

Hampton City Schools Policy Manual

Book: Hampton City Schools Policy Manual
 Section: J - Students
 Title: STUDENT DISCIPLINE
 Number: JG
 Status: Active
 Legal: **Code of Virginia, 1950, as amended, § 22.1-276.2, § 22.1-277, § 22.1-278**
 Adopted: 03/01/1986
 Last Revised: 06/03/1998
 Last Reviewed:

Policy Detail

Discipline is the initial responsibility of the teacher. When misconduct occurs, individuals should be dealt with firmly and briefly with the purpose of restoring class order.

If a student continues to be a discipline problem, the teacher should confer with the parents or guidance counselor where appropriate. When conferencing is ineffective, the teacher should seek help from the school's administrative staff. Teachers may remove disruptive students from class using the criteria below.

Corporal punishment is prohibited by Virginia School Law and the Hampton School System.

Placing hands on a student, by any staff member, to achieve order or general discipline is prohibited unless: (1) it is for the protection of the staff member, or (2) to insure the safety and well-being of another student. Placing hands on students for disciplinary reasons, other than the above mentioned situations, could lead to suspension and/or dismissal of that teacher/staff member.

Teacher Removal of Disruptive Student From Class

Teachers have the initial authority to remove a student from class for disruptive behavior. Disruptive behavior is any behavior that violates School Board policies and regulations governing student conduct that interrupts or obstructs the learning environment.

Teacher removal of a student from class is not intended to replace the existing authority of teachers, principals, and the School Board to discipline students in accordance with law and School Board policies and regulations. Further, the principal shall, unless a student who has been removed from class by a teacher is suspended or expelled, ensure that such student continues to receive an education in accordance with School Board policies.

The following criteria must be met:

1. The removal of the student is necessary to restore a learning environment free from interruptions or obstructions caused by the student's behavior.
2. The removal of a student by a teacher occurs only after teacher and/or administrative interventions have failed to end the student's disruptive behavior.
3. Notices of the student's behavior shall be given to the parent
4. The removal of a student is an appropriate response to a student behavior that violates

School Board policies and regulations governing student conduct.

These procedures shall be followed:

1. A minimum of two (2) previous written incident reports must have been filed with school administrators with copies to parent within 24 hours of the incident. This notice shall also provide parents with an opportunity to meet with the teacher and/or school administrators to discuss the behavior and possible consequences if the behavior continues.
2. The teacher shall forward Student Removal Form with appropriate written documentation of previous interventions attempted to school administrator(s)
3. Parents shall be notified in writing of possible removal by school administrator(s).
4. Student and parents shall have an opportunity to meet with the teacher and school administrator(s) to discuss the student's behavior and alternatives.
5. The administrator(s) shall review documentation to determine:
 - a. if removal is necessary;
 - b. duration of removal;
 - c. alternative educational placement; and
 - d. guidelines for the student's return.

Guidelines for Alternative Assignment and Instruction of Removed Students

The principal shall determine the appropriate placement of the student. Options may include, but not be limited to:

1. Assigning the student to an alternative program.
2. Assigning the student to another class.
3. Assigning the student to the principal's office or a study hall. If this option is selected, the teacher shall provide and evaluate appropriate make-up work for the student.
4. Suspending or expelling the student.
5. Returning the student to class. (see procedures below)

Guidelines for the Student's Return to Class

The principal shall notify the teacher of the decision.

The following procedure shall apply if the teacher disagrees with the decision to return the student to class.

1. The teacher and principal shall discuss the teacher's objection to returning the student to class and the principal's reason for returning the student.

2. The teacher may appeal the principal's decision to the Superintendent or designee in writing within one (1) school day. All incident reports and the Student Removal Form will accompany the appeal.
3. The Superintendent or designee will review all documentation, have a discussion with principal and teacher, and make a decision within 48 hours of the teacher's appeal.
4. The decision of the Superintendent or designee shall be final.
5. The principal shall provide an alternative placement for the student during the time of the appeal process.

Other Provisions

The principal shall ensure that students removed from class under this policy continue to receive an education in accordance with School Board policies.

Application of this policy to students with disabilities shall be consistent with federal and state laws and all regulations of the School Board regarding students with disabilities.

Teacher deficiencies in classroom management shall be addressed in teacher evaluations pursuant to Policy GCN.

This policy does not limit or restrict the ability of School Division employees to apply other policies, regulations or laws for maintaining order in the classroom.

Current practice codified 1983

Adopted:
3/1/86

Revised:
9/2/92, 6/3/98

LEGAL REF:

Code of Virginia, 1950, as amended, § 22.1-276.2, § 22.1-277, § 22.1-278

CROSS REFS.:

- IJ, GUIDANCE PROGRAM
- GCN, EVALUATION OF PROFESSIONAL STAFF
- JGD, STUDENT SUSPENSION
- JGE, STUDENT EXPULSION
- JF, STUDENTS' RIGHTS AND RESPONSIBILITIES HANDBOOKS

Hampton City Schools, Hampton, Virginia
