

Rio Rancho Public Schools

Elementary Discipline Matrix

Progressive Discipline (P.D.)

When it is necessary to impose discipline, school administrators and teachers will follow a progressive discipline process. The degree of discipline to be imposed by school officials will be in proportion to the severity of the behavior of a particular student and will take into account the student's discipline history, the age of the student and other relevant factors.

The following elementary school code of conduct has been adopted to protect and foster respect for the rights of RRPS elementary students and staff. Infractions of this Code of Conduct are grouped into three levels based on the severity of the infraction, and each violation of the code may have from one to three levels of consequences. Additional violations of 4 or more will be addressed according to the guidelines set below in the Additional Consequences after Level I and Level II matrix area.

These represent the recommended guidelines in the disposition of discipline situations for the elementary school. Therefore, depending on the circumstances of the behavior or education status of the student, responses may vary from situation to situation.

In all cases administrative discretion will be exercised.

Level I			
Behavior	1st Offense	2nd Offense	3rd Offense
Behavioral disruption (Profanity, rudeness, acting disrespectfully, dishonesty, etc.)	1 Recess Detention or Responsibility Room	2 Recess Detentions Parent Notification	Parent Notification Behavior Contract or ½ Day ISS
Bus Disruptions	Refer to Transportation Handbook		
Dress Code Violation	Parent Contact and Warning Options: •Change into other clothing may have •Clothing provided by school •Be sent home	Parent Contact and Warning Change to acceptable clothing, same as 1 st offense	Parent Notification ½ Day ISS Change to acceptable clothing ,same as 1 st offense
Public Display of Affection (PDA)	1 Recess Detention	2 Recess Detentions Parent Notification	½ Day ISS Parent Notification
Unexcused Tardy	Written Warning	Parent Notification	1 Recess Detention Per Unexcused Tardy

Level II			
Behavior	1st Offense	2nd Offense	3rd Offense
Electronic Devices	Confiscate and student may pick-up at the end of the day	Parent Notification Confiscate and parent must pick-up in the office Behavior Contract	Parent Notification Confiscate and hold until end of the school year
Failure to Report (what should be reported?)	1 Day Recess Detention Parent Notification	2 Days Recess Detention Parent Notification	1 Day ISS Parent Notification /S.R.O.
Cheating or plagiarism	Redo Assignment and Parent Notification	Loss of Assignment Credit 1 Recess Detention Parent Notification Behavior Contract	Loss of Assignment Credit ½ Day ISS Parent Notification
Ditching	Behavior Contract 1-5 Days Recess Detention Parent Notification DPS may be contacted	½ Day ISS Parent Notification DPS may be contacted	1 Day ISS Parent Notification DPS may be contacted
Inappropriate Touch	1 Day Recess Detention Parent Notification DPS may be contacted, counseling	2 days recess detention, counseling Parent Notification Behavior Contract DPS may be contacted	1 Day OSS Parent Notification Review Behavior Contract DPS may be contacted

Hostile play/Rough Housing	1 Recess Detention	2 Recess Detentions Parent Notification Behavior Contract	1 Day ISS Parent Notification Review Behavior Contract
Verbal Aggression/Provoking	1 Day Recess Detention Parent Notification	2 Days Recess Detention Parent Notification	1 Day ISS Parent Notification /S.R.O.
Inappropriate possession or use of technology (unauthorized access to software, telephones, accounts or files)	Loss of computer privileges for nine-weeks Parent Notification	Loss of computer privileges for 1 semester Parent Notification	Loss of computer privileges for entire school year Parent Notification
Insubordination, defiance of authority or showing disrespect	2-4 Days Recess Detention Parent Notification Behavior Contract	½ Day ISS, counseling, Parent Notification	1 Day ISS Parent Notification
Physical or Aggressive contact towards student	1 Day ISS Parent Notification, counseling, Behavior Contract	1-3 Day(s) OSS Parent Notification	3-5 Days OSS Parent Notification
Physical or Aggressive contact towards staff member	1 Day ISS Parent Notification, counseling, Behavior Contract	1-3 Day(s) OSS Parent Notification	3-5 Days OSS Parent Notification
Minor Theft	1 Day Recess Detention Restitution of Stolen Item Parent Notification Behavior Contract	1 Day ISS Restitution of Stolen Item Parent Notification	1-3 Days OSS Restitution of Stolen Item Parent Notification
Misuse of or falsifying any official document or communication (including but not limited to: pass, ID, progress report, call to excuse absence, parent signature, etc.)	1 -2 Days Recess Detention, possible loss of grade or credit, Parent Notification	2 -4 Days Recess Detention, possible loss of grade or credit, Parent Notification Behavior contract	1 Day ISS Parent Notification DPS may be contacted
Possession of inappropriate materials (toys, electronics, explicit materials)	Confiscate and student may pick-up at the end of the day	Parent Notification Confiscate and parent must pick up in the office Behavior Contract	Parent Notification Confiscate and hold until end of the school year
Possession/use of tobacco, rolling papers or incendiary paraphernalia at school or school sponsored event.	½ Day ISS Parent Notification, counseling, Behavior Contract	1 Day ISS Parent Notification, counseling, DPS may be contacted	1 Day OSS Parent Notification DPS may be contacted

Additional Consequences after Level I and Level II

Behavior	4th Offense	5th Offense	6th Offense
Failure to comply with disciplinary consequences	Twice the previous consequences Parent Notification Behavior Contract or Review	1 -3 Days ISS or OSS Parent Notification Behavior Contract or Review	3-5 Days ISS or OSS Parent Notification Behavior Contract or Review

Level III

Behavior	1st Offense	2nd Offense	3rd Offense
Arson	10 Days OSS Pending Hearing DPS Referral Parent Notification		
Assault/Battery of a staff member or student	6-8 Days OSS Parent Notification Behavior Contract DPS Referral	10 Days OSS Pending Hearing DPS referral Parent Notification	
Communicating intent to harm a staff or student	1-3 Days OSS Parent Notification Behavior Contract DPS may be contacted	5 days OSS Parent Notification Behavior contract DPS Referral	10 Days OSS Pending Hearing Parent Notification DPS Referral

Bomb Threats/False Alarms/Explosives	10 Days OSS Pending Hearing Parent Notification DPS Referral		
Disrupting a school activity (field trip, event, game, etc.)	Loss of next school activity Parent Notification	Loss of next two school activities 1 Day ISS Parent Notification	Loss of school activities for the remainder of the school year 1 Day OSS Parent Notification
Gang Related Activity	1 Day ISS DPS Referral Parent Notification	3 Days OSS Parent Notification DPS Referral Behavior Contract	10 Days OSS pending hearing Parent Notification DPS Referral
Habitually Disruptive	6-9 Days OSS Parent Notification	10 Days OSS Pending Hearing Parent Notification	
Harassment (Physical, racial, verbal, electronic, intimidation toward another student, bullying, etc.)	1/2-2 Days ISS Parent Notification, counseling, DPS may be contacted	1-3 Days OSS Parent Notification DPS may be contacted	3-5 Days OSS Parent Notification DPS may be contacted
Making a false 911 call	1-3 Days ISS Parent Notification DPS Referral	4-10 Days OSS Possible Hearing Parent Notification DPS Referral	
Personal substance abuse (solicitation, possession, consumption, or being under the influence of alcohol, drugs, look-a-likes, or other controlled substances including OTC drugs and prescription drugs or paraphernalia)	5 Days OSS Parent Notification, counseling, Behavior Contract DPS Referral	10 Days OSS Pending Hearing Parent Notification DPS Referral	
Selling or distributing alcohol, drugs, look-a-likes, or other controlled substances including OTC drugs and prescription drugs	4-10 Days OSS pending hearing Parent Notification DPS Referral		
Sexual Harassment	½ - 2 Days ISS, counseling Parent Notification	3-5 Days OSS Parent Notification DPS Referral	5-10 Days OSS Pending Hearing Parent Notification DPS Referral
Sexual Misconduct	5-10 Days OSS pending hearing Parent Notification DPS Referral		
Theft/Extortion	3 Days ISS S.R.O. Contact Parent Notification Restitution Behavior Contract	2-5 Days OSS Parent Notification DPS Referral Restitution	10 Days OSS Pending Hearing Parent Notification DPS Referral Restitution
Vandalism (involved in altering, defacing or destroying school or private property, including technology)	1-5 Days OSS Loss of privileges and restitution Parent Notification DPS Referral	6-9 Days OSS Parent Notification Loss of privileges and restitution DPS Referral	10 Days OSS Pending Hearing Parent Notification Restitution and loss of privileges DPS Referral
Possession of Weapons or Look A likes	1-10 Days OSS Pending Hearing Parent Notification DPS Referral		

Approved by Board of Education: April 26, 2010