

# **Behavior Management Discipline Plan**

## **For St. Dennis School**

### **Overview**

The discipline rubric and code of conduct has been constructed for all stakeholders to work together to review and understand St. Dennis School's goals for responsibility and behavior. The principal, counselor, teachers, students, and parents all share the responsibility for administering and caring out this plan. In order for every student to have the opportunity to reach his or her highest potential, these expectations have been set:

You, as a student at St. Dennis School, will be expected to

- Take pride in yourself, your work, your school, and your community.
- Respect the staff, fellow students, and visitors.
- Respect individual and school property.
- Obey requests by any adult in the school.
- Take responsibility for your own actions.
- Attend school faithfully, complete his or her assignments on time, and work to his or her highest potential.
- Come to school and class on time, with proper materials ready to do the best work you can do.
- Behave in a manner that does not disrupt classroom learning or the operation of the school.
- Provide an atmosphere free of harassment and aggressive behavior.

One of the goals of education is self-discipline. Parents, teachers, and administrators work with you to establish guidelines for acceptable behavior. You are required to know what is expected of you and the responsibility you share with your parents to maintain a positive education. When inappropriate behavior disrupts the learning and school environment, the teachers and principal will take appropriate action.

### **St. Dennis School's Discipline Goals**

- To help students develop self-respect.
- To help students develop respect for others and their property.
- To help students see the need for self-discipline.
- To guide students toward choices that lead to improved behavior(s).

## **Discipline Actions**

Some students make choices that require the use of the discipline rubric. When the rubric is used, consequences such as detention or suspension may result.

### **Detention**

Detention requires a student to report to and remain at the place designated by a teacher or principal. Students will be under supervision at all times during detention. Detentions may be assigned before school or after school. The letter will state the date of the detention and the reason. The administrator and/or the detention supervisor can make the detention a working detention or a classroom detention where the missed homework and assignments are completed. If a student is assigned more than one detention on the same day, at the same time, one of them must be served the next available date. It is the student's responsibility to coordinate this with the teachers or principal. Students who are absent or tardy to detention or otherwise disruptive may be subject to further disciplinary action.

### **School Detention**

Students can serve detentions before or after school. Detentions will be held on Tuesdays, Wednesdays, and Thursdays from 7:30am -7:50am or 3:20pm – 4:05pm in a designated location. If there is an off day, then detention will be held on the next available school day. Students and parents will be notified of after-school detention by the principal or teacher. Detentions are 20 minutes in length or 45 minutes in length depending on occurrence and behavior category.

### **Suspension**

Suspensions come from the principal. Students and parents will be notified of the reason for the student's suspension. Within one school day of the assigned suspension, teachers will have prepared assignments and placed them in the administration office for pick-up by parents. Assignments will be graded as though the student was in class. Tests, quizzes, and exams given during the suspension must be made up within three days of the student's return from suspension. While on suspension, students may not participate in any school activity. While serving an out of school suspension, students cannot be on campus for any activities. This includes any weekend activity such as sports events, dances, etc. Your parents will be provided written notification of your suspension and the reason(s). Also, a conference with your parents may take place before and/or after the suspension.

## **Specific Prohibited Behaviors**

The school expects you to know and follow laws and rules that you apply at home and in the community. The handbook does not include all expected and prohibited behaviors, but rather focuses on school-specific standards.

### **Classroom Misconduct**

Each teacher/team will establish classroom rules and enforcement procedures. Students have a responsibility to be appropriate active participants in the learning process.

### **Hallway or Common Area Misconduct**

Students are to conduct themselves in an orderly manner when passing between classes. Students will go directly to classes. Make every effort to use the restroom facilities during the passing period between classes or at lunch. Individual teachers establish policies for allowing students to leave their classroom during class time.

### **Cafeteria Misconduct**

During lunch you are expected to:

- Follow the lunch line order
- Talk at a normal conversation level
- Stay seated unless putting away your tray and trash or exiting to the play area
  
- Deposit all trash in appropriate containers
- Return trays and silverware to appropriate place

During lunch you are NOT supposed to:

- Run, chase or engage in physically unsafe activity
- Leave the cafeteria before the bell rings to go to your locker

### **Public Displays of Affection**

You are not allowed to kiss or embrace on campus at any time.

### **Bullying and Teasing**

Any actions or behaviors that result in bullying or teasing will not be tolerated and will be dealt with according to the discipline rubric.

## **Physically Dangerous Behavior**

Running, wrestling, throwing objects, pushing, shoving, inappropriate touching, and horseplay on school grounds are not acceptable behaviors. Punching and/or pinching another student as a part of their birthday "celebration" are inappropriate. Students physically intimidating classmates in this manner will be disciplined.

## **Harassment**

If a student feels uncomfortable with the actions of another student, he or she should first tell the other that the actions are not appropriate. If the behavior continues, the student must report the harassment to an adult employee or authorized volunteer at the school.

## **Food, Drink and Gum Rules**

You may carry drink containers and wrapped or sealed food in the hallways when you are transporting it to a locker or to the cafeteria for lunch. As a general rule, food, drinks (with the exception of a clear water bottle) and gum are not allowed in classrooms unless the teacher makes specific exceptions.

## **Improper Computer Use**

The "Computer Technology Acceptable Use Agreement" signed by you and your sponsor must be on file at St. Dennis before you may use a school computer or iPad. Unauthorized access to a computer, unauthorized copying to or from a computer, entry into non-authorized website (such as chat or game sites), and any actions that interfere with an authorized users access are each serious offenses that will call for the student's actions to be evaluated by the school administration.

## **You Need a License to Run a Tattoo Shop**

We appreciate your love for art but would like to reserve the use of that talent for art class. Marking with pen, pencil, marker, etc. on your body, clothes, or another student is not allowed.

## **Loose Language**

Swearing, cursing, and use of bad language are inappropriate and totally unacceptable! This also includes saying unkind or mean things about or to others. Behavioral discipline notices will be sent home for repeat offenders.

## **iPads Charged and Ready**

iPads must come to school and charged. We are asking that iPads come to school with a charge around 70% or greater. Classrooms will have charging stations or areas in the room to charge iPads. However, if students consistently forget or have "dead" iPads consequence and discipline will take place.

## Prohibited Student Behavior

Any specific misbehavior not included in the below list of Prohibited Behaviors will be categorized by the principal as the incidents occur.

### Inappropriate and Disruptive Behavior Categories, Response, and Consequence Guideline

<b>"A" Category Behaviors</b>				
These behaviors are initially handled by individual teachers or staff, and warrant discipline after repeated incidents or if initial incidents are severe. <i>Examples: disruptive behavior in classroom, leaving class without permission, throwing materials</i>				
<b>"A" Category Response and Intervention</b>				
Remind and Redirect	Take a Break	Teach and Model Correct Behaviors	Create a Behavior Contract	Verbal Warning Parent Notified Detention
<b>"A" Category Consequence Guideline</b>				
<b>1<sup>st</sup> Offense</b> Verbal Warning Teach and Model Behavior	<b>2<sup>nd</sup> Offense</b> Verbal Warning Parent Notified Teach and Model Behavior Principal Notified	<b>3<sup>rd</sup> Offense</b> Parent Notified Create Behavior Contract <i>20 Minute Detention</i>	<b>4<sup>th</sup> Offense</b> Parent Notified Behavior Contract Reviewed <i>45 Minute Detention</i>	<b>5<sup>th</sup> + Offense</b> In School Suspension

<b>"B" Category Behaviors</b>				
Teachers and principal handle these behaviors. <i>Examples: Unsafe behavior, language, Disrespect, Property Damage, Cheating</i>				
<b>"B" Category Response and Intervention</b>				
Take a Break Out	Teach and Model Correct Behaviors	Mentoring with School Counselor	Create a Behavior Support Plan	Parent Notified Principal Notified Detention
<b>"B" Category Consequence Guideline</b>				
<b>1<sup>st</sup> Offense</b> Teach and Model Behavior Meeting with Principal Parent Notified	<b>2<sup>nd</sup> Offense</b> Parent/Teacher/Principal Meeting <i>20 Minute Detention</i>	<b>3<sup>rd</sup> Offense</b> Sent to Principal's Office Mentoring With School Counselor Parent Notified <i>45 Minute Detention</i>	<b>4<sup>th</sup> Offense</b> In School Suspension	<b>5<sup>th</sup> + Offense</b> 3 Day in School Suspension

<b>"C" Category Behaviors</b>				
These behaviors are considered severe and warrant immediate full detention or suspension. <i>Examples: Extortion, Fighting, Theft, Vandalism, Computer Abuse, Extreme Disrespect</i>				
<b>"C" Category Response, Intervention, and Consequence</b>				
Student is automatically sent to principal's office and parents are called for meeting. The principal will determine the intervention taking place and the consequence of full detention or suspension length.				

<b>Inappropriate or Disruptive Behavior</b>	<b>"A"</b>	<b>"B"</b>	<b>"C"</b>
<i>Bullying/Harassment</i> – Engaging in an act of bully, when such behavior is motivated and continuous.		X	X
<i>Cheating</i> – Each teacher has his or her own policy on cheating.	X		
<i>Disruptive and Uncooperative Behaviors</i>			
Refusing to cooperate with school rules or with instruction of school staff or volunteers, including being dishonest.	X	X	
Behavior that disrupts instruction and the learning of other students in the classroom.	X		
Volatile Acts – Disorderly, violent, or threatening conduct of a serious nature that significantly disrupts school, a school-sponsored activity, or a school- supervised activity held off school premises.			X
Intentionally throwing or releasing an object (including a snowball) that has the potential (or makes contact with any person) to cause a disturbance, injury or property damage, when the act of throwing or releasing the object is not part of a supervised activity.	X	X	
Leaving class without permission.	X		
Any misconduct not otherwise addressed within this Plan that requires Intervention by support staff and/or administrative discipline.	X	X	
Any serious misconduct not otherwise addressed within this Plan that directly or indirectly jeopardizes the health, safety or property of a school, the school district, school personnel, other students, one’s self, or other individuals who are present or acting within the school’s jurisdiction.			X
<i>Failure to respect materials, property of others</i>			
Property damage where the total value of the property affected is no more than \$20.		X	
Stealing the money or property of another that is valued at no more than \$20.		X	X

Property damage where the total value of the property affected is more than \$20 (including damage to cellular phones and other electronic devices)			X
Stealing the money or property of another that is valued at more than \$20 (including stealing credit cards/debit cards and cellular phones and other electronic devices).			X
<i>Inappropriate Clothing - Dress Code Violations</i>	X		
<i>Inappropriate Language and/or Expression</i>			
Swearing, cursing, or making obscene gestures or Verbal, written and non-verbal threats toward another person where there is no reasonable apprehension of bodily harm.	X	X	
Swearing, cursing or making obscene gestures, or written or verbal put downs directed toward another person.		X	
Serious threats toward another person.			X
<i>Inappropriate Physical Contact</i>			
Horseplay or goofing around for fun. No attention to hurt or cause harm.	X		
Hitting, slapping, pushing, tripping, shoving, kicking, spitting or any other inappropriate physical act of aggression by one student directed at another student or staff member.			X
<i>Public Display of Affection</i>	X		
<i>Inappropriate Use of Technology - See Policy Guide</i>	X	X	X
<i>Recording/Images of Another Person - Making, transmitting or distributing any recording that has not been approved by or authorized by the school of the voice or image of any other student, staff</i>	X	X	



member or other person in any non-emergency situation and without the consent of the person(s) so recorded.			
<i>Use of Unauthorized Items</i> - Use of any non-educationally required device, electronic or otherwise, that detracts from and/or disrupts learning of oneself, or others, is prohibited. 1 <sup>st</sup> offense taken away, 2 <sup>nd</sup> parent pickup, 3 <sup>rd</sup> principal parent meeting to discuss consequence.	X	X	
<i>Drawing on Self or Others</i> - See above guidelines.	X		
<i>iPads Charged</i> - See above guidelines.	X		

The categories in the Behavior Rubric are cumulative - meaning that a second offense in a category, even if it is of a different type from the first, counts as a second offense (i.e. one disruptive in class in addition to one dress code violation would result in parent notification and detention)

## Contract

The success of the Behavior Management Discipline Plan for St. Dennis School depends on the support of each member of the school community. Working together, faculty and staff, parents, and students can promote academic achievement and good character, and ensure the success of students at the school and throughout life. On behalf of the administration, management, faculty, and staff of St. Dennis School, I pledge to fulfill the responsibilities and uphold the expectations outlined in the Behavior Management Discipline Plan.

*St. Dennis School* is dedicated to ensuring that communication between the school and parents is continual, on-going, and uniform.

*Matt Beisser*

Principal, St. Dennis School

Your signature in the appropriate spaces below will indicate your commitment to helping fulfill the school's primary mission—rigorous academic learning.

*As the parent of \_\_\_\_\_, I pledge:*

- to maintain high expectations for my child and the school
- to demonstrate consistent interest in my child's progress at school
- to support my child's best efforts
  
- to support and work with school staff to promote my child's learning

Parent Signature & Date: \_\_\_\_\_

*As a student at St. Dennis School, I pledge:*

- to be respectful to myself and others
- to attend school faithfully, complete my assignments on time, and work to my highest potential.
- to behave in a manner that does not disrupt classroom learning or the operation of the school.
- to obey requests by any authorized adult in the school.
- to refrain from aggressive or threatening behavior towards fellow students, teachers, and staff.
  
- to refrain from the possession or use of any weapons, illegal drugs, alcohol, or tobacco.

Student Signature & Date: \_\_\_\_\_

*I have read the Behavior Management Discipline Plan for St. Dennis School and support the rules and expectations outlined herein.*

Parent Signature & Date: \_\_\_\_\_

Student Signature & Date: \_\_\_\_\_

\*\*\*\*\*Please return the signed contract to your homeroom teacher\*\*\*\*\*