

SUB-SECTION IV – DISCIPLINE

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PROHIBITED CONDUCT SPECIFIC TO THE HIGH SCHOOL

The following rules and guidelines for the high school are in addition to District Policy 4.18.

1. Inappropriate public displays of affection; Students are expected to refrain from displaying affection towards one another at school. Public displays of affection include, but are not limited to hugging and kissing. Depending on the severity and frequency, punishment will be administered accordingly.
2. Lying to School Personnel Students should be truthful when dealing with school personnel. Consequences: A discipline report will be filled out and sent to the office. Punishment will include a conference with the principal and/or detentions, ISS, or OSS.
3. Forgery/ Altering School Forms/ Unauthorized Possession of School Forms Consequence: A discipline report will be filled out and sent to the office. Punishment will include a conference with the principal and/or detentions, ISS, or OSS.
4. Inappropriate student dress;
 1. Dress and grooming should be clean and in keeping with health and sanitary practices.
 2. Students may not wear clothing or hairstyles that can be hazardous to them in their educational activities such as shop, lab work, physical education, art, or on-the-job training.
 3. Dress and grooming should not substantially disrupt the educational process.
 4. A student shall not wear or use emblems, insignias, badges, or other symbols which cause substantial disruption or interference with the operation of the school. Designs that concern tobacco, alcohol, drugs, profanities, obscenities, suggestive wording, sexual innuendos, or gang symbols are prohibited as well.
 5. Students are permitted to wear headwear within the school building with the following limitations- individual teachers have the right to require students to remove headwear while in his/her classroom without cause. (For this rule, "classroom" will be defined as whatever physical space is being used by a teacher to conduct class, hold a meeting, etc.) Furthermore, an administrator can require a student to remove headwear anywhere on campus if it is causing a problem or is causing an unnecessary distraction. Finally, the following headwear remains prohibited: bandanas, hoodies, as well as no headwear, are permitted to be worn with the bill sideways or backward- the bill must be facing forward.
 6. Students are not to wear tops that expose the midriff or tops that allow cleavage to show. In addition, undergarments should not be visible.

7. Students are allowed to wear sleeveless shirts & tank tops as long as any part of undergarments cannot be exposed and clothing does not droop. Also, cut-off sleeves on shirts are not permitted.
8. Pants with holes are permitted; however, the start of any hole on the upper leg must not reveal the student's buttocks or undergarments when sitting, standing, or bending over. Lower garments (pants, shorts, and dresses) must not reveal the student's buttocks or undergarments when standing, sitting, or bending over.
9. Sunglasses may not be worn in the building without notice from a doctor.

Violations of the dress code will be dealt within the following manner:

1. Students who violate the dress code policy will be sent to the office with a referral.
2. Students who violate the dress code will be subject to disciplinary action and will be required to change their clothes before returning to class. Any class time missed due to dress code violations will be unexcused.
3. Subsequent offenses may result in ISS or OSS.

Minimum apparel allowance when attending the **prom**:

Girls can wear dresses or pant suits. Boys can wear tuxedos, dress suits, or a more western-styled look (sports blazer, dress vest, dress shirt, black or khaki jeans (not faded or frayed and no holes), and dress footwear (boots or shoes).

The school administrators will make the necessary decisions regarding questionable school dress. Special events may have specific dress codes that will be announced. Appropriateness will be determined by the principal.

5. Truancy:

Students who are not in their assigned location on campus without being granted prior approval by a school official are considered truant. Students who are absent from school without the knowledge of the school or their parents are also truant and will be subject to regular disciplinary action. When it is suspected that a student is truant his/her parents will be notified as soon as possible. No make-up work or credit will be allowed for the time of the truancy.

6. Inappropriate Use of Technology that Transmits Digital Images:

The inappropriate use of telecommunication devices capable of taking or transmitting digital photographic images can create a risk factor in locker rooms, restrooms, private areas, and other locations where students and/or staff have a reasonable expectation of privacy. These devices also pose a threat to be used to transmit images during testing. Inappropriate use will result in a five-day out-of-school suspension and possible recommendation for expulsion depending on the severity of the incident.

7. Care Of Building, Grounds, And School Property:

The people of the West Fork School District have invested thousands of dollars in the buildings, grounds, and instructional equipment and materials. It is the responsibility of each student to exercise care in their use. Defacing or destruction of school property or

facilities is strictly prohibited. Payment or item replacement will be required for any damage done. In addition, punishment may be assigned. Each student is encouraged to keep the school campus and classrooms as neat and orderly as possible in order that we may have a clean and presentable school. Trash cans are provided in each classroom and in the hall, please use them. Please do not mark on the walls, furniture, ceilings or any other part of the building.

8. School or Personal Property:

The student, not the school, is responsible for damaged, lost, or stolen personal property. All personal property should be marked, especially items of clothing, such as jackets, coats, and other items of apparel that could be misplaced. All valuables, including, but not limited to purses, money, and electronic equipment should be kept locked up when not in the student's possession. It would be in the student's best interest to leave all valuables at home as much as possible. A student caught stealing or attempting to steal private or school property will be subject to disciplinary measures as well as making restitution for the stolen property. In addition, the school reserves the right to press criminal charges against the violator.

9. Behavior not covered in preceding paragraphs; the administration reserves the right to punish behavior that is subversive to good order and discipline in the schools, even though such behavior is not specified in these written rules.

10. Students are not allowed to bring blankets to school to use during the academic school day. Blankets are allowed for field trips.

FAILURE TO FOLLOW COMPUTER USE AGREEMENT

As directed by District Policy 4.29 and 4.29F, the following consequences are recommended for violations of the Student Computer Use Agreement:

1st offense - 30-day suspension of account,

2nd offense - suspension of account for the remainder of the year,

3rd offense - permanent loss of computer privileges.

Modifications to these consequences can be made by building principals as deemed appropriate.

SATURDAY SCHOOL

Students may be assigned Saturday School by the principal for violations of school rules and/or the opportunity to make up class time missed due to excessive absences thereby restoring eligibility for credit. Saturday School will be held at the high school from 8:30 a.m. until 11:30 a.m. on the third Saturday of the month whenever possible. Dates can change due to conflict with other school-related activities outside the control of the high school (i.e., ACT testing, school holidays, etc.). It should be understood that it is not always possible to change the dates in order to avoid all conflicts that could arise. Rules and Regulations:

- Parents will be notified prior to the student being assigned Saturday School.
- For students wanting to make up an absence(s), attendance will be voluntary. Each hour served will make up one absence for one period missed.
- The sole activity allowed in Saturday School is silent study; therefore, students are responsible for bringing sufficient study materials to keep them busy for the entire period. A library book may be read upon completion of work. The student must notify the teacher (s) before attending Saturday School and must get a form signed to indicate the class from which the student wants to remove the absence (s).
- Students assigned to Saturday School must report on time and sign in. If a student is late, they may not be admitted. Discretion will be left to the teacher in charge.
- Students attending for rules violations will be suspended out of school for three school days if they are late or absent.
- Students involved in extracurricular activities on an assigned day due to rules violations may not participate in any kind of activities, including practice and competition, prior to completion of the Saturday School obligation.
- Work, oversleeping, or transportation problems are not valid reasons for missing.

The name of the certified staff member running Saturday School each month will be made available in advance to the student body so those needing additional help in a particular class may attend as well at their convenience.

DISCIPLINARY INFRACTIONS AND CONSEQUENCES

Students and staff require a safe and orderly learning environment that is conducive to high student achievement. Certain student behaviors are unacceptable in such an environment and are hereby prohibited by the Board. Prohibited behaviors include, but shall not be limited to, the following:

Category I

1. Disrespect or failing to comply with reasonable directions or otherwise demonstrating insubordination
2. Disruption in the classroom
3. Horseplay
4. Inappropriate public displays of affection
5. Gambling
6. Dress code violations
7. Use of vulgar, profane, or obscene language or gestures
8. Excessive tardiness
9. Lying to school personnel
10. Cell phone policy violations
11. Academic dishonesty or copying work from another student or another author (including AI)
12. Selling products for personal gain is not allowed during the school day.

Category I Disciplinary Action

1st infraction--Student Conference with an administrator and parent phone call

2nd infraction--1 to 3 days of lunch detention and parent phone call

3rd infraction--1 day of ISS & Parent Conference

4th infraction- 1 day of ISS and 1 day of Saturday School (7th and 8th grade only)

Category II

1. Willfully or intentionally damaging, destroying, or stealing school property
2. Truancy--Leaving the school or being in an area in which students are not assigned or instructed to be during the school day.
3. Engaging in behavior designed to taunt, degrade, or ridicule another person on the basis of race, ethnicity, national origin, sex, sexual orientation, gender identity, or disability (displaying inciting insignias such as "Confederate Rebel flags, swastikas, or gang

symbols, etc. on clothing, hats, personal vehicle while on school property, etc.)

4. Hazing or aiding in the hazing of another student
5. Sexual harassment
6. Scuffling (any behavior that leads to a fight)
7. Bullying - SEE BULLYING (4.43) in district handbook
8. Stealing another student's work and claiming it as own

Category II - Disciplinary actions

1st infraction--1 to 2 days of ISS (In-School Suspension) & Parent Conference

2nd infraction--2 to 3 days of ISS & Parent Conference

3rd infraction - 2 to 3 days of ISS and 1 day of Saturday School (7th and 8th grade only)

4th infraction-- 1 day of OSS (Out of School Suspension) & Parent Conference

Category III

1. Willfully and intentionally assaulting or threatening to assault or physically abusing any student or school employee.
2. Disorderly conduct (causes a inconvenience to the entire school learning environment or recklessly creates a risk of public inconvenience)
3. Fighting
4. Possession of any weapon that can reasonably be considered capable of causing bodily harm to another individual.
5. Possession, selling, distributing, or being under the influence of an alcoholic beverage, any illegal drug, tobacco, inhalants, prescription or over the counter drugs, intoxicants, vapes, and e-cigarettes.
6. Misusing medication or any medical supplies in their possession;
7. Possess, view, distribute or electronically transmit sexually explicit or vulgar images or representations, whether electronically, on a data storage device, or in hard copy form
8. Gangs or gang-related activities, including belonging to secret societies of any kind, are forbidden on school property. Gang insignias, clothing, "throwing signs" or other gestures associated with gangs are prohibited
9. Possession or use of fireworks
10. Theft of another individual's personal property

Category III - disciplinary actions

1st infraction--2 to 3 days of ISS & Parent Conference

2nd infraction - 2 to 3 days of ISS and 1 day of Saturday School (7th/8th grade only)

3rd infraction--1 day of OSS & Parent Conference

4th infraction--up to 5 days of OSS, Parent Conference, and Possible Expulsion

The Principal, Assistant Principal, or Dean of Students are authorized to modify the penalties set forth in the District's student discipline policies on a case-by-case basis. When appropriate, students may be directed to complete service to the school or community.