



Snake River Montessori School
nurturing potential

Preschool Kindergarten Elementary
2970 E. 1st Street Ammon, ID 83406 (208) 524-4730

POL -06 Rev. 04

Discipline Policy

Purpose

The purpose of this policy is to create a safe and caring environment to facilitate optimum learning. This environment is established through fair, constructive, and consistent boundaries that promote mutual respect and personal responsibility.

Responsibility

Administrative Staff, Board of Directors, Teachers

Description

Students who cannot abide by school regulations and policies and disrupt the educational atmosphere or interfere with the educational processes of the school will be subject to disciplinary action.

Approval

Kari Lasco-Sanders
President of the SRMS Board

Barbara Turner
Secretary of the SRMS Board

Date Approved: 3-11-2015
Revised Date: March 9, 2019
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Next Review Date: April 2027



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Discipline Procedure

Definitions

In-School Suspension is removal of a student from a class or activity and temporary placement in a more restrictive, supervised setting. The student is expected to continue his academic work during in-school suspension.

Out-of-school suspension is temporary removal of a student from school. The purpose of out-of-school suspension is to allow the Head of School sufficient time to arrange a disciplinary conference between the student, parents/guardians, and school personnel. The goal of the disciplinary conference is to establish a discipline and/or a corrective action plan with cooperation between home and school.

Expulsion is a permanent removal of the student from the School.

Minor offenses are typically incidental and can be handled within the classroom.

Major offenses are violations of core behavioral expectations. These offenses are usually referred to the Head of School for review and adjudication.

Offenses and Consequences

Major offenses may lead to expulsion. As per the Termination Policy, the Head of School has the authority to terminate the enrollment contract of a student.

All illegal activities uncovered in the discipline process will be reported to the proper legal authorities.

Disciplinary actions for major offenses will be reported to the parent/guardian promptly (normally within 24 hours) through phone and / or written notice.



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The following list is intended as guidance. Exceptional circumstances may warrant bypassing or eliminating interim consequences.

Minor Offenses:

1. Safety violations
 - Unsportsmanlike conduct
 - Reckless behavior
 - Rough play
2. Classroom misconduct/disruption
 - Disrespect of others
3. Misuse of school or personal electronics.

Major Offences:

1. Repeated Minor Offenses
2. Blatant Disrespect/Disobedience of Adults
3. Inappropriate language
4. Inappropriate use of technology (i.e. pornography, gambling, etc.)
5. Leaving school grounds and/or departing from an assigned field trip group without approval
6. Harassment/bullying
7. Physical/verbal abuse
8. Tobacco
9. Fighting/violence
10. Weapons
11. Alcohol/illegal drugs
12. Theft
13. Incendiary Devices (matches, lighters, fireworks, explosives, etc.)

Process:

Major offenses will be documented by the involved teachers and Head of School. Full documentation will be completed within 24 hours of the event. Documentation for major offenses shall be stored with student records.

Minor Offenses and associated disciplinary actions will be documented by the teachers as part of their normal classroom reporting. Documentation shall be kept so that it can't come into the possession of students and may be shared with



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parents during conferences and on request. Summaries shall be shared routinely with the Head of School.

Teachers will work in concert with Parents and the Head of School to document and determine consequences for major and minor disciplinary offenses. The Board of Directors shall only be engaged in the rare occasion when the issues cannot be resolved.

Possible Minor Offense Consequences:

- Warning
- Removal from setting or time-out
- Loss of privilege according to offense
- Discussion with the Head of School
- Parent/guardian notified
- Notes of apology
- Think sheets

Possible Major Offense Consequences:

Depending on the nature of the offense, (e.g. alcohol or illegal drugs), the teacher and Head of School may direct disciplinary action up to and including expulsion. For most incidents, the following escalation process will be used.

1. First Offense
 - Warning, child and teacher conference, parent/guardian contact
2. Second Offense
 - In-School suspension, Head of School/teacher and parent/guardian conference.
3. Third Offense
 - Out-of-school suspension, Head of School/teacher and parent/guardian conference.
4. Continued Offenses
 - Out-of-school suspension or Expulsion, Head of School/teacher and parent/guardian conference