

Restorative Discipline

Goals of the Restorative Code of Conduct

1. To prioritize learning and instruction
2. To promote mutual respect for all members of the school community
3. To ensure that students take full advantage of their educational opportunities
4. To create a safe environment for learning

Tier 1: Minor Infractions			
The consequences for the following infractions will depend on the severity and the context of the offense.			
Infraction	Occurrence		
	1st	2nd	3rd
			Subsequent
Leaving class without permission	<i>Parent contact Parent contact Reflection Sheet</i>		<i>Parent Contact 1 Restorative Practice Session</i>
Misbehavior in restroom (e.g., throwing paper towels, locking stalls, sliding, etc.)	<i>Warning Parent Contact</i>		<i>Parent Contact, Escort to Restroom 1 Restorative Practice Session</i>
			<i>Parent contact 1 Restorative Practice Session</i>
			<i>Parent Contact Escort to Restroom 2 Restorative Practice Sessions</i>

<p>Minor disruptions including, but not limited to, chewing gum, disruption of school/classroom activities, excessive noise, distracting actions or comments, etc.</p>	<p><i>To be handled by the classroom teachers using their own classroom management system Ongoing issues should be reported to parents and then administration</i></p>
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<p>Throwing items (not at a person or in the direction of a person).</p>	<p><i>To be handled by the classroom teachers using their own classroom management system Ongoing issues should be reported to parents and then administration</i></p>		
<p>Violation of academic integrity (e.g., cheating, copying homework)</p>	<p><i>To be handled by the classroom teachers using their own classroom management system Ongoing issues should be reported to parents and then administration</i></p>		
<p>Disrespect or defiance of authority</p>	<p><i>To be handled by the classroom teacher</i></p>	<p><i>Parent contact Restorative Practice Session</i></p>	<p><i>Parent Contact 1-3 Days Internal Suspension</i></p>

Use of inappropriate language or inappropriate gesture
 Warning 1 Restorative Practice Session
 1 Administrative Detention
 K-2: Two Administrative Detentions
 3-5: 1 suspension 2

Tier 2: Intermediate Infractions

Depending on severity and context of the infraction, the consequence and immediate referral to administration will differentiate to match its level.

Infraction	Occurrence
	1st 2nd 3rd 4th
Acceptable Use of Technology/Internet Agreement Violation	<i>Off-Task Behaviors: Parent Contact/Warning Loss/Limitation of access to computer use</i>
	<i>Inappropriate Use: Parent Contact, Detentions and/or Suspension* Loss/Limitation of access to computer use Police Contact/Legal Action may be necessary if infraction is considered to be of very serious nature</i>

<p>Possession of a cell phones or electronic game devices (outside of book bag WITHOUT permission)</p> <p>Cell phone usage during the school day. This includes all unauthorized devices.</p>	<p><i>Warning Parent Contact Hold in Main Of ice to be returned at the end of the day</i></p> <p><i>Parent Contact Warning</i></p>	<p><i>Parent Contact Hold in Main Of ice to be returned at the end of the day</i></p> <p><i>Parent Contact Hold in Main Of ice to be picked up by a parent</i></p>	<p><i>Parent Contact Hold in Main Of ice to be returned at the end of the day</i></p> <p><i>Parent Contact Hold in Main Of ice to be picked up by a parent</i></p>
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<p>Taking the property of the school or an individual without permission of the owner</p>	<p><i>Parent Contact Return and/or provide restitution for stolen property</i></p> <p><i>Parent Contact Return and/or provide restitution for stolen property</i></p>	<p><i>Parent Contact Return and/or provide restitution for stolen property</i></p>	<p><i>Parent Contact Return and/or provide restitution for stolen property</i></p>
<p>Destruction of school or individual's property.</p>	<p><i>Parent Contact Restitution and/or repair of property</i></p> <p><i>Parent Contact Restitution and/or repair of property</i></p>	<p><i>Parent Contact Restitution and/or repair of property</i></p>	<p><i>Parent Contact Restitution and/or repair of property</i></p>

<p>Physically violating the rights of others including, but not limited to, pushing, poking, spontaneous roughhousing (Failure to keep hands, feet, or objects to self)</p> <p>Willful intent to do harm through physical contact.</p>	<p><i>Parent Contact</i></p> <p><i>K-2:</i></p> <p><i>Warning</i></p> <p><i>3-5:</i></p> <p><i>Restricted Lunch and/or Recess</i></p> <p><i>K-2: Parent Contact, Teacher warning</i></p> <p><i>3-5: Parent contact, restricted lunch and/or recess, restorative practice session</i></p>	<p><i>Parent Contact</i></p> <p><i>K-2:</i></p> <p><i>Warning</i></p> <p><i>Conflict Resolution</i></p> <p><i>3-5:</i></p> <p><i>Restricted Lunch and/or Recess 1 Restorative Practice Session</i></p> <p><i>K-2: Parent Contact, administrative warning, counseling</i></p> <p><i>3-5: Parent contact, 1 or 2 restricted lunches and/or recesses, restorative practice session</i></p>	<p><i>Parent Contact</i></p> <p><i>K-2:</i></p> <p><i>Restricted Lunch and/or Recess</i></p> <p><i>Conflict Resolution</i></p> <p><i>3-5:</i></p> <p><i>2 days of Restrictive Lunch and/or Recess</i></p> <p><i>K-2: Parent Contact, restorative practice session</i></p> <p><i>3-5: Parent contact, 1-2 days of administrative detention, 2 restorative practice session</i></p>	<p><i>Parent Contact</i></p> <p><i>K-2:</i></p> <p><i>Restorative Practice Session</i></p> <p><i>3-5:</i></p> <p><i>2 days of Administrative Detention</i></p> <p><i>K-2: Parent Contact, administrative detention</i></p> <p><i>3-5: Parent contact, 3-4 days of administrative detention or internal suspension</i></p>
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Serious inappropriate comment/ or threatening statement (e.g., I am going to tell everyone....)	<i>Parent conference/contact</i> <i>K-2: Counseling/ Warning</i>	<i>Parent conference/contact K-2: 1 Restorative Practice Session Counseling</i>	<i>Parent conference/contact K-2: Administrative Detention</i>	<i>Parent conference/contact K-2: 2 Administrative Detentions</i>
	<i>3-5: Restorative Practice Session/ Counseling</i>	<i>3-5: 1 Restorative Practice Session/ Administrative Detention/ Counseling</i>	<i>3-5: 1 Restorative Practice Session 1 Suspension</i>	<i>3-5: 1-3 Days Suspension</i>

<p>Harassing, intimidating, or bullying (including cyber bullying) another student as defined in policy 5512.1 via constant put downs, ** threats, discriminatory or prejudicial remarks or acts. This includes inappropriate comments, or behavior which demeans the race, ethnicity, religion, gender, or sexual orientation of another student, as well as any form of hazing.</p>	<p><i>Follow District HIB Protocol for HIB determination. Consequences for the students' actions will be determined in part by the Code of Conduct</i></p>
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<p>Leaving the school grounds or site of school activity without permission</p>	<p><i>Parent Contact</i></p> <p><i>Administrative</i></p> <p><i>Detention</i></p> <p><i>Reflection Sheet</i></p> <p><i>Teacher/Admin:</i></p> <p><i>Behavior Plan</i></p>	<p><i>Parent Contact</i></p> <p><i>1 Internal</i></p> <p><i>Suspension</i></p> <p><i>1 Restorative</i></p> <p><i>Practice Session</i></p> <p><i>Teacher/Admin:</i></p> <p><i>Behavior Plan</i></p>	<p><i>Parent Contact 1</i></p> <p><i>Suspension*</i></p> <p><i>1 Restorative Practice Session</i></p> <p><i>Teacher/Admin:</i></p> <p><i>Behavior Plan</i></p>	<p><i>Parent Contact 1</i></p> <p><i>Suspension*</i></p> <p><i>1 Restorative Practice Session</i></p> <p><i>Teacher/Admin:</i></p> <p><i>Behavior Plan</i></p>
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Physical displays of affection on school property	<i>K-2: parent contact, teacher/admin warning</i>	<i>K-2: parent contact, teacher/admin warning</i>	<i>K-2: parent contact, counseling</i>	<i>K-2: parent contact, counseling</i>
	<i>3-5: parent contact, 1 restorative practice session</i>	<i>3-5: parent contact, 1 restorative practice session</i>	<i>3-5: parent contact, 1 administrative detention</i>	<i>3-5: parent contact, 1 external suspension</i>

Dress Code Violation Parent Contact, Warning Parent Contact, Counseling Parent Contact, 1 restorative practice session

Note: Student will be dressed in proper clothing before returning to class

Tier 3: Severe infractions requiring immediate referral to the administration.

All acts of violence, whether contained in the following section of infractions or not, will not be tolerated. In addition, the student misconduct may be so serious in nature as to require further disciplinary action such as long-term suspension and/or referral to civil authorities. The consequences for each infraction are guidelines rather than a lock step progressive discipline system. The administration reserves the right to impose a lesser or greater penalty at any time, depending on the circumstances of the particular infraction.

Infraction	1st Occurrence 2nd Occurrence		3rd Occurrence	4th Occurrence
Threatening statement toward another person to enact bodily harm (The outcome of the Threat Assessment will be used to determine the nature of the threat and subsequent consequence)	<i>Parent conference/contact</i> <i>K-2: Counseling/ Warning</i>	<i>Parent conference/contact</i> <i>K-2: 1 Restorative Practice Session Counseling</i>	<i>Parent conference/contact</i> <i>K-2: Administrative Detention</i>	<i>Parent conference/contact</i> <i>K-2: 2 Administrative Detentions</i>
	<i>3-5: Restorative Practice Session/ Administrative Detention/ Counseling</i>	<i>3-5: 1 Restorative Practice Session; 1 Suspension Counseling</i>	<i>3-5: 1 Restorative Practice Session 1-2 Days Suspension Counseling</i>	<i>3-5: 1-3 Days Suspension</i>
Inappropriate Sexual Contact/Lewdness	<i>Parent conference</i>			
	<i>Detention or 1-5 days of suspension (depending on the severity of the circumstances), Possible HIB investigation, Police may be notified</i>			

<p>Illegal sexual contact, including but not limited to grabbing, touching intimate parts of another individual's body</p>	<p style="text-align: center;"><i>Parent Conference</i> <i>1-10 days of external suspension Referral for counseling services</i> <i>Immediate reporting of the incident to local police authorities.</i> <i>Possible HIB Investigation</i></p>
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<p>Possession of a dangerous weapon and use of anything as a weapon</p>	<p style="text-align: center;"><i>Administration of a threat assessment</i> <i>Minimum of two to five days suspension* and parent conference before re-admittance to school. The weapon will be confiscated, and a referral will be made to the local authorities.</i> <i>This offense may result in an alternate placement or a disciplinary hearing before the Board of Education.</i></p>
<p>Possession and/or Use of Firearms</p>	<p style="text-align: center;"><i>Any pupil in possession of and/or committing a crime using a firearm on school property, on a school bus, or any school sponsored function shall be immediately removed from the school's general education program for a period of not less than one calendar year, and placed on an alternative education school or program depending on a Board of Education hearing.</i> <i>Immediate notification of local authorities.</i></p>

The New Jersey Administrative Code includes in its definition of a firearm “any device or instrument in the nature of a weapon from which may be fired or ejected any solid projectile, slug, pellet, missile or bullet, or any gas vapor, or any other noxious thing.”

<p>Leaving the school grounds or site of school activity without permission</p>	<p><i>Parent Contact</i></p> <p><i>Administrative</i></p> <p><i>Detention</i></p> <p><i>Reflection Sheet</i></p>	<p><i>Parent Contact</i></p> <p><i>1 Internal</i></p> <p><i>Suspension</i></p> <p><i>1 Restorative</i></p>	<p><i>Parent Contact 1</i></p> <p><i>Suspension*</i></p> <p><i>1 Restorative</i></p>	<p><i>Parent Contact 1</i></p> <p><i>Suspension*</i></p> <p><i>1 Restorative</i></p>
<p>Possession or use of illegal substances: cigarettes, tobacco products, vapes, alcohol, unauthorized medications, controlled/dangerous substances, and/or any other type of illegal substance paraphernalia on school property</p>	<p><i>Teacher/Admin:</i></p> <p><i>Behavior Plan</i></p> <p><i>Parent Contact</i></p> <p><i>Confiscation</i></p>	<p><i>Practice Session</i></p> <p><i>Teacher/Admin:</i></p> <p><i>Behavior Plan</i></p> <p><i>Parent Contact</i></p> <p><i>Confiscation</i></p>	<p><i>Practice Session</i></p> <p><i>Teacher/Admin:</i></p> <p><i>Behavior Plan</i></p> <p><i>Parent Contact</i></p> <p><i>Confiscation</i></p>	<p><i>Practice Session</i></p> <p><i>Teacher/Admin:</i></p> <p><i>Behavior Plan</i></p> <p><i>Parent Contact</i></p> <p><i>Confiscation</i></p>

	<p><i>1 Restorative</i></p> <p><i>3-4 days</i></p> <p><i>Minimum of 5 days</i></p> <p><i>Minimum of 5 days</i></p> <p><i>Practice Session</i></p> <p><i>internal/external</i></p> <p><i>internal/external</i></p> <p><i>internal/external</i></p> <p><i>(potential 2-day</i></p> <p><i>suspension*</i></p> <p><i>suspension*</i></p> <p><i>suspension</i> <i>depending on</i> <i>severity)</i></p> <p><i>Counseling</i></p> <p><i>suspension*</i></p>
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<p>Causing public alarm (e.g., pulling a fire alarm without cause, making telephone threats such as bomb threats, which affect school/students' safety)</p>	<p><i>Parent Contact/Conference Restorative Practice</i></p> <p><i>Session</i></p> <p><i>1-10 Days Internal/External Suspension Administrative Detention</i></p> <p><i>Charges filed with local police authorities</i></p> <p><i>Follow Board Policy</i></p>
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<p>Tampering with fire extinguisher.</p>	<p style="text-align: center;"><i>Parent Conference/Contact Restitution and/or Repair and/or Detention(s), or Suspension</i></p>																																			
<p>Starting a fire in school whether the intent is malicious, damaging, prankish, and/or deliberate.</p> <p>Fighting</p>	<p style="text-align: center;"><i>Immediate external suspension Possible Board of Education discipline hearing Referral to the WT Police Department</i></p> <table border="0" style="width: 100%; text-align: center;"> <tr> <td data-bbox="562 467 877 500"><i>K-2: Parent</i></td> <td data-bbox="909 500 1224 532"><i>K-2: Parent</i></td> <td data-bbox="1255 532 1570 565"><i>K-2: Parent</i></td> <td data-bbox="1602 565 1896 597"><i>K-2: Parent</i></td> </tr> <tr> <td data-bbox="562 605 877 638"><i>conference/contact,</i></td> <td data-bbox="909 638 1224 670"><i>conference/contact,</i></td> <td data-bbox="1255 670 1570 703"><i>conference/contact,</i></td> <td data-bbox="1602 703 1896 735"><i>conference/contact,</i></td> </tr> <tr> <td data-bbox="562 735 877 768"><i>restricted lunch/recess 1-2</i></td> <td data-bbox="909 768 1224 800"><i>restricted lunch/recess 1-2</i></td> <td data-bbox="1255 800 1570 833"><i>external suspension 1-3</i></td> <td data-bbox="1602 833 1896 865"><i>external suspension 1-3</i></td> </tr> <tr> <td data-bbox="562 865 877 898"><i>days, suspension from</i></td> <td data-bbox="909 898 1224 930"><i>days, suspension from</i></td> <td data-bbox="1255 930 1570 963"><i>days</i></td> <td data-bbox="1602 963 1896 995"><i>days</i></td> </tr> <tr> <td data-bbox="562 995 877 1027"><i>bus/school, counseling</i></td> <td data-bbox="909 1027 1224 1092"><i>bus/school, restorative practice session</i></td> <td></td> <td></td> </tr> <tr> <td data-bbox="562 1157 877 1190"><i>3-5: Parent</i></td> <td data-bbox="909 1190 1224 1222"><i>3-5: Parent</i></td> <td data-bbox="1255 1222 1570 1255"><i>3-5: Parent</i></td> <td data-bbox="1602 1255 1896 1287"><i>3-5: Parent</i></td> </tr> <tr> <td data-bbox="562 1287 877 1320"><i>conference/contact,</i></td> <td data-bbox="909 1320 1224 1352"><i>conference/contact, 1-3</i></td> <td data-bbox="1255 1352 1570 1385"><i>conference/contact, 1-3</i></td> <td data-bbox="1602 1385 1896 1417"><i>conference/contact, 1-3</i></td> </tr> <tr> <td data-bbox="562 1417 877 1450"><i>counseling, 1-3 days</i></td> <td></td> <td></td> <td></td> </tr> </table>				<i>K-2: Parent</i>	<i>K-2: Parent</i>	<i>K-2: Parent</i>	<i>K-2: Parent</i>	<i>conference/contact,</i>	<i>conference/contact,</i>	<i>conference/contact,</i>	<i>conference/contact,</i>	<i>restricted lunch/recess 1-2</i>	<i>restricted lunch/recess 1-2</i>	<i>external suspension 1-3</i>	<i>external suspension 1-3</i>	<i>days, suspension from</i>	<i>days, suspension from</i>	<i>days</i>	<i>days</i>	<i>bus/school, counseling</i>	<i>bus/school, restorative practice session</i>			<i>3-5: Parent</i>	<i>3-5: Parent</i>	<i>3-5: Parent</i>	<i>3-5: Parent</i>	<i>conference/contact,</i>	<i>conference/contact, 1-3</i>	<i>conference/contact, 1-3</i>	<i>conference/contact, 1-3</i>	<i>counseling, 1-3 days</i>			
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	<p style="text-align: center;"><i>days external suspension</i></p> <p style="text-align: center;"><i>days external suspension</i></p> <p style="text-align: center;"><i>days external suspension</i></p> <p><i>external suspension</i></p>
<p><i>Note: * In cases involving threats of physical violence in which use of a weapon is either implied or present, the parent must be contacted, the local police authorities must be notified, and the student must be referred immediately to the local crisis center to be seen by a physician, or a qualified health professional, to determine if the pupil poses harm or threat to himself/herself or others. This is a precondition to the student's re-admittance to school.</i></p>	
<p><i>Note: * Should the nature and gravity of a single act of violence and/or harassment be deemed of a very serious nature, the administration reserves the right to place a student in an alternative educational program or be brought before the Board of Education for a disciplinary hearing.</i></p>	

The *Elementary Student Code of Conduct* will be used as a guide for first and second grade. However, due to the developmental maturity of the students, administrative discretion will be used.

*Students enrolled in Kindergarten through grade 2 will not be expelled from school except as provided within the Zero Tolerance for Guns Act, and will not receive an out-of-school suspension unless the conduct is of a violent or sexual nature that endangers others. Please be further advised that students enrolled in preschool will not be suspended and/or expelled from school, except as provided within the Zero Tolerance for Guns Act.

Revised & Approved: 29 January 2019
Revised & Approved: 26 May 2020
Revised & Approved: 20 September 2022
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