

CODE OF CONDUCT STATEMENT

The learning environment must be safe. In order to achieve this, the school community accepts our Code of Conduct.

1. Always be prompt, prepared and ready to learn.
2. Treat fellow classmates and all staff with respect – the way you want them to treat you.
3. Keep hands, feet, all body parts and all objects to yourself.
4. Handle all school property and other's personal property with care – the way you want your property handled.
5. Take responsibility for all your actions. You are in control of yourself.
6. Dress and present yourself in a dignified manner that commands respect.

A detailed outline of offenses/infractions and consequences can be found at the end of our handbook.

ACADEMICS/GRADE REPORTING

Preparation and Participation

Our students can be successful if they come prepared for school each day with a good, positive and healthy attitude. They must be responsible for their supplies, homework and books and participate in all lessons and assignments.

Report Cards

Report cards will be mailed approximately two weeks after the end of a quarter (marking period). Our grading system is as follows:

A	90-100
B	80-89
C	70-79
D	60-69
F	59 and below

Progress Reports

Progress Reports will be available on PowerSchool mid-way between each marking period. Dates are on the school calendar.

Daily Reports

There are occasions when parents need daily information about your child's performance. To assist you in keeping informed we provide a daily progress report on PowerSchool. This form requires collaborative effort among the student, parents and teachers. You may learn more about this form from your child's guidance counselor.

Parent Conferences

Held twice a year on October and March in the morning (7:15 a.m. – 9:15 a.m.). Teachers are located in the cafeteria and are seated by department.

AGENDA BOOK/HALL PASS

Each student is given an agenda book, which he/she must carry at all times. Upon entering a classroom, the student must lay the agenda book on his/her desk. Every time a student leaves a classroom, a staff member must initial the hall pass portion of the agenda book. If an agenda book is lost, the student must purchase a new one. Students are not permitted to leave a classroom without the agenda unless there is an emergency. In that case, a detention will be served. This safety and security procedure is strictly enforced. Students who do not carry their agenda book will serve a detention for each violation.

ARRIVAL/DISMISSAL

ARRIVAL

School Buses

Students who ride buses are issued a pass by the transportation office. The pass indicates the bus number, bus stop and pick-up time. Buses will drop off students in front of the school. Questions regarding bus transportation should be directed to the Transportation Office (881-2451).

Personal Vehicles

Students who ride in personal vehicles must not arrive on school grounds before 7:10 a.m. Drivers must enter the south side driveway from Delsea Drive and drive to the rear of the school. Drivers must stay in line and exit onto Fish Pond Road. Bicycles and skateboards are not permitted.

Walkers

Students must exercise caution when walking to school. Crossing guards are on duty to assist them. Walkers must not arrive on school grounds before 7:10 a.m.

Entering the School

1. Upon arriving to school in the morning, students are to enter through the cafeteria doors.
2. Students are not to congregate or wait at any other entrance to the school – regardless of inclement weather.
3. When directed students are to report directly to lockers, then to Homeroom.
4. Noise level is to be kept to a minimum.

DISMISSAL

School Buses

Buses will pick up students in front of the school. Students must ride their assigned bus home unless they have a request written, dated and signed by a parent/guardian. That request must then be signed by a school administrator and given to the bus driver.

Personal Vehicles

Drivers must enter the south side driveway and stop along the curb on the side of the cafeteria where students will exit the building. All drivers must stay in line and exit onto Fish Pond Road.

Walkers

Students must exit through designated doors and leave the grounds promptly and safely. There are numerous vehicles and school buses to consider and safety is the number one priority.

ATTENDANCE

Punctuality

The school doors will open at 7:10 a.m. Students not in the building by 7:28 a.m. are considered tardy. Lateness is an undesirable habit and detracts from the learning process. Students who arrive after 7:28 a.m. must be accompanied by or have a written excuse from their parent/guardian. Excused lateness (effective on the 5th occasion) are subject to the discipline code. All unexcused

lateness are subject to an administrative detention on Tuesday or Thursday of the same week with the exception of Fridays in which case the detention will be held on the following Tuesday. Every 10th lateness will turn into an absence.

Absences

Daily attendance is essential to every student's success. Your teachers have carefully planned the year's work and have assigned specific materials for each block. Whenever you are absent you miss an important part of this work. Most importantly, you miss your teacher's instructions and explanations of work covered. Academic performance is improved by good attendance.

Always avoid being absent unnecessarily. You are responsible to get any work missed due to absence (excused or unexcused) from your teacher as soon as possible. If you are absent, you may ask a homework buddy to get assignments for you or work may be requested by your parents and will be made available by 2:00 p.m. the day following the request.

Reporting Absences and Illnesses to School Nurse

Parents are required to call the school nurse at **652-2700 ext. 72134** on the first day of absence to inform her of the nature of an illness or absence. The nurse can assist with medical problems and apprise the school administration of existing conditions. She can cooperate efficiently with communicable disease control. If we do not receive a phone call by 8:30 a.m. on the morning of the absence, you will receive a phone call from our nurse or her designee to determine the reason your child is absent. Parents must send a written excuse for every absence on the day your child returns to school. The note must contain the date(s) and reason for the absence. The new attendance policy requires the school to notify the courts once a student reaches 10 unexcused absences.

Sickness and Accidents in School

The school nurse is prepared to administer first aid. If a student becomes sick or has an accident of sufficient seriousness to warrant it, the school nurse will get in touch with the parents. It is the responsibility of the parent to take the student home and to arrange for medical attention. If there is no responsible person in the home when the student needs to go home, the student will be sent to the person authorized on the student's emergency card to act in the absence of the parent or guardian.

Early Dismissal

We ask cooperation so that early dismissal requests may be kept to a minimum. When necessary, and in cases of emergency, the request for early dismissal must be in writing and signed by a parent. Students must be signed out of the building by a parent or guardian. Identification is required. Students will be called from their classrooms for early dismissal after the procedure has been followed.

School Activities and Absences

Students who are absent from school on any given day may not participate in any co-curricular activity including the promotion ceremony later that day or that evening.

CELL PHONE, HEADSETS, ELECTRONIC EQUIPMENT and RECORDING DEVICES

These items can be highly disruptive in school. However; students will be allowed to carry their cell phones to class and may use them **only** with teacher permission for instructionally related purpose. After the activity is complete phones should be turned off and put away and or collected by the teacher until the end of the instructional block. **Students are not allowed to take pictures, record classes or make post to social media or create recordings during school hours.** All cellphone infractions will result in the cell phone being taken from the student. During the 1st and 2nd infraction only will the phone be returned to the student at the end of the school day. Beginning with the 3rd infraction and beyond a parent/guardian will be required to pick up the phone. Other disciplinary action will be taken for each infraction.

*Headsets/Earbuds are only permitted at the teachers' discretion and should only be worn when in use.

CLASS TRIPS

Field trips are planned to enhance our students' education experience and provide fun-filled social time. Any student who is not in compliance by noon two days prior to the scheduled trip/activity will be excluded from the trip/activity. Compliance may consist of permission slips, medical requirements or anything additionally pertinent to the student's safety and coverage.

Class Trip Exclusions

The building administration reserves the right to prohibit, deny or exclude any student from going on the class trips for what it considers to be just cause. Just cause consists of the following criteria:

1. Numerous (4 or more) referrals to the office for disciplinary reasons.
2. Frequency in serious violations of the Discipline Code.
3. General behavior that, in the judgment of the administration, consistently reflects a negative and uncooperative attitude – making the student a poor risk.
4. Failing grades or frequent absences.
5. Suspensions, subject to review

Any student who is in violation of any of the criteria will be automatically excluded from the class trips. The Principal reserves the right to exclude those students whose behavior or attitudes are poor in nature even though they may not meet the above criteria. Parents will be notified in writing of decisions to exclude their child from the trip.

CO-CURRICULAR ACTIVITIES/HONORS

We encourage our students to get involved in our activities to enhance the learning experience.

Students of the Month
Principal's List (all A's required)
Honor Roll (all A's & B's required)
Renaissance
Wrestling

Yearbook Club
Good Citizens
Building Men
Boys Basketball

Math Counts
Field Hockey
Cross Country
Girls Basketball

SGA
GLOW
NJHS
Art Club

DRESS CODE

The Glassboro Intermediate School recognizes that student dress reflects good taste and high standards of the community. A committee of staff, students and parents developed our dress code in 1991. The main considerations are the health and safety of students and the avoidance of distractions to the educational process. Parents and students should keep the following in mind in determining appropriate dress: safety, cleanliness, modesty, neatness, health and school appropriateness. Revisions to the 1991 was last updated in 2017.

Guideline	Acceptable	Unacceptable
Chains and spikes on clothes		<ul style="list-style-type: none"> NOT PERMITTED
Clothing with language or symbols, which pertain to race, ethnicity, or religion which are judged to be offensive; promote alcohol, drugs, tobacco or identified gang paraphernalia; suggestive, obscene, or profane language.		<ul style="list-style-type: none"> NOT PERMITTED
Coats/Jackets, vest and other outerwear	<ul style="list-style-type: none"> Light jacket or hoodie 	<ul style="list-style-type: none"> Winter/heavy coats, jackets, vest and other outerwear
Dresses/Skirts	<ul style="list-style-type: none"> Fingertip length or longer 	<ul style="list-style-type: none"> Miniskirts/dresses Clothing that rides up when walking or sitting
Footwear	<ul style="list-style-type: none"> All shoes must have backs Shoes Sneakers Boots 	<ul style="list-style-type: none"> Flip-flops/ slides Slippers
Handbags / Pocketbooks	<ul style="list-style-type: none"> Smaller than 8 ½ x 11" 	<ul style="list-style-type: none"> Larger than 8 ½ x 11"
Head covering, Scarves, Sweatbands and Bandanas	<ul style="list-style-type: none"> For religious purposes only 	<ul style="list-style-type: none"> NOT PERMITTED
Pajamas		<ul style="list-style-type: none"> NOT PERMITTED
Pants	<ul style="list-style-type: none"> Pants secured at the waist 	<ul style="list-style-type: none"> Tights No holes above the knee Low rise (unless shirt is long enough to cover waist at all times)
Shirt/Blouses	<ul style="list-style-type: none"> T- shirts Sweatshirts Sweaters Tank tops (fits securely around the arm opening) 	<ul style="list-style-type: none"> Halters Midriffs showing Strapless shirts Nylon or mesh shirts Spaghetti straps Low cut shirts Undergarments showing
Shorts	<ul style="list-style-type: none"> Fingertip length or longer 	<ul style="list-style-type: none"> Short shorts Low rise Biker tights
Sunglasses		<ul style="list-style-type: none"> NOT PERMITTED

ABSOLUTELY NO DRUG REFERENCE, GANG RELATED, SEXUALLY EXPLICIT, REVEALING CLOTHING, EXPOSED UNDERGARMENTS, EXPOSED SKIN ON THE TORSO. Students in violation of the dress code will be directed change into their gym uniform. If the student's gym uniform is not available, he/she may borrow one from our extra supply. Consequences will be administered in accordance with our Code of Conduct.

EMERGENCY CARDS

All students must have an emergency card on file in the nurse's office. Parents must complete the card during the first week of school. This card must contain all relevant information that will be needed in an emergency, most importantly, phone numbers where parents can be reached at all times, and names of people who will assume care of their child in an emergency. Whenever your information changes, you must call the school nurse to update it.

FIRE /EMERGENCY DRILLS

The fire/emergency drill is a highly important safety procedure. Students are required to observe the following regulations:

1. At the sound of the fire alarm or emergency announcement students should line up as quickly as possible by the classroom door and await the teacher's signal to leave the room. You may be asked to help close windows and doors.
2. Each classroom has specified exit procedures displayed prominently in the room.
3. Move rapidly and calmly to the exit specified for your room.
4. Silence is crucial and must be maintained.
5. In the event the normal exit is blocked, the teacher will proceed to the next closest exit.
6. Move out of the building quickly and silently.
7. Teachers will take roll upon reaching their designated locations outside of the building.
8. Once roll is taken each teacher will send a report on absentees to the designated staff.
9. Any student, who is not in his/her assigned classroom when the fire alarm sounds or emergency announcement, must leave the building and report to the flag pole as quickly as possible.
10. Each fire/emergency drill is carefully timed and may be repeated if the principal feels that the students did not execute the drill properly.

Other precautions taken to safeguard all personnel and students in the event of a real fire are as follows:

1. Fire extinguishers are placed in various locations based on recommendations of the building codes and in keeping with fire department regulations.
2. The fire alarm system throughout the building is periodically checked and tested.

GRADING POLICIES

Grades are reported two times per marking period:

- Progress reports - about 4/5 weeks into the quarter;
- Report cards - at the end of each quarter (9 weeks)

Art

Classwork 20%
Writing Project 20%
Projects 60%

Computer Applications/Topics in Computer Literacy

Tests 25%
Projects 45%
Classwork/Participation 30%

Business Office Career Exploration/ Business Communication

Tests 25%
Quizzes 15 %
Lab Work 35%
Classwork 25%

Language Arts

Test/Quizzes 40%
Writing/Projects 25%
Classwork 25%
Homework 10%

GLASSBORO INTERMEDIATE SCHOOLS
September 2017
CODE OF CONDUCT

Self-discipline and understanding are key elements to a productive learning environment.

In order for all students to succeed in an educational environment, it is essential that a safe, positive school climate be established and maintained. Fundamental to accomplishing this is the development of self-discipline strategies. In partnership with the home, the school will work to improve decision-making and problem-solving skills to develop an increased sense of responsibility in each student.

To establish and maintain a positive school setting, staff will assist students in developing high expectations for their own behavior. Every effort will be made to recognize and reward positive behavior. Whenever disciplinary action is necessary, it will be imposed in a fair and consistent manner such that students will be able to accept the consequences of their behavior choices.

Effective September 1, 2010, students who receive alternative placement as a consequence of their behavior choices will be required to report to the Glassboro High School from 3p.m. - 7p.m. for the designated length of their placement. **Attendance is mandatory.** Students who were assigned to serve Saturday Detentions are required to attend the Glassboro High School 8a.m. -12p.m.

KEY FOR IDENTIFIED CONSEQUENCES

AD	Administrative Detention
AP	Assistant Principal
BA	Board Action
C	Complaint signed with legal authorities
DT/ME	Drug Testing/Medical Exam
EH	Expulsion Hearing
SC	School Counselor
LD	Lunch Detention
LP	Lost of Privileges
P	Principal
PNA	Parent Notification by Administrator
PNN	Parent Notification by Nurse
PNT	Parent Notification by Teacher
R	Restitution
RA	Reprimand by Administrator
RT	Reprimand by Teacher
S1-S10	Suspension 1-10 days all suspensions require a parent conference before students return to school
3-7 (1-4)	Alternative Instructional Placement (Attendance as required at Glassboro High School 3pm-7pm)
SD2	Saturday Detention 2 hours (Attendance as required at Glassboro High School 8am-10am)
SS4	Saturday School 4 hours (Attendance as required at Glassboro High School 8am-12pm)
SRO	School Resource Officer
SUP	Superintendent will be consulted
TA	Threat Assessment

Section I Infractions relating to attendance

	1	2	3	4	5	6
1. Lateness to school (As per district policy)	5 th Lateness AD	10 th Lateness SS4 (2), PNA, Pass Restriction 1 Semester	15 th Lateness 3-7 (1), PNA	20 th Lateness 3-7 (3), PNA, Pass Restriction Remainder of school year, AEHS placement possible		
2. Lateness to class	RT	PNT	PNT	LD	AD	SD2
3. Cutting class or detention; including leaving without permission and lateness/missing from class exceeding 10 minutes	AD	SD2	SS4	SS4 (2)	3-7 (1)	3-7 (2)
4. Cutting Saturday Detention 2 hours	SS4	SS4 (2)	3-7 (1)	3-7 (2)	3-7 (3)	S1, P
5. Cutting Saturday detention 4 hours	SS4 (2), SC	3-7 (1), SRO	3-7 (2), AP	3-7 (3), AP	S1, P	S2, SUP
6. Truancy	SS4, SC	SS4 (2), SRO	3-7 (1), AP	3-7 (2), AP	3-7 (3), P	3-7 (4), SUP
7. Leaving school grounds without authorization	SS4, SC	SS4 (2), SRO	3-7 (1), AP	3-7 (2), AP	S1, P	S2, SUP

Section II Infractions relating to safety and security

	1	2	3	4	5	6
1. General misconduct including disruption, profanity, excessive noise, inappropriate conduct, running in hallway, *Agenda violation	RT, PNT	PNT, SC	LD, PNA	AD, PNA	AD (2), PNA	SD2 (2), LD
*Agenda violations 1-5 will receive LD, 6 or more will receive AD						
2. Defiance-failure to respond or follow directions of a faculty member; failure to remain in an assigned area; disrespectful acts toward staff; false information, false notes and forged signatures	RT, PNT	PNT, SC	AD (2), PNA	SD2, LD, PNA	SS4, AD, PNA	SS4 (2)
3. In unauthorized area without permission	RA	AD2, PNA	SD2, PNA, SRO	SS4, PNA, P	3-7 (1)	3-7 (2)
4. Misconduct during fire drills or other emergency situation	RA, PNA, LD	AD, PNA, SC	SD2, PNA, SRO	SS4, PNA	3-7 (1), P	3-7 (2), SUP
	1	2	3	4	5	6
5. Taking of property of the school, staff member or another individual without the permission of the owner includes possession of stolen property	3-7(2), R, PNA, SC	3-7(3), R, PNA, SRO	S1, R, C, SRO	S2, R, C, SUP	S3, R, C, SUP	S4, R, C, BA
6. Extortion-applying pressure to take another's property	AD (2), PNA, SRO	SD2, PNA, AP, SRO	SS4, PNA, AP, SRO	S1	S3	S5
7. Defacing or destroying the property of the school, staff or another individual	SS4, R, PNA	SS4 (2), R, PNA, SRO	3-7(1), R, C, SRO	3-7 (2), R, C, SUP	3-7(3), R, C, SUP	S1, R, C, SUP

8. Unauthorized use of Cell Phones, Headsets, Electronic equipment or recording devices	RA, PNA	AD(2)	SS 4	3-7 (1)	3-7 (2)	3-7 (3)
9. Setting off alarms, calling in bomb scares or false emergencies; tampering with communication system	S3, SUP, C, SRO	S4, SUP, C, SRO	S5, SUP, C, SRO	BA, C		
10. Selling, distributing, possession or purchasing alcoholic beverages or illegal/controlled substance while on the school premises or school activity for any purpose. (*MINIMUM)	S10, SUP, DT/ME, C	S10, BA, C, DT/ME				
11. Possession of prescription or over the counter medication without school notification (*MINIMUM)	PNN	3-7(1), DT/ME	3-7(2), SRO, DT/ME	S1, SUP, DT/ME	S2, BA	
12. Consumption or possession of alcoholic beverage or illegal substance or being under the influence of these substance (*MINIMUM)	*S10, SUP, SRO, DT/ME, C	*S10, SUP, SRO, DT/ME, C	*S10-30, BA, DT/ME, C			
13. Smoking, possession of or distributing cigarettes, tobacco products or over the counter medicine	3-7(1),	3-7(2),	3-7(3),	S1, SC,	S2, P	S3, SUP
14. Sexual harassment (Verbal & Written)	3-7(1), SC	3-7(2), SC	3-7(3), AP	S1, AP	S2, P	S3, SUP
15. Sexual harassment (physical)	3-7(2), SC	3-7(3), C, SRO	S2, SUP, C	S4, SUP, C		
16. Distribution/possession of pornographic materials	SS 4, PNA	SS4 (2), AP, SC	3-7(2), AP, SC	3-7(3), AP	S1, P	S3, SUP
17. Dress Code violations (students will be required to wear their gym uniform if they are in violation of the dress code. If they do not have their gym uniform, they will receive a loaner for the day if available.)	RT, PNA, LD	PNA, AD	PNA, SD2	SS4	3-7 (1)	3-7 (2)
18. Minor misuse of network computers (inappropriate websites and unauthorized use of the internet and computers)	SS4 LP(3) days	SS4 LP(5) days	SS4 (2) LP(10) days	3-7(1), SRO LP(20)	3-7(2), P, SRO, SUP, LP (year)	3-7(3) SUP, BA
19. Major misuse of network computers and other Electronics (any violations to the district's network servers including but not limited to hardware and data without authorization)	3-7(3) LP (10) days AP,SC,C	3-7(5) LP (20) days AP,SC,C, SRO	S(2),LP (30) AP,SC,C, SRO	S(4), LP (20) days AP, SC, C, SRO, LP (year), SUP, BA		
20. Possession of look-a-like weapons, drugs, fireworks, hazardous materials, matches, lighters, rocks	3-7 (3), AP, SC, SRO, TA	S1, P, SRO	S3, SUP, C			

21. Use of firearms or weapons other than firearms (*MINIMUM)	*S10-30, EH, Pending BA, C, TA					
22. Possession of firearms	S10, EH, BA, C, TA					
23. Possession of weapons other than firearms (*MINIMUM)	*S10, P, SUP, BA, C, TA	EH, SUP, BA, C				
24. Use or display of look-a-like weapons, drugs, fireworks, hazardous materials or object, matches, lighters, rocks	S3, AP, SC, SRO, TA	S5, P, C, SRO	S10, SUP, C			

Section III Infractions against persons

	1	2	3	4	5	6
1. Inappropriate language/gesture, profanity, name calling; all toward staff	3-7(1), AP	3-7(3) AP	S1, AP,	S2, P	S3, P	
2. Acts that subject a student to possible injury; inappropriate language/gesture, profanity, name calling; all toward student	SS4, AP	SS4 (2), AP, SC	3-7 (1), AP, SRO	3-7 (2), AP, SRO	3-7 (3), P, SRO	
3. Verbal bullying, (HIB Investigation may begin)	3-7(1), SC	3-7(2), SC	3-7(3), AP	S1, AP	S2, P	S3, SUP
4. Technology Bullying Phone, Computer, Internet (HIB Investigation may begin)	3-7(1), SC	3-7(2), SC	3-7(3), AP	S1, AP	S2, P	S3, SUP
5. Physical bullying (HIB Investigation may begin)	3-7(3), AP, SC	S2, AP, SC	S3, AP, SRO,C	S4, SRO, C, SUP	S5, SRO, C, SUP	
6. Terrorist Acts, threats of bodily harm, bomb threats	S5-10, AP, SRO,TA	S5-10, AP, SUP	S10, C, SUP	S10 ,C, SUP	S10, BA	
7. Acts of racial hatred, racial discrimination, racial harassment (HIB Investigation may begin)	3-7 (2), AP, SC	3-7(3), AP, SRO, SC,TA	S1, P, SUP	S5, P, SUP	S7, BA	
8. Incitement to fight or disorderly conduct	3-7 (1), AP, GC	3-7 (3), AD, GC	S1, AP, SRO	S3, P, SRO	S5, P, SRO	
9. Fighting	3-7(3), AP, SC	S2, AP, SC	S3, AP, SRO,C	S4, SRO, C, SUP	S5, SRO, C, SUP	
10. Assault of student	S3, AP, SRO	S4, AP, SRO	S5, P, C, SRO	S10, P, C, SUP	S10 SUP, C, BA	
11. Assault of staff (District Zero Tolerance Policy)	S10, SUP, C,BA	S10-30, SUP, C, BA				
12. Acts that subject a school employee to possible injury	S3, AP, SC	S4, AP, SC	S5, P, SRO	S10, SUP, C, BA		

Students whose infractions exceed the chart will be disciplined on a level, which in the administrator's judgment, would fall in sequence. In addition, all students' disciplinary action is subject to the discretion of the administration.

BUS DISCIPLINE CODE AND CONSEQUENCES

1. Eating or drinking on bus:
 - 1st offense – Verbal warning
 - 2nd offense – Written warning
 - 3rd offense – 1-day bus suspension
 - 4th offense – 3-day bus suspension, parent conference
2. Throwing or shooting objects on bus (to cause harm to someone else):
 - 1st offense – 3-day bus suspension
 - 2nd offense – 5-day bus suspension
 - 3rd offense – Loss of bus privileges
3. Smoking or lighting matches:
 - 1st offense – 3-day bus suspension, parent conference
 - 2nd offense – 5-day bus suspension, parent conference
 - 3rd offense – Loss of bus privileges
4. Fighting on bus:
 - 1st offense – 3-day bus suspension, 1 day 3-7, parent conference
 - 2nd offense – 5-day bus suspension, 2 days 3-7, parent conference
 - 3rd offense – Loss of bus privileges
 - *Individual school code
5. Head, arms or legs out the window:
 - 1st offense – Written warning
 - 2nd offense – 3-day bus suspension
 - 3rd offense – 5-day bus suspension, parent conference
6. Damage to bus:
 - 1st offense – 3-day bus suspension, parent conference, restitution
 - 2nd offense – 5-day bus suspension, parent conference, restitution
 - 3rd offense – Loss of bus privileges
7. Using profane or foul language on bus:
 - 1st offense – Written warning
 - 2nd offense – 1-day bus suspension
 - 3rd offense – 3-day bus suspension, parent conference
8. Will not remain in assigned seat:
 - 1st offense – Verbal warning
 - 2nd offense – Written warning
 - 3rd offense – 1-day bus suspension
 - 4th offense – 3-day bus suspension, parent conference

9. Refusal to follow driver's direction and or general misconduct:

- 1st offense – Written warning
- 2nd offense – 1-day bus suspension
- 3rd offense – 3-day bus suspension, parent conference

10. Consistent tardiness to bus stop:

- 1st offense – Written warning
- 2nd offense – 1-day bus suspension,
- 3rd offense – 2-day bus suspension, parent conference

11. A. Weapons (Any object that can do harm to someone else)

*Individual school code of conduct

11. B. Look-A-Like Weapons

*Individual school code of conduct

12. Physical assault on driver:

*Individual school code of conduct

13. Verbal assault on driver:

- 1st offense – 3-day bus suspension, parent conference
- 2nd offense – 5-day bus suspension, parent conference
- 3rd offense – Lose of bus privileges, refer to superintendent

14. Horseplay:

- 1st offense – Written warning
- 2nd offense – 1-day bus suspension
- 3rd offense – 3-day bus suspension, parent conference

15. Unlisted offenses:

The Administration reserves the right to deal with other offenses that may arise which are not included in the aforementioned list in accordance with the severity of the offense.

16. Special Education Considerations:

The administration reserves the right to deal with Special Education Students on an individual basis.

Any infraction resulting on loss of bus privileges will be reviewed on a quarterly basis.

All parent conferences will include driver, transportation supervisor, principal and parent.