

Crown Pointe Academy Middle School

Discipline Matrix and Procedures

At Crown Pointe Academy, we believe that being proactive is the best approach to providing a positive learning environment free from discipline issues and classroom distractions. We encourage students to display appropriate behavior with special recognition incentives. Research has proven that a school wide consistent approach to discipline is very important in middle years. Such a system empowers teachers to more effectively control student behavior and teaches students there are outcomes and consequences for both positive and negative actions.

The discipline matrix is composed of six levels. It lists the normal consequences students will face if and when their behavior falls within one of the given levels. The matrix is an attempt to be fair, concise, and all-inclusive. We want students to respect the rights of others, to learn to become responsible for their own behavior, and to have the opportunity to turn themselves around if they get off the right track.

General Overview

1. The extreme nature of any infraction may warrant the most severe disciplinary action.
2. CPA administrators may recommend alternative interventions as they see fit. Alternative interventions may include, but are not limited to mediation and appropriate loss of privileges.
3. CPA administrators will assign consequences for any other infractions not listed on this matrix to ensure the safety of students and staff and protect the right for all students to an education free from disruption.
4. Students suspended out of school may request make-up work during the days missed. It is at the discretion of the teachers to provide or not provide the make-up work requested during those days. If the work is provided, it will be due upon returning to school. If the work is not provided, regular make-up procedures (two days allotted for each missed day) will apply. The student is responsible to get assigned work upon returning to school.
5. Students on IEPs will follow all items on this matrix UNLESS a particular item would go against an IEP exception. Exceptions to the matrix will be written into the IEP at the annual staffing.

Where School Rules Apply

1. While on school premises
2. While engaged in any school-sponsored activity including field trips, social events, extra-curricular activities.

A system of progressive discipline uses several levels of consequences. Each one is more significant than the one that comes before it. As a student moves from level to level, the disciplinary action taken by the school becomes more severe.

This discipline matrix was developed in accordance with the Crown Pointe Academy Discipline Policy and Colorado State Law.

Offense	1st Infraction	2nd Infraction	3rd Infraction	4th Infraction	5th Infraction
Minor Infraction: 5 Uniform Violations; 5 unprepared marks in any one class; Chewing Gum	Lunch detention or 30 minute after school detention	Lunch detention or 30 minute after school detention	Lunch detention or 30 minute after school detention	Lunch detention or 30 minute after school detention	Lunch detention or 30 minute after school detention— after this, students will move to Level 2 for repeated insubordination.
Level One: Minor Disruption/Disorderly Conduct; Loitering; Possession/Use of Electronic Device; Use of Perfume/Body Spray at School; Chronic Tardiness	One 30 Minute Detention	One 60 Minute Detention	Two 60 Minute Detentions, Mandatory Parent Conference	Mandatory Parent Conference; 1 day OSS or parent attendance at school.	Mandatory Parent Conference; 2-3 days OSS or Parent Attendance at School
Level Two: Repeated Insubordination; Harassment/Bullying (minor); Major Disruption/Disorderly Conduct; Dishonest with School Staff; Disrespect to Staff or Students; Profanity/Vulgarity/Inappropriate Gestures; Failure to Serve Consequences; Ditching a single period of classes; Disobeying a Staff Request; Public Displays of Affection	One 60 minute Detention	Two 60 Minute Detentions; Mandatory Parent Conference; Creation of Behavior Plan	*Mandatory Parent Conference; 1 day OSS or Parent Attendance at School.	*Mandatory Parent Conference; 2-3 days OSS or Parent Attendance at School	*Mandatory Parent Conference; 3-5 days OSS or Parent Attendance at School
Level Three: Academic Dishonesty; Possession/Creation of Indecent Materials; Leaving School without Permission; Truancy; Forgery; Minor Theft; Possession of Fireworks; Gambling	Two 60 Minute Detentions; Mandatory Parent Conference; Creation of Behavior Plan	*Mandatory Parent Conference; 1 day OSS or Parent Attendance at School.	*Mandatory Parent Conference; 2-3 days OSS or Parent Attendance at School	*Mandatory Parent Conference; 3-5 days OSS or Parent Attendance at School	*Refer to and follow Colorado Revised Statute 22-33-106 for expulsion.
Level Four: Tampering with or Altering School Records or Documents; Harassment/Intimidation/Bullying (major); Major Theft; Physical Assault; False Fire Alarm; Threat of and/or Assault of Another Student	*Mandatory Parent Conference; 1 day OSS or Parent Attendance at School.	*Mandatory Parent Conference; 2-3 days OSS or Parent Attendance at School	*Mandatory Parent Conference; 3-5 days OSS or Parent Attendance at School	*Refer to and follow Colorado Revised Statute 22-33-106 for expulsion.	
Level Five: Attending School Under the Influence of Controlled Substances; Extortion/Blackmail; Threat of Harm to School Employees/Visitors; Major Vandalism; Arson; Use or Possession of Tobacco Products; Bomb Threat; Use or Possession of Alcohol	*Mandatory Parent Conference; 2-3 days OSS or Parent Attendance at School	*Mandatory Parent Conference; 3-5 days OSS or Parent Attendance at School	*Refer to and follow Colorado Revised Statute 22-33-106 for expulsion.		
Level Six: Distribution, Trade, Exchange, Sale, or Intent to Distribute Controlled Substances; Carrying, Bringing, Using, or Possessing on School Property Any Dangerous Weapon.	*Refer to and follow Colorado Revised Statute 22-33-106 for expulsion.				

*Crown Pointe Academy will refer to and follow Colorado Revised Statute 22-33-106 for infractions warranting suspension or expulsion.