

**ATTN Parents and Students!!! We have made a few changes and/or additions to our student handbook. Please take a minute to make sure you are aware of these changes. All changes are **HIGHLIGHTED**. These changes go into effect **IMMEDIATELY**. If you have any questions, please reach out to Mr. Dillard.**

**DISCIPLINE REFERRAL MATRIX (Updates are highlighted)**

Teachers are expected to apply sanctions in the classroom for minor misbehavior and/or disruptions prior to submitting a discipline referral. The listed behaviors and subsequent consequences below will be used as the major guide by the administration for processing discipline referrals that are submitted by faculty.

	<b>1st Offense</b>	<b>2nd Offense</b>	<b>3rd Offense</b>	<b>4th Offense</b>
<b>Academic Dishonesty/Cheating/Plagiarism</b> <b>*Possible consequences for inappropriate behavior online during e-Learning.</b>	TNP; 60 min ASD; resubmit assignment for 70% credit (teacher MAY adjust assessment and/or rubric as needed)	TNP; Saturday Detention; resubmit assignment for 50% credit (teacher MAY adjust assessment and/or rubric as needed)	TNP; Saturday Detention; student receives a score of Zero for assignment	Admin Discretion
<b>Inappropriate Use/Misuse/Abuse of Technology (hardware and/or software) at school, including personal electronic devices.</b>	30 min ASD; 1 Day loss of access to technology, including personal electronic devices, during the school day.	60 min ASD; 3 Day loss of access to technology, including personal electronic devices, during the school day.	2 hour Saturday Detention; 5 Day loss of access to technology, including personal electronic devices, during the school day.	4 hour Saturday Detention; 10 Day loss of access to technology, including personal electronic devices, during the school day.
<b>Vandalism (School Property or otherwise)/Minor Pranks</b>	60 min ASD and restitution	2 hour Sat. Detention ASD's and restitution	4 hour Sat. Detention ASD's and restitution	1 Day OSS and restitution
<b>Public Display of Affection</b>	30 min ASD	60 min ASD	2 hour Sat. Detention	4 hour Saturday Detention
<b>Disrupting Class/School Function</b>	30 min ASD	60 min ASD	2 hour Sat. Detention	4 hour Saturday Detention
<b>Failure to Follow Instructions of Faculty</b>	30 min ASD	60 min ASD	2 hour Sat. Detention	4 hour Saturday Detention
<b>Forgery/Lying</b>	30 min ASD	60 min ASD	2 hour Sat. Detention	4 hour Saturday Detention
<b>Use of Profanity or profane gesture</b>	30 min ASD	60 min ASD	2 hour Sat. Detention	4 hour Saturday Detention
<b>Disrespect</b>	30 min ASD	60 min ASD	2 hour Sat. Detention	4 hour Saturday Detention

Being in Off-Limits Areas; More than 1 individual in a restroom stall	30 min ASD	60 min ASD	2 hour Sat. Detention	4 hour Saturday Detention
Gambling	30 min ASD	60 min ASD	2 hour Sat. Detention	4 hour Saturday Detention
Racial/Gender/Sexual Orientation Slur	60 min ASD	2 hour Sat. Detention	4 hour Sat. Detention	OSS
Cutting Class	60 min ASD	2 hour Sat. Detention	4 hour Saturday Detention	OSS
Leaving Campus without permission/Exiting either building via the breezeway or gym doors during the school day (8 am – 2:50 pm)	60 min ASD	2 hour Sat. Detention	4 hour Saturday Detention	OSS
Reckless Driving/Parking Lot Violations/Horseplay	60 min ASD	2 hour Sat. Detention	4 hour Saturday Detention	OSS
Theft (value less than \$50)	60 min ASD	2 hour Sat. Detention	4 hour Saturday Detention	OSS
Theft (value \$50 or more)	4 hour Saturday Detention	1 Day OSS	3 Days OSS	5 Days OSS
Possession/Use of Tobacco and/or Vaping Products and/or Paraphernalia	1 day OSS; CON; NLE	2 days OSS; CON; NLE	3 days OSS; CON; NLE	5+ days OSS; CON; NLE
Failure to serve detention	The next detention, progressing/increasing in length each time.			
Interfering with an Investigation	1 Day OSS	3 Days OSS	5 Days OSS	10 Days OSS
Inappropriate (Aggressive) Physical Contact/Unwanted Touching	1-3 Days OSS; NLE	3-5 Days OSS; NLE	5-10 Days OSS; RAP; NLE	
Fighting	3-5 Days OSS; NLE	5-10 Days OSS; RAP; NLE		
Minor Harassing/Pranking other Students (Including online/social media)	60 min ASD	2 hour Sat. Detention	4 hour Saturday Detention (Possible shift to Bullying Consequence)	OSS (refer to Bullying consequence)
Major Harassment/Threatening/Intimidation of another student (Including online/social media)	1 Day OSS	2-3 Days OSS	3-5 Days OSS (refer to Bullying Consequences)	

<b>Bullying (Including online/social media); Verbal Sexual Harassment (Including online/social media)</b>	1-3 Days OSS; NLE	3-5 Days OSS; NLE	5-10 Days OSS; RAP; NLE	
<b>Unauthorized Possession and/or use of laser pointers, fireworks, smoke bombs, mace/pepper spray, and/or similar devices</b>	1-3 Days OSS; CON	3-5 Days OSS; CON	5-10 Days OSS; RAP; NLE; CON	
<b>Threat of Violence (major bodily harm or potentially fatal)</b>	3-5 Days OSS	5-10 Days OSS; RAP		
<b>Major Pranks/Malicious Damage to Real Property</b>	3-5 Days OSS and restitution; NLE	10 Days OSS and restitution; RAP; NLE		
<b>Sexual Act (including electronic)</b>	5-10 Days OSS; RAP; NLE			
<b>Harassing/Using Profanity toward/Threatening a faculty member and/or their property</b>	5-10 Days OSS; RAP; NLE			
<b>Possession and/or Use of alcohol, drugs, drug paraphernalia, controlled substances, and/or medications</b>	5-10 Days OSS; RAP; NLE; CON			
<b>Possession and/or use of weapons or objects that might be interpreted as weapons (SC 16-23-430)</b>	5-10 Days OSS; RAP; NLE; CON			
<b>Any other behavior deemed inappropriate by GMC Administration</b>	TBD by GMC Administration based on the behavior			

\*GMC Administration reserves the right to final interpretation of the discipline policy, code, and matrix - including dress code, tardies, and computer/technology misuse. Neither this handbook nor any part of it should be construed as a contract itself. This handbook is not intended to be comprehensive and none of its provisions should be interpreted as superseding the code of conduct set forth by the GMC Charter. It is to serve as a guide for the students, parents, and faculty of GMC. The school reserves the right to make changes or exceptions to statements in this handbook. Out of school suspension and/or expulsion are the **ONLY** appealable consequences.

#### Discipline Referral Matrix Key

- TNP: Teacher Notify Parent
- ASD: After School Detention – begins at 3:00 pm on Wednesdays and Thursdays
- SD: Saturday Detention
- OSS: Out of School Suspension (Student is not allowed on campus or at any school function during any part of the suspension timeframe.)
- NLE: Notify Law Enforcement
- RAP: Recommended for Alternative Placement

CON: Item(s) confiscated; Parent may pick up at the END of the school year.