

EXPECTATIONS OF BEHAVIOR

Readington Middle School has expectations of student behavior that will create an orderly, positive school atmosphere. Our goal is to develop self-disciplined students who are able to make good judgments about acceptable behavior. The policies and procedures contained in this folder are the results of a concerted effort on the part of the faculty and administration at Readington Middle School.

GENERAL CATEGORIES OF BEHAVIOR THAT MAY RESULT IN DISCIPLINARY ACTION ARE:

Please note that these examples of conduct do not limit this policy.

1. Class cutting: Unaccounted absence 5 or more minutes from class without an appropriate pass.
2. Truancy: Willful and unjustified failure to attend school by one who is required to attend school.
3. Lateness to class: Students who are not in the classroom by the start time of class.
4. Late to school: Failure to report to homeroom by 7:35.
5. Leaving school grounds: A student who has reported to school and leaves the school's property during the school day without school administrator permission.
6. Breach of B.Y.O.D. policy: Students are not permitted to use their electronic devices unless use is in conjunction with the Bring Your Own Device (B.Y.O.D.) policy.
7. Conduct for student activities: Established school rules of conduct apply to after school, evening and off campus activities, such as field trips, athletic trips, class trips, banquets, dinner-dances, meetings, and evening activities.
8. Gambling: Games of chance of any kind where money is being exchanged are not allowed (cards, lotteries, football pools, etc.)
9. Destruction and defacing of school property/vandalism: Any student found to be guilty of destroying school property, including damage to the school bus, is required to pay for the damages. N.J.S.A. 18:35-3 states: "Parents or guardians of any pupil who shall injure any school property shall be liable for damages for the amount of the injury to be collected by the board of education of the district in any court or competent jurisdiction, together with costs of suit."
10. Misbehavior on the bus: Disruptive behavior on the bus may result in suspension and/or removal from the bus. N.J.S.A. 18A 25-2 reads in part: "A pupil will be excluded from the bus for disciplinary reasons by the principal, and his parents shall provide for his transportation to and from school during the period of expulsion."
11. Theft: Any student who steals the property or possessions of another student, staff member, or the school may be suspended and subject to action according to state law.
12. Insubordination: Refusing to comply with a staff member's instructions or showing disrespect for a staff member. The punishment varies with the nature of the incident. This includes refusal to identify oneself and/or fleeing from a staff member.
13. Fighting: Suspension will be assigned to a student found fighting or committing a verbal assault. Circumstances leading to the incident will be investigated to determine if there is instigation or mutual responsibility. Punishment will be assigned when a determination is made.
14. Suspected use, possession, selling or transferring of illegal drugs. (in accordance with District Policy #5530)
15. Smoking: Possession of or use in school, on school grounds, and on the school bus (in accordance with District Policy #5533).

16. Assault and battery, staff/student: Action will be taken according to state law and a suspension will be assigned.
17. False fire Alarms: A pupil who intentionally pulls a fire alarm when there is no cause to do so.
18. Use of Profanity, Obscenity, and/or Gestures: Vulgar, irreverent, or coarse language. Conduct tending to corrupt the public morals by its indecency or lewdness. Profane motion of the body calculated to express a thought or used for emphasis.
19. Forgery/Cheating: Altering any writing of another without authority or makes, completes, executes, authenticates, issues or transfers any writing so that it purports to be the act of another who did not authorize such act. Cheating is the use of materials/equipment by a pupil, not approved by the teacher, and giving a student an unfair advantage over the other students in the class.
20. Use, possession, selling or transferring of alcoholic beverages.
21. Terroristic Threats/False Public Alarms: A person is guilty if he/she threatens to commit any crime of violence and purpose to terrorize/harass another or to cause evacuation of a building, place of assembly, or facility of public transportation, or otherwise to cause serious public inconvenience, or a reckless disregard of the risk of causing such terror or inconvenience.
22. Use, possession, selling or transferring of firearms, weapons, fireworks or explosive devices:
 - Firearms: Guns or bullets
 - Weapon: Any object that may inflict bodily injury and place another person in fear of his/her safety.
 - Fireworks: Firecrackers, rockets, cherry bombs, etc.
 - Explosive material.

This extends to any "look alike" device that causes disruption in a school/building.

DISCIPLINE PROCEDURES

The following discipline procedures have been developed with the understanding that students need to know what behaviors are unacceptable. A committee of both teachers and administration of Readington Middle School has developed these discipline procedures.

Prior to any student being sent to any administrator for disciplinary action, it is recommended that the teacher make some kind of contact with the student's parent(s). However, this does not preclude the fact that in some instances, such as using foul language in the classroom or being disruptive to the point that the educational process cannot continue, referral to an administrator is necessary without first making contact with a parent.

After a student is seen by an administrator, the parent, teacher, and school counselor will be informed about the issue and the consequence. Repeated referrals to an administrator, or an infraction requiring a suspension from school, will require that the school counselor schedule a conference with the student to try to assist the student in changing his/her behavior.

All students are subject to the following discipline procedures whether these behaviors occur with a regular RMS staff member or a substitute teacher. All procedures also apply to all after school activities. Staff members are defined as being anyone who works at Readington Middle School.

One of the tenets of RMS is to value the individuality of our students. Living up to that core belief, each incident will be taken on a case by case basis and the administration reserves the right to make decisions beyond the scope of the following guidelines:

Student Discipline Procedures

Disruptive Classroom Behavior:
 Silent Lunch Detention – as determined by teacher or administrator

Parent contact
 Behaviors may include but are not limited to:

- Continual talking in class

- Calling out in class
- Out of seat without permission
- Writing or passing notes during class
- Throwing spitballs/other items
- Other miscellaneous, disruptive behaviors

Cutting Class:

Central Office Detention – as determined by administrator

Parent contact

Vandalism:

In-School-Suspension – 2 days

Parent contact-Potential school counseling referral

Restitution for damages

Possible Police Intervention

Please note: Threats of vandalism or acts of vandalism toward any staff member's property will result in immediate suspension, restitution for damages if vandalism is committed, and police intervention.

Theft/Possession/Sale of Stolen Property:

In-School- Suspension – 2 days

Parent contact – Potential school counseling referral

Possible Police Intervention

Please note: Theft of any staff member's property will result in immediate suspension, restitution, and police intervention.

Possession/Sale/Distribution or Use of caps, stink bombs, poppers, and matches/lighters or other combustible material:

In-School- Suspension – 3 days

OSS – 1-3 days

Parent contact

Potential school counseling referral

Fire Department/Police Intervention

Intimidating Another Student by Verbal and/or Physical Aggression:

In-School- Suspension – 2 days

Parent contact

Potential school counseling referral

Intimidating Another Student by Use of Social Media/Texting:

In-School- Suspension – 2 days

Parent contact

Potential school counseling referral

Verbal Threats Made to Any Staff Member or Verbal Threats Made About a Staff Member:

In-School- Suspension – 3 days

Potential school counseling referral

OSS – as determined by administrator

Parent contact

Police Intervention

Participating in and/or watching group intimidation toward another student

In-School- Suspension – 1 day

OSS – as determined by administrator

Parent contact

Potential school counseling referral

Possible Police Intervention

Use of Foul Language, verbal harassment and/or gestures directed at or about another students.

Central Office Detention – as determined by administrator

Parent contact

Potential school counseling referral

Use of Foul Language, verbal harassment and/or gestures directed at or about a staff member:

In-School- Suspension – 2 days

Possible Police Contact

Parent contact

Potential school counseling referral

Use of racial/ethnic slurs directed at or about another person.

In-School Suspension – 2 days

OSS – as determined by administrator

Parent contact

Potential school counseling referral

Unsafe Behaviors

Behaviors may include:

Rough-housing, pushing/tripping

Central Office Detention – as determined by administrator

ISS – 1 day

Parent contact

Running in the building

Silent Lunch Detention – 1 day

Parent contact

Aggressive Spitting/Biting

In-School Suspension – 3 days

OSS – 2 days

Parent contact

Defacing Student Work on Display

Central Office Detention – 2 days or

Possible ISS

Written apology to student

Parent contact

Fighting

In-School Suspension – 3 days or

Out-of-School Suspension – 3-5 days

Parent contact

Potential school counseling referral

Possible Police Intervention

Smoking

Out-of-School-Suspension – 2 days

Parent contact

Possession/Distribution of Cigarettes

In-School-Suspension – 2 days

Parent contact

Truancy/Leaving School

In-School-Suspension – 3 days

Parent contact

Possible Court Complaint

Illustrations depicting explicit or implied acts of violence:

Possible detention or ISS – as determined by administrator

Parent contact

Potential school counseling referral

Illustrations depicting explicit or implied acts of violence toward students and/or staff members:

In-School- Suspension – 3 days

OSS – as determined by administrator

Parent contact

Police Intervention

Potential school counseling referral

Use/Possession/Distribution of an Unauthorized Substance, including alcohol

Out-of-School Suspension - 5-9 days

Parent contact

All other actions as per Board of Education Policy

Possession/Display/Threatening to use any weapon which may include, but are not limited to: firearms knives, brass knuckles, pepper spray, chains, tasers, martial arts weapons, firecrackers or other explosives.

Immediate Suspension

Parent contact

Report Made to Readington Police Dept.

Possible Court Complaint

Potential school counseling referral

Use of cell phone during school hours not in accordance with B.Y.O.D. policy:

1st Infraction: Confiscation by teacher, given back at the end of the day

2nd Infraction: Confiscation by teacher, given to main office, given back by an administrator at the end of the day

3rd Infraction: Confiscation, parent must pick up cell phone from an administrator

4th Infraction: Student is banned from being in possession of a cell phone at school for the remainder of the school year

Sale of any Item on School Property other than those Approved by the Board of Education

Central Office Detention – 3 days

Property confiscated

Parent contact

Insubordination to an Administrator

Immediate Suspension – as determined by administrator

Parent contact

Forging another person's name

Central Office Detention – 1 day

Parent contact

Throwing Food in the Cafeteria

Silent Lunch Detention - 3-5 days

Parent contact

Potential school counseling referral

The safety of each student in our school and the ability to maintain an appropriate environment for learning to take place is of utmost importance. Therefore, there may be inappropriate behaviors other than those listed above which warrant some form of consequence. In addition, the frequency of and/or severity of office discipline referrals may result in an alternative consequence other than the consequences listed in the above procedures. Also, repeated infractions of the same rule will result in a more severe consequence. After a student is assigned **three** suspensions, a parent/teacher/principal conference will be required prior to the student's return to his/her classes. In any event, all procedures specified in Board of Education policy will be upheld.

BUS DISCIPLINE PROCEDURES

The safety of each student at our bus stops and on our school buses is of utmost importance. The law permits and school administration to deny bus transportation privileges if a student's conduct warrants such action. If transportation privileges are denied, it becomes the responsibility of the student's parents to see that he/she arrives at school. Therefore, the following bus discipline procedures have been established to help ensure the safety of all our students who ride buses:

Student Misconduct

Standing While Bus Is In Motion

1st Infraction = Silent Lunch Detention

2nd Infraction = Loss of bus privileges for 2 days – Potential school counseling referral.

Throwing Objects On or Out of the Bus

1st Infraction = Central Office Detention (3-5 days) – Parent contact

2nd Infraction = Loss of bus privileges for 3-5 days – Potential school counseling referral.

Profanity Directed at Another Student

1st Infraction = Central Office Detention – parent contact

2nd Infraction = Loss of bus privileges for 2 days – Potential school counseling referral.

Not Sitting in Assigned Seats

1st Infraction = Silent Lunch Detention

2nd Infraction = Loss of bus privileges for 2 days – parent contact

Eating and/or Drinking/Littering While on the Bus

1st Infraction = Silent Lunch Detention

2nd Infraction = Loss of bus privileges for 2 days – parent contact – Potential school counseling referral

Intentionally Taking Wrong Bus

1st Infraction = Silent Lunch Detention (2 days)– Parent contact

2nd Infraction = Loss of bus privileges for 2 days – parent contact – Potential school counseling referral

Profanity at Bus Driver (including physical gestures):

1st Infraction = Loss of bus privileges for 3 days – Potential school counseling referral – parent contact

2nd Infraction = Loss of bus privileges for 3-5 days – Potential school counseling referral

Fighting/Hitting or Pushing Another Student Around

1st Infraction = Loss of bus privileges for 3 days – 2 days I.S.S. or OSS – parent contact

2nd Infraction = Loss of bus privileges for 3-5 days – 3 days ISS or OSS– parent contact – Potential school counseling referral

Intimidating Another Students by Verbal and/or A Physical Aggression

1st Infraction = Loss of bus privileges for 3 days – 2 days ISS or OSS – parent contact – Potential school counseling referral

2nd Infraction = Loss of bus privileges for 3-5 days – 3 days ISS or OSS – parent contact – Potential school counseling referral - possible police intervention

Vandalism

1st Infraction = Loss of bus privileges for 2 days – restitution – possible police intervention – parent contact – Potential school counseling referral

2nd Infraction = Loss of bus privileges for 3-5 days – restitution - possible police intervention – parent contact – Potential school counseling referral

Spitting on Bus, Students and/or Out of Bus Windows

1st Infraction = Loss of bus privileges for 2 days – ISS or OSS - parent contact

2nd Infraction = Loss of bus privileges for 3-5 days – ISS or OSS - parent contact – Potential school counseling referral

Dangerous behavior such as Trippng/Pushing and/or kicking Other Students

1st Infraction = Loss of bus privileges for 1 day- ISS or OSS – parent contact

2nd Infraction = Loss of bus privileges for 2-3 days – ISS or OSS- parent contact – Potential school counseling referral

Smoking/Lighting Matches/Lighters/At the Bus Stop or on the School Bus

1st Infraction = Loss of bus privileges for 2 days – 2 days ISS – parent contact