

**LARKSPUR MIDDLE SCHOOL
CODE OF STUDENT CONDUCT & DISCIPLINE MATRIX
2019-2020**

OFFENSE

MINIMUM CONSEQUENCES

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|---|--|
| 1. <u>Tardiness to Class</u>
<u>(Per Class/Per 9-Weeks)</u> | First Tardy - Verbal Warning by Teacher
Second Tardy - 1 Teacher Detention
Third Tardy - Administrative Detention
Repeated – Saturday Detention / In-School Suspension (ISS) |
| 2. <u>Late Arrival to School (Unexcused)</u> | First Offense - Warning
Second Offense - Parent Notification
Repeated Offenses - Administrative Detention/Saturday Detention |
| 3. <u>Truancy /Skipping Class</u> | First Offense - Administrative Detention/Parent Conference
Repeated Offenses - Administrative Detention/Saturday Detention
Attendance Contract / Referral to School Social Worker |
| 4. <u>Leaving School w/o Permission</u> | First Offense – Saturday Detention
Second Offense - ISS 1/Parent Conference
Repeated Offense - ISS 2/Attendance
Contract / Referral to School Social Worker |
| 5. <u>In an Unauthorized Area w/o Permission</u> | First Offense – Saturday Detention
Second Offense – ISS |
| 6. <u>Cheating/Honor Code/Infractions</u> | First Offense - Student Receives Zero/ Parent-Teacher Conference
Repeated Offense - Student Receives Zero/Parent Teacher Conference/Saturday Detention to complete alternate assignment |
| 7. <u>Falsification (Forgery, Lying, Etc.)</u> | First Offense - Administrative Detention
Second Offense – Saturday Detention
Repeated Offense - ISS |
| 8. <u>Inappropriate Personal Property</u>
<u>(Headwear/Sunglasses/</u>
<u>Electronic Games, Etc.)</u> | First Offense - Confiscate Item and Release Item to Parent Only
Second Offense - Confiscate Item/parent or guardian pickup/Administrative Detention
Repeated Offense – Confiscate Item/parent or guardian pickup/Saturday Detention |
| 9. <u>Violation of Dress Code</u> | First Offense - Opportunity to Change Clothing or ISS/Warning
Second Offense - Administrative Detention
Repeated Offenses – Saturday Detention |
| 10. <u>Disruption/Disrespect/Insubordination</u> | First Offense - Teacher Detention/Parent Contacted (documented in Synergy)
Second Offense - Administrative Detention
Repeated Offense – Saturday Detention/ISS |
| 11. <u>Use of Profanity/Abusive Language/</u>
<u>Obscene Materials</u> | First Offense – ISS 1
Second Offense – ISS 2 |
| 12. <u>Violation of Cafeteria Rules</u> | First Offense - Verbal Warning
Second Offense - Lunch Detention
Third Offense - Referral to an Administrator, Mediation, Parent Notification, AND Administrative Detention
Repeated Offense- Saturday Detention, ISS, or Out-of-School Suspension (OSS) |
| 13. <u>Failure to Report to Administrative</u>
<u>Detention</u> | First Offense – Saturday Detention |
| 14. <u>No Show for Teacher Detention</u> | First Offense – Reschedule/Parent Contact
Second Offense – Administrative Detention |
| 15. <u>Refusal to go to ISS/Refusal to Follow ISS</u>
<u>Rules and Regulations</u> | First Offense - OSS Assigned in Addition to Assigned Days in ISS |

OFFENSE	MINIMUM CONSEQUENCES
16. <u>Trespassing While Suspended Out of School</u>	First Offense - Long-Term Suspension and Referral to SRO
17. <u>Unauthorized Use of Technology</u> (Cell Phones / Chromebooks/ VBCPS Internet)	First Offense – Confiscate Item and Release Item to Parent Only/Warning Second Offense – Confiscate Item and Release Item to Parent Only/Administrative Detention Repeated Offenses- Confiscate Item and Release Item to Parent Only /Saturday Detention- ISS/Possible Loss of Privilege *More severe disciplinary consequences will be assigned if student refuses to comply with staff member’s requests. *
18. <u>Bus Discipline</u>	First Offense – Administrative Detention and/or Bus Suspension 1-5 Days Repeated Offense – Saturday Detention-ISS/Possible Loss of Bus Riding Privileges
19. <u>Physical Aggression/Abuse</u> - Pushing, Grabbing, Shoving, Scratching, Kicking, Necking, Etc. that is unprovoked. *Students who retaliate may be disciplined. *	First Offense – ISS - OSS Repeated Offense - OSS - Expulsion
20. <u>Minor Physical Altercation</u> - NOT resulting in injuries.	First Offense - ISS 1-3 Repeated Offense - OSS
21. <u>Verbal Confrontation</u> - Disruption and Posturing with NO Physical Exchanges.	First Offense - Mediation/Warning/Parent Contacted Second Offense – Administrative Detention Repeated Offense – Saturday Detention-ISS-OSS
22. <u>Fighting – Mutually Combative</u>	First Offense - OSS 3-5 Second Offense - OSS 5-10 or Possible Recommendation for Long-Term Suspension
23. <u>Incitement/Instigation</u> -Includes Videotaping a Fight and using Text/Social Media to Incite and Instigate a confrontation (verbal/physical).	First Offense - ISS 1-3 Repeated Offenses - OSS 1-3
24. <u>Bullying/Harassment</u> – Includes using Text/Social Media to Bully/Harass another student.	First Offense - Administrative Detention-Saturday Detention Second Offense - ISS-OSS Repeated Offense – OSS and Referral to CHOICES Program
25. <u>Threats to Harm Others</u> (Written, Verbal, Physical, Social Media)	OSS- Recommendation for Expulsion
26. <u>Vandalism</u>	First Offense - ISS 1 - OSS and Full Restitution of School Board or Private Property
27. <u>Theft/Larceny</u>	First Offense - ISS 1 to Expulsion and Full Restitution of School Board or Private Property/Referral to SRO
28. <u>Possession/Distribution of Tobacco or Vaping Products</u> (includes Electronic Cigarettes or Juuls, Nicotene Vapor/Alternative Nicotine or Paraphernalia)	First Offense - OSS 1-5 Days/Referral SRO/Nurse Second Offense – Substance Abuse Intervention Program (SAIP) Repeated Offense - Long-Term Suspension
29. <u>Alcohol/Drug Use and/or Possession</u> (Any Controlled Substance/Imitations)	First Offense – Recommendation for Expulsion Repeated Offense – Recommendation for Expulsion
30. <u>Possession/Distribution of Medication</u> (Over the Counter)	First Offense – ISS - OSS Repeated Offense – OSS - Recommendation for Expulsion
31. <u>Amorous Behavior</u> (Kissing)	First Offense - Verbal Warning/Parent Contact Second Offense – Administrative Detention Repeated Offense – Saturday Detention – ISS
32. <u>Offensive Touching</u>	First Offense – OSS to Recommendation for Expulsion /Referral to SRO Repeated Offense - Recommendation for Expulsion
33. <u>Physical Education (Per Nine-Weeks)</u>	1) No Dress - Teacher Warning 2) No Dress - Phone Call to Parent 3) No Dress - Teacher Detention 4) No Dress - Referral - Administrative Detention 5) No Dress - Referral – Saturday Detention

Continued Violations of the Code of Student Conduct: Students with multiple referrals for serious offenses may be subject to the referral to the Choices Program and /or recommendation for long-term suspension or expulsion.