

West Wing School K-8

Cell, Cheating/Plagiarism, Dress Code & Tardy Policies

Cell Phone Offense	Consequences
1 st Offense	Warning. Phone will be sent to office for student pick-up after school. Record in Power School file.
2 nd Offense	Phone will be sent to office for parent pick-up. 2 nd offense will count as a referral. Record in Power School file.
3 rd Offense	Phone will be sent to office for parent pick-up. Office referral and one week lunch detention. Record in Power School file.
4+ Offenses	Phone will be sent to office for parent pick-up. Office referral. In School Suspension.

Cell Phones must be secured in students' backpacks during school hours (8:45-3:30).

Cheating/Plagiarism Offense	Consequences
1 st Offense	Communication to parents from the teacher where the cheating/plagiarism incident occurred. Student assignment score is marked as 50% and an option for retake or make up assignment is available. The student will serve an After School Detention.
2 nd Offense	Communication to parents from the teacher where the cheating/plagiarism incident occurred. Student assignment score is marked as 50% and an option for retake or make up assignment is at the teacher's discretion. The student will receive an Office Referral that will be logged in Power Schools.
3 rd Offense	Communication to parents from the teacher where the cheating/plagiarism incident occurred. Student assignment score is marked as 50% and NO option for retake or make up assignments. The student will receive an Office Referral that will be logged in Power Schools. In school suspension.
4+ Offenses	Additional offenses will be at administrative discretion. Office Referral and Off Campus Suspension.

Dress Code Offense	Consequences
1 st Offense	Send student to nurse for change of clothes. Nurse will enter in Power School and clothing will be in the nurse's office for student pick-up.
2 nd Offense	Send student to nurse for change of clothes. One day lunch detention. Nurse will enter in Power School and clothing will be in the nurse's office for student pick-up. Nurse or admin will notify parents.
3 rd Offense	Send student to nurse for change of clothes. Office referral. Nurse will enter in Power School and clothing will be in the nurse's office for student pick-up. In school suspension.
4+ Offenses	Send student to nurse for change of clothes. Office referral. Nurse will enter in Power School and clothing will be in the nurse's office for student pick-up. Off campus suspension.

Tardy	Consequences
3rd tardy	WARNING. Record in Power School file.
5 th tardy	1 day lunch detention. Record in Power School file.
10 th tardy	CUTS letter sent to parent. 1 week of lunch detention. Record in Power School file.
15 th tardy	CUTS letter sent to parent. 1 day of In School Suspension. Record in Power School file.