

DISCIPLINE INFRACTIONS

All schools have a certain set of rules and regulations to govern student behavior. These rules reflect a balance between the responsibilities and rights of the individual and the responsibilities and rights of the school. These rules also reflect the need to promote an environment conducive to learning and the need for mutual respect and cooperation among all segments of the school community.

<i>Infraction</i>	<i>REQUIRED ACTION</i>	<i>Additional Information</i>		
Nondiscretionary Expellable Offenses				
Bombs/Facsimile Possession or Bomb Threats	Recommendation for Expulsion Police Referral	Regulation EKC-RA: <i>Bomb Threats/Explosive Devices</i>		
Evidence of intent to distribute or Distribution of Intoxicants	Recommendation for Expulsion Police Referral	Regulation COF-RA: <i>Intoxicants on MCPS Property</i>		
Possession of Firearms, including starter guns	Recommendation for Expulsion Police Referral	Regulation COE-RA: <i>Weapons</i>		
Violent Physical Attack on a Student or Staff Member	Recommendation for Expulsion Police Referral			
Weapons Used to Cause Bodily Harm/Injury	Recommendation for Expulsion Police Referral	Regulation COE-RA: <i>Weapons</i>		
Offenses with a Range of Consequences				
	<i>Infraction</i>	<i>Minimum</i>	<i>Maximum</i>	<i>Additional Information</i>
Academic Standards	Academic Dishonesty or Plagiarism ¹	Conference	Recommendation for Expulsion	Immediate confiscation of assignment, loss of credit for the assignment or task
	Computer Abuse	Loss of computer privileges Restitution	Recommendation for Expulsion Police Referral Restitution	Regulation IGT-RA: <i>User Responsibilities for Computer Systems and Network Security</i>
	Forgery or falsification of parent or guardian signature or fake authorization on any school document or communication.	Parent contact, suspension, possible police referral		Unexcused absence where appropriate No credit for missed assignment
Arson / Fire / Explosives	Arson	Parent contact, Police and Fire Marshall referral, suspension	Expulsion	
	Explosives— Possession, distribution, use	Parent contact, confiscation, Police and/or Fire Marshall referral, restitution, suspension	Expulsion	Poppers, fire crackers, smoke bombs, matches and lighters
	False Fire Alarm/911 Call	Parent contact, Police and Fire Marshall referral, suspension, restitution	Expulsion	
	Firesetting	Suspension Police Referral Restitution	Recommendation for Expulsion	Regulation ECC-RA: <i>Loss of MCPS Property</i>

¹ Examples of academic dishonesty include, but are not limited to, the following: the willful giving or receiving of an unauthorized, unfair, dishonest or unscrupulous advantage in academic work over other students using fraud, duress, deception, theft, trickery, talking, signs, gestures, copying, or any other methodology.

	<i>Infraction</i>	<i>Minimum</i>	<i>Maximum</i>	<i>Additional Information</i>
Weapons	Possession of a Knife	Conference	Recommendation for Expulsion Police Referral	
	Possessing other Weapons (including, but not limited to firearm facsimiles, BB guns, pellet guns, paintball guns, and other firearm “look-alike” weapons	Conference	Recommendation for Expulsion Police Referral	Regulation COE-RA: <i>Weapons</i>
	Other Weapons	Suspension	Expulsion	Regulation COE-RA: <i>Weapons</i>
Attack / Threats / Fighting	Bullying ²	Conference	Recommendation for Expulsion	
	Extortion	Suspension	Recommendation for Expulsion	
	Fighting	Parent contact Suspension	Expulsion	Scuffle, play fighting, provoking or continuing a fight
	Hate/Violence	Conference	Recommendation for Expulsion Police Referral	Reference hate/violence guidelines (Contact Human Relations Compliance Officer for copy)
	Hazing ³	Conference	Recommendation for Expulsion	
	Physical Attack on a Student	Conference	Recommendation for Expulsion	
	Physical Attack on a Staff Member	Conference	Recommendation for Expulsion	
	Threat (verbal, electronic, or written)	Conference	Recommendation for Expulsion Police Referral	
	Verbal or Physical Threat	Conference, Suspension	Expulsion	
	Verbal Abuse	Conference	Recommendation for Expulsion Police Referral	
	Projectiles	Student conference	Suspension	Throwing items is not allowed
Attendance	Class cutting / in hall without a proper hall pass	Parent contact	Pupil Services Referral	
	Leaving school grounds (without permission)	Parent contact	Pupil Services Referral	
	Tardiness to class	Parent contact	Pupil Services Referral	In seat when class starts or in PE locker room dressing
	Tardiness to school	Parent contact	Pupil Services Referral	If you are late for any reason other than illness or a death in the family, you will be assigned an after school detention
	Truancy (skipping school)	Parent contact	Pupil Services Referral	Loss of extracurricular and/or field trip activities
	Extracurricular Activities	Student conference, parent notification, and removal from activity	Parent conference, exclusion from future activities, and/or suspension	Students are expected to conduct themselves in an appropriate manner.
Dangerous Substances	Alcoholic Beverages	Parent contact, police referral, suspension	Expulsion	Possession, use, or distribution
	Drugs	Parent conference, police referral, suspension	Expulsion	Possession, use, or distribution
	Possession or Use of Intoxicants	Suspension Police Referral	Recommendation for Expulsion Police Referral	Regulation COF-RA: <i>Intoxicants on MCPS Property</i>
	Tobacco / Smoking Products	Parent contact, confiscation, suspension		
	<i>Infraction</i>	<i>Minimum</i>	<i>Maximum</i>	<i>Additional Information</i>

² Bullying is a direct or indirect, physical or psychological intimidation which may occur repeatedly over time to create an ongoing pattern of harassment and abuse.

³ Hazing is an act which recklessly or intentionally subjects a student to mental or physical discomfort, embarrassment, harassment, or ridicule for the purpose of initiation into an organization

Disrespect / Insubordination / Disruption	Disruptive behavior	Parent contact, team conference, detention	Suspension	Removal from class, exclusion Excessive loudness, running, pushing
	Insubordination (refusal to follow staff directive)	Parent contact, special assignment, detention	Suspension	Temporary exclusion from class, removal from activity, bus, etc., permanent exclusion
	Profanity/obscenity	Parent contact, team conference, detention	Suspension	
	Refusal to identify yourself to staff	Parent contact, detention	Suspension	
	Bus Behavior	Student conference and parent notification	Loss of bus riding privileges and/or suspension	Riding the bus is a privilege, not a right. Behavioral expectations on the bus are consistent with school expectations.
Sex Offenses	Sexual Activity (consensual)	Conference	Suspension	Regulation ACF-RA: <i>Sexual Harassment</i>
	Improper sexual activity	Parent contact, counseling by staff, suspension, possible Police Referral	Possible expulsion	Indecent exposure, assault, mooning, pulling someone else's clothing, kissing or other physical display of affection
	Sexual Harassment	Conference	Recommendation for Expulsion Police Referral	Regulation ACF-RA: <i>Sexual Harassment</i>
	Sexual Offenses	Suspension	Recommendation for Expulsion Police Referral	Regulation ACF-RA: <i>Sexual Harassment</i>
Other / Miscellaneous	Portable Communication Devices	Confiscation, conference	Suspension	Beepers / cell phones
	Destruction of Public Property (Vandalism)	Suspension, restitution, and/or Police Referral	Recommendation for Expulsion Restitution Police Referral	Regulation ECC-RA: <i>Loss of MCPS Property</i>
	Gambling	Parent contact, detention	Suspension	Cards, dice, etc.
	Graffiti	Parent contact, restitution	Suspension, Possible Police Referral	
	Radios, CD/tape players, toys, games, laser pointers (possession or use on school premises)	Confiscation, Parent contact, detention		While the parent can claim the property, the school assumes no responsibility for the item
	Burglary (breaking and entering of a building or occupied structure with the intent to commit a crime therein)	Suspension	Recommendation for Expulsion Police Referral	
	Theft (taking of property without the owner's consent)	Suspension	Recommendation for Expulsion Police Referral	
	Trespassing	Parent contact	Suspension, Police Referral	
	Unauthorized sales	Confiscation, parent contact, restitution	Suspension	Candy, gum, tapes, toys, clothes, etc.
	Backpacks/Book Bags	Student conference	Confiscation until the end of school day	Backpacks must be stored in lockers during the day and may not be carried from class to class.
	Appropriate Appearance	Teacher conference and changing clothes	Parent conference, suspension	Dress in a manner that is not offensive or distracting to others. See Dress Code guidelines.
	Failure to Serve Assigned Detention	Parent contact, doubling of detention	Parent conference, administrative detention, and/or suspension	Students are expected to serve assigned detention on the day and time assigned.
	Food Consumption in a Non-Designated Area	Student conference, confiscation of food products	Parent notification, detention	Students may not bring food or drinks into classrooms.

Other/Miscellaneous	Personal Conduct and Displays of Affection	Student conference	Parent notification and detention	Kissing, touching, hugging, hand holding are inappropriate in school.
	Self-Abuse	Student conference, guidance and/or health room referral, parent notification	Parent conference, suspension	
	Unsupervised Activities	Student conference, detention	Parent conference, suspension	Students are to be under the supervision of a staff member at all times while before, during, and after school

Definitions of Consequences

Detention: Students may be assigned to stay before or after school or during lunch by a teacher or an administrator. Students will be supervised by staff and will be expected to use this time for study or for service to the school. Students/parents will have to make their own transportation arrangements.

Exclusion: Exclusion is the act of not being permitted to attend a given class or classes and/or a specific school activity for an identified period of time. It may be assigned by an administrator.

Expulsion: Expulsion is the act or not being permitted to attend any public school in Montgomery County.

Suspension: Suspension is the act of excluding a student from school activities and classes and from school grounds for a specified period of time. When a student is suspended he/she has the right, at his/her request, to make up missed work immediately upon return to school. It may be assigned by the principal for one to ten school days. A parent conference would be required upon the student's return to school.

Out of school suspensions may only be given when it is determined by the principal that a behavior is disruptive and detrimental to the operation of the school.

Written contracts: Written contracts may be determined by appropriate staff under special circumstances when the aim is to improve behavior and/or academic achievement.

STUDENT APPEAL POLICY

If you believe you have been wrongly accused of a violation, or if you believe you have received an unfair consequence, you may seek assistance from a counselor, teacher, parent or administrator. Student appeal rights are clearly stated in *the Student Rights and Responsibilities* document.