

VRA Discipline Policies

The recording process for the policies below will begin with each semester. Documentation via shared folder.

Tardy to Class

A student will be considered tardy to class when he/she is not in the classroom when the tardy bell rings. Procedures and interventions/consequences for tardiness to class:

Violation	Intervention/Consequence (Issued by Teacher)
1st	Verbal Warning/Restate Expectation
2nd	Classroom Intervention/Document on Tracking Form
3rd	Classroom Intervention/Parent Contact (required)/Document on Tracking Form
4th +	Referral to Dean (Submit Tracking Form)

Dress Code

1st period teachers will conduct a dress code check at the beginning of each day. Students in violation of the dress code policy will be sent with a pass/planner to the Dean's Office between 8:30-8:45am. Students will be required to change into appropriate school attire before returning to class.

Violation	Intervention/Consequence (Issued by the Dean or other Administrator)
1st	Verbal Warning/Restate Expectation/Change clothes
2nd	Lunch Detention (1-3 days)/Parent Contact
3rd	Lunch Detention (5 days)/Parent Contact
4th +	In-School Suspension (Not to exceed 3 days)/Out-of-School Suspension (Considered Defiance)/Parent Contact

Gum Chewing

Students are prohibited from chewing gum on school grounds. Procedures and interventions/consequences for gum chewing:

Violation	Intervention/Consequence (Issued by Teacher)
1st	Verbal Warning/Restate Expectation
2nd	Classroom Intervention/Document on Tracking Form
3rd	Classroom Intervention/Parent Contact (required)/Document on Tracking Form
4th +	Referral to Dean (Submit Tracking Form)

Cell Phones and Electronic Devices

The use of electronic devices, such as cell phones, electronic readers, hand-held video games, etc. is prohibited during school hours.

- If such items are brought to school, they must be placed in the student's locker, backpack or purse during the normal school hours. Items are to be **turned off**.
- Students may not use cell phones to make phone calls or text message during school hours. This includes during classes, between classes and/or lunch. Students found using their cell phones during school hours will have their phone confiscated. Repeated failure to comply will be considered defiance of school rules.
- **If a phone call must be made, phones are available in the main office.**
- Students may not use their cell phones as entertainment during the school day. This includes playing games, going online, checking time, etc.
- Students are not permitted to use camera phones for the purpose of taking pictures in school or on buses. For more detail, see *Camera Phones* section below.
- Failure to comply will result in the following penalties:

Violation	Intervention/Consequence (<i>Issued by the Dean or other Administrator</i>)
1st	Verbal Warning/Restate Expectation
2nd	Device confiscated and given to Dean/Device returned at the end of the day/ Document on Tracking Form
3rd	Device confiscated/Parent contact/Device picked up by parent/Lunch detention (1-3 days)/Document on Tracking Form
4th +	Device confiscated/Parent contact/Device picked up by parent/In-School Suspension/Out-of-School Suspension

Note: * Failure to turn the device over to staff member may result in further disciplinary action.

Camera Phones:

- Cell phones with cameras may not be used to take pictures during and after school hours on school grounds or at school district sponsored events. Camera phones are not allowed in bathrooms, locker rooms, etc. If a student is found taking pictures in school, whether appropriate or inappropriate, he/she will be referred to an administrator. The content of the pictures taken will determine the severity of the punishment.

Cheating:

- If a student is caught using a cell phone or other form of technology to aid them in cheating, he/she will have the appropriate penalties for both cheating and cell phone use applied to them.
- Texting or checking texts during a test/exam will result in the student receiving a zero for the test/exam.

****Valley Ridge Academy is not responsible for theft or damage of electronic devices brought onto school district property.***

Bus Discipline Progression

Violation	Intervention/Consequence <i>(Issued by the Dean)</i>
1st	Verbal Warning/Restate Expectation
2nd	Parent Contact by Dean
3rd	Bus Suspension (1 day)
4th	Bus Suspension (2 days)
5th	Bus Suspension (3 days)
6th	Permanent Suspension from Bus

****Severe behavior may result in an immediate suspension from the bus.***