

## STUDENT CODE OF CONDUCT (SCC) AND DISCIPLINE POLICY

**Merits:** Merits are one of the tangible methods to reinforce positive behavior. Merits will be given when students perform above and beyond in the areas of citizenship, behavior, kindness, or school upkeep. Some examples include:

- a. Making the school look better
- b. Stopping to greet visitors to the school and answer their questions
- c. Helping tutor a fellow student
- d. Allowing adults the right of way on the sidewalk or CTA

Merits are never given when a student asks for one for him/herself. Merits may result in a student being entered in a raffle for prizes or tickets to various events or amusement parks or special recognition.

**Demerits:** Demerits are the primary method to apply responsive discipline and reinforce clearly stated expectations without warning. A student can be assigned from 1-4 demerits for a rule infraction. More serious infractions may earn more severe consequences as outlined in the SCC. Staff members determine the number demerits, except as prescribed by the list below:

- a. Chewing gum – 4 demerits
- b. Food or drink visible outside the lunchroom or eating or drinking outside the lunchroom – minimum 2 demerits.
- c. Drinking water is the exception and encouraged, but using a non-transparent bottle – 1 demerit
- d. Soda, caffeinated energy drinks, or chips (except those sold, provided, or approved by the school) visible anywhere – 4 demerits
- e. Standing, yelling, or throwing anything in the lunchroom - minimum 1 demerit
- f. Not returning a tray or not cleaning up in the lunchroom – minimum 1 demerit
- g. Talking during an emergency drill - 2 demerits
- h. Tardy to school 1-4 demerits
- i. Tardy to class (not in assigned seat when the bell rings):
  1. Less than 1 minute – 1 demerit
  2. 1 minute to 3 minutes – 2 demerits
  3. Tardy to class more than 3 minutes – 4 demerits
- j. Unexcused absence from a class or school-mandated function such as mandatory LaSalle, community service event – 4 demerits
- k. In the hallways at any time while classes are in session without an escort (except during specific times designated by the principal) – 4 demerits
- l. Cell phone or audible electronic device (including headphones) visible, audible, or used during school hours without staff permission – 4 demerits and confiscation of the device until the guardian or a designated emergency contact with guardian approval retrieves item from school
- m. Dress code violations that can be corrected immediately (e.g. an untucked shirt) – 1 demerit no warnings will be given and 4 demerits given if not corrected
- n. Dress code violations that cannot be corrected immediately (e.g. no belt) – 4 demerits
- o. Foul language including curse words and/or other slurs – minimum 1 demerit
- p. Disruptive behavior anywhere in the school - minimum 1 demerit
- q. Inappropriate public displays of affection – minimum 1 demerit
- r. Loitering on school grounds – minimum 1 demerit
- s. Disciplinary removal of a student from class – minimum 4 demerits
- t. Possession of a permanent marker (e.g. Sharpie marker) – 4 demerits and confiscation

**Detentions/Demerit Cycles:** A student is issued a 2-3 hour detention for each multiple of 4 demerits he/she earns within a two-week cycle. For example, 4 demerits within a two week cycle equals 1 detention and 8 demerits within a two week cycle equals 2 detentions. Thus, if a student receives only one, two, or three demerits within a two-week period (or have one, two, three remaining demerits after detention(s) have been issued), these demerits reset to zero. Detention may take the form of a silent study period, character development work, or a combination of these.

**Character Development Classes:** Students who earn 13 or more detentions or have an applicable violation of the SCC will be required to take character development classes that encourage reflection, skill development, and self-discipline. Students who earn 25-36 detentions will be required to take a total of two character development classes. The student will also have to serve any detentions or suspensions days earned for violations in order to promote or graduate in addition to taking the character development class(es).

**Good Standing:** Students who break school rules or fail to serve the penalty for breaking them may lose their good standing status at school. For those who are not in good standing, this could result in not eating lunch with classmates and in not being eligible for sports, dances, proms, camp, activities, and field trips.