**WHCS Discipline Matrix**

The following high school code of conduct has been adopted to protect and foster respect for the rights of WHCS high school students and staff. Infractions of this Code of Conduct are grouped into three levels based on the severity of the infraction, and each violation of the code may have from one to three levels of consequences.

These represent the recommended guidelines in the disposition of discipline situations for the high school. Therefore, depending on the circumstances of the behavior or education status of the student, responses may vary from situation to situation.

**In all cases administrative discretion will be exercised.**

**ASD = After School Detention**

**ISS = In School Suspension**

**OSS = Out of School Suspension**

NOTE: Any student caught in a tardy sweep is subject to consequences ranging from 1 day ASD to 1 day OSS dependent on individual circumstances unless student has legitimate pass from staff or administration.

**Behavior Level I – Teacher**

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| **Behavior Level I** | **1st Offense** | **2nd Offense** | **3rd Offense** |
| Behavioral disruption (rudeness, acting disrespectfully, dishonesty, use of profanity etc. on campus or school activity) | Verbal Warning10 min TimeoutCall to parentsif necessary | 1 day ASD and parent contact | 2 days ASD and appropriate contract if necessary and parent contact |
| Dress Code Violation | Options: Change into dress code compliant personal clothing Obtain parent permission to be sent home for change of clothing | 1 day ISS and parent contact | 2 days ISS and parent contact |
| Electronic Devices |  | Parent contact | Parent contactPhone stays home |
| Public Display of Affection (PDA) | Verbal Warning | Teacher Discretion | 1 day ISS |
| Tardy (Tardies are accumulated over the course of the entire semester and not per individual class) | Verbal Warning | 3 tardies will result in 1 ASDParent contact | 3 tardies will result in 1 ASDParent contactHabitual Offender (15 or more) 2-3 days of ISS |
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**Behavior Level II – Assistant Prinicpal – Referral required**

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| Behavior Level II | 1st Offense | 2nd Offense | 3rd Offense |
| Cheating or plagiarism | Loss of 1 letter grade, Parent contact by teacher | Loss of 1 letter grade, Parent contact by teacher | Loss of assignment credit, Parent contact by teacher, 2 days ISS |
| Ditching  | 1 day ASD | 1 day ISS | 1-3 day ISS |
| Truancy | 1 day ISS for truancies 1-3 | 2 days ISS for truancies 4-5 | 2 days ISS for each truancy, parent meeting for signing of attendance contract |
| Failure to comply with disciplinary consequences | 1 day ISS- 1 day OSS | 2 days OSS | 5 days OSS |
| Hostile/Aggressive Behavior or Rough Housing (use of profanity) | 1 day OSSBehavioral Contract,Admin. discretion | 2 days OSSAdmin. DiscretionBehavioral Contract consequences | 3 days OSSAdmin. DiscretionBehavioral Contract consequences |
| Possession/use of tobacco (including e-cigarettes), rolling papers or incendiary devices at school or school sponsored event (all tobacco products and all e-cigarettes will be confiscated and disposed of) | 1 day ASD and items confiscated | 1 day ISS and items confiscatedParent contact | 2 day ISS and items confiscatedParent contact |
| Possession of inappropriate materials (including laser pens, pornography, etc.) | 1 day ASD and items confiscated | 1 day ISS | 2 days OSS |
| Inappropriate possession or use of technology –unauthorized access to District software, telephones, accounts/files, unauthorized access or use of video or audio recording via electronic device, posting of inappropriate material on web sites, including video or audio recording of activities violating school policy, such as fights, bullying, hazing, or other misconduct without their knowledge or consent and using social media to do so.) | 1-3 day ASD and restitution if applicableAdmin. discretion | 1-3 days ISSAdmin. discretion | 3-5 days OSSAdmin. discretion |
| Misuse of or falsifying any official document or communication (including but not limited to: pass, ID, progress report, call to excuse absence, parent signature, etc.) | 1 day ASD | 1 day ISS | 2 days OSS |
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**Behavior Level III – Prinicpal – Referral required**

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| --- | --- | --- | --- |
| Behavior Level II | 1st Offense | 2nd Offense | 3rd Offense |
| Insubordination, Defiance of authority, or disrespect to school authorities | 3 days OSS | 5 days OSS | 10 days OSS pending hearing |
| Arson | 10 days OSS pending hearing |  |  |
| Assault/Battery with extremely serious injuries | 10 days OSS pending hearing |  |  |
| Assault/Battery (physical) of a staff member (including threats) | 10 days OSS pending hearing |  |  |
| Assault (verbal/written) of a staff member (including profanity, intimidation, written/electronic means) | 5 days OSS | 10 days OSS pending hearing |  |
| Bomb Threats/Explosives Threats/School Threats/ False Alarms (including electronic and social media) | 5 days OSS | 10 days OSS pending hearing |  |
| Bullying/Harassment (Physical, racial, verbal, disability, electronic, intimidation toward another student - bullying) | 3 days OSS | 5 day OSS | 10 days OSS pending hearing |
| Disrupting a school activity (field trip, PAC event, game, etc.) | 1 day OSS, removal from event, and suspension from like events for the remainder of the term | 5 days OSS | 10 days OSS pending hearing |
| Fighting (including instigating, pushing, physical contact) | 3-5 days OSS, fight contract | 10 days OSS pending hearing, PD referral |  |
| Inappropriate use of Site technology – (using non-academic sites, using bandwidth, tampering, damage to computers or network)  | 5 days OSS, loss of Internet privileges for the remainder of the year, suspension contract, counseling, restitution | 10 days OSS pending hearing |  |
| Interfering and obstructing a school official which leads to severe disruption of the educational environment (refusal 5-10 days OSS, possible hearing to reveal one’s identity, insubordination, defying school officials lawful directives, obstructing of an investigation, severe school disruption) | 5-10 days OSS, possible hearing |  |  |
| Inappropriate use of Site technology – (using non-academic sites, using bandwidth, tampering, damage to computers or network) | 5 days OSS, loss of Internet privileges for the remainder of the year, suspension contract, counseling, restitution | 10 days OSS pending hearing |  |
| Personal substance abuse (solicitation, possession, consumption, or being under the influence of alcohol, drugs, look-a-likes, or other controlled substances including OTC, prescription, and synthetic drugs or paraphernalia) | 5 days OSS and referral \* Removal of student from extra-curricular activities/organizations for remainder of school year  | 7 days OSS | 10 days OSS and pending hearing |
| Selling and/or distributing alcohol, drugs, look-a-likes, or other controlled substances including OTC , prescription , and synthetic drugs | 10 days OSS pending hearing |  |  |
| Sexual Harassment | 5 days OSS | 10 days OSS pending hearing |  |
| Sexual Misconduct | 3 days OSS , counseling, behavior contract | 5 days OSS, counseling, suspension contract | 10 days OSS pending hearing |
| Indecent Behavior | 5 days OSS |  |  |
| Theft/Extortion/Counterfeiting | 3 days OSS and restitution |  |  |
| Using incendiary devices | 5 days OSS and restitution |  |  |
| Vandalism (involved in altering, defacing or destroying school or private property) | 1-5 days OSS, and restitution, suspension contract |  |  |
| Violating a behavior contract | 3 days OSS | 5 days OSS | 10 days OSS pending hearing |
| Possession of Weapons | 5-10 days OSS pending hearing, suspension contract, counseling |  |  |

\*\* This includes any clothing, items in personal possession (backpacks, etc.), activity, language, gestures, or combination thereof, which is known by any law enforcement agency, gang task force unit, or RRPS staff to be affiliated with any gang including, but not limited to, gang-related writing/drawings/graffiti in possession of the student. For safety and security reasons, this policy applies to all affiliated and non-affiliated gang members