

CERRA VISTA School-wide Discipline Matrix

	<i>INFRACTION</i>	<i>1ST Offense Consequence</i>	<i>2nd Offense Consequence</i>	<i>3rd Offense Consequence</i>	<i>Subsequent Offenses</i>
MINOR	Defiance (Minor)	<ul style="list-style-type: none"> • Verbal Warning by Teacher or Yard Supervisor • Parent notified by teacher • If past the first 3 weeks of school, student will run the circuit during recess OR trash pick up for littering OR letter of apology written at next break as appropriate—with parent signature. 	<ul style="list-style-type: none"> • Parent Contact by Teacher AND • Student will run the circuit during 2 recesses OR do trash pick up during 2 recesses for littering AND/OR write letter of apology as appropriate—with parent signature. 	<ul style="list-style-type: none"> • Another Parent Contact by Teacher AND • Lunch Detention Assigned 	<ul style="list-style-type: none"> • Parent / Teacher Conference held and • Principal Referral
	Disorderly Conduct (Minor)				
	Disrespect (Minor)				
	Disruption (Minor)				
	Gum or Eating in Class				
	Foul Language/Profanity (minor)				
	Gossiping/Rumoring				
	Horseplay / Play-fighting				
	Littering				
	Public Displays of Affection (PDA)				
Teasing/Name Calling/ Pestering/ Unprepared for class					

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SERIOUS	Assault	<ul style="list-style-type: none"> • Referral to principal and/or counselor • In-house suspension. Before am recess: for rest of day. After am recess: rest of day and next day. • Possible loss of privileges and field trip. 	<ul style="list-style-type: none"> • Principal referral – principal to contact parent • 2 or more days of in-house suspension. • Loss of privileges including field trips. 	<ul style="list-style-type: none"> • Principal referral and parent contact • Suspension from school • Possible expulsion, depending on severity Loss of privileges including field trips.	<ul style="list-style-type: none"> • Principal referral • Principal will determine consequence, which will include suspension or expulsion.
	Bullying - Verbal/Emotional (Repeated behavior exhibited)				
	Defiance (Major)				
	Disorderly Conduct (Major)				
	Disrespect (Major)				
	Disruption (Major)				
	Forgery				
	Foul Language/Profanity (major)				
	Gossiping/Spreading rumors				

	<i>INFRACTION</i>	<i>1ST Offense Consequence</i>
SEVERE	Assault	<p style="text-align: center;">Immediate referral to principal. Possible law enforcement involvement. Possible suspension and/or expulsion from school.</p> <p style="text-align: center;">There are some violations not listed here, i.e. weapons, selling drugs, etc. that merit law enforcement intervention and mandatory expulsion proceedings.</p>
	Bullying (Physical)	
	Discriminatory language/ behavior (Hate Crimes)	
	Drug Use or Possession includes Alcohol and Tobacco	
	Extortion/Harassment	
	Fighting	
	Hazing	
	Prohibited Items (high-level)	
	Sexual Harassment	
	Smoking or Use of tobacco	
	Theft	
	Threat to Staff Member	
	Vandalism	
Verbal threats/intimidation		

All of the above infractions will be reflected in Social Skills and Work Habits scores on report cards.

This matrix serves as a guideline. Violations may vary by degree. Administration will administer the consequence deemed most appropriate.

*If any prohibited items are brought to campus and are reported lost, stolen or misplaced, the school will not spend an inordinate amount of time investigating their recovery.

CERRA VISTA School-wide Discipline Matrix

	INFRACTION	1ST Offense Consequence	2nd Offense Consequence	3rd Offense Consequence	Subsequent Offenses	
OTHER	Cell Phone – possession or in desk. <i>Students can check cell phone in with teacher at start of school day or leave it off in backpack.</i>	<ul style="list-style-type: none"> Teacher confiscates phone and contacts parent to pick it up. 	<ul style="list-style-type: none"> Teacher confiscates phone, contacts parents, turns phone in at office. Student must check phone in with secretary every morning. 	<ul style="list-style-type: none"> Phone is confiscated for a month. Upon return, must check it in with secretary every morning. 	<ul style="list-style-type: none"> Phone is confiscated until end of school year. 	
	Cheating	<ul style="list-style-type: none"> Parent contact by teacher F on assignment F in citizenship Lunch detention 	<ul style="list-style-type: none"> Same as 1st AND 3 days lunch detention 	<ul style="list-style-type: none"> Principal referral In-house suspension for 1 day plus 3 days lunch detention 	<ul style="list-style-type: none"> Principal referral Principal to determine consequences 	
	Dress Guideline Violation	<ul style="list-style-type: none"> Send student to office for loaner clothing Student sent home to remove hair carvings. Parent notified by office staff 	<ul style="list-style-type: none"> Same as 1st offense, AND Lunch detention for 2 days 	<ul style="list-style-type: none"> Principal Referral In-house suspension 	<ul style="list-style-type: none"> Principal Referral Suspension 	
	No Show to Benching, Circuit or Detention	<ul style="list-style-type: none"> Parent contact by teacher Lunch detention assigned by teacher for double the number of no show days. 	<ul style="list-style-type: none"> Principal Referral 3 days lunch detention Student may lose field trip privileges 	<ul style="list-style-type: none"> 5 days lunch detention Parent contact by teacher 	<ul style="list-style-type: none"> Principal Referral Opportunity Class Assigned 	
	*Prohibited Items (low-level)	<ul style="list-style-type: none"> Teacher confiscates item & contacts parent to pick it up. 	<ul style="list-style-type: none"> Teacher confiscates item and notifies parent. Item returned after 4 weeks. 	<ul style="list-style-type: none"> Teacher confiscates item and contacts parent. Item returned on last day of school. 		
	Tardies	Students are responsible for making up all work missed due to tardies. Teacher may assign recess or lunch detention to make up work.				Office to notify parents of excessive tardies.
	Truancy <i>The School Innovations and Advocacy program monitors attendance monthly and sends out letters as needed. District Office personnel monitor absences and refer families to SARB** hearings as appropriate.</i>	<ul style="list-style-type: none"> At 3 unexcused absences, parents are sent the 1st letter as a warning. Parents to discuss with principal. Student is to make up all work from absences. Teacher may assign lunch detention to allow for work completion. 	<ul style="list-style-type: none"> At 6 unexcused absences, 2nd letter is sent, parent to discuss with principal. Student is to make up all work from absences. Teacher may assign lunch detention. 	<ul style="list-style-type: none"> After 3 additional full days of unexcused absence, District refers to SARB process. Student is to make up all work from absences. Teacher may assign lunch detention. 	<ul style="list-style-type: none"> SARB process. Student is to make up all work from absences. Teacher may assign lunch detention. 	

****SARB – Student Attendance Review Board. *This matrix serves as a guideline. Violations may vary by degree. Administration will administer the consequence deemed most appropriate.***