

# WORTH COUNTY SCHOOL DISTRICT ORGANIZATION

## Worth County Board of Education

Mr. Grady Morey, Chairperson  
Mr. Melvin Jefferson  
Mr. Randy Bacon  
Ms. Gayle B. Edwards  
Mr. Mike Roberts

Meetings are held at the county office on the second Thursday of each month at 7:00 p.m.

Central Office  
504 E. Price Street  
Sylvester, GA 31791  
776-8600

Dr. Gary Russell, Superintendent  
Mr. Jim McMickin, Assistant Superintendent for General Administration & Personnel

## Principals

Ms. Patricia Smith	Worth County Primary	Grades K-2	776-8660
Mr. Todd Deariso	Sylvester Elementary	Grades 3-5	776-8605
Ms. Barbara Williams	Holley Elementary	Grades 3-5	776-8615
Mr. Paul Zimmer	Worth County Middle	Grades 6-8	776-8620
Dr. Barbara Thomas	Worth County High	Grades 9-12	776-8625
Mr. Robert James &	Alternative Learning Center	Grades 6-12	776-8650
Mr. Mance Daughtry	Alternative Learning Center	Grades 6-12	776-8650
Ms. Anne Hobby	Curriculum & Instruction Director, K-12		776-8600
Dr. Alan Grimsley	Curriculum & Instruction, 6-12, Dir. of Testing		776-8600
Ms. Christie Foerster	Director of Federal, State, & Local Programs		776-8600
Mr. Darrell Watson	Transportation Director		776-8612
Ms. Gayla Bentley	Special Education Director		776-8618
Ms. Tracie Turner	Social Worker		776-8650

This code adopted by the Worth County Board of Education, May 11, 2006, supersedes and replaces all previous policies and codes.

## **Philosophy**

It is the philosophy of the **Worth County Board of Education** to provide a safe and secure learning environment where “teachers can teach and students can learn.” Policies and regulations which are arrived at fairly and forthrightly with the collaboration of staff, parents, and students will create a positive learning climate for all.

Therefore, this **Code of Conduct of the Worth County Board of Education** is important in providing and maintaining such a school climate.

The code will

- Outline the roles of the student, school, and parents/guardians
- Define specific terms
- Specify the role and responsibilities of students, the school, and parents/guardians
- List general rules of conduct expected of all Worth County students
- Outline age appropriate, progressive discipline procedures for the several schools, including consequences for unacceptable behaviors, from minor to severe
- Enumerate student support ideas, recommendations, and alternatives
- Match consequences with severity of behavior including removal of dangerous and chronically disruptive students from the learning environment
- Take into account any disability of the student when addressing misbehavior

In the Worth County School System, the students are expected to conduct themselves in compliance with school regulations and to exhibit courtesy and respect for authority at all times. Rules for student conduct apply while students are on school grounds at any time, off the school grounds at a school activity, function or event, en route to and from school on a school transportation vehicle, or on school transportation or private vehicle used to transport students to a school-sponsored function.

No student shall:

1. assault or attempt to cause physical injury or behave in a manner which may reasonably cause physical injury to a teacher, employee or to any person;
2. possess, handle or transmit a weapon or a firearm, or any other object that reasonably can be calculated to do injury or bodily harm to others;

3. possess, sell, transmit, use or be under the influence of any drug including alcoholic beverages as well as any other intoxicant or stimulant;
4. disrupt or obstruct any lawful mission, academic process or function of the school in any manner, by the use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or any other conduct;
5. set fire to, mutilate, damage, deface, or destroy any school building or school property;
6. damage or steal, or attempt to damage or steal, private or school property either on school grounds or during a school activity;
7. use directed profanity, or provocative words or acts, or in any way verbally assault another,
8. fail to comply with reasonable directions and commands of school system employees;
9. disobey or fail to comply with any reasonable rules or regulations defined in the student handbook or stated by the principal of the school;
10. refuse to identify himself upon request of any teacher, principal, Superintendent, school bus driver, or other authorized school personnel;
11. be absent without permission from class or campus;
12. smoke or use tobacco;
13. occupy any school building, gymnasium, school ground, properties or parts thereof with intent to deprive others of its use;
14. block normal pedestrian or vehicular traffic on a school campus unless under the direct instruction of the principal or teacher of the school; block the entrance or exit of any school building or property or corridor or room thereof; or prevent students from attending a class or school activity;
15. plan, conspire with, or assist others in violating any of the preceding.

Principals and their designees possess the authority to conduct reasonable interrogations, searches and seizures as specified in Worth County Board of Education Policy JCAB.

Law enforcement officers shall be called on when deemed necessary by the school administration.

Students with disabilities are not subject to the same disciplinary procedures as other students. First, it must be determined if the misconduct is related to or caused by the disabling condition. If so, that determination must be made by persons having expertise with respect to students who have disabilities. If it is determined that the misconduct does not arise out of the disabling condition, the student then is subject to discipline. However, under no circumstances can educational services be discontinued altogether for the disabled student. A student with disabilities can be temporarily removed from the classroom prior to a hearing when necessary to protect the student, other students, or the teacher, but the hearing shall be held as soon as possible.

In the Worth County School System, the role of the school includes:

- establishment of a Character Education Curriculum in each school
- support of the teacher's plans for classroom management and control
- encouragement of the use of age-appropriate support plans
- demonstration of respect for all students
- use of a relevant curriculum to meet needs of all students
- continuation of involvement of all stakeholders to better improve quality of education within the school
- vigilant and persistent attempts at parental notification and involvement

In Worth County, the role of the parents/guardians is to:

- maintain regular contact with the school concerning their child/student's conduct and academic achievement
- work to ensure daily attendance
- discuss with and assist their child/student in school matters related to homework, report cards, and grooming
- explain and discuss with their child/student the Code of Conduct as well the Student Handbook of the school.

Policies related to discipline are in the Worth County Board of Education policy manuals. Manuals are in the Principal's office and the Media Center of each school. All Board of Education members, the Superintendent and certified Central Office staff have copies. Also, most policy manual holders have a copy of Administrative Regulations Procedures and Exhibits that have been developed in support of Board policies. Student handbooks are written to be consistent with Board of Education Policies and this Code of Conduct.

A person not a student at such school, an employee, a school board member, an approved volunteer at the school, or persons who are otherwise authorized to be at the school during school hours shall register at the school office. Visitors must report to the office upon entering school premises. Exceptions are made for emergency personnel, and when schools are used as polling places.

The Code of Conduct is in effect during the following times and places:

- At school or on school grounds at anytime
- Off school grounds or at any school related activity, function, or event and while traveling to and from school events
- On school buses and at school bus stops

Students shall also be disciplined for engaging in off campus misconduct that affects the safety and welfare of the school, staff, students and/or property at the school, or that disrupts the educational environment of the school. Off campus misconduct for which a student shall be disciplined includes, but is not limited to, any off campus misconduct that (1) is prohibited by Georgia or United State criminal code; (2) is punishable as a felony or would be punishable as a felony if committed by an adult, and (3) is conduct for which a student has been arrested indicted, adjudicated to have committed, or convicted.

Disposition ranges from administrator/parent conference to out of school suspension.

The Superintendent and the Worth County Board of Education do fully support the authority of the teacher and principal to follow the mandates of Georgia law O.C.G.A. 20-2-.738 and Board of Education guidelines in Policy JD; and JDF-R concerning the chronic disciplinary students.

Regular school attendance is required for students to be academically successful in school. Students who have excessive absences each year find themselves behind in their classes and in danger of grade retention or loss of credits. With this in mind, the Worth County School District (WCSD) is placing more emphasis on regular school attendance. We are asking for your support by making every effort to have your child in school every day, except when the child's illness or a family emergency requires his/her absence.

1. A written excuse from a physician, parent or guardian, stating days missed and reason for absence shall be provided to the school within the first three (3) days the student returns to school after an absence. The WCSD will require an excuse from a certified medical practitioner after the fifth (5<sup>th</sup>) written parental excuse.
2. Parents of students from ages 6-9 who have **five (5) unexcused absences** will receive notification from the WCSD Child Attendance Team (CAT) for a parent meeting. Upon a **6<sup>th</sup> unexcused absence**, a warrant will be taken against the parent. At such time, the student and parent/guardian will be expected to appear before the Magistrate Judge and/or Judge of State Court, to show cause for the six (6) or more unexcused absences.
3. Parents of students from ages 10-16 who have **five (5) unexcused absences** will receive notification from the WCSD CAT for a parent meeting. Upon the **6<sup>th</sup> unexcused absence**, a juvenile complaint for violation of the Georgia Compulsory Attendance Law will be filed against the student in Juvenile Court. The student will be placed on Informal Adjustment for 90 days with the Department of Juvenile Justice and will be required to

complete 15 hours of community service (five (5) hours for three (3) consecutive Saturdays). At the same time, a warrant will be taken out against the parent(s).

4. If a student ages 14-18 has **more than ten (10) consecutive school days of unexcused absences** in any semester, notice will be given by the school system to the Department of Public Safety. The student's driver's license/permit will then be suspended until he or she returns to school. Parents and students will be notified when the student has only three absences remaining before violating the state's attendance requirements pursuant to O.C.G.A. 40-5-2 regarding the denial of driver's permits and licenses.
5. Local law enforcement officials will take an active role in questioning school-age students whom they see on the streets or in other public places during the school day and who are not accompanied by a parent/guardian. Police officers are to return truant students to their appropriate school where school administrators will provide appropriate discipline
6. The WCSD will mail attendance notices on the fourth (4<sup>th</sup>), seventh (7<sup>th</sup>), and tenth (10<sup>th</sup>) absence of a child in grades K-8. On the tenth (10<sup>th</sup>) absence in a semester, a letter of possible retention/placement will be mailed to parents/guardians. These letters will be issued for all absences. After two reasonable attempts to notify the parent, guardian, or other person who has control or charge of a child of five unexcused days of absence without response, the school system shall send a notice to such parent, guardian, or other person by certified mail, return receipt requested.
7. In grades 9-12, the WCSD will mail attendance letters on the third (3<sup>rd</sup>), fifth (5<sup>th</sup>), and seventh (7<sup>th</sup>) absence. These letters will be for excused and unexcused absences. On the seventh (7<sup>th</sup>) absence in a semester, a letter of possible non-credit will be mailed to parents/guardians.
8. The WCSD's CAT team consists of a(an): Assistant Superintendent (chairperson), an administrator from each school, Director of Special Education and the school social worker. Additionally, each school has a building-level CAT team consisting of a(an): administrator, guidance counselor and teachers. The school-level team is responsible for monitoring and enforcing the rules and regulations adopted by the Attendance Protocol Committee.
9. Student tardiness will be addressed through the WCSD approved Code of Conduct.
10. The WCSD shall report student attendance rates to the Attendance Protocol Committee and the State Board of Education at the end of each school year, according to a schedule established by the State Board of Education.

## Definitions

The following words are defined because they appear throughout the Code and require a common understanding for students, parents, and staff.

- (1) **Alternative School** – (ALC) the alternative school is designed to meet the needs of students in grades 6-12 who have not been behaviorally successful in the regular school setting.

- (2) **Aggressive behavior** - multiple blows are not exchanged, one child is instigating and one is backing off.
- (3) **Behavior Support Process** - mechanisms for identifying and addressing the student support plans/behavioral needs of students through the provision of integrated resources that promote behavioral change and/or support.
- (4) **Bullying /harassment** - any willful attempt or threat to inflict injury on another person or any intentional display of force giving the victim reason to fear or expect immediate bodily harm. Bullying includes comments, statements, joking, teasing or other similar malicious verbal or physical conduct.
- (5) **Bus violations (minor)** - include but are not limited to throwing paper, eating on the bus, dress code violations and excessive noise. (Excessive noise may be a major violation if so determined by school administrator.)
- (6) **Bus safety issues** - include but are not limited to refusal to stay quiet at railroad crossings, hanging out of windows, disturbance in inclement weather and being out of seat.
- (7) **Campus (WCHS)** – bordered by King Street, Highway 313, the wooded tree line on the East and Bryant Drive on the North
- (8) **Code of Conduct** - a systematic collection of regulations, rules, or procedures regarding behavior and expectations of persons, or groups.
- (9) **Disrespect** - responding in a rude and impertinent manner; inappropriate student demeanor by word or action.
- (10) **Due Process** - the protection of the rights of a student through established, fair procedures.
- (11) **Expulsion** - the denial to a student of the right to attend a school for a minimum of one (1) calendar year or the required reassignment of a student to the alternative instructional program.
- (12) **Fighting** - the exchange of mutual physical contact, such as pushing, shoving, and/or hitting usually with malicious intent on both sides and lack of responsiveness to intervention.
- (13) **Grand Theft** - theft involving items/materials valued at greater than \$500.00.
- (14) **Harassment** - (Board policy definition) harassment shall mean any acts, conduct, or communication having gender, racial, religious, or ethnic demeaning implications which are created and communicated by a person to another with the intention to demean, intimidate, dominate, abuse, or browbeat the recipient of the act or communication and that such intent is reasonably perceived by the recipient for that purpose. The prohibited conduct does not apply to a single event incurred by the recipient but does apply to repetitious conduct on the part of a perpetrator, even though such conduct may be exhibited to a different person.
- (15) **Disciplinary Officer** - the disciplinary officer conducts certain disciplinary hearings, especially in matters that may result in long term suspension, expulsion or assignment to the alternative school.
- (16) **Home Suspension (long term)** - removal of the student from the school campus and exclusion from all school-sponsored activities for more than ten (10) school days, but not beyond the current school semester. Students on long-term suspensions are not permitted on any school campus or at any school-sponsored event.
- (17) **Home Suspension (short term)** - removal of the student from the school campus and exclusion from all school-sponsored activities for not more than ten (10) school days by the school administration. Students on short-term suspension are not permitted on any school campus or at any schoolsponsored event.

- (18) **Horseplay** - misbehavior when students are not angry, and respond to interventions, and there is no malicious intent (examples: roughhousing, wrestling).
- (19) **In-School Suspension (ISS)** - removal of a student from class or classes with assignment to a designated supervisor. The student shall be marked present in each class when in attendance in ISS. Students assigned to ISS are not allowed to participate in any school-related activity until the student resumes a normal school schedule.
- (20) **Physical Violence** - intentionally making physical contact of an insulting or provoking nature with the person of another, or intentionally making physical contact which causes physical harm to another unless such physical contacts or physical harms were in defense of himself or herself, as provided in Code Section 16-3-21.
- (21) **Progressive Discipline** - policies designed to create the expectation that the degree of discipline will be in proportion to the severity of the behavior with the previous discipline history of the student being considered and other relevant factors taken into account and all due process procedures required by federal and state laws followed,
- (22) **Safety Hazard** – any behavior, article of clothing (including shoes) that constitutes a hazard to students or staff.
- (23) **Saturday Detention** - used as an alternative discipline for ISS or in certain cases, in lieu of home suspension.
- (24) **Sexual harassment** - the deliberate, repeated, and unsolicited physical actions, gestures, verbal or written comments of a sexual nature, when such conduct has the purpose or effect of interfering with a student's academic performance or creating an intimidating, hostile, or offensive learning environment. Examples include behaviors such as leering, pinching, grabbing, suggestive comments or jokes, or pressure to engage in sexual activity.
- (25) **Sexual misconduct/inappropriate sexual behavior** - any willful and/or deliberate act (spoken, written, or physically conducted) e.g. writing suggestive notes and making obscene gestures committed with the intent of promoting sexual favors or furthering acts lewd or lascivious in nature, any unsolicited sexual proposal or offensive touching of any other person; or any act of indecent exposure or any sexual crimes as defined by state law.
- (26) **Tardiness** - not being in one's assigned classroom at the time the official school day and/or the class is scheduled to begin.
- (27) **Truancy** - failure to report or sign in to school without prior permission, knowledge or excuse by the school or the parents or "skipping" class or school.
- (28) **Isolation/timeout** - a short-term suspension from the K-5 classroom, usually lasting from 50 minutes to one day, during which time the student is supervised in an alternative setting.
- (29) **Weapons** - any pistol, revolver, (pepper spray) (sic), or any weapon designed or intended to propel a missile of any kind, or any dirk, Bowie knife, switchblade knife, ballistic knife, any other knife having a blade of two or more inches, straight-edge razor, razor blade, spring stick, metal knucks, blackjack, or any flailing instrument consisting of two or more rigid parts connected in such a way to allow them to swing freely, which may be known as nunchaku, a nunchaky, nun chuck, shurike, or fighting chain, or any disc of whatever configuration, having at least two points or pointed blades which is designed to be thrown or propelled and which may be known as a throwing star, oriental dart, or any weapon of like kind, and any stun gun or laser as defined in O.C.G.A. Section 16-11-106. Violation may result in expulsion from school for one year and/or criminal prosecution. A juvenile who violates this shall be subject to the provision of O.C.G.A. 20-2-751.1.

## **Mandatory Disciplinary Provisions:**

### **Violation**

Bringing weapon to school (see definition)

Bullying (see definition)

Bringing pagers or electronic communication devices to school

Chronic disciplinary problem (students)

Acts of physical violence against a teacher, school bus driver, or other school official or employee

Using any electronic devices during the operation of a school bus, including but not limited to cell phones, pagers, audible radios, tape or compact disc players, without headphones or any other electronic device in a manner that might interfere with the school bus communications equipment or the school bus driver's operation of the school bus.

Using mirrors, lasers, flash cameras, or any other lights or reflective devices in a manner that might interfere with the school bus driver's operation of school bus.

### **Disposition**

10 day suspension, pending a hearing. Parents notified. Suspension for not less than 12 weeks, up to one calendar year, O.C.G.A. 20-751.1

Parents notified. Assignment to alternative program on third offense, O.C.G.A. 20-2-751-4

Violator subject to placement in alternative education programs

Development of a behavioral correction plan, O.C.G.A. 20-2-765

Suspension pending hearing. BOE may follow the recommendations of hearing officer or impose penalties not recommended by the hearing officer; may permit alternative education; if found guilty shall expel the student for the remainder of student's eligibility to attend public schools with referral to juvenile court requesting a petition alleging delinquent behavior.

1st Offense: Warning/detention; Saturday detention; parents notified  
2nd Offense: 3 days suspension from bus; parent conference  
3rd Offense: Suspension from bus for remainder of the year.  
Item(s) confiscated & returned to parent

1st Offense- Warning/detention; Saturday detention; parents notified  
2nd Offense: 3 days suspension from bus; parent conference  
3rd Offense; Suspension from bus for remainder of the year Item(s) confiscated until parent picks up.

Bus Violation/Physical Assault or battery  
Acts of physical violence as defined in  
20-2-751.4, of other persons on the school  
bus, disrespectful conduct toward the school  
bus driver or other persons on the school bus,  
and other unruly behavior.

10 Day suspension from school; referral  
to hearing officer; Required meeting of  
parent or guardian of student with  
school administration; formation of  
school bus behavior contract.

## **Progressive Discipline Plans - Grades K-5**

### **Introduction**

The progressive discipline model used by K-5 schools in Worth County includes levels that range from minor acts of misconduct which interfere with orderly school procedures, school functions, extracurricular programs, approved transportation to the most serious cases of chronically disruptive behavior, extremely violent behavior, and weapon possession. In between the extremes are discipline offenses that are intermediate acts of misconduct that require administrative intervention, and offenses of serious misbehavior that are a serious disruption of the school environment that must be immediately reported to the principal. The latter violations may require the use of outside agencies and/or law enforcement.

### **Code of Conduct**

#### **Progressive Discipline Plan - Grade, K-2**

Discipline at **Worth County Primary School** is based on the philosophy of "public rules, private discipline". In keeping with this philosophy, rules are posted throughout the building, in classrooms, on the playground and at other outdoor learning areas. Discipline is administered in such a manner as to respect the dignity of the student.

The goal of the staff of Worth County Primary School is to establish and maintain a discipline plan which provides a safe and wholesome learning environment while teaching each student the importance and necessity for self discipline. Accordingly, students at WCPS are held accountable for their actions. Those who consistently exhibit appropriate behavior receive praise, positive home communications and the right to attend special programs. When students fail to behave in a respectful and orderly manner, firm disciplinary measures are employed.

#### **Our School Rules:**

- Be mindful and respectful to all adults
- Be kind and considerate to your classmates
- Be careful with the property of others
- Be prepared for school every day
- Be quiet and well-settled during the following times:
  - 1) While being transported to and from school by bus.
  - 2) While intercom announcements are being made.
  - 3) While in the lunchroom.
  - 4) While emergency drills are being conducted.
  - 5) While receiving directions from your teacher.

Minor Infractions:

- Failure to Follow Instructions
- Annoying Others
- Disrupting Class
- Rude and Discourteous
- Unprepared for Class
- Inappropriate Dress

Range of Consequences

- Warning
- Parent Contact/Conference
- Guidance Referral
- Office Referral (repeated offenses)

Except in the case of chronic infractions, minor offenses should be dealt with by the classroom teachers.

Serious Infractions:

- Aggressive Behavior or Fighting
- Endangering other Students or Staff
- Defying Authority
- Threatening or Abusive Language
- Throwing Harmful Objects
- Sexually Expressive Behavior
- Possession of Drugs or Weapons
- Bus Misconduct

Range of Consequences

- Parent Contact/Conference
- Referral to the Office or Guidance
- Isolation/Time Out
- Suspension until Parent Conference
- Corporal Punishment
- Home Suspension
- Referral to Outside Agency
- Bus Suspension

Dress Code:

- Shorts & skirts must be of a reasonable length.
- Shirts or tops must reach the belt line.
- No vulgar or offensive language or advertisements for alcohol or tobacco products.
- No hats or caps inside the building.
- Shoes must be suitable for outside play/no flip flops
- Avoid wearing jewelry or accessories that may pose a danger to active children,

**Code of Conduct  
Progressive Discipline Plan - Grades 3-5**

Discipline is the key to a successful school year for students. It is an important part of growing up and living in the world. Students appreciate and respond to a positive learning environment. At Holley Elementary and Sylvester Elementary it is believed that such a climate is achieved through a consistent code of conduct and appropriate consequences that parents and staff support.

The following rules are general school rules:

1. Students will respect and obey all adult personnel.
2. Students will respect the rights and property of others.

3. Respectful language and behavior are expected at all times.
4. Keep your hands, feet and objects to yourself.
5. Follow playground, cafeteria and bus rules.
6. Toys, gum and candy are not to be brought to school.
7. Students will walk on the school grounds and sidewalks at all times unless participating in a supervised game. Students should walk to the right at all times.
8. Students must have a pass to leave the classroom or school grounds.
9. Students will remain silent and orderly during emergency drills.
10. Assignments will be completed according to each teacher's policy. Parents should review homework and sign agenda daily.
11. Name calling, harassment, threatening and fighting are not acceptable behaviors.
12. A student may be removed from a classroom for interference with instruction.

Children who show good behavior on a regular basis will continue to receive privileges and positive recognition. Consequences for not following the rules may include:

- |                                   |                             |
|-----------------------------------|-----------------------------|
| 1. Parent Notification/Conference | 4. Out of School Suspension |
| 2. Conference with Principal      | 5. Corporal Punishment      |
| 3. Detention/Time-Out             |                             |

As a staff we strive to create a positive atmosphere where safety and good character are a part of the students' self-discipline and self-direction. We want all children to enjoy school and to grow to their potential.

The following are some specific violations of the Code of Conduct and the disposition for each. Details are found in Student Handbooks/Agenda Books.

**Violation**

**Disposition**

**Weapons:** A student may not supply, possess, handle, use or transport a dangerous instrument or weapon on school property, in the School Safety zone, or on his/her way to or from school. (See definition of weapon)

10 day suspension, pending hearing. Parents notified. Law enforcement notified. Suspension for not less than 12 weeks up to one calendar year. O.C.G.A. 20-2-751.1

**Acts of physical violence** against a teacher, school bus driver, or other school official or employee.

Suspension pending hearing. Worth County Board of Education may follow the recommendations of hearing officer or may permit alternative education; if found guilty shall expel the student for the remainder of student's eligibility to attend public schools with referral to juvenile court requesting a petition alleging delinquent behavior.

**Violence:** Simple assault and/or battery on another. Striking, pushing, touching In a threatening manner or threatening.

**Bullying, Threatening, or intimidating Another Student:** including comments, statements, joking, teasing, or other similar verbal or physical conduct.

### **Fighting**

**Drugs and/or Alcohol:** Any sale, possession distribution, purchase, or conspiracy to sell or distribute drugs/alcohol that are illegal under the laws of the State of GA including controlled or prescription drugs, over-the-counter non-prescriptive drugs, inhalants, or paraphernalia, on school property, at school functions, or in the Drug-Free School Zone.

**Harassment:**

**Possession and/or Use of Fireworks and/or Pyrotechnics:**

**Use or Display of Disruptive, Profane, or Vulgar Language:**

Disposition depends upon the circumstances from counseling to suspension. Aggravated assault will result in referral to law enforcement.

1<sup>st</sup> Offense: Parent notified.

2<sup>nd</sup> Offense: 5 day suspension pending parent conference

3<sup>rd</sup> Offense: 5-10 days suspension at Administrator's discretion.

O.C.G.A. 20-2-751.4 in severe cases, referral to juvenile or superior court.

Notify parents and legal authorities (at administrator's discretion).

1st Offense: One to Three (1 -3) days out-of-school suspension.

2nd Offense: Three to Five (3-5) days out-of-school suspension.

3rd Offense: 5-10 days suspension

10 day suspension pending hearing, Law enforcement notified, disposition may include counseling to suspension.

Administrator's discretion, from counseling to suspension, In severe cases, referral to authorities

1st Offense: One to Three (1 -3) days home suspension.

2nd Offense: Three to Five (3-5) days home suspension.

3rd Offense: 5-10 days suspension at Administrator's discretion

Administrator's discretion, from counseling to expulsion.

In severe cases, referral to juvenile or superior court

**Classroom/School Disturbances:** acts which cause disruption of learning opportunities and/or threaten the safety of other students (scuffling, distribution of non-approved materials, sit-downs, walk-outs, picketing, trespassing, inciting disturbances, etc.).

Administrator's discretion, counseling to suspension/expulsion (with hearing) In severe cases, referral to juvenile or superior court

**Destruction of Property or Threat to Destroy**

Administrator's discretion, from counseling to suspension/expulsion. In severe cases, referral to juvenile or superior court. Restitution must be made when appropriate.

**Failure to Accept Disciplinary Action:**

Administrator's discretion, from counseling to expulsion.

**Insubordination:** Rude and disrespectful behavior and/or refusal to carry out instructions of faculty or staff. This includes giving false or misleading information to faculty or staff.

Administrator's discretion

**Repeated or Cumulative Violation of School Rules:**

Administrator's discretion, from counseling to expulsion. May include behavior correction plan. In severe cases, referral to juvenile or superior court.

**Tobacco:** Use of tobacco or paraphernalia (lighters, bong, etc.) are prohibited on any school campus. This extends beyond the school hours and school campuses where students are participating in school activities or are being transported to or from school activities.

1st Offense: 3 days home suspension.  
Parents notified.  
2nd Offense: 5 days home suspension  
Subsequent offenses: 5-10 days suspension  
Administrators discretion.

**Violation of Dress Code:**

1<sup>st</sup> Offense: Teacher/administrator warning and parents notified. Violation must be corrected before student is permitted to resume normal school activities.  
2<sup>nd</sup> Offense: Parents' notification-1 day ISS or Saturday detention  
3<sup>rd</sup> Offense: 2 days home suspension pending parent conference

**Gambling on School Property or at any School Function:**

Administrator's discretion from counseling to expulsion. Parents notified. In severe cases, referral to Juvenile or Superior Court

**Possession of Pocket Pagers, Lasers, or Electronic Communication Devices:**

Parents Notified. Administrator's discretion

**Failure to Return Textbooks, Instructional Materials, and/or Overdue Library/Media Center Materials at the end of a Grading Period or Year:**

May lose privilege of checking out books and materials. Records withheld until payment made or report cards withheld until payment is made.

**Computer Misuse by Students:**

Administrator's discretion, from counseling to expulsion. Parents notified. Where appropriate, legal action may occur.

**Bus Violation:** Use of profanity, vulgar language, cursing, throwing objects, and refusing to obey any direct request by the bus driver that is in accordance with Board Policy

1st Offense: Warning/Detention  
2nd Offense: 1 day bus suspension  
3rd Offense: 3 days bus suspension  
Subsequent Offenses: 5 days bus suspension or more. Any offense or combinations may result in ISS, detention, corporal punishment, or bus suspension. **Serious Violations** of bus policy may result in immediate suspension from the bus.

**Bus Violation-** Students guilty of other bus violations, including use of tobacco; or possession of dangerous object.

Administrator's discretion may include conference with parents, teachers, bus driver, and/or Director of Transportation.

**Bus Violations:** Vandalism

Administrator's discretion. Restitution must be made. Authorities may be notified

**Using mirrors, lasers, flash cameras,** or any other lights or reflective devices in a manner that might interfere with the school bus driver's operation of school bus.

1st Offense: Warning/detention; parents notified  
2nd Offense: 3 days suspension from bus; parent conference  
3rd Offense: Suspension from bus for remainder of the year; Item(s) confiscated until parent picks up

**Using any electronic devices** during the operation of a school bus, including but not limited to cell phones, pager, audible radios, tape or compact disc players, without headphones; or any other electronic device in a manner that might interfere with the school bus communications equipment or the school bus driver's operation of the school bus.

1st Offense: Warning/detention; parents notified  
2nd Offense: 3 days suspension from bus; parent conference  
3rd Offense: Suspension from bus for remainder of the year.  
Item(s) confiscated & returned to parent

**Bus Violation/Physical Assault** or battery acts of physical violence as defined in 20-2-751.4, of other persons on the school bus, disrespectful conduct toward the school bus driver or other persons on the school bus, and other unruly behavior.

10 Day suspension from school; referral to hearing officer; Required meeting of parent or guardian of student with school administration; formation of school bus behavior contract

**Sending false alarms or possessing  
Fake weapons**

Suspension 10 days pending hearing,  
Parents and law enforcement notified.

**Fake fire alarms**  
(violation of federal law)

10 days suspension, criminal prosecution,  
hearing.

**Bomb threats/Terroristic threats**

10 Day suspension pending hearing with  
recommendation of minimum one year  
expulsion. Parents notified. Law enforcement  
notified

### **Code of Conduct Progressive Discipline Plan, Grades 6-8**

**At Worth County Middle School** teachers encourage desirable behavior and deal with undesirable behavior through sound, acceptable, professional means. Students are expected to conduct themselves in compliance with school regulations and to exhibit courtesy and respect for authority at all times. Rules for student conduct apply while students are on schools grounds at any time, off the school grounds at a school activity function or event, enroute to and from school on a school transportation vehicle, or on school transportation or private vehicle used to transport students to a school-sponsored function.

Students will at all times show proper respect toward fellow students, staff, and faculty members. Corrective action will be taken against any student who willfully disobeys faculty members. Penalties will depend upon the degree and intent of the disobedience, as well as the number of similar incidents of inappropriate behavior. Continued willful disobedience may bring suspension and possible expulsion from school.

At **Worth County Middle School**, the techniques of discipline management used or penalties imposed range from:

Isolation

Student participation in conference with parent/guardian and teacher

Counseling

Restriction from school programs and assemblies

Participation in the cleaning/repair of any damages caused to the school-related environment

Lunch or morning detention

In-School Suspension

Saturday Detention (At the administrator's discretion, may be assigned in place of in-school suspension)

Suspension from school

Financial restitution for the repair of any damage caused to the school environment

Corporal punishment

Disciplinary Hearing/Hearing Officer

The following are specific violations of the Code of Conduct and the disposition for each. The administration reserves the right to apply dispositions on an individual basis. Dispositions may be increased or decreased as warranted by circumstances.

**Violation**

**Disposition**

**Weapons: Firearm**

10 day suspension, pending hearing, Parents notified. Mandatory suspension for not less than one calendar year. O.C.G.A. 20-2-751.1. Turned over to legal authorities. Under the Federal Gun-Free School Act of 1990, possession of a firearm can result in a \$5000 fine and/or 5 years in a federal prison

**Dangerous Weapon**

10 day suspension, pending hearing, Parents notified, Mandatory suspension for not less than 12 weeks and up to one calendar year. O.C.G.A,20-2-751.1. Turned over to legal authorities.

**Gang Related Activity**

Parents notified. 3-10 days suspension from school. Law enforcement notified. May include arrest and hearing depending on severity.

**Stealing (disposition depends on value of stolen items) Robbing or Possession of Stolen Property**

Law enforcement notified. Administrator discretion – ISS to home suspension or hearing

**Vandalism, burglary**

Parents notified. 10 days suspension, pending hearing. Law enforcement notified

**Acts of physical violence** against a teacher, school bus driver, or other school official or employee

Suspension pending hearing. BOE may follow the recommendations of hearing officer may impose penalties not recommended by the hearing officer; may permit alternative education. If found guilty shall expel the student for the remainder of student's eligibility to attend public schools with referral to juvenile court requesting a petition alleging delinquent behavior.

**Assault/Battery**

1st Offense: Minimum 5-10 day suspension  
Subsequent Offenses: 10 day home suspension. May include arrest and hearing depending upon the severity of the injury. Parent notified.

**Fighting:** Treated as assault if physical injury occurs/aggravated battery

1st Offense: 3 days home suspension  
2nd Offense: 3-5 days home suspension  
3rd Offense: 5-10 days home suspension  
4th Offense: 10 days home suspension  
(May include arrest and hearing)

**Bullying**

1st Offense: 3 days ISS and parent conference  
2nd Offense: 3-5 days suspension  
3rd Offense: Assignment to the alternative school, O.C.G.A. 20-2-751.4

**Disruption or Obstruction of the Educational Process or Function of the School**

1st Offense: 3 days home suspension, parents notified  
2nd Offense: 3-5 days home suspension  
Develop correction plan, or hearing

**Profane Language or Gestures**

1st Offense: Saturday detention  
2nd Offense: 1-3 days ISS  
Subsequent Offenses: Administrator discretion from 3 days ISS to home suspension.

**Inappropriate or Disrespectful Conduct, Verbal Assault, Insubordination, Falsification by Written or Verbal Statements**

1st Offense: 3 days ISS, parents notified  
2nd Offense: 3 days home suspension  
Develop correction plan, or hearing

**Destruction of School Property/Theft or possession of stolen property**

1st Offense: 3 days home suspension, parents notified  
2nd Offense: 3-5 days home suspension  
Develop correction plan, or hearing (includes financial restitution for damage).  
Authorities notified

**Narcotics, Alcoholic Beverages, and Stimulant Drugs:** Possession, use, under the influence, or transmission of these on the school grounds, at any school function, or on any school vehicle.

10 day suspension, pending hearing. Parents notified. Law enforcement notified

**Prescription and Over the Counter Drugs**

Parents must sign a Medication Consent Form before any medication will be issued at school. Students are not permitted to bring any medication to or from school.  
1st Offense: Medication turned over to school nurse and parent contacted for conference  
Subsequent Offenses: Administrator discretion

**Inappropriate Sexual Behavior**

Administrator discretion – Depends on severity  
Counseling to 10 day suspension pending hearing; May include reference to law enforcement.

<b>Sending False Fire Alarms or Possession of false weapons</b>	Suspension 10 days pending hearing, Parents notified. Law enforcement notified
<b>Skipping Class or School</b>	1st Offense: 3 days ISS - Parents notified 2nd Offense: 1-3 day home suspension 3rd Offense: 3-5 days home suspension Subsequent Offenses: Administrator's discretion and referral to school Social Worker
<b>School/Classroom Disturbance</b>	Administrator's discretion; Detention to home suspension. Parents notified.
<b>Intimidations or extortion against another student</b>	1st Offense: 3 days ISS Subsequent Offenses: 3-10 day suspension, may include hearing. In severe cases, referral to law enforcement
<b>Tardy to Class</b>	1st, 2nd, & 3rd Offense: Teacher handles and parent notified through agenda. 4th Offense: Saturday detention Subsequent Offenses: 2 days ISS Parent notified
<b>Tardy to School</b>	1st -3rd Offense: Teacher notifies parent through agenda. 4th Offense: Saturday detention Subsequent Offenses: Saturday detention And referral to Social Worker.
<b>Possession of Tobacco</b>	1st Offense: 3 days ISS; Parents notified. 2nd Offense: 3 days home suspension Subsequent Offenses: Administrator's discretion
<b>Beepers and Electronic Communication Devices</b> (Worth County BOE prohibits cell phones and other communication devices on school campus)	Beepers and communication devices will be confiscated and turned over to the School Resource Officer 1st Offense: Saturday detention Subsequent Offenses: 3 days ISS
<b>Unacceptable use of the Internet/ electronic communications system</b>	Administrator's discretion – counseling to home suspension depending on severity May include hearing and referral to law enforcement

**CD Players, Radios,  
Toys, Trading Cards, Water  
Propulsion Devices, Cameras, Laser  
Pointers, Digital Games**

1st Offense: 5 days detention; Item will be taken, held, and turned over to parent  
2nd Offense: Home suspension pending a parent conference; Item will be taken, held and turned over to parent/guardian during conference.

**Arson**

10 day suspension, pending hearing, with recommendation of one year expulsion Parents notified. Law enforcement notified.

**Bomb threat/terroristic threats**

10 day suspension pending hearing, with recommendation of minimum of one year expulsion. Parents notified. Law enforcement notified.

**Violation of Dress Code**

1st Offense: Teacher/Administrator warning, parents notified;  
2nd Offense: Saturday detention or 1 day ISS, parent notification  
3rd Offense: 2 days ISS /Saturday detention  
4th Offense: 2 days home suspension. (All violations must be corrected before student is permitted to resume normal school activities.)

**Chewing gum/eating or drinking  
without permission**

1st Offense: Teacher/Administrator warning  
2nd Offense: 5 days detention  
3rd Offense: Saturday detention  
4th Offense: 2 days ISS  
5<sup>th</sup> Offense: Home suspension pending Parent conference

**Displays of Affection**

1st Offense: 5 days detention  
2nd Offense: Saturday detention  
3rd Offense: 2 days ISS  
4<sup>th</sup> Offense: Home suspension pending parent conference

**Misconduct while in ISS**

1<sup>st</sup> Offense: Add one day ISS  
2<sup>nd</sup> Offense: Change remaining days to home suspension.

**Failure to report to Saturday  
Detention**

1<sup>st</sup> Offense: 1 day ISS  
2<sup>nd</sup> Offense: 1 day Home and Saturday detention no longer option

**Cheating**

Given a grade of zero; prohibited from making up the work; parents notified

## **Gambling**

1st Offense: Teacher or administrator warning - parents notified  
2nd Offense: Administrator's discretion  
3rd Offense: Home suspension pending parent conference; In severe cases, referral to law enforcement.

## **Leaving class on wrong bus shift**

1st Offense: Teacher or administrator warning. Parents notified through agenda  
2nd Offense: Saturday detention  
3rd Offense: 2 days ISS  
4<sup>th</sup> Offense: Home suspension pending parent conference.

## **Bus Violations/bus vandalism**

1st Offense: Warning  
2nd Offense: 3 days suspension from all buses  
3rd Offense: 5 days suspension from all buses  
4th Offense: Suspension from all buses for the remainder of term;  
Serious violation of bus rules, student may be suspended immediately and restitution required.

**Using any electronic devices** during the operation of a school bus, including but limited to cell phones, pagers, audible radios, tape or compact disc players, without headphones; or any other electronic device in a manner that might interfere with the school bus communications equipment or the school bus driver's operation of the school bus.

1st Offense: Warning/detention; Saturday detention; parents notified  
2nd Offense: 3 days suspension from bus; parent conference  
3rd Offense: Suspension from bus for remainder of the year  
Item(s) confiscated & returned to parent.

**Using mirrors, lasers, flash cameras,** or any other lights or reflective devices in a manner that might interfere with the school bus driver's operation of school bus.

1st Offense: Warning/detention; Saturday detention; parents notified  
2nd Offense: 3 days suspension from bus; parent conference  
3rd Offense: Suspension from bus for remainder of the year, Item(s) confiscated until parent picks up

**Bus Violation/Physical Assault** or battery as defined in 20-2-751.4, of persons on the school bus, disrespectful conduct toward the school bus driver or other persons on the school bus, and other unruly behavior

10 Day suspension from school; referral to hearing officer; Required meeting of other parent or guardian of student with school administration; formation of school bus behavior contract

**Habitual Offender**/willful and persistent

Parents notified. Student will be asked to sign

Violation of student Code of Conduct

an agreement with school administration, outlining expected behavior and consequences if behavior not upheld

## Searching Students

Any student may be searched with a duly issued warrant by a law enforcement officer. Any student may be searched by the principal or his/her designee without a warrant where there is reasonable suspicion, and circumstances make it impractical to secure a warrant. Other conditions under which school authorities may search a student or possessions without a warrant:

Student has consented

Contraband is in plain view

Evidence or contraband discovered while responding to an emergency

Official has reasonable suspicion to believe individual is armed and dangerous

Other circumstances where officials act to protect the life, property, and health of students, teachers or other individuals.

## Progressive Discipline Plan Worth County High School, Grade 9-12

The Worth County Board of Education's disciplinary policy outlines behavior that will not be acceptable during the school day, immediately before and after the school day, on the school grounds, or off the school grounds at any activity, function, or event.

It is the practice and policy of WCHS to encourage parents, teachers, students, and the administration to communicate with each other in order to minimize action needed to correct problems. Each teacher has developed a set of guidelines for his/her classroom that must be followed by the students.

Students will at all times show proper respect toward fellow students, staff, and faculty members. Corrective action will be taken against any student who willfully disobeys faculty members. Penalty will depend upon the degree and intent of the disobedience, as well as the number of similar incidents of inappropriate behavior. Continued willful disobedience may bring suspension and possible expulsion from school.

DISCIPLINE AND DISPOSITION POLICIES: The Administration reserves the right to apply dispositions on an individual basis. Dispositions may be increased or decreased as warranted by the circumstances.

### Violation

### Disposition

#### **Weapons: Firearm**

10 day suspension, pending hearing, Parents notified. Mandatory suspension for not less than one calendar year. O.C.G.A. 20-2-751.1. Turned over to legal authorities.

#### **Dangerous Weapon**

10 day suspension, pending hearing, Parents notified. Mandatory suspension for not less

than 12 weeks and up to one calendar year. O.C.G.A.20-2-751.1, Turned over to legal authorities.

**Acts of physical violence**

against a teacher, school bus driver, or other school official or employee.

Suspension pending hearing,

BOE may follow the recommendations of hearing officer or impose penalties not recommended by the hearing officer; may permit alternative education; if found guilty shall expel the student for the remainder of student's eligibility to attend public schools with referral to juvenile court requesting a petition alleging delinquent behavior.

**Narcotics, Marijuana, Alcoholic Beverages, and Stimulant Drugs:**

Possession, use, transmission or under the influence of these on the school grounds, at any school event or function, or on any school vehicle.

10 days home suspension, pending hearing. Law enforcement notified

**Safety (hazard)**

1st Offense; Warning; parents notified  
2nd Offense: 1 Saturday detention or 1 day ISS  
3rd Offense: 3 Saturday detention or 3 day ISS  
4th Offense: Subsequent – 3 days ISS

**Sexual misconduct/inappropriate sexual behavior** (see definition)

10 day suspension pending hearing. Law enforcement notified. Depends on severity; administration discretion

**Assault/Battery:** With significant Provocation

Parents notified  
1st Offense: 7 days home suspension with arrest by Police and SST referral  
2nd Offense: 10 days home suspension, pending hearing. Law enforcement notified,

**Assault/Battery:** Without significant Provocation

10 days home suspension, pending hearing. Parents notified.

**Bullying**

Parents notified  
1st Offense: 5 days home suspension and referral to guidance  
2nd Offense: 7 days home suspension and referral to guidance  
3rd Offense: assignment to alternative school O.C.G.A. 20-2-751.4

**Beepers/Electronic Communication Devices/Telephones:** Worth County Board of Education prohibits beepers

1st Offense: warning, confiscate beeper or radio or tape/CD player, any collected cell phones may be picked up by a parent on

and other communication devices in school.

Friday by 3:30 p.m.  
2nd Offense: 3 days ISS  
3rd Offense: 3 days home suspension, confiscate beeper, etc.; subject to alternative placement.

**Destruction of Personal or School Property (Vandalism)** disposition may depend on value of the vandalized property

10 day suspension, pending hearing, restitution made. Parents notified. Law enforcement may be notified.

**Extortion**

10 day suspension, pending hearing, Parents notified.

**Fighting**

1st Offense: 4 days home suspension & 3 days ISS, notify law enforcement & may be charged with disorderly conduct,  
2nd Offense: 7 days home suspension, notify law enforcement and may be charged with disorderly conduct.  
3rd Offense: 10 days home suspension pending hearing, notify law enforcement and may be charged with disorderly conduct.

**Harassment**

Parents notified  
1st Offense: Referral for counseling  
2nd Offense: 5 days ISS; refer for counseling  
3rd Offense: 10 days home suspension; refer for professional counseling possible hearing

**Stealing** (\*disposition may depend on value of stolen item(s)).

1st Offense: 5 days ISS/Administrator's discretion\*  
2nd Offense: 3 days home suspension  
3rd Offense: 10 days home suspension pending hearing, possible criminal charges and restitution for any offense.  
Administrator's discretion.

**Arson**

10 day suspension pending hearing. Parents notified. Restitution for damages, notification to fire department. Law enforcement notified.

**Campus/Classroom Disturbance:**  
Major Disturbance

1st Offense: 3 days ISS. Parents Notified  
2nd Offense 3 days home suspension  
3rd Offense- 5 days home suspension  
4th Offense: 10 days home suspension pending hearing

**Campus/Classroom Disturbance:**  
Minor Disturbance

1st Offense: warning, parent notified  
2nd Offense: 1 Saturday detention  
3rd Offense: 3 days ISS or 3 Saturday detentions  
4th Offense: 3 days home suspension.

**Cutting any Class**

1st Offense; 3 days ISS or 3 Saturday detentions  
2nd Offense: 3 days home suspension  
3rd Offense: 5 days home suspension  
4th Offense: 10 days home suspension pending hearing

**Leaving Campus without Permission**

1st Offense: 3 days ISS  
2nd Offense: 5 days ISS  
3rd Offense: 3 days home suspension pending hearing

**Cheating**

1st Offense: give grade of zero and not allowed to make up work, notify parent  
2nd Offense: 3 days ISS or 3 Saturday detention; grade of zero  
3rd Offense: 5 days ISS; grade of zero  
4th Offense: 3 days home suspension; grade of zero

**Dress Code**

1<sup>st</sup> Offense: Teacher/administrator warning and parents notified. Violation must be corrected before student is permitted to resume normal school activities.  
2<sup>nd</sup> Offense: Parents' notification-1 day ISS or Saturday detention  
3<sup>rd</sup> Offense: 2 days home suspension pending parent conference

**Tobacco Use and Possession**

1st Offense: 3 days ISS or 3 Saturday detentions  
2nd Offense: 5 days ISS or 3 days home suspension.  
3rd Offense: 5 days home suspension;  
4th Offense: 10 days home suspension; and possible hearing.

**Bus Misconduct (minor)**

1st Offense: Warning by administrator with parent notification  
2nd Offense: 1 day ISS or 2 Saturday detentions

Subsequent Offenses: Administrator discretion

**Bus Misconduct** (major)

1st Offense: 3 days suspension from bus  
2nd Offense: 5 days suspension from bus.  
3rd Offense: Recommendation that bus riding privileges be suspended for remainder of school year.

**Bus Misconduct**  
(Bus safety issues/see definition)

1st Offense: 1 day suspension from bus.  
2nd Offense: 3 day suspension from bus  
3rd Offense: Administrator discretion.

**Using any electronic devices** during the operation of a school bus, including but not limited to cell phones, pagers, audible radios, tape or compact disc players without headphones; or any other electronic device in a manner that might interfere with the school bus communications equipment or the school bus driver's operation of the school bus.

1st Offense: Warning/detention; Saturday detention; parents notified  
2nd Offense: 3 days suspension from bus parent conference  
3rd Offense: Suspension from bus for remainder of the year.  
Item(s) confiscated & returned to parent

**Using mirrors, lasers, flash cameras,** or any other lights or reflective devices in a manner that might interfere with the school bus driver's operation of school bus.

1st Offense: Warning/detention; Saturday detention; parents notified  
2nd Offense: 3 days suspension from bus; parent conference  
3rd Offense- Suspension from bus for remainder of the year.  
Item(s) confiscated until parent picks up.

**Bus Violation/Physical Assault** or battery acts of physical violence as defined in 20-2-751.4, of other persons on the school bus, disrespectful conduct toward the school bus driver or other persons on the school bus, and other unruly behavior.

10 Day suspension from school; referral to hearing officer; Required meeting of parent or guardian of student with school administration; formation of school bus behavior contract.

**Tardy to Class**

1st, & 2nd Occurrence: Teacher handles  
1st Offense: 1 Saturday detention  
2nd Offense: 3 Saturday detention or 3 days ISS  
3rd Offense: 3 days ISS  
4th Offense: 5 days ISS  
5th Offense: 3 days home suspension  
Subsequent Offenses: 3 days home suspension

**Tardy to School**

1st, & 2nd Occurrence: Teacher handles  
1st Offense: 1 Saturday detention

2nd Offense: 3 Saturday detention or 3 days ISS  
3rd Offense: 5 days ISS  
4th Offense: 3 days home suspension  
Subsequent Offenses: 3 days home suspension

**Inappropriate Student Demeanor by Action or Words: Minor** - disrespect, verbal or sexual harassment

1st Offense: 1 Saturday detention or ISS  
2nd Offense: 3 Saturday detentions or 3 days ISS  
3rd Offense: 5 days ISS or 5 Saturday detentions  
4th Offense: 3 days home suspension  
5th Offense: 5 days home suspension  
6th Offense: 10 days home suspension, Possible hearing

**Inappropriate Student Demeanor by Action or Words: Major** -

1st Offense: 3 Saturday detentions or ISS  
2nd Offense: 5 days ISS or 5 Saturday detentions  
3rd Offense: 3 days home suspension  
4th Offense: 5 days home suspension  
5th Offense: 10 days home suspension

**Gang Related Activity**

Parents notified. Suspension from school, hearing. Legal authorities notified

**Chewing gum/Eating or drinking in an unauthorized area**

1st Offense: Warning  
2nd Offense: 1 day ISS or Saturday detention  
3rd Offense: 3 Saturday detentions  
4th Offense: 5 days ISS  
5th Offense: 3 days home suspension  
Subsequent Offenses 3 days home suspension

**Failure to Report to Saturday Detention**

1st Offense: 1 day OSS on day following missed Saturday detention or parent has made prior arrangements with administrator for parent to accompany student to school on 1<sup>st</sup> day of school following missed Saturday detention.

**Misconduct while in ISS**

1st Offense: 1 day Saturday detention

**Computer/Internet Misuse:**

Administrator's discretion Parents notified. When appropriate, legal action.

**Habitual Offender/Chronic class or school disruption:**

Parents notified. Development of a behavior correction plan/agreement. Student must sign the plan/agreement which specifies expected behavior and consequences.

**Bomb Threat/Terroristic Threats**

10 day suspension pending hearing. Parents and law enforcement notified. Recommend one year expulsion.

**Prescription and Over the Counter Drugs**

Parents must sign a Medication Consent Form before any medication will be issued at school. Students are not permitted to bring any medication to or from school. 1st Offense: Medication turned over to school nurse and parent contacted for conference. Subsequent Offenses: Administrator discretion

**Displays of Affection**

1st Offense: 1 Saturday detention  
2nd Offense: 2 days ISS or 2 Saturday detention  
3rd Offense: 3 days ISS  
4th Offense: 3 days home suspension

**Sending false alarms or possessing fake weapon(s)**

Suspension 10 days pending hearing. Parents and law enforcement notified.

**Sign-out notes must be turned in to the office by 8:15 a.m. If note is not turned in, a parent/guardian must sign-out the student. Administrative discretion will be employed in case of emergency.**

**Code of Conduct**  
**Behavior Support Process**

Behavior support process is a mechanism for identifying and addressing the behaviors and environmental influences that promote the positive emotional, mental, social and physical health needs of students. With the foregoing in mind, the following is a list of support suggestions, recommendations and opportunities available for students in the Worth County School System:

Parent/Guardians

Guidance Counselors /Advisors

All Schools  
WCPS, 776-8660;  
SES, 776-8605;      WCMS, 776-8620  
HES, 776-8615;      WCHS, 776-8625

Student Support Teams (all Schools)

At all Worth County Schools  
see guidance counselor

School Resource Officers

At WCMS & WCHS & available at other  
schools for specific programs

Fellowship of Christian Athletes

WCMS & WCHS

Social Worker

Worth County Board of Education  
Sylvester, GA 31791 776-8650

Alternative Education

For more information, call 776-8650

Churches

Family's Choice

Mental Health Services

125 East Front Street  
Sylvester, GA 777-2141

Department of Family  
& Children Services

North Henderson Street  
Sylvester, GA 777-2000

Adult Education

702 Walnut Street  
Sumner, GA 776-7645

Title I Parent Coordinators

WCPS, 776-8660;      HES, 776-8615  
SES, 776-8605;      WCMS, 776-8620

Network of Trust

WCHS Guidance Counselors

Worth County Health Department

1012 West Franklin Street  
Sylvester, GA 777-2150

Other - Professional agencies that parents may select

The Georgia General Assembly has required that in this Code of Conduct all parents and guardians shall be encouraged to inform their children of the consequences, including potential criminal penalties, of underage sexual conduct and crimes for which a minor can be tried as adult.

O.C.G.A. 20-2-735 part 2, Article 16, title 20 (amended)

### **Parental Involvement**

This Code of Conduct is based on the expectation that parents, guardians, teachers and school administrators will work together to improve and enhance student behavior and academic performance and will communicate freely their concerns about, and actions in response to, student behavior that detracts from the learning environment. School administrators recognize that two-way communication through personal contacts are extremely valuable; therefore, they provide information to parents as well as on-going opportunities for school personnel to hear parents' concerns and comments.

Parents and students should contact the principal of the school if specific questions arise related to the Code of Conduct.

The Code of Conduct specifies within its standards of behavior various violations of the Code which may result in a school staff member's request that a parent or guardian come to the school for a conference. Parents are encouraged to visit the schools regularly and are expected to be actively involved in the behavior support processes designed to promote positive choices and behavior.

Georgia law mandates that any time a teacher or principal identifies a student as a chronic disciplinary problem student, the principal shall notify by telephone call and by mail the student's parent/guardian of the disciplinary problem, invite the parent or guardian to observe the student in a classroom situation, and request at least one parent/guardian to attend a conference to devise a disciplinary and behavioral correction plan.

Georgia law also states that before any chronic disciplinary problem student is permitted to return to school from a suspension or expulsion, the school shall request by telephone call and by mail at least one parent or guardian to schedule and attend a conference to devise a disciplinary and behavioral correction plan.

The law allows a local board of education to petition the juvenile court to require a parent to attend a school conference. If the court finds that the parent or guardian has willfully and unreasonably failed to attend a conference requested by the principal pursuant to the laws cited above, the court may order the parent or guardian to attend such a conference, order the parent or guardian to participate in such programs or such treatment as the court deems appropriate to improve the student's behavior, or both. After notice and opportunity for hearing, the court may impose a fine, not to exceed \$500.00, on a parent or guardian who willfully disobeys an order of the court under this law.

The following persons participated in and contributed to the work of the Student Code of Conduct Revision Committee, April 27, 2006 at the Worth County Board of Education Office.

### **Worth County Primary, Sylvester Elementary, and Holley Elementary**

Katrina D. White	Parent, WCPS
Alan Grimsley	Director Curriculum & Instruction, Testing
Barbara Williams	Principal, Holley
Joy Lee	PTO & Parent, Holley
R. Stacey Rutledge	Assistant Principal, WCPS
Patricia Smith	Principal, WCPS
Tiffany Sevier	Assistant Principal, WCPS
Jo Ann Wright	Assistant Principal, SES
Nancy Burrell	Parent & Teacher, WCPS
Chris Shipp	Parent, WCPS
Donna P Powell	Parent, HES

### **Worth County Middle and Worth County High Schools**

Paul Zimmer	Principal, WCMS
Babs Thomas	Principal, WCHS
Scott Chafin	Assistant Principal, WCHS
Donald Edwards	Assistant Principal, WCMS
David Willis	Assistant Transportation Director
Donna Hembree	Teacher & Parent, WCMS
Cora Brettel	Assistant Principal, WCMS
Mance Daughtry	Principal, ALC
Barbara Harvey	Assistant Principal & Parent, WCMS
Alan Grimsley	Director of Curriculum & Instruction, Testing

The Worth County Board of Education seeks to promote a positive environment for Worth County schools in which there is an awareness of, involvement in, and support for the system and its educational mission. Recognizing that open channels of communication are essential in fulfilling its role as a legislative body, the Board invites parents, students, staff and others, to offer suggestions on policies by submitting in writing any suggested additions, changes or deletions to the policies. This code will be reviewed annually.

Attached is information regarding clubs and organizations at the respective schools. Parents or legal guardian may decline permission for his or her student to participate in a club or organization designated by him or her. O.C.G.A. 20-2-705; 20-2-751.5

Commensurate with O.C.G.A. 20-2-735; 20-2-736

- The Code of Conduct shall be distributed in each school through such means or may best accomplish such distribution and are appropriate for the grade level of the student.
- Parents and guardian are to sign or confirm receipt of Code of Conduct.

- Failure to acknowledge receipt does not absolve the parent/guardian of any responsibility for information contained in the Code.
- Codes will be available in each school and classroom.
- Any student handbook shall include pertinent sections of Code of Conduct.

Comments should be addressed to Alan Grimsley, Worth County Board of Education,  
504 East Price Street, Sylvester, Georgia 31791. Telephone 229-776-8600  
FAX 229-776-8603 email – agrim@worth.k12.ga.us