

ST. ANASTASIA SCHOOL

Conduct Infraction Guide

LEVEL 1 - MINOR INFRACTIONS - HANDLED BY THE TEACHER

Infraction	Definition	Procedure and Consequence
Dress Code	<i>Student wears clothing that is near, but not within, the dress code guidelines defined by the school handbook.</i>	<ol style="list-style-type: none"> Verbal Warning Uniform Infraction Write Up Lunch Detention
Unprepared for Class	<i>Student comes to class unprepared, without necessary assignments, resources or materials or does not complete classwork in a timely manner (i.e. missed homework, assignments, not having assignment book or tests signed, not returning paperwork).</i>	<ol style="list-style-type: none"> Verbal Warning Classroom/Grade Infraction Lunch Detention After School Detention
Technology Violation	<i>Student engages in non-serious, inappropriate use of cell phone, camera, computer or device (i.e. using device without permission, uses device for social or personal reason, visits unapproved website). Also minor tampering with devices, keyboards and/or computer monitors.</i>	<ol style="list-style-type: none"> Lunch Detention After School Detention
Bus Offenses	<i>Student engages in inappropriate behavior on the bus and receives a write up from the bus driver.</i>	<ol style="list-style-type: none"> Bus Notice Sent Home Lunch Detention
Classroom Disruption	<i>Student engages in non-serious, but inappropriate disruption during instruction time (i.e. calling out, side conversations, bodily function noises, deliberate noises).</i>	<ol style="list-style-type: none"> Verbal Warning Classroom/Grade Infraction Lunch Detention After School Detention
Mild Inappropriate Language/Profanity (Student to Student)	<i>Student engages in peer, low intensity instance of inappropriate language (i.e. teasing, cursing, name calling).</i>	<ol style="list-style-type: none"> Classroom/Grade Infraction Lunch Detention After School Detention
Minor Harassment/Teasing	<i>Student delivers disrespectful message (verbal, written, gestural, or pictures) to another person or people regarding such attributes as weight, physical appearance, body parts, gender, intellectual ability, family, etc.</i>	<ol style="list-style-type: none"> Verbal Warning Lunch Detention After School Detention
Mild Physical Contact/Aggression	<i>Student engages in non-serious, but inappropriate physical contact or purposeful invasion of personal space (i.e. pushing, touching, flicking, elbowing, poking, horseplay, damaging someone else's classroom materials).</i>	<ol style="list-style-type: none"> Verbal Warning Lunch Detention After School Detention
Minor Property Damage/Graffiti (Removable)	<i>Student engages in low-intensity misuse of property, that is not permanent (i.e. writing on desks or school property, classroom/instructional materials, breaking or destruction of classroom materials and or furniture).</i>	<ol style="list-style-type: none"> Lunch Detention After School Detention
Disrespect/Defiance/Noncompliance	<i>Student engages in brief or low intensity failure to respond to adult request and/or direction (i.e. refusal to follow adult, direct, refusal to come to the group, refusal to complete work, talking back to an adult or mocking adult request).</i>	<ol style="list-style-type: none"> Verbal Warning Classroom/Grade Infraction Lunch Detention After School Detention
Lying/Cheating	<i>Student delivers message that is untrue and/or deliberately violates rules, or cheats on a test or assignment.</i>	<ol style="list-style-type: none"> Lunch Detention After School Detention
Out of Bounds	<i>Student is in an area where they are not supposed to be or goes somewhere without teacher or adult permission.</i>	<ol style="list-style-type: none"> Classroom/Grade Infraction Lunch Detention After School Detention

- *After the third (3) Lunch Detention, a conduct infraction will result in an After-School Detention.*
- *Any conduct infraction that requires a written report, MUST be followed up by a phone call or email to the parent and teacher documentation.*
- *Each trimester marks a new start for the accumulation of Level 1 Infractions.*

LEVEL 2 MAJOR INFRACTIONS - HANDLED BY THE TEACHER WITH ADMINISTRATION'S INVOLVEMENT

Infraction	Definition	Procedure and Consequence
Continuation of Unmodified Level 1 / Minor Behaviors	<i>Student continues to engage in minor infractions (more than 3 times).</i>	1. After School Detention
Technology Violation	<i>Student engages in inappropriate use of cell phone, camera or device (i.e. password/email violation, creating false accounts, sending any harassing/threatening/sexual content on a school device or while on school property). Deliberate attempt to destroy devices, keyboards and computer monitors.</i>	1. After School Detention (3x) 2. In-School Suspension
Bus Offenses	<i>Student engages in inappropriate behavior on the bus and receives a write up from the bus driver (more than 3 times).</i>	1. After School Detention 2. Loss of Bus Privileges
Aggressive Inappropriate Language/Profanity (Student to Student/ Adult)	<i>Student engages in the high intensity instance of inappropriate language or profanity towards a peer that would be disrespectful towards one's weight, physical appearance, ethnicity, intellectual ability, disabilities, race, religion, sexual orientation or gender. Any disrespectful language to an adult.</i>	1. After School Detention (3x) 2. In-School Suspension
Bullying/Harassment of Student	<i>Student delivers ongoing and persistent disrespectful messages (verbal, written or gestural) to another student that includes threats of intimidation, obscene gestures, pictures or written notes. Disrespectful messages including negative comments based on weight, physical appearance, ethnicity, intellectual ability, disabilities, race, religion, sexual orientation or gender.</i>	1. After School Detention 2. In-School Suspension
Fighting/Physical Aggression	<i>Student engages in actions involving serious physical contact to or with another student where injury may occur (i.e. hitting, hitting with an object, tripping, punching, kicking, spitting, scratching, hair pulling). Student engages in behavior as a result of aggression that may occur in injury of student or damage to school property (throwing an object with the intent to harm).</i>	1. After School Detention 2. In-School Suspension
Major Property Damage/Vandalism	<i>Student engages in activity that results in the destruction or disfigurement of school and classroom property (i.e. writing or etching on bathroom stalls, school walls, cafeteria tables, deliberate destruction of classroom materials and or furniture).</i>	1. After School Detention (3x) 2. In-School Suspension
Disrespect/Defiance/Noncompliance	<i>Student engages in repeated (more than 3 times) failure to respond to adult request and/or direction, socially rude behaviors, or if the situation becomes a safety risk.</i>	1. After School Detention (3x) 2. In School Suspension
Plagiarism/Forgery/Theft	<i>Student delivers message that is untrue and/or deliberately violates rules, or cheats on a test or assignment. Student is in possession of, having passed on, or is responsible for removing someone else's property or has signed a person's name without the person's permission. Plagiarism.</i>	1. After School Detention 2. In-School Suspension

➤ *After the third (3) After School Detention, a conduct infraction will result in an In-School Suspension.*

LEVEL 3 MAJOR INFRACTIONS - HANDLED BY THE ADMINISTRATION WITH THE OFFICE OF CATHOLIC EDUCATION'S INVOLVEMENT

Infraction	Definition	Procedure and Consequence
Harmful Threat to Another Student/School	<i>Student engages in any type of threatening, harmful or malice verbal, written or technological threat about another student, teacher, faculty member or school.</i>	1. Meeting with Administration 2. Contact Local/Necessary Authorities 3. In-School Suspension 4. Parent Conference
Harmful Threat to One's Self	<i>Student engages in any type of verbal, written, technological or physical activity that would result in personal harm that would impact their overall health and/or well-being.</i>	1. Meeting with Administration 2. Contact Local/Necessary Authorities 3. Parent Conference 4. In-School Suspension

