



# West Blocton Middle School

## Schoolwide Progressive Discipline Plan 2022-2023

# WBMS Schoolwide Progressive Discipline Plan

Provides behavioral expectations and procedures that are designed to ensure a safe and caring environment for all students and staff.

WBMS will maintain a firm, fair, and consistent system for handling behavioral infractions.

These procedures are based on the Bibb County Student Code of Conduct.

## Students at WBMS will abide by the following School-wide Behavioral Expectations (Golden Rule):

- I will treat everyone with kindness and respect.
- I will keep my hands and feet to myself.
- I will not use inappropriate language toward anyone.
- I will never tease, cause harm, name-call, or bully anyone.
- I will immediately notify my teacher or another staff member if I am bullied or see someone else being bullied.

# Class I Behavior Infraction Procedures

## Class I Behavior Infractions:

(The number in parentheses correlates with the Bibb County Student Code of Conduct for Class I Offenses.)

1. Talks excessively. (1.2)
2. Distracts other students or horseplay. (1.2)
3. Fails to follow directions. (1.4)
4. No food, drink, and/or gum. (1.9)
5. Fails to complete or poor quality of assigned work. (1.4)
6. Fails to bring materials to class. (1.4)
7. Fails to comply with dress code. (1.1)
8. Has excessive tardies. (1.3 and 1.4)
9. Displays disrespect. (1.9)

Class I behavior infractions will be handled by the classroom teacher in accordance with their grade-level discipline plan. Each grade level will send home their classroom discipline plan home to parents.

In order to ensure that students demonstrate appropriate behavior in the classroom, procedures and routines must be frequently modeled and practiced.

# Class I Behavior Infraction Procedures

Teachers will record the number for any student who violates the rules with the number that corresponds with their misbehavior.

- 1 conduct mark in a week – conduct grade 90
- 2 conduct marks in a week – conduct grade 80
- 3 conduct marks in a week – conduct grade 70 and 1 day of lunch isolation
- 4 conduct marks in a week – 10 points off for each conduct mark
  - 1st Offense - Note sent home and conference with student
  - 2nd Offense - Parent Contact (call, text, or email)
  - 3rd Offense - Parent Conference
  - 4th and Subsequent Offenses - Office Referral based as a Class II Offense (per Bibb County Student Code of Conduct 2.3 Disobedience - Persistent and Willful)
  
- If the student is assigned to **Alternative School**, the student will receive a conduct grade of 50 for each day.
- If the student is **suspended**, they will receive a 0 in conduct for each day suspended.
- Conduct grades will be derived by the following plan:
  - Students will receive a weekly conduct grade based on the conduct marks earned.
  - Weekly conduct grades will be averaged to determine the nine-week grade.
- Conduct grades will not impact A or A/B Honor Roll, but they can impact entrance in organizations like the Honor Society.

# Class II Behavior Infraction Procedures

Class II behavior infractions will receive a referral to the office.

An administrator will contact the parent/guardian to discuss the incident.

(The number in parentheses correlates with the Bibb County Student Code of Conduct for Class II Offenses.)

Class II Infractions include:

- Abusive/Inappropriate language toward any staff member (2.2 and 2.14)
- Fighting (2.8)
- Major pushing and shoving (2.10)
- Major disrespect or insubordination (2.2)
- Major classroom disruption (2.4)
- Major verbal altercation between students (2.10)
- Theft (2.12)
- Habitual discipline based on Class I Behavior Infraction Procedures (2.3)

# Class II Behavior Infraction Procedures

The following are the progressive disciplinary actions that will be taken by the administrators.

1. Teacher/Administrator/Parent/Student conference
2. PE Detention
3. After-school Detention
4. In-school Detention
5. Out of School Suspension
6. Other options as available to the administrators per Bibb County Student Code of Conduct for Class II Offenses.

# Class III Behavior Infraction Procedures

Class III behavior infractions will be immediately reported to the office with an office referral and their parent will be contacted by administration. **Class III infractions will receive an immediate Parent/Guardian Conference and suspension for a specific period of time based on the Bibb County Student Code of Conduct.**

(The number in parentheses correlates with the Bibb County Student Code of Conduct for Class III Offenses.)

Class III infractions include:

- Alcohol (3.1)
- Assault (3.2)
- Vandalism (3.5)
- Drugs (3.7)
- Weapons (3.12 and 3.16)
- Immoral conduct (3.15)

Possible Consequences of Class III Infractions: Out of School suspension, Behavior Intervention Plan, Alternative School (for any student at least 13 years of age), and Expulsion (Board Action)

# Cafeteria Expectations

Students will:

- Enter the cafeteria quietly
- Get permission from a teacher to go use the restroom
- Listen and be respectful to all cafeteria staff members
- Wait in line quietly
- Wait their turn to line up to get lunch
- Keep hands, feet and objects to themselves
- Eat their own food
- Not throw food
- Always walk in the cafeteria
- Clean up after themselves
- Respect others personal space
- Talk using an inside voice (no screaming)



# Library Expectations

1. No gum, food, or drinks in the library.
2. No loud talking.
3. No playing.
4. No leaning back in the chairs.
5. Don't move chairs.
6. Don't put feet in chairs.

# PE Expectations

Students will:

1. Have good sportsmanship.
2. Play by the rules.
3. Follow directions.

# Gym Rules

- No gum, drinks, or food allowed. (Water is allowed)
- Come in the gym with a positive attitude.
- Show respect to all authority and classmates
- Follow directions and listen to commands.
- Give full effort.
- Be on time.
- Do not leave until the bell rings or until you are dismissed.
- No cell phones, iPods, or iPads.
- No writing on or disrespecting school property and/or equipment.
- Refrain from the use of profanity.
- Do not talk when others are talking.
- Practice safety at all times.

Failure to follow these rules will be a deduction from the student's participation grade that day.

# Locker Room Rules

- Absolutely NO phones, iPods, or iPads. If I see one I will ask the student to safely put it in my office and will follow school policy.
- No sprays. Many people have allergies to perfumes, so I ask that you do not bring them into the locker room.
- No horseplay
- Students will have 5 minutes to dress out and use the restroom.
- Respect your classmates.
- No cleaning your shoes in the sink.
- No writing on the walls or lockers.
- It is important that students come prepared with all their hygienic needs. These will not be provided.

# Hallway Expectations

Students will:

- Walk on the right side of the hallway
- Talk using an inside voice (no screaming)
- NO horseplay
- Walk ONLY
- Have a hall pass during class time
- Go where they have been given permission to go and return straight to class

# Restroom Expectations

Students will:

- Use restrooms appropriately and keep restrooms clean
- Always flush the toilet after use
- Wash their hands
- NO horseplay
- Return immediately to class after using the restroom
- Only put toilet paper in the toilets
- Use paper towels appropriately and dispose of them in the trash can

# Arrival Expectations

Students will:

- Be allowed in the building at 7:30 AM
- Follow Schoolwide Progressive Discipline Plan when waiting for Homeroom to start
- Walk on the sidewalks only
- Car riders will enter at the back of the school
- Bus riders and walkers will enter at the front of the school

# Dismissal Expectations

Students will:

- Leave school campus immediately, unless they are participating in an afterschool activity
- Follow Schoolwide Progressive Discipline Plan when waiting to be picked up by bus or car
- Walk on the sidewalks only
- Car riders will enter at the back of the school
- Bus riders and walkers will enter at the front of the school
- Car riders will be dismissed at the back of the school
- Bus riders and walkers will be dismissed at the front of the school
- Afternoon transportation changes must be given to the office by 1pm, or the child will go home their usual way

# Student Dress Code Policy (FILE: JCDB)

The policy of the Bibb County Board of Education is that good grooming and personal appearance are essential elements in the teaching and learning processes. Therefore, it is expected that students dress in such a manner that will ensure health and safety, and not detract from the learning environment.

Furthermore, dress and personal appearance are not to be disruptive or interfere with the educational interest and welfare of the students of the purposes of public school education. It is the responsibility of the parents/guardians to monitor the dress of their children to ensure compliance with the Student Dress Code.

The school principal shall determine if a student's dress and appearance comply with the Student Dress code when questions arise. Students should comply with the following guidelines:

1. Students must be neatly dressed, clean and well-groomed while at school.
2. Shoes or sandals must be worn at school. Open-heeled or loose fitting shoes, such as flip flops, may be prohibited by the principal due to safety concerns or the inability of the student to participate in required physical activities.
3. Hair should be clean, free of head lice or nits, well-groomed, not in the eyes, and of a length not dangerous around equipment.

# Student Dress Code Policy (FILE: JCDB)

4. With approval of the principal, activity sponsors may establish different rules for dress and grooming as a prerequisite for membership and participation in specific activities.
5. Hats, head wear or head coverings and sunglasses are not to be worn inside school building unless for medical or religious reasons or designated activities.
6. Skirts, shorts and dresses must be mid-thigh or longer in front and back. No slits or leg openings may be above mid-thigh. Leggings, or similar garment (i.e. jeggings), should be worn with appropriate outer garment (i.e. tshirts, shorts, dress, or skirt) and the outer garment must be at least mid-thigh length. Excessively tight leggings or jeggings will not be allowed.
7. Students must secure loose pants around waist to prevent “sagging”.
8. Halters, cut-off or see-through shirts and blouses, tank tops, mesh shirts, spaghetti strap blouses, shirts, blouses or pants that expose the mid portion of the body, undergarments worn as outer garments, pajamas, or any other clothing that is determined to be too tight and revealing, suggestive or disruptive shall not be worn to school.



# Student Dress Code Policy (FILE: JCDB)

9. Clothing or paraphernalia with slogans, flags, pictures or writings which are obscene, offensive, suggestive, controversial or which promote affiliation, activities or products prohibited by the Code of Student Conduct shall not be permitted at school, such as, gangs, gambling, obscenity, profanity, etc.
10. Clothing or paraphernalia with slogans, graphics or pictures that refer to alcohol, illegal drugs, or tobacco shall not be worn at school.
11. Book bags are permitted at school for students in elementary schools at the discretion of the principal. Book bags of standard size or smaller are permitted at school for students in middle and high schools at the discretion of the principal. Bags should be placed in the students' locker and not taken to the classroom.
12. Trench coats or other type long coats shall not be worn in the school building.
13. Piercing, hairstyles, and other adornments (i.e. contact lenses) that draw attention to oneself in a manner that may be disruptive to the educational process are prohibited.

# Consequences for Dress Code Violations

- The teacher will send the student to the office with a hall pass describing the suspected dress code violation.
- The administrator will determine if a student's dress and appearance comply with the Student Dress code.
- If it is determined that the student **does** comply with dress code, the administrator will sign the hall pass stating that the student does comply and may return to class.
- If it is determined that the student **does not** comply with dress code, the administrator will contact the parent/guardian to bring appropriate clothing. The student will remain in the office until they are compliant with the dress code.

# Possession of Cell Phones (FILE: JCDAG)

CELL PHONES - The Bibb County School System's policy on cellular telephones is designed to ensure that the use of cell phones does not interfere with teaching and learning during the school day or with student safety.

1. Students are permitted to use cell phones as instructed by local school administrators. The exact times will be set by individual schools.
2. The use of cell phones for any purpose – including telephone calls, text messaging, games, and other functions – is not permitted at any time on school grounds, other than as designated by local school administration.
3. The use of cell phones for any purpose – including telephone calls, text messaging, games, and other functions – is not permitted while students are being transported to and from school on school buses.
4. Cell phones must not be visible, except in specified zones, during the school day or while being transported to and from school on school buses. They should be stored in a secure location, i.e. in vehicle, pocket, purse, locker, backpack, etc.
5. Cell phones must be turned completely off (not simply on silent or vibrate mode), except in specified zones, during the school day or while being transported to and from school on school buses.
6. Students participating in extracurricular activities and athletic events must contact their coach or sponsor for his/her rules involving cell phone use after school hours or on after-school bus trips. Coaches and sponsors will set their rules and establish consequences involving the use and/or misuse of these devices.

# Possession of Cell Phones (FILE: JCDAG)

7. The use of camera phones is strictly forbidden in private areas, such as, locker rooms, washrooms, dressing areas, classrooms, and offices at any time. Camera phone violations may be treated as Level II or Level III Offenses when necessary. Such use may also be in violation of the criminal code.
8. Any phone communication during the instructional day will take place on school telephones with permission from office personnel with the exception of emergency situations as deemed by the principal. Parents should continue to call the school for any emergency situation.
9. Students shall not bring cell phones into a classroom where standardized testing is taking place. Teachers will collect any student cell phones in classrooms where standardized testing (gradu, ARMT+, ACCESS for ELLs, ACT, PSAT, EXPLORE, PLAN, etc.) is being administered. Phones will be collected before testing begins and returned at the conclusion of testing for that day. The possession and/or use of a cell phone during standardized testing may result in the test being invalidated and legal action being taken by the testing company. This policy will be enforced irrespective of whether the student or parent owns the phone/device.
10. Possession of a cell phone by a student is a privilege which may be forfeited by any student not abiding by the terms of this policy. Students shall be personally and solely responsible for the security of their cell phones. The Bibb County School System shall not assume any responsibility for theft, loss, or damage of a cell phone, or unauthorized calls made on a cell phone.

# Consequences for Cell Phone Violations (FILE: JCDAG)

First Violation – Student will be warned and the cell phone/electronic devices will be confiscated by an administrator for the remainder of that school day. The phone/device will be returned to the student at the end of that school day.

Second Violation – Cell phone/electronic device will be confiscated by an administrator until a parent comes to the school for a conference. The parent must then sign a form stating that they understand that any subsequent violations will result in the cell phone/device being confiscated for 30 calendar days.

Third Violation – Cell phone/device will be confiscated for 30 calendar days.

Subsequent Violations – Any violations after the third violation (not during a suspension period) will result in cell phone/device being confiscated for an additional 30 calendar days.

- Possession or use of a cell phone/electronic device during a period when cell phone/electronic device privileges are suspended will be punishable as a Class II Offense.
- Students found to be using a cell phone or electronic device to break other school rules (i.e. cheating, disrupting class, text messaging, etc.) will be subject to punishment per the student code of conduct.

# Behavioral Interventions

To ensure a safe, positive classroom environment, classroom teachers will use a variety of behavioral interventions including:

- Clearly posting and defining classroom and school-wide behavioral expectations.
- Teaching, role-playing, and regularly practicing classroom procedures and routines.
- Quietly redirecting students and holding private conversations away from others.
- Refraining from engaging in an argument or power struggle with students.
- Acknowledging students who are demonstrating appropriate behaviors.
- Analyzing the reasons why a student is not complying with behavior expectations, including: determining the motivation, evaluating factors, and documenting behavior patterns.
- Collaborating with administrators, colleagues, and parents to develop behavioral intervention plans, if necessary. These plans will be regularly monitored and evaluated for effectiveness.
- Utilizing a variety of consequences including: timeouts in other classrooms, silent lunch, and/or loss of privileges.

# WBMS Schoolwide Discipline Referral Flowchart

All classroom teachers implement a classroom discipline plan.  
Classroom procedures and routines are consistently modeled and practiced.

## Class I Behavior Infractions:

- Talks excessively.
- Distracts other students or horseplay.
- Fails to follow directions.
- No food, drink, and/or gum.
- Fails to complete or poor quality of assigned work.
- Fails to bring materials to class.
- Fails to comply with dress code.
- Has excessive tardies.
- Displays disrespect.

Teacher handles behavior infractions in accordance with Class I Behavior Infraction Procedures

Student accumulates conduct marks which leads to a progression through Class I Behavior Infractions Procedures

**Teacher sends discipline referral**

## Class II Behavior Infractions:

- Abusive/Inappropriate language toward any staff member
- Fighting
- Major pushing and shoving
- Major disrespect or insubordination
- Major classroom disruption
- Major verbal altercation between students
- Theft
- Habitual discipline based on Class I Behavior Infraction Procedures

**Send immediate discipline referral**

- Teacher/Administrator/Parent/Student conference
- PE Detention
- After-school Detention
- In-school Detention
- Out of School Suspension

## Class III Behavior Infractions:

- Alcohol
- Assault
- Vandalism
- Drugs
- Weapons
- Immoral conduct

**Send immediate discipline referral**

- Out of School suspension
- Behavior Intervention Plan
- Alternative School (for any student at least 13 years of age)
- Expulsion (Board Action)

**Note:** Consequences and interventions for students receiving multiple referrals will be handled by the administration and the classroom teacher on a case by case basis.

# WBMS Student Behavior Contract

I, \_\_\_\_\_, promise that I will do my best to keep our school a safe and caring environment.

- I will treat everyone with kindness and respect.
- I will keep my hands and feet to myself.
- I will not use inappropriate language toward anyone.
- I will never tease, cause harm, name-call, or bully another student.
- I will immediately notify my teacher or another staff member if I am bullied or see someone else being bullied.

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Student Signature

Date

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Parent/Guardian Signature

Date