating, plagiarism, and the like.
2. Racial slurs, objectionable images or clothing.
3. Any kind of gambling; all gambling paraphernalia will be confiscated.
4. Minor harm/damage to school property.

1st Offense = FS

2nd Offense = ISD

3rd Offense = 1 Day out of school suspension

4th Offense = Graduated out of school suspensions

D-1b-1 Lesser Additional misconduct

Examples/Not limited to –Misconduct:

1. Moving through the corridors, lobbies, etc, without a pass except during passing time.
2. Running in the hallways
3. Chewing gum
4. Use of any electronic devices except for teacher/administrative approval. If visible such devices can be confiscated.
5. Skateboards, Roller Blades, Heelies, May not be used on school property.
6. Backpacks, purses or any bags are not allowed to be carried from class to class.

1st Offense = Verbal correction, but may be referred to office

2nd Offense = 1 ASD-After school detention

3rd Offense = 2 ASD-After school detention

4th Offense = 2 ASD-After school detention

5th Offense = FS

6th Offense = ISD or ISS/OSS

D-1c Laboratory / Art / Consumer Science Classes

The safety of all students is of the utmost importance. Therefore, in all laboratory classes, safety rules will be announced and strictly enforced. In order to assure the safety of all students, those who violate safety rules or regulations will be removed from class temporarily or permanently.

1st Offense: ISD (removal from classes for that day and the next) and parent notification

2nd Offense: FS

3rd Offense: 1 day suspension

4th Offense: graduated suspensions and Disciplinary Board hearing

D-1d Cell Phones

Unauthorized use of a telephone/cell phone: All cell phones must be turned off and not visible upon entering the building. Cell phones will be placed in the students' locker. Cell phones are not to be carried from class to class or be in student pockets. Cell phones will be confiscated and turned into the office to be picked up the **next day** by the parent.

- 1st Offense: Confiscate phone, send phone to office to be picked up by a parent/ Guardian
- 2nd Offense: Confiscate phone, send phone to office to be picked up by a parent/ Guardian. ASD
- 3rd Offense: Confiscate phone, send phone to office to be picked up by a parent/ Guardian. FS
- 4th Offense: Confiscate phone, send phone to office to be picked up by a parent/ Guardian. ISD
- 5th Offense: ISS/OSS

D-2 Students who have been Excluded, Suspended or Expelled from School

1. Students who have been excluded, suspended or expelled are not allowed in the school building, on or about the grounds of the campus, or at any school activities on or off campus, during the time period designated or they will be subject to an additional suspension and/or arrested for trespassing or both.

D-3 Misconduct at School Activities

Any form of misconduct or unsportsmanlike behavior at school sanctioned activities, on or off campus, may result in exclusion from participation in and/or attendance at all athletic and extracurricular activities. Appropriate school disciplinary action will be taken.

D-4 Regulations and Policies for School Sponsored Dances, Social Events and Banquets

1. In order to purchase a ticket to the event and attend that event, the student **must have** a valid Beach Park Student ID card.
2. Participants choosing to ignore rules and regulations and/or who demonstrate inappropriate behavior will be asked to leave the event. Parents/guardian will be contacted and expected to pick up the student immediately.
- 2a. Consequences will follow the student handbook, in addition to exclusion to the next comparable school event.
3. Participants choosing to leave an event early for any reason will not be allowed to re-enter.

GROUP E: OTHER MAJOR DISCIPLINARY PROBLEMS

E-1 Theft - Vandalism - Damage to Property- Alteration of Educational Setting

1. Theft, attempted theft, or vandalism of school property or of personal property will result in suspension and a hearing with the Disciplinary Board.
2. Theft, vandalism, and accidental damage to school property require full restitution of the cost of repair or replacement.
3. Students who accidentally damage property are required to report the accident to the administration. Failure to report the accident may cause a suspension from school.
4. Full and complete restitution may be taken into consideration as total or as partial fulfillment of the penalty to be imposed.
5. Possession or sale of lost/stolen/personal property will result in suspension and a hearing with the Disciplinary Board.

- 1st Offence: 1 day suspension with Discipline hearing
- 2nd Offence: 3 or more days suspension and discipline hearing.

E-2 False Fire Alarms - Unauthorized Use of the Fire Safety Equipment

Students involved will be suspended and a Disciplinary Board hearing will follow.

E-3 Other Disciplinary Problems

Any other forms of disobedience and/or gross misconduct not specifically included in this policy or in the current Student-Parent Handbook will result in disciplinary action as determined by the Administration and/or the Disciplinary Board.

GROUP F: FIVE SUSPENSIONS/EXCESSIVE REFERRALS

These excessive occurrences will be referred to the Disciplinary Board for further actions.

- Mandatory parent/student attendance to hearing.
- Possible actions: referral to social worker, school psychologist, recommendation to Board to Education for possible expulsion

GROUP G: POLICY PROHIBITING GANGS AND GANG ACTIVITIES

The visibility of gang and gang-related activities in the school setting can cause a substantial disruption to the learning process and activities in any school. Gangs and gang-related activities are prohibited on school property and all school affiliated activities.

No student on school property or at any school activity: shall wear, possess, use, distribute, display and/or draw or sell any clothing, jewelry, emblem, badge, symbol, sign, head cover, coats (outdoor jackets/coats designed for outdoor temperatures) or other items which is evidence of membership or affiliation in any gang or flash gang signs.

No student shall become a member of or join, or promise to join, or become pledged to become a member of, solicit any other person to join, promise to join, or be pledged to become a member of any public school fraternity, sorority or secret society.

Penalties for Violation

- 1st offense: 1 day ISD or 1 day suspension; parent/guardian conference with administrator
 - 2nd offense: 1-5 day suspension; Disciplinary Board hearing
 - 3rd offense: 10 day suspension; Disciplinary Board hearing with referral to Superintendent
- Thereafter: Possible Disciplinary Board hearing for recommendation to Board of Education for expulsion

***In all cases, the appropriate law enforcement agency will be notified.**

GROUP H: SCHOOL ID POLICY

1. Students must always wear a current Beach Park Middle School ID card. IDs will be visible and worn above the midriff on the top layer of clothing.
2. The first ID card is free of charge.
3. Any student defacing their ID will be billed for replacement cost.
4. Students may not give their ID to any other person (unless requested by a staff member).
5. No student may be in possession of any other student's ID.
6. If an ID card is lost, a student must purchase a replacement at the school store (**cost is \$5**).
7. A temporary ID will be issued by homeroom teachers (if temporary ID is lost, the student is responsible for replacing it for the cost of \$5); temporary IDs **must be returned** at the end of the school day or **the student will be issued a detention**.
8. The lanyard used needs to be of breakaway material in order to insure student safety. (Lanyards can be purchased at the school store for \$3).
9. Students will be required to show IDs in order to use the library and to attend school sponsored activities (field trips, dances, sporting events, etc).

GROUP I: PUBLIC DISPLAYS OF AFFECTION (PDA)

Public displays of affection are not appropriate in school. This includes embracing, kissing, and body contact. Standards for acceptable behavior are the same as those for acceptable behavior at a place of work. Students who are unable or unwilling to accept this "time and place" concept of appropriate behavior will receive the following disciplinary action(s):

1st offense: Detention

2nd offense: FS and parent conference

Additional offenses: Suspension not less than three (3) days and referral to Disciplinary Board

GROUP J: DRESS, GROOMING AND CLEANLINESS

Dress, grooming, and cleanliness must meet reasonable standards of health, safety, modesty, decency, must be appropriate to the school setting, and must not be disturbing or disruptive to the educational atmosphere of the school. Examples of unacceptable dress include but are not limited to: clothing with alcohol, tobacco, drugs, gang, Satanism, cults, obscenities, sex or violence in its message or graphics. **Head covering will not be worn** and should be locked in your hall locker upon arrival to school. Students must be recognizable at all times. No head covering will be worn tilted or turned while on school grounds.

No chain wallet, studded clothing, dog collar chains, masks, hoods, or other forms of head-cover, hair picks or combs in the hair or sunglasses are allowed. Shoes must be worn at all times, no Hellie's (shoes with wheels). Halters, midriffs, transparent blouses without adequate undercover, blouses with spaghetti straps, extremely low cut trousers, gloves studded belts, wristlets, pajamas, slippers/house shoes, tank tops and muscle shirts are examples of inappropriate dress. Students who ignore this regulation will be sent home from school to change clothes or will be retained in the Assistant Principal's Office until the end of the school day.

From the armpit to mid-thigh: all skin and underwear must be covered by clothing and top must have a strap on each shoulder that is not less than **1" WIDE. No bare midriffs or cleavage.**

Layering is appropriate where the above restriction is followed.

Pants, trousers, shorts, skirts, etc. must cover the student's respective undergarments and tops must cover the student's respective undergarments. Shorts and skirts should extend below the finger tips when the arms are extended down. Pants/ trousers must be worn above the buttocks without the need to hand hold them in place.

Clothing that is so tightly fitted or sheer that it reveals undergarments is not permitted. This includes holes in clothing.

Tops that have the bottom hem not overlapping with pants, shirts, or shorts are not permitted. (**NO bare midriffs or undergarment showing**)

Consequences for violating this policy will be assessed at the time of violation and will include consideration of previous infractions.

1st offense: student must change clothes; parent notification

2nd offense: ISD for remainder of day and entire next day; parent notification

3rd offense: FS

4th offense: 1 day suspension; Disciplinary Board hearing

Thereafter: 2+ days of suspension; Disciplinary Board hearing

GROUP K: FORMS OF HEAD COVER

No student shall wear any mask, hood, scarf, bandana, sweatband, "do-rag" or hat, no hair pick or combs in the hair as a form of head covering. Hats will not be worn in the building. **Upon entering the building, students are to place head covering of any kind in their lockers.** This applies until the time students leave the building. In like manner, no hats or head coverings are to be worn at extracurricular activities in the building or gymnasium.

1st Offense: Confiscation and parent notification

2nd Offense: Confiscation and 1 day ISD

3rd Offense: Confiscation and 2 days ISD

4th Offense and thereafter: Suspension of 1 to 10 days

GROUP L: BUS REGULATIONS

1. State statute requires that bus transportation be provided if you live 1 1/2 or more miles from school. Currently all students may ride the bus. A copy of the bus schedule will be available upon the opening of school.
2. Only Beach Park students may ride the school bus. No other persons will be allowed on the bus.
3. **In all cases, our first concern is to maintain the safety of school bus transportation. The privilege of a student to ride the school bus must be placed second.** For student welfare and safety these rules must be followed:
 - a. Wearing of school IDs is encouraged.
 - b. Board bus in an orderly fashion.
 - c. No smoking on the bus.
 - d. Remain seated. No standing while the bus is in motion.
 - e. Emergency doors are not to be opened or "fooled with" except for emergencies.
 - f. Loud or rowdy behavior is not acceptable.
 - g. Language must be acceptable (cont. next page)

- h. No objects are to be thrown while on the bus
 - i. The bus driver is in charge. Your conduct **must** be acceptable to the bus driver. If not, actions **will be** taken in order to ensure the safety of all students on the bus.
4. **If these guidelines are not followed, or students fail to accept the driver's authority and follow instructions, the privilege to ride the bus will be suspended.**
 5. School rules and regulations are in effect for all bus students. Appropriate school consequences will be applied.
 6. Bus evacuation drills will be held yearly. All students are required to participate.
 7. An activity bus or busses will be available Monday through Friday. Check with school personnel for specific times and locations.

- 1st Offense: Not limited to Parent notification
- 2nd Offense: 5 Day Bus suspension
- 3rd Offense: 10 Day Bus Suspension
- 4th Offense: 15 Day Bus Suspension
- 5th Offense: Loss of Bus Privileges

GROUP M: CAFETERIA REGULATIONS

1. You may be in the cafeteria only during your scheduled lunch period.
 2. Your cafeteria supervisors are in charge. Your conduct must be acceptable to your cafeteria supervisors. **If not, appropriate action will be taken. This includes the right to assign the student to a specific table or seat.**
 3. No objects are to be thrown in the cafeteria. Do not move chairs or tables around. Do not move from one table to another.
 4. Food and drinks **must not** be taken from the cafeteria; **NO open bottles** will be allowed into the cafeteria or carried back to classrooms.
 5. You are to remain in the cafeteria until the bell rings for dismissal.
 6. Tardy to Lunch
- 1st and 2nd Offense: ASD
 - 3rd and 4th Offense: 2 ASD
 - 5th Offense: FS
 - 6th Offense: ISD
 - 7th Offense: ISS/OSS
 - 8th Offense: 1+ day Progressive OSS

ADDENDUM

During the course of the school year it may become necessary to change or add to these guidelines. When this takes place the student body will be notified.

It is understood that the Disciplinary Board and/or Administration has the discretion to use alternative discipline strategies for students who fail to develop the self-discipline necessary to follow the traditional attendance and discipline policies.



Beach Park Middle School
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Recognition of Discipline Policy

Dear Parent/Guardian,

Please review the discipline policy and procedures for Beach Park Middle School. This discipline policy has been designed to ensure a learning environment that supports academics and safety for all students.

After discussing the policy and procedures with your child, please sign, date and have your child return **only this sheet** to his/her homeroom teacher by _____.

This is your copy of the policy and procedures that can be used for further reference.

Parent Name _____ **Date** _____
(Please Print)

Parent Signature _____

Student Name _____

(Please Print)

Student Signature _____

Return to your child's homeroom teacher.