

# SIERRA SUMMIT ACADEMY ATTENDANCE AND DISCIPLINE CODE 2004-2005

## ACTION TO BE TAKEN

<b>OFFENCES</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
<b>ATTENDANCE</b>	Teacher urged to call parent at the first sign of trouble a. 5 <sup>th</sup> Absence – Parent to be notified by teacher b. 10 <sup>th</sup> Absence – Office sends letter home to parent c. Enrolled in less than 4 classes – withdrawn from school *If granted extension past 10 days, one subsequent absence may result in withdrawal from class(es) with no credit.	
<b>TRUANCY</b> (Out of scheduled class without permission)	1 <sup>st</sup> - 2 days CAST 2 <sup>nd</sup> - Parent contact, 2 days Saturday school 3 <sup>rd</sup> - Parent contact, 4 days Saturday school 4 <sup>th</sup> - Parent informal conference, 2 days suspension 5 <sup>th</sup> - Parent formal conference. Failure to attend may result in recommendation for suspension or long-term suspension. * If student is under age 16(or has not completed 10 <sup>th</sup> grade) subject to legal action	
<b>TARDIES</b> (based on the quarter grading period). Not in class when bell rings is tardy.	1-2 Teacher discretion (STRONGLY RECOMMEND THAT TEACHER GIVE A VERBAL WARNING ON FIRST AND SECOND TARDIES) 3 <sup>rd</sup> 1 day CAST (lunch detention) 4 <sup>th</sup> 2 days CAST, Parent contact 5 <sup>th</sup> Removal from class, Parent conference. Parent conference may be a condition of readmission to class. Failure to attend may result in recommendation for suspension. 6 <sup>th</sup> Withdrawal from class with failing grade, Parent conference. Parent conference may be a condition for readmission to school/class. Failure to attend may result in recommendation for suspension.	
<b>DISRUPTION OF INSTRUCTIONAL PROCESS</b> (COULD RESULT IN POLICE REFERRAL)	1 <sup>ST</sup> Offense – CAST, May include police referral  Repeat Offenses – Suspension	Suspension  Suspension - Long term Suspension – Expulsion
<b>POSSESSION/USE OF TOBACCO</b>	First Offense – Mandatory counseling/study program. When cited, the student will be put in contact with the District Suspension Drug Abuse Coordinator who will monitor this. Failure to comply will result in three days suspension.  Repeat Offense – 5-9 days suspension - referral to SRO	

<p><b>MISUSE OF AUTOMOBILES</b></p>	<p>Any – Loss of driving privileges (2-4 weeks)  Repeated infraction may result in car being  Towed at owner’s expense.</p>	<p>Loss of driving privileges for  the remainder of the semester/  year.</p>
<p><b>MISCONDUCT ON BUS</b>  (including defiance, profanity, fighting , etc.)</p>	<p>Any – CAST, Parent contact, Loss of bus privileges</p>	<p>Transportation privileges may  Revoked – Parent/Admin conf-  erence – Suspension – Long  term suspension – Expulsion</p>
<p><b>DEFIANCE OF AUTHORITY</b>  (Failure to cooperate, identify self to authorities,  littering, disrespect toward staff, etc.)</p>	<p>First Offense – CAST, Parent/Admin. Conference</p>	<p>Suspension/ Long term  suspension</p>
<p><b>CHEATING</b></p>	<p>First Offense – CAST, Parent/ Admin. Conference   Repeat Offense – Suspension</p>	<p>Suspension/ Long term  Suspension   Long term suspension -  expulsion</p>
<p><b>UNAUTHORIZED POSSESSION OF OR FALSIFYING OF SCHOOL FORMS OR DOCUMENTS  SUBMITTED TO THE SCHOOL</b></p>	<p>First Offense – CAST, parent contact   Repeat Offense – Suspension</p>	<p>Suspension   Suspension – Long term</p>
<p><b>POSSESSION</b></p>	<p>First Offense – 9 day suspension – Must be reported to police   Repeat Offense – Long term suspension</p>	

**DISTRIBUTION OR SELLING OF ILLEGAL CONTRABAND**

(This includes drugs, drug paraphernalia, illicit/illegal substances, and alcohol)

Any – Referral for expulsion. Must be reported to parents and police.

**USE OF/BEING UNDER THE INFLUENCE OF ILLICIT SUBSTANCES**

(This includes illicit/illegal/mind altering substances of any kind, alcohol, any illicit drugs)

First Offense – 9 day suspension. Must be reported to parents and police.  
Repeat Offense – Suspension – Long term suspension . Must be reported to parents and police.

**POSSESSION /USE OF DRUGS/ALCOHOL – ILLEGAL PARAPHERNALIA  
Ref. Policy JLCD and JICH**

**\*THEFT**

First Offense – CAST, suspension Reimbursement and/or restitution	Long term suspension Reimbursement and/or restitution
Repeat Offense – Suspension Reimbursement and/or restitution	Expulsion Long term suspension

**\*VANDALISM OF SCHOOL/PRIVATE PROPERTY**

First Offense – CAST Reimbursement and/or restitution	Long term suspension Reimbursement and/or restitution
Repeat Offense – Suspension Reimbursement and/or restitution	Long term suspension Reimbursement and/or restitution

**\*ASSAULT ON STAFF**

1. Verbal abuse including but not limited to profanity, threatening or intimidating language.	First Offense – 5 days suspension Parent/Admin conference Law enforcement may be contacted	5-9 days suspension Expulsion
	Repeat Offense – 10 days suspension with recommendation for expulsion.	
2. Physical assault	First Offense – 10 days suspension with recommendation for expulsion.	

**\*VERBAL ASSAULT OF STUDENT (Threatening and/or intimidating language)**

First Offense – CAST, Parent contact, mediation	Suspension – expulsion
Repeat Offense – Suspension	Long term suspension

<p><b>FIGHTING/ASSAULT</b> (Fights to be reported to police)</p>	<p>First Offense – 9 days suspension</p> <p>Repeat Offense – Long term suspension</p>	<p>Must be reported to police and parents</p> <p>Must be reported to police and parents</p>
<p><b>SEXUAL HARASSMENT</b></p>	<p>First Offense – CAST</p> <p>Repeat Offense – Long term suspension</p>	<p>Suspension</p> <p>Expulsion. Must be reported to police and parents.</p>
<p><b>DISPLAYS OF AFFECTION</b> (Any inappropriate physical contact)</p>	<p>First Offense – CAST</p> <p>Repeat Offense – Suspension</p>	<p>Suspension</p> <p>Suspension – Long term suspension</p>
<p><b>INDECENT EXPOSURE</b> (To include violations of dress code)</p>	<p>First Offense – CAST, Parent/Admin. Conference Removal of offensive clothing or wearing clothing provided by school.</p> <p>Repeat Offense – Suspension</p>	<p>Suspension</p> <p>Suspension – Long term suspension expulsion</p>
<p><b>ENDANGERMENT OF OTHER STUDENT’S SAFETY AND WELFARE</b> (To include but not limited to running, food fights, tripping, etc.)</p>	<p>First Offense – CAST – Parent/Admin. Conference</p> <p>Repeat Offense – Suspension – Long term suspension</p>	<p>Suspension – Long term suspension Expulsion</p> <p>Long term suspension – Expulsion</p>