

Norman E. Day School

2017-2018

CONSEQUENCE RUBRIC

Please review this form with your son/daughter. Your signature indicates that you have reviewed this document and are aware of the consequences that will occur if the Day School Code of Conduct has not been followed. Please return the signed form to your son/daughter's teacher.

Student Name: _____ Grade: _____
Student Signature: _____
Parent Signature: _____
Teacher Name: _____

BEHAVIOR	FIRST INCIDENT	SECOND INCIDENT	THIRD INCIDENT	FOURTH INCIDENT
Examples Include: <i>cutting in line, running inside school, gum chewing, yelling, etc.</i>	Teacher/Supervisor discretion using logical consequences	Teacher/Supervisor discretion using logical consequences	Teacher/Supervisor discretion using logical consequences	Teacher/Supervisor discretion using logical consequences
Level One Examples Include: <i>disruptive, uncooperative, name calling, spreading rumors, hands and/or feet contact with another, throwing item at student, not allowing others to participate, leaving area without permission, etc.</i>	Eat lunch in Office (20 minutes total) Parent Notified	1 Lunch/Recess in Office (40 minutes total) Parent Notified	2 Lunch/Recesses in Office (80 minutes total) Parent Notified	After- School detention (30-60 minutes total) Written Reflection/Apology Community Service Written agreement created with expectations/ consequences Parent Notified
Level Two Examples Include: <i>obscene gestures, swearing, dishonesty, cheating, stealing, taunting, damage to another's property, spitting, slapping another student, biting another student, etc.</i>	1 Lunch/Recess in Office (40 minutes total) Parent Notified	2 Lunch/Recesses in Office (80 minutes total) Parent Notified	After-School Detention, (30-60 minutes total) Written Reflection/Apology Community Service Parent Notified	In-School Suspension (60 minutes total) Written Reflection/Apology Community Service Written agreement created with expectations/ consequences Parent notified

BEHAVIOR	FIRST INCIDENT	SECOND INCIDENT	THIRD INCIDENT	FOURTH INCIDENT
Level Three Examples Include: <i>damage to school property, physical altercations, bullying, ethnically/sexually inappropriate comment, "pantsing", teasing, threatening another individual, leaving school grounds without permission, causing injury to another student, skipping school, etc.</i>	After- School Detention (one hour total) Written Reflection/Apology Community Service Parent Notified	In-School Suspension (one hour total) Written Reflection/Apology Community Service Parent Notified	In-School Suspension (three hours total) Written Reflection/Apology Community Service Parent Notified	In-School Suspension (six hours total) Written Reflection/Apology Community Service Written agreement created with expectations/ consequences Parent Notified
Level Four Examples Include: <i>threat to the school community, striking a teacher/adult, etc.</i>	In-School Suspension (six hours total) Parent Notified	Alternating In-School and Out-of-School Suspension (six hours in, six hours out) Parent Notified	Alternating In- and Out-of School Suspension (six hours out, six hours in, six hours out) Written agreement created with expectations/ consequences Parent Notified	Consequences outlined in written agreement Parent Notified

Possession of a dangerous weapon or a controlled substance could lead to school expulsion per WPS policy 5318. Bus Incident Reports- consequences outlined in Westford Public Schools Student Handbook.

Explanation of Consequences

- A) **Logical consequences:** Teachers choose a response to misbehavior that allows them to set clear limits and students to fix and learn from their mistakes while maintaining their dignity (Responsive Classroom).
- B) **Eat lunch in Office:** Student loses the privilege of eating lunch in the cafeteria with peers. A member of the office staff supervises lunch.
- C) **Recess in Office:** Student loses the privilege of participating in recess with his or her peers. A member of the office staff supervises recess.
- D) **Written Reflection/Apology:** Student explains how the Code of Conduct was violated and what he or she could do to make sure the problem doesn't happen again.
- E) **After-school detention:** Student remains after school for a specified time. Student will not have the opportunity to complete homework. Guardians provide transportation.
- F) **In-school suspension:** Student is denied participation in all classroom-based activities (including academic, specialist, enrichment, field trip, grade 5 Environmental Camp). An administrator or designee supervises student.
- G) **Written agreement:** A contract is written that clearly outlines expectations, responsibilities and consequences. Copies are given to student, teacher and parents.
- H) **Community service:** Student participates in community service such as trash pick up, collecting recycle bins, and washing tables in the cafeteria, etc. A staff member will supervise student at all times.