

MONROE TOWNSHIP MIDDLE SCHOOL CODE OF STUDENT CONDUCT GRADES 6-7-8 2023-2024

It is the expectation of all students to do what is necessary to achieve their highest personal potential academically while at school. This Code of Student Conduct (CSC) is designed not to be punitive but rather to help in changing behaviors that might otherwise prevent a student from achieving their highest academic potential. The CSC is in place in order to help promote and foster the health, safety, social and emotional well-being of all students. Students are expected to always act respectfully towards all school stakeholders.

It is also an expectation of all students that their attendance in school be a priority and that days missed be limited to illness, death in the family, court appearances, religious holidays, suspension from school or any other reasons that come with written approval from the principal. It is only through attendance in school that a student can maximize their academic potential by receiving high-quality instruction of the classroom setting.

A. OVERVIEW OF STEPS FOR ADDRESSING STUDENT BEHAVIOR

Addressing student behavior issues at Monroe Township Middle School involves different levels of support and interaction depending upon the behavior and its severity. MTMS staff members will follow the action plans listed below. Each staff member/team must keep records of the student's violations and, once the staff member/team records four (4) instances of inappropriate behavior, the team may decide to involve the grade level administrator. It is the belief that a proactive progressive discipline system will allow the student to adjust his/her own behavior at the lower levels in order to avoid major consequences that could result in the loss of instruction. The appropriate behavior form must be kept during the entire process.

Staff members will use the Pathway to Success form for all low-level infractions. The teacher should review the expectations for behavior as part of the Beginning of the Year procedures.

First Infraction:

The staff member will check off the identified behavior and applicable interventions.

The staff member will meet with the student to:

- Identify the inappropriate behavior.**
- Discuss the inappropriate behavior with the student and help the student to problem solve.**
- Discuss with the student the planned interventions to assist the student in changing behavior.**
- Share Pathway to Success form at team meeting. Email parents and send home a copy of the completed form to be signed and returned.**

Second Infraction:

A second infraction for the student follows the same steps as above and include:

- Phone call to parent/guardian to inform them of repeated behavior.
- Inform the student's counselor of the issue.

Third Infraction

Follow the same steps as for previous infractions and:

- Parent phone call and/or parent conference with team teachers.
- Inform grade level administrator, no action taken at this time.

Fourth Infraction

If a change in behavior is not observed after previous interventions, the teacher/team will refer the student to the grade level administrator, who will take the appropriate administrative actions, following guidelines of the Code of Conduct. Teacher/team should provide the administrator with supportive documentation to assist in appropriate handling of the student and leveling consequences.

The district requires that Middle and High School students wear their student IDs at all times while in school. Failure to present their ID will result in consequences, per the Code of Conduct. One replacement ID is available for students free of charge. If an ID must be replaced more than one time, there will be a charge of \$5.

Most low-level behavioral issues can be resolved at the classroom level with effective interventions. However, students will be referred **DIRECTLY** to administration for high level infractions, as outlined in the Code of Conduct. Students and parents should be aware that appropriate administrative action may include lunch detention, after school detention, in-school detention (ISS), out-of-school detention (OSS), permanent removal from class, suspension of other school privileges, peer or staff mediation, counselor referral/I&RS referral, police contact, and/or recommendation for expulsion. ***IN ADDITION, AT ALL TIMES THE ADMINISTRATION RESERVES THE RIGHT TO INTERVENE AND TAKE ACTION IF BEHAVIOR IS DEEMED INAPPROPRIATE OR IN VIOLATION OF DISTRICT-WIDE POLICIES.***

***If an infraction of any level takes place outside the classroom, administration may need to intervene at a lower level.**

<u>Low Level Infractions</u> Infractions in this level will be handled by the staff member the first three times as per steps above. At the fourth offense the administration will become involved. Many of the infractions listed in this section would fall under the staff members' purview of classroom management.	4 rd Offense	5 th Offense	6 th Offense	7 th Offense
Lying to a staff member	1 Day LD	ASD	2 Days ASD	3 Days ASD
Tardy to Class	ASD	2 Days ASD	3 Days ASD	1 Day ISS
Dress Code Violation	Addressed by Administration as needed			
Inappropriate Displays of Affection	1 Day ASD	2 Days ASD	3 Days ASD	1 Day ISS
Inappropriate Personal Belongings	1 Day LD	2 Days LD	1 Day ASD	2 Days ASD
Disruptive (excessive talking, out of seat, refuses to follow directions, off task, not paying attention, blurting out)	2 Days LD	1 Day ASD	1 Day ISS	1 Day OSS
Inappropriate Language/Undirected Profanity	2 Days LD	1 Day ASD	1 Day ISS	1 Day OSS
Disrespectful to classmate: lying to or about; using unkind words, refusing to cooperate.	2 Day ASD/RJ	3 Days ASD/RJ	1 Day ISS	1 Day OSS
Insubordination (ignore, refuse to follow directions, and not listening to teacher)	1 Day ASD	2 Days ASD	1 Day ISS	1 Day OSS
Minor Physical Contact (pushing, taking a student's material, etc.)	1 Day ASD	2 Days ASD	1 Day ISS	1 Day OSS
Misuse of school property or equipment (break pencils, write on desk/textbook, etc.)	1 Day ASD	2 Days ASD	1 Day ISS	1 Day OSS
Possession of cell phone *refer to Faculty Handbook for guidelines	1 st : Phone taken/return end of day	2 nd : Parent must come for phone/ 1 Day ASD	3 rd : 2 Days ASD	4 th : 1 Day ISS
<u>Middle Level Infractions**</u> Certain infractions at this level may be directed straight to the administration.	1 st Offense	2 nd Offense	3 rd Offense	4 th Offense
Cutting Class	1 Day ASD	3 Days ASD	1 Day ISS	1 Day OSS
Forgery/Plagiarism/Cheating-Automatic Loss of Grade (LOG) plus consequence as stated	LOG/phone call home	1 Day ASD	1 Day ISS	2 Day ISS
Removing/Touching Another's Locker Items	1 Day ASD	3 Days ASD	1 Day ISS	1 Day OSS
Being in an Unauthorized Place	1 Day LD	1 Day ASD	1 Day ISS	1 Day OSS
Throwing Food	1 Day ASD	2 Days ASD	1 Day ISS	2 Days ISS
Disrespectful to teacher or classmates: talking back, use of unkind words, etc.	2 Day ASD	3 Days ASD	1 Day ISS	1 Day OSS
Abuse of Pass Privilege	1 Day ASD	3 Days ASD	1 Day ISS	1 Day OSS
Horseplay	1 Day ASD	3 Days ASD	1 Day ISS	1 Day OSS
ID missing/not displayed	warning	1 Day LD	1 Day ASD	2 Days ASD
Using Elevator without permission	1 ASD	2 ASD	1 ISS	1 OSS
Directed Profanity/Unkindness	2 Day ASD	3 Days ASD	1 Day ISS	1 Day OSS
<u>High Level Infractions**</u> Infractions at this level will most likely result in direct administrative action.	1 st Offense	2 nd Offense	3 rd Offense	4 th Offense
Computer Violations	ROP 1 ASD	3 Days ASD	2 Days ISS	2 Days OSS
Non-Directed Racial/Ethnic/Gender/Sexual Slurs	1 Day ISS	2 Days ISS	2 Days OSS	5 Days OSS
Possession of Stolen Property	1 Day ISS	2 Days ISS	2 Days OSS	5 Days OSS

Possession/Use of Matches/Lighters	1 Day OSS	3 Days OSS	5 Days OSS	
Participating in a Food Fight	1 Day OSS	2 Days OSS	3 Days OSS	5 Days OSS
Attempting to Fight	2 Day ASD	4 Days ASD	2 Days ISS	2 Days OSS
Gross Insubordination: refusal to comply with school rules/regulations. Refusal to obey reason-able directions/instructions of school personnel.	2 Days ISS	4 Days ISS	2 Days OSS	5 Days OSS
Propagating or spreading rumors or information that directly interrupts the normal delivery of instruction and operation of the school	2 Days ISS	4 Days ISS	2 Days OSS	5 Days OSS
Directed Racial/Ethnic/Gender/Sexual harassment	2 Days ISS	3 Days OSS	5 Days OSS	5 OSS/PC
Threats	2 Days ISS	3 Days OSS	5 Days OSS	5 OSS/PC
Possession/Distribution Pornographic material	2 ISS	3 ISS	3 OSS	
Leaving Campus (automatic police contact)	2 Days ISS	4 Days ISS	2 Days OSS	5 Days OSS
Horseplay Resulting in Injury	2 Day ISS	3 Day ISS	2 Day OSS	5 Day OSS
Taking Pictures or Video/Audio without consent	2 Day ISS	2 Days OSS	3 Days OSS	5 Days OSS
Taking Pictures Without Adult Consent	2 Day ISS	2 Days OSS	3 Days OSS	5 Days OSS
Posting Pictures Without Consent	2 Day ISS	2 Days OSS	3 Days OSS	5 Days OSS
Vandalism/Destruction (restitution expected)	2 Days OSS	3 Days OSS	4 Days OSS	5 OSS/PC
"Pantsing" or otherwise attempting to remove another's clothing	2 Days OSS	3 Days OSS	4 Days OSS	5 OSS/PC
Inappropriate Dialing of 911	3 OSS/PC	5 OSS/PC	RE	
Urinating/Defecating on floors	3 Days OSS	4 Day OSS	5 Days OSS	5 OSS/PC
Directed Profanity at a Board Employee	3 Days OSS	4 Days OSS	5 Days OSS	10 Days OSS
Theft	3 Days OSS	5 Days OSS	5 OSS/PC	10 OSS/PC
Extortion (Forcing another to provide money or other material against their will)	3 Days OSS+R	5 Days OSS+R	5 OSS/PC+R	10 OSS/PC+R
Misuse of defibrillator/fire alarm	5 OSS/PC	10 OSS/PC	RE	
Possession/Use of Drugs/Alcohol/Tobacco (including electronic cigarettes)	5 OSS/PC	10 OSS/PC	RE	
Fighting/Assault (deliberate attempt to cause harm or injury) /Spitting/Biting	5 OSS/PC	10 OSS/PC	RE	
Possession/Use of Weapons (includes toys)	5 OSS/PC	10 OSS/PC	RE	
Terroristic Threat Towards Students/School/Community	5 OSS/PC/RE	10 OSS/PC/RE	BOE Hearing	
Any Action that may cause disruption or harm to the building or others	5 OSS/PC	10 OSS/PC	RE	

Key

ASD	After School Detention	LOG	Loss of Grade	RE	Re-entry Meeting
BC	Bus Contract	LD	Lunch Detention	ROP	Removal of Privilege
BPS	Bus Privilege Suspended	OSS	Out of School Suspension	RI	Restorative Intervention
CIC	Change in Clothes	PC	Police Contact		
ISS	In School Suspension	R	Restitution		

BUS INFRACTIONS

Students who do not adhere to the rules for the bus will be referred directly to the administration. At that juncture, the consequences included in the chart above will be imposed accordingly. Moreover, depending upon the severity of any inappropriate behavior exhibited on the bus or at the bus stop, the administration reserves the right to impose consequences reflective of that severity by adjusting the leniency and/or harshness of indicated consequences. Students and parents should be aware of the fact that the school day begins as soon as students reach the bus stop and does not conclude until students exit the bus on the ride home. Therefore, if students choose to misbehave at the bus stop on the way to or from school, they will be held accountable for their actions. Parental notification will be inclusive of every bus infraction. With respect to the suspension of bus privileges, New Jersey State Law permits school officials to deny bus transportation privileges if a student's conduct warrants such action. If transportation privileges are denied, it becomes the responsibility of the student's parents to see that he/she arrives at school and is transported home at dismissal.

The primary function of the bus driver is to transport students safely to and from school. If the driver is preoccupied with disciplining students, it increases the chance that an accident may occur. To prevent accidents from occurring, a set of basic rules and consequences is listed below. Additionally, surveillance cameras have been installed on all Monroe Township District school buses. These devices will enable the MTMS administration to maintain a safe environment.

RULES FOR THE BUS

1. Students are to remain in their assigned seats for the entire ride.
2. Students are not permitted to eat or drink on the bus, nor should littering be acceptable.
3. Students are not permitted to use profanity or foul language on the bus.
4. Students are not permitted to scream or make excessive noise on the bus.
5. Students are not to be disrespectful or confrontational with the driver. Bus drivers deserve the same amount of respect as teachers and other staff members.
6. Students must keep their hands and bodies inside the bus at all times.
7. Students are not permitted to spit.
8. Students are not permitted to throw or shoot objects on the bus.
9. Vandalism is not permitted on the bus. This includes writing on bus seats (floors, ceilings, sides, windows) and/or ripping/cutting bus seats.
10. Fighting and horseplay are not permitted on the bus.
11. Students are not permitted to get off the bus at any stop other than their assigned stop.

The school bus is considered by the school to be the first and last classroom for all students and the same appropriate behavior that is expected in school is also expected on the bus.

- a. Students must ride the bus that the Monroe Township School District Transportation Department has assigned students to ride. Due to the number of buses and students, exceptions to this rule will not be made.

VIOLATION OF BEHAVIORAL EXPECTATIONS AND CONSEQUENCES

Bus Specific Infractions*	1st Offense	2nd Offense	3rd Offense	4th Offense
*Standing/Not Remaining in Seat	BC	ASD	2 Days ASD/BPS	BPS
*Eating/Drinking/Littering	BC	ASD	2 Days ASD/BPS	BPS
*Excessive Noise	BC	ASD	2 Days ASD/BPS	BPS
*Disrespectful to Driver	ASD+BC	3 Days ASD	BPS/ISS	BPS/OSS
*Hands/Body Parts Out of Window	BC	ASD	2 Days ASD/BPS	BPS
*Throwing Objects/Spitting out window	ASD+BC	3 Days ASD	BPS	1 OSS/BPS/ROP
*Throwing/Shooting Objects on the Bus	1 Day ASD	3 Days ASD	BPS or ISS	1 OSS/BPS/ROP
*Taking Wrong Bus Without Permission	1 Day ASD	3 Days ASD	BPS	1 OSS/BPS/ROP
*Attempting to Get on/off Wrong Stop	1 Day ASD	3 Days ASD	BPS	1 OSS/BPS/ROP
*Forging a Bus Permission Slip	1 Day ASD	3 Days ASD	BPS	1 OSS/BPS/ROP
*Bus Vandalism (restitution expected)	2 Days ASD	BPS/ISS	BPS+2 OSS	ROP

KEY

ASD	After School Detention	OSS	Out of School Suspension
BC	Bus Contract	PC	Police Contact
BPS	Bus Privilege Suspended	R	Restitution
CIC	Change in Clothes	RE	Re-entry Meeting
ISS	In School Suspension	ROP	Removal of Privilege
LOG	Loss of Grade	RI	Restorative Intervention
LD	Lunch Detention		

We will provide for the equitable application of the CSC without regard to race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability or by any other distinguishing characteristic, pursuant to N.J.S.A. 10:5.

During the process of handling a violation of the CSC the students can expect to have the following rights:

- **Parents and students will be provided with this Code of Student Conduct on-line at the beginning of each school year for their review. Any student enrolling in Monroe Township Middle School during the school year shall be provided with this documentation via paper copy.**
- **Students will be provided with a safe, orderly environment that will support their educational needs. Should a student show a need for more support, they will be provided with various support services and systems built into the school environment to support them socially, emotionally and academically.**
- **Every student has a right to attend a safe and secure school where high academic and behavioral expectations are held for all equitably and without prejudice.**

- If a student should violate the CSC at a mid to high level infraction, they have the right to know that their parent/guardian will be notified of the situation in a timely manner before the consequence has been carried out.
- Students and parents are entitled to due process and appeal procedures and policies as provided by the state.
- Students have the right to expect privacy during the investigation of an infraction and can expect that their names are not released to other parents of students who may be involved in the infraction.
- At no point should the use of corporal punishment be used for ANY infraction of the CSC pursuant to N.J.S.A. 18A:6-1
- Every student has the right to expect that corporal punishment **will not** be used in the school environment.

At all times a student will be provided with the support necessary in the case of having a disability. During an investigation every student will have their guidance counselor present to act as their advocate. Where it is appropriate, the student's case manager and other child study team members will be included in the discussion to make sure all modifications and influences are taken into account if consequences are needed. Students who show behavior that may need evaluation will be referred to the school psychologist, child study team, I&RS or any other appropriate support service.

For information on any district policies inclusive of bullying, dress code, attendance, etc... please click on or type in the following link:

<https://www.straussesmay.com/seportal/Public/pubELANOnline.aspx?id=fb5c7eaeelab49e8b11a5a62eb50484b>

Students and parents should be aware of several additional elements relative to consequences for student infractions reaching levels three and four.

Cell phones or other electronic devices, aside from the school-issued laptop, cannot be visible and/or used in classrooms or hallways, on the way to the busses at dismissal or on the bus at any time. Bluetooth speakers/earbuds are not allowed in the building and will be confiscated at the school entrance. If parents need to contact students, they can call the main office at 732-521-6042. In addition, cell phones are not permitted at school functions, including, but not limited to school dances, athletic events, and field trips. As noted in the Code of Conduct, if a student has their cell phone visible or is caught using it, it will be taken away until the end of the school day. If a student is caught a second time, the parent will need to come to school and pick up the cell phone. Further incidents will incur consequences, per the Code of Conduct.

The last element students and parents should be aware of requires an expansion of the terms fighting and assault. **THE MONROE TOWNSHIP BOARD OF EDUCATION CURRENTLY HAS A ZERO TOLERANCE POLICY PERTAINING TO PHYSICAL ASSAULT. THEREFORE, ANY STUDENT WHO PHYSICALLY ASSAULTS ANOTHER STUDENT WILL BE HELD ACCOUNTABLE ACCORDING TO THE CONSEQUENCES LISTED IN THE CHART ON THE PRECEDING PAGE. TO THAT END, IF STUDENT X ASSAULTS STUDENT Y AND STUDENT Y RETALIATES BY**

ASSAULTING STUDENT X, EVEN THOUGH STUDENT Y DID NOT INITIATE THE ASSAULT, BOTH STUDENT X AND STUDENT Y WILL BE SUSPENDED FROM SCHOOL. IF ADDITIONAL CONSEQUENCES ARE RELEVANT ACCORDING TO THE CHART ON THE PRECEDING PAGE, BOTH STUDENT X AND STUDENT Y WILL BE ASSIGNED THOSE CONSEQUENCES AS WELL.

With respect to the consequences for student infractions reaching the first or second infraction, parents and students should note that in the event a student exhibits an inappropriate behavior not indicated in the Code of Conduct the administration reserves the right to determine an applicable consequence(s). Moreover, depending upon the severity of ANY inappropriate behavior exhibited, the administration reserves the right to impose consequences reflective of that severity by adjusting the leniency and/or harshness of indicated consequences. The basis for suspensions and expulsions are outlined in Chapter 18A: 37-2 of the *New Jersey Statutes* and are representative of the following list:

1. Continued and willful disobedience.
2. Open defiance of the authority of any teacher or person, having authority over him.
3. Conduct of such character as to constitute a continuing danger to the physical well-being of other students.
4. Physical assault or threat of physical harm upon another student, a teacher, or any school employee, with or without a firearm or other weapon.
5. Taking or attempting to take personal property or money from another student, or from his presence, by means of force or fear.
6. Willfully causing, or attempting to cause, substantial damage to school property.
7. Participation in an unauthorized occupancy by any group of students or others of any part of any school or other building owned by any school district, and failure to leave such school or other facility after having been directed to do so by the principal or other person then in charge of such building or facility.
8. Incitement which is intended to and does result in the unauthorized occupation by any group of students or others of any part of a school or other facility owned by any school district.
9. Incitement which is intended to and does result in truancy by other students; and
10. Knowing possession or knowing consumption without legal authority of alcoholic beverages or controlled dangerous substances on school premises or being under the influence of intoxicating liquor or controlled dangerous substances while on school premises.

AN EXPANSION OF THE ACCEPTABLE USE POLICY (COMPUTER)

As a user of the Monroe Township School District's computing facilities, students will agree to the following rules and provisions regarding the Acceptable Use Policy for Access to Information, Software, and Computing:

- 1. I will only use the computer account provided to me and will take the responsibility to protect my account from unauthorized access. I will not give my personal password to anyone and will take steps to prevent others from learning my password. If I become aware of attempts to violate or bypass security mechanisms, I will promptly report such attempts to my teacher.**
- 2. I will respect the privacy of information stored in the school's computing facilities. I will not acquire or modify, in any way, information that belongs to another person, nor will I attempt to access restricted portions of the network or operating system.**
- 3. I will only use the software to which I have been granted express rights by the school administration.**
- 4. I will not copy unauthorized software onto the local drive or onto the network drive.**
- 5. I agree to abide by any patent, copyright, or license restrictions that may relate to the use of computing facilities, products, programs, or documentation. I agree not to copy, disclose, modify, or transfer any such materials that I did not create without the express consent of the original owner or copyright holder. I agree not to use the school's computing facilities to violate the terms of any software license agreement or any applicable local, state, or federal laws. Refer to Code of Conduct.**
- 6. I agree not to use the school's facilities for any purpose other than that for which it was intended.**
- 7. The use of the district's Internet connection and e-mail is a privilege, not a right. Good judgment should be used to access only information having sound educational value. I understand that accessing or generating inappropriate materials will result in the cancellation of my network account.**
- 8. I understand that violation of any provision of this agreement will result in punitive action that may include suspension from school and removal from present courses that require use of the system, resulting in a failing grade for these courses. Criminal charges may be sought, if appropriate.**
- 9. This agreement remains in force as long as I make use of the school's computing facilities or services.**

STUDENT DRESS CODE

The following dress code has been developed in accordance with the Monroe Township Board of Education Policy (5511) and in consultation with staff members, parent(s) or legal guardian(s), and students of this district.

1. General Rules:

- Students are expected to be clean and well-groomed in their appearance.**
- Students are expected to avoid extremes in appearance that are so disruptive or distracting that the reaction of other students is beyond normal control.**

- Dress or grooming that jeopardizes the health or safety of the student or of other students or is injurious to school property will not be tolerated.

2. Prohibited Clothing and Articles:

(The following garments and articles are prohibited in school and at school-sponsored indoor events.)

- Inappropriately revealing clothing is not permitted.
- Tops must extend to the waist and meet the waistband of pants, skirts, and shorts. Clothing must cover the entire front and back of the student.
- Pants, skirts, and shorts must be worn in such a manner that no underwear is visible.
- Tube tops, tank tops, halter tops, half shirts, and short shorts are not permitted.
- Proper and safe footwear is always required. Students may not go barefoot. Appropriate footwear must be always worn; flip flops, slides, and open-backed shoes, inclusive of crocs as they are not worn correctly, are not permitted for safety reasons. All footwear should be able to be secured around the heel.
- Bandannas and other headwear are not to be worn or carried in the building. Students should place all headwear in their lockers. Hats may be worn to school but are not to be worn in the building. Sweatshirt hoods are considered headgear and should be down. Religious head coverings are permissible.
- Coats, jackets, or outerwear are not permitted to be worn in the building. These items may be worn when students are moving in and out of the temporary classrooms but should be removed when the student is in class.
- Cellular phones and/or paging devices are not permitted. Headphones or ear buds must be removed before entering the building.
- Slogans or pictures that promote drugs, alcohol, obscenities, or ethnic violence cannot appear on clothing.
- Patches and emblems, which might distract other students, may not be placed on clothing or book bags.
- Clothing or jewelry that could cause damage to any student or school property is not to be worn (i.e. spiked bracelets, choke chains, etc.).

3. Consequences for Student Dress Code Infractions:

The first dress code offense consequence will include the student changing the inappropriate clothing. The second dress code offense consequence will include the student changing the inappropriate clothing and the student serving lunch detention. The third dress code offense consequence will include the student changing the inappropriate clothing and the student attending after school detention. Parental notification will be inclusive of each dress code offense.

CAFETERIA RULES AND CONSEQUENCES

Our aim regarding the cafeteria is to provide students with a pleasant dining atmosphere. This requires appropriate student behavior. As soon as students enter the cafeteria, they are expected to adhere to the rules listed below. In the event students do not choose to adhere to these rules, the consequences that follow will be imposed.

CAFETERIA RULES

1. Students must be seated at all times. Students may not stand in groups to socialize.

2. Every student is responsible for cleaning up his/her own garbage.
3. Students may not throw food for any reason.
4. Students must walk while entering the line for food and may not cut or engage in horseplay while in line.
5. Students must place their lunch tray in the designated location.

In addition, students should be aware that no food is to be taken out of the cafeteria unless the student has been given permission to do so by a cafeteria supervisor. Oftentimes, exceptions to this rule are made when students are receiving extra help from a teacher, working on a project or school event, making up schoolwork, or serving lunch detention.

CONSEQUENCES FOR CAFETERIA INFRACTIONS

If a student does not follow one or more of the rules listed above pertaining to expected cafeteria behavior, a cafeteria supervisor will change the student's seat for an extended period of time after meeting with the student to identify and discuss the inappropriate behavior. If a change in behavior is not observed after these steps have occurred, the student will be referred **DIRECTLY** to the administration. At that point, the administration will assign the student lunch detention or after school detention. Parental notification will be inclusive of each cafeteria offense. It should be noted that depending upon the severity of **any** inappropriate behavior exhibited in the cafeteria, the administration reserves the right to impose consequences reflective of that severity by adjusting the leniency and/or harshness of indicated consequences. Additionally, if a green durable plastic lunch tray is removed from the cafeteria and lost, payment may be requested.