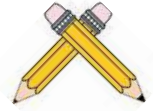




Discipline and Classroom Management



In order to provide our students with the excellent educational climate they deserve, we have developed the following classroom management system for Third Grade.

Each child will receive a weekly violation-recording sheet that will be sent home in their folder. Each day a Behavior Binder will travel with your child's group to each of their classes. In this binder all violations will be documented.

How our Discipline and Classroom Management works:

- Throughout the day a behavior binder will travel with all groups of students
- Each day your child will begin with zero violations. We believe that each day is a new day.
- Ideally all students should complete the school day without any rule violations.
- If a violation should occur, the students will receive notice of their violation and it will be documented in their assigned behavior binder.
- If a student's behavior should continue to spiral downward, he or she will continue to accumulate violations.
- Three violations in a day will equal a step on The School Wide Discipline Plan (which is included below).
- Should a student receive a fourth violation in one day, they will be referred to the office for an Office Level Intervention.
- On the First Step of the plan the student will bring home a Better Behavior Letter and you will receive a phone call.
- Once on the Second Step of the plan the student will begin to serve recess detention and so on.
- The School Wide Discipline Plan is attached for you to review. This documents the consequences related to each Step on our plan.
- Also included is a list of the various violations that may warrant a violations being recorded on a students violation recording sheet.

Please, check your child's violation sheet *at the end of each day* and review it with your child. We count on you as parents, to look for violations in order to help us manage your student's behavior at school.

Checking your child's folder daily will help you to monitor your child's behavior.

Thank you for your support!!



Hamilton Elementary School

Possible Violations (3rd grade)

1. **TALKING** when you should be quiet.
2. **DISTURBING CLASS OR OTHERS** talking/strange noises/talking out.
3. **NAME CALLING** inappropriate language harassing bullying.
4. **DISRESPECTFUL** to another student or staff: talking back, inappropriate gestures, or body language.
5. **NOT FOLLOWING PROCEDURES** or directions/not working, not listening/not paying attention/off task. (class, halls, recess, lunch).
6. **NOT PREPARED** for class (book, pencil, paper, trapper, agenda, codes, gym shoes/clothes, and recorder).
7. **TARDY** to class.
8. **TOUCHING** taking, or abusing another's property/equipment (school's, student's, teacher's).
9. **NOT KEEPING BODY TO SELF** inappropriate touching. We expect all students to keep their hands and feet to themselves.
10. **MINOR ABUSE OR PROPERTY/EQUIPMENT** (school, another student's, or teacher's property) marking on desk, throwing book on floor, etc).
11. **THROWING OBJECTS** (includes paper and rubber bands, etc.).
12. **NOTES** passing or writing.
13. **OUT OF SEAT** at inappropriate times (classroom or cafeteria).
14. **NOT KEEPING DESK OR CHAIR ON FLOOR**
15. **INAPPROPRIATE HALLWAY/RESTROOM BEHAVIOR** (running, yelling, pushing, playing in water, etc.).
16. **CUTTING LINE** lunch, hall, classroom, outside.
17. **NOT LINING UP** when told or not at all (includes classroom, recess, and lunch).
18. **LEAVING AREA DIRTY/LITTERING** (classroom, recess, or cafeteria).
19. **TAKING FOOD FROM CAFETERIA OR EATING** candy or food in class.
20. **CHEWING GUM** if applicable for your class.
21. **ANY OTHER INAPPROPRIATE BEHAVIOR**: Describe on back of tally sheet, date, and sign.
22. **SEVERE CLAUSE** blatant misbehavior (physical assaults, possession; of tobacco, alcohol, drugs, weapon, or dangerous object; defying authority, major destruction of school property, sexual harassment, etc.)
Fill out "OFFICE LEVEL REFERRAL" and send the student(s) to the office immediately.

CONSEQUENCES:

Violation 1= Warning

Violation 2= Warning

Violation 3= Step on Schoolwide plan

Violation 4= Refer student to office

Hamilton Elementary School

Schoolwide Discipline Plan (3rd Grade)

The goal of the Hamilton Elementary School discipline plan is to have a fair and consistent way in which to deal with discipline problems that interfere with the academic process.

Student _____ IEP ☐ Yes ☐ No Grade _____

Teacher _____

**Consequences for infractions taking place outside the classroom will be left to teacher/administrative discretion*

Classroom Level Intervention

Date	Violation	Consequence	Notification
	1.	Parent Contact & Student Better Behavior Plan Letter	-Parent contact via phone. -Letter sent home.
	2.	15 minute Recess Detention	-Parent contact via phone or email. -Letter sent home.
	3.	15 minute Recess Detention	-Parent contact via phone or email. -Letter sent home. -Begin Data Collection
	4.	Recess Detention	-Parent Contact via phone or email. -Letter sent home.
	5.	Recess Detention	-Parent Contact via Phone/e-mail. -Letter sent home. -Conference w/parent & student to develop Behavior Management Plan (BMP) -Refer to RTI
	6.	Refer to Principal for Office Level Intervention	BMP should be in place. Set up student observation with RTI Lead/School Psych/Counselor

Office Level Intervention

Date	Violation	Consequence	Notification
	6.	Office Lunch and Recess Detention	Parent Contact/Letter sent home. Set up student observation with RTI Lead/School Psych/Counselor
	7.	1 Hour ISS, Lunch/Recess Detention	Parent Contact/Letter sent home.
	8.	1/2 Day ISS, Lunch/Recess Detention	Parent Contact/Letter sent home.
	9.	1/2 Day ISS, Lunch/Recess Detention	Parent Contact/Letter sent home. RTI follow up involving parents/ RTI Lead/School Psych/Counselor
	10.	1 Day ISS	Parent Contact/Letter sent home.
	11.	1 Day ISS	Parent Contact/Letter sent home.
	12.	OSS-1 day	Parent Contact/Letter sent home.
	13.	OSS-3 day	Parent Contact/Letter sent home.
	14.	OSS-5 day*	Parent Contact/Letter sent home.
	15.	OSS-10 day*	Parent Contact/Letter sent home. Possible expulsion from school

Blatant misbehavior such as physical assaults, possession of tobacco, alcohol or drugs, defying or disrespecting authority, threats, destruction of school property, etc. should be immediately referred to the office.