

Infraction Monitoring System

Students who commit minor infractions often go unchecked, as “little things” sometimes don’t seem all that serious. While this is often the case, these “little things” become more serious when they are repetitive and chronic. To address this, Richmond Academy will begin tracking minor infractions across courses, with expectations and consequences made clear to both students and staff. This will be done with a point system, similar to that used by the Department of Motor Vehicles system for drivers’ licenses.

Inappropriate Behaviour

The following infractions (with accompanying definitions) will be tracked:

<i>IF THE STUDENT IS ...</i>	<i>WHICH MEANS.....</i>	<i>THE TEACHER WILL.....</i>	<i>POINTS EARNED...</i>
Using Inappropriate Language	Cursing/Swearing loudly enough for staff member to hear	Remind students of appropriate language usage in school and document infraction for office	1
Late for Class	Coming in after an unreasonable length of time has passed after bell rings without an “EXCUSED LATE” slip from the office	Admit student and document late for administration	3
Skips Class	not reporting to class during any 38 period that the student is not absent from school with parent permission	Admit student and document skip for administration.	5 per 38 minute class
Non-compliant, but with resolution in class	Arguing with teacher in disrespectful manner, for matters that are clearly reasonable for teacher to ask/require (includes needing to ask students to stop eating, remove hat, etc)	Resolve issue in class if possible and document for administration.	5
Disruptive, but without removal from class	Acting in a way that distracts the teacher and/or students from doing what should be done in class	Resolve issue in class if possible and document for administration	5

NOTE: IF STUDENTS CONTINUE TO BE NON-COMPLAINT AND/OR DISRUPTIVE IN CLASS, THEY WILL BE SENT TO THE OFFICE WITH A DISCIPLINE REFERRAL.

Consequences

The administration will be responsible for tracking the points earned by students, with the following consequences being administered:

<i>WHEN THE STUDENT ACCUMULATES....</i>	<i>CONSEQUENCE....</i>
20 points	Phone call to parents (letter sent if contact can't be made) indicating that In School Suspension (ISS) is likely without improvement
40 points	In School Suspension with loss of Good Standing for 15 days Loss of Good Standing will begin right away. ISS will occur on day that ISS teacher is available. (May occur without notice)
60 points	Out of school suspension for one day with loss of Good Standing for 30 days. Both will occur right away.
80 points	Out of School Suspension for two days with loss of Good Standing for 30 days. Both will occur right away. Mandatory meeting with students, parent(s)/guardian(s), and administration to determine future course of action