

### Student Code of Conduct Point System

In addition to our standard Student Code of Conduct, we will use a point system to identify students who are continually disruptive to the educational process of the school. Parents will be contacted for all disciplinary action offenses.

A point value is assigned to each infraction. Students may initiate a point-reduction plan through school or community service provided said plans are worked out in advance and approved by school administration.

Any student who attains **six to ten** points will lose the following privileges:

- In-school Activities
- Assemblies  
School Dances

Any student who attains **eleven to fifteen points** will lose the following privileges (in addition to those listed above):

- Dances
- Parties
- Extra-curricular activities (Sports, Clubs, etc.)
- Field Trips
- Team Day Activities

Any student who attains **fifteen points** will lose the following privileges (in addition to those listed above):

- Participation in Graduation
- Administrative discretion on additional privilege restriction

**ALEXANDRIA TOWNSHIP SCHOOL DISTRICT  
MIDDLE SCHOOL STUDENT CODE OF CONDUCT**

The Alexandria Township School District expects pupils to treat others with respect and demonstrate positive examples of behavior. The following middle school student code of conduct classifies misbehavior into three levels (1 to 3) for students in grades 4-8.

**PRINCIPLES**

- Every person deserves to be respected
- Every person deserves to be safe, feel safe, and be free from danger
- Students attend school to learn academics, behavioral skills, social skills and learning is enhanced in a physically and emotionally safe environment.
- Learning is enhanced by the establishment of academic and behavioral expectations.

Each infraction has been assigned a point value and assigned specific consequences based upon the type of behavior. **Staff members** will issue disciplinary points for students misbehaving and submit the form to the principal. The form will then be sent home for parental or guardian signature and returned to the AMS main office the next school day. At the end of each trimester, the number of offenses at Level 1 will return to zero, however, Level 2 and 3 offenses will accumulate throughout the duration of the entire school year. Additionally, the total number of points accumulated each trimester will remain the entire school year for potential additional consequences. A Student can choose to reduce his or her points totaled through the Point Reduction Programs (see Point Accruals below).

**LEVEL 1 INFRACTIONS:** The following infractions have been designated as Level 1 or minor infractions. Staff members will issue disciplinary points for students misbehaving and submit the form to the principal. The form will be sent home for a parent or guardian signature and will be required to be returned to the AMS main office the next school day. First and Second offenses at Level 1 will result in written warnings. The third offense at Level 1 will result in a detention. A student will receive a detention for any additional Level 1 infractions until the end of the trimester.

**LEVEL 1 SCHOOL (LOWER LEVEL INFRACTIONS) To be dealt with by Teacher**

INFRACTION TYPE	POINT VALUE	CONSEQUENCE
Unprepared for class	1	Warning – Warning - Detention
Arriving late and/or leaving class without a pass	1	Warning – Warning - Detention
Presence in school building without permission	1	Warning – Warning - Detention
Tampering and/or violating another student’s locker	1	Warning – Warning - Detention
Unauthorized use of electronic devices (e.g., cell phones, cell phone watches, paging devices, electronic games, music playing devices, coding/computers/robotics/drones etc.	1	Warning – Warning - Detention
Inappropriate behavior in the cafeteria, on school grounds, or at school events	1	Warning – Warning - Detention
Disruptive behavior in the hallway	1	Warning – Warning - Detention
Eating food outside the cafeteria without permission	1	Warning – Warning - Detention
Inappropriate attire	1	Warning – Warning - Detention
Inappropriate display of affection	1	Warning – Warning - Detention
Chewing gum	1	Warning – Warning - Detention

**LEVEL 2 INFRACTIONS:** The following infractions have been designated as Level 2 or moderate infractions. Unless noted below, First offense at Level 2 will result in a Detention (**Lunch and/or PM**). Second offense at Level 2 will result in an additional Detention (**Lunch and/or PM**) Detention and parent conference. Three or more offenses at Level 2 will result in an **In-School-Suspension (ISS) # or days to be determined.**

**LEVEL 2 SCHOOL (MODERATE LEVEL INFRACTIONS) ALL 3 Points**

INFRACTION TYPE	POINT VALUE	CONSEQUENCE
Cheating	3	Detention – 2 <sup>nd</sup> Detention and Parent Conference
Cutting Class	3	Detention – 2 <sup>nd</sup> Detention and Parent Conference
Cutting Detention (Lunch/or AM)	3	Detention – 2 <sup>nd</sup> Detention and Parent Conference (missed detention rescheduled. Additional detention will be added no additional points unless rescheduled detention is not followed).
Disrespect/Insubordination	3	Detention – 2 <sup>nd</sup> Detention and Parent Conference
Disruptive /disorderly behavior	3	Detention – 2 <sup>nd</sup> Detention and Parent Conference
Forgery	3	Detention – 2 <sup>nd</sup> Detention and Parent Conference
Lying to a staff member	3	Detention – 2 <sup>nd</sup> Detention and Parent Conference
Plagiarism (academic dishonesty)	3	Detention – 2 <sup>nd</sup> Detention and Parent Conference
Physical contact / use of force (pushing, throwing objects, tripping, etc.	3	Detention – 2 <sup>nd</sup> Detention and Parent Conference
Unacceptable language, gesture or offensive materials	3	Detention – 2 <sup>nd</sup> Detention and Parent Conference
Violating “Technology and Acceptable Use of the Internet” policy	3	Detention – 2 <sup>nd</sup> Detention and Parent Conference
Vandalism	3	Detention – 2 <sup>nd</sup> Detention and Parent Conference

**LEVEL 3 INFRACTIONS:** The following infractions have been designated as Level 3 or serious infractions. Staff members will issue disciplinary points for the misbehavior and submit the form to the principal immediately. The form will be sent home for a parent or guardian signature and will be required to be returned to the AMS main office the next school day. Offenses at Level 3 are of a serious nature and have been assigned specific consequences indicated below. Repeat offenses at this level may result in expulsion and are handled on a case by case basis.

**LEVEL 3 SCHOOL (HIGH LEVEL INFRACTIONS)**

INFRACTION TYPE	POINT VALUE	CONSEQUENCE
Stealing	5	Restitution, In-School-Suspension (ISS) # to be determined.
Fighting/directing harm	5	Restitution, In-School-Suspension (ISS) # to be determined.
Vandalism (including defacing student work, ATSD facilities/equipment etc.)	5	Restitution, In-School-Suspension (ISS) # to be determined.
Harassment, intimidation or bullying (HIB) by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, disability of by any other distinguishing characteristic.	5	Handled at administrative level. Consequence may include but not limited to, counseling, character education classes, ISS and/or disciplinary action as determined by administration. Parent conference to develop RTI plan.
Violent threat towards any individual or group	5	
Possession and/or use of alcohol, tobacco, and/or other drugs	5	1-10 days Out of School Suspension (OSS), medical clearance to return to school, mandatory re-entry conference, possible child study team referral. Police Notification
Possession and/or use of a weapon	5	Minimum 1-10 days Out of School Suspension (OSS) with required re-entry conference with Superintendent. Possible Board of Education (BOE) hearing and one year expulsion as per state law. Police Notification. Situation is evaluated on case by case basis.
Using an ECRD device inappropriately to record, capture, or transmit any audio, video, or images for distribution or intent.	5	Restitution, In-School Suspension (ISS) and loss of ECRD use for a length of time determined by administration. Device may be subject to an electronic search for inappropriate material related to the incident.

**POINTS ACCRUAL**

An accrual of points will result in the following additional consequences. Points will carry over from one trimester to another until the end of the current academic year. At any time, point totals can be reduced through our Point Reduction Program. - See Points Accrual Chart for specific points infractions.

**POINT REDUCTION PROGRAM**

Students may initiate point-reduction plans through school or community service provided said plans are worked out in advance and approved by school administration and guardians. An hour of volunteer school or community service will equal three (3) points. Sample services may include but are not limited to assisting a teacher before or after school with an activity or volunteering time to a school function. See Point Reduction Program Form for approval of point reductions.

I acknowledge my understanding of the ATSD Middle School Code of Conduct Infractions

STUDENT ACKNOWLEDGEMENT: \_\_\_\_\_ (name) Date: \_\_\_\_\_

PARENT/GUARDIAN ACKNOWLEDGEMENT: \_\_\_\_\_ (name) Date: \_\_\_\_\_

**AMS MIDDLE SCHOOL CODE OF CONDUCT SUMMARY**

Student Name: \_\_\_\_\_

Student Grade: \_\_\_\_\_

AMS Staff Name: \_\_\_\_\_

Date of Infraction: \_\_\_\_\_

Period Infraction Occurred: \_\_\_\_\_

Description of Infraction:  
\_\_\_\_\_  
\_\_\_\_\_

Parent Contacted by:    Email    Phone    Both                      Date: \_\_\_\_\_

Parent Acknowledgement of AMS Code of Conduct Infraction

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**AMS OFFICE ONLY:**

Total Infraction Points: \_\_\_\_\_    Total Accumulated Trimester Points: \_\_\_\_\_

Total Accumulated Level 2 & 3 Points Year to Date: \_\_\_\_\_

Consequence Imposed: (DATE) \_\_\_\_\_ Consequence  
\_\_\_\_\_

AMS Administrator Comments:  
\_\_\_\_\_

### AMS POINTS ACCRUAL CHART

An accrual of points will result in the following additional consequences. Points will carry over from Trimester to another trimester until the end of the year for all Level 2 and Level 3 points. Level 1 points will be cleared to Zero at the beginning of each Trimester.

#### CURRENT POINT TOTAL

6-10 Points - Student will lose the following privileges and/or gain the following restrictions:

- In-School Activities
- Assemblies
- School Dances

#### CURRENT POINT TOTAL

11-15 POINTS: In addition to the previous consequences, students will lose the following privileges:

- Dances
- Parties
- Extra-curricular activities (sports/clubs/student activities before or after school)
- Team Day Activities

Students may be referred to the RTI committee for a behavior review and the development of a collaborative behavioral action plan. If a plan is necessary, an administrator will meet with the student and parent(s) to discuss the details of the behavior plan. The duration of the plan will be determined by the administration

#### CURRENT POINT TOTAL

OVER 15 POINTS - In addition to the previous consequences, students will lose the following privileges:

- Participation in Graduation (8th grade)
- Administrative discretion on additional privilege restrictions (all grades)

#### DISCIPLINE COMMITTEE REVIEW

A student is subject to a discipline committee review to determine eligibility for future school events, if the student accumulates 20 or more points during the course of the year. The points are calculated by the total number of points a child receives throughout the course of a single academic year, regardless of any point reductions. Out of School Suspension (OSS) and/or Child Study Team involvement may result upon the committee review. Parent(s) must attend a meeting with an administrator and the CST to have their student re-enter school.

### POINTS REDUCTION PROGRAM

Students may initiate point-reduction plans through school or community service provided said plans are worked out in advance and approved by the school administration and guardians. An hour of volunteer school or community service will equal three (3) points. Sample services may include but are not limited to assisting a teacher before or after school with an activity or volunteering time at a school function. Points Reduction Program Form is available in the AMS main office to complete with activity or volunteer work to be approved by AMS Principal for form point reduction.

### TIGER PRIDE PROGRAM

Students who have zero points at the end of each Trimester will be placed in a raffle for a prize. One Winner per Grade Level.

POINTS REDUCTION PROGRAM APPROVAL FORM

STUDENT NAME: \_\_\_\_\_

STUDENT GRADE: \_\_\_\_\_

CURRENT ACCUMULATED POINT TOTALS: \_\_\_\_\_

LEVEL 2 POINTS: \_\_\_\_\_

LEVEL 3 POINTS: \_\_\_\_\_

DATE OF CURRENT POINT TOTALS: \_\_\_\_\_

DESCRIPTION OF ACTIVITY TO BE PERFORMED TO REDUCE INFRACTION POINTS:

\_\_\_\_\_

PRINCIPAL RE-APPROVAL TO PARTICIPATE : \_\_\_\_\_ DATE: \_\_\_\_\_

Joy C. Dominic

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**PROOF OF ACTIVITY COMPLETION**

**NAME OF PERSON CONFIRMING VOLUNTEER WORK OR ACTIVITY COMPLETE:** \_\_\_\_\_

**SIGNATURE OF SPONSOR WHO CONFIRMED ACTIVITY AND/OR ATTACHED PROOF:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**PRINT NAME OF CONTACT**

**DATE:** \_\_\_\_\_

**PRINCIPAL APPROVAL OF TOTAL POINTS REDUCED:** \_\_\_\_\_ **# OF POINTS:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

Joy C. Dominic