



Set the Tone:

You set the tone in your classroom by being organized from day one. Scholars respect adults whom they can Trust.

- Set Rules
- Give scholars classroom responsibilities
- Give the scholars ownership

Be Cheerful:

Scholars need to feel the teacher is confident, competent and can solve everyday problems. A pleasant demeanor and the ability to admit to mistakes when wrong will go a long way towards establishing a positive rapport with your scholars.

Be Helpful:

Scholars expect teachers to show concern about their progress in school. Show interest and concern about student needs and offer individual help.

Be Fair:

Scholars recognize when a situation is fair or unfair. They will admire the teacher who is fair in enforcing rewards and consequences.

Be Challenging:

Teachers should provide challenges and help scholars set ambitious goals.

Be Firm:

Scholars expect their teachers to specify and enforce rules as per the Code of Discipline. Teachers should be the role models that scholars use to identify behavioral standards.

Special Recognition

Scholars, who follow the rules and accept the Code of Discipline as a way of life, must not be ignored. It is important to recognize and honor these scholars who set goals, work hard and accomplish their tasks. They are role models and they lead their peers “by example”. Award scholars with privileges such as:

- **Certificates of Achievement**
- **Student of the Week Certificates**
- **Student of the Month Certificates**
- **Create exciting activities as rewards**
- **Notify parents regarding outstanding behavior**
- **Organize special teams for positive growth**

CODE OF DISCIPLINE

“A discipline code for student behavior setting forth prohibited student conduct and the range of penalties which may be imposed for violation of such code, which shall be publicized and explained to all scholars and provided in writing to all parents on an annual basis.”

The range of penalties which may be imposed, must be viewed in terms of the individual needs of scholars. Behavior that endangers the health or well-being of any member of our school cannot be ignored but must be addressed as part of the S.A.V.E. legislation.

Listed below are the range of penalties or actions that may be used in response to Violation of the Code of Behavior for MS 8. The application of these penalties/actions will be determined by severity and frequency and will be closely aligned with S.A.V.E. In addition, a student's age, maturity and handicapping condition will always be considered when deciding the appropriate level of response by the school.

The purpose of this code of discipline is to accomplish the following:

To provide a safe and supportive school environment which is conducive to teaching and learning.

A key element in establishing discipline in a school is to make sure that staff, scholars and parents understand the school's code of behavior and rules related to academic achievement.

Minimum Action

1. Conference
Student/Teacher

2. Conference by school staff
Dean, counselor or social worker
Home contact (Letter/Phone)

3. Parental conference
Conference with principal or designee

4. In-house suspension
Referred to PPT team for review

5. Principal suspension
Superintendent suspension

Maximum Action

Intervention and conference with dean or
Counselor/social worker.
Home contact (Letter/Phone)

Parental conference
Teacher conference with principal
or designee

In-house school suspension
Referred to PPT team for review

Principal suspension
Superintendent Suspension

Transfer to another school
Police notification or arrest

BEHAVIORS AND LEVELS OF RESPONSE

1. Disruption of education process of others

Response 1, 2, 3

2. Recklessness, which could result in RISK OR INJURY to another student or staff member.

Response 1, 2, 3

3. Not being in an assigned place

Response 1, 2, 3

4. Cutting class

Response 1, 2, 3, Parent must be notified (Letter or Phone)

5. Leaving school without permission

Response 1, 2, 3, 4, Parent and Police must be notified

6. Being late for school and classes

Response 1, 2, 3, Parent must be notified (Letter or Phone)

7. Bringing equipment or material that does not belong in school

Response 1, 2, 3

8. Wearing clothes that are unsafe, inappropriate or disruptive

Response 1, 2, 3

9. Playing with matches, lighter or smoking cigarettes

Response 1, 2, 3, 4, Administration, School Safety and Parent must be notified

10. Profanity, obscene language and gestures

Response 1, 2, 3, 4

11. Sexual Harassment

Response 2, 3, 4, Administration must be notified

12. Defying the lawful authority of the school (repeatedly)

Response 1, 2, 3, 4, 5, Parent must be notified

13. Vandalism or intentional damage to school or personal (student/staff) property

Response 1, 2, 3, 4, 5, Administration and Parent must be notified

14. Bringing unauthorized visitors to school

Response 3, 4, 5, Administration and School Safety must be notified

15. Engaging in or causing violent conduct, physical contact, physical confrontation that results in an injury

Response 3, 4, 5, Administration must be notified

16. In possession of controlled substance- drugs or alcohol

Response 5. Administration must be notified

17. Activating a false fire alarm, bomb threat or disaster alarm

Response 5, Administration and School Safety must be notified

18. Using intimidation, coercion, force or extortion

Response 4, 5, Administration must be notified

19. Assault or sex violation

Response 4, 5, Administration and School Safety must be notified

20. Engaging in theft/or arson

Response 4, 5, Administration and School Safety must be notified

21. Engaging in or causing a riot

Response 5, Administration must be notified

22. Possession of a weapon

Response 5, Administration and School Safety must be notified

STUDENT RULES AND REGULATIONS

1. School begins at 8:00 a.m. Scholars entering the school after 8:15 a.m. will be considered late and will be required to fill out a late for. Late scholars will be required to serve detention after school. Parents will be notified. **If scholars cut class or arrive late to class without a valid excuse, they will serve detention. Those names of chronic scholars must sent to the dean and the attendance team.**

2. **Prohibited items are:**

matches	Yu-gi-oh cards	hand-held games	IPads
cell phones	lighter	sunflower seeds	bottles/cans soda
permanent markers	cigarettes	candy	IPods

These items will be confiscated and not returned:

Hats, du-rags, tank tops, muscle shirts and inappropriate short shirts or short skirts may not be worn in school. Scholars must dress according to the specific dress code.

3. The Department of Education has lifted the ban on cell phones in schools. Our school's policy remains the same: Cell phones and electronic devices will be confiscated by school staff if visible. Teachers may confiscate such items and call a dean or administrator if assistance is necessary. The school will not be held responsible for lost or stolen cell phones and other electronic devices. These items will only be returned to parents, on Thursdays between the hours of 3:00 p.m. and 4:00 p.m. (see New Cell Phone/Electronic Devices Policy)
4. Scholars are not permitted in the halls or anywhere else in the school without a pass or specific class assignment..
5. Any controlled substance (drugs) or weapon of any kind warrants an immediate suspension and police will be notified. Gang colors, beads, or any other gang related paraphernalia will not be allowed in school.

6. **IF A STUDENT IS CAUGHT PULLING THE FIRE ALARM BOX, OR SPRAYING THE FIRE EXTINGUISHER, HE/SHE WILL BE SUSPENDED AND THE POLICE WILL BE CALLED. VIOLATORS COULD FACE MISDEMEANOR CHARGES.**

7. **There is zero tolerance for the following infractions:**

- Bullying (including cyber bullying)
- FACEBOOK
- violent behavior
- disrespect
- sexual harassment toward any student or staff member
- throwing of food and/or objects
- fighting in school
- graffiti, tagging or destruction of school property

If involved in this type of negative behavior, scholars will face serious consequences and the police may be contacted.

8. If a student leaves the school without permission, he/she must return with a parent or legal guardian the next day. Parents and the police will be notified.

9. ALL CRIMES will be reported to the police.

10. Scholars must be respectful to all scholars and staff and follow ALL staff directives.