

## **2023 – 24 CLARKSTOWN HIGH SCHOOL SOUTH DISCIPLINARY GUIDELINES (ADMINISTRATIVE)**

It is important to note that these are guidelines, which are meant to set parameters. Each situation and each student is addressed individually with consideration given to circumstances and past disciplinary history. Administrators have the right to deviate from prescribed consequences if, in their Judgment, the individual situation so warrants.

<b>Activity</b>	<b>1<sup>st</sup> Offense</b>	<b>2<sup>nd</sup> Offense</b>	<b>3<sup>rd</sup> Offense</b>	<b>4<sup>th</sup> Offense</b>
<b>Abuse of Staff (Verbal &amp; Physical)</b>	ASD up to OSS (depending upon circumstances)	OSS	Principal Hearing and possible OSS and Superintendent's Hearing	See Previous
<b>Academic Dishonesty</b>	Zero For Assignment Teacher Calls Home Completion of Academic Dishonesty Packet	Zero For Assignment 1 Day ASD AP Calls Home Counseling	Zero For Assignment 1 Day ISS Parent Conference & Counseling	Zero For Assignment OSS Conference with AP, Parent, Counselor
<b>Arson</b>	5 Days OSS Possible Superintendent's Hearing. Possible police notification.	5 Days OSS Possible Superintendent's Hearing. Possible police notification.	5 Days OSS Possible Superintendent's Hearing. Possible police notification.	5 Days OSS Possible Superintendent's Hearing. Possible police notification.
<b>Behavior: Inappropriate and/or Dangerous</b>	Lunch Detention up to OSS (depending upon circumstances)			
<b>Cell Phones and Electronic Devices</b>	Warning from teacher Teacher calls home	Office confiscates phone for the entire day and calls parent	Confiscation until the end of the day and ASD	Confiscation and ISS
<b>Class Lateness</b>	Teacher Detention Teacher Calls Home	Teacher Calls Home Referral to AP – (ISD)	1 Day ASD	Up to 1 Day ISS Conf with AP, Parent(s), Counselor/Loss of Privileges
<b>Cutting Class (unexcused absence)</b> Note: cutting class the day of an assessment or due date may have more severe consequences	Teacher Detention Teacher Calls Home Referral filed for future reference	Referral to the AP Teacher Calls Home Detention(s) assigned	AP Calls Home 1 Day ISS Possible Loss of Privileges (such as parking)	Conf. with AP, Parent(s), Counselor, Teacher Loss of Privileges Additional detentions
<b>Driving Another Student without Dismissal Privileges Off Campus</b>	2 ASD	2 Week Suspension of Parking Privileges. AP will call home.	1 Month suspension of parking Privileges. AP will call home.	Suspension of Parking Privileges for the Remainder of the Year. AP will call home
<b>Drug, Alcohol Possession or Paraphernalia Possession</b>	5 Days OSS Possible Superintendent's Hearing Police Contacted	5 Days OSS Police Contacted Superintendent's Hearing	5 Days OSS Police Contacted Superintendent's Hearing	5 Days OSS Police Contacted Superintendent's Hearing

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<b>Explosives</b>	5 Days OSS Possible Superintendent's Hearing. Possible police notification.	5 Days OSS Possible Superintendent's Hearing. Possible police notification.	5 Days OSS Possible Superintendent's Hearing. Possible police notification.	5 Days OSS Possible Superintendent's Hearing. Possible police notification.
<b>Failure to Serve ASD</b>	2 Additional Days of ASD	ISS, ASD Make-up AP Calls Home	All Previous and Loss of Privileges	Previous or Possible OSS
<b>Fighting/Physical Altercation</b>	Up to 5 days OSS with possible police notification and/or Supt. Hearing	5 Days OSS Superintendent's Hearing Possible Police Notification	5 Days OSS Superintendent's Hearing Possible Police Notification	5 Days OSS Superintendent's Hearing Possible Police Notification
<b>Forgery</b>	1 Day ASD AP Calls Home	2 Days ASD Parent Conference	1 Day ISS Counseling AP Calls Home	OSS
<b>Gambling</b>	1 – 3 Days Lunch or ISD detention AP Calls Home	5 Days Lunch or ISD detention Parent Conference	1 Day ISS Counseling AP Calls Home	OSS
<b>Harassment, Intimidation, Menacing, or Bullying Behavior</b>	ASD to OSS (depending on severity); Possible Sup. Hearing, Police Involvement, SAC involvement and/or Possible Loss of Privileges			
<b>Inappropriate Use of Language and/or Gestures</b>	Verbal Warning to ISS depending on circumstances	1 – 3 Lunch Detentions to ISS depending on circumstances AP Calls Home	1-3 Days ASD to ISS depending on circumstances	1 or more days ISS Conf with AP, Parent(s) Loss of Privileges
<b>Inappropriate Dress</b>	Student will be required to change clothing. Verbal Warning	Student will change clothing 1 Lunch or ISD detention to 1 Day ASD AP Calls Home	Student will change clothing 2 Lunch or ISD detentions to 2 Days ASD AP Calls Home	Student will change clothing 3 Lunch or ISD detentions to 3 Days ASD, Guidance Referral Parent Conference
<b>Insubordination and/or Class Disruption</b>	Teacher Assigned Detention Teacher Calls Home	1-2 Days ASD <u>or</u> removal from class for 1-2 days, (ISD) AP Calls Home	3-4 Days ASD <u>or</u> removal from class for 3-4 days, (ISD) AP Calls Home	1 Day ISS Conference with AP, Parent, Guidance Counselor

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<b>Leaving the Building/ Campus Without Permission or Being in an Unauthorized Area of Building</b>	2 ASD, Student is subject to search and AP calls home	2 Week suspension of parking privileges and 2 ASD. Student is subject to search and AP calls home	1 Month suspension of parking privileges and 1 Day ISS Student is subject to search and AP calls home	Suspension of parking for the remainder of the year and OSS Possible loss of additional privileges. Student subject to search and AP calls home
<b>Lying to School Personnel</b>	Teacher Detention or 1 day of ASD; Referral filed	2 Days of ASD	3 Days of ASD/ISS; Possible suspension of privileges.	ISS or OSS depending on circumstances
<b>Technology – Inappropriate Use of Network Privileges, Videotaping, Audio Recording or other Abuse of Technology</b>	ASD to OSS (depending on severity) Possible Superintendent's Hear; Labor/Cost Network Privileges may be removed; Possible Police Involvement	ASD to OSS (depending on severity) Possible Superintendent's Hear; Labor/Cost Network Privileges may be removed; Possible Police Involvement	1 – 5 Days OSS (depending on severity) Possible Superintendent's Hear; Labor/Cost Network Privileges may be removed; Possible Police Involvement	5 Days OSS (depending on severity) Possible Superintendent's Hear; Labor/Cost Network Privileges may be removed; Possible Police Involvement
<b>Theft</b>	ISS or OSS (depending on the severity); Restitution of stolen items; Counseling; Possible Police Involvement	3-5 OSS; Restitution of stolen items; Counseling; Possible Police Involvement		
<b>Tobacco or Nicotine Products including vapes and vaping paraphernalia or other smoking products (possession, smoking anywhere on campus or at a school event or function)</b>	1 Day OSS – Letter Home Required reading and written material due upon return. If not complete student will complete in ISS. Confiscation of any and all paraphernalia.	2 Days OSS Letter Home- required meeting with parents and SAC Team Confiscation of any and all paraphernalia.	2 Day OSS, 1 Day ISS Meeting with trained facilitator, review of materials. Referral to youth smoking cessation program. Confiscation of any and all paraphernalia.	3 Day OSS Continued loss of privileges Principal's Hearing Confiscation of any and all paraphernalia.
<b>Vandalism (depending on severity)</b>	Asked to Correct the Situation Charged for Labor/cost 2ASD; Parent Contact	Asked to Correct the Situation Charged for Labor/cost 3ASD; Parent Meeting	Asked to Correct the Situation Charged for Labor/cost 1-3 Days ISS Parent Meeting	Asked to Correct the Situation Charged for Labor/cost 3-5 Days OSS Principal's Hearing
<b>Vehicle Violations Parking Violation/ Unsafe Driving</b>	Up to 1 Week Suspension of Parking Privileges	Up to 2 Weeks Suspension of Parking Privileges Letter sent home	Up to 1 Month Suspension of Parking Privileges AND car will be towed at owners expense	Loss of Privileges
<b>Weapons Possession</b>	OSS up to 5 days Parent Conference, Police Contacted, Possible Supt. Hearing	See previous	See Previous	See Previous