

Dear Clover Creek families,

We are excited to start a new school year with you and your student(s). At Clover Creek Elementary, we are committed to student learning and achievement. We passionately believe that children learn best in a structured environment with clearly communicated expectations and consequences. Staff will invest time at the beginning of the school year teaching your child the expectations for conduct. Although we emphasize a proactive approach to discipline, and direct instruction of social emotional skills, we also believe that teachers need access to immediate and meaningful consequences. Students who fail to conduct themselves appropriately may be assigned to a Buddy Room visit, Lunch or Recess Recharge, After-School Recharge, Structured Day, or Reflections Room before potentially being considered for In-School or Out-of-School Suspension. Clover Creek's Progressive Discipline is as follows:

Proximity/Non-verbal – Moving toward a student or standing close to them to silently communicate the message that he or she needs to get on task or stop the undesired behavior.

Verbal Warning – Telling the student they need to get back on task or to stop the undesired behavior.

Buddy Room – The student will be sent to a buddy room for a designated time to reflect on his or her actions and make a written plan for better choices in the future.

Lunch and/or Recess Recharge – The student will stay in a recharge room rather than going to recess and/or lunch. This gives students an opportunity to reflect on the situation and their choices with a staff member. Students leave with a plan of action to improve their situation moving forward. Parents will be contacted by the teacher issuing the detention. (**Students will be guaranteed one of their two recesses per day**)

After-School Recharge (45 minutes) – The student will report to the office after school (Tuesdays or Thursdays). Parent communication will be made by a teacher or school administrator prior to the student serving the Recharge. Parents will be responsible for picking up their student at 4:35 PM.

Reflections Room - If a student is unable to be successful in their classroom, they could be sent to a Reflections Room. A Reflections Room is an opportunity for students to work with a trained staff member that will help them reflect, cool down, and have a dialogue about the incident. They will then return to another grade-level teacher and continue their classwork until their teacher is able to meet with them. The teacher and student will work together to repair any potential misunderstandings and will come up with a plan to support the student's success moving forward.

Structure Day - If the student has an incident outside of the classroom, and is able to be successful in the classroom environment, then they will be given a Structured Day. It is two days of a modified schedule in which students experience the loss of a number of their

privileges, including less structured activities, lunch and recess with friends, and the ability to transition to alternative groups (including specialists) without adult supervision. This is paired with an after-school recharge. Structured Day may be extended additional days if the student is not following expectations.

In School Suspension – The student will spend the day in the office. This will act as an all day detention. The student will have no social interactions with peers and will be expected to complete schoolwork along with a reflection sheet. Parents will be contacted by a school administrator.

Out of School Suspension – Parents will be contacted by a school administrator prior to the suspension.

We appreciate your support and look forward to an amazing school year! Please feel free to contact us with concerns or questions at (253) 800-7800.

Sincerely,

Sara Olson
Principal

Erin Gann
Assistant Principal

Fletcher Pierce
Associate Administrator