

**BUCKLIN ELEMENTARY  
SCHOOL  
CLIMATE/DISCIPLINE  
PLAN  
2011/2012**

**Work hard, Play Fair,**  
**Be Kind**



# **BUCKLIN ELEMENTARY SCHOOL CLIMATE/DISCIPLINE PLAN**

## **Work hard, Play Fair, Be Kind**

### **We expect students and staff:**

\*To work hard and give full attention to the business of a quality education.

\*To play fair by learning and abiding the rules.

\*To be kind by being good citizens, always showing respect and being considerate to others.

### **Plan Components:**

\*Classroom recognition for good behavior.

\*Reward assemblies to acknowledge achievers: Honor Roll, Perfect Attendance and Top Aces.

\*Classroom rules and consequences taught and posted in each classroom.

### **Rewards Program:**

\*Teachers will utilize a concrete reward system that documents rewards earned for a 9-week period.

\*Plan shall include what the tangible part of the reward will be: i.e. points, classroom money, stars, etc.

\*Plans are to be approved by the principal prior to full implementation. (Plans must be approved and implemented prior to August 29, 2011.)

\*The student(s) earning the Top Ace status may not have had: 1) An office referral, 2) A detention, or 3) A referral to the student services officer in regards to any inappropriate behavior.

### **Discipline Procedures:**

\*There are “3 Levels of Behavior” in this plan. “Level 1” behaviors will be addressed and handled by the classroom teacher. “Level 2” behaviors (unless continuous) will be addressed and handled by the classroom teacher and possibly the student services officer. “Level 3” behaviors will be referred to the office to be handled by the principal.

### **Detention:**

\*Teachers may, at their discretion, develop a classroom consequence plan that may include after school detention.

\*Teachers are responsible to make parental contact and transportation arrangements.

\*Holding and administering detentions will be the responsibility of the teacher, but may be held in cooperation with another teacher.

**Prior to an Office Referral:**

1. Parents and students must know classroom and school expectations and procedures.
2. Teachers and other staff members must document unacceptable (Level 1 and 2) behaviors, the consequences imposed, what interventions were used to change the inappropriate behavior and if parental contact was made.
3. Teachers will communicate on a consistent basis with parents about concerns related to their child's misbehavior.

**Office Referrals:**

\*Teachers shall complete documentation on the referral form for all non-severe or "Level 1 and Level 2" infractions.

\*Teacher will document that parents have been made aware that continued misbehavior(s) of this type will result in an office referral.

**LEVEL 1 AND LEVEL 2 BEHAVIORS:**

\*Level 1 and Level 2 infractions and consequences will be handled by the teachers. If the misbehaviors become habitual, the school services officer and/or the principal may become involved. The teacher may contact the parents and inform them of the incident and consequence earned. This can be accomplished by a phone call, e-mail or note home.

\*If behaviors continue, a teacher/parent conference will be necessary (by phone or in person).

\*If behaviors continue after a teacher/parent conference, an office referral to the social services officer and/or the principal will be made.

**Inappropriate Level 1 Behaviors include:**

\*Cheating, lying, dishonesty

\*Refusal of a reasonable request: i.e. class work completion, moving to a different location, etc.

\*Throwing objects

\* Inappropriate gestures or language

\*Dress code violation

\*Destruction of property

\*Classroom disruption

\*Electronic devices out/on body during school

\*Excessive talking that disrupts the school environment (after multiple warnings)

**Inappropriate Level 2 Behaviors include:**

\*Derogatory or negative notes/pictures

\*Minor physical contact: i.e. shoving, pushing, tripping, etc.

\*Excessive taunting/teasing of students

\*Forgery/plagiarism

**Possible Consequences for Level 1 and Level 2 Behaviors:**

\*Loss of recess (one or more days)

\*Time out. (Time outs may not be served during any special area class times: i.e. Music, P.E. etc. The maximum time out allowed is 15 minutes per infraction during academic time.)

\*Removal from class (sent to another prearranged teacher's class to sit in the back quietly in isolation.)

\*Removal from peers in the lunchroom.

\*Loss of other privileges as determined by the teacher and approved by the principal.

**LEVEL 3 BEHAVIORS:**

Level 3 behaviors are for more serious offenses that may inflict harm on another student or the student themselves. Level 3 infractions should be referred to the office immediately. Law enforcement will be contacted for major offenses listed in this category: i.e. weapons, threats, arson, etc. Parents will be notified when a Level 3 behavior has occurred by phone call first, then by another means: i.e. e-mail, letter/note each written method requiring returned parental signature.

**Inappropriate Level 3 Behaviors include:**

\*Fighting

\*Biting or spitting on others

\*Physical aggression towards staff or students

\*Theft

\*Insubordination/refusal to follow reasonable requests made by staff

\*Bullying of another student(s); physical, verbal, emotional harassment

\*Vandalism

\*Ethnic/racial/gender slurs

\*Leaving school grounds without permission

\*Violation of district technology guidelines

\*Arson

\*Bomb threat, false alarm

\*Use or possession of alcohol

\*Use or possession of prescription or non-prescription drugs

\*Use or possession of tobacco

\*Use or possession of weapons or dangerous instruments

**Possible Consequences for Level 3 Behaviors:**

\*Loss of recess (multiple days)

\*After school detention

\*Referral to scheduled sessions with social services officer

\*Cleaning up acts of vandalism committed

\*In-school suspension (ISS)

\*Out of school suspension (OSS)

\*Loss of other school privileges as determined by the principal

**Principal's Plan**

The age and developmental stage of each student will be considered in the handling of disciplinary action at Bucklin Elementary School. Appropriate decisions will be made when dealing with multiple infractions. Parents will be contacted and conferences held as necessary. The principal will keep track of office referrals and they will be in effect for a period of one semester. The principal will use administrative discretion in regards to the severity of the infraction(s), but will attempt to utilize the following:

Up to 10 infractions: Detentions will be assigned

#11 – 13 infractions: In-school suspension (ISS)

#14 – 17 infractions: Out of school suspension (OSS)

#18 will result in Long Term Suspension Hearing and possible Long Term Suspension

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I have read and discussed the Discipline Plan with my child. I understand that this plan, along with its responsibilities and consequences, will be the basis for discipline school-wide.

Parent signature: \_\_\_\_\_

Date: \_\_\_\_\_

I have read or had my parents read to me the Bucklin Elementary School Discipline Plan. I understand that I am responsible for my actions and will accept the consequences that are given in this plan.

Student signature: \_\_\_\_\_

Date: \_\_\_\_\_