CLAYTON HIGH/MIDDLE SCHOOL DISCIPLINE ACTIONS GUIDELINES 2023-2024

CLAYTON BOARD OF EDUCATION POLICY 5600 CODE OF CONDUCT

The purpose of the grid below is to provide guidelines for the administration to follow in assigning disciplinary actions that are consistent and fair in enforcing the Code of Conduct for our school. Since the intent of this policy is to help bring about a change in student behavior that enables students to succeed in the classroom and interact in an appropriate way with others, the administration reserves the right to exercise their judgment in the assignment of consequences for Code of Conduct infractions.

Level Of Offense	Type of Offense	First Offense	Second Offense	Third Offense	Fourth Offense
I-1	Dress Code Violation	AD1, TCP	AD2, ACP	1SGI/SGD, VPCP	2SGI, VPCP
I-2	Late to Class	AD1, TCP	AD2, ACP	1SGI/SGD, VPCP	2SGI, VPCP
I-3	Constant Class Disruption	TD, TCP,AD1	AD2,CSSH,ACP	1SGI/SGD, APTC	2 SGI, VPCP,CSSH
I-4	Inappropriate Use of Electronic Devices	Device taken, AD1	Device taken, ACP AD2	Device taken, ACP 1SGI/SGD	Device taken, 2 SGI, VPCP
I-5	Student Misconduct	TD, TCP,AD1	AD2,CSSH,ACP	1SGI/SGD,APTC	2 SGI, VPCP,CSSH
I-6	Cafeteria/Hall Misconduct	LD/AD1, TCP	AD1, ACP	AD2, ACP	1SGI, ACP
I-7	Insults and Unwelcome Interactions Towards Others	AD1, TCP	AD2, ACP	1SGI, APTC	2 SGI, VPCP
II-1	Insubordination	AD2, ACP, TCP	1SGI/SGD, ACP	2 SGI, APTC, VPCP, CSSH	OOSS1, VPCP,CSSH
II-2	Forgery/Altering School Documents and Honor Code Violations	TCP/ACP, AW ,NC	AD2, APTC, NC	1SGI/SGD, APTC, APTC, NC	OOSS1,NC,VPCP, VPP
II-3	Cutting Class/Teacher Detention	AD2, ACP, TCP	1SGI/SGD, ACP	2 SGI, APTC	OOSS1, VPCP,CSSH
II-4	Profane Language/Gestures or Inappropriate Behavior	AD2, ACP, TCP	1SGI/SGD, ACP	2 SGI, APTC	OOSS1, VPCP,CSSH
II-5	Vandalism/Theft	AD2,ACP, TCP,CSSH,RR	1SGI/SGD, ACP,CSSH,RR	2SGI, VPCP,CSSH,RR	OOSS1,VPCP, CSSH,RR,VPP
II-6	AUP Violations	AD2, ACP, TCP	1SGI/SGD ACP	2 SGI, APTC	OOSS1, VPCP,CSSH
II-7	Disorderly Misconduct	AD2, ACP, TCP	1SGI, ACP	2 SGI, APTC	OOSS1, VPCP
II-8	Instigation	AD2, ACP	1SGI, ACP	2 SGI, APTC	OOSS1, VPCP
III-1	Abusive Language Directed at a School Employee	1SGI/SGD, ACP	2 SGI, APTC	OOSS1, VPCP,CSSH	OOSS2-4VPCP,VPP CSSH
III-2	Dangerous Misconduct	1SGI/SGD, ACP	2 SGI, APTC	OOSS1, VPCP,CSSH	OOSS2-4VPCP,VPP CSSH
III-3	Failure to Attend Administrative Detentions	1SGI/SGD, ACP	2 SGI, APTC	OOSS1, VPCP,CSSH	OOSS2-4VPCP,VPP CSSH
III-4	Use of Tobacco Products Smoking on School Property	1SGI, ACP	2 SGI, APTC	OOSS1, VPCP,CSSH	OOSS2-4VPCP,VPP CSSH

III-5	Truancy/Leaving School Property Without Permission	1SGI/SGD, ACP	2 SGI, APTC	OOSS1, VPCP,CSSH	OOSS2-4VPCP,VPP CSSH
III-6	Inappropriate use of Social Media	1SGI/SGD, ACP	2 SGI, APTC	OOSS1, VPCP,CSSH	OOSS2-4VPCP,VPP CSSH
III-7	Unsolicited Audio/Video Recording	2 SGI/ACP	1 OOS/1 SGI/ACP	2 OOS/2SGI/ACP/PCP	
III-8	Possession/Use Of Vape/Juul	2OOSS/SUI/PCP	2OOSS/2SGI/SUI	2OOSS/4SGI/PCP/SUI	
IV-1	HIB	4OOSS/1SGI, PCP, VPP/PP, RSI	4OOSS/ 6SGI, PCP, PP, CFP, EHR		
IV-2	Sexual Harassment	4OOSS/1SGI, PCP, VPP/PP, RSI, CFP	4OSS/ 6SGI, PCP, PP, CFP, EHR		
IV-3	Disruption of School/Incitement	4OOSS/1SGI, PCP, VPP/PP,NP RSI	4OOSS/ 6SGI, PCP, PP, CFP, EHR		
IV-4	Major AUP/Technology Violations	4OOSS/1SGI, PCP, VPP/PP, RSI	4OOSS/ 6SGI, PCP, PP, CFP, EHR		
IV-5	Possession of Look-Alike Drugs or Weapons	4OOSS/1SGI, PCP, VPP/PP,NP RSI	4OOSS/ 6SGI, PCP, PP, CFP, EHR		
IV-6	Weapons Violations	4OOSS/1SGI, PA, PCP, PP, RSI, CFP, RS	4OOSS/ 6SGI, PA, PCP, PP, CFP, EHR		
IV-7	Fighting/Assault on Student	OOSS4/1SGI, PCP, VPP,SHA	4OOSS/ 6SGI, PCP, PP, SHA, CSSH/EHR		
IV-8	Assaulting a Teacher/Staff	4OOSS/1SGI, PA, PCP, PP, CFP, RS	4OOSS/ 6SGI, PCP, PP, CFP, EHR		
IV-9	Threats Against Teacher/Staff	4OOSS/1SGI, PA, PCP, PP, CFP, RS	OOSS4/ 6SGI, PA,PCP, PP,CFP,CFC, EHR		
IV-10	Threats Against Other Students	4OOSS/1SGI,PA,PCP,VPP/PP,NP,RSI	4OOSS/ 6SGI, PA, PCP, PP, CFP, EHR		
IV-11	Substance Abuse/Possession/Distribution	4OOSS/1SGI/EX,PA,PCP,VPP/PP,NP,RSI	4OOSS/ 6SGI, PA, PCP, PP, CFP, EHR		
IV-12	Bias Incident	4OOSS/1SGI, PCP, PP, RSI, NP, RS	4OOSS/ 6SGI, PCP, PP, RSI, EHR		
IV-13	Indecent/Obscene Conduct	4OOSS/1SGI, PCP, VPP/PP,NP,RSI	4OOSS/ 6SGI, PCP, PP, CFP, EHR		
IV-14	Major Vandalism/Theft/Arson	4OOSS/ 1SGI, PCP,VPP/PP,NP,RR	4OOSS/ 6SGI, PCP, PP, CFP, EHR		
IV-15	Terrorist Threat/Bomb Offense	4OOSS/1SGI, PCP, VPP/PP,NP, RSI	4OOSS/ 6SGI, PCP, PP, CFP, EHR		
IV-16	Gang Related Activities	400SS/1 SGI, NP, PA,PCP,PP,RSI,CFP, RS	4OOSS/ 6SGI, PA, PCP, PP, CFP, EHR		

DISCIPLINE ACTION CODES

Code	Description	Code	Description
AW	Administrative Warning	SGI	Assigned Small group Instruction (SGI – for 1 to 6 days)
AD1	1 Hour Administrative Detention	SHA	Station House Adjustment Filed With Clayton Police
AD2	2 Hour Administrative Detention	SSBP	Student Self-Improvement/Behavior Plan
ACP	Administrator Contacts Parent(s) or Legal Guardian(s)	TCP	Teacher Call to Parent(s) or Legal Guardian(s)
APTC	Administrative Parent/Teacher Conference	TD	Teacher Detentions Assigned
AAS	Assigned Alternative School	TWS	Teacher Warning to Pupil
BP	Bus Probation	UA	Unexcused Absence
CFC	Complaint Filed With Court	VPCP	Vice Principal's Conference with Parent(s) or Legal Guardian(s)
CFP	Charges Filed With Police	VPP	Vice Principal Probation – 30 Day Restriction of School Privileges
CGC	Conference With Guidance Counselor	LD	Lunch Detention
CSTR	Child Study Team Referral	SUI	Suspected Under Influence Test Mandatory
CSSH	Community/School Service Hours		
EHR	Expulsion Hearing Referral		
EXT	Extended Hours		
NC	No Credit For Assignment/Course		
NP	Notify Police		
OOSS1	1 Day Out-of-School Suspension		
OOSS2	2 Day Out-of-School Suspension		
OOSS3	3 Day Out-of-School Suspension		
OOSS4	4 Day Out-of-School Suspension		
PA	Psychological Assessment		
PCP	Principal's Conference With Parent(s) or Legal Guardian(s)		
PP	Principal's Probation – 60 Day Restriction on School Privileges		
RS	Referral to Superintendent		
RSI	Referral to Student Intervention – SAC, Counseling, Anger Management, Mediation		
RR	Restitution Required		
SCC	Smoking Cessation Classes		
SF	Student Fine Imposed		
SGD	Small Group Detention (4Hour Detention)		