

It is the policy of the Board of Education that each school within this school district shall develop and implement age-appropriate student codes of conduct designed to improve the student learning environment and which will comply with state law and State Board of Education Rules. Each code of conduct shall include the following, at a minimum:

1. Standards of student behavior during school hours, at school related functions, on school buses and at school bus stops designed to create the expectation that students will behave themselves in such a way so as to facilitate a learning environment for themselves and other students. The standards should be designed also to encourage students to respect each other and school district employees, to motivate students to obey student behavior policies adopted by this Board and to obey student behavior rules established at each school within this school district;
2. Behavior support processes designed to consider, as appropriate in light of the severity of the behavioral problem, support services available at each school, the school system and other public entities or community organizations which may assist students to address behavioral problems;
3. Progressive discipline processes designed to create the expectation that the degree of discipline imposed by each school will be in proportion to the severity of the behavior of a particular student, the previous discipline history of the student and other relevant factors, while ensuring that each student receives the due process mandated by federal and state law;
4. Parental involvement processes designed to enable parents, guardians, teachers and school administrators to work together to improve and enhance student behavior and academic performance. The process should enable parents, guardians and school employees to communicate freely their concerns about student behaviors that detract from the learning environment;
5. All other specific requirements as set forth in any existing State Board of Education rule or in Georgia law.

Each school shall involve parents in developing and updating student codes of conduct. Each code shall require disciplinary action for each infraction of the code. A copy of each student code of conduct shall be provided to the board for its approval.

The student code of conduct shall be distributed to each student and the student's parents or guardians during the first week of school and upon enrollment of each new student. The parents shall be requested to sign an acknowledgment of the receipt of the code of conduct and return promptly the acknowledgment to the school. The student code of conduct shall be available in the school office and each classroom.

The Chickamauga City School System expressly prohibits the bullying of any person, by any means or method, at school, on school property or at school related functions. The system has adopted a separate policy (JCDAG) which expressly addresses bullying.



ADMINISTRATIVE PROCEDURE

Descriptive Code: JCD-R

STUDENT CONDUCT

The School is a community, and the rules and regulations of a school are the laws of the community. All of those enjoying the right of citizenship in the school community must also accept the responsibilities of citizenship. A basic responsibility of every citizen is to respect the laws of the community.

The purpose of this code is to provide students in the Chickamauga City School System an effective and safe learning environment. This document has been prepared in accordance with the Discipline Procedures of the Chickamauga City School System. It contains information for school personnel, students, and parents. Included on the website is an outline of expected behaviors and the consequences relating to various violations. Expected behavior is behavior that promotes learning and encourages maturity during the school day as well as during all school-related activities. Students and their parents need to know, understand, and support this code in order to achieve these goals. Students SHOULD:

Participate fully in the learning process. Students need to report to school and class on time prepared with appropriate materials, attend all regularly scheduled classes, remain in class until excused or dismissed, pay attention to instruction, complete assignments to the best of their ability, and ask for help when needed.

Avoid behavior that impairs their own or another students' educational achievement. Students should know and avoid the behaviors prohibited by this code, show respect and care for property of others and the school and cooperate with others. Students are expected to make restitution if they lose or cause damage to school property.

Show respect for the knowledge and authority of teachers, administrators, and other school employees. Students must obey reasonable directions, use acceptable and courteous language, avoid being rude, and follow school rules and procedures.

Recognize and respect the rights of other students and adults. All students should show concern for and encouragement of the educational achievements and activity participation of others. Bullying is a violation of state law and will not be tolerated.

Disciplinary action for violations of expected behaviors will follow appropriate due process. In all cases, the rights of individuals will be ensured and protected. The Chickamauga City School System utilizes a progressive discipline policy, with age appropriate dispensations, which will be administered consistently in all schools. When applicable, individualized plans (i.e. IEP, 504, and SST) will be reviewed for appropriate consequences.

(see next page)

O.C.G.A. 20-2-751.5 – CODES OF CONDUCT; ASSAULT AND BATTERY

As required by the State of Georgia, student Codes of Conduct apply to students during school hours, at school related functions, and on the school bus in a manner that is appropriate to the age of the student.

Any off-campus behavior of a student which could result in the student being criminally charged with a felony and which makes the student's continued presence at school a potential danger to persons or property at the school or which disrupts the educational process could impact the student's continued presence at school.

O.C.G.A. 20-2-751.5

1. Verbal assault, including threatened violence, of teachers, administrators, and other school personnel;
2. Physical assault or battery of teachers, administrators, and other school personnel;
3. Disrespectful conduct toward teachers, administrators, and other school personnel, including use of vulgar or profane language;
4. Verbal assault of other students, including threatened violence or sexual harassment as defined pursuant to Title IX of the Education Amendments of 1972;
5. Physical assault or battery of other students, including sexual harassment as defined pursuant to Title IX of the Education Amendments of 1972;
6. Disrespectful conduct toward other students, including use of vulgar or profane language;
7. Verbal assault of, physical assault or battery of, and disrespectful conduct, including use of vulgar or profane language, toward persons attending school related functions;
8. Failure to comply with compulsory attendance as required under Code Section 20-2-690.1;
9. Willful or malicious damage to real or personal property of the school or to personal property of any person legitimately at the school;
10. Inciting, advising, or counseling of others to engage in prohibited acts;
11. Marking, defacing, or destroying school property;
12. Possession of a firearm, as provided for in Code Section 16-11-127.1, and possession of a dangerous weapon or hazardous object ;
13. Unlawful use or possession of illegal drugs or alcohol;
14. Willful and persistent violation of the student code of conduct;
15. Bullying as defined by Code Section 20-2-751.4
16. Marking, defacing, or destroying the property of another student.
17. Falsifying, misrepresenting, omitting, or erroneously reporting information regarding instances of alleged inappropriate behavior by a teacher, administrator, or other school employee toward a student.

(see next page)

STUDENT CONDUCT

Progressive Discipline Process: Administrative Procedure

The Superintendent shall develop or cause to be developed rules and regulations which implement and are consistent with this policy.

The following code sets forth school rules and regulations prohibiting certain types of student conduct. A student found to be in violation of any one of them may be subject to disciplinary action.

The rules and regulations of conduct shall apply:

1. on the school grounds at any time;
2. off the school grounds at a school function or event;
3. adjacent to school grounds;
4. en route to and from school and/or school activities subject to the jurisdiction of school authorities.

Category I Discipline

Category I discipline is used for minor acts of misconduct which interfere with orderly school procedures, school functions, extracurricular programs, approved transportation, or student's own learning process. Students may be disciplined by the professional staff member involved or may be referred directly to the principal.

Category II Discipline

Category II discipline offenses are intermediate acts of misconduct that require administrative intervention.

Category III Discipline

Category III discipline offenses are serious acts of misconduct. These offenses must be reported to the principal. A parent/guardian contact is required.

Category IV Discipline

Category IV discipline offenses represent the most serious acts of misconduct. These offenses must be *immediately* reported to the principal. These violations are so serious that they may require use of outside agencies and/or law enforcement. A parent/guardian conference is required.

(see next page)

Category I Discipline (Minor Offenses)

Examples of Category I minor offenses include, but are not limited, to the following offenses:

- Classroom disruption
- Tardy to class
- Toys at school
- Improper procedure to check in/out of school
- Dress code violation
- Horseplay
- Public display of affection
- Incidental use of profanity
- Unprepared for class
- In parking lot without permission
- Out of assigned parking space

Middle School/High School

Category I offenses are minor acts of misconduct which interfere with orderly school procedures. Students may be disciplined by a professional staff member involved or may be referred to the principal.

Professional staff members may utilize the following discipline management techniques:

- Detention, phone call or letter to parents
- Conference with parent and student
- Participation in a school service project which allows engagement in desired character traits
- Develop a written or graphic representation that reflects understanding of the specific misbehavior, the nature of the expected behavior, and the related character traits.

The Principal may utilize the following discipline management techniques:

- Conference with parent and student
- Restriction from school programs/assemblies
- Assignment to after school detention
- Partial day ISS
- Full day to 3 days ISS
- Participation in the cleaning/repair of any damage caused to school property
- Any other disciplinary technique that positively promotes the student code of conduct and desired character traits.

(see next page)

Elementary School

Category I offenses are minor acts of misconduct which interfere with orderly school procedures. Students may be disciplined by a professional staff member involved or may be referred to the principal.

Professional staff members may utilize the following discipline management techniques:

- Detention after school
- Loss of recess or other free-choice time
- Silent lunch
- Alternative classroom setting
- Conference with parent and student
- Participation in school service project
- Develop a written or graphic representation that reflects understanding of the specific misbehavior, the nature of the expected behavior, and related character traits

The Principal may utilize the following discipline techniques:

- Conference with parent and student
- Restriction from school programs and special assemblies
- Assignment to after school detention
- Partial day timeout
- Full day timeout
- Participation in cleaning/repair of any damage caused to school property
- Any other disciplinary technique that positively promotes the student code of conduct and desired character traits

(see next page)

Category II Discipline (Intermediate Offenses)

Examples of Category II intermediate offenses include, but are not limited to, the following offenses:

- Insubordination and disrespectful conduct to school personnel, including use of vulgar or profane language
- Possession of tobacco products/e-cigarettes/vapes.....
- Violation of school medication policy
- Damage to school property
- Skipping class on campus
- In an unauthorized area
- Gambling
- Repeated violations of unrelated misbehavior
- Use of obscene manifestation toward another person (written, verbal, or gesture)
- Failure to comply with compulsory attendance
- Inciting, advising others to engage in prohibited acts
- Verbal abuse
- Providing false information (including forged notes)

MIDDLE SCHOOL/HIGH SCHOOL

Category II offenses are intermediate acts of misconduct which require administrative intervention. The acts include, but are not limited to, repeated but unrelated acts of minor misconduct and misbehavior directed toward persons or property but which do not seriously endanger the health, safety or well-being of others. Consideration of necessary behavior support services should be given, if not already provided.

Students guilty of Category II offenses may receive any of the discipline management techniques appropriate for the situation as determined by the principal or designee, including, but not limited to the following:

- Conference with parent and student
 - Restriction from programs and special assemblies
 - Assignment to detention
 - Corporal punishment
 - Partial day ISS
 - Up to 5 days ISS
 - Up to 3 days OSS
 - Participation in repair of any damage caused to school property
 - Financial restitution for damage to school or school property
 - Develop a written or graphic representation that reflects understanding of the specific misbehavior, the nature of the expected behavior, and related character traits
 - Participation in a school service project
 - Referral to school counselor
 - Any other disciplinary technique that positively promotes the student code of conduct and desired character traits
- (see next page)

Elementary School

Category II offenses are intermediate acts of misconduct which require administrative intervention. The acts include, but are not limited to, repeated but unrelated acts of minor misconduct and misbehavior directed toward persons or property but which do not seriously endanger the health, safety or well-being of others. Consideration of necessary behavior support services should be given, if not already provided.

Students guilty of Category II offenses may receive any of the discipline management techniques appropriate for the situation as determined by the principal or designee, including, but not limited to the following:

- Conference with parent and student
- Restriction from programs and social assemblies
- After school detention
- Silent lunch
- Partial day timeout
- Full day timeout up to 3 days
- Up to 3 days out of school suspension
- Participation in cleaning/repair of damage to school property
- Financial restitution for damage to school or school property
- Develop a written or graphic representation that reflects understanding of the specific misbehavior, the nature of the expected behavior, and related character traits
- Participation in a school service project
- Any other disciplinary technique that positively promotes the student code of conduct and desired character traits

(see next page)

Category III (Serious Offenses)

Examples of Category III serious offenses include, but are not limited to, the following offenses:

- Possession, use or distribution of tobacco products/e-cigarettes/vapes....
- Fighting
- Bullying
- Speeding on campus
- Leaving campus without permission
- Offensive or abusive acts
- Use of gang symbolism
- Extortion
- Hazing/physical abuse
- Petty theft
- Igniting fireworks
- Threats, harassment or intimidation of others
- Possession of a knife or similar instrument with blade less than 2"
- Sexual harassment (verbal or physical)

MIDDLE SCHOOL/HIGH SCHOOL

Category III offenses are serious acts of misconduct including, but not limited to, repeated misbehavior that is similar in nature, serious disruptions of the school environment, threats to health, safety or property and other acts of serious misconduct. Offenses that threaten the health, safety, and well-being of others may result in immediate suspension of the student. A parent conference is required for all Category III offenses.

Students guilty of Category III offenses may receive any of the discipline management techniques appropriate for the situation as determined by the principal or designee, including, but not limited to the following:

- Referral to school counselor for weekly sessions
- Full day up to 10 days in ISS
- OSS up to 5 days
- Placement in an alternative education program for up to one semester and until such time as the student meets the exit requirements for the alternative education program
- Participation in cleaning/repair of damage caused to school property
- Financial restitution for damage to school or school property
- Develop a written or graphic representation that reflects understanding of the specific misbehavior, the nature of the expected behavior, and related character traits
- Participation in a school service project
- Any other disciplinary technique that positively promotes the student code of conduct and desired character traits.

(see next page)

ELEMENTARY SCHOOL

Category III offenses are serious acts of misconduct including, but not limited to, repeated misbehavior that is similar in nature, serious disruptions of the school environment, threats to health, safety or property and other acts of serious misconduct. Offenses that threaten the health, safety, and well-being of others may result in immediate suspension of the student. A parent conference is required for all Category III offenses.

Students guilty of Category III offenses may receive any of the discipline management techniques appropriate for the situation as determined by the principal or designee, including, but not limited to the following:

- Restrictions from programs and special assemblies
- Full day timeout up to 10 days
- OSS up to 5 days
- Participating in cleaning/repair of damage caused to school property
- Financial restitution for damage to school or school property
- Develop a written or graphic representation that reflects understanding of the specific misbehavior, the nature of the expected behavior, and related character traits
- Participation in a school service project
- Any other disciplinary technique that positively promotes the student code of conduct and desired character traits

(see next page)

Category IV Discipline (Major Offenses)

Examples of Category IV major offenses, include but are not limited to, the following offenses:

- Possession, distribution, transfer, use/under the influence or sale of alcohol
- Possession, distribution, transfer, use/under the influence or sale of drugs or drug paraphernalia
- Repeated use or transfer of tobacco products/e-cigarettes/vaping paraphernalia.
- Arson
- Possession of a firearm, dangerous weapon or hazardous object (firearms, knife with blade 2" or longer, razor blade)
- Bomb threat
- Instigating a false fire alarm
- Sexual acts
- Verbal or physical assault/battery on a School Board employee or student (including threatened violence)
- Gang related activity
- Disruption and interference with orderly school operation
- Any act of misbehavior judged to be premeditated/malicious nature

MIDDLE SCHOOL/HIGH SCHOOL

Category IV offenses are the most serious acts of misconduct. These offenses must be immediately reported to the principal. These offenses are so serious that they may require use of outside agencies and/or law enforcement. Such acts may also result in criminal penalties being imposed. Any misconduct which threatens the health, safety, or well-being of others may result in immediate suspension of the student from school and a parent conference is required.

Disciplinary action for Category IV offense is automatic 10 days OSS. Parents will be notified and intervention and/or prosecutions by law enforcement authorities will be utilized when appropriate.

Students may be placed on probation. Students may be recommended for long term suspension/alternative educational program, recommended for expulsion and in severe cases, referred to juvenile or superior court.

ELEMENTARY SCHOOL

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Students guilty of a Category IV offense may receive any of the discipline management techniques appropriate for the situation as determined by the principal or designee, including, but not limited to the following: (see next page)

Page 11- JCD-R- STUDENT CONDUCT

- Parent conference required
- OSS up to 10 days
- Participation in cleaning/repair of damage caused to school property
- Financial restitution for damage to school or school property
- Develop a written or graphic representation that reflects understanding of the specific misbehavior, the nature of the expected behavior, and related character traits
- Participation in a school service project
- Any other disciplinary technique that positively promotes the student code of conduct and desired character traits
- Expulsion

The principal has the discretion to make the determination as to the level of the offenses. Any offenses not specifically mentioned will be classified by the principal.

These dispositions are a minimal guide. Violations will be dealt with on an individual basis by a member of the administration who will take into account the severity of the incident; the students discipline history; the degree of premeditation, impulse or self-defense; age and/or disability; strength of evidence, cooperation/remorse; and any other extenuating circumstance.

All federal and state laws will be followed.

Discipline will be assigned in a fair and consistent manner to all. The discipline code will be revised and updated annually by the Superintendent and district administrative team.

Date Approved: 9/12/83

Date Revised: 12/8/86, 7/21/97, 11/15/99, 6/19/00, 2/12/11, 12/12/11, 2/28/17, 4/13/2020