

**Crest Memorial School**  
**Middle School Disciplinary Consequences 2024-2025**  
**Administrative Level**

**Abbreviation Codes:**

AW = Administrative Warning	E2 = External Suspension 2 Days	
AD = Administrative Detention	E3 = External Suspension 3 Days	E10 = External Suspension 10 Days
ISS = In School Suspension	E4 = External Suspension 4 Days	PCF = Possible Charges Filed
Principal Review- Meeting with Principal and Parents before student reentry	Red = Any offense that is reported to the Principal immediately and will not be addressed at the Classroom Level prior.	BOE Review- Meeting with Superintendent, BOE, and Parents before possible student reentry

<b>Offense</b>	<b>Admin Level 1st Offense</b>	<b>Admin Level 2nd Offense</b>	<b>Admin Level 3rd Offense</b>	<b>Admin Level Additional Offense(s)</b>
Profanity/ obscene comments or gestures towards students	AD	2 AD	ISS	E2 Principal Review
Misuse of Hall Pass	AD	2 AD	ISS	ISS Hall pass restriction
Disruptive or Inappropriate behavior Failure to Follow Directions	AD	2 AD	ISS	2 ISS
Defiance/ Disrespect of Staff	AD	ISS	2 ISS	E2
Being in an unauthorized area or leaving class without permission	AD	ISS	2 ISS	ISS Loss of Privilege BOE Review
Bullying, Harassment, Intimidation (Verbal/Written)	2 ISS	E4	E10	E10 BOE Review
Vandalism/ Destruction of Property Major- Over \$25	E3 Restitution	E4 Restitution PCF	E10 Restitution PCF	E10 Restitution PCF
Vandalism/ Destruction of Property Minor- Under \$25	AD Restitution	ISS Restitution PCF	E2 Restitution PCF	E4 Restitution PCF BOE Review
Dress Code Violation	AW Change Attire ISS until compliant	AD Change Attire ISS until compliant	2 AD Change Attire ISS until compliant	ISS Principal Review

Failure to serve a Teacher Detention	AD Loss of activities until detention is served.	If a student does not serve the Administrative Detention, then the principal must follow the Failure to serve Admin Detention consequences below.		
Failure to serve Admin Detention	2 AD Loss of activities until detentions are served.	ISS/ 2 AD Loss of activities until detentions are served.	2 ISS/ 2 AD Loss of activities until detentions are served.	2 ISS/ 2 AD Principal Review Loss of activities until detentions are served.
Fighting	E2	E4	E10 Principal Review	E10 Board Review
Inappropriate behavior on a field trip	AD	2 AD	ISS Event Exclusion	Extended Exclusion Principal Review
Inappropriate use of cell phone or other electronic device	AD Item confiscated Parent Retrieval	2 AD Item confiscated Parent Retrieval	ISS Item confiscated Parent Retrieval	ISS 2/ E2 Item confiscated Principal Review
Inappropriate use of school electronic devices and/or internet	AD	2 AD	ISS Loss of privilege	2 ISS Loss of privilege Principal Review
Late to School	4th late = AW	5th late = AD	AD - 8th, 11th, 14th lates; Administrative discretion will be used for students who accumulate 15 or more lates. Students can be subject to activity restriction in addition to other consequences.	
Plagiarism	AD *Assignment grade will be impacted	ISS *Assignment grade will be impacted	2 ISS *Assignment grade will be impacted	E2 *Assignment grade will be impacted
Possession/Use of Tobacco Products	ISS Mandatory online training of the harmful effects	2 ISS Mandatory online training of the harmful effects	E2 Principal Review before reentry	E4 Board Review before reentry
Possession of weapon or lookalike	Any offense- up to one full school year pending BOE action WCPD notification			
Possession, sale, or distribution of an illegal substance/ paraphernalia	Any offense- up to one full school year suspension/ expulsion pending BOE review WCPD notification			
Abusive conduct towards staff (verbal/ written)	2 ISS	E2	E3	E4 Principal Review
Cyber-bullying Possession of inappropriate student images or videos	E4 WCPD notified	Any additional offenses Up to one full school year pending BOE review WCPD notified Principal Review for reentry		
Theft Minor (Less than \$25)	ISS Restitution	E2 Restitution	E4 WCPD notified Restitution	E10 WCPD notified Board Review

Theft Major (More than \$25)	2 ISS WCPD notified Restitution	E4 WCPD notified Restitution	E10 WCPD Notified Restitution Board Review	
Threat/ Aggressive physical acts towards staff	E4 Principal Review for reentry	E10 Up to one full school year pending BOE Review WCPD notified		
Threats, abusive language, physical aggression	AD	ISS	2 ISS	E2 Principal Review
Under the influence of an illegal substance	E3 WCPD notified	E10 WCPD notified	Up to 45 days suspension pending Board review WCPD notified	
Use of racial, hateful, inflammatory statements	2 ISS	E2	E3	E4 Principal Review