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INFRACTION	1ST INCIDENT	2ND INCIDENT	3RD INCIDENT	4+ Incident
Aggressive physical contact towards another student that does not rise to the level of fight or assault: i.e. isolated push during recess play or line up, grabbing another student's hood, backpack, slapping someone's hand	Staff redirection/intervention, staff parent contact, staff complete behavior google form, staff document Realtime notes, teacher may issue teacher-led consequence i.e. lunch/recess detention or lose of privilege	Staff complete Realtime office discipline referral, administrator assigned lunch/recess detention 1-3 days	Staff comeplete Realtime office discipline referral, administrator assigned lunch/recess detention 3-5 days, administrative parent contact	Staff document Realtime office discipline referral, administrator assigned lunch/recess 3-5 days or 1-3 days after school detention, administrative parent contact, referral to school counselor and check-in/check-out (CICO)
Arson/False Alarm	Staff complete Realtime office discipline referral, School Resource Officer Notification, Administrative parent contact, 3-5 days of OSS	Staff complete Realtime office discipline referral, Police Notification, 5-7 days of OSS, referral to agency based services; Superintendent's hearing required for return to school.	Staff complete Realtime office discipline referral, Police Notification, 7-10 days of OSS, Superintendent's hearing and psychiatric/psychological evaluation to return to school.	
Assault on another student : **Non mutual, physical contact with the perceived intent to cause bodily harm to another, results in bodily harm to another, and/ or puts other in resonable fear for their bodily safety.** *The response to this infraction is subject to discretion based on type of assualt*	Staff complete Realtime office discipline referral; 1-3 days of out of school suspension; administrative parent contact, administrative referral to school counselor and check-in/check-out (CICO)	Staff complete Realtime office discipline referral; 3-5 days of out of school suspension; administrative parent conference required for student return, referral to agency based services	Staff complete Realtime office discipline referral; 5-7 days of out of school suspension; referral to other school-based services i.e. therapy, MTSS; Superintendent hearing required for student return.	Staff complete Realtime office discipline referral; 7-10 days of out of school suspension; Student referral to other school-based services i.e. therapy, I&RS, MTSS team; Superintendent's hearing and psychiatric/psychological evaluation to return to school.
Assault on Staff: **Physical contact with the perceived intent to cause bodily harm to another results in bodily harm to another, and/ or puts other in resonable fear for their bodily safety.** *The response to this infraction is subject to discretion based on type of assualt*	Staff complete Realtime office discipline referral; 3-5 days of out of school suspension; administrative parent conference required for student return, administrative referral to school counselor and check-in/check-out (CICO).	Staff complete Realtime office discipline referral; 5-7 days of out of school suspension; referral to other school-based services i.e. therapy, MTSS and/or agency based services, Superintendent hearing required for student return.	Staff complete Realtime office discipline referral; 7-10 days of out of school suspension; Superintendent's hearing and psychiatric/psychological evaluation to return to school.	
Disruptive Classroom Behavior: Non-dangerous conduct that disturbs the learning of self or others i.e. getting out of seat, work refusal, excessive talking, grooming of self or others, playing with items from home, etc.	Staff redirection/intervention, staff parent contact, staff complete behavior google form, staff document Realtime notes, teacher may issue teacher-led consequence i.e. lunch/recess detention or lose of privilege	Staff redirection/intervention, staff parent contact, staff complete behavior google form, staff document Realtime notes, teacher may issue teacher-led consequence i.e. lunch/recess detention or lose of privilege	Staff redirection/intervention, staff parent contact, staff complete behavior google form, staff document Realtime notes, teacher may issue teacher-led consequence i.e. lunch/recess detention or lose of privilege, teacher refer to school counselor and CICO	Staff complete Realtime office discipline referral; administrator assigned lunch/recess detention 1-3 days, administrative parent contact * Must be at least 10 school days between incident 1 and incident 4 before proceeding to this step*

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Dress Code Violation: i.e. ripped jeans, wearing hoods/ hat, shirts that show midriff	Staff redirection/intervention i.e. request to remove, change, or cover-up unallowed items; staff parent contact, staff complete behavior google form, staff document Realtime notes	Staff complete Realtime office discipline referral, administrator redirection/ intervention i.e. request to remove, change, or cover-up unallowed items; administrator contact parent or allow student to call home for a change of clothes	Staff complete Realtime office discipline referral, administrator redirection/ intervention; administrator contact parent or allow student to call home for a change of clothes; 1-3 days of lunch/recess detention	Staff complete Realtime office discipline referral, Administrator contact parent to bring a change of clothes or retrieve student from school; 3-5 days of lunch/recess detention
Failure to follow safety procedures. i.e refusing to remove non-relgious head covering, refusal to enter or exit school area when asked, refual to remove self from potentially dangeous of escalting situation	Staff complete Realtime office discipline referral, administrator assigned lunch/recess detention 1-3 days	Staff comeplete Realtime office discipline referral, administrator assigned lunch/recess detention 3-5 days, administrative parent contact	Staff document Realtime office discipline referral, administrator assigned lunch/recess 3-5 days or 1-3 days after school detention, administrative parent contact, referral to school counselor and check-in/check-out (CICO)	Staff document Realtime office discipline referral, administrator assigned 3-5 days after school detention or 1 day of OSS, administrative parent conference
Harassment / Intimidation / Bullying: Follows District Policy posted on the Lindenwold School Distrcit Website The response to this infraction is subject to discretion based on the nature of the HIB committed and could involved school resource officer or police contact.	Refer to the district HIB policy and reporting procedures - Infractions will be addressed via Student Code of Conduct & level of discipline based on severity of infraction	Refer to the district HIB policy and reporting procedures - Infractions will be addressed via Student Code of Conduct & level of discipline based on severity of infraction	Refer to the district HIB policy and reporting procedures - Infractions will be addressed via Student Code of Conduct & level of discipline based on severity of infraction; Individualized student intervention plan if third or more founded incidents, Administrative parent conference required.	Refer to the district HIB policy and reporting procedures- Infractions will be addressed via Student Code of Conduct & level of discipline based on severity of infraction; Individualized student intervention plan if third or more founded incidents, Administrative parent conference or Superintendet's Hearing required.
Inappropriate sexual and/or lewd behavior: Any groping, grabbing, or exposure of private parts (their own or someone else's); violating others' privacy in student restrooms The response to this infraction is subject to discretion based on the nature or severity of the behavior and may involve school resource officer, police department, and/or agency-based social services notification	Staff complete Realtime office discipline referral; administrator assigned lunch/recess detention 3-5 days, administrator referral to school counselor, administrative parent contact	Staff complete Realtime office discipline referral; administrator assigned 1-3 days after school detention; referral to other school-based services i.e. therapy, MTSS team, adminstrative parent conference	Staff complete Realtime office discipline referral;administrator assigned 3-5 days after school detention or 1 day of OSS, administrative parent conference, referral to outside agency-based services	Staff complete Realtime office discipline referral; 3-5 days of out of school suspension; administrative parent conference required for student return, Superintendent's hearing and/or psychiatric/psychological evaluation to return to school.
Leaving school grounds without permission	Staff call main office to locate student; staff complete Realtime office discipline referral, school resource officer or police contact, administrative parent contact, referral to school counselor	Staff call main office to locate student; staff complete office discipline referral, school resource officer or police contact, administrative parent contact, 5 days lunch/recess detention; referral to other school-based services i.e. therapy, MTSS team	Staff call main office to locate student; staff complete office discipline referral, school resource officer or police contact, 3-5 days after school detention, referral to outside agency-based services as applicable, administrative parent conference	Staff call main office to locate student; staff complete office discipline referral, school resource officer or police contact, administrator assigned 5-7 days after school detention, administrative parent conference

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Leaving the classroom without permission	Staff call main office to locate student; staff parent contact, staff complete behavior google form, staff document Realtime notes, teacher may issue teacher-led consequence i.e. lunch/recess detention or lose of privilege	Staff call main office to locate student; staff complete Realtime office discipline referral; administrator assigned lunch/recess detention 1-3 days.	Staff call main office to locate student; staff complete Realtime office discipline referral, administrator assigned lunch/recess detention 3-5 days, administrative parent contact	Staff call main office to locate student; staff document Realtime office discipline referral, administrator assigned lunch/recess 3-5 days or 1-3 days after school detention, administrative parent contact, referral to school counselor and check-in/check-out (CICO)
Mutual Fighting (As defined by NJ Safety Data System Guidelines)	Staff complete office discipline referral; 1-3 days of out of school suspension (OSS); administrative parent contact	Staff complete office discipline referral; 3-5 days of out of school suspension; administrative parent conference required for student return; administrator referral to school counselor and CICO.	Staff complete office discipline referral; 5-7 days of out of school suspension; administrative parent conference required for student return; referral to other school-based services i.e. therapy, MTSS team	Staff complete office discipline referral; 7-10 days of out of school suspension; referral to outside agency-based services as applicable; Superintendent hearing required for student return.
Personal Electronic Device Use during School Hours: i.e. cell phones, Smart Watches.	Teacher redirection/intervention 1. If student is compliant with teacher redirection, teacher contact parent, teacher document in Realtime notes and behavior Google Form. 2. If student is non-compliant with teacher redirection, staff complete Realtime office discipline referral, administrative confiscation of device until end of day, administrative parent contact. 3. If student is non-compliant with administrator confiscation, administrator contact parent to retrieve device or retrieve student from school on that same day(documented as 1 day OSS if parent pick-up)	Teacher redirection/intervention 1. If student is compliant with teacher redirection, staff complete office discipline referral, administrative confiscation of device, administrative parent contact, contact parent to retrieve device or retrieve student from school (documented as 1 day OSS if parent pick-up) 2. If student is non-compliant with teacher redirection, staff complete office discipline referral, administrative confiscation of device, administrative parent contact, administrator contact parent to retrieve device; 1 day out of school suspension	Teacher redirection/intervention 1. If student is compliant with teacher redirection, staff complete office discipline referral, administrative confiscation of device, administrative parent contact, parent to retrieve device or retrieve student from school, 1-3 days of OSS 2. If student is non-compliant with teacher redirection, staff complete office discipline referral, administrative confiscation of device, administrative parent contact, administrator contact parent to retrieve device or retrieve student from school on that same day; 3-5 days out of school suspension, administrative parent conference required for student return	Teacher redirection/intervention 1. If student is compliant with teacher redirection, staff complete office discipline referral, administrative confiscation of device, administrative parent contact, administrator contact parent to retrieve device or retrieve student from school on that same day; 3-5 days out of school suspension, administrative parent conference required for student return 2. If student is non-compliant with teacher redirection, staff complete office discipline referral, administrative confiscation of device, administrative parent contact, administrator contact parent to retrieve device or retrieve student from school on that same day; 5 days out of school suspension, Superintendent hearing required for student return.
Possession of a Weapon or Facsimile: i.e. gun, knife, pepper spray/Mase, large rocks, blades, BB gun, airsoft gun The response to this infraction is subject to discretion based on type of weapon.	Staff complete office discipline referral; SRO or Police Contact; up to 10 days out of school suspension based on weapon type; administrative parent contact; potential Superintendent's hearing to return to school, potential referral for crisis screening, potential referral to threat assessment team	Staff complete office discipline referral; SRO or Police Contact ; 10 or more days days out of school suspension based on weapon type, Superintendent's hearing and psychiatric/psychological evaluation required to return to school		

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Possession of or resonable susicion of under the influence of drugs or alcohol. *The response to this infraction is subject to discretion based on outcome of drug screening*	Staff complete office discipline referral; SRO or Police Contact; parent pick-up, referral for substance screening within 24 HOURS; administrative conference with parent required for student return; referral to school counselor and other school-based services i.e. therapy, MTSS team; 1-3 days out of school suspension (OSS)	Staff complete office discipline referral; SRO or Police Contact; parent pick-up, referral for substance screening within 24 HOURS; administrative conference with parent required for student return; referral to agency-based services as applicable; 3-5 days out of school suspension (OSS)	Staff complete office discipline referral; SRO or Police Contact; parent pick-up, referral for substance screening within 24 HOURS; 7-10 days OSS; Superintendent hearing required for student return.	
Possession or use of tobacco products and/or matches, lighter, etc. *Please note that Vape or E-Cigarette products cannot be identified on sight as a tobacco or other drug product. If the prodcut cannot be determined definitively as tobacco, then the posession of drugs infraction will apply.*	Staff complete office discipline referral; administrative parent contact; parent pick-up or administrator disposal of confisgated item.	Staff complete office discipline referral; administrative parent contact; parent pick-up or administrator disposal of confisgated item; 3-5 days of lunch/recess detention; administrator referral to school counselor	Staff complete office discipline referral; administrative parent contact; parent pick-up or administrator disposal of confisgated item; 5-7 days of lunch/recess detention; referral to school-based services i.e. therapy, MTSS team	Staff complete office discipline referral; administrative parent contact; parent pick-up or administrator disposal of confisgated item; 1-3 days of after school detention; referral to agency-based services as applicable
Purposeful damage to School/Personal Property: i.e. writing in bathroom stalls, deliberate destruction of school-own technology	Staff complete office discipline referral, administrator assigned lunch/recess detention 1-3 days, fines imposed according to BOE policy if applicable, administrative parent contact	Staff complete office discipline referral, administrator assigned lunch/recess detention 3-5 days or 1-3 days after school detention, fines imposed according to BOE policy if applicable, administrative parent contact; referral to school counselor and CICO	Staff complete office discipline referral; administrator assigned 3-5 days after school detention or 1 day of OSS , referral to other school-based services i.e. therapy, , MTSS team, administrative parent conference	Staff complete office discipline referral; administrator assigned 5 days after school detention or 2 days OSS; administrative parent conference required, fines imposed according to BOE policy
School Bus: Failure to follow safety procedures on the school bus or engaging in other code of conduct infractions while on the school bus	In accordance with the district's Transportation Code of Conduct available on the district's website; bus suspension possible	In accordance with the district's Transportation Code of Conduct available on the district's website; bus suspension possible	In accordance with the district's Transportation Code of Conduct available on the district's website; bus suspension possible	In accordance with the district's Transportation Code of Conduct available on the district's website; bus suspension possible
Stealing: taking personal items from other students or staff without permission; taking items from school without permission The response to this infraction is subject to discretion based on type of items stolen and could involved school resource officer or police contact.	Staff redirection/intervention, staff parent contact, staff complete behavior google form, staff document Realtime notes, teacher may issue teacher-led consequence i.e. lunch/recess detention or lose of privilege	Staff complete Realtime office discipline referral, administrator assigned lunch/recess detention 1-3 days; referral to school counselor and CICO	Staff comeplete Realtime office discipline referral, administrator assigned lunch/recess detention 3-5 days, administrative parent contact	Staff complete Realtime office discipline referral; administrator assigned 1-3 days after school detention; referral to other school-based services i.e. therapy, MTSS team; adminstrative parent conference

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Threat of violence on another student, staff member, or the school comunity: Verbal, written, or electronically communicated *The response to this infraction is subject to discretion based on nature or credibility of threat.*	Staff follow student crisis plan; staff complete Realtime office discipline referral, SRO or Police Contact, up to 10 days suspension based on nautre of threat, referral for crisis screening, referral to threat assessment team; administrative parent contact	Staff follow student crisis plan; staff complete Realtime office discipline referral, SRO or Police Contact, up to 10 days suspension based on nautre of threat, referral for crisis screening, referral to threat assessment team; Superintndent's hearing and/or pyschiatric/physological evaluation required to return to school.		
Threat with a Weapon *The response to this infraction is subject to discretion based on type of weapon and/or nature-credibility of threat.*	Staff follow student crisis plan; staff document Realtime office discipline referral, SRO or Police Contact, up to 10 days suspension based on weapon type, Superintendent's hearing and psychiatric/psychological evaluation required to return to school			
Truancy and Excessive Absenteeism	**Up to 4 days of Unexcused Absences:** Teacher contact parent, teacher- student conference, 4 day letter sent by main office, teacher makes Realtime notes doucmentation	**Between 5-9 days of Unexcused Absences:** School counselor contact parent, counselor- student conference, 7 day letter sent by main office, counselor makes Realtime notes doucmentation	**10- 15 days of Unexcused Absences:** potential referral to truancy court, 10 day letter sent by main office, counselor phone contact, counselor makes Realtime notes doucmentation	**15+ days of Unexcused Absences:** referral to truancy court, 15 day letter sent by main office, administrative parent contact, school resource officer and/or outside agency contact, risk of student grade-level retention
Use of personal electronic device during school hours or on the school bus to take, share, and/or post unauthorized pictures or videos of other students and/or school staff members *The response to this infraction is subject to discretion based on nature of images and videos and could involve school resource officer or police contact.*	Staff complete office discipline referral, administrative confiscation of device, administrative parent contact; 1 day of OSS possible depending on nature of the photos/videos.	Staff complete office discipline referral, administrative confiscation of device, administrative parent contact, administrator contact parent to retrieve device; 2-3 days out of school suspension	Staff complete office discipline referral, administrative confiscation of device, administrative parent contact, administrator contact parent to retrieve device ; 3-5 days out of school suspension, administrative parent conference required for student return	Staff complete office discipline referral, administrative confiscation of device, administrative parent contact, administrator contact parent to retrieve device; 5 days out of school suspension, Superintendent Hearing required for student return
Use of profane, insulting, and/or vulgar language/gestures towards other students or staff members that does not meet the New Jersey DOE definition of Harrasment, Intimidation, & Bullying (HIB)	Staff redirection/intervention, staff parent contact, staff complete behavior google form, staff document Realtime notes, teacher may issue teacher-led consequence i.e. lunch/recess detention or lose of privilege	Staff redirection/intervention, staff parent contact, staff complete behavior google form, staff document Realtime notes, teacher may issue teacher-led consequence i.e. lunch/recess detention or lose of privilege, teacher refer to school counselor and CICO	Staff complete Realtime office discipline referral, administrator assigned lunch/recess detention 1-3 days	Staff comeplete Realtime office discipline referral, administrator assigned lunch/recess detention 3-5 days, administrative parent contact

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This Code of Conduct may not be fully inclusive of all possible infractions requiring discipline. Building administration and/or the Superintendent of Schools reserve the right to apply disciplinary action as needed. Police notification, crisis evaluation, threat assessment, and/or referral to other agency-based services may be applied as necessary to maintain student safety. All students must have emergency contacts on file with the school who are able to pick-up the student promptly if a behavioral emergency arises.