

St. Mary's School – Discipline Policy

Updated: Summer 2024

Behavior Examples:

- Inappropriate Behaviors (Type 1):
 - Teasing, belittling, harassment, or otherwise making fun of another student or member of the staff, unwanted physical touch, lack of homework, refusal or lack of participation in class, obstinance/refusal to participate/complete assignments

- Inappropriate Behaviors (Type 2 and/or repeated Type 1 offenses):
 - All of the above Type 1 behaviors, AND accidental bodily harm to another student or personnel resulting from poor choices, fighting, lying, obscene language or gestures.

- Significant/High Risk Behaviors (Type 3):
 - Threats, assault, theft, bullying (aggressive, intentional, repeated behaviors towards another person or group), purposeful (with malicious intent) bodily injury to another student or personnel, repeated verbal abuse, damage to school property

Note: behaviors are considered inappropriate if they go against the stated Mission of St. Mary's School.

- This includes, but is not limited to: disrupting the safety of students and/or teachers, deterring a teacher's ability to teach, disrupting a student's right to learn, or an individual conducting themselves in a way that does not keep Christ in our daily lives.

General Discipline Policy: Because it is impossible to foresee all problems that may arise, this policy empowers the staff, faculty, and administration to take disciplinary action for a behavior that violates the St. Mary's School Mission Statement or the Student/Faculty Handbook. Teachers and administration are at liberty to use their judgment based on intentional behaviors.

Behavior:	First Offense:	Second Offense:	Third Offense:
<p>Inappropriate Behaviors (Type 1)</p>	<p>Classroom teachers will correct behaviors in the classroom as they see fit <u>and/or</u> conference with students to discuss the behavior.</p> <p>Classroom teacher will document this behavior and the redirection that followed.</p>	<p>Classroom teachers will notify administration of behaviors.</p> <p>Students may be removed from the class or activity.</p> <p>Student may be moved to a “Buddy Classroom.”</p> <p>At the discretion of the classroom teacher and administration, a second offense may result in loss of privileges (recess, specialist classes, class outings, etc.)</p> <p>If loss of privilege occurs, students will complete a <u>behavior reflection</u>.</p> <p>Student may be asked to speak with our Student Success Coach.</p>	<p>Students will be removed from the class or activity.</p> <p>A third offense may result in loss of privileges for up to 2-3 days.</p> <p>Administration will work directly with students to complete a more thorough <u>behavior reflection</u> to then be signed by the administrator and parents.</p> <p>Parents will be sent a communication detailing the events of the inappropriate behaviors and asked to meet in order to come up with a plan for the specific student.</p>

<p>Inappropriate Behaviors (Type 2 and/or repeated Type 1)</p>	<p>Classroom teachers will notify administration of the moderate or repeated behavior in order to be documented.</p> <p>Students may be removed from class or activity.</p> <p>Student may be moved to a “Buddy Classroom.”</p> <p>Students will meet with administration to <u>reflect on behaviors and come up with a plan of action for moving forward - using a restorative practice model</u></p> <p>Student may be asked to speak with our Student Success Coach</p> <p>Students may be asked to write an <u>apology letter</u> if necessary.</p> <p>If necessary, a restorative justice conference will take place.</p>	<p>A second offense may result in the removal of the student from class or activity and/or loss of privileges for up to 3 days as the classroom teacher and administrator sees fit.</p> <p>Depending on the severity of the incident (whether there was malicious intent, etc.) an abbreviated in-school suspension* may result.</p> <p>Student may be asked to speak with our Student Success Coach</p> <p>*This means that students will be removed from the classroom for part of the class or part of the day.</p> <p>Parents will be notified prior to this taking place.</p>	<p>If a 3rd offense occurs, students will be asked to leave the classroom, and will have to complete a full day of in-school suspension.</p> <p>Families will be called in for a conference with administration and classroom teachers.</p>
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	Depending on the severity of the incident - loss of privilege may result for 1 -2 days.		
Significant/High Risk Behaviors (Type 3)	<p>Classroom teachers will alert administration.</p> <p>Students will be immediately removed from activity and will meet with administration to reflect and discuss behaviors.</p> <p>Families will be notified and may be called in for a conference.</p>	<p>Classroom teachers will alert administration.</p> <p>Students will be immediately removed from activity and will meet with administration to reflect and discuss behaviors.</p> <p>Student may be asked to speak with our Student Success Coach</p> <p>Families will be notified and may be called in for a conference.</p> <p>An in-school suspension for up to 2 days may arise depending on severity.</p>	<p>All members of the administrative team (principal, pastor, etc.) will be called into a conference with family about next steps.</p> <p>If administration deems fitting, a third offense may result in expulsion.</p>

*This Discipline policy was created using resources from:

- The Diocese of Springfield
- Lee Elementary School (2020 - 2021)
- The St. Mary's School Student/Family Handbook (2022 - 2023)

- Building a Trauma-Informed Restorative School by Joe Brummer (2021)
- Restorative Practices in Elementary Schools - Blog; The Responsive Counselor (2018)
- The Surprising Truth about Discipline in Schools - Forbes online (2014)

Approved by the St. Mary's School Board in Fall 2022