

**SCSA Discipline Plan 2022-2023**

**Discipline Philosophy**

We view discipline as a means of promoting positive character by establishing trust, respect, and productive relationships that help maintain a community of strong communicators, courageous problem solvers, and responsible citizens. In our discipline program, we strive for the full cooperation of all students, parents, teachers and school leadership, where everyone involved supports and embraces the actions necessary to maintain a culture that embodies the School’s core values.

**School Leadership Commitment:** School leadership will model, promote, and inspire others to support and embrace this philosophy by demonstrating respect for students, parents, teachers, and community members through the way they lead, relate, and communicate, while supporting teachers as they work to fulfill their commitment of establishing a culture of respect.

**Teacher Commitment:** Teachers will model, promote, and inspire others to support and embrace this philosophy by establishing a respectful environment where each child has a positive relationship with a caring adult, where a student is treated as an individual, and where teachers work collaboratively with all parties involved highlighting the positive in each student and holding them accountable in a fair, productive manner when expectations are not being met.

**Student Commitment:** Students will model, promote, and inspire others to support and embrace this philosophy by following the school’s expectations at all times in action and by addressing and/or reporting behaviors that are unsafe or disrespectful to themselves or other. Students will, accept responsibility for their actions, taking steps to resolve the issue, and when necessary, accept consequences for failing to meet expectations.

**Parent Commitment:** Parents will model, promote, and inspire others to support and embrace this philosophy by reinforcing school-wide and classroom expectations at home and by supporting staff members through communication and collaboration, helping to identify, address, and overcome any obstacles in the process.

**Response Plan for Infractions at the Teacher Level**

**Teacher-Level Infractions**

**Recommended Response**

**Failure to follow core academic expectations or directions in class**, including, but not limited to, not bringing classroom materials, not participating in activities, not completing work in a reasonable time frame, etc.

**Step 1: Address Problem Behavior**  
-Including, but not limited to, redirection towards positive behavior, modeling & reteaching appropriate behavior, private conversation with the student, visual prompts, verbal warnings, etc.

**Failure to follow core behavioral expectations or directions in class**, including, but not limited to, not following general classroom procedures, talking without permission, causing minor distractions or disruptions, being disrespectful to staff in minor ways, sleeping or having head down, drinking or eating without permission (including candy and gum), etc.

**Step 2: Remove Privilege**  
-Including, but not limited to, leaving class last, assigned place in line, changing seats or groups, time out, think sheet, losing participation points, being restricted from an activity and assigned an alternate activity, etc.

**Step 3: Contact Home**  
-Including, but not limited to, calling home, email, ParentSquare, planner/tracking card (K-8), etc.

**Step 4: Contact Home & Assign Consequence**  
-Including, but not limited to, silent lunch, detention, etc.

**Step 5: Submit Referral to School Leadership**  
-Depending on the situation, it may not be feasible to make a parent contact or assign a detention before writing a referral.  
-At any point in the process, teachers may contact school leadership with questions or concerns before officially referring a student.

*-The infractions listed above are not exhaustive. Related infractions will be handled in a similar way as outlined above.  
-The consequences in the discipline plan are **recommended responses** and may be adjusted after considering the student and the situation, including the age of the student, the severity of the infraction, the frequency of the infraction, and/or the student’s disability.*

**K-8 Response Plan for Infractions at the School Leadership Level**

**Category One Infractions**

**Recommended Response**

<p><b>1a. Classroom Tardy</b> Consequences for tardiness reset each quarter.</p>	<p>Level I (1-6 Infractions) Parent Contact Level II (7-9 Infractions) Detention Level III (10 + Infractions) Administrative Conference</p>
<p><b>Category Two Infractions</b></p>	<p><b>Recommended Response</b></p>
<p><b>2a. Classroom Procedures Violation</b>, including, but not limited to, continuing or consistent choices to not follow general classroom procedures, not bring classroom materials, not participate in classroom activities, not complete work in a reasonable time frame, talk without permission, disrupt or distract in minor ways, sleep or have head down, drink or eat without permission (including candy and gum), etc. This also applies to bus and cafeteria procedures. For elementary school, this infraction may also include not following dress code.</p> <p><b>2b. Irresponsible Behavior</b> leading to things such as loss or damage of a student’s property, incidental physical contact or offense, concern or embarrassment of a student, if to a degree necessary to involve school leadership.</p> <p><b>2c. Irresponsible Behavior</b>, including, but not limited to, acting in a manner that is risky or unsafe for oneself or others, as well as causing messes or minor property damage, if to a degree necessary to involve school leadership. Irresponsible behavior includes unsafe driving in categories 2 and 3.</p> <p><b>2d. Dress Code Violation</b></p> <p><b>2e. Campus Procedures Violation</b>, including, but not limited to, not following all procedures for hallway movement, class transitions, lunch, arrival and dismissal, as well as taking unauthorized routes. This also includes parking violations and unauthorized food orders. This does not include related infractions in higher categories.</p> <p><b>2f. Failure to Serve Detention</b> (This infraction applies only to middle and high school students).</p> <p><b>2g. Misuse of Technology</b>, including not meeting the following technology requirements: -During instructional time, technology must remain silent and away unless explicit staff permission has been granted at that time. “Silent” refers to the absence of any kind of noise generated by the device and “away” refers to the device and accessories being completely out of sight. The instructional time requirement applies to hallways, restrooms, and other areas on campus. -During lunch and transitions outside of buildings, students may use technology for communication, listening to music with headphones, and other school-appropriate purposes. -Use of external speakers is not permitted at any time without explicit staff permission. -In addition to receiving the recommended disciplinary response, students who are assigned a 2g infraction will be required to temporarily surrender the device to school leadership. Failure to comply will result in a “5a: Disrespect towards an Adult” infraction. After two infractions of this type, a parent may be requested to retrieve the device.</p> <p><b>2h. Excessive Display of Affection</b>, not including related infractions in higher categories (middle and high school students are permitted to hold hands and give brief hugs).</p> <p><b>2i. Possession or Unsupervised Use of Non-Prescription Medicine</b>, not including related infractions in higher categories.</p> <p><b>2j. Unauthorized Sale/Distribution of Merchandise</b>, not including related infractions in higher categories.</p>	<p><b>Level I (One Infraction)</b> Parent Contact</p> <p><b>Level II (Two to Three Infractions)</b> Elementary School: 2. Parent Conference with AP 3. Parent Conference with Principal  Middle School: Detention</p> <p><b>Level III (Four or More Infractions)</b> At least one day Out of School Suspension (OSS)</p>
<p><b>Category Three Infractions</b></p>	<p><b>Recommended Response</b></p>
<p><b>3a. Disrespect to an Adult</b>, including, but not limited to, being slow to comply and arguing or disputing. This does not include related infractions in higher categories.</p> <p><b>3b. Disrespect to a Student</b>, including, but not limited to, unwelcome flirting or propositions, name calling, mocking, ridiculing, insulting, taunting, slandering, retaliating or excluding in any form or for any reason, throwing an object at someone in a way that is not aggressive, interacting with personal property without permission regardless of whether or not damage occurs, if to a degree that seems necessary to involve school leadership. Infractions involving physical contact and/or property damage may receive a higher-level consequence.</p>	<p><b>Level I (One to Two Infractions)</b> Elementary School: Parent Contact/Conference  Middle School: Detention</p> <p><b>Level II (Three to Four Infractions)</b> At least one day OSS</p>
<p><b>Category Three Infractions (Continued)</b></p>	<p><b>Recommended Response</b></p>
	<p><b>Level I (One to Two Infractions)</b></p>

<p><b>3c. Irresponsible Behavior</b> leading to the minor injury of someone, if to a degree that seems necessary to involve school leadership. <b>Irresponsible behavior includes unsafe driving in categories 2 and 3.</b></p> <p><b>3d. Lying to an Adult or Failing to Provide Necessary Information</b>, including intentionally withholding information, giving misleading information, impeding an investigation, etc.</p> <p><b>3e. Leaving Class without Permission</b>, not including related infractions in higher categories.</p> <p><b>3f. Using or Displaying Profanity, Vulgarity or Discriminatory Language or Gestures</b> not connected to or directed towards a specific person or used in a way that may seem to be connected to or directed towards a certain person. This also applies to audio and video content, as well as content on clothing, but does not include related infractions in higher categories.</p> <p><b>3g. Possession of Profane, Vulgar, Pornographic or Graphically Violent Materials</b> in any medium, also including such images that may have been drawn or created. This does not include related infractions in higher categories.</p> <p><b>3h. Supporting, Promoting or Glorifying Offensive, Disturbing, Unethical or Illegal Activity</b> through comments, conversations, images, signals, drawings, media, attire, etc. This does not include related infractions in higher categories.</p> <p><b>3i. Possession or Unsupervised Use of One’s Own Prescription Medicine</b>, not including related infractions in higher categories.</p>	<p><b>Elementary School:</b> Parent Contact/Conference</p> <p>Middle School: Detention</p> <p><b>Level II (Three to Four Infractions)</b> At least one day OSS</p> <p><b>Level III (Five or More Infractions)</b> At least three days OSS</p>
<p><b>Category Four Infractions</b></p>	<p><b>Recommended Response</b></p>
<p><b>4a. Disrespect to an Adult</b>, including, but not limited to, raising the voice, expressing anger, using sarcasm, mocking, slandering, ridiculing, insulting, etc.</p> <p><b>4b. Disrespect to Student</b>, including, but not limited to, unwelcome flirting or propositions, name calling, mocking, ridiculing, insulting, taunting, slandering, retaliating or excluding in any form or for any reason, throwing an object at someone in a way that is not aggressive, interacting with personal property without permission regardless of whether or not damage occurs. Must also include things like profanity, vulgarity, or discriminatory actions connected to or directed towards a person or shown to a person in a way that is unwelcome or disrespectful. Infractions involving physical contact and/or property damage may receive a higher-level consequence. This does not include related infractions in higher categories.</p> <p><b>4c. Disrespect to a Student</b>, including posturing, challenging, confronting or provoking. This may also include an attempted or minor physical contact, not serious enough to be considered a related infraction in a higher category.</p> <p><b>4d. Disruptive Behavior</b> (including display of items) that interrupts or disrupts regular school activity or learning.</p> <p><b>4e. Cutting Class</b>, not including skipping school or leaving campus without permission.</p> <p><b>4f. Unauthorized Interaction with School/Staff Property</b> in a manner that is intentional but does not directly involve theft or vandalism. This includes intentionally making messes or leaving any area in the school in disarray.</p> <p><b>4g. Misuse of Technology</b>, including, but not limited to, recording students or staff without permission, taking and/or posting pictures or recordings (audio or video), etc. without school authorization. Tech infractions that occur during an assessment will also be reviewed as a potential 4h (Cheating and Plagiarism) infraction. This does not include related infractions in higher categories. In addition to receiving the recommended disciplinary response, students who are assigned a 4g infraction will be required to temporarily surrender the device to school leadership. Failure to comply will result in a “5a: Disrespect towards an Adult” infraction.</p> <p><b>4h. Cheating &amp; Plagiarism</b> (See student handbook for definition.)</p> <p><b>4i. Congregating</b> around a fight or disruptive activity, as well as identifying or acting with a group to cause disruption, etc.</p> <p><b>4j. Instigating</b> and/or encouraging others to use aggressive actions.</p> <p><b>4k. Interfering with a Safety Drill</b> in any way, including but not limited to acting irresponsibly, failing to follow directions, or causing a disruption.</p> <p><b>4l. Misrepresentation</b>, including but not limited to falsifying documents, entering an event without having paid the fee, speaking/acting as if you are someone else, etc. This does not include related infractions in higher categories.</p> <p><b>4m. Gambling</b> for money or personal property, not including related infractions in higher categories.</p>	<p><b>Level I (One to Two Infractions)</b></p> <p>Elementary School: Parent Conference At least one day OSS</p> <p>Middle School: Detention At least one day OSS</p> <p><b>Level II (Three to Four Infractions)</b> At least two days OSS</p> <p><b>Level III (Five or More Infractions)</b> At least four days OSS</p>

Category Five Infractions	Recommended Response
<p><b>5a. Disrespect to Adult</b>, including, but not limited to, public defiance, failure to comply and/or walking away without permission when being addressed by an adult. This may also include using profanity, vulgarity, discriminatory speech or communicating in a flirtatious or suggestive manner during any interaction with an adult. This does not include related infractions in higher categories.</p> <p><b>5b. Disrespect to Student</b>, including, but not limited to, unwelcome communication of a sexual nature, particularly in a manner that seems to imply a sexual advance or sexual request. This does not include related infractions in higher categories.</p> <p><b>5c. Aggression to a Student</b>, including any type of intimidating or threatening speech, gestures, or similar actions. This does not include related infractions in higher categories.</p> <p><b>5d. Assault on a Student</b>, including a physical act of anger, retaliation or intimidation such as grabbing, shoving or tackling. This does not include related infractions in higher categories.</p> <p><b>5e. Leaving Campus without Permission or Skipping School</b></p> <p><b>5f. Vandalism</b> including willful and malicious property damage or defacement valued at \$100 or less.</p> <p><b>5g. Organizing a Disruptive or Disorderly Gathering</b></p> <p><b>5h. Being in an Unauthorized Area</b>, including, but not limited to, a desk, cabinet, room, building, or fenced-in area at any time when this location is considered off limits. This also includes coming onto campus while suspended.</p> <p><b>5i. Possession of a Potentially Dangerous Device</b> not considered as or used as a weapon.</p> <p><b>5j. Refusal to Allow Search</b> of personal belongings, desk, locker, car, or related areas where a student may possess something of concern to administration and where reasonable cause has been established. This does not include related infractions in higher categories.</p> <p><b>5k. Theft</b> of item(s) valued at \$100 or less. This also applies to someone who knowingly possesses an item stolen on campus or during a school sponsored activity off campus. Any act of taking or possessing property without the permission of the owner may be considered theft.</p>	<b>Level I (One Infraction)</b>
	At least one day OSS
	<b>Level II (Two to Three Infractions)</b>
	At least two days OSS
	<b>Level III (Four or More Infractions)</b>
At least five days OSS OR at least ten days OSS and Disciplinary Reassignment	
Category Six Infractions	Recommended Response
<p><b>6a. Disrespect to an Adult</b>, including, but not limited to, directing profanity, vulgarity, suggestive language, or discriminatory speech toward an adult.</p> <p><b>6b. Assault on a Student</b>, including a physical act of anger, retaliation or intimidation such as spitting, smacking, slapping, kicking or hitting with an object not considered potentially dangerous. This does not include related infractions in higher categories.</p> <p><b>6c. Misuse of Technology</b>, including, but not limited to, any form of hacking of school computers or programs and/or unauthorized access to school records or computer programs. This does not include related infractions in higher categories.</p> <p><b>6d. Possession or use of electronic cigarettes, vapor pens, or similar items</b>, but not containing nicotine or a controlled substance. For a second offense, up to 2 days of OSS may be waived from the Level III consequence if the student shows proof of substance abuse assessment and a scheduled first appointment from a substance abuse agency for counseling.</p> <p><b>6e. Theft</b> of any item valued between \$101 and \$500. This also applies to someone who knowingly possesses an item stolen on campus. Any act of taking or possessing property without the permission of the owner may be considered theft.</p> <p><b>6f. Vandalism</b> including willful and malicious property damage or defacement valued at \$101-\$500.</p>	<b>Level I (One Infraction with no impact to minimal impact)</b>
	At least two days OSS
	<b>Level II (One Infraction with moderate to high impact)</b>
	At least three days OSS
	<b>Level III (Two infractions)</b>
At least five days OSS OR at least ten days OSS and Disciplinary Reassignment	
Category Seven Infractions	Recommended Response
<p><b>7a. Disrespect to an Adult</b>, including, but not limited to, making physical contact with a staff member in a way that is disrespectful but not aggressive.</p> <p><b>7b. Assault on a Student</b>, including a physical act of anger, retaliation or intimidation, such as choking or hitting with the closed fist or with an object considered potentially dangerous. This does not include related infractions in higher categories.</p> <p><b>7c. Fighting</b>, including mutually aggressive physical contact between two or more students. This does not include related infractions in higher categories.</p> <p><b>7d. Breaking and Entering</b>, including acts such as forcibly entering a building, office, classroom, locker room, locker, desk, cabinet, closet, storage container, etc.</p> <p><b>7e. Theft</b> of any item valued above \$500. This also applies to someone who knowingly possesses an item stolen on campus. Any act of taking or possessing property without the permission of the owner may be considered theft.</p> <p><b>7f. Vandalism</b>, including willful and malicious property damage or defacement valued above \$500.</p> <p><b>7g. Lighting a Fire</b> in any manner but not such that it is considered arson.</p>	<b>Level I</b>
	N/A
	<b>Level II (One Infraction)</b>
	At least three days OSS
	<b>Level III (Two Infractions)</b>
At least five days OSS OR ten days OSS and Disciplinary Reassignment	

Category Eight Infractions	Recommended Response
<p><b>8a. Aggression to an Adult</b>, including, but not limited to, posturing, challenging, intimidating or any type of threatening behavior. This does not include related infractions in higher categories.</p> <p><b>8b. Bullying/Harassment</b>, including, but not limited to, a <u>pattern</u> of negative behaviors directed toward a <u>particular student</u> because of one or more distinguishing characteristics of that student, involving a real or perceived <u>power imbalance</u> and having a <u>negative impact</u> on that student’s overall educational experience (Refer also to N.C.G.S. 115C-407.15 and N.C.G.S. 14-458.1.).</p> <p><b>8c. Consensual Sexual Activity</b> of any type</p> <p><b>8d. Indecent Exposure</b>, including any public exposure of private body parts to one or more persons in a manner that is irresponsible but does not overtly communicate a sexual message or imply a sexual advance. This does not include related infractions in higher categories.</p>	<b>Level I</b>
	N/A
	<b>Level II (One Infraction)</b>
	At least four days OSS
<p><b>9a. Assault on an Adult</b>, including any physical act of anger, retaliation or intimidation. This does not include related infractions in Category Ten.</p> <p><b>9b. Verbal Aggression</b> involving plausible threats of a severe nature towards students, staff and/or other adults.</p> <p><b>9c. Affray</b> (Fight involving two or more people in a public place that significantly disturbs others).</p> <p><b>9d. Disorderly Conduct</b> (Refer to N.C. G.S. 14-288.4.)</p> <p><b>9e. Possession, distribution, sale, or use of alcohol, tobacco or similar substances</b>, including being under the influence of such substance. Up to 5 days of OSS may be waived if the student shows proof of substance abuse assessment and a scheduled first appointment from a substance abuse agency for counseling, if applicable, such that as few as 5 days of OSS remain. This applies to regular cigarettes, electronic cigarettes, vapor pens, smokeless tobacco (eg, dip/chew) and similar items.</p> <p><b>9f. Possession of chemical or drug paraphernalia.</b></p> <p><b>9g. False Alarm</b>, including, but not limited to pulling a fire alarm or calling 911, not including related infractions in Category Ten.</p> <p><b>9h. Other illegal acts</b> of similar severity to the infractions in this category.</p> <p><b>9i. Possession or use of Marijuana (includes synthetic cannabinoids and substances intended to mimic the effects of marijuana).</b> Up to 5 days of OSS may be waived if the student shows proof of substance abuse assessment and a scheduled first appointment from a substance abuse agency for counseling (resulting in as few as 5 days of OSS remaining). Subsequent infractions will revert to a level 10e.</p>	<b>Level III (Two Infractions)</b>
	At least five days OSS
	OR ten days OSS and
	Disciplinary Reassignment
<b>Category Ten Infractions</b>	<b>Recommended Response</b>
<p><b>10a. Assault on a Student or Adult</b>, including, but not limited to, a violent attack that may or may not result in serious bodily injury. This may also include actions such as tampering with a person’s food or drink in a manner that could cause personal harm.</p> <p><b>10b. Sexual Assault, Sexual Offense, Taking Indecent Liberties, or Indecent Exposure</b> that overtly communicates a sexual message or implies a sexual advance.</p> <p><b>10c. Possession of a weapon, destructive device, or firearm.</b></p> <p><b>10d. Possession, distribution, sale, or use of another person’s prescription drugs, or a controlled substance (excluding marijuana)</b>, including being under the influence of such substances (also applies to counterfeit drugs). This also applies to the distribution or sale of a student’s own prescription drugs.</p> <p><b>10e. Distribution, sale, or second infraction of possession of or use of marijuana</b> (includes synthetic cannabinoids and substances intended to mimic the effects of marijuana)</p> <p><b>10f. Bomb Threat</b> or similar threat, even if a false alarm.</p> <p><b>10g. Arson</b> of any type or of any scope.</p> <p><b>10h. Gang Activity or Gang-Related Activity</b>, not including infractions in lower-level categories.</p> <p><b>10i. Other illegal acts</b> of similar severity to the infractions in this category.</p>	<b>Level I</b>
	N/A
	<b>Level II</b>
	N/A
	<b>Level III (One Infraction)</b>
	At least ten days OSS and
	Disciplinary Reassignment

### Other Considerations Regarding the Discipline Plan

-The infractions listed in the **Response Plan for Acts of Misconduct at the School Leadership Level** are not exhaustive, and any related or comparable infraction not specifically listed in the plan will be handled in a similar way as outlined above.

-The consequences in the discipline plan are **recommended responses** and may be adjusted after considering the student and the situation, including the age of the student, the severity of the infraction, the frequency of the infraction, the student's disability, and/or the student's discipline history from the current school year and previous school years. See following page for additional information related to students protected by law under IDEA and in conjunction with NCGS Chapter 115C - Article 27.

Due to scope and impact, infractions that include the use of **social media** or other means of **display/dissemination** will receive an increased consequence.

-If a student is assigned consequences at **Level II or higher** for infractions in **any category**, the school may remove his/her eligibility in any/all after school and extracurricular activities for a period of time.

-Any incidents involving property damage, destruction, or loss may require **financial restitution** by the student.

-In accordance with state law, a school must report the following acts to **law enforcement**: "...assault involving serious personal injury, sexual assault, sexual offense, rape, kidnapping, indecent liberties with a minor, assault involving the use of a weapon, possession of a firearm in violation of the law, possession of a weapon in violation of the law or possession of a controlled substance in violation of the law. NCGS Chapter 115C-288 (g).

-When a student uses reasonable force for the purpose of preserving physical safety, this will be considered **self-defense**. Self-defense is defined as the act by a non-aggressor victim using reasonable force to avoid being hit in order to enable oneself to get free from the attacker and notify school authorities. It is not self-defense to participate in the fight. Students who exceed reasonable force in protecting themselves will be held accountable for their actions, even though another person provoked the fight. School leadership will have the discretion to recognize the need for self-defense on an incident-by-incident basis and to determine appropriateness of consequences, if any.

-A **suspension** refers to a student's rights to attend school or participate in any school-related activity for a specified period of time being temporarily removed. Suspended students are prohibited from attending after school or evening activities on days when they are suspended as well as on non-school days and weekends that occur during the suspension period. Suspended students are not eligible to receive a refund for pre-paid events that occur during their suspension period. They are permitted to return to campus at the beginning of the first school day following the suspension and are eligible to begin attending school-related activities on that day. Dates of suspension are non-negotiable and are assigned to occur as close to the date of the infraction as possible, as determined by school leadership. Suspended students must complete homework and class work assignments in the allotted time frame they are given. Any work not completed in the allotted time frame will be recorded in the teacher grade book as 0's.

-**Disciplinary Reassignment** involves the decision to permanently remove a student from this school due to extreme non-compliance with school expectations/rules. A student that has been reassigned is prohibited from participation in future on-campus events and is prohibited from reenrolling in the school. Any student eligible for disciplinary reassignment may also be eligible for exclusion/expulsion as well as due process. NCGS 115C-218.60.

-Students may receive consequences for **an infraction that occurs off \*school grounds** if the infraction has or may have a direct and/or immediate impact on the orderly, efficient operation of the school or the safety/well-being of individuals in the school environment.

-**Safe Harbor**: A student on \*school grounds who inadvertently possesses or finds an object prohibited by the Discipline Plan shall immediately notify school staff and surrender the object. A student may approach a school staff member and voluntarily surrender the object without being subjected to discipline so long as the object is one that the student could lawfully possess off \*school grounds. "Safe Harbor" does not apply to firearms or destructive devices.

-By law, a student may be **suspended for up to 365 days** if he/she brings a firearm or destructive device onto \*school grounds.

-In accordance with state law, a school must report the following acts to the **Department of Motor Vehicles**: possession or sale of alcoholic beverages or illegal controlled substances; bringing, possessing or using a weapon or firearm on \*school grounds; and physical assault on school staff when such conduct results in a suspension that exceeds 10 days or when the student is assigned to an alternative educational setting.

**\*School grounds** includes, but is not limited to, the main campus grounds and buildings, bus stops, buses, or vehicles used for school activities and the grounds and buildings of all school-sponsored curricular or extracurricular activities occurring off campus.

## Discipline of Students with a Disability

Students identified with a disability under the Individuals with Disabilities Education Act or suspected of having a disability, are bound by the School Discipline Policy. School leadership will follow all federal and state laws and regulations regarding the discipline of students with a disability.

**Out of school suspension**—the temporary removal of a student from the school setting where services are delivered for any part of the school day. Any time a student is denied access to any part of the educational services, regardless of the time of day, it is counted as one day of out of school suspension. Short-term removal of less than 10 school days is not a change in placement. Depending on the circumstances, cumulative suspensions in the same school year totaling more than ten days could trigger the manifestation determination process.

**Long-Term Suspension**—a removal from the school setting where services are delivered for any part of the school day for more than 10 school days. If a student with an IEP is recommended for a long-term suspension, a manifestation determination meeting must be held to determine if the behavior was a manifestation of the student's disability.

**Manifestation determination**—The North Carolina Department of Education requires that the LEA, the parent, and relevant members of the child's IEP team, must meet within 10 school days of any decision to change the placement of a child with a disability. If the committee determines that the behavior was not a manifestation of the student's disability and leads to a long-term suspension for regular education students who exhibit the same behavior, a student with a disability may be given a long-term suspension. Because the student is still entitled to a free and appropriate education under IDEA, School is responsible for providing services so that the student continues to participate in the general education curriculum and to progress toward meeting the goals set out in the student's IEP.

When a student is recommended for suspension for more than 10 days (cumulative or consecutive) and the behavior was NOT a manifestation of the disability, school leadership will follow normal disciplinary procedures.

**Exceptions** to the above in the event the behavior does meet criteria for manifestation:

The school may remove the student to an interim alternative educational setting (IAES) for up to 45 days without regard to whether the behavior is determined to be a manifestation of the child's disability when:

- (1) The child carries a weapon to or possesses a weapon at school or to a school function (does not include a pocket-knife with a blade less than 2 ½ inches in length), or
- (2) The child knowingly possesses or uses illegal drugs or sells or solicits the sale of controlled substance while at school or a school function (not cigarettes or alcohol), or
- (3) The child has inflicted serious bodily injury (injury that involves substantial risk of death; extreme physical pain, protracted and obvious disfigurement, or protracted loss or impairment of the function of a bodily member, organ, or mental faculty) upon another person while at school or a school function.

An IAES must be selected by the student's IEP team and must enable the student to continue to participate in the general curriculum and to receive the services and modifications in the current IEP so that he or she can make progress toward meeting goals in the IEP. The IAES must address behavior issues and create a transition plan. Placement in an IAES can last for no more than forty-five (45) days (if the IAES is result of removal because of drugs, weapons or serious bodily injury), unless the extension is reviewed and renewed by a hearing officer.

## Disciplinary Reassignment Appeal Form

Use this form to appeal to a decision to make a disciplinary reassignment to home LEA/program.  
Submit to Executive Director within 5 days.

**To:**

Southwest Charlotte STEM Academy  
5203 Shopton Rd  
Charlotte NC 28278

**Date:**

\_\_\_\_\_

**From:**

_____	Parent
_____	Student
_____	Mailing Address
_____	Telephone Number
_____	Email Address
_____	School

I wish to appeal the decision to assign my child to an alternative program for the following reason(s):

\_\_\_\_\_ Southwest Charlotte STEM Academy procedures, as outlined in the Parent-Student Handbook, were not followed by the school. Please explain.

\_\_\_\_\_ The disciplinary reassignment is not appropriate. Please explain.

\_\_\_\_\_ Other. Please explain.

This appeal form must be submitted within 5 days of the decision or the decision becomes final.  
Your child's disciplinary reassignment remains in effect pending the outcome of the appeal.



### SCSA Bus Discipline Plan 2022-2023

RECOMMENDED RESPONSES						
CATEGORY	INFRACTION #1	INFRACTION #2	INFRACTION #3	INFRACTION #4	INFRACTION #5	INFRACTION #6
Category 2	Parent Contact	Parent Contact	1-Day Bus Suspension	3-Day Bus Suspension	5-Day Bus Suspension	Loss of Bus Privileges
Category 3	Parent Contact	1-Day Bus Suspension	3-Day Bus Suspension	5-Day Bus Suspension	Loss of Bus Privileges	
Category 4	1-Day Bus Suspension	3-Day Bus Suspension	5-Day Bus Suspension	Loss of Bus Privileges		
Category 5	3-Day Bus Suspension	5-Day Bus Suspension	Loss of Bus Privileges			
Category 6	5-Day Bus Suspension	Loss of Bus Privileges				
Category 7 or above	Loss of Bus Privileges					

-The category numbers above correspond with the SCSA Discipline Plan.  
 -Wording in the plan that refers to teacher or classroom also applies to bus driver and school bus.  
 -As with the SCSA Discipline Plan, the consequences above are recommended responses that may be adjusted after considering the student and the situation (including, but not limited to, the age of the student, the severity of the infraction, the frequency of the infraction, the student's disability, and/or the student's discipline history from the current school year and previous school years).