

School-wide Discipline Plan

It's not what you have. It's not how you look. It's not who or what you know that matters most. What decides the path of your life, and the quality of our communities, is what kind of person you are. It's your character that counts.

Because we are a Character Counts! School, we aim to be “TRRFCC,” practicing the six character traits by following these school-wide rules:

School-wide Rules

- I will keep my hands, feet, body, and objects to myself (Caring, Citizenship).
- I will respect myself, others, and school property (Respect, Citizenship).
- I will be responsible and follow directions the first time given (Responsibility, Respect).
- I will be honest and fair (Trustworthiness, Fairness).

Positive Reinforcement

We believe that the most important part of any discipline plan is to acknowledge and motivate good choices in behavior. We will do this in two ways:

1. **Individual Classroom Plans:** Each teacher has developed an individual classroom plan to positively reinforce children when they make good choices.
2. **School-wide Plan:** As a school, we also have school-wide character slips that adults give to children when they are “caught” being good. Children can receive character slips for acts such as the following: peacefully resolving a conflict, being a good sport, helping a friend in need, and caring for our school community. When a class collectively earns 100 character slips, they will earn a “Character Counts Celebration” which is a class reward from the principal and/or vice principal.

Examples of good choices and good character:	
Standing in line	Helping a friend
Walking in line	Using kind words to others
Being honest (at the risk of a consequence)	Respectfully disagreeing
Keeping a promise	Caring for school environment
Apologizing	Playing by the rules
Taking care of belongings	Accepting mistakes
Completing homework and class-work	Using good manners
Allowing a classmate to “go first”	Following Directions

Consequences for Misbehavior

Inappropriate behaviors at Richmond fall into misbehavior levels and are addressed according to their level. Teacher judgment and behavior context will be taken into account. Repeated offenses result in consequences and interventions progressing to the next level.

Minor Offenses: Classroom Level	Consequences: (Supervising adult including teacher, noon supervisor, or instructional aide)	Interventions:
<ul style="list-style-type: none"> ● Not following directions ● Inappropriate laughing, sneering, notes, pictures ● Teasing, Put-downs, name-calling, Eye-rolling, taunting ● Interrupting, Distracting others, Excessive talking ● Misuse of materials ● Inappropriate language ● Play fighting 	<ul style="list-style-type: none"> ● Pull ticket, lose butterfly bucks, move down clip ● Corrective Feedback ● Time out ● Loss of Privilege (scissors, markers, line leader, walking to bathroom alone) 	<ul style="list-style-type: none"> ● Setting classroom expectations ● Creating a classroom community ● Providing reinforcing language to positive behaviors ● Reminding students of expectations
Level 1 Offenses: Classroom Level	Consequences: (Supervising teacher)	Intervention:
<ul style="list-style-type: none"> ● Back-talking/arguing ● Obscene gestures, Disrespectful profanity ● Persistent Refusal to Work ● Play-fighting (2nd Offense) ● Cheating/lying ● Throwing inappropriate objects ● Physical Aggression (without injury) ● Unkind exclusion ● Bullying (1st Offense) 	<ol style="list-style-type: none"> 1. Mandatory Parent Contact 2. Teacher Consequence such as: <ul style="list-style-type: none"> ● Think Sheet ● Community Service ● Apology Letter (s) ● Read a relevant article or story. Summarize or draw a picture. ● Buddy Teacher Timeout 	<ul style="list-style-type: none"> ● Establish positive relationship with student ● Seat change ● Role-play replacement behavior ● parent/guardian accompany student to class ● Daily progress report ● Increase positive recognition ● Goal setting with student

Level 2 Offenses: Office Level	Consequences: (Administration)	Interventions
<ul style="list-style-type: none"> ● Physical Aggression causing injury ● Ethnic Slurs/ hate language or gestures ● Damaging property ● Direct and willful disobedience ● Technology Violation ● Bullying (2nd Offense) ● Threatening ● Stealing ● Ongoing Harassment/Inappropriate touching ● Disruptive emotional outbursts ● Viewing/Displaying Obscene content 	<ol style="list-style-type: none"> 1. Direct Office Referral 2. Parent Contact 3. Administration Consequence such as: <ul style="list-style-type: none"> ● Community Helper after school ● Loss of Privilege (i.e. recess, lunch with friends) ● Repair Situation (replace broken/stolen item. ● Student/Admin contract 	<ul style="list-style-type: none"> ● Parent/Teacher Conference ● Increase positive recognition ● Collaborative problem solving ● Establish positive relationship with student ● Mentoring ● Develop a behavior plan or contract ● Check in/Check out ● Refer to SST (Student Success Team)
Level 3/4 Offenses: Office Level	Consequences: (Administration)	Interventions:
<ul style="list-style-type: none"> ● Possession or use of Drugs, Alcohol, Tobacco, firearm, knife, explosive, or other dangerous object ● Physical Aggression causing injury to another person ● Possession of Caused, attempted to cause severe damage to school or private property ● Stole or attempted to steal school or private property ● Disrupted school activities or willfully defied the authority of school adults ● Intentional assault/battery towards school employee ● Threatening to use physical injury (4th -5th grade) 	<ol style="list-style-type: none"> 1. Direct Office Referral 2. Parent Contact 3. Loss of School Privileges 4. In School Suspension 5. Out of School Suspension 6. Possible expulsion 	<ul style="list-style-type: none"> ● Refer to SST (Student Success Team) ● Refer to SART or SARB (School Attendance Review Team/Board) ● Develop a behavior plan or contract ● Restorative Justice re-entry conferencing
Level 5 Offenses: Office Level	Consequences: (Administration)	Interventions:
<ul style="list-style-type: none"> ● Brandished a knife at another person ● Possessed an explosive as defined in federal law ● Possessed, sold, or otherwise furnished a firearm ● Sold a controlled substance 	<ul style="list-style-type: none"> ● Parent Contact ● Suspension from school ● Mandatory referral for expulsion ● Law Enforcement Notification 	<ul style="list-style-type: none"> ● Alternative educational placement