

Tiered Student Discipline Program

In order to achieve the School's educational goals, the School requires all students to conform to the policies outlined in this handbook and further elaborated in the School's manual. Failure to comply with these requirements will result in the student's discipline.

Discipline is to be administered in a reasonable manner and is designed to help the student take responsibility for his or her actions. The School shall generally follow the Tiered Student Discipline Program outlined below. However, the type of discipline will depend on the facts, circumstances, and severity of a student's failure to comply with applicable guidelines, rules, or policies._

Under no circumstances does the Governing Authority condone the use of unreasonable force and fear. The School strictly prohibits Corporal Punishment by all teachers, administrators, and volunteers. See **Policy 4560**, Positive Behavior Interventions and Support, Seclusion, and Prohibited Practices, for a complete explanation of the School's force and restraint policies.

The Student Code of Conduct and related disciplinary process applies in the School, on the School property, at School activities or functions off the School premises, and during transportation to and from the School. Offenses and punishment should be determined by the Head Administrator.

Notwithstanding anything contained herein to the contrary, disciplinary actions regarding truancy shall be subject to the requirements contained in **Policy No. 4201** and the Ohio Revised Code.

Tiered Discipline Program

Tier One. Should a student commit a Tier One offense, the teacher should alert the student that he/she broke a rule, explain the rule, and administer an appropriate consequence. Tier One offenses include, but are not limited to:

- 1) **Disruptive and/or Prohibited Behavior**
 - a. Engaging in any physical display of affection with another student
 - b. Failing to follow reasonable instructions, directions, or guidelines or refusing to comply with a reasonable request while on School property or at a School activity or event
 - c. Running or causing any disruption in a school building
 - d. Littering inside a School building or anywhere on the School premises
 - e. Misbehaving and/or failing to follow applicable guidelines, rules, or policies during assigned lunch periods, on School playgrounds, in School hallways or restrooms, or on School transportation vehicles
 - f. Lying to School employees, personnel, or officials, parent volunteers, or any member of the School community

- g. Violating School dress code guidelines, rules, or policies
 - h. Using any electronic device (cellular telephones, smartphones, iPads, iPods, gaming devices, etc.) without approval, on School property, and during School hours
 - i. Chewing gum on School property
 - j. Failing or refusing to turn in homework assignments or complete classroom work
 - k. Ignoring safety guidelines, rules, or policies
 - l. Failing to adhere to any School and/or individual classroom guidelines, rules, or policies
 - m. Shouting at , harassing, or disrespecting School employees, personnel, officials, parent volunteers, any members of the School community, or other students
 - n. Failing to show up on time for class
 - o. Using or creating toys or other distracting objects
- 2) Misuse and/or Abuse of School Property
- a. Using School internet access, School telephones, technology, or any School electronic device for an illegal, improper, or unauthorized reason
 - b. Stealing or defacing School books, materials, electronic devices, or supplies

Tier Two. A Tier Two offense occurs if the student repeats a Tier One offense or the student engages in conduct constituting a Tier Two offense. Should a student commit a Tier Two offense, the teacher should explain the rule and administer an appropriate consequence. The teacher shall also contact the student's parents/guardians and send a report to the parents/guardians and the appropriate administrative office. In addition to repeated Tier One offenses, Tier Two offenses include, but are not limited to:

- 1) Repeated and/or Serious Tier One Offenses
- 2) Disruptive and/or Prohibited Behavior
- a. Using inappropriate, insulting, or abusive language in any form towards School employees, personnel, officials, parent volunteers, any members of the School community, or other students
- 3) Damage/Destruction of School Property
- a. Causing, attempting, or threatening to cause or attempt any form of damage or destruction to School property
- 4) Academic Dishonesty
- a. Cheating or plagiarizing
 - b. Misappropriating or misrepresenting the work of another as one's own work
 - c. Using unauthorized materials during a quiz or exam

- d. Fraudulently altering work or official documents
- e. Falsifying dates, records, signatures, or any other aspect of an official document or School assignment
- f. Interfering or tampering with the instructor's work or another student's work
- g. Aiding and abetting another student attempting to engage in act of academic dishonesty
- h. Remaining on School property without a reason for being present, after being instructed to leave, without permission from School authority, or without properly identifying oneself
- i. Trespassing on School property
- j. Engaging in or coercing another to engage in any form of hazing
- k. Participating in any gang activity or similar organizational activity, which is disruptive to the educational process
- l. Wearing, carrying, displaying, or exhibiting an affiliation with a gang
- m. Intimidating or bullying other students by means of verbal abuse/menacing or threats of violence including all forms of cyber-bullying
- n. Engaging in obscene, vulgar, or insulting conduct or using obscene, vulgar, or insulting language
- o. Possessing, producing, or distributing offensive and prohibited materials
- p. Willfully engaging in a course of conduct intended to interfere with the educational process
- q. Repeatedly failing to show up for class without an acceptable excuse

Tier Three. A Tier Three offense occurs when the student continues to violate the rules despite appropriate actions at Tiers One and Two or the student engaged in conduct constituting a Tier Three offense. The Head Administrator or his/her designee may suspend the student under the suspension procedures. Tier Three offenses include, but are not limited to:

- 1) Repeated and/or Serious Tier One and/or Tier Two Offenses
- 2) Violence and Threats of Violence
 - a. Physical Injury
 - i. Inflicting bodily injury upon another person
 - ii. Physically contacting another student, which results in physical injury or unacceptable physical contact
 - i. Willfully engaging in a course of conduct that unreasonably places School employees, personnel, officials, parent volunteers, any members of the School community, or other students at risk of physical injury
 - b. Threats
 - i. Threatening a School building or any School premises at which an extracurricular event, interscholastic competition, or any other School program or activity is occurring with a bomb
 - ii. Threatening to inflict bodily injury upon another person

3) Miscellaneous Prohibited and/or Illegal Activity

- a. Extorting another person by threat, intimidation, or coercion
- b. Obtaining or attempting to obtain money, information, or personal property by means of theft, robbery, or fraud/deception
- c. Transferring, distributing, selling, or purchasing stolen goods
- d. Engaging in or committing an act that is criminally punishable
- e. Participating in or organizing any gambling activity, which involves the payment or exchange of something of value in return for the chance to win a prize or something of value
- f. Participating in any illegal gang-related activity
- g. Using, possessing, selling, purchasing, or distributing any banned or controlled substance, drug, alcohol, alcohol product, tobacco product or similar substance capable of altering behavior, mood, feelings, or state of mind including any paraphernalia associated with the particular substance
- h. Making unwanted sexual requests, advances, or communications or engaging in any other form of sexual harassment

Tier Four. A Tier Four Offense occurs if the student continues to violate the rules despite appropriate action at Tiers One, Two, and Three or the student engages in conduct constituting a Tier Four offense. Tier Four offenses are punishable by exclusion, under the exclusion procedures. Tier Four offenses include, but are not limited to:

1) Repeated and/or Serious Tier One and/or Tier Two and/or Tier Three Offenses

2) Weapons

- a. Firearms
 - i. Bringing a firearm to the School or onto any School property
 1. Mandatory one-year expulsion
 - ii. Bringing a firearm to an interscholastic competition, an extracurricular event, or any other School program or activity that is not located in the School or on School property
 1. Discretionary one-year expulsion
 - iii. Possessing a firearm at School, on School property, or at an interscholastic competition, an extracurricular event, or any other School program or activity, which was initially brought onto School property by another person
 1. Discretionary one-year expulsion
- b. Knives
 - i. Bringing a knife to the School, onto any School property, to an interscholastic competition, an extracurricular event, or any other School program or activity
 1. Discretionary one-year expulsion

- ii. Possessing a knife at School, on School property, or at an interscholastic competition, an extracurricular event, or any other School program or activity, which was initially brought onto School property by another person
 - 1. Discretionary one-year expulsion
- c. Dangerous Weapons
 - i. Bringing or possessing a dangerous weapon, device, instrument, material, or substance capable of causing death or serious bodily harm on School property

Cross Reference: Policy 2650, Bomb Threats; Policy 2660, Weapons; Policy 2670 Public Conduct on School Property; Policy 4103, Harassment and Sexual Harassment; Policy 4104, Policy on Harassment, Intimidation, and Bullying; Policy 4105, Anti-Hazing Policy; Policy 4106, Policy on Gang Activity & Other Prohibited Groups; Policy 4410, Student Bill of Rights & Responsibilities; Policy 4430, Internet & Technology Acceptable Use; Policy 4440, Use of Mobile Electronic Devices; Policy 4450, Student Symbolic Expression; Policy 4460, Student Symbolic Expression; Policy 4470, Drugs, Alcohol, and Tobacco; Policy 4520, Transportation Discipline; Policy 4530, Suspension & Expulsion Policy; Policy 4540, Disciplining a 504 Student; Policy 4550, Suspension & Expulsion Policy for Students with Disabilities; Policy 4560, Positive Behavior Interventions and Support, Seclusion, and Prohibited Practices.