

## **DISCIPLINE STATEMENT OF PURPOSE**

To create a positive school culture through promoting school-wide behavior expectations, by using structures to model and teach expectations, with consistent responses to problem behavior and use data to make those decisions. Family and community involvement happens at all levels.

## **INTERVENTION**

**Recognition** is given to students who are following the school rules and for acts of kindness.

**Behavior Correction** is given to teach appropriate behavior:

- 1) An error correction is given to remind a child of a rule they broke.
- 2) A logical consequence is given to reinforce a rule.
- 3) A serious consequence is given for major problem behaviors. See *Office Referral Form*.

Consequences may include a verbal plan, sit and watch, loss of privilege, written plan, time away, bus suspension, restitution, in and out of school suspension and parent contact/conference. Please see behavioral expectations on the next pages.

It is the principal's discretion to administer appropriate consequences as necessary to ensure safety.

## **School Rules**

- 1) Be safe
- 2) Be respectful
- 3) Be ready to learn

## **Bullying Prevention**

Bullying means any overt act or combination of acts directed against a student by another student or group of students and which: (A) is repeated over time; (B) is intended to ridicule, humiliate, or intimidate the student; and (C) occurs during the school day on school property, on a school bus, or at a school-sponsored activity, or before or after the school day on a school bus or at a school-sponsored activity.

- Porters Point School does not tolerate bullying in any form (verbal, written or physical). Students need to report bullying incidents to an adult in school who will, in turn, immediately report the information to the building principal. The building principal will conduct an investigation and determine appropriate consequences. Please refer to the CSD's policy on bullying: Student Conduct and Discipline (F1).

## **SUSPENSION**

It is the principal's discretion to administer appropriate consequences as necessary to ensure the safety and well being of our children. This includes in-school and out of school suspension for serious infractions.

# PPS - PBIS

## School-Wide Expectations MATRIX

<i>Rule/ Expectation</i>	<i>Routine/Setting</i>				
	<b>Playground</b>	<b>Hallways</b>	<b>Cafeteria</b>	<b>Bus</b>	<b>Classroom Settings</b>
<b><i>Be Safe</i></b>	-Seek adult help when needed				
	<ul style="list-style-type: none"> <li>-Use equipment correctly</li> <li>-Stay within the boundaries</li> <li>-Play safe</li> <li>-Line up safely</li> <li>-Make safe choices</li> <li>-</li> <li>-</li> <li>-</li> </ul>	<ul style="list-style-type: none"> <li>-Walk in straight lines</li> <li>-Face Forward</li> <li>-Keep a space around you and person in front</li> <li>-Hands and feet to yourself</li> <li>-</li> <li>-</li> <li>-</li> </ul>	<ul style="list-style-type: none"> <li>-Wait in line with hands and feet to yourself</li> <li>-Walk holding your tray with both hands</li> <li>-Stay seated in the cafeteria</li> <li>-Raise hand if you need something</li> <li>-</li> <li>-</li> <li>-</li> </ul>	<ul style="list-style-type: none"> <li>-Stay in your seat facing forward</li> <li>-Keep hands, feet and other objects inside the bus</li> <li>-Keep your back against the back of the seat</li> <li>-Exit bus safely when the bus has come to a complete stop</li> <li>-</li> <li>-</li> <li>-</li> </ul>	<ul style="list-style-type: none"> <li>-Keep your hands and feet to yourself</li> <li>-Stay in assigned area</li> <li>-Take care of supplies and school property</li> <li>-Move safely and slowly</li> <li>-</li> <li>-</li> <li>-</li> </ul>

<p><i><b>Be Respectful</b></i></p>	<ul style="list-style-type: none"> <li>-Share equipment</li> <li>-Include others</li> <li>-Return equipment</li> <li>-</li> <li>-</li> <li>-</li> </ul>	<ul style="list-style-type: none"> <li>-Move quietly in line</li> <li>-Walk on the right</li> <li>-Use eyes to look at art work</li> <li>-Keep hallways neat and clean</li> <li>-</li> <li>-</li> <li>-</li> </ul>	<ul style="list-style-type: none"> <li>-Eat your own food</li> <li>-Practice good table manners</li> <li>-Recycle</li> <li>-Use inside voice</li> <li>-Be kind to people around you</li> <li>-</li> <li>-</li> <li>-</li> </ul>	<ul style="list-style-type: none"> <li>-Use an inside voice</li> <li>-Be kind to people around you</li> <li>-</li> <li>-</li> <li>-</li> </ul>	<ul style="list-style-type: none"> <li>-Listen to others</li> <li>-Raise your hands and wait to be called on</li> <li>-Use encouraging polite and kind words</li> <li>-Eyes on speaker</li> </ul>					
<p><i><b>Be Ready to Learn</b></i></p>	<p>-Follow the directions first time given</p>					<ul style="list-style-type: none"> <li>-Have a plan for play</li> <li>-Line up for the bell</li> <li>-</li> <li>-</li> <li>-</li> </ul>	<ul style="list-style-type: none"> <li>-</li> <li>-</li> <li>-</li> </ul> <p style="text-align: center;"><b>HALLWAY POSITION</b></p>	<ul style="list-style-type: none"> <li>-Quiet when lights are off</li> <li>-</li> <li>-</li> <li>-</li> </ul> <p style="text-align: center;"><b>CAFETERIA POSITION</b></p>	<ul style="list-style-type: none"> <li>-Be at the bus stop on time</li> <li>-Watch for you stop</li> <li>-</li> <li>-</li> <li>-</li> </ul> <p style="text-align: center;"><b>BUS SITTING POSITION</b></p>	<ul style="list-style-type: none"> <li>-Participate in class activities</li> <li>-Complete your work and do your best</li> <li>-</li> <li>-</li> <li>-</li> </ul> <p style="text-align: center;"><b>GRADE LEVEL/SPECIAL POSITION</b></p>

# Office Discipline Referral Form

Complete the following information. This Office Discipline Referral form includes CIRS reportable information marked by the bold C. If a CIRS box is checked complete the CIRS reporting process or forward this referral to the person responsible for reporting that information.

Student: \_\_\_\_\_ Referring Staff: \_\_\_\_\_

Grade: K 1 2 Time: \_\_\_\_\_ a.m./p.m. Date: \_\_\_\_\_  
(Circle one)

## LOCATION:

- Classroom  Playground/Recess  Cafeteria  Bus  Hallway  Specials  Bathroom  
 Assembly/Field Trip  Bus Line  Other: \_\_\_\_\_ Comment: \_\_\_\_\_

## PROBLEM BEHAVIORS:

### MINOR:

- Inappropriate Language  Physical Contact  Defiance/Non-Compliance  Disruption  
 Property Misuse  Late Line Up  Technology Violation  
 Other: \_\_\_\_\_ Comment: \_\_\_\_\_

### MAJOR:

- Abusive Language  Fighting/Physical Contact  Overt Defiance/Non-Compliance  
(including threats of harm)  
 Property Damage **C**  Vandalism  Technology Violation  Harassment **C**  
 Hazing **C**  Bullying **C**  Weapon **C**  
 Comment: \_\_\_\_\_

## POSSIBLE MOTIVATION:

- Obtain Peer Attention  Obtain Adult Attention  Obtain Items/Activities  Avoid Peer(s)  
 Avoid Adult(s)  Avoid Activity/Task  Don't Know  Other: \_\_\_\_\_

## OTHERS INVOLVED: (List others involved on the back of this form)

- None  Peer(s)  Staff  Teacher  Substitute  Unknown  Other: \_\_\_\_\_

## ADMINISTRATIVE DECISION:

- Success Plan  Loss of Privilege  Conference with Student  Parent Contact/Conference  
 Tolerance Timeout  Individualized Education  Detention: Lunch/Recess/Afterschool  
 Bus Suspension (# of Days: \_\_)  ISS (# of Days: \_\_) **C**  OSS (# of Days: \_\_) **C**  
 Restitution Other: \_\_\_\_\_

## ACTION ALREADY TAKEN:

- Verbal Warning  Assigned Quiet Time  Alternate Seating  Other: \_\_\_\_\_  
 Secluded Time Out

Internal Use Only:

SWIS  
PHOTOCOPY  
CIRS