Carson Elementary STEAM Magnet School
School-Wide Discipline Plan

School Wide Expectations:
1. Be respectful
2. Be responsible
3. Be safe

Please refer to SDUSD Restorative Discipline Policy for further clarification

<table>
<thead>
<tr>
<th>Be Respectful</th>
<th>Be Responsible</th>
<th>Be Safe</th>
</tr>
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<tbody>
<tr>
<td>● Use kind words and actions towards yourself and others</td>
<td>● Follow classroom, school, and district rules.</td>
<td>● Walk facing forward in all areas.</td>
</tr>
<tr>
<td>● Be patient and wait for your turn</td>
<td>● Take proper care of all personal belongings and school equipment.</td>
<td>● Keep hands, feet, and objects to self.</td>
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<tr>
<td>● Follow adult directions the first time</td>
<td>● Be a leader and model proper school conduct</td>
<td>● Get adult help for accidents and spills.</td>
</tr>
<tr>
<td>● Use quiet voices and appropriate language.</td>
<td>● Clean up after yourself.</td>
<td>● Walk everywhere</td>
</tr>
<tr>
<td>● Be honest.</td>
<td></td>
<td></td>
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</tbody>
</table>
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**School-Wide Discipline Plan**

**Level 1:** A Level 1 behavior is one which requires low level interventions that can be provided by the classroom teacher or support staff member. Behaviors are typically addressed at the time that they occur, and do not require documentation in PowerSchool. Classroom documentation and parent

<table>
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<tr>
<th>Minor (Level 1): Behaviors handled by classroom teacher or attending adult</th>
<th>Response to Level 1 Infraction</th>
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</table>
| ● Inappropriate Language  
  ○ Name calling and put downs  
  ○ If not directed toward individuals  
  ■ Racial slurs  
  ■ Curse words  
| ● Conference with student(s) to remind of expected behavior  
  ○ Prompt, redirect, reteach, provide choice  
| ● Disruptive behavior  
| ● Playing around in the:  
  ■ Bathroom  
  ■ Hall  
  ■ Classroom  
  ○ Throwing objects  
| ● Restorative, problem solving strategies/restitutions applied by teacher  
  ○ Classroom circle, conference with all students involved for a solution  
| ● Dress code violation (refer to Student Handbook  
| ● Chewing gum on campus  
| ● Academic dishonesty (plagiarism)  
| ● Minor inappropriate use of technology devices in violation of Student Handbook  
| ● Violation playground safety  
| ● Violation of teacher homework expectations  
| ● Disrespectful behavior  
| ● Unauthorized selling or trading of any items  
| ● Physical contact that does not result in injury i.e. pushing, shoving  
| ● Violating personal space  
| ● Inappropriate use of technology  
| ● Public display of affection  
| ● Vandalism of school or personal property (if severe, move to Level 2)  
| ● Possession of toys  
| ● (Restorative) If this …then that… (written, picture)  
| ● Home contact made by teacher  
| ● **Documentation in the classroom**  
| ● Buddy room  

**Level 2**: A Level 2 behavior is one which requires more intensive interventions than a Level 1 behavior, and which may or may not require administrator involvement. Formal documentation should be utilized through site referral procedures (see Referral Form below) and parent/guardian communication is required to ensure students receive the support needed to understand and correct behavior.

<table>
<thead>
<tr>
<th>Middle (Level 2): Behaviors handled initially by attending adult, but referred to administration if they become chronic</th>
<th>Response to Level 2 Infraction May see counselor or administrator or case manager</th>
</tr>
</thead>
</table>
| ● Chronic Level 1 behavior  
● Out of bounds  
  ○ Outside of designated area  
● Bullying behaviors including cyber bullying  
● Inappropriate Language directed toward an individual/group  
  ○ Racial slurs  
  ○ Curse words  
● Threat toward student/staff  
  ○ Physical, verbal, or written  
● Inappropriate physical contact and/or contact resulting in injury  
● Throwing food or drink  
● Spitting on/at someone  
● Attempting or caught stealing school/personal property  
● Intentional property damage  
  ○ Drawing on walls  
  ○ Clogging drains | ● Conference with student(s) to remind of expected behavior- teacher or counselor or case manager  
● Restorative, problem solving strategies/restitutions applied by teacher  
● Home contact/teacher conference with family/guardian to develop behavior contract or incentive plan  
  ○ Admin, Counselor, Case manager, or teacher contact home on a case-by-case basis  
● Referral to Program/Service (Community, district, school site, or county resources)  
● Referral form to administrator for chronic behavior (See attached new referral form)- Admin  
● Per contract (11.7.3), teachers have the right to suspend a student from their classroom for the day of the incident and the following day and shall not be placed in another regular class for the period of suspension. |
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**Level 3**: A Level 3 behavior is one which requires immediate administrative involvement and written documentation in PowerSchool. Level 3 behaviors violate municipal codes and/or laws, are severe, or pose a threat to the physical safety of the individual student and/or others. Written formal documentation describing interventions initiated, conducted or attempted, and parent/guardian communication is required.

| Major (Level 3): Behaviors immediately referred to administration  
(does not always result in suspension) | Response to Level 3 Infraction |
|---------------------------------------------|---------------------------------|
| *Any violation on Ed Code 48900 may result in immediate referral to administration  
[Education Code, section 48900](#) | ● Behavior infractions will be immediately sent to the office with a referral and their guardian will be contacted by administration |
| - Chronic level 2 behaviors  
- Unauthorize eloping off campus  
- Vandalism  
  ○ Intentional breaking or destruction of personal or school property  
- **Sexual harassment** - committed or attempted to commit  
- Physical injury caused or attempted  
- Violation of Drug policy/ under the influence  
- Alcohol, tobacco, vaping, other mind-altering substances  
- Possession of dangerous objects/firearms/stink bombs  
- Threat or intimidation of student/staff  
- Threat or intimidation of a pupil who is a complaining witness  
| ● Required parent conference with teacher and administrator Parent signature required to show aware of behavior  
| - Possible suspension  
| - Students will not come back to class with candy, prizes or have watched a movie or other rewards  
| ● **Report to the District Title IV office**  
| - Outside counseling and services referral  
| - Independent study contract (to be approved by parent/guardian - if denied, then in-school suspension)  
| - Recommendation for alternative placement (different class or school setting, pending a conversation with Admin, Psych, Counselor, EdSpecialist to establish documentation procedure)  
| - Safety plan - established by Admin, Counselor, Teacher, or Case Manager, if applicable  
| - 1-3 day out of school suspension  
- Theft or robbery of school/personal property  
  ○ Stealing items of value  
  ■ Money, technology, etc.
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Carson Elementary STEAM Magnet School Office Referral

Student name: _______________________________ Date: ___________________ Time: __________

Grade: ___________________ Submitted by: ____________________________________________

Location of incident:

- ❏ Classroom
- ❏ Cafeteria
- ❏ Bathroom
- ❏ Playground
- ❏ Library
- ❏ Hallway

Comments:_________________________________________________________________________
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_________________________________________________________________________________
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_________________________________________________________________________________
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Action taken:_______________________________________________________________________
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_________________________________________________________________________________

Signature: _______________________________ Time returned: __________________________