

## **Consequences of Student Misconduct**

Consequences tell students what will happen to them if they break the rules. The first time a student breaks a rule there is usually a warning, subsequent misbehavior will receive more serious consequences according to the Levels listed below. Rule breaking is broken into four levels of misconduct. As the gravity of the misconduct increases, the severity of the consequence also increases. All discipline imposed by the Administration and Board of Trustees of The Queen City Academy Charter School is pursuant to state law and regulation, see N.J.S.A. 18A:38-1, et seq., and N.J.A.C. 6A:16-1, et seq.

### **Detention Policy**

The Queen City Academy Charter School believes strongly in the development and growth of our children. One aspect in the process of development is the understanding of the effect that one's actions may have upon the individual, the classroom (as a whole), the community (the school) and the world. There is also the belief that the knowledge of breaking a rule or regulation also results with a natural or logical consequence. (The natural consequence of defacing property is to clean it up; the logical consequence of disobedience is some type of activity that will cause one to reflect and change one's behavior.)

These are life lessons that together with the philosophy of education of The Queen City Academy Charter School, the Code of Conduct and the individual classroom rules (age and grade appropriate), provide a common understanding and fair process by which our student shall function and be held accountable for their own actions.

It is with these principles in mind that the Faculty of The Queen City Academy Charter School and the Board of Trustees, have installed a daily detention program running Monday through Thursday.

**\*\*Please note, four (4) disciplinary detentions, not homework or uniform detentions, will result in three (3) days out of school suspension.\*\***

Detention Procedure: See Detention Procedure Policy

When students break the code of conduct, they will face a series of consequences as outlined below.

**Level I Misconduct** is behavior on the part of the student that can be easily changed by parental and teacher intervention. It is behavior that is not in

keeping with our school community expectations. When parents fulfill the requirement that children must be sent to school ready and able to participate in school each day, misconduct of this sort is minimized.

Level I Examples	Level I Consequences
Bringing radios, toys, cell phones, or electronics to school	<ol style="list-style-type: none"> <li>1. School personnel will take toy/electronics away from child. Parents will be notified.</li> <li>2. Student will receive an after-school detention on second offense (Grades 5-8).</li> <li>3. Recess detention on second offense (Gr. 2-4)</li> </ol>
Missing Homework	<ol style="list-style-type: none"> <li>1. Phone call to parent from teacher</li> <li>2. After-school detention on 1<sup>st</sup> offense (Gr. 5-8)</li> <li>3. Recess detention on 1<sup>st</sup> offense (Gr. 2-4)</li> </ol>
Unprepared for Class	<ol style="list-style-type: none"> <li>1. Phone call to parent from teacher</li> <li>2. After-school detention on first offense (Gr. 5-8)</li> <li>3. Recess detention on first offense (Gr. 2-4)</li> </ol>

**Level II Misconduct** is behavior on the part of the student which impedes orderly classroom procedures, interferes with the orderly operation of the school, or is not in keeping with our school community expectations. Such behavior, as listed below, will be handled by the child's teacher or other school personnel and the parent will be notified.

Level II Examples	Level II Consequences
Continuation of unmodified Level I behaviors	The following apply to all behaviors: <ol style="list-style-type: none"> <li>1. Time Out/Detention</li> </ol>
Disrespect of an adult or peers	<ol style="list-style-type: none"> <li>2. Discussion with teacher or other</li> </ol>

Disrespect of school property or the property of others	school personnel 3. Denial of school privileges 4. Phone call to parent by school personnel 5. Parent/Teacher/Student will conference to discuss behavior if second offense occurs
Improper language-profanity	
Cheating	
Talking during a fire drill	
Uniform Violation	

A student may be referred to the Intervention and Referral Services (I&RS) Team if consistent Level II misbehaviors are present.

**Level III Misconduct** reflects serious breaches in the discipline policy. Such behavior whose frequency or seriousness disrupts the learning climate of the school and the safety of the school community must be handled by school personnel, parental involvement, and student suspension for a period of one to two days.

Level III Examples	Level III Consequences
Continuation of unmodified Level II misbehaviors	Discussion with Administration/Suspension
Two previous suspensions	
Willful disrespect to staff	
Sexual Harassment not rising to the level of a crime or offense	Discussion with Administration/Suspension
Bullying not rising to the level of a crime or offense	
Failure to serve/reschedule detention within 3 days of notification	

**A behavioral action plan will be developed at this stage.**

**Level IV Misconduct** is conduct on the part of the student that constitutes a danger to the well being of the student or others. This type of misconduct includes but is not limited to, bringing weapons to school, assaulting another student or a staff member. A single infraction of this level of behavior, if it constitutes a crime or offense, will be reported to law enforcement authorities. State law and regulation pertaining to the suspension and expulsion of a student will be followed.

Level IV Consequences almost always involve suspension or expulsion, consistent with the statutes and regulations of the State of New Jersey pertaining to school discipline. When the Academic Director recommends long term suspension or expulsion a due process hearing will be conducted by the Board of Trustees or a Disciplinary Committee comprised of Trustees, and the final determination will be made by the Board of Trustees. All students subject to long term suspension or expulsion will receive home instruction pursuant to New Jersey statutes and regulations. If instruction is delivered in the student's home, a parent or other adult 21 years of age or older who has been designated by the parent shall be present during all periods of home instruction. Willful failure to cooperate or participate in home instruction can constitute a violation of the compulsory education laws and result in a complaint being brought against a parent.

Level IV Examples	Level IV Consequences
<p><i>The following school infractions are defined by New Jersey Statute (N.J.S.A 18A:37. ) and will incur the following prescriptive actions.</i></p> <ol style="list-style-type: none"> <li>1. Bringing a weapon to school</li> <li>2. Fighting or physical assault on staff or students</li> <li>3. Sexual inappropriateness, acts, contact, conversations, and/or assault</li> <li>4. Deliberate/excessive damage to school property (Parent will be responsible for damages)</li> <li>5. Taking or attempting to take money or property from another student---extortion</li> <li>6. Constant disruptive behavior or continued and willful disobedience</li> <li>7. Excessive disrespect to staff</li> <li>8. Harassment of violent threats <b>(Bullying/Harassing)</b></li> <li>9. Open defiance of authority</li> </ol>	<ul style="list-style-type: none"> <li>▪ <i>Parent/guardian will be contacted by the Academic Director</i></li> <li>▪ <i>Student suspension from school</i></li> <li>▪ <i>If a student is suspended from school, he/she will be referred to the Intervention and Referral Services (I&amp;RS) Team</i></li> </ul> <p><i>When a suspension occurs, the length of student suspension is outlined below:</i></p> <p>Suspensions up to 10 days are in the discretion of the Academic Director. Suspension of more than 10 days constitutes long term suspension. Long term suspension or expulsion triggers a due process proceeding before the Board of Trustees. Pursuant to state law, the Board of Trustees will determine the facts of the underlying misconduct and the discipline to be imposed. The severity of the consequence will be a determined by the severity of the misconduct, while taking</p>

10. Willful truancy on part of student.	into consideration any mitigating circumstances.
11. Possessing, using, or dispensing illegal substances such as drugs, alcohol, cigarettes, firecrackers. <b>(Any illegal substances will be reported to the police, as required by law.)</b>	

*Suspension and reentering procedure:*

1. *During suspension all classroom assignments and homework must be completed. It is the responsibility of the parent and student to obtain this information.*
2. *Parents must bring student to school and conference with the Academic Director BEFORE the student returns to class.*

## **Detention Procedure**

**When a detention notice is sent to the office during the regular school day, the following steps will take place:**

- 1. Parent will be called using the Global Connect system notifying the parent/guardian regarding the detention and the reason. Please note, when Global Connect system is not working, a personal phone call will be made by the office.**
- 2. An email will also be sent to those who have provided an email address.**
- 3. Child will serve detention either the same day or following day.**

### **Failure to Serve Detention**

1. Failure to serve an assigned detention will result in the student receive one additional detention.
2. The teacher in charge of detention will inform the Director, in writing, of any student who was absent from detention.
3. The Director will call the parent to inform them the student did not serve the detention.
4. The student will be suspended for one (1) day, pursuant to Level III Misconduct guidelines if detention is not served/re-scheduled within three days. Extraordinary circumstances will be taken into account.
5. The parent will need an in-person conference with the Director, before the child is readmitted to school.

### Extraordinary Circumstances

1. On rare occasions a circumstance may arise in which the serving of a detention on the assigned day presents a threat to the physical and/or psychological well being of the student.
  - a. Examples are a doctor/dentist appointment or extremely important family event.
2. In such rare situations, the parent will request, in writing, that the detention be served next scheduled detention day.
3. The teacher will refer the matter to the Director.
4. Only the Director can approve the request for a postponed detention, and he/she will inform the parent and teacher of his/her decision.

Failure to serve the postponed detention will follow the rules for un-served detentions (above), and will be treated as a Level III Misconduct