



NEW LEAF PREP ACADEMY

Discipline Matrix

The purpose of this matrix is to ensure that our school has a safe and orderly environment in which learning is not jeopardized by disruptions. Each teacher will provide students with a clear set of classroom rules and expectations and will administer consequences for minor offenses within the classroom.

The following matrix contains consequences that may be administered if classroom behavior is not corrected or more serious violations occur. The type of discipline will depend upon the student's disciplinary background and the seriousness of the student's action. The disciplinary action outlined below serves as a suggestion to be taken by administration. Other infractions not listed will be reviewed on a case-by-case basis. Multiple or repetitive violations of behavior rules may result in long-term suspension or expulsion. Students with IEP's or 504's and in 4K & Kindergarten may follow our developmentally appropriate Pre-Disciplinatory policy prior to our Discipline Matrix. Items that look like weapons, if not disclosed, may be treated as the same infraction as a firearm.

ISS- In School Suspension (Including Service Hours)

OSS- Out of School Suspension

A Parent conference is mandatory for all students who are given OSS, prior to students' return to school.

Violation	First Offense	Second Offense	Third or More Offense
	<i>Suggested Consequence</i>	<i>Suggested Consequence</i>	<i>Suggested Consequence</i>
Level 1 Infractions			
Dress Code Violation	Verbal Warning/Asked to Change	Written Warning/Asked to Change	Conference with parents/Asked to Change/ISS
Prohibited Items (Cell Phone, etc.)	Verbal Warning/Confiscate and Return to Student at End of the Day	Written Warning/Confiscate/Return to Parents/ISS	Conference with Parents/Confiscate/Return to Parents/ISS/OSS

Violation	First Offense	Second Offense	Third or More Offense
	<i>Suggested Consequence</i>	<i>Suggested Consequence</i>	<i>Suggested Consequence</i>
Dishonesty	Written Warning/ ISS/OSS	Parent Conference/ ISS/OSS	OSS/Expulsion
Disruptive Behavior			
Inappropriate Language & Profanity			
Level 2 Infractions			
Defiance	Written Warning/ Conference with Parents/ISS/OSS	Conference with Parents/OSS/Expulsion	Expulsion
Harassment/ Disrespect/ Bullying (Including Cyber and Offsite)			
Campus Violation			
Petty Theft/ Damage to Property	ISS/Parent Conference/ Restitution for theft or damage/ Reimbursement	OSS/Expulsion/ Restitution for theft or damage/ Reimbursement	Expulsion/ Reimbursement
Cheating	Written Warning/ Alternate Assignment	Parent Conference/ Alternate Assignment/ ISS	Parent Conference/ ISS/OSS/ Expulsion
Plagiarism/ Copying			
Possession of a Knife or Similar Weapon	Written Warning/ Confiscate/Return to Parents/ISS	Confiscate/Return to Parents/Parent Conference/ISS/OSS	Confiscate/Expulsion
Truancy	Parent Conference/ Resource Recommendations	Parent Conference/ISS	Parent Conference/ Expulsion

Violation	First Offense	Second Offense	Third or More Offense
	<i>Suggested Consequence</i>	<i>Suggested Consequence</i>	<i>Suggested Consequence</i>
Level 3 Infractions			
Fighting	Parent Contact/Short Suspension- 3 Days OSS/ISS	Parent Contact/Short Suspension- 5 Days OSS/ISS	Long Suspension OSS/ Expulsion
Possession of Tobacco/ Alcohol	Written Warning/ Conference with Parents/ISS/Resource Recommendations	Expulsion/OSS/ISS/ School Service	Expulsion
Directed Profanity	Parent Contact/Short Suspension- 3 Days OSS/ISS	Short Suspension/5 Days OSS/ISS	Long Suspension OSS/ Expulsion
Level 4 Infractions			
Vandalism, Theft, Robbery	Long Suspension/ Parent Conference/ Restitution/Law Enforcement Notified	OSS/Expulsion /Law Enforcement Notified/ Restitution	Expulsion/Law Enforcement Notified/ Restitution
Assault/Battery	Expulsion/Long Suspension/Parent Conference/Expulsion/ Restitution/ Law Enforcement Notified	Expulsion/Restitution/ Law Enforcement Notified	

Violation	First Offense	Second Offense	Third or More Offense
	<i>Suggested Consequence</i>	<i>Suggested Consequence</i>	<i>Suggested Consequence</i>
Controlled Substance: Use, possession, under influence, sale, distribution, Weapons, Prescription medication not prescribed to the student	Expulsion/Long Suspension/ Parent Conference/Law Enforcement Notified	Expulsion/Law Enforcement Notified	
School Threats	Expulsion/Long Suspension/Parent Conference/ Restitution/Law Enforcement Notified	Expulsion/Restitution/ Law Enforcement Notified	
Level 5 Infractions			
Possession of a Firearm	Parent Conference/ Expulsion/ Contact Law Enforcement		