

## Bridgman High School Student Code of Conduct

**2022-2023**

Regulations covered in this handbook are in effect at school or at any school approved activity on or off school property. The following are the most common examples of violations of the Student Code of Conduct. The listed penalties are a possible range of penalties. The administration has the right to invoke any disciplinary measure necessary to insure the positive operation of the school. Referrals to police and juvenile authorities will be made when appropriate. All staff may refer students for infractions.

**1** Public Act No. 103 -"Snap Suspensions": If a teacher in a public school has good reason to believe that a pupil's conduct in class, subject, or activity constitutes conduct for which the pupil may be suspended, the teacher may cause the pupil to be suspended from class for up to one (1) full day.

**2** OSS - Out of School Suspension: A student suspended from school cannot participate in any school related activities, day or night during the out-of-school suspension. The student is not to be on or around school property at any time. Students who violate this regulation will be subject to police action for trespassing. OSS suspensions will not be counted towards the overall number of days absent when tabulating the loss of credit for a class.

\*\*\*In the event school is cancelled on a day that the student is scheduled for OSS, the student will return on their originally established date.

**3** Expulsion - Expulsion constitutes exclusion from school. The building principal may recommend expulsion proceedings whenever the documented behavior pattern of the individual or the seriousness of the offense is a substantial disruption to the educational process of the Bridgman Public Schools. After the recommendation is made by the building principal, parents may request a hearing with the Superintendent of Schools. Other action would follow as per the district expulsion policy.

**ASD: After School Detention      ISS: In School Suspension      OSS: Out of School Suspension      ECD: Electronic communication device**

The definitions of misconduct at each level are not all-inclusive but only representative and illustrative. A student who commits an act of misconduct not listed herein is nonetheless subject to disciplinary action. Discipline is within the sound discretion of the school's staff and administration and the administration will determine appropriate consequences for violating policy. Due process ensures that disciplinary action is imposed only after review of the facts and /or special circumstances of the situation.

\*\*\*Specific explanations of all discipline violations are contained within the Bridgman High School Student/Parent Handbook or within the Bridgman Schools Board of Education Policies. The Code of Conduct does not incorporate the Athletic Code that is adopted yearly by the Bridgman Schools Board of Education. If an athlete at Bridgman High School has a discipline issue, they are subject to discipline from both Bridgman High School as well as the Bridgman Athletic Code.

### REPEAT OFFENDER

Students who accumulate fifteen suspensions (OSS) in a school year, or have established a pattern of misbehavior from a previous school year to the present may be considered for an alternative placement or expulsion.

<b>DISCIPLINE CODE CHART</b>	
VIOLATION	CONSEQUENCES
<p><b>Alcohol/Drugs</b></p> <p><i>Zero Tolerance (under the influence, or the possession, use, delivery, transfer or sale of alcoholic beverages, controlled substances, prescription medications, or any other substance, or look-alike drugs by students, while in school or on school property, such as parking lot, school busses, field trips, including at a school sponsored event) Students are forbidden to possess, use or transfer any over-the-counter or prescription medications such as diet aids, stimulants, and sleep aids, counterfeit and look-alike drugs along with any paraphernalia related to smoking or drugs.</i></p> <p><i>**Trafficking of any type will result in a recommendation of expulsion</i></p>	<p><b>1st Offense = Parent notification + Police notified + 10 days OSS</b></p> <p><b>*1st Offense shall be reduced to 5 day OSS with verification of a scheduled substance abuse assessment or evaluation.</b></p> <p><b>2nd Offense = Parent notification + Police notified + 10 Day OSS + Expulsion hearing before the Board of Education.</b></p>
VIOLATION	CONSEQUENCES
<p><b>Arson</b></p>	<p><b>All Arson Offenses = Police notification + 10 Days OSS + Expulsion hearing before the Board of Education + Restitution.</b></p>
VIOLATION	CONSEQUENCES

<p><b>Careless Driving</b></p> <p><i>Driving too fast/recklessly in the parking lot or around the school campus or a school event.</i></p>	<p>1st Offense = Parent Notification + 1 ASD</p> <p>2nd Offense = 1 Day of ISS &amp; Loss of driving privilege for grading period</p> <p>3rd Offense = 2 Days of ISS &amp; Permanent loss of driving privileges</p>
<p align="center"><b>VIOLATION</b></p>	<p align="center"><b>CONSEQUENCES</b></p>
<p><b>Cell Phones/Music Player (IPOD's, etc...)/Head Phones/Electronic Communication Devices (ECD's):</b></p> <p><i>Cell phone and/or headphone use in the classroom setting is at the discretion of the classroom teacher. White card = cell phone may be out and accessed at all times. Blue card = cell phone may be out and accessed only at the discretion of the teacher. Orange card = cell phone may not be out at any time and must be turned off. Students may use their phones during passing periods and lunch in accordance with the building ECD policy.</i></p>	<p>1st Offense = Confiscation + Parent/Guardian pick up + 1 ASD</p> <p>2nd Offense = Confiscation + Parent/Guardian pickup + 2 ASD</p> <p>3rd Offense = Confiscation + Parent/Guardian must pick up + Loss of privilege to carry for the remainder of the school year + 1 Day of ISS</p> <p><b>**Pictures and videos are not to be taken in class or on school property without adult permission. The use of cell phones or video/camera equipment is strictly forbidden in all locker rooms, bathroom areas and other areas that privacy is expected.</b></p> <p>* If a student is caught with an ECD during times when they have lost privileges to carry, it will result in an immediate 3 days Suspension from school for insubordination.</p>
<p align="center"><b>VIOLATION</b></p>	<p align="center"><b>CONSEQUENCES</b></p>
<p><b>Computer Technology and Networks</b></p> <p><i>Any type of misuse of either school given or personal technology within the school setting (includes but is not limited to the use and access to all district devices and/or networks).</i></p>	<p><u>Minor Violation:</u></p> <p>1st Offense = Warning + Meet with Principal</p> <p>2nd Offense = 1 ASD + Principal &amp; Network Administrator conference + 1 week loss of privileges</p> <p><u>Moderate Violation:</u></p> <p>1st Offense = Meet with Principal &amp; 2 ASD + Loss of CPU privileges for remainder of the Marking Period.</p> <p>2nd Offense = ISS until parent meeting takes place + Loss of CPU privileges for remainder of the semester.</p> <p><u>Severe Violation:</u></p> <p>All Offenses = ISS/OSS until parent meeting + Loss of privileges for the remainder of the school year.</p>
<p align="center"><b>VIOLATION</b></p>	<p align="center"><b>CONSEQUENCES</b></p>
<p><b>Cutting / Leaving Class w/out permission</b></p> <p><i>Student is willfully not in their expected location</i></p>	<p>1st Offense = Parent/Guardian notified + Truant absence + 1 ISS</p> <p>2nd Offense = Truant absent + Parent/Guardian must return student to the school + 1-3 Days ISS.</p> <p>3rd &amp; Beyond Offense = Truant absence + 3-5 Days ISS + Parent/Guardian must return student to the school.</p>
<p align="center"><b>VIOLATION</b></p>	<p align="center"><b>CONSEQUENCES</b></p>
<p><b>Damaging property</b></p> <p><i>Vandalism and disregard for school property will not be tolerated.</i></p> <p><i>Property incorporates school issued supplies such as books, technology and other loaned items that assist in instruction.</i></p>	<p>All Offenses (unintentional) = Parents notification + Restitution</p> <p>1st Offense (intentional) = Parent notification + Police notified + 1-5 days OSS + Restitution</p> <p>2nd Offense (intentional) = Parent notification + Police notified + 6-10 days OSS + Restitution + Possible expulsion</p>
<p align="center"><b>VIOLATION</b></p>	<p align="center"><b>CONSEQUENCES</b></p>
<p><b>Disruption of Educational Process</b></p> <p><i>Any actions or manner of dress that interferes with school activities or disrupts the educational process is unacceptable. Such disruptions also include delay or prevention of lessons, assemblies, field trips, athletic, and performing arts events</i></p>	<p>Discipline will vary from the list below: (The severity of the infraction will determine the discipline)</p> <p>1st Offense = 1 ASD</p> <p>2nd Offense = 1 Day of ISS</p> <p>3rd Offense = 2-3 Days of ISS</p> <p>4th Offense = 2-3 Days of OSS</p>
<p align="center"><b>VIOLATION</b></p>	<p align="center"><b>CONSEQUENCES</b></p>

<p><b>Dress Code</b></p> <p><i>Please see the Student Handbook for details.</i></p>	<p><b>NOTE:</b> Student(s) will NOT return to class until situation is resolved</p> <p><b>1st Offense =</b> Parent notification + Change of offending Attire + Truant absence if sent home + Written Warning</p> <p><b>2nd Offense =</b> Parent notification + Change of offending Attire + Truant absence if sent home + 1 ASD</p> <p><b>3rd Offense =</b> Parent notification + Change of offending Attire + Truant absence if sent home + 2 ASD</p>
<b>VIOLATION</b>	<b>CONSEQUENCES</b>
<p><b>Explosives</b></p>	<p><b>All Offenses =</b> Parents notified + Police notification + 1-10 days OSS + Restitution if damage resulted + Expulsion hearing before the Board</p>
<b>VIOLATION</b>	<b>CONSEQUENCES</b>
<p><b>Extortion</b></p>	<p><b>1st Offense =</b> Parent notification + Police notified + 5-10 days OSS</p> <p><b>2nd Offense =</b> Parent notification + Police notified + 10 days OSS and/or possible expulsion</p>
<b>VIOLATION</b>	<b>CONSEQUENCES</b>
<p><b>Failure to Serve a Detention</b></p>	<p><b>1st Offense =</b> Reassignment</p> <p>Multiple missed ASD may result in an ISS at the discretion of the Principal</p>
<b>VIOLATION</b>	<b>CONSEQUENCES</b>
<p><b>Detention Accumulation</b></p>	<p>If at any one time a student is assigned three or more detentions he/she may be suspended from school until a parent meeting takes place.</p>
<b>VIOLATION</b>	<b>CONSEQUENCES</b>
<p><b>False alarms, reports and bomb threats</b></p>	<p><b>All offenses =</b> Parent notification + Police notified + 10 OSS (possible expulsion)</p>
<b>VIOLATION</b>	<b>CONSEQUENCES</b>
<p><b>Falsification of school work, identification, and/or forgery</b></p> <p><i>Cheating and Plagiarism is the practice of knowingly and willfully sharing/exchanging information on assignments (homework &amp; class work), test/quizzes, and/or projects. This includes COPYING someone else's work and/or presenting it as your own (plagiarism). Cheating also includes talking during tests/quizzes, using "cheat sheets," use of an ECD, notes, etc. while in testing situations. Cheating will NOT be tolerated. You will receive a ZERO, be reprimanded by your classroom teacher, in addition to the consequences from the main office.</i></p> <p><i>"Cheating" offenses are cumulative over the student's years in Bridgman High School.</i></p>	<p><b>1st Offense =</b> Parent notification + Failure of Assignment + 1 ASD</p> <p><b>2nd Offense =</b> Parent notification + Failure of Assignment + 1 Day of ISS</p> <p><b>3rd Offense =</b> Parent notification + Failure of Assignment + 3 Days of ISS</p> <p><b>4th Offense =</b> Failure of Assignment + Student Suspended may be suspended until a parent conference + Possible expulsion meeting w/ Principal.</p>
<b>VIOLATION</b>	<b>CONSEQUENCES</b>
<p><b>Fighting / Willing Participant</b></p> <p><i>Fighting ,including incitement to fight (will be defined as physical contact in which two or more parties are active participants which does or could cause bodily harm. Physical contact refers to but is not limited to hitting, shoving, pushing, tripping, pinching, or spitting).</i></p>	<p><b>1st Offense =</b> 5 Days OSS + Parent/Guardian Conference + Police Notification + Possible expulsion hearing before the Board of Education</p> <p><b>2nd Offense =</b> 10 Days OSS + Parent/Guardian Conference + Police Notification + Possible expulsion hearing before the Board of Education</p>

VIOLATION	CONSEQUENCES
<p><b>Harassment / Hazing / Bullying</b></p> <p><i>* For a complete description reference Bridgman High School's Handbook.</i></p>	<p>Discipline will vary from the list below: (The severity of the infraction will determine the discipline)</p> <p><b>Warning</b></p> <p>Parent notification + ASD</p> <p>Parent notification + ISS</p> <p>ISS/OSS until parent meeting takes place</p> <p>Parent notification + Multiple days OSS</p> <p>School Board expulsion hearing</p>
VIOLATION	CONSEQUENCES
<p><b>Horse Play</b></p>	<p>1st Offense = Parent notification + 1 ASD</p> <p>2nd Offense = Parent notification + 1 Day of ISS</p> <p>3rd Offense = Parent notification + 2 Days of ISS</p>
VIOLATION	CONSEQUENCES
<p><b>Indecent Exposure</b></p>	<p>Discipline will vary:</p> <p>Parent/Student Meet with Principal + 5 Day OSS</p> <p>Parent/Student Meet with Principal + 10 Days OSS + Expulsion hearing before the Board</p>
VIOLATION	CONSEQUENCES
<p><b>Insubordination</b></p> <p><i>Disobedience/Refusing to accept discipline/ Violation of Individual School/Classroom rules/ Violation of rules while a substitute teacher is assigned to the classroom.</i></p> <p><i>*After the 1st offense, sleeping in class will be considered Insubordination.</i></p>	<p><b>Moderate: (Severity of action will determine which step discipline will begin on)</b></p> <p>1st Offense = 1 ASD</p> <p>2nd Offense = 2 ASD</p> <p>3rd Offense = 1 Day of ISS</p> <p><b>Severe Violation:</b></p> <p>1st Offense = Parent notification + 1 Day of ISS</p> <p>2nd Offense = Parent notification + 3 Days of ISS</p>
VIOLATION	CONSEQUENCES
<p><b>Persistent tardiness</b></p> <p><i>Accumulate for the Semester in all classes</i></p>	<p>1st- 4th = Warning</p> <p>5th-9th = 1 ASD</p> <p>10+ = 1 Day of ISS or Administration discretion</p>
VIOLATION	CONSEQUENCES
<p><b>Physically assaulting a staff member/student/person associated with the District</b></p>	<p>The Board of Education shall expel a student in grade six or above for up to 180 days if the student commits a physical assault against another student on school property, on a school bus or other school related vehicle, or at a school sponsored activity or event.</p>
VIOLATION	CONSEQUENCES
<p><b>Pornography</b></p>	<p><b>Possession:</b></p> <p>1st Offense = Parent notification + Police notification + 3 Days of ISS</p> <p>2nd Offense = Parent notification + Police notification + 5 Days of OSS</p> <p>3rd Offense = 10 Days OSS + Parent/Guardian Conference + Police Notification + Possible expulsion hearing before the Board of Education</p> <p><b>Distribution:</b></p> <p>1st Offense = Parent notification + Police notification + 5 Days of OSS</p> <p>2nd Offense = 10 Days OSS + Parent/Guardian Conference + Police Notification + Possible expulsion hearing before the Board of Education</p> <p><b>Production:</b></p> <p>1st Offense = 10 Days OSS + Parent/Guardian Conference + Police Notification + Possible expulsion hearing before the Board of Education</p>

VIOLATION	CONSEQUENCES
<p><b>Possession of a weapon</b></p> <p><i>*As defined by the Student Handbook/Board Policy/State Law</i></p> <p><i>**Outside of the defined definition in the Student Handbook/Board Policy/State Law</i></p>	<p><b>*Weapon = Confiscation + Parent notification + Police notification + 10 days of Out of School Suspension + Expulsion hearing before Board of Education (State Law)</b></p> <p><b>**Weapon = Confiscation + Parent notification + Police notification + up to 10 days of Out of School Suspension + Possible expulsion hearing before Board of Education</b></p>
VIOLATION	CONSEQUENCES
<p><b>Profanity / Obscenity</b></p>	<p>Discipline will vary from the list below: (The severity of the infraction will determine the discipline)</p> <p>Warning</p> <p>Parent notification + ASD</p> <p>Parent notification + ISS</p> <p>ISS/OSS until parent meeting takes place</p> <p>Parent notification + Multiple days OSS</p>
VIOLATION	CONSEQUENCES
<p><b>Public Displays of Affection (PDA)</b></p> <p><i>Excessive display of affection = (anything other than holding hands)</i></p>	<p>1st Offense = Parent notification + written warning</p> <p>2nd Offense = Parent notification + 1 ASD</p> <p>Subsequent Offenses = Parent notification + 1 Day of ISS</p>
VIOLATION	CONSEQUENCES
<p><b>Receiving Stolen Property</b></p>	<p><u>Moderate Violation:</u></p> <p>1st Offense = Parent notification + 1 Day of ISS</p> <p>2nd Offense = Parent notification + 2-5 days of ISS</p> <p><u>Severe Violation:</u></p> <p>All Offenses = Referral to Police + 10 Days OSS</p>
VIOLATION	CONSEQUENCES
<p><b>Theft</b></p> <p><i>(Possession of property belonging to others)</i></p>	<p>1st Offense = 1-5 Days of ISS + Police Notification + Restitution</p> <p>2nd Offense = 5-10 Days OSS or Expulsion hearing before the Board + Police Notification + Restitution</p>
VIOLATION	CONSEQUENCES
<p><b>Tobacco, Vaping &amp; Paraphernalia</b></p> <p><i>Zero Tolerance (under the influence, or the possession, use, delivery, transfer or sale of alcoholic beverages, controlled substances, prescription medications, tobacco products, or drug or tobacco paraphernalia, including electronic, vapor, or other substitute forms of cigarettes, clove cigarettes or other lighted smoking devices for burning tobacco or any other substance, look-alike drugs by students, while in school or on school property, such as parking lot, school busses, field trips, or at school sponsored events) Students are forbidden to possess, use or transfer any over-the-counter or prescription medications such as diet aids, stimulants, and sleep aids, counterfeit and look-alike drugs) paraphernalia related to smoking or drugs.</i></p>	<p>1st Offense = Parent notification + Police notification + 5 Days of ISS</p> <p>2nd Offense = Parent notification + Police notification + 5 Days of OSS</p> <p>3rd Offense = Parent notification + Police notification + 10 Days of OSS</p>
VIOLATION	CONSEQUENCES
<p><b>Unauthorized Entrance</b></p>	

<p><b>Admitting Individuals into the building through locked doorways to circumvent the main entrance.</b></p> <p><i>For safety reasons, school doors are locked. Students are not allowed to admit individuals, including other students, to the school. All offenses will be at the discretion of the Administration.</i></p>	<p>1st Offense = 1 ASD</p> <p>2nd Offense = 2 ASD</p> <p>3rd Offense= 1 Day of ISS</p>
VIOLATION	CONSEQUENCES
<p><b>Unauthorized use of school or private property/trespassing</b></p>	<p>Discipline will vary from the list below: (Which step to begin is at the discretion of the administrator)</p> <p>Warning</p> <p>Parent Notification + ASD</p> <p>Parent Notification + ISS</p> <p>Parent notification + ISS until parent meeting takes place</p> <p>Parent notification + Multiple days OSS</p>
VIOLATION	CONSEQUENCES
<p><b>Verbally threatening a staff member/Student/Person Associated with the District</b></p>	<p>Verbal Threats = Required suspension or expulsion up to 180 school days for any student who verbally assaults a school employee, volunteer, or contractor, or who makes a bomb threat or other threat towards school property or activities.</p>
VIOLATION	CONSEQUENCES
<p><b>Violation of Personal Property</b></p>	<p><u>Minor Violation:</u></p> <p>1st Offense = Parent notification + 1 ASD</p> <p>2nd Offense = Parent notification + 1 Day of ISS</p> <p><u>Moderate Violation:</u></p> <p>1st Offense = Parent notification + 1 Day of ISS</p> <p>2nd Offense = Parent notification + 2 Days of ISS</p>