

# Discipline Procedure

## CLASSROOM

**1<sup>st</sup> Offense:** Teacher warning to student

**2<sup>nd</sup> Offense:** Isolation (time out)

**3<sup>rd</sup> Offense:** Teacher communication with parents  
Detention for 4<sup>th</sup>-8<sup>th</sup> grades  
(The third detention in a 30-day period for discipline equals a suspension as per Education Code 48900 "K" ... disrupting activities and/or defying authority of the supervisor)

\* Depending on the severity of any infraction the student may be sent to the office at any time for administrative contact to parent/guardian.

## PRINCIPAL'S OFFICE

**1<sup>st</sup> Offense:** Discuss with student  
Principal contact with parent/guardian

**2<sup>nd</sup> Offense:** Restrict student activity or withdraw privileges  
Possible detention  
(Determined by teacher and principal)

**3<sup>rd</sup> Offense:** Possible suspension of student and loss of activity and/or privileges.

The staff at Twin Ridges Elementary School District has reviewed all this information, including the suspension form document, with all students in all classes.

**WHEN A STUDENT IS SUSPENDED IT IS A DEFINITE DISCIPLINE ACTION FROM SCHOOL PERSONNEL AND IT IS THE RESPONSIBILITY OF THE PARENT(S)/GUARDIAN(S) TO APPROACH THIS ACTION AS A DISCIPLINE AT HOME, NOT A "VACATION."**

**A COMPLETE DETAILED DISCIPLINE POLICY IS AVAILABLE IN THE OFFICE.**

Return the bottom portion to the classroom teacher for their records.

I/we, the parent(s)/guardian(s), have discussed the school rules from the Twin Ridges Elementary School District Handbook, the Discipline Procedure, and all information in the state of California suspension form with our son/daughter and will support these school guidelines and discipline procedures.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Print Student Name

\_\_\_\_\_  
Grade