

## EMS DISCIPLINE GUIDELINES

At East Middle School, we believe that good discipline is a joint effort of parents, teachers, administrators, and students. We are committed to providing a safe and secure environment in which all individuals are free to learn. Students have the responsibility to conduct themselves in a manner that does not detract from the learning process. Students must know and understand school regulations, make an effort to uphold them, and recognize that those in authority have the responsibility for maintaining an orderly education process.

Guidelines for Good Behavior:

- All students are expected to follow school rules as outlined in the Carroll County Public Schools Handbook and the East Middle School Student Agenda.
- All students are expected to be polite and courteous to all students and adults at East Middle.
- All students are expected to arrive to class on time and to be prepared with all necessary materials.
- Students should immediately follow all directions given to them by a staff member.

### **Consequences for not demonstrating good behavior may include, but are not limited to:**

- Student/teacher conference
- Lunch detention
- Support room referral
- Parent conference
- After-school detention
- Office referral

### **Support Room referrals may be assigned for, but are not limited to:**

- Classroom disruptions
- Habitual/constant minor infractions

**More than three (3) Support Room referrals in one quarter will result in an automatic office referral.**

### **Minor referrals may be assigned for, but are not limited to:**

- Classroom disruptions
- Late to class
- Running/shouting/discourteous behaviors

### **Major/Office referrals may be given for, but are not limited to:**

- Disrespect or Insubordination
- Foul/abusive language
- Bullying/harassment
- Fighting

Teachers will communicate with parents regarding discipline through phone calls, email, letters home, or an electronic referral emailed through the discipline system.

## SUPPORT ROOM

Should I misbehave and be assigned to the Support Room by my teacher, I am required to follow the Support Room rules:

- I am to report directly to the Support Room without stopping elsewhere in the school.
- I must remain in my seat at all times.
- I must complete the work assigned while I am there.

I understand that if I do not follow these rules while assigned to the Support Room, I will be referred to the office for further discipline. The discipline might include contacting my parents, being assigned to after school detention or Saturday School, requiring my parents/guardians to meet with the administration before I return to class, or in some instances, a suspension from school.

**More than three (3) Support Room referrals per quarter will result in an automatic office referral.**

## **AFTER-SCHOOL DETENTION**

I understand a teacher can give me a referral as a consequence for misbehavior, such as calling out during class, running in the hallways, or disturbing other students. Receiving a discipline referral may result in communication to my parents/ guardians explaining that I have misbehaved and requesting that I be detained for after-school detention. I should be aware of the following:

- Administration or my teacher will make arrangements with my parents to schedule after-school detention.
- After-school detention will be held beginning at 3:25 p.m. and ending at 4:25 p.m.
- My parents/guardians are responsible for my transportation home from school and should pick me up at 4:25 p.m.
- While in the detention room, I am expected to be silent and complete my homework or other work assigned by the teacher in charge.
- I am not permitted to use my cell phone or other non-educational devices/publications while in detention.

I understand that if I do not serve an after-school detention, I may be assigned further consequences.