

Sussex Academy Discipline System

Class I Infractions

For Class I infractions, students will be issued a demerit. In earning a demerit, the student will receive a demerit form that must be signed by the parent/guardian and returned the following school day by 8:15 a.m. to the Discipline Committee Representative for his/her team. If it is not returned, the student will be issued another demerit.

1. Uniform
 - Students must adhere to dress code outlined in the handbook.
2. Tardiness
 - Students are considered tardy if they arrive after the beginning of class without a pass.
3. Food/Gum
 - Unless authorized by a staff member, no open food may be carried, stored, or consumed outside of the cafeteria.
 - Unless authorized by a coach, gum may not be chewed on school property or during school-sponsored events.
4. Disrespect/Disruption

The following will be considered acts of disrespect and/or disruption of the school's instructional program:

 - Not following directions
 - Talking back
 - Interrupting adults
 - Inappropriate language/gestures
 - Horseplay
 - Disobeying bus rules
 - Defacing school property and/or school-issued property
 - Other incidences as determined by a staff member
5. Insubordination
 - Refusal to comply to direct instructions given by a staff member
6. Academic Dishonesty
 - Class A Cheating or copying homework and/or class work assignments
 - Class B Cheating or copying on quizzes, tests or major assignments
(Automatic detention = 3 level I demerits for Reward/Activity trip consideration)
7. Unauthorized areas

Students may not be in the following areas unless authorized by a staff member:

• Faculty rooms	• Computer lab
• Copy rooms	• Locker rooms
• Bathrooms (other than for grade level)	• Gym
• Lockers	• Lobby and vestibule
• Student lounge	• Other unsupervised area
8. Lying/Deceit/Forgery
 - Being untruthful to staff members
 - Forging signatures
 - Interfering with parent/teacher communication
 - Providing misleading or incomplete information when asked

9. Unauthorized electronic devices/School iPad information

- Students must adhere to communication and electronic device policies outlined in handbook.
- iPad Checks

During the year teachers and administration may at any point check the content of the school issued iPads without warning. Should a student be using the iPad in a manner deemed inappropriate, consequences will occur as follows:

iPad inappropriate use Level A Infraction:

Inappropriate language used on iPad
Messaging/emailing peers during school hours

Consequence:

iPad will be confiscated by teacher given to administration to keep it for one week. Administration will release iPad to guardian and student after material has been reviewed and deleted.

iPad inappropriate use Level B

Infraction:

Inappropriate pictures, content or language related but not limited to alcohol/drugs, sexual or abusive themes.

Consequence:

iPad will be confiscated by teacher and given to administration for a minimum of 30 days, possibly as long as the rest of the year. Administration will release iPad to guardian and student in person after material has been reviewed and deleted.

10. Other infractions determined by staff

Class II Infractions (Referral to Administration)

If a student commits any of the following infractions, the student will receive administrative referral:

1. Fighting
2. Bullying/Cyber-bullying
3. Vandalism
4. Assault
5. Sexual Harassment

Accumulation of Demerits/Detention

Upon earning three demerits, the student will be issued a detention. The student will then be given a detention slip, which must be signed by a parent/guardian and returned the following school day by 8:15 a.m. to the Discipline Committee Representative. The student must serve the detention within the next two detention sessions. A detention will be assigned for demerit #4 and #5. Upon earning a fifth demerit, a parent will be contacted. When a sixth or more demerits are issued, the student and parent must meet with the Discipline Review Board and further action will be determined. Should a student earn seven demerits, the discipline committee will recommend he/she be suspended.

Detention Procedure

Detentions will be held on Tuesdays and Thursdays from 3:05 to 4:05 in the detention moderator's room. Detentions must be served within the next two detention sessions of receiving the detention. During detention, students will be required to complete a detention reflection. Students are not permitted to talk or work on other assignments while in detention. If a student arrives late to detention, they must serve that detention and an additional detention during the next detention session. If a student misses detention, they will serve the next two detentions. Parents are responsible to provide transportation to students serving detention.

Activity Trip/Reward Trip Consequences

Throughout the year, the school rewards the students who exercise good behavior by taking trips and/or having special activities. If a high school student receives seven demerits, or its equivalent, during the first semester of school, they will not be permitted to attend the rewards trip held at the end of the first semester. If a high school student receives seven demerits, or its equivalent, during the second semester of school they will not be permitted to participate in one of the end of the year activities. If a middle school student receives five demerits, or its equivalent, during the first semester of school, they will not be permitted to attend the rewards trip held at the end of the first semester. If a middle school student receives five demerits, or its equivalent, during the second semester of school, they will not be permitted to participate in one of the end of the year activities.

Driving Consequences

Should a high school student receive 7 demerits, they will have their driving privileges suspended for two weeks. If further demerits are received, the Discipline Team will determine an appropriate consequence.

Please return the attached sheet signed. Keep this sheet at home for your and your child's reference.

Acknowledgement of Discipline Policy

I have read and understand the Sussex Academy Discipline System.

Parent Name: _____ Parent Signature: _____ Date: _____

Student Name: _____ Student Signature: _____ Team: _____