

MIDDLE SCHOOL STUDENT CODE OF CONDUCT

Introduction

Although the student code of conduct contains a listing of infractions, it is clearly intended not to be all-inclusive, since no list can be. It is also intended that the administration and/or the Board of Education have the power to administer discipline for any other offense which is in violation of what is deemed accepted standards of conduct for students in the Washington Township School District. The student code of conduct will be applied equitably without regard to race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability or by any other distinguishing characteristic.

School is a place where students not only learn about the rights and responsibilities of citizenship, but also gain valuable experience in appropriately exercising them. It is important to strike a balance between rights and responsibilities to contribute to the maintenance of a school environment, which is conducive to learning.

This code of conduct has been prepared to specify:

1. Acceptable behavior and unacceptable behavior;
2. Procedures to determine violations of rules; and
3. Consequences for such violations.

The school acts "in loco parentis," that is, in the place of the parent with respect to the supervision of a student's education and conduct while he/she is in school. This authority, and this code of conduct, extends to school sponsored functions at whatever location they are conducted.

Each student is guaranteed the right:

1. To be heard;
2. To have fair and consistent rules; and
3. To due process procedures.

These student rights are accompanied by student responsibilities:

1. To attend school and classes regularly;
2. To respect school property; and
3. To refrain from conduct that disrupts or threatens to disrupt the learning of other students.

The code of conduct has been developed to address the responsibilities of students to attend school and to attend classes, making fully clear the possible immediate benefits and/or long-term consequences of excessive absences, truancy, class cuts, and tardiness.

The administration, through the Superintendent or his/her designee, and/or the Board of Education, reserves the right to follow different courses of action other than those listed. These courses of action may include a review and/or hearing by the Board of Education with consideration for additional disciplinary sanctions, including without limitations, alternative educational placement, expulsion, and/or other discipline as appropriate under relevant law and regulation.

In addition to or in lieu of any other disciplinary action taken, the administration reserves the right to have a Child Study Team evaluation conducted.

Washington Township Middle School Student Code of Conduct

Infraction	Occurrence					
I. Class Contact Time						
A. Lateness to class without a valid pass (per marking period) of less than two minutes. Automatic teacher detention if a student is late 2 to 5 minutes. Any lateness to class of more than 5 minutes will be considered a class cut.	<u>1st Occurrence</u> ▪ Teacher Warning	<u>2nd Occurrence</u> ▪ Teacher Warning	<u>3rd Occurrence</u> ▪ Parent Contact ▪ Teacher Detention	<u>4th Occurrence</u> ▪ Parent Contact ▪ 1 Admin. Detention	<u>5th Occurrence</u> ▪ Parent Contact ▪ 1 Admin. Detention	<u>6th Occurrence</u> ▪ 1 Saturday School
B. Lateness to school (per marking period)	<u>1st Occurrence</u> ▪ Warning	<u>2nd Occurrence</u> ▪ Warning	<u>3rd, 4th, and 5th Occurrences</u> ▪ 1 Admin. Detention		<u>6th Occurrence</u> ▪ Parent Contact ▪ 1 Saturday School	<u>7th Occurrence</u> ▪ Parent Contact ▪ 1 Saturday Suspension
C. Truancy A student who is absent due to truancy or cutting class will not be given the opportunity to makeup missing assignments, quizzes or tests.	<u>1st Occurrence</u> ▪ Parent Contact ▪ 1 Saturday School	<u>2nd Occurrence</u> ▪ Parent Contact ▪ 1 Saturday School	<u>3rd Occurrence</u> ▪ Parent Contact ▪ 2 Saturday Schools	<u>4th Occurrence</u> ▪ Parent Conference ▪ Internal Suspension beginning with 3 days	<u>5th Occurrence</u> ▪ Parent Conference ▪ 5 Days Internal Suspension	<u>6th Occurrence</u> ▪ Parent Conference ▪ 5 Days Internal Suspension
D. Cutting Class Any lateness to class of more than 5 minutes will be considered a class cut. Any student cutting 4 or more classes in any given day will be considered truant for the day.	<u>1st Occurrence</u> ▪ Parent Contact ▪ 3 Admin. Detentions	<u>2nd Occurrence</u> ▪ Parent Contact ▪ 1 Saturday School	<u>3rd Occurrence</u> ▪ Parent Contact ▪ 1 Day Saturday Suspension	<u>4th Occurrence</u> ▪ Parent Contact ▪ 2 Days Saturday Suspension	<u>5th Occurrence</u> ▪ Parent Contact ▪ 3 Days Saturday Suspension	<u>6th Occurrence</u> ▪ Parent Contact ▪ 5 Days Internal Suspension
E. Cutting Saturday School	<u>1st Occurrence</u> ▪ Parent Contact ▪ 1 Day Saturday Suspension			<u>2nd Occurrence-</u> ▪ Parent contact ▪ 2 days Saturday Suspension		
F. Cutting Saturday Suspension	▪ Parent Contact ▪ 2 Day Saturday Suspension					
G. Leaving class without permission	<u>1st Occurrence</u> ▪ Parent Contact ▪ 2 Teacher Detentions		<u>2nd Occurrence</u> ▪ Parent Contact ▪ 2 Admin. Detentions		<u>3rd Occurrence</u> ▪ Parent Contact ▪ Saturday School	
H. Leaving the school grounds or site of school activity without permission	<u>1st Occurrence</u> ▪ Parent Contact ▪ 1 Day Saturday Suspension		<u>2nd Occurrence</u> ▪ Parent Contact ▪ 1 Day Internal Suspension		<u>3rd Occurrence</u> ▪ Parent Contact ▪ 2 Days Internal Suspension	
	<u>4th Occurrence</u> ▪ Parent Contact ▪ 3 Days Internal Suspension		<u>5th Occurrence</u> ▪ Parent Contact ▪ 5 Days Internal Suspension		<u>6th Occurrence</u> ▪ Parent Contact ▪ 5 Days Internal Suspension	
I. Being in an unauthorized area	<u>1st Occurrence</u> ▪ Parent Contact ▪ 2 Admin. Detentions		<u>2nd Occurrence</u> ▪ Parent Contact ▪ 1 Saturday School		<u>3rd Occurrence</u> ▪ Parent Conference/Contact ▪ 1 Day Saturday Suspension	
	<u>4th Occurrence</u> ▪ Parent Conference/Contact ▪ 2 Days Saturday Suspension					

II. General Student Behavior				
In a school where hundreds of people are carrying out various assignments in different settings, the rights of one person or a few cannot be allowed to violate the rights of others. Also, in this setting, the protection and the enforcement of rules for safety are in the best interest of all.				
A. Physical displays of affection on school property	<u>1st Occurrence</u> ▪ Teacher/ Admin. Warning	<u>2nd Occurrence</u> ▪ Teacher/ Admin. Warning	<u>3rd Occurrence</u> ▪ Teacher/ Admin. Detention	<u>4th and Subsequent Occurrences</u> ▪ Parent Conference/Contact ▪ 1 Day Internal Suspension
B. Dress Code Violation <i>Note: Student will not be permitted to return to class until the proper attire is secured.</i>	<u>1st Occurrence</u> ▪ Warning ▪ Parent Contact	<u>2nd Occurrence</u> ▪ 1 Admin. Detention	<u>3rd and Subsequent Occurrences</u> ▪ Admin. Detentions, Saturday School or Suspension	
C. Acceptable Use of Technology/ Internet Agreement Violation	<ul style="list-style-type: none"> ▪ Detention(s), Saturday School(s) and/or Suspension ▪ Parent Conference ▪ Loss/limitation of access to computer use ▪ Legal action may be necessary if infraction is considered to be of a very serious nature 			
D. Eating or drinking outside assigned areas	<u>1st Occurrence</u> ▪ Teacher/Admin. Warning	<u>2nd Occurrence</u> ▪ Teacher/Admin. Warning	<u>3rd Occurrence</u> ▪ Parent Contact ▪ Teacher/Admin. Detention	<u>4th Occurrence</u> ▪ Parent Contact/Conference/ ▪ 1 Day Internal Suspension
E. Possession and/or playing of radios, iPods, and/or MP3 players, etc	<u>1st Occurrence</u> ▪ Admin. Warning	<u>2nd Occurrence</u> ▪ 1 Admin. Detention ▪ Item will be confiscated and returned only to parent	<u>3rd Occurrence</u> ▪ Parent Conference/Contact ▪ 1 Day Saturday Suspension ▪ Item will be confiscated and returned only to parent	<u>4th Occurrence</u> ▪ Parent Conference/Contact ▪ 1 Days Internal Suspension ▪ Item will be confiscated and returned only to parent
F. Cellular/Smart Phone usage, possession of a beeper, or other electronic paging device during the school day. This includes all other unauthorized electronic devices. Note: these devices should not be used or visible during the school day.	<u>1st Occurrence</u> ▪ Confiscation ▪ Parent Contact ▪ 1 Admin. Detention Item will be confiscated and returned only to parent	<u>2nd Occurrence</u> ▪ Confiscation ▪ Parent Contact ▪ 2 Admin. Detentions Item will be confiscated and returned only to parent	<u>3rd and Subsequent Occurrences</u> ▪ Confiscation ▪ Parent Contact ▪ 1 Day Saturday Suspension Item will be confiscated and returned only to parent	
In the case of violations involving paging devices, the building Principal/designee will immediately notify the Supt. and the local law enforcement agency. Under State law, unauthorized student possession of beepers/paging devices on school property is a disorderly person's offense.				
G. Possession or use of cigarettes, tobacco products, matches, lighters, pipes, E-cigarettes/vaping, and/or any other type of smoking paraphernalia on school property	<ul style="list-style-type: none"> ▪ Item will be confiscated ▪ Parent Conference/Contact ▪ 1-5 Days Internal or External Suspension <p>NOTE: In addition to the consequences listed, the administration will sign a complaint with local authorities against any student who is seen smoking/vaping and/or possessing any smoking/vaping paraphernalia inside the school building/school grounds or at a school sponsored event.</p>			
H. Unauthorized Videotaping, Photography, or audio-taping	<ul style="list-style-type: none"> ▪ *Item will be confiscated and only returned to parent ▪ Copy of recording will be given to parent ▪ Saturday School/Suspension and/or Internal/External Suspension ▪ Parent Conference/Contact 			
I. Possession of fireworks	<ul style="list-style-type: none"> ▪ Confiscation of Fireworks ▪ Parent Conference/Contact ▪ Referral will be made to local authorities ▪ Minimum 3 Days External Suspension 			
J. Setting off fireworks, smoke bombs, etc.	<ul style="list-style-type: none"> ▪ Confiscation of Fireworks ▪ Parent Conference/Contact ▪ Referral will be made to local authorities ▪ Minimum 4 Days External Suspension 			
K. Tampering with fire extinguisher	<ul style="list-style-type: none"> ▪ Parent Conference/Contact ▪ Referral will be made to local authorities ▪ Restitution and/or Repair and/or Detention(s), Saturday School(s) or Suspension 			

L. Failure to report to teacher detention	<u>1st Occurrence</u> <ul style="list-style-type: none"> Parent Contact 2 Teacher Detentions 	<u>2nd Occurrence</u> <ul style="list-style-type: none"> Parent Contact 2 Admin. Detentions 	<u>3rd Occurrence</u> <ul style="list-style-type: none"> Parent Contact 1 Saturday School 	<u>4th Occurrence</u> <ul style="list-style-type: none"> Parent Contact 1 Day Internal Suspension 		
M. General misconduct including, but not limited to, disruption of school activities, excessive noise, throwing objects, distracting actions or comments, inappropriate language	<ul style="list-style-type: none"> To be handled by the classroom teacher with referrals to the Team Leader and Administration, when necessary 					
N. Disruptive behavior in class	<u>1st Occurrence</u> <ul style="list-style-type: none"> Teacher Warning 	<u>2nd Occurrence</u> <ul style="list-style-type: none"> Parent/ Teacher Contact 	<u>3rd Occurrence</u> <ul style="list-style-type: none"> Teacher Detention Parent Contact 	<u>4th Occurrence</u> <ul style="list-style-type: none"> Restricted from class 1 Admin. Detention 	<u>5th Occurrence</u> <ul style="list-style-type: none"> Parent Conference Restricted from class 2 days minimum Saturday School 	<u>6th Occurrence</u> <ul style="list-style-type: none"> Parent Conference Saturday Suspension
O. Disruptive behavior in Internal Suspension room	<ul style="list-style-type: none"> Additional days internal and/or external suspension, with the stipulation that remaining time in internal suspension will be served upon return from external suspension 					
O. Disruptive behavior in administrative detention	<ul style="list-style-type: none"> Additional days in detention, and/or Saturday School/Suspension, and /or Internal Suspension/External Suspension, based on the nature, severity, and/or repetition of the disruption 					
P. Failure to report to administrative detention	<u>1st Occurrence</u> <ul style="list-style-type: none"> 2 Admin. Detentions 	<u>2nd Occurrence</u> <ul style="list-style-type: none"> Parent Conference/Contact Saturday School 	<u>3rd and Subsequent Occurrences</u> <ul style="list-style-type: none"> Parent Conference/Contact Saturday Suspension 			
Q. Misuse/abuse of a pass	<ul style="list-style-type: none"> Detention(s), Saturday School(s), or Saturday/Internal Suspension 					
R. Forgery and/or altering of a pass	<ul style="list-style-type: none"> 1 Day Saturday Suspension 					
S. Altering/falsifying/ forging of a document	<u>1st Occurrence</u> <ul style="list-style-type: none"> 1 Day Internal Suspension Parent Contact 	<u>2nd Occurrence</u> <ul style="list-style-type: none"> 2 Days Internal Suspension Parent Contact 	<u>3rd Occurrence</u> <ul style="list-style-type: none"> 3 Days Internal or External Suspension Parent Contact 			
T. Destruction of school or individual's property	<ul style="list-style-type: none"> Restitution and/or Repair Detention(s), Saturday School(s) or Suspension Parent Conference/Contact 					
U. Taking the property of the school or an individual without permission of owner or applying threats or pressure to do so	<ul style="list-style-type: none"> Parent Contact/Conference Saturday/Internal/External Suspension <i>and</i> Return of restitution and/or stolen property 					
V. Trespassing on school grounds while on suspension	<ul style="list-style-type: none"> 2 Days External Suspension 					
W. Chewing gum	<ul style="list-style-type: none"> To be handled by the classroom teacher with referrals to the Team Leader and Administration when necessary 					
X. Gambling	<u>1st Occurrence</u> <ul style="list-style-type: none"> Confiscation of gambling materials Parent Contact Saturday School 	<u>2nd Occurrence</u> <ul style="list-style-type: none"> Parent Conference/Contact Confiscation of gambling materials 1 Day Internal Suspension 	<u>3rd Occurrence</u> <ul style="list-style-type: none"> Confiscation of gambling materials 2 Days Internal Suspension Parent Conference 			
Y. Disruption of the educational process/school operation	<ul style="list-style-type: none"> Parent Conference 1-10 Days Internal/External Suspension Possible charges filed with local police authorities 					
Z. Causing public alarm	<ul style="list-style-type: none"> Parent Conference 1-10 Days Internal/External Suspension Charges filed with local police authorities 					

AA. Disruptive behavior with substitute staff member	<u>1st Occurrence</u> <ul style="list-style-type: none"> ▪ Parent Contact ▪ 2 Admin. Detentions 	<u>2nd Occurrence</u> <ul style="list-style-type: none"> ▪ Saturday School 	<u>3rd Occurrence</u> <ul style="list-style-type: none"> ▪ Saturday Suspension
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III. Infractions Against the Person

It is obvious that learning or growth cannot take place where the person is not secure against physical threats, verbal assaults, or actual physical harm. This is true for the student, teacher, administrator, secretary, aide, custodian, bus driver - for everyone hopes to contribute to the educational effectiveness of the middle school. To this end, this category of offenses is by far the most serious.

The student code has been prepared to ensure the physical safety of all school personnel and students. All acts of violence, whether contained in the following section of infractions or not, will not be tolerated in the Washington Township Public Schools. In addition, a student's misconduct, and even one single act of violence, may be so serious in nature as to require further disciplinary action such as long-term suspension and/or expulsion, and/or referral to the civil authorities. The consequences for each infraction are guidelines rather than a lock step progressive discipline system. The administration and/or the Board of Education reserve the right to impose greater penalty at any time including, without limitations, alternative educational placement, expulsion, and/or other discipline as appropriate under relevant law and regulations depending upon the facts and circumstances of the particular infraction.

A. Fighting <i>Should the nature and gravity of a single act of violence be deemed of a very serious nature, the administration reserves the right to place a student in an alternative education program pending a Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative educational placement, expulsion, and/or other discipline as appropriate under relevant law and regulations. A referral will be made to the WT Police.</i>	<u>1st Occurrence</u> <ul style="list-style-type: none"> ▪ Immediate External/Internal Suspension of 2 to 5 days ▪ A parent conference with the Principal or Assistant Principal must be held prior to re-admittance ▪ Referral for counseling services 	<u>2nd Occurrence</u> <ul style="list-style-type: none"> ▪ Immediate External/Internal Suspension for 4 to 7 days ▪ Parent conference with the Principal or Assistant Principal prior to re-admittance ▪ Administration may refer student to Child Study Team for consultation 	<u>3rd Occurrence</u> <ul style="list-style-type: none"> ▪ Immediate External Suspension for a minimum of 10 days with a possible Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative educational placement, expulsion, and/or other discipline as appropriate under relevant law and regulations ▪ Parent conference with the Principal prior to re-admittance
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B. Assault of a Student Assault, as defined, in N.J.S.A. 2C: 12-1, and includes the intent to cause, or actually causing, bodily injury to another student(s), or attempts physically to put another student(s) in fear of serious bodily injury.	<u>1st Occurrence</u> <ul style="list-style-type: none"> ▪ Immediate External/Internal Suspension of 2 to 5 days ▪ A parent conference with Principal or Assistant Principal must be held prior to re-admittance ▪ Referral for counseling services 	<u>2nd Occurrence</u> <ul style="list-style-type: none"> ▪ Immediate External/Internal Suspension for 4 to 7 days ▪ Parent conference with the Principal or Assistant Principal prior to re-admittance ▪ Administration may refer student to Child Study Team for consultation ▪ Parent Contact 	<u>3rd Occurrence</u> <ul style="list-style-type: none"> ▪ Immediate External Suspension for a minimum of 10 days with a possible Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative educational placement, expulsion, and/or other discipline as appropriate under relevant law and regulations ▪ Parent conference with the Principal prior to re-admittance
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Note: Should the nature and gravity of a single act of violence be deemed of a very serious nature, the administration reserves the right to place a student in an alternative education program pending a Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative educational placement, expulsion, and/or other discipline as appropriate under relevant law and regulations. A referral will be made to the WT Police.

C. Physically violating the rights of others including, but not limited to, shoving, pushing, poking, spontaneous roughhousing	<ul style="list-style-type: none"> ▪ Administrative Detention(s), Saturday School Session(s), and/or Internal or External Suspension depending upon the nature, severity, and/or repetition of the situation. Parent contact/conference, as deemed appropriate. 		
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D. Provoking a fight/altercation	<u>1st Occurrence</u> <ul style="list-style-type: none"> ▪ Admin. Detention(s) and/or Saturday School and/or Saturday/Internal/External Suspension including referral for counseling services ▪ Student(s) may be sent home for the day ▪ Parent Contact/Conference ▪ Referral to authorities if deemed appropriate 	<u>2nd Occurrence</u> <ul style="list-style-type: none"> ▪ Internal/External Suspension including referral for counseling services ▪ Student(s) may be sent home for the day ▪ Parent Contact/Conference ▪ Referral to authorities if deemed appropriate 	<u>3rd Occurrence</u> <ul style="list-style-type: none"> ▪ External Suspension for a minimum of 4 days including referral for counseling services ▪ Student(s) may be sent home for the day ▪ Parent Conference ▪ Referral to authorities if deemed appropriate
E. *Harassing, intimidating, or bullying (including cyber bullying another student as defined in Policy 5512) via constant put downs, **threats, hazing, discriminatory or prejudicial remarks or acts.	<u>1st Occurrence</u> <ul style="list-style-type: none"> ▪ Appropriate remedial action ▪ Administrative Detention, Saturday School, and/or Saturday/Internal/External Suspension depending on severity ▪ Referral to authorities if deemed appropriate ▪ Parent Contact/Conference 	<u>2nd Occurrence</u> <ul style="list-style-type: none"> ▪ Appropriate remedial action ▪ Internal or External Suspension depending on severity ▪ Referral to authorities if deemed appropriate. ▪ Parent Contact/Conference 	<u>3rd Occurrence</u> <ul style="list-style-type: none"> ▪ Appropriate remedial action ▪ External Suspension with a minimum of five days ▪ Referral to authorities if deemed appropriate. ▪ Parent Conference
<p><i>NOTE: Should the nature and gravity of a single act of violence and/or harassment, intimidation, and or bullying be deemed of a very serious nature, the administration reserves the right to bring the student before the Board of Education for a disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative educational placement, expulsion, and/or other discipline as appropriate under relevant law and regulations.</i></p>			
<p>*Harassment, intimidation, or bullying means any gesture, any written, verbal, or physical act, or any electronic communication, as defined in N.J.S.A. 18A:37-14, whether it be a single incident or a series of incidents that:</p> <ol style="list-style-type: none"> 1. Is reasonably perceived as being motivated by either any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability; or 2. By any other distinguishing characteristic; and that 3. Takes place on school property, at any school-sponsored function, on a school bus, or off school grounds, as provided for in N.,J.S.A. 18A:37-15.3, that substantially disrupts or interferes with the orderly operation of the school or the rights of other pupils; and that 4. A reasonable person should know, under the circumstances, that the act(s) will have the effect of physically or emotionally harming a pupil or damaging the pupil's property, or placing a pupil in reasonable fear of physical or emotional harm to his/her property; or 5. Has the effect of insulting or demeaning any pupil or group of pupils; or 6. Creates a hostile educational environment for the pupil by interfering with a pupil's education or by severely or pervasively causing physical or emotional harm to the pupil. <p>Electronic communication means a communication transmitted by means of an electronic device, including, but not limited to, a telephone, cellular phone, computer, or pager. <i>**In cases involving threats of physical violence in which the use of a weapon is either implied or present, the parent must be contacted, the local police authorities must be notified, and the student must be referred immediately to the local crisis center to be seen by a physician, preferably a psychiatrist, to determine if the pupil poses harm or threat to himself/herself or others. This is a pre-condition to the student's re-admittance to school. Refer to Addendum: Procedure for Student Threat Assessment.</i></p>			
F. *Dating violence at school as defined in Policy 5519	<u>1st Occurrence</u> <ul style="list-style-type: none"> ▪ Appropriate remedial action ▪ Admin. Detention(s) and/or Saturday School and/or Saturday/Internal/External Suspension including referral for counseling services ▪ Parent Contact ▪ Referral to authorities if deemed appropriate* 	<u>2nd Occurrence</u> <ul style="list-style-type: none"> ▪ Appropriate remedial action ▪ Internal/External suspension including referral for counseling services ▪ Parent Contact/Conference ▪ Referral to authorities, if deemed appropriate* 	<u>3rd Occurrence</u> <ul style="list-style-type: none"> ▪ Appropriate remedial action ▪ External Suspension for a minimum of 4 days including referral for counseling services ▪ Parent Conference ▪ Referral to authorities, if deemed appropriate*
<p><i>NOTE: Should the nature and gravity of a single act of violence and/or harassment, intimidation, and or bullying be deemed of a very serious nature, the administration reserves the right to bring the student before the Board of Education for a disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative educational placement, expulsion, and/or other discipline as appropriate under relevant law and regulations.</i></p>			
G. Disrespect towards school employee	<ul style="list-style-type: none"> ▪ Detention(s), Saturday School(s) or Saturday/Internal/External Suspension 1 to 5 days 		
H. Defiance of authority	<ul style="list-style-type: none"> ▪ Internal or External Suspension 1 to 5 days 		
I. Inappropriate Sexual Conduct – Lewdness	<ul style="list-style-type: none"> ▪ Parent Conference ▪ Detentions, Saturday School(s)/Suspension(s), or 1-10 Days Suspension (depending on severity of circumstances) 		

<ul style="list-style-type: none"> - Illegal sexual contact including, but not limited to, grabbing, touching intimate parts of another individual's body 	<ul style="list-style-type: none"> ▪ Parent Conference ▪ 1-10 Days Internal/External Suspension ▪ Referral for counseling services ▪ Immediate reporting of incident to local police authorities
<ul style="list-style-type: none"> - Sexual Assault 	<ul style="list-style-type: none"> ▪ Parent Conference ▪ Immediate External Suspension - pending Board Of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative educational placement, expulsion, and/or other discipline as appropriate under relevant law and regulations ▪ Immediate reporting of incident to local police authorities
<p>IV. Violation of the following rules will initiate immediate referral to the administration, followed by immediate external suspension, pending a possible Board of Education disciplinary hearing.</p>	
<p>A. Possession or use of a weapon as defined in Regulation 8467</p>	<ul style="list-style-type: none"> ▪ External suspension pending a mandatory Board of Education hearing with consideration for additional disciplinary sanctions, including without limitations, alternative educational placement, expulsion, and/or other discipline as appropriate under relevant law and regulations ▪ Parent Conference ▪ Confiscation of weapon by local authorities ▪ Referral to local authorities ▪ Refer to Addendum: Procedure for Student Threat Assessment <p>NOTE: The Administration retains final authority in determining what constitutes a weapon, especially when evaluating potential danger</p>
<p>B. Possession and/or Use of Firearms, as per N.J.A.C. 6A:16-5.5</p>	<ul style="list-style-type: none"> ▪ Any pupil in possession of and/or committing a crime using a firearm on school property, on a school bus, or at any school sponsored function shall be immediately removed from the school's general education program for a period of not less than one calendar year, and placed in an alternative education school or program pending a Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative educational placement, expulsion, and/or other discipline as appropriate under relevant law and regulations. ▪ Refer to Addendum: Procedure for Student Threat Assessment. ▪ Immediate notification of local authorities. <p>NOTE: The New Jersey Administrative Code includes in its definition of a firearm "any device or instrument in the nature of a weapon from which may be fired or ejected any solid projectile, slug, pellet, missile or bullet, or any gas, vapor, or other noxious thing"</p>
<p>C. Assault of student, employee, or Board member with a weapon, as per N.J.A.C. 6A:16-5.6</p>	<ul style="list-style-type: none"> ▪ Immediate External Suspension, for a period of not less than one calendar year, pending Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative educational placement, expulsion, and/or other discipline as appropriate under relevant law and regulations ▪ Notification of local police authorities
<p>D. Assault of employee or Board member without a weapon or firearm, as per N.J.A.C. 6A:16-5.7</p>	<ul style="list-style-type: none"> ▪ Immediate External Suspension pending Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative educational placement, expulsion, and/or other discipline as appropriate under relevant law and regulations ▪ Notification of local police authorities
<p>E. Pulling a fire alarm without cause, and/or making telephone threats, which affect school/students' safety (i.e. bomb threats; starting a fire in school whether the intent is malicious, damaging, prankish, and/or deliberate)</p>	<ul style="list-style-type: none"> ▪ Immediate External Suspension, possible Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative educational placement, expulsion, and/or other discipline as appropriate under relevant law and regulations. ▪ Charges will be filed with local authorities when the infraction is in violation of local, state or federal law
<p>F. Terroristic threats against staff, students, and/or facility</p>	<ul style="list-style-type: none"> ▪ Immediate External Suspension ▪ Possible Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative educational placement, expulsion, and/or other discipline as appropriate under relevant law and regulations ▪ Referral to WT Police

<p>G. Being under the influence of a substance as defined in Policy 5530, including alcoholic beverages, controlled dangerous substances (e.g., marijuana or other dangerous drugs) and/or inhalants. This includes possession of drug paraphernalia</p>	<p><u>1st Occurrence</u></p> <ul style="list-style-type: none"> ▪ The student will be suspended from school for 10 days with 4 such days served externally and the remainder in Internal Suspension. The student will be subsequently referred to the Student Assistance Counselor ▪ Parents will be notified. A conference involving the Principal, student, parents, and counselor must take place prior to re-admittance to school. Referral to the WT Police (See below*) 	<p><u>2nd Occurrence</u></p> <ul style="list-style-type: none"> ▪ The student shall be externally suspended from school and placed on homebound instruction pending a BOE disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative educational placement, expulsion, and/or other discipline as appropriate under relevant law and regulations ▪ Parents will be notified and a parent conference will be held. Referral to the WT Police (See below*)
<p>*Please Note:</p> <p>The student who tests positive must obtain a letter, as a condition for his/her return to school, from his/her physician certifying that the student is physically and mentally able to return to school. The student must attend an intake session and follow all recommendations which would include becoming involved in counseling in an out-of- school program which would include random urine testing (i.e. Kennedy Behavioral Health Center, Reality House). Furthermore, students who test "positive" will be required to undergo two random urine tests to be conducted within three months of the date of the initial test. Any student, who is found to be in possession of drug paraphernalia, will be required to undergo a urine screening and the above referenced intake session; such intake session must take place regardless of the outcome of the urine screening.</p> <p>Students who fail to comply with the urine screening or with the recommendations for treatment will be subject to removal from the regular education program pending a possible disciplinary hearing before the BOE. If the administration deems necessary, a referral to the child study team will be made to determine the pupil's eligibility and need for special education programs. The student will be monitored by his/her counselor on his/her return to school. The discipline progression listed above does not preclude the Principal's authority to recommend to the Superintendent that the student be expelled pending referral to the Board of Education for a disciplinary hearing in view of the student's prior disciplinary history. <u>All offenses are cumulative throughout a student's enrollment in Washington Township Public Schools as authorized in policy/regulation 5530, Substance Abuse.</u></p>		
<p>H. Positive non-athletic random urine screening (subsequent to 1st occurrence under section IV- G above)</p>	<p><u>1st Occurrence</u></p> <ul style="list-style-type: none"> ▪ The student will be suspended for 10 days with 4 such days served externally and the remainder in Internal Suspension. ▪ The student will be referred to the Student Assistance Counselor. Parent(s)/Guardian(s) will be notified. ▪ A conference involving a building administrator, student, parents/guardians, and counselor must take place prior to re-admittance 	<p><u>2nd Occurrence</u></p> <ul style="list-style-type: none"> ▪ Parent(s)/Guardian(s) will be notified and a parent/guardian conference will be held ▪ The student shall be externally suspended and placed on homebound instruction pending a Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative educational placement, expulsion, and/or other discipline as appropriate under relevant law and regulations ▪ Referral to the WT Police
<p>I. Possession of alcoholic beverages, controlled dangerous substances, or other substances as defined in Policy 5530</p>	<ul style="list-style-type: none"> ▪ The student will be required to undergo a urine screening as per Board of Education policy and attend a substance abuse prevention/intervention intake session as described above to determine if the student is also "under the influence." A parent/guardian conference will be held. The student will be externally suspended for a minimum of 10 days and placed on homebound instruction pending a possible Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative educational placement, expulsion, and/or other discipline as appropriate under relevant law and regulations. The matter will be referred to the WT Police 	
<p>J. Sale and/or distribution of alcoholic beverages, controlled dangerous substances, or other substances as defined in Policy 5530</p>	<ul style="list-style-type: none"> ▪ The student will be required to undergo a urine screening as per Board of Education policy and attend a drug prevention/intervention intake session to determine if the student is also "under the influence." ▪ A parent/guardian conference will be held. ▪ The student will be externally suspended and placed on homebound instruction pending a Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative educational placement, expulsion, and/or other discipline as appropriate under relevant law and regulations. The matter will be referred to the WT Police 	
<p>K. Unauthorized possession, distribution, and/or use of any medication</p>	<ul style="list-style-type: none"> ▪ Internal or External Suspension for 1 to 5 days ▪ NOTE: Medication includes both prescription drugs and over the counter medicines including aspirin or nutritional supplements. If the medication is determined to be a substance as defined as Policy 5530, please refer to Section IV – G, I, J 	

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ADDENDUM

Procedure for Student Threat Assessment

- The principal or designee will conduct an informal threat assessment if there is threat of a weapon or the student may be a threat to others. The informal assessment should determine the level of threat (vague or concrete/specific), if there is a plan, an identified weapon and access to the weapon, and reason for the threat.
- If the informal assessment yields a substantial threat, the principal or designee will contact Jefferson Washington Township Hospital Behavioral Health Services at 856-582-1419.
- The principal or designee will contact the parents of the student who made the threat to inform them of the situation and that the student is required to be assessed in order to return to school.
- The principal or designee will contact the parents of the threatened student(s) to inform them of the situation.
- The principal or designee then drafts an email with student name, student ID, and a brief statement including that Jefferson Washington Township Hospital was contacted for a threat assessment. This email should be sent to the following people:
 - Administrative Secretary to Assistant Superintendent for Student & Special Education Services
 - Special Education Bookkeeper
 - Assistant Superintendent for Student & Special Education Services
 - Director of Special Education
 - Director of Elementary Education or Director of Secondary Education
 - Superintendent
 - School Counselor
 - cc: CST Case Manager if student is a special education student/referred to special education