

MANCHESTER HIGH SCHOOL CODE OF CONDUCT (revised 7-22-14)

Conduct	Definition	1 st Offense	2 nd Offense	3 rd Offense
Alcohol and Drugs A. Use/ Under the influence B. Possession C. Distribution	A. under the influence of an intoxicant of any kind. B. The possession of any drug, drug paraphernalia, alcoholic beverage, or other illegal substance. C. The distribution of any drug, alcoholic beverage, or illegal substance	A. 3 Days in - school, parental notification; substance abuse prevention referral B. Up to 10 days out of school suspension. Police notification C. Up to 10 days out of school suspension. Police notification. Recommended expulsion.	A. 5 days in - school, parental notification B. 10 days out of school suspension. Police notification. Superintendent hearing. Recommended expulsion.	A. 5 days in - school, parental notification B. 10 days out of school suspension. Police notification. Superintendent hearing. Recommended expulsion.
Assault	A physical act causing harm to any person	5 days out of school suspension. Police notification; Referral to counseling	10 days out of school suspension. Police notification. Expulsion hearing.	10 days out of school suspension. Police notification. Expulsion hearing
Bullying / Harassment	Overt acts by a student or group of students directed against another student with the intent to ridicule, harass, humiliate, or intimidate the other student	Conference with admin.; 1 day in-school suspension; Parental notification; Referral to Anger Management At the discretion of the administrator, additional consequences may apply.	Up to 3 days in - school suspension. At the discretion of the administrator, additional consequences may apply.	Up to 5 days in - school suspension. At the discretion of the administrator, additional consequences may apply.
Class Cut	Unauthorized absence from class. Leaving class without permission.	Saturday Detention 0 for work missed	1 day in - school suspension. 0 for work missed	2 days in - school suspension. 0 for work missed
Computer – improper usage	Engaging in any activity on the computer for reasons other than those given by a teacher for educational purposes.	Loss of internet access for 3 to 5 days	Extended Detention Loss of internet access for 5 to 10 days	Saturday School Loss of internet access for remainder of the school year.
Defiance of authority	Failing to comply with a proper and authorized direction or instruction of a staff member, including requests to display ID or report to office.	Saturday detention.	1 to 3 days in - school suspension. Parent conference.	3 to 5 days in - school suspension. Principal hearing.
Detention – failure to serve	A. Failure to serve detention assigned by teacher B. Failure to serve extended detention C. Failure to serve Saturday detention	A. Extended Detention B. Saturday Detention C. 1 day In School Suspension	A. Extended Detention B. Saturday Detention C. 1 day In School Suspension	A. Extended Detention B. Saturday Detention C. 1 day In School Suspension
Disrespect towards staff	Written , verbal or non-verbal abuse directed at a staff member	A. Saturday detention. B. 1 to 3 days in - school suspension. C. 5 days in - school suspension.	A. Saturday detention. B. 1 to 3 days in - school suspension. C. 5 day in - school suspension. Referral to School Counseling – Anger Management	A. 1 to 3 days in school detention. B. 5 days in school suspension. C. 10 days in school suspension. Parental Meeting Referral to School Counseling
Disruptive behavior	A student shall not engage in conduct that disrupts the educational process or interferes with teaching or learning.	Saturday Detention. At the discretion of the administrator, serious disruption may result in suspension.	Saturday detention. At the discretion of the administrator, serious disruption may result in suspension.	2 days in – school suspension. At the discretion of the administrator, serious disruption may result in suspension.
Dress code violation	See dress code posters and/or student-parent handbook for specific information.	Student required to change.	Parental notification. Student required to change. Saturday detention	Parental notification. Student required to change. 1 day in - school suspension
Endangering health and safety of self and/or others.	Conduct as determined by an administrator which causes a serious threat of danger to the physical well-being of himself/herself or others.	1 to 5 day in - school suspension. Parental notification	5 to 10 day in - school suspension. At the discretion of the administrator, additional consequences may apply	10 day in - school suspension. At the discretion of the administrator, additional consequences may apply
Fighting	Involves the exchange of mutual, physical contact, such as pushing, shoving, hitting, or punching, with or without injury.	Up to 10 days out of school suspension. Police notification.	5 to 10 days out of school suspension. Police notification.	10 days out of school suspension. Police notification.
Forgery Misrepresentation Cheating A. Altering notes or official documents B. Cheating	Altering official documents for the purposes of misrepresentation. An individual's use or the attempt to use	Saturday detention. Parental notification Zero for academic work.	1 to 3 days in - school suspension. Parental notification Zero for academic work	3 to 5 days in - school suspension. Parental notification Zero for academic work

C. Plagiarism	another person's identity, signature, academic work or research as if his/her own.			Principal hearing.
Leaving school building and/or grounds without authorization		Saturday detention.	Saturday Detention plus 1 day in - school suspension.	Saturday Detention plus 2 days in - school suspension.
Profanity / Vulgarity / Racial Slurs A. Obscene or derogatory language, gestures or writing B. Spitting C. Indecent exposure	Profane, obscene or abusive language (written or spoken) or gesture which constitutes insubordination or disruption of an activity.	A. Saturday detention B.C. 5 days in - school suspension. Parental notification	A. 1 day in - school suspension. B.C. 10 days in - school suspension. Parental notification Principal hearing.	2 days in - school suspension. B.C. 10 days in - school suspension. Parental notification Superintendent hearing.
Theft / Possession of Stolen Property	Taking property belonging to the school, individual, or group without permission. Having in one's possession property obtained without permission of owner.	5 days in - school suspension. Restitution. Police notification.	7 days in - school suspension. Restitution; Parental notification Police notification.	10 days in - school suspension. Restitution; Parental notification Police notification. Superintendent hearing.
Threatening	The act of threatening (verbal, written, physical) to strike, attack or harm any person in school or at any school sponsored or supervised activity.	5 to 10 days in school suspension. Parental notification Referral to School Counseling - Anger Mgt Police notification	Up to 10 days in school suspension. Parental notification Referral to Guidance - Anger Mgt Police notification.	10 days out-of-school suspension. Police notification. Recommended expulsion hearing.
Tobacco Products / Use or Possession	Possession or use of any tobacco product on school property and at all school related events and activities at all times.	Saturday detention. Police notification for possible fine. Recommend Smoking Cessation program.	1 day in school suspension. Police notification Recommend Smoking Cessation program.	5 day in school suspension. Police notification; Recommend Smoking Cessation program.
Unauthorized Occupancy	Unauthorized occupancy of any area of a building, school grounds and/or other buildings or areas used for school purpose.	Detention	Saturday Detention	Saturday Detention
Vandalism A. Minor B. Major	Maliciously and intentionally causing damage to school property or the property of others. Includes situations in which minor damage can be repaired or replaced at no cost to the school.	A. Saturday Detention. Restitution. B. Up to 10 days in - school suspension. Restitution. Police notification.	A. 1 to 3 days in - school suspension. Restitution. B. Up to 10 days out of school suspension. Police notification. Recommended expulsion.	See second offense.
Weapons and Dangerous Instruments including firearms whether loaded or unloaded, whether functional or not	A student shall not possess or use any weapon or any implement that can be deemed to be a weapon including guns, pistols, pellet guns, knives, razor blades, live ammunitions, fireworks, explosive devises, metal knuckles, clubs and any other dangerous object	10 days out of school suspension. Superintendent notified immediately; Police notification; Hearing with the Superintendent; Student may be expelled;	10 days out of school suspension. Superintendent notified immediately; Police notification; Hearing with the Superintendent; Superintendent moves to BOE hearing to determine expulsion.	10 days out of school suspension. Superintendent notified immediately; Police notification; Hearing with the Superintendent; Superintendent moves to BOE hearing to determine expulsion.
Willful Disobedience of Reasonable School Rules	Habitual violation of school rules.	Up to 10 days out of school suspension.	Up to 10 days out of school suspension. Principal hearing.	Up to 10 days out of school suspension. Superintendent hearing.