STUDENT DISCIPLINE

Discipline is defined in Webster's Dictionary as punishment, enforced obedience, training and instruction. It is the intent of this policy to direct school personnel to use all the elements of the definition in establishing school discipline procedures, with encouragement to emphasize preventative and reformative steps.

It is expected student behavior will be such that there are no detractions from instruction, that positive and constructive interpersonal transactions exist, and that freedom for intellectual and personal growth is enhanced by mutual respect among all individuals in the school. Mutual respect implies a special understanding that adults should exhibit such qualities as patience, tolerance, and perseverance in greater abundance than students.

Student discipline procedures are to be progressive, except those instances cited elsewhere in this policy. The disciplinary actions are not necessarily sequential; that is, the inappropriate behavior has varying consequences depending upon the seriousness of the event, the circumstances of the occurrence, and the number of repeated offenses. It is expected that disruptive student behavior will first be the responsibility of the classroom teacher and, if continued, the responsibility of the building administrator.

Progressive discipline procedures shall lead to a definitive conclusion within a reasonable period to time. (The progression of discipline need not be related to the same or similar incidents, but the accumulation of incidents.) It is not intended that there be endless opportunity for a student to demonstrate behavior in defiance with the reasonable rules and regulations of the school.

1. **DETENTION**: A student is assigned to a specific supervised area for a specified period of time during non-school hours. Detention may be assigned by a teacher and/or administrator.

   Bus students age 16 years or less are entitled to a twenty-four (24) hour notice, unless mutually agreed otherwise. Parents are to be notified by written notice or by a telephone call logged by date, time, person talked to, and caller.

2. **SATURDAY DETENTION**: This option is available only for students attending Salem High School and Woodbury School. A Salem High School student will be assigned to a specific supervised area within Salem High School on Saturdays from 8:00 a.m. to 12:00 noon. A Woodbury School student will be assigned to a specific supervised area within Woodbury School for a two (2) hour time frame between 7:30 a.m. and 12:00 noon. Saturday detention may be assigned by the school administration.

3. **REMOVAL FROM CLASS**: As a temporary solution to disruption, a student may be removed from class and sent to the school office by a teacher. The principal is the only person authorized to remove a student from class for an extended period of time.

   Parents shall be advised of such actions.
4. **IN-SCHOOL SUSPENSION**: A student is assigned to a specified supervised area for the school day. The supervised area is separate from classroom activities. The student should not be permitted to attend lunch with other students. During and in-school suspension, the student should be given enough work so as to remain occupied in his/her studies throughout the time he/she is at the in-school suspension site. In-school suspension may be assigned by an administrator. Parents shall be advised by mail of such action. This option is not available to students attending Salem High School.

5. **OUT-OF-SCHOOL SUSPENSION**: The principal may remove a student from school by an out-of-school suspension for a period not to exceed ten (10) school days. The suspension must be in compliance with the policies and regulations of the school district.

6. **DISMISSAL**: An action that may be taken by the Salem School Board in compliance with the New Hampshire state law and will remove a student from attending school for an extended period of time. Such action is recommended by the Superintendent of Schools on advice and counsel of a principal.

7. **SPECIAL PROBATION**: The principal may deny a student the privilege of attending and/or participating in school-sponsored events such as co-curricular activities, school dances, etc., for failure to conform to the reasonable rules of the school.

In summary, it is the intent of the school district to maintain proper discipline to promote the legitimate objectives of the school in ways that are appropriate to the individual's respective roles in the school district.

It is expected that a teacher has the right to a classroom and school environment conducive to learning and with obedience from students. Failing to get these, a teacher has the responsibility to take corrective action, including but not limited to: imposing the detentions, revoking privileges, enlisting parental assistance, and referring students to administrators. The teacher can be expected to be consulted in any referral case and to receive a report of the actions taken.

The teacher's responsibilities include conducting a well-planned and effective program, accepting and enforcing regulations within the school, and maintaining written records on the conduct of students so as to assist when students are referred for disciplinary action or other forms of help.

The principal has an obligation to impose necessary disciplinary measures, including but not limited to: imposing detentions, revoking privileges, removing a student from class, suspending a student from school, enlisting parental support and recommended dismissal.

The principal is responsible for supporting teachers and insisting they meet their obligations to maintain discipline, to be certain that they are alert to correcting situations likely to promote poor citizenship, to notify parents of serious student offenses, to create an atmosphere conducive to students' self-control and participation in self-regulation, and for defending every individual within the school against arbitrary and unfair treatment.

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The parent has a responsibility to cooperate with school officials and to support the measures taken by the school in an effort to maintain discipline. They should also notify school officials of any unusual behavior patterns on the part of their children that may lead to difficulties in school.

The Superintendent of Schools shall cause each school to develop a discipline procedure that includes these elements:

(a) Progressive steps to judicially reprimand except for smoking, intoxicants, including drugs and alcohol, possession of weapons, actions to endanger the safety and welfare of oneself and/or others, theft or knowingly possessing stolen goods, or willfully destroying property.

(b) The classroom teacher and other staff members, in whatever capacity they supervise or monitor students on school property or at school-sponsored activities, will be the first step in the progression of reprimand and punishment.

(c) Parent conferences are encouraged at all levels.

(d) There be a definitive end to the number of student disruptions tolerated.