



St. Joseph Catholic School

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DISCIPLINE PROCEDURE

We all recognize that discipline is a key element in any educational environment. Learning takes place in a classroom with established standards and expectations of behavior that are agreed upon by all. A description of our discipline procedure follows:

- ❖ Each teacher will post classroom rules at all times during the school year, which reflect **PR² – Positive, Responsible, Respectful**
- ❖ If a student breaks one of the posted rules, the student’s name will be documented. This serves as a warning.
- ❖ If the student breaks the same or another rule, the teacher and student will conference.
- ❖ If the student breaks the same or another rule again, the teacher will contact the parent either by telephone or email. ****Please let all teachers know the best way to contact you.***
- ❖ Any misbehavior beyond the above steps will result in a detention. Procedures for detentions will follow the school’s discipline procedures.
- ❖ A detention may be written immediately for: (1) deliberate disobedience, (2) disrespect for authority, (3) obscenity, (4) damaging school property, (5) cheating, (6) improper use of a cell phone, or (7) other inappropriate behavior that is not acceptable in a school setting.
- ❖ Uniform violation – Three (3) uniform violations in a 9 weeks period will result in a teacher prescribed consequence such as cleaning a classroom or cafeteria duty. Five (5) uniform violations in a 9 weeks period will result in detention.
- ❖ Four (4) unexcused tardies in a 9 weeks period result in a detention. This applies in homeroom and per classroom.
- ❖ Misuse of iPADS, such as leaving in classroom or hallway, not charged, dropping, etc. will result in detention.
- ❖ Tampering with another person’s iPad will be dealt with on a case by case basis, to include detention or suspension. Tampering includes but not limited to hiding, typing on, or moving for any reason without consent.

Except in the case of an excused absence, late work will not be accepted by middle school teachers.

A copy of this signed document will be kept in your student’s file.

Parent signature _____

Date _____

Student signature _____

Date _____

Parent CONTACT information (email and mobile numbers) – indicate best choice for during the school day:

Email: _____

Preferred during school day

Cell phone: _____

Preferred during school day