



Houston Gateway Academy, Inc.
Behavior and Discipline Policy

Student's Name

Grade

Date

LEVEL I OFFENSES

- Dress code violations: This includes shirts not tucked in properly; Sagging pants; No red/blue shoes or shoelaces allowed; only white undershirts allowed and all other violations related to the dress code not listed will be addressed by the Principal.
- Haircuts with designs Littering in any area Refusing to follow classroom rules Class disruptions
- Possession of cell phones and/or electronic devices* Failure to bring class materials Name Calling
- Instigating and/or spreading rumors Carrying messages of fights or negative nature Sleeping in class
- Public display of affection (kissing, holding hands, cuddling, rubbing/massaging, stroking/petting)
- Failure to complete homework Refusing to participate in class activities
- Passing inappropriate notes in class/school Chewing gum while in class/school
- Other offenses not listed and deemed as a Level I offense will be addressed by the Principal

***Additional penalties apply to possession of cell phones and/or electronic devices:**

1st infraction - Verbal warning (During the First Semester Only)

2nd infraction - \$15 fee per device **and** only the parent can pick up the device

3rd infraction - \$15 fee per device **and** Saturday detention from 8:00 a.m.-12:00 p.m. at Elite Campus (7310 Bowie St)

LEVEL I CONSEQUENCES

First Infraction: 1. Verbal Warning (Parents may or may not be called. Decision to call varies by severity of the problem)

Second Infraction: 1. Parents contacted **and 2.** Student will be assigned to Saturday Detention (8:00 a.m. – 12:00 p.m.)

Third Infraction: 1. Parents/Student/Administrator conference **2.** Student will be required to clean the lunch tables and pick up trash (gloves will be provided) in the cafeteria area after student's lunch time for two consecutive days **and 3.** Two consecutive Saturday Detentions held from 8:00 a.m. - 12:00 p.m. at Elite Campus (7310 Bowie St.)

Fourth Infraction: 1. Parents/Student/Administrator conference **2.** Pre-withdrawal Form signed by parent and student, **and 3.** Student will serve Saturday Detention for three consecutive Saturdays at Elite Campus

Fifth Infraction:

1. EXPULSION (*Expelled students are banned from being on school grounds or attending school-related extracurricular activities, included but not limited to graduation, prom, and athletic activities.*)

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LEVEL II OFFENSES

- Cursing Stealing Cheating Truancy Vandalism Fights Talking back to teacher or staff Bullying
- Self-inflicted wounds Physical bodily harm to any student or self Profanity or obscene gestures
- Verbal threat of bodily harm to any student or self Carrying and/or distributing pornography
- Accessing restricted websites Skipping class/school or found in unassigned zone areas Sexual Harassment (Verbal)
- Carrying, distributing, or engaging in substances that resemble drugs, including crushed candy
- Tampering with or activating any school fire alarm (*violation will also result in a \$250 fine*)
- Public display of affection (fondling, inappropriate touching, excessive hugging, excessive kissing)
- Other offenses not listed and deemed as a Level II offense by the CEO and/or Principal

LEVEL II CONSEQUENCES

First Infraction:

1. Parent/Student/Administrator conference **and 2.** Pre-withdrawal form signed by parent & student **and 3.** Student will have after school detention for two consecutive Saturdays or suspended for two days (8:00 a.m. – 12:00 p.m.) **and 4.** Apologize to person(s) offended or involved with infraction **and 5.** May require counseling session(s) for Student and/or Parent **and 6.** Student will not be allowed to participate in any school field trips, field day, dances, and any school-related activities.

Second Infraction:

1. EXPULSION (*Expelled students are banned from being on school grounds or attending school-related extracurricular activities, included but not limited to graduation, prom, and athletic activities.*)

LEVEL III OFFENSES

- Possession of a weapon Carrying, distributing, or engaging in illegal drugs, and/or alcohol Arson
- Carrying, Distributing, or Engaging in Prescription and/or Over the Counter Medication
- Carrying, Distributing, or Smoking Cigarettes and/or Vapor Products Committing or Engaging in any Criminal Felony Cheating on STAAR, IOWA, PSAT and/or SAT assessments
- Assault towards HGA Staff, Teachers, or Volunteers Sexual Harassment (Physical)
- Other Offenses not listed and deemed as a Level III Offense by the CEO and/or Principal

LEVEL III CONSEQUENCE

First Infraction:

1. EXPULSION

By signing this form I acknowledge I have received a copy of this discipline policy and that it has been explained to me.

Student's Signature & Date

Parent's Signature & Date

(Print) Student's name: _____ Date: _____

(Print) Parent's name: _____ Date: _____

Infraction: _____ Level: _____

Additional Notes: _____

Principal: _____ Date: _____