Amos P. Godby High School follows a Progressive Discipline Plan in order to ensure all students are treated fairly and equally regarding discipline concerns. The Progressive Discipline steps are as follows:

**Step 1: Warning**
- Usually verbal warning to stop disruptive activity or behavior.
- Teachers will implement a classroom consequence for warnings given.

**Step 2: Parent Notification**
- Teachers will make initial parent contact either by phone, email or U.S. mail. Documentation of such attempts will be kept in a phone log, sent email folder or U.S. mail folder by the teacher.

**Step 3: Detention with Teacher**
- Teachers may hold their own detention.

**Step 4: Parent Conference**
- Teachers will try to schedule a Parent Conference to help change student behavior in the classroom. This meeting will need to include the student’s guidance counselor and Dean of Students or any other Administrator available at the time of the meeting.

**Step 5: Class Suspension**
- The Dean of Students and/or Administrator may suspend a student from the class for the day of the incident and following days.
- The Dean of Students and/or Administrator will request a parent conference for class suspensions that appear to represent a pattern of exclusion for any student(s) in a particular class.

**Step 6: Student Referral to Counselor or Student Services Office**
- A teacher may make a referral to the Office of Student Service for any student disruption based on the severity of the incident. In all cases, the teacher should make every effort to handle the behaviors in the classroom using Steps 1-4 prior to referring a student to his or her counselor or student services.
- A student may receive various consequences based on the infraction committed in the classroom. This includes but not limited to: detentions, in-school or out-of-school suspensions, student behavior contracts, counseling referrals and/or possible citations and recommendation for expulsion.
Violations that may Warrant Interventions

1) Eating and/or Drinking in Class
2) Cheating/Plagiarizing
3) Fighting/Harassment (Mandatory)
4) Drug/Alcohol Possession or Abuse (Mandatory)
5) Graffiti/Vandalism (Mandatory)
6) Tardy/Truancy
7) Defiance
8) Profanity
9) Dress Code
10) Any other behavior that is deemed defiant, inappropriate or a disruption to school activities may warrant an intervention or consequence to be issued by the Office of Student Services.

Other Points of Interest

1) **Cell Phones are only to be used before school, during lunch and after school.** Use of a cell phone at any time other than the times stipulated is considered to be a disruption of the instructional process. **Cell phones can be confiscated if seen in use outside of the stipulated times.** Any confiscated item may be retrieved from the Office of Student Services.

2) **Electronic Devices** such as but not limited to radios, CD Players, iPods, and MP3 players are considered a disruption of instructional activities. These items may not be seen or used at school. These items may be confiscated if seen. Earphones are only to be used during the specified times identified for cell phone use (before school, during lunch, and after school). If earphones are used at any other time during the school day, they are subjected to confiscation.

3) **Hats are NOT ALLOWED** to be worn at any time in the classroom, cafeteria, gymnasium and all other indoor structures. These items are subject to confiscation, if the aforementioned policy is violated. Failure to comply with the request for confiscation **WILL** result in a referral for defiance of staff, and could result in a disciplinary action up to an out-of-school suspension.

*Amos P. Godby High School does not accept any responsibility if any items are lost or stolen while on campus.*

Student Signature:__________________________ Date:________________________

Parent Signature:__________________________ Date:________________________

Teacher Signature:__________________________ Date:________________________