

Discipline Procedures

We believe that most students understand the expectations of ROARS-Positive Behavioral System. However, we believe that students need to know and understand that there are consequences for not meeting behavioral expectations, both in school and society. The following discipline procedures have been designed to be specific and clear, to encourage consistent and fair enforcement, and to help students make responsible behavioral choices. The implementation of the discipline procedures will reflect the age, severity, and previous disciplinary history of the student.

Level 1- Minor Behaviors

Running	Minor dishonesty
Cutting in line	Possession of toys, electronic devices
Inappropriate physical contact	Tardiness
Loud voices in hall/classroom	Throwing objects
Getting in peer's space	Inappropriate tone/attitude
Calling/talking out of turn	Not throwing away food properly
Not prepared	Moving seat in lunchroom to exclude a student
Unauthorized food/ drink/gum	Excluding from play at recess
Passing notes	Not using recess equipment correctly
Minor teasing	Throwing mulch
Foul language	Recess safety issues
Not doing work	

Consequences

First offense:	-Verbal reminder or classroom consequence-behavior form filled out and filed in office
Second offense:	- Classroom consequence-behavior form filled out and filed in office
Third offense:	- Classroom consequence- parent contact by teacher
Fourth and Subsequent Offense(s):	Becomes a major offense

Level 2- Major Behaviors-all require major form completed and handed to office

Offense (definition)	Minimum Consequence	Maximum Consequence
Weapons (defined as anything readily capable of lethal use or of inflicting serious bodily harm)	Parent conference and confiscation and/or suspension, police contact	Same as Minimum Consequence plus loss of social activity, expulsion
Physical Fighting	Possible One (1) day suspension in or out of school, a parent conference	Same as Minimum Consequence , loss of social activity plus up to five (5) day suspension, police contact
Assault to Staff Member	N.J.S.A 18A:37-2.1 and N.J.S.A 2C:12-1 demands immediate suspension of any student responsible for an assault against a staff member or board member	
Verbal Threats, harassment of student, significant incidents of bullying	See Harassment, Intimidation, and Bullying Policy	See Harassment, Intimidation, and Bullying Policy
Loss of Instructional Time due to Tardiness or Leaving School Early	<p><u>After five (5) incidents per marking period:</u> parent conference</p> <p><u>Loss of instructional time due to habitual tardiness or leaving school early</u> will result in any or all of the following: parent conference, reduction of grade, loss of school activity, or detention</p>	

Offense (definition)	Minimum Consequence	Maximum Consequence
Dress Code Violation In and out of school activities	<p><u>First Offense:</u> report to nurse for alternate clothes or parent brings in appropriate clothes</p> <p><u>Second Offense:</u> administrator calls parent</p> <p><u>Third Offense (and any subsequent offenses):</u> all of the above, after school detentions or suspension, parent conference, and/or loss of school social activity</p>	
Major Dishonesty	<p>After school detentions (3:10-4:00), conference with school supervisor and guidance counselor</p> <p>Same as Minimum Consequence plus parent conference, suspension, loss of all school activities*** and class trips for the rest of the school year</p>	
Cheating		
Defacing or vandalizing school property,		
Accumulation of more than four minors and every subsequent minor		
Leaving school grounds	After school detentions, parent conference	Parent conference, suspension, loss of school activity
Incidents of tobacco, alcohol or other drug use	Confiscation, up to five (5) days suspension, loss of school social activity, parent conference	Same as Minimum Consequence plus police contact, five (5) day suspension

***School activities include end of year 8th grade activities.

N.J.S.A.6A:16-7.3,16-7.5 explains the processes of appeal regarding short-term suspension, long-term suspension, and expulsion.

•ATTENDANCE POLICY•

Regular attendance and punctuality are important for a student from the first day of school. Pupils who do not enter school with their class in the morning are considered late. A student will be recorded as tardy when he/she arrives after 8:40 a.m., when homeroom period begins. If a student is in school for less than 4 hours during any day, he/she is recorded as absent for the full day.

Regular attendance by all students in the Public Schools of New Jersey is a well established, long standing State Policy (N.J.S.A. 18A—38:25, 26) that has been repeatedly upheld by the courts of the state as well as by the Supreme Court of the United States. A pupil must be in attendance for **160** or more school days to be considered to have successfully completed the instructional program requirements of the grade/course to which she/he is assigned and to be eligible for promotion to the next grade. (FTS Board Policy 5113)

Truancy

The board will report to appropriate authorities infractions of the law regarding the attendance of pupils below the age of 16.

Excused Absences

The board considers the following as cause for excused absence (FTS Board Policy 5113) :

- A. Disabling illness
- B. Recovery from accident
- C. Required court attendance
- D. Death in the family
- E. Religious observance--In accordance with statute, a pupil absent for religious observance of a day recognized by the commissioner of education or this board of education shall be charged with an excused absence, shall not be deprived of an award nor eligibility/opportunity to compete for an award, or of the right to take an alternate to a test or examination missed through such absence.

On the day which a student returns to school after an absence, he/she is required to bring a note signed by a parent/guardian stating the reason for the absence or tardiness and specific dates of absence or tardiness. Extended or frequent (three days or more) chronic absences for illness problems require a written note from a doctor.

The school strongly believes that all activities during the school day, from 8:40 a.m.- 3:15 p.m., are important. Therefore, medical or dental appointments should not be made during the school day except for extensive or emergency care. The office and homeroom teacher should be informed in advance. *The school does not approve of parents/guardians signing out students prior to 3:15 for any other reason.* Outside tutoring sessions must be scheduled after the school hours.

Tardy to School

If a student arrives **tardy** to school five or more days within the same marking period ,the parent and student will conference with school administrator. Excessive tardiness will result in a parent conference and other school consequence. **See Discipline code.**

Excessive Un-excused Absence from School

It is important that students attend school on a regular basis. The educational program offered by the district is predicated upon daily pupil attendance. Therefore, a unexcused absence of more than 9(nine) days absenteeism rate will result in a letter informing parents/guardians of the number of absences and the administration will require a conference with the parents/guardians to discuss this matter. Further absences may result in municipal court involvement as per the laws of this state, and, in extreme cases, absenteeism may warrant retention in the current grade.

Days Absent	Action Taken
10-14	Letter sent home from Administration
15-19	2 nd letter sent; a meeting with Administration
20+	Student will be retained unless extenuating circumstances exist (see board policy 5113)