

Discipline Policy

Positive Behavior Program

The overall goal at Douglass is to create a school environment which encourages children to develop a positive self-concept, effective self-discipline and personal responsibility. The purpose of this discipline policy is to establish procedures for dealing with student misbehavior in ways that best promote that overall goal.

It is the intent of this policy to provide a consistent approach for the many people who work with our students each day. In all disciplinary efforts, adults are expected to use the experience as an educational opportunity to teach appropriate and/or alternative behaviors. Students should grow in understanding that they choose their own behavior and can control themselves and learn better ways to handle problems. The process is not humiliating or demeaning, and it is designed to help students learn to repair harm done to the community.

Process

1. All students will be made aware of Douglass expectations for student behavior.
 - ❖ Individual teachers will go over expectation sheets with students, and send them home with students to be reviewed and signed by parents.
 - ❖ Individual teachers will develop and review classroom procedures with students.
 - ❖ The principal will visit classrooms at the beginning of the school year to discuss the Douglass focus on a safe learning environment for all.
2. When misbehavior occurs, the adult involved will use one or more of the following steps for successive offenses:
 - ❖ Private talk with the student: The adult will check to be certain the student understands what is expected, to teach new behaviors or generate alternative ways to handle the situation, and to redirect behavior.
 - ❖ Natural or logical consequences: A consequence that is natural or logical to that situation will be allowed to occur.
 - ❖ Stop-and-Think Sheet: Students are asked to spend some time thinking and writing about the problem. Students generate ways to repair the harm done and identify character assets that would have helped them be more successful in the situation. This form is kept on file by the teacher but is not necessarily sent home.
 - ❖ Problem Solving Report (PSR): The PSR form is completed by the student (or dictated by the student) and requires the student to do his/her own thinking about how others were affected by the behavior and how to “make it right.” Instead of a standard consequence, the outcome of a PSR can be varied. The goal is have the child think about the problem and be a key player in deciding how to fix it. The PSR is similar to a Stop-and-Think sheet; however, the PSR form is sent home for a parent signature and is generally reserved for more serious infractions and/or repeated incidences.
 - ❖ Parent contact: The child or staff member may call to inform the parent that there has been a problem. Or, the staff member may call or send a note to discuss how the school and home can work together to support the child in solving the problem. Parents are also informed of a behavior form via the PSR form which must be signed and returned to school the next day.
3. If there is an ongoing pattern of misbehaviors, we will be calling you for a conference to discuss ways of helping your child be more successful. If you wish to discuss any PSR that your child receives, do not hesitate to call your child’s teacher.

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General Guidelines

1. Have fun without hurting other people's feelings or property by treating others as you wish to be treated.
2. Use the appropriate language and talk politely to all adults and children. We all deserve respect.
3. Control yourself. You are responsible for your behavior. You can solve problems without fighting and injuring others.
4. Remember the assets and practice them: Empathy, Respect, Responsibility, Effort, Kindness, Integrity, and Self-Control.

Playground

Be Respectful

1. Listen and respond to adult directions.
2. Use kind words.
3. Wait your turn.
4. Share equipment.
5. Include others.
6. Play fairly.

Be Safe

7. Use playground equipment correctly.
8. Follow rules.
9. Report unsafe situations.
10. Dress for the weather.

Be Responsible

11. Try to solve problems yourself.
12. Tell the truth.
13. Take care of personal & classroom belongings.
14. Follow playground rules.
15. Line up on time.

Hallways and Restrooms

1. During the day, many students are in the halls or bathrooms independently. Help keep those places clean and safe for everyone to use. Report any problems you see immediately.
2. Whenever you are away from your class, your teacher is expecting you to represent the class and yourself in a responsible way. Do your errand quickly and well and return to your class as soon as possible.
3. Do not run in the hallways at anytime.

Cafeteria

Be Respectful

1. Listen and respond to adult directions.
2. Use kind words.
3. Eat your own food.

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4. Wait your turn.
5. Be welcoming to all.

Be Safe

6. Walk
7. Keep hands and feet to self.
8. Place food in proper containers
9. Stay in your seat.

Be Responsible

10. Take what you want and eat what you take.
11. Say please and thank you.
12. Raise your hand to leave your seat.
13. Clean up after yourself.

Assemblies

1. Assemblies are for your enjoyment and education. We expect your cooperation and orderly behavior.
2. Students going to and from an assembly should not disturb other classes in session. Help your teacher and classmates get to the assembly on time.
3. Once inside the gym, students should walk quietly to their assigned area. All hats are to be removed.
4. During the assembly, please sit quietly without talking so others can hear. Quiet and attentive behavior shows respect for the performing guest.
5. Clapping is an appropriate way to show appreciation. Stomping your feet, whistling, booing or talking during the assembly are inappropriate.
6. Playing with gym equipment before, during or after the assembly is inappropriate behavior.
7. Please help other students remember the proper behavior during assemblies.
8. Upon dismissal, please stay with your teacher, follow his/her directions and leave in a quiet and orderly manner.

Appropriate Use of Technology Resources © Boulder Valley School District

The Boulder Valley School District (BVSD) offers access to an array of technology resources, including the Internet. This access offers vast, diverse, and unique resources and is provided to students and school personnel to promote educational excellence in the Boulder Valley Schools. The purpose of this section is to inform parents, guardians and students of the availability of technology and Internet resources, student responsibilities and the rules governing the use of technology resources. It is a joint responsibility of school personnel and the parent or guardian of each student to educate the student about his or her responsibility when using the technology, especially the Internet. Parents are expected to discuss with their children the school and district technology rules as well as their own expectations for their student's Internet use. **Students and Parents will be required to sign an Internet Use Agreement at the beginning of each school year.**

The Internet

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The Internet is an electronic highway connecting thousands of computers all over the world that gives students and teachers access to a variety of rich, educational resources. The World Wide Web includes some information specifically designed for children and youth, up-to-the-minute scientific information, Supreme Court documents, and other information that is traditionally difficult to obtain in the school environment. Information on the Web is presented richly in text, pictures, sound and some video. Though students can send electronic mail through BVSD's Web, the access described here does not provide students with their own BVSD Internet e-mail address or the ability to store World Wide Web pages on BVSD web servers.

The educational value of appropriate information on the Internet is substantial. Because the Internet is composed of information provided by institutions and people all over the world it does include material that is not of educational value in the context of the school setting. There is information that may be judged as inaccurate, abusive, profane, sexually oriented or illegal. BVSD does not condone or permit the use of this material and does use a commercial filtering tool to protect students from adult material on the Internet, to the extent possible. Parents and guardians must be aware that these technological tools are not completely fail-safe and while at school, direct supervision by school personnel of each student using a computer is desired, but not always possible. Students are expected to use the resources in a manner consistent with the rules below and will be held responsible for their intentional use. If a student accidentally accesses inappropriate material she or he should back out of that information at once and notify the supervising adult.

Proper and Acceptable Use of All Technology Resources

The use of the school and district technology resources, including the Internet, must be used in support of education and academic research and consistent with the educational objectives of the Boulder Valley School District.

Activities that are permitted and encouraged:

- school work;
- original creation and presentation of academic work;
- research on topics being studied in school;
- research on opportunities outside of school related to community service, employment or further education.

Activities that are not permitted:

- plagiarism or representing the work of others as one's own (any text quoted from another source or any idea that is another person's idea must be cited properly in the assignment);
- searching, viewing or retrieving materials from the Internet that are not related to school work, community service, employment or further education (thus, searching or viewing sexually explicit, profane, violence promoting or illegal materials is not permitted);
- intentional transmission of viruses or other destructive computer files;
- copying, saving or redistributing copyrighted material (students should assume that all material is copyrighted unless explicitly noted);
- subscription to any online services or ordering of any goods or services;
- online sharing of any student's name, home address, phone number or other personal information;

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- playing games and using interactive World Wide Web sites such as chats, MUDs and MOOs unless specifically assigned by a teacher for the purpose of meeting a learning objective;
- any activity that violates a school rule or a local, state or federal law.

Misuse

Violation of the acceptable use rules may result in suspension or revocation of a student's access to technology resources. Any action taken by a student that is in violation of a school rule will be subject to the usual disciplinary actions.