



Discipline Policy

I. PURPOSE

The purpose of the policy is to foster a safe, positive environment for learning by teaching the practice of self-discipline, citizenship skills, and social skills.

II. PLANS & POLICIES

- A. At each Providence Hall Charter School (PHCS) school, plans and policies shall be developed for classroom and student management, which will include:
 - 1. Written standards for student behavior expectations, including school and classroom management
 - 2. Effective instructional practices for teaching student expectations, including self-discipline, citizenship, civic skills, and social skills
 - 3. Systematic methods for reinforcement of expected behaviors
 - 4. Uniform methods for correction of student behaviors
 - 5. Uniform methods for at least annual school-level data-base evaluations of efficiency and effectiveness
- B. On-going staff development shall be provided for all staff regarding:
 - 1. Effective instructional practices for teaching and reinforcing behavior expectations
 - 2. Effective intervention strategies
 - 3. Effective strategies for evaluation of the efficiency and effectiveness of interventions
- C. School personnel shall determine the range of student behaviors and establish a continuum of administrative procedures that may be used by school personnel to address student behavior, including:
 - 1. Classroom level strategies
 - 2. Building level strategies

III. RANGE OF BEHAVIORS AND CONTINUUM OF PROCEDURES

School building personnel shall determine by consensus student behavior infractions that should be dealt with at the classroom level and building level.

- A. Minor infractions are defined as infractions of school rules that are usually handled by teachers in the classroom. Chronic or excessive minor infractions can become major infractions and result in office discipline referral to school administration. Minor infractions can result in a loss of privileges, phone calls home, detention, and in-school suspension. The following are minor infractions:
 - 1. Dress code violations (see dress code section)
 - 2. Disrespect, including put downs, talking back, and defiance
 - 3. Public displays of affection
 - 4. Inappropriate language and actions
 - 5. Tardies
 - 6. Disruptive behavior including talk-outs, chronic talking, and out of seat
 - 7. Horseplay
 - 8. Bus misconduct
 - 9. Electronics Policy/Acceptable Use Policy
 - 10. Non-compliance
- B. Major infractions are defined as severe infractions of school rules that result in immediate office discipline referrals to school administration and usually lead to out of school suspension. Major infractions include:
 - 1. Safe school violations, including assault, threats to kill/harm, discrimination



2. Drug, alcohol, and tobacco violations
 3. Physical aggression including fighting and throwing objects at a person
 4. Any criminal action occurring at school such as vandalism, fire setting, possession or use of combustibles, forgery, and theft
 5. Chronic or excessive abusive language, truancy, tardies, or non-compliance
 6. Bullying and harassment
 7. Possessing (regardless of intent), using, selling or attempting to possess, use or sell any firearm, weapon, knife, explosive device, noxious or flammable material, firework, chemical weapon (i.e. mace, pepper spray), martial arts weapon or other instrument including those which eject a projectile or substance of any kind, or any replica or facsimile of any of the above, whether functional or nonfunctional, whether designed for use as a weapon or for some other use.
 8. Sexual harassment or fabrication of sexual harassment charges with malicious intent to defame character.
 9. Arson - the willful and malicious destruction of any part of a building or its contents or occupants by use of fire or explosive.
- C. The following school personnel shall be authorized to issue notices of disruptive behavior. These personnel shall provide documentation of habitually disruptive student behavior prior to court referral.
1. Building administrators
 2. School resource officers

IV. PROHIBITED CONDUCT AND RELATED DISCIPLINE

Prohibited conduct is forbidden at school, on school property, including school vehicles, and at any school activity. A serious violation that threatens or harms a school, school property, a person connected with school, or property associated with a person connected with school is forbidden regardless of where it occurs.

- A. A student WILL be removed from school for at least 1 year for a serious violation involving the following:
1. A real weapon or
 2. Explosive or flammable material or
 3. Actual or threatened use of a look alike weapon with intent to intimidate or cause disruption.
- Exceptions may be made on a case by case basis through the Board of Trustees (Board).
- B. A student WILL be removed from school for the following:
1. Possession, control, actual or threatened use of a real weapon, explosive, noxious, or flammable material; explosive device, noxious or flammable material, firework, chemical weapon (i.e. mace, pepper spray), martial arts weapon or other instrument including those which eject a projectile or substance of any kind, or any replica or facsimile of any of the above, whether functional or nonfunctional, whether designed for use as a weapon or for some other use.
 2. Actual or threatened use of a look alike weapon with intent to intimidate or cause disruption;
 3. The sale, control or distribution of a drug, controlled substance, imitation controlled substance, or drug paraphernalia;
 4. Using or threatening to use serious force;
 5. The commission of an act involving the use of force or the threatened use of force which if committed by an adult would be a felony or class A misdemeanor; or
 6. A serious violation of Section B. 3. affecting a student or staff member.
- C. A student MAY be removed from school for the following:
1. Willful and/or frequent disobedience or violating a school rule;



2. Defying authority;
3. Disruptive behavior;
4. Foul, profane, vulgar, or abusive language;
5. Defacing or destroying school property;
6. Truancy;
7. Theft;
8. Posing a significant threat to the welfare, safety or morals of a student, school personnel, or the operation of the school;
9. Fighting;
10. Bullying (including, but not limited to, behavior intended to cause harm or distress in a relationship with an imbalance of power, especially if repeated over time);
11. Possessing, using, controlling, or being under the influence of alcohol, a drug, an imitation drug, drug paraphernalia, or misusing any substance;
12. Possessing or using tobacco;
13. Hazing, demeaning, or assaulting someone, or forcing someone to ingest a substance;
14. Inappropriate exposure of body parts;
15. Sexual or other harassment; or
16. Gang-related attire or activity.

The decision to remove or to discipline in some other way is made by the administrator based on all the circumstances.

- D. The type and length of discipline is based on factors such as previous violations, severity of conduct, and other relevant educational concerns.
- E. When appropriate, students will be placed on remedial discipline plans.
- F. PHCS personnel may use reasonable physical restraint, if necessary, to protect a person or property from physical injury or to remove a violent or disruptive student.
- G. If damage or loss of school property occurs, official report cards, diplomas, and transcripts may be withheld until payment for the damage is received or the lost property is recovered.

V. SEARCHES

- A. PHCS personnel may search students, lockers, personal property, and vehicles parked on school property based on reasonable suspicion.
- B. PHCS personnel may also conduct random searches that might include all lockers and other school property.

VI. SUSPENSION AND EXPULSION

- A. Suspension is disciplinary removal from school with an offer of educational services.
- B. Expulsion is a disciplinary removal from school by the Board for more than 10 school days without an offer of alternative educational service.

VII. READMISSION AND ADMISSION

- A. If a student is removed from school, readmission depends upon satisfactory evidence that the student will not be a danger to self, others, or school property.
- B. If a student is removed from school, the student may be readmitted after the parent/guardian meets with school officials to make a plan to correct the behavior(s) and after the student completes both the days of suspension and any conditions imposed.
- C. PHCS may deny admission to a student who has been expelled from any school in the last twelve months.



VIII. DUE PROCESS

- A. If a student is removed from school or otherwise disciplined under this policy, the student has the right to meet with the site administrator to tell his/her side of the story.
- B. If the school administrator recommends removal for more than 10 school days, a member of the Board will hear the case with the student, a parent/guardian, the school administrator, and others as necessary. This hearing will be held within 10 school days of removal from school.
- C. If a student is removed from school for more than 10 school days, an appeal of the decision may be made in writing to the Board within 10 school days of the decision. The student's parent/guardian is responsible to plan and to pay for any educational services not provided by the school during the suspension.

IX. STUDENTS WITH DISABILITIES

If a student has a qualified disability, the school administrator will explain the separate procedures that may apply based on the procedural safeguards under the Individuals with Disabilities Education Act (IDEA) or Section 504 of the Rehabilitation Act.

X. BULLYING AND HAZING POLICY

- A. For the complete Bullying and Hazing Policy, please refer to the policy on, www.providencehall.com. According to Rule R277-613 of State Administrative Rule for Public and Charter schools, bullying and hazing are considered criminal offenses and will be treated as such. Bullying is defined as any act that intentionally or knowingly:
 - 1. Endangers the physical health or safety of a school employee or student
 - 2. Is done for the purpose of placing a school employee or student in fear of physical harm or harm of property
 - 3. This includes cyber bullying which means using the internet, a cell phone, or other device to send or post a text, video, or an image with the intent or knowledge, or with reckless disregard, that the text, video, or image will hurt, embarrass, or threaten an individual, regardless of whether the individual directed, consented to, or acquiesced in the conduct, or voluntarily accessed the electronic communication
- B. Students who are guilty of intentionally or knowingly HAZING:
 - 1. Endanger the physical health or safety of a school employee or student
 - 2. Are involved in any brutality of a physical nature such as whipping, beating, branding, bruising, electric shaving, placing a harmful substance on the body, or exposing another student to the elements
 - 3. Participate in any activity where a student would be subjected to extreme sleep deprivation, isolation from social contact or extreme initiations for admission to or as a condition of continued membership in a group or organization
- C. Verified incidents of bullying may result in the following consequences or penalties. The consequences or penalties may include, but are not limited to:
 - 1. Student suspension from school sponsored activities including school-sponsored transportation
 - 2. Student suspension or expulsion from school or lesser disciplinary action
 - 3. Employee suspension or termination for cause or lesser disciplinary action
 - 4. Other action against student or employee as appropriate