



## STUDENT DISCIPLINE POLICY

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### **SECTION 1. BEN FRANKLIN ACADEMY**

#### **MISSION**

The mission of Ben Franklin Academy is to develop young adults with character like America's founding Renaissance man, Benjamin Franklin: well-read, scientifically curious, and civically engaged.

#### **VISION**

Our students will excel academically through a challenging, sequenced curriculum that emphasizes math, science, and literacy. We will be a data driven institution, focusing on individual students. Our students, teachers, parents, staff, and leaders will be held accountable for the success of our school. Finally, we recognize that an education is incomplete without fostering the arts, sports, nature, and character.

#### **PURPOSE**

High expectations and consistent practices related to discipline are important aspects of Ben Franklin Academy (BFA). BFA provides a learning environment that is safe, caring, and orderly, where everyone is treated with courtesy and respect. It is essential that BFA's administrators, teachers, staff, students, parents, volunteers, and other community members understand and adhere to a common set of practices related to behavior and discipline. We are collectively responsible for exhibiting and enforcing respectful, responsible, and safe behaviors from all members of the BFA community. The purpose of this policy is to define the expectations and procedures related to student discipline at BFA.

### **SECTION 2. ROLE OF STAKEHOLDERS**

#### **TEACHERS AND STAFF:**

All BFA teachers and staff must maintain an unwavering commitment to providing a safe and sound educational community for all learners. This commitment includes comprehensive and effective lesson planning and instruction as well as the establishment of a positive learning environment with clear expectations for student behavior for the classroom, school setting, and as a representative of BFA outside the school using the Thirteen Virtues as the framework.

At the start of each school year, teachers are responsible for establishing, with the input of their students, a clear set of positively stated classroom behavior expectations. Further, they are responsible for establishing and consistently applying a set of clear consequences for behavior – both positive and negative – in the classroom. These expectations and consequences will be established and enforced throughout the given grade level. Teachers are expected to demonstrate regular focus and attention to developing these behaviors in students. Also, they are responsible for following the BFA Student Code of Conduct in disciplinary matters. They will provide a

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model of appropriate behavior as well as provide explicit instruction on the school expectations on a monthly basis utilizing multiple teaching strategies.

The entire staff at BFA accepts responsibility for guiding the behaviors of ALL students within the school setting.

**STUDENTS:**

Students at BFA are expected to be familiar with all of BFA's behavioral expectations, both school-wide and in their respective classrooms, in addition to following the BFA Student Code of Conduct. Students must take responsibility for their own learning and their behavioral choices that contribute to their safety, as well as that of others, and the creation of an effective learning environment. They are expected to abide by these guidelines in all that they do on the school campus and on school-related activities in order to create a peaceful and productive learning environment.

**PARENTS:**

BFA parents (and/or guardians) are expected to be familiar with BFA's expectations for student behavior and the related consequences. Parents are responsible for ensuring that their children arrive at school each morning in a timely fashion, ready to learn. BFA expects parental support in reinforcing behavioral expectations, in communicating regularly with their child's teachers, and in receiving and reading all school-related information that is sent home either in paper or electronic form. When consequences for inappropriate student behavior must be implemented at BFA, parents should follow up at home to be sure the behavior does not occur again, in addition to having reviewed the BFA Student Code of Conduct with their student(s).

**SECTION 3. DISCIPLINE SYSTEMS**

Any BFA teacher or staff member who witnesses inappropriate behavior or hears a report of inappropriate behavior has the obligation and responsibility to implement this system. Any parent/volunteer witnessing any inappropriate behavior will notify a staff member so disciplinary action, if warranted, can be taken. School discipline is the sole responsibility of teachers, staff, and Administration, and not that of any parent.

Students not adhering to the BFA Student Code of Conduct will be subject to the following process:

Classroom Intervention: Teachers/classroom staff will use a variety of verbal and non-verbal techniques as they work with a student in order to refocus the student to prevent a discipline issue. Each grade level will have a system in place for classroom management and discipline.

Administrative Intervention: Students who exhibit serious or repeated violations of the BFA Student Code of Conduct will be referred to an administrator through the use of an office referral.

**SECTION 4. ADMINISTRATIVE RIGHTS**

BFA Administrators have the right to make disciplinary decisions and consequences based on their judgment after investigation.

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**POLICY HISTORY:**

Original: Approved by the Board 6/7/2011

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Revision 1: Approved by the Board 4/8/2014  
Revision 2: Approved by the Board 6/12/2015  
Reviewed by the Board on 6/13/2016  
Reviewed and Approved by the Board on 6/02/2017  
Reviewed and Approved by the Board on 6/25/2018