

**STUDENT CODE OF CONDUCT Grades K-4**

To aid you in understanding our disciplinary policy, we are listing types of violations and penalties for those violations. This list is not all-inclusive, but it is meant to serve as a guide. Students are expected to comply with all rules and regulations in the Standards of Conduct.

**Level I Violations**

Misbehavior which impedes the educational process and orderly classroom procedures or interferes with the orderly operation of the school. The following list includes, but is not limited to, examples of what constitutes Level I Violations:

Violation	Penalty
Failure to dress properly	See guidelines <ul style="list-style-type: none"> <li>• Reprimand</li> <li>• Loss of Recess</li> <li>• Retraining/Apology Letter</li> <li>• Parent/Guardian Notification by Staff Member</li> <li>• Lunch Detention</li> <li>• Detention 1 – 3 hours</li> <li>• (See guidelines for some of the offenses and potential loss of bus riding privileges)</li> </ul>
Failure to submit homework	
Late to class or school	
Misuse of school permits/passes	
Violation of lavatory regulations	
Violation of cafeteria procedures/guidelines	
Class Disruption	
Public display of affection	See guidelines <ul style="list-style-type: none"> <li>• Reprimand</li> <li>• Loss of Recess</li> <li>• Retraining/Apology Letter</li> <li>• Parent/Guardian Notification by Staff Member</li> <li>• Lunch Detention</li> <li>• Detention 1 – 3 hours</li> </ul>
Possession of electronic devices	
Not Cooperating with or disrespectful to School Personnel	
Non co-operation/lack of effort during testing	All of the above including loss of riding privileges
Bus Violations (Level I)	

**Level II Violations**

Misbehavior whose frequency or seriousness tends to disrupt the learning climate of the school, or impacts adversely on the school operation or public image. The following list includes, but is not limited to, examples of what constitutes Level II Violations:

Violation	Penalty
Cumulative violations of Level I	<ul style="list-style-type: none"> <li>• Loss of Recess</li> <li>• Parent/Guardian Notification by Administration</li> <li>• Lunch Detention</li> <li>• Restitution</li> <li>• Detention 1 – 3 hours</li> <li>• In School or Out of School Suspension 1 – 10 days</li> <li>• Loss of End of Marking Period Celebration</li> </ul>
Willful disregard of school policy	
Willful profanity (written or verbal)	
Violation of Acceptable Use of Internet Policy	
Cheating	See guidelines <ul style="list-style-type: none"> <li>• Loss of Recess</li> <li>• Parent/Guardian Notification by Administration</li> <li>• Lunch Detention</li> <li>• Restitution</li> <li>• Detention 1 – 3 hours</li> </ul>
Forgery (note, pass, etc.)	
Lying	
Truancy	
Leaving building/grounds	
Leaving class without permission	

Cutting class	<ul style="list-style-type: none"> <li>In School or Out of School Suspension 1 – 10 days</li> <li>Loss of End of Marking Period Celebration</li> </ul>	
Defacing/Damaging school property (not rising to institutional vandalism)		
Throwing food in cafeteria		
Safety violation (no injury)		
Neglect or refusal to serve detention		
Violations by student drivers/Parking	See guidelines- Not applicable to ES and MS	
Bus Violations (Level II)	All of the above including loss of riding privileges	
<b>Level III Violations</b>		
Acts directed against persons or property whose consequences endanger the health or safety of others in the school. The following list includes, but is not limited to, examples of what constitutes Level III Violations:		
Violation	Penalty	
Cumulative violations of Level II	<ul style="list-style-type: none"> <li>Loss of Recess</li> <li>Parent/Guardian Notification by Administration</li> <li>Lunch Detention</li> <li>Restitution</li> <li>Apology to Victim</li> <li>Detention 1 – 3 hours</li> <li>In School or Out of School Suspension 1 – 10 days</li> <li>May require referral to law enforcement and/or counseling</li> <li>Loss of End of Marking Period Celebration</li> </ul>	
Physical Bullying-Type Behaviors (hitting, kicking, spitting, pushing, taking/extorting and/or damaging personal belongings, invasion of one’s personal space in an aggressive manner, sexual acts)		
Verbal/Written Bullying-Type Behavior (taunting, malicious teasing, name-calling, making threats, sexual remarks)		
Emotional Bullying-Type Behavior (spreading rumors, manipulating social relationships or environment, engaging in social exclusion, ridiculing, intimidating)		
Harassing Behaviors- general unwelcome conduct such as graphic, written, electronic, verbal or nonverbal acts.		
Discriminatory Harassing Behaviors- unwelcome conduct such as graphic, written, electronic, verbal or nonverbal acts which relates to an individual’s or group’s race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy or handicap/disability		
Sexual Harassing Behaviors- unwelcome sexual advances; requests for sexual favors; and other inappropriate verbal, nonverbal, written, graphic or physical conduct		
Failure to respond to bullying: Passive Bystander		
Failure to respond to bullying: Active Bystander		
Pushing/shoving fight)		
Theft	<ul style="list-style-type: none"> <li>Loss of Recess</li> <li>Parent/Guardian Notification by Administration</li> <li>Lunch Detention</li> <li>Restitution</li> <li>Apology to Victim</li> <li>Detention 1 – 3 hours</li> <li>In School or Out of School Suspension 1 – 10 days</li> <li>May require referral to law enforcement and/or counseling</li> <li>Loss of End of Marking Period Celebration</li> </ul>	
Strong abusive language to school personnel and other adults		
Strong abusive language directed toward other students		
Making Threats		
Insubordination/insolent		
Bus Violations (Level III)		Loss of riding privileges and/or Suspension (1-5 days)

<b>Level IV Violations</b>	
Acts which result in violence to another person or property, or which pose a direct threat to the safety of others in the school. The following list includes, but is not limited to, examples of what constitutes Level IV Violations:	
<b>Violation</b>	<b>Penalty</b>
Cumulative Violations of Level III	<ul style="list-style-type: none"> <li>• Parent/Guardian Notification by Administration</li> <li>• Lunch Detention</li> <li>• Restitution</li> <li>• Apology to Victim</li> <li>• Detention 1 – 3 hours</li> <li>• In School or Out of School Suspension 1 – 10 days</li> <li>• May require referral to law enforcement and/or counseling</li> <li>• Loss of End of Marking Period Celebration</li> </ul>
Continued Harassment- General, Discriminatory and Sexual	
Bullying	(see guidelines)
Fighting	<ul style="list-style-type: none"> <li>• Parent/Guardian Notification by Administration</li> <li>• Lunch Detention</li> <li>• Restitution</li> <li>• Apology to Victim</li> <li>• Detention 1 – 3 hours</li> <li>• In School or Out of School Suspension 1 – 10 days</li> <li>• May require referral to law enforcement and/or counseling</li> <li>• Expulsion</li> <li>• Loss of End of Marking Period Celebration</li> </ul>
Assault against another student	
Indecent exposure	
Assault and/or battery of staff member	
Safety violation with injury	
Institutional Vandalism	
Inciting riot, demonstrations, sit-down or other similar activity	
False alarm	
Possession of and/or use of tobacco/nicotine products	
Use, possession or under the influence of drugs or alcohol	
Selling drugs or alcohol	
Bomb scare	
<i>Weapons- the term shall include but not be limited to any knife, cutting instrument, cutting tool, nunchaku, firearm, shotgun, rifle, replica of a weapon, and any other tool, instrument or implement capable of inflicting serious bodily injury.</i>	
Bus Violations (Level IV)	Loss of riding privileges and/or Suspension (1-5 days)