

Long Range Academy Code of Conduct Consequence Protocol

MINORS

These behaviors are handled by the teacher or attending adult.

(When one step proves ineffective move to the next step)

Step #1: - Verbal reminder to the student of the expected and/or appropriate behaviors.

Step #2: - Verbal reminder to the student of the expected and/or appropriate behaviors.
- Notify administration, in writing, that tracking has begun.

Step #3: - Verbal reminder to the student of the expected and/or appropriate behaviors.
- Natural consequence decided by the responsible teacher.
- Discipline action decided by responsible teacher.
- Notify administration in writing.

Step #4: - Verbal reminder to the student of the expected and/or appropriate behaviors.
- Natural consequence decided by the responsible teacher.
- Discipline action decided by responsible teacher.
- **Call parent/guardian** (note if and when this occurred).
- Notify administration in writing.

Step #5: - Move to Step 2 of MIDDLES

MIDDLES

**These behaviors are initially handled by the attending adult,
but are referred to the administration if they become chronic.**

Step #1: - Verbal reminder to the student of the expected and/or appropriate behaviors.
- Natural consequence decided by the responsible teacher.
- Discipline action decided by responsible teacher.
- **Call parent/guardian** (note: if and when this occurred).
- Notify administration in writing.

Step #2: - Verbal reminder to the student of the expected and/or appropriate behaviors.
- Natural consequence decided by the responsible teacher.
- **Call parent/guardian** (note when this occurred).
- **Referral to Administration using office referral form (1-3 day in-school suspension).**

Step #3: - Verbal reminder to the student of the expected and/or appropriate behaviors.
- **Referral to Administration using office referral form (2-5 day in/out of-school suspension).**
- **Administration to call parent/guardian.**
- **District office notified (out of-school suspension only).**
- Parent conference with Administration before student returns (In the case of an out of- school suspension).

Step #4 - Move directly to Step #2 of MAJORS

MAJORS

- Step #1:
- Verbal reminder to the student of the expected and/or appropriate behaviors.
 - **Referral to Administration using office referral form (2-5 day in/out of-school suspension).**
 - **Administration to call parent/guardian.**
 - **District office notified (out of-school suspension only).**
 - Parent conference with Administration before student returns (In the case of an out of- school suspension).

- Step #2:
- Verbal reminder to the student of the expected and/or appropriate behaviors.
 - **Referral to Administration using office referral form (2-5 day out of-school suspension).**
 - **Administration to call parent/guardian.**
 - **District office notified.**
 - Parent conference with Administration before student returns.

- Step #3:
- Verbal reminder to the student of the expected and/or appropriate behaviors.
 - **Referral to Administration using office referral form (2-5 day out of-school suspension).**
 - **Administration to call parent/guardian.**
 - **District office notified**
 - District office may extend suspension for greater than 5 days.
 - Possible consultation with medical professionals, as to whether student returns to school.
 - Parent conference with Administration before student returns.

- Step #4:
- Verbal reminder to the student of the expected and/or appropriate behaviors.
 - **Referral to Administration using office referral form (2-5 day out of-school suspension).**
 - **Administration to call parent/guardian.**
 - **District office will be contacted to intervene.**
 - **Possible consultation with medical professionals, as to whether student returns to school.**

- Step #5:
- Verbal reminder to the student of the expected and/or appropriate behaviors.
 - **Referral to Administration using office referral form (2-5 day out of-school suspension).**
 - **Administration to call parent/guardian.**
 - **District office will be contacted to intervene.**
 - **Possible consultation with medical professionals, as to whether student returns to school.**
 - **Principal recommend student be expelled to Director.**