

HIGH SCHOOL STUDENT CODE OF CONDUCT

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 ability or 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
3. Consequences for such violations
4. Measures to foster a positive learning environment by restoring relationships

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. This also applies to events outside of school that negatively impact the school environment.

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.

HARASSMENT, INTIMIDATION AND BULLYING (HIB)

The Board of Education prohibits acts of harassment, intimidation, or bullying of a student, staff member, volunteer, or visitor. A safe and civil environment in school is necessary for students to learn and achieve high academic standards. Harassment, intimidation, or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its pupils in a safe and disciplined environment. Since pupils learn by example, school administrators, faculty, staff and volunteers should be commended for demonstrating appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment, intimidation, or bullying.

The district's Harassment, Intimidation, and Bullying (HIB) policy is located on the school's website. Individuals may report an alleged HIB to any staff member, or by requesting a Form A at the main office or by downloading it from the school's website.

If you have questions or concerns you may contact Mrs. Petolicchio, Anti-Bullying Specialist (9/10 wing) at ext. or 7664 or Mr. Oliver, Anti-Bullying Specialist (11/12 wing) at ext. 7013.

RESTORATIVE PRACTICES

Restorative practice is a proven approach to discipline in schools that favors relationships over retribution and has been shown to improve behavior and enhance teaching and learning outcomes (Thorsborne & Blood, 2013). The following is a partial list of recommended restorative practices that may be used when appropriate and when time and resources permit (see documents associated with each of these actions at the end of this guide):

1. Student Reflection
2. Restore Relationships
3. Restitution or Repair
4. School Community Activities

Restorative Discipline

Goals of the Restorative Code of Conduct

1. To prioritize learning and instruction
2. To promote mutual respect for all members of the school community
3. To ensure that students take full advantage of their educational opportunities
4. To create a safe environment for learning

Note: An * indicates that the violation is found on more than one tier level.

Tier 1: Minor Infractions

Disrupting the orderly educational process of self or others

Violation	1 st Referral	2 nd Referral	3 rd Referral	4 th Referral	Subsequent
Failure to follow school rules during unit lunch (i.e. leaving trash, failure to keep area clean, being in an unauthorized area, reporting late to 4 th period class without a pass, etc.)	5 Days Restricted Lunch	10 Days Restricted Lunch	15 Days Restricted Lunch	15 Days Restricted Lunch Referral to Counselor for Reflection	15 Days Restricted Lunch Referral to Counselor for Reflection Parent conference with the Executive Assistant Principal prior to lunch privileges being restored.
Lateness to class without a valid pass (per marking period)	Documented Warning	Documented Warning Teacher/Parent Contact	1 Administrative Detention Teacher/Parent Contact	1 Administrative Detention Teacher/Parent Contact	2 Administrative Detentions Teacher/Parent Contact Referral to Counselor for Reflection
Late to homeroom (per marking period)	Documented Warning	Documented Warning	Documented Warning	Documented Warning	1 Administrative Detention
Physical displays of affection	Documented Warning	Documented Warning	1 Administrative Detention	1 Administrative Detention Referral to Counselor for Reflection	2 Administrative Detentions Referral to Counselor for Reflection School Community Activities
Dress Code Violation <i>*Note – Student will not be permitted to return to class until proper attire is secured.</i>	Documented Warning	1 Administrative Detention	2 Administrative Detentions Referral to Counselor for Reflection	1 Saturday School Referral to Counselor for Reflection School Community Activities	1 Saturday Suspension Referral to Counselor for Reflection School Community Activities
Minor Violation of Acceptable Use of Technology/ Internet Agreement	Documented Warning	1 Administrative Detention	2 Administrative Detentions Referral to Counselor for Reflection	1 Saturday School Referral to Counselor for Reflection School Community Activities	1 Saturday Suspension Referral to Counselor for Reflection School Community Activities

Inappropriate use of Cell Phone/Social Media (May include restoring relationship depending on the nature of the infraction.)	1 Administrative Detention	1 Administrative Detention Referral to Counselor for Reflection	2 Administrative Detentions Referral to Counselor for Reflection	1 Saturday School Referral to Counselor for Reflection School Community Activities	1 Saturday Suspension Referral to Counselor for Reflection School Community Activities
Eating or drinking outside assigned areas except for water	Documented Warning	Documented Warning Teacher/Parent Contact	1 Administrative Detention Teacher/Parent Contact	1 Administrative Detention Teacher/Parent Contact Referral to Counselor for Reflection	2 Administrative Detentions Teacher/Parent Contact Referral to Counselor for Reflection
Misuse/abuse of a pass	1 Administrative Detention	2 Administrative Detentions Referral to Counselor for Reflection	1 Saturday School Referral to Counselor for Reflection School Community Activities	1 Saturday Suspension Referral to Counselor for Reflection School Community Activities	2 Internal Suspensions Referral to Counselor for Reflection School Community Activities
Minor theft of property <i>*Note – "Minor theft" is defined as theft of an item(s) valued at \$20 or less.</i>	2 Administrative Detentions Restitution Restoring Relationship	1 Saturday Suspension Restitution Restoring Relationship Referral to Counselor for Reflection	2 Saturday Suspensions Restitution Restoring Relationship Referral to Counselor for Reflection <u>Police may be notified.</u>	2 Internal Suspensions Restitution Restoring Relationship Referral to Counselor for Reflection School Community Activities <u>Charges will be filed with the police department</u>	3 Internal Suspensions Restitution Restoring Relationship Referral to Counselor for Reflection School Community Activities <u>Charges will be filed with the police department</u>
Failure to produce an ID Badge <i>*Note – Students will be required to produce an ID badge anytime requested by a staff member. Students will need their ID badge in order to enter a restroom during the school day. Students will be able to get a replacement ID badge at anytime during the school day by visiting the principal's office. Replacement ID badges will cost \$5 each.</i>	Warning	1 Administrative Detention	1 Administrative Detention	2 Administrative Detentions	1 Saturday School Referral to Counselor for Reflection

Failure to report to assigned detention	2 Administrative Detentions	2 Administrative Detentions Referral to Counselor for Reflection	3 Administrative Detentions Referral to Counselor for Reflection	1 Saturday School Referral to Counselor for Reflection School Community Activities	1 Saturday Suspension Referral to Counselor for Reflection School Community Activities
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Tier 2: Intermediate Infractions

Devaluing the importance of school and classroom attendance

Violation	1 st Referral	2 nd Referral	3 rd Referral	4 th Referral	Subsequent
Any lateness to class of more than 5 minutes will be considered a class cut.	2 Administrative Detentions Teacher/Parent contact	2 Administrative Detentions Teacher/Parent contact Referral to Counselor for Reflection	1 Saturday School Teacher/Parent contact Referral to Counselor for Reflection	1 Saturday Suspension Teacher/Parent contact Referral to Counselor for Reflection School Community Activities	2 Saturday Suspensions Teacher/Parent contact Referral to Counselor for Reflection School Community Activities
Lateness to school (per semester)	8 Units of lateness will be made up in Sat School				8 Units of lateness will be made up in Sat School
Truancy <i>*Note – Cutting 3 or more classes in a school day is considered truancy.</i>	1 Saturday School	1 Saturday School Referral to Counselor for Reflection	2 Saturday Schools Referral to Counselor for Reflection School Community Activities	1 Saturday Suspension Referral to Counselor for Reflection School Community Activities	2 Saturday Suspensions Referral to Counselor for Reflection School Community Activities
Cutting Saturday School	1 additional Saturday School	1 Saturday Suspension	1 Internal Suspension Referral to Counselor for Reflection	2 Internal Suspensions Referral to Counselor for Reflection School Community Activities	3 Internal Suspensions Referral to Counselor for Reflection School Community Activities
Cutting Saturday Suspension	1 additional Saturday Suspension	2 additional Saturday Suspensions Referral to Counselor for Reflection	1 Internal Suspension Referral to Counselor for Reflection	2 Internal Suspensions Referral to Counselor for Reflection School Community Activities	3 Internal Suspensions Referral to Counselor for Reflection School Community Activities
Leaving class without permission	2 Administrative Detentions Teacher/Parent Contact	2 Administrative Detentions Teacher/Parent Contact Referral to Counselor for Reflection	1 Saturday School Teacher/Parent Contact Referral to Counselor for Reflection	2 Saturday Schools Teacher/Parent Contact Referral to Counselor for Reflection School Community Activities	1 Saturday Suspension Teacher/Parent Contact Referral to Counselor for Reflection School Community Activities

*Being in an unauthorized area	2 Administrative Detentions	2 Administrative Detentions Referral to Counselor for Reflection	1 Saturday School Referral to Counselor for Reflection	2 Saturday Schools Referral to Counselor for Reflection School Community Activities	1 Saturday Suspension Referral to Counselor for Reflection School Community Activities
Disruptive behavior in class and/or during school day (May include restoring relationship depending on the nature of the infraction.)	1 Administrative Detention Teacher/Parent Contact	2 Administrative Detentions Teacher/Parent Contact Referral to Counselor for Reflection	1 Saturday School Teacher/Parent Contact Referral to Counselor for Reflection	2 Saturday Schools Teacher/Parent Contact Referral to Counselor for Reflection School Community Activities	1 Saturday Suspension Teacher/Parent Contact Referral to Counselor for Reflection School Community Activities
Disruptive behavior on the school bus (May include restoring relationship depending on the nature of the infraction.)	1 Administrative Detention	2 Administrative Detentions Referral to Counselor for Reflection	1 Saturday School Referral to Counselor for Reflection School Community Activities	2 Saturday Schools Referral to Counselor for Reflection School Community Activities	1 Saturday Suspension Referral to Counselor for Reflection School Community Activities
Disruptive behavior in Administrative Detention (May include restoring relationship depending on the nature of the infraction.)	1 Additional Administrative Detention	1 Saturday School, Referral to Counselor for Reflection	1 Saturday Suspension Referral to Counselor for Reflection	2 Saturday Suspensions Referral to Counselor for Reflection School Community Activities	2 Internal Suspensions Referral to Counselor for Reflection School Community Activities
Forgery and/or altering of a pass or document	1 Saturday Suspension Referral to Counselor for Reflection	1 Internal Suspension Referral to Counselor for Reflection	2 Internal Suspensions Referral to Counselor for Reflection	3 Internal Suspensions Referral to Counselor for Reflection School Community Activities	4 Internal Suspensions Referral to Counselor for Reflection School Community Activities
*Destruction/tampering of school or individual's property	1 Saturday Suspension Restitution or repair Restoring Relationship	1 Internal Suspension Restitution or repair Restoring Relationship Referral to Counselor for Reflection	2 Internal Suspensions Restitution or repair Restoring Relationship Referral to Counselor for Reflection School Community Activities	2 External Suspensions Restitution or repair Restoring Relationship Referral to Counselor for Reflection School Community Activities <u>Police may be notified.</u>	3 External Suspensions Restitution or repair Restoring Relationship Referral to Counselor for Reflection School Community Activities <u>Charges will be filed with the police department</u>
Gambling and/or unauthorized profitmaking	1 Administrative Detention Referral to Counselor for Reflection	2 Administrative Detentions Referral to Counselor for Reflection	3 Administrative Detentions Referral to Counselor for Reflection	1 Saturday Suspension Referral to Counselor for Reflection	2 Saturday Suspensions Referral to Counselor for Reflection

		School Community Activities	School Community Activities <u>Police may be notified.</u>	School Community Activities <u>Charges will be filed with the police department</u>	School Community Activities <u>Charges will be filed with the police department</u>
Physically violating the rights of others including, but not limited to, shoving, pushing, poking, roughhousing	A minimum of 1 Saturday School Restoring Relationship	A minimum of 2 Saturday Schools Restoring Relationship Referral to Counselor for Reflection	A minimum of 1 Internal Suspension Restoring Relationship Referral to Counselor for Reflection School Community Activities	A minimum of 2 Internal Suspensions Restoring Relationship Referral to Counselor for Reflection School Community Activities	A minimum of 2 External Suspensions Restoring Relationship Referral to Counselor for Reflection School Community Activities
Disrespect towards school employee	2 Administrative Detentions Teacher/Parent Contact Restoring Relationship	1 Saturday School Teacher/Parent Contact Restoring Relationship Referral to Counselor for Reflection	1 Saturday Suspension Teacher/Parent Contact Restoring Relationship Referral to Counselor for Reflection School Community Activities	2 Saturday Suspensions Teacher/Parent Contact Restoring Relationship Referral to Counselor for Reflection School Community Activities	1 Internal Suspension Teacher/Parent Contact Restoring Relationship Referral to Counselor for Reflection School Community Activities
Interfering with a school Program (May include restoring relationship depending on the nature of the infraction.)	Minimum of Internal or External Suspension, Referral to Counselor for Reflection	Minimum of Internal or External Suspension, Referral to Counselor for Reflection	Minimum of Internal or External Suspension, Referral to Counselor for Reflection	Minimum of Internal or External Suspension, Referral to Counselor for Reflection	Minimum of Internal or External Suspension, Referral to Counselor for Reflection
Inappropriate Language in halls or classroom (May include restoring relationship depending on the nature of the infraction.)	1 Administrative Detention	2 Administrative Detentions Referral to Counselor for Reflection	1 Saturday School, Referral to Counselor for Reflection	1 Saturday Suspension Referral to Counselor for Reflection School Community Activities	1 Internal Suspension Referral to Counselor for Reflection School Community Activities
Parking in Unauthorized Area (May include restoring relationship depending on the nature of the infraction.)	3 Administrative Detentions	1 Saturday School Loss of Parking Privileges for 60 Calendar Days	1 Internal Suspension Loss of Parking Privileges for Remainder of School Year Referral to Counselor for Reflection School Community Activities	2 Internal Suspensions Referral to Counselor for Reflection School Community Activities	3 Internal Suspensions Referral to Counselor for Reflection School Community Activities

Tier 3: Major Infractions

Engaging in unsafe, threatening or inappropriate behavior that may jeopardize the welfare of an individual or the school community

Violation	1 st Referral	2 nd Referral	3 rd Referral	4 th Referral	Subsequent
Leaving the school grounds or site of school activity without permission	1 Saturday Suspension Referral to Counselor for Reflection	2 Saturday Suspensions Referral to Counselor for Reflection School Community Activities	1 Internal Suspension Referral to Counselor for Reflection School Community Activities	2 Internal Suspensions Referral to Counselor for Reflection School Community Activities <u>Police may be notified.</u>	3 Internal Suspensions Referral to Counselor for Reflection School Community Activities <u>Police may be notified.</u>
Trespassing on school grounds while on suspension.	3 External Suspensions Referral to Counselor for Reflection <u>Police may be notified.</u>	4 External Suspensions Referral to Counselor for Reflection School Community Activities <u>Charges will be filed with the police department</u>			
*Being in an unsafe unauthorized area (roof, etc.)	1 Saturday Suspension Referral to Counselor for Reflection	1 Internal Suspension Referral to Counselor for Reflection School Community Activities	2 Internal Suspensions Referral to Counselor for Reflection School Community Activities <u>Police may be notified.</u>	3 Internal Suspensions Referral to Counselor for Reflection School Community Activities <u>Police may be notified.</u>	A minimum of 4 External Suspensions Referral to Counselor for Reflection School Community Activities <u>Charges will be filed with the police department</u>
Disruption of the Educational Process/School Operations (May include restoring relationship depending on the nature of the infraction.)	1 Internal Suspension, Referral to Counselor for Reflection	2 Internal Suspensions Referral to Counselor for Reflection School Community Activities	3 Internal Suspensions Referral to Counselor for Reflection School Community Activities	4 Internal Suspensions Referral to Counselor for Reflection School Community Activities	5 Internal Suspensions Referral to Counselor for Reflection School Community Activities
Disruptive Behavior in Saturday School (May include restoring relationship depending on the nature of the infraction.)	1 Additional Saturday School	1 Internal Suspension Referral to Counselor for Reflection	2 Internal Suspensions Referral to Counselor for Reflection School Community Activities	3 Internal Suspensions Referral to Counselor for Reflection School Community Activities	4 Internal Suspensions Referral to Counselor for Reflection School Community Activities
Disruptive behavior in Internal Suspension room (May include restoring relationship depending on the nature of the infraction.)	2 Saturday Suspensions Referral to Counselor for Reflection	2 Saturday Suspensions Referral to Counselor for Reflection School Community Activities	3 Saturday Suspensions Referral to Counselor for Reflection School Community Activities	4 Saturday Suspensions Referral to Counselor for Reflection School Community Activities	5 Saturday Suspensions Referral to Counselor for Reflection School Community Activities

<p>Inappropriate sexual conduct</p>	<p>A minimum of 2 External Suspensions, Referral to Counselor for Reflection Restoring Relationship</p>	<p>A minimum of 3 External Suspensions Referral to Counselor for Reflection Restoring Relationship School Community Activities</p>	<p>A minimum of External/Internal Suspensions for 7 to 10 Days <u>Charges will be filed with the police department</u> Possible Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations, Parent conference with the Executive Assistant Principal prior to re-admittance</p>	<p>External suspension indefinitely pending Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations. <u>Charges will be filed with the police department</u></p>	
<p>Possession or use of cigarettes, tobacco products, matches, lighters, pipes, and/or any other type of smoking or vaping paraphernalia on school property</p>	<p>1 Saturday Suspension Referral to Counselor for Reflection</p>	<p>2 Internal Suspensions Referral to Counselor for Reflection School Community Activities</p>	<p>3 Internal Suspensions <u>Charges will be filed with the police department</u> Possible Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations, Parent conference with the Executive Assistant Principal</p>	<p>4 Internal Suspensions <u>Charges will be filed with the police department</u> Possible Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations, Parent conference with the Executive Assistant Principal prior to re-admittance</p>	<p>External suspension indefinitely pending Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations. <u>Charges will be filed with the police department</u></p>
<p>Major theft of property <i>*Note – “Major theft” is defined as theft of an</i></p>	<p>3 Internal Suspensions Restitution</p>	<p>4 Internal Suspensions <u>Charges will be filed with the police department</u></p>	<p>External suspension indefinitely pending Board of Education disciplinary hearing</p>		

<p>item(s) valued in excess of \$20.</p>	<p>Referral to Counselor for Reflection Restoring Relationship School Community Activities <u>Charges will be filed with the police department</u></p>	<p>Possible Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations, Parent conference with the Executive Assistant Principal prior to re-admittance</p>	<p>with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations. <u>Charges will be filed with the police department</u></p>		
<p>Provoking a fight/altercation</p>	<p>1 Saturday Suspension Referral to Counselor for Reflection Restoring Relationship</p>	<p>2 Internal Suspensions Referral to Counselor for Reflection Restoring Relationship School Community Activities</p>	<p>3 Internal Suspensions Referral to Counselor for Reflection Restoring Relationship School Community Activities <u>Police may be notified.</u></p>	<p>4 Internal Suspensions Referral to Counselor for Reflection Restoring Relationship School Community Activities <u>Police may be notified.</u></p>	<p>5 Internal Suspensions Referral to Counselor for Reflection Restoring Relationship School Community Activities <u>Police may be notified.</u></p>
<p>Aggressive or threatening acts against a student</p>	<p>A minimum of 1 Internal Suspension Referral to Counselor for Reflection Restoring Relationship <u>Police may be notified.</u></p>	<p>A minimum of 2 Internal Suspensions Referral to Counselor for Reflection Restoring Relationship <u>Police may be notified.</u></p>	<p>A minimum of 3 External Suspensions Referral to Counselor for Reflection Restoring Relationship School Community Activities <u>Police may be notified.</u></p>	<p>A minimum of 4 External Suspensions <u>Charges will be filed with the police department</u> Possible Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations, Parent conference with the Executive Assistant Principal</p>	<p>External suspension indefinitely pending Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations. <u>Charges will be filed with the police department</u></p>

				prior to re-admittance	
Aggressive or threatening acts against an employee	A minimum of 4 External Suspensions, Teacher/Parent Contact Referral to Counselor for Reflection Restoring Relationship School Community Activities <u>Police may be notified.</u>	A minimum of External/Internal Suspensions for 7 to 10 Days <u>Charges will be filed with the police department</u> Possible Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations, Parent conference with the Executive Assistant Principal prior to re-admittance	External suspension indefinitely pending Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations. <u>Charges will be filed with the police department</u>		
Defiance of school employee	A minimum of 1 Internal Suspension Teacher/Parent Contact Referral to Counselor for Reflection Restoring Relationship	A minimum of 2 Internal Suspensions Teacher/Parent Contact Referral to Counselor for Reflection Restoring Relationship	A minimum of 3 Internal Suspensions Teacher/Parent Contact Referral to Counselor for Reflection Restoring Relationship	A minimum of 4 Internal Suspensions Teacher/Parent Contact Referral to Counselor for Reflection Restoring Relationship School Community Activities	A minimum of External/Internal Suspensions for 7 to 10 Days Possible Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations, Parent conference with the Executive Assistant Principal prior to re-admittance
Inappropriate language referencing a member of a protected group or someone	A minimum of 1 Saturday Suspension,	A minimum of 1 Internal Suspension	A minimum of 2 Internal Suspensions	A minimum of 3 Internal Suspensions	A minimum of 4 Internal Suspensions

with a distinguishing characteristic	Referral to Counselor for Reflection Restoring Relationship	Referral to Counselor for Reflection Restoring Relationship School Community Activities	Referral to Counselor for Reflection Restoring Relationship School Community Activities	Referral to Counselor for Reflection Restoring Relationship School Community Activities	Referral to Counselor for Reflection Restoring Relationship School Community Activities
Continuous disruption of the learning environment (May include restoring relationship depending on the nature of the infraction.)	A minimum of 1 Saturday School, Referral to Counselor for Reflection	A minimum of 1 Saturday Suspension Referral to Counselor for Reflection	A minimum of 1 Internal Suspension Referral to Counselor for Reflection School Community Activities	A minimum of 2 Internal Suspensions Referral to Counselor for Reflection School Community Activities	A minimum of 2 External Suspensions Referral to Counselor for Reflection School Community Activities
Sexual contact including, but not limited to, grabbing, touching intimate parts of another individual's body	A minimum of 4 External Suspensions , Referral to Counselor for Reflection <u>Charges will be filed with the police department</u>	A minimum of External/Internal Suspensions for 7 to 10 Days <u>Charges will be filed with the police department</u> Possible Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations, Parent conference with the Executive Assistant Principal prior to re-admittance	External suspension indefinitely pending Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations. <u>Charges will be filed with the police department</u>		
*Major Violation of Acceptable Use Policy for Technology (May include restoring relationship depending on the nature of the infraction.)	A minimum of 2 Internal Suspensions with possible supervision or suspension of network privileges, Referral to Counselor for Reflection <u>Police may be notified.</u>	A minimum of 3 Internal Suspensions with possible supervision or suspension of network privileges, Referral to Counselor for Reflection School Community Activities	A minimum of 4 Internal Suspensions with possible supervision or suspension of network privileges, Referral to Counselor for Reflection School Community Activities	A minimum of External/Internal Suspensions for 7 to 10 Days <u>Charges will be filed with the police department</u> Possible Board of Education disciplinary hearing with consideration for additional	

		<u>Police may be notified.</u>	<u>Police may be notified.</u>	disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations, Parent conference with the Executive Assistant Principal prior to re-admittance	
*Major Violation of Cell Phone/Social Media (May include restoring relationship depending on the nature of the infraction.)	A minimum of 2 Internal Suspensions based upon the nature, severity and or the repetition of the infraction. Referral to Counselor for Reflection <u>Police may be notified.</u>	A minimum of 3 Internal Suspensions based upon the nature, severity and or the repetition of the infraction. Referral to Counselor for Reflection School Community Activities <u>Police may be notified.</u>	A minimum of 4 Internal Suspensions based upon the nature, severity and or the repetition of the infraction. Referral to Counselor for Reflection School Community Activities <u>Police may be notified.</u>	A minimum of 5 Internal Suspensions based upon the nature, severity and or the repetition of the infraction. Referral to Counselor for Reflection School Community Activities <u>Police may be notified.</u>	A minimum of External/Internal Suspensions for 7 to 10 Days Possible Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations, Parent conference with the Executive Assistant Principal prior to re-admittance <u>Police may be notified.</u>
Trespassing on school grounds while on suspension.	3 External Suspensions Referral to Counselor for Reflection <u>Police may be notified.</u>	4 External Suspensions Referral to Counselor for Reflection School Community Activities <u>Charges will be filed with the police department</u>	A minimum of External/Internal Suspensions for 7 to 10 Days <u>Charges will be filed with the police department</u> Possible Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without		

			limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations, Parent conference with the Executive Assistant Principal prior to re-admittance		
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Tier 4: Severe Infractions

Engaging in egregious and/or criminal activity in the school or at a school function that could result in harm to the school community

Violations shown below are cumulative over the course of a student's time while enrolled in high school (including violations that occurred at another high school). Administration reserves the right to recommend additional disciplinary sanctions, including without limitations, alternative educational placement, expulsion, and/or other discipline as appropriate under relevant law and regulations.

Violation	1 st Referral	2 nd Referral	3 rd Referral
Fighting	A minimum of 4 Internal Suspensions <u>Charges will be filed with the police department</u> A parent conference with Assistant Principal must be held prior to re-admittance Referral to Counselor for Reflection (after re-entry conference with parents) Restoring Relationship (after re-entry conference with parents) School Community Activities	A minimum of External/Internal Suspensions for 7 to 10 Days <u>Charges will be filed with the police department</u> Possible Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations, Parent conference with the Executive Assistant Principal prior to re-admittance Referral to Counselor for Reflection (after re-entry conference with parents) Restoring Relationship (after re-entry conference with parents) School Community Activities	External suspension indefinitely pending Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations. <u>Charges will be filed with the police department</u>
Possession or use of fireworks, smoke bombs, etc.	A minimum of 4 Days External Suspension Confiscation A parent conference with Assistant Principal must be held prior to re-admittance	External suspension indefinitely pending Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including	

	<p>Referral to Counselor for Reflection (after re-entry conference with parents) School Community Activities <u>Charges will be filed with the police department</u></p>	<p>without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations. Confiscation <u>Charges will be filed with the police department</u></p>	
Tampering with fire extinguisher	<p>A minimum of 4 Internal Suspensions Repair or restitution Referral to Counselor for Reflection School Community Activities <u>Charges will be filed with the police department</u></p>	<p>External suspension indefinitely pending Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations. <u>Charges will be filed with the police department</u></p>	
Causing public alarm	<p>A minimum of 4 Days External Suspension <u>Charges will be filed with the police department</u> Possible Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations, Parent conference with the Executive Assistant Principal prior to re-admittance Referral to Counselor for Reflection (after re-entry conference with parents) School Community Activities</p>	<p>External suspension indefinitely pending Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations. <u>Charges will be filed with the police department</u></p>	
<p>Assault of a Student</p> <p><i>*Assault, as defined, in N.J.S.A. 2C: 12-1, and includes the intent to cause, or causing, bodily injury to another student(s), or attempts physically to put another student(s) in fear of serious bodily injury.</i></p>	<p>External/Internal Suspension of 10 days <u>Charges will be filed with the police department</u> A parent conference with Executive Assistant Principal must be held prior to re-admittance Referral to Counselor for Reflection (after re-entry conference with parents) Restoring Relationship</p>	<p>External suspension indefinitely pending Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations.</p>	

	(after re-entry conference with parents) School Community Activities	<u>Charges will be filed with the police department</u>	
Dating violence at school as defined in Policy 5519	A minimum of 4 Internal Suspensions <u>Charges will be filed with the police department</u> A parent conference with Assistant Principal must be held prior to re-admittance Referral to Counselor for Reflection (after re-entry conference with parents) School Community Activities	External suspension indefinitely pending Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations. <u>Charges will be filed with the police department</u>	
Sexual assault	External suspension indefinitely pending Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations. <u>Charges will be filed with the police department</u>		
Possession or use of a weapon as defined in Regulation 8467 <i>*Note - The Administration retains final authority in determining what constitutes a weapon, especially when evaluating potential danger.</i>	External suspension indefinitely pending Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations. <u>Charges will be filed with the police department</u>		
Possession and/or Use of Firearms, as per N.J.A.C. 6A:16-5.5 <i>*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"</i>	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		

	<p>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.</p> <p><u>Refer to Addendum: Procedure for Student Threat Assessment Immediate notification of local authorities.</u></p> <p><u>Charges will be filed with the police department</u></p>		
Assault of employee or Board member	<p>External suspension indefinitely pending Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations.</p> <p><u>Charges will be filed with the police department</u></p>		
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>External suspension indefinitely pending Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations.</p> <p><u>Charges will be filed with the police department</u></p>		
Terroristic threats against staff, students, and/or facility	<p>External suspension indefinitely pending Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations.</p> <p><u>Charges will be filed with the police department</u></p>		

<p>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>The student will be suspended from school for 10 days: 4 external suspensions and 6 internal suspensions.</p> <p>The student will be subsequently referred to the Student Assistance Counselor for School Community Activities</p> <p>A conference involving the Assistant Principal, student, parents, and counselor must take place prior to re-admittance to school. <u>Police may be notified.</u></p>	<p>External suspension indefinitely pending Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations. <u>Charges will be filed with the police department</u></p>	
<p>Positive urine screening subsequent to the first offense as defined in Policy 5530.</p>	<p>The student will be suspended from school for 10 days: 4 external suspensions and 6 internal suspensions.</p> <p>The student will be subsequently referred to the Student Assistance Counselor for School Community Activities</p> <p>A conference involving the Assistant Principal, student, parents, and counselor must take place prior to re-admittance to school. <u>Police may be notified.</u></p>	<p>External suspension indefinitely pending Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations. <u>Police may be notified.</u></p>	
<p>Possession of alcoholic beverages, controlled dangerous substances, or other substances as defined in Policy 5530</p>	<p>The student will be suspended from school for 10 days: 4 external suspensions and 6 internal suspensions.</p> <p>The student will be subsequently referred to the Student Assistance Counselor for School Community Activities</p> <p>A conference involving the Assistant Principal, student, parents, and counselor must take place prior to re-admittance to school. <u>Charges will be filed with the police department</u></p>	<p>External suspension indefinitely pending Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations. <u>Charges will be filed with the police department</u></p>	

<p>Sale and/or distribution of alcoholic beverages, controlled dangerous substances, or other substances as defined in Policy 5530</p>	<p>The student will be suspended from school for 10 days: 4 external suspensions and 6 internal suspensions.</p> <p>The student will be subsequently referred to the Student Assistance Counselor for School Community Activities</p> <p>A conference involving the Assistant Principal, student, parents, and counselor must take place prior to re-admittance to school. <u>Charges will be filed with the police department</u></p>	<p>External suspension indefinitely pending Board of Education disciplinary hearing with consideration for additional disciplinary sanctions, including without limitations, alternative education placement, expulsion, and/or other discipline as appropriate under relevant law and regulations. <u>Charges will be filed with the police department</u></p>	
<p>Unauthorized possession, distribution, and/or use of any medication</p> <p><i>*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 in Policy 5530, refer to consequences as noted above.</i></p>	<p>A minimum of 1 Internal Suspension Referral to Counselor for Reflection School Community Activities <u>Police may be notified.</u></p>	<p>A minimum of 5 Internal Suspensions Referral to Counselor for Reflection School Community Activities <u>Police may be notified.</u></p>	<p>The student will be suspended from school for 10 days: 4 external suspensions and 6 internal suspensions.</p> <p>The student will be subsequently referred to the Student Assistance Counselor for School Community Activities</p> <p><u>Charges will be filed with the police department</u></p> <p>A conference involving the Assistant Principal, student, parents, and counselor must take place prior to re-admittance to school.</p>

Washington Township High School

WTHS Student Reflection

Student's Name: _____ **Grade:** _____ **Date:** _____

1. What was your violation of our code of conduct?

2. What were you thinking at the time of the violation?

3. How has your violation affected you and/or others?

4. What do you think you need to do to make things right?

5. In a similar situation in the future, how will you act differently?

6. How can we help you move forward in a positive direction?

Student Signature: _____

Staff Member Signature: _____

Washington Township High School

WTHS Restoring Relationships

Student's Name: _____ **Grade:** _____ **Date:** _____

You have engaged in behavior that is deemed hurtful in some way to another person. In order to make things right, you will write a letter of apology to the individual(s) that you may have hurt through your actions. Take some time to gather your thoughts and prepare your words before jotting them down below. Once completed, you will be sharing this letter with the individual(s) affected by your actions either by reading it to them or by giving them a copy of your written words. We will support you with this.

Washington Township High School

School Community Activities

For certain violations of our student code of conduct, students will be required to participate in a school or community activity in order to help learn and grow from the violation. Below is a brief bulleted list of school community activities that may be required of students, depending on the nature of the violation.

- MD Anderson tobacco prevention and cessation curriculum (ASPIRE)
- Individual counseling
- Group counseling
- Mentoring
- Substance Abuse Prevention (SAC)
- Student/Parent consultation with SRO
- Structured Learning Experience