

Galloway Township Middle School Student Code of Conduct

(**Updated for the 2022-2023 School Year**)

A good citizen is respectful. The GTMS student code of conduct is divided into the following sections: Respect for Learning Environment, Self, Peers, Adults, Property, and Laws/Rules. There are three levels of offenses based on severity in each section.

Level I: As a middle school we value the importance of teaching our students how to be a good citizen and have respect for themselves, their peers, the school staff and the overall school environment. In an effort to support our students social and emotional growth, we will provide a variety of restorative practices both at the teacher level as well at the administrative level to educate our students on how to rectify any negative behaviors that either hinder their education or the education of their peers.

Level II: Behaviors categorized as Level II are referred to the administration. They are investigated and handled by the building administration. Cooperative efforts with guidance may be initiated as well as a variety of restorative practices that you can refer to in the table below. Peer Mediation, I&RS or Child Study Team (CST) interventions are also initiated as appropriate.

Level III: Behaviors categorized as Level III are considered to be the most serious and are immediately referred to administration for investigation and resolution. Guidance, I&RS and/or CST intervention may also be initiated as appropriate.

I. Respect for Learning Environment – Level I

BEHAVIORS	Tier 1	Tier 2 and Tier 3
General Misconduct <ul style="list-style-type: none"> ☞ Inappropriate behaviors/comments ☞ Ignoring directions ☞ Misuse of pass ☞ Unexcused lateness to class ☞ Inappropriate display of affection ☞ Horseplay (minor hallway/classroom) ☞ Willful disobedience ☞ Disruptive behavior in class ☞ Violation of dress code ☞ Not completing work ☞ Cutting portion of class/homeroom ☞ Violation of Acceptable Use Policy 	Consequences & Other Actions Assigned by Teacher <ul style="list-style-type: none"> • Parent/guardian contact • Verbal/Nonverbal correction • Reminders and redirection • Loss of classroom privileges • Teacher lunch detention Interventions and Restorative practices <ul style="list-style-type: none"> • Teacher-student conversation and/or meeting • Review established behavior expectation with examples • Provide individual schedule or other reminders on child's desk • Behavior plan for use throughout the day, week, etc. • Seat change • Verbal and/or Written apology • Conflict Resolution/Peer mediation • Daily progress sheet on behavior • Establish peer buddy or adult mentor • Parent/guardian conference • Signed agenda book • Weekly communication with parents • Counselor/CST involvement • I&RS Request for Assistance 	Consequences & Other Actions Assigned by Administration <ul style="list-style-type: none"> • Parent/guardian contact • Loss of privileges • Probation from leadership positions • Restitution • Lunch detention • Detention • Verbal reprimand • In-school suspension Interventions and Restorative practices <ul style="list-style-type: none"> • Student conference • Change in class • Establish peer buddy or adult mentor • Referral to I&RS • Parent/guardian accompany student to school • Request 504 Plan • Counselor/CST involvement • I&RS Request for Assistance • Referral to out-side counseling/services • Psychiatric Evaluation • Functional Behavioral Analysis (completed by school psychologist) • Educational consequences/lesson

II. *Respect for Learning Environment – Level II*

LEVEL II BEHAVIORS	Tier 1 - Teacher Interventions	Tier 2	Tier 3
1. Late to school	Consequences & Other Actions Assigned by Teacher <ul style="list-style-type: none"> • Parent/guardian contact • Verbal correction • Reminders and redirection • Loss of classroom privileges Interventions & Restorative Practices by Teacher <ul style="list-style-type: none"> • Teacher-student conversation • Review established behavior expectation with examples • Provide individual schedule or other reminders on child's desks • Behavior plan for use throughout the day, week, etc. • Seat change • Verbal/Written apology • Daily progress sheet on behavior • Establish peer buddy or adult mentor • Parent/guardian conference • Peer mediation/Conflict Resolution • Counselor/CST involvement • I&RS Request for Assistance 	1 p.m. detention 5 times per marking period, PC	2 p.m. detentions 7 times per MP PC, SP, AAS
2. Cutting class or school		1-2 p.m. detentions PC	1 ISS PC, SP, AAS
3. Use/possession of cell phone/electronic device during school hours		1-2 p.m. detentions PC Parent pick-up	1 ISS PC, SP, AAS Parent pick-up
4. Obscene or vulgar language or gestures.		1-2 p.m. detentions PC	1 ISS PC, SP, AAS
5. Endangering the safety of oneself / another Dangerous behavior with no intent to harm.		2 p.m. detentions PC, SP, AAS	1-3 ISS PC, SP, AAS
6. Misbehavior towards a substitute teacher		1-2 p.m. detentions PC	1 ISS PC, SP, AAS
7. Forgery on a school document		1-2 p.m. detentions PC, SP	1 ISS PC, SP, AAS
8. Cheating on tests/quiz and/or Plagiarism		1-2 p.m. detentions PC, SP	1 ISS PC, SP, AAS
9. Cutting / Misbehaving administrative detention		1 additional detention PC	1 ISS PC, SP, AAS
10. Non-authorized and/or inappropriate use of technology (violation of Responsible Use Policy) and/or other school equipment		1-2 p.m. detentions PC, SP, AAS technology exclusion	1 – 2 ISS PC, SP, AAS technology exclusion

III. *Respect for Peers - Level II - III*

Harassment/Intimidate/Bully and Hazing	Interventions and Restorative Practices	Consequences
<p>For confirmed HIBs or acts of hazing, consequences will be determined by administration based on the nature, frequency, and severity of the behavior as well as any alignment with other areas of the code of conduct. Likewise, interventions/supports will also be determined by administration and other involved staff.</p> <p>The Board of Education Policy and Regulation on harassment, intimidation, bullying, or hazing does NOT preclude the building principal or designee from taking immediate disciplinary action in order to maintain the health, safety, and welfare of staff and students.</p>	<ul style="list-style-type: none"> • Restitution • Peer Group Support • Student Support Interventions (corrective instructions, behavioral assessment, student counseling, etc.) • Behavior Management Plan • Parent Conferences • Cease and Desist • Behavioral Contract • Avoid Contact Directive • Student Treatment/Therapy • Referral to Intervention Referral Services 	<ul style="list-style-type: none"> • Temporary Removal from Classroom • Loss of Privileges • Lunch Detention • In-School Suspension • Out-of-School Suspension • Social Probation • Police Notification • Legal Action <p>Note: If a confirmed HIB meets the definition of a bias/hate act or crime it is required to be reported to the police.</p>

III. Respect for Peers - Level II

LEVEL II BEHAVIORS	Tier 1	Tier 2	Tier 3
11. (HIB) Harassment/Intimidate/Bully	2 p.m. detention, PC Police Notification if incident is a potential hate/bias act/crime	1-2 ISS PC, SP, AAS, RP Police Notification if incident is a potential hate/bias act/crime	1 -2 OSS PC, SP, AAS, RP Police Notification if incident is a potential hate/bias act/crime
12. Verbal abuse/threatening comments, repeated put-downs, etc.	1 p.m. detention PC	2 p.m. detention PC, SP, AAS	1-2 ISS PC, SP, AAS, RP
13. Potentially dangerous conduct - Includes scuffling, pushing, shoving, throwing things and horseplay.	1 p.m. detentions PC	2 p.m. detention PC, SP, AAS	1-2 ISS PC, SP, AAS, RP
14. Sexual Harassment – comments about one's body, sexual jokes, gestures, and/or drawings.	2 p.m. detentions PC	1 ISS PC, SP, AAS	1 – 3 ISS PC, SP, AAS
15. Destroying/Defacing the property of another	2 p.m. detentions Possible restitution PC	1 ISS Possible restitution PC, SP, AAS	1 – 3 OSS Possible restitution PC, SP, AAS Police notification

V. Respect for Adults – Level II

LEVEL II BEHAVIORS	Tier 1	Tier 2	Tier 3
16. Severely disruptive/inappropriate behavior	1 p.m. detention PC	2 p.m. detentions PC RP-5 days	1-3 ISS PC, SP, AAS RP-1 month
17. Disrespect / Insubordination/Dishonesty-inappropriate verbal or nonverbal response to an adult including defiance	2 p.m. detentions PC, SP, AAS	1 ISS PC, SP, AAS, RP	1-3 OSS PC, SP, AAS, RP

VII. Respect for Laws/Rules – Level II

LEVEL II BEHAVIORS	Tier 1	Tier 2	Tier 3
18. Possession of inappropriate materials (lighters, matches, stink bomb, cigarettes, tobacco etc.)	2 p.m. detentions PC, SP, AAS confiscation	1 ISS PC, SP, AAS, RP confiscation	1 – 3 OSS PC, SP, AAS, RP confiscation
19. Possession/Use/Smoking of vapes, Juls, Dab Pens and all other nontraditional smoking paraphernalia	1- 2 ISS Evaluation PC, SP, AAS, confiscation	2 - 3 ISS Evaluation PC, SP, AAS, RP confiscation	1 - 2 OSS Evaluation PC, SP, AAS, RP confiscation Review of academic program
20. Use of inappropriate materials / tobacco: lighters, matches, stink bombs, etc.)	1- 2 ISS PC, SP, AAS	2 - 3 ISS PC, SP, AAS, RP	1 - 2 OSS PC, SP, AAS, RP Review of academic program
21. Unauthorized area without permission (locker rooms, storage rooms, etc.)	1 p.m. detention PC	1 ISS PC, SP, AAS, RP	1 OSS PC, SP, AAS, RP

VIII. Respect for Adults – Level III

LEVEL III BEHAVIORS	Tier 1	Tier 2	Tier 3
22. Gross Disrespect: the use of profanity or inappropriate gestures directed towards a faculty/staff	1 ISS PC, SP, AAS	2 - 3 ISS PC, SP, AAS	1-2 OSS PC, SP, AAS, SR Review of academic program
23. Disorderly Conduct – Behavior that is deemed out of control	1- 2 ISS PC, SP, AAS	1-2 OSS PC, SP, AAS Police notification	2-5 OSS PC, SP, AAS, SR Police notification/Review of academic program
24. False accusations against any student, faculty or staff member	1-2 ISS PC, SP, AAS, RP	2 – 3 ISS PC, SP, AAS, RP	1 – 3 OSS PC, SP, AAS, RP

X. Respect for Peers - Level III

LEVEL III BEHAVIORS	Tier 1	Tier 2	Tier 3
25. Fighting – two students (willful, deliberate intent to do harm)	2-3 OSS** PC, SP, AAS, RP	3-5 OSS** PC, SP, AAS, RP Police notification	Minimum 5 days OSS** PC, SP, AAS, RP Review of academic program Police notification
26. Incitement to Fight - encouraging others to fight	2 detentions PC, SP, AAS, RP	1-2 ISS PC, SP, AAS, RP	2-4 ISS PC, SP, AAS, RP Police notification
27. Attacking another, punching, hitting, etc. (not including a fight)	2-3 OSS** PC, SP, AAS, RP	3-5 OSS** PC, SP, AAS, RP Police notification	5-7 OSS** PC, SP, AAS, RP Police notification
28. Sexual Misconduct – physical / sexual touching of other student/students.	1-3 ISS PC, SP, AAS, RP	4-6 ISS PC, SP, AAS, RP Police notification	1-3 OSS** PC, SP, AAS, RP Police notification Review of academic program

XI. Respect for Laws/Rules – Level III

LEVEL III BEHAVIORS	Tier 1	Tier 2	Tier 3
29. Leaving school grounds without proper authorization	2 p.m. detentions PC, SP, AAS, RP Police notification	1-2 ISS PC, SP, AAS, RP Police notification	3-5 ISS PC, SP, AAS, RP Police notification
30. Stealing - Taking possession of school property and/or of another person without permission	1-2 ISS PC, SP, AAS Possible Restitution (teacher/school Police notification)	1 OSS PC, SP, AAS, RP Possible Restitution Police notification	2-3 OSS PC, SP, AAS, RP Possible Restitution Police notification
31. Recording of Disorderly Conduct- Use of technology to record and/or post on social media incidences of disorderly conduct	1 ISS PC, SP, AAS, RP	1 – 2 ISS PC, SP, AAS, RP	1-2 OSS PC, SP, AAS, RP
32. Sharing of sexually explicit pictures/photos	1 OSS** PC, SP, AAS, RP Possible Police notification	2-3 OSS** PC, SP, AAS, RP Possible Police notification	5-7 OSS** PC, SP, AAS, RP Police notification
33. Medication – Possession / Use of medication without specific medical and school authorization on school property or during a school sponsored activity; includes Prescription - or Non-Prescription - (over the counter drugs, aspirin, Tylenol, Nodooz, Vivarin, laxatives, etc.)	1-3 ISS** PC, SP, AAS, RP	1-2 OSS** PC, SP, AAS, RP	3-5 OSS** PC, SP, AAS, SR, RP Review of academic program
34. Setting off alarms/ calling 911 / Causing alarm within the school	1-3 OSS** PC, SP, AAS, RP Police notification	3-5 OSS** PC, SP, AAS, RP Police notification	5-7 OSS** PC, SP, AAS, RP Police notification
35. Weapons - Possession/Intent to Do Harm – possession of a weapon including razor blades, box cutters, knives, guns, etc. (Please Note: Incident to be reviewed by administration for determining additional days of OSS.)	5 – 7 OSS** PC, SP, AAS, SR, RP BOE Possible alternative placement Police notification	8 – 10 OSS** PC, SP, AAS, SR, BOE RP Possible alternative placement Police notification	Minimum 10 OSS** PC, SP, AAS, SR, RP, BOE Possible alternative placement Police notification
36. Drugs/Alcohol - possession, distribution, or use of intoxicants or narcotics. (Please Note: Any student exhibiting	5 – 7 OSS** PC, SP, AAS, SR, RP Police notification	8 – 10 OSS** PC, SP, AAS, SR, RP Possible alternative placement	Minimum 10 OSS** PC, SP, AAS, SR, RP, BOE Alternative placement Police notification

behavioral, physical and/or emotional characteristics of substance abuse will be required to undergo a medical screening as per Galloway Township Board of Education policy. Failure to comply with screening will result in a 5 day suspension.)		Police notification	
37. Assault – Any physical act of aggression or attack towards faculty, staff, student or administration.	5 – 7 OSS** PC, SP, AAS, RP Police notification	8 - 10 OSS** PC, SP, AAS, SR, RP Police notification	Minimum 10 OSS** PC, SP, AAS, SR, RP, BOE Police notification
38. Terroristic Threat – Threats against faculty, staff, student, administration or school building. (Please Note: Incident will be reviewed by administration for determining additional days of OSS.)	3 – 5 OSS** PC, SP, AAS, SR, RP Police notification	6 – 8 OSS** PC, SP, AAS, SR, RP Possible alternative placement Police notification	Minimum 10 OSS** PC, SP, AAS, SR, RP, BOE Alternative placement Police notification
39. Physical Threat - Verbal or implied threats to do harm to faculty, staff, student or administration. (Please note: Incident to be reviewed by administration for determining additional days of OSS.)	3 – 5 OSS** PC, SP, AAS, SR, RP Police notification	6 – 8 OSS** PC, SP, AAS, SR, RP, BOE Police notification	Minimum 10 OSS** PC, SP, AAS, SR, RP, BOE Alternative placement Police notification

Please note:

Administrative conferences **MUST** be held between a building administrator, parent/guardian and student upon a student's return to school from **out of school suspensions**. School Service may be assigned when deemed appropriate by the administration. School Service activities are designed to enhance a student's sense of school affiliation and pride and will be assigned based on the nature of the offense and the individual student. Activities may include clerical, restoration/maintenance, etc.

Galloway Township Middle School Cafeteria Code

Types of Behaviors	1st ACTION	2nd ACTION	3rd and Subsequent ACTION
1. Not remaining seated at designated table	1 lunch detention	2 lunch detentions	3 lunch detentions PC
2. Throwing food or other objects	2 lunch detentions PC	3 lunch detentions PC	<i>Refer to GTMS discipline code</i>
3. Leaving the cafeteria without permission	1 lunch detention	2 lunch detentions	<i>Refer to GTMS discipline code</i>
4. Not waiting to be called for lunch, trash or dismissal	1 lunch detention	2 lunch detentions	3 lunch detentions PC
5. Not cleaning eating area	1 lunch detention	2 lunch detentions	3 lunch detentions PC
6. Taking food out of the cafeteria	1 lunch detention	2 lunch detentions	3 lunch detentions PC
7. General disruption	1 lunch detention	2 lunch detentions	3 lunch detentions PC

Other consequences and interventions/supports may also be applied. This includes, but is not limited to, cafeteria-based actions such as assigned seats and cafeteria exclusion.

Galloway Township Middle School Bus Code

BEHAVIORS	Tier 1	Tier 2	Tier 3
1. Eating/drinking 2. Excessive noise 3. Leaving bus stop without authorization 4. Failure to remain seated	Administrative warning PC	1 p.m. detention PC	2 p.m. detentions PC
5. Using obscene or vulgar language toward other students 6. Throwing or shooting objects 7. Spitting out bus windows and or on others 8. Placing body or objects out of window 9. Unauthorized bus or bus stop use 10. Excessive misconduct (horseplay) 11. Failure to comply with driver's directions 12. Inappropriate response to driver	1 p.m. detention PC	2 p.m. detentions PC 3 day bus suspension	1 ISS PC 5 day bus suspension Driver/Admin./Student conference
13. Endangering the safety of others	2 p.m. detentions PC	1 ISS PC 3 day bus suspension	1 – 3 OSS PC 5 day bus suspension
14. Possession of combustible materials	1 ISS PC 3 day bus suspension	1 – 3 OSS PC 5 day bus suspension	4 – 6 OSS PC 10 day bus suspension
15. Unauthorized use of bus emergency exits	2 p.m. detentions PC	1 ISS PC 3 day bus suspension	1 – 3 OSS PC 5 day bus suspension
16. Gross disrespect toward driver – the use of profanity towards the driver	1 OSS PC 3 day bus suspension	2 – 3 OSS PC 5 day bus suspension	4 - 5 OSS PC 10 day bus suspension
17. Vandalism – Damaging school bus (cutting, dismantling, writing on, etc.)	1 ISS PC, SP, AAS RP - 1 month 3 day bus suspension	1 – 2 OSS PC, SP, AAS RP – 3 month 5 day bus suspension	3 – 4 OSS PC, SP, AAS RP – Indefinite 10 day bus suspension
18. Fighting	2 – 3 OSS PC, SP, AAS RP – 1 month 5 day bus suspension	4 – 6 OSS PC, SP, AAS RP – 3 months 10 day bus suspension	Minimum 7 day OSS * PC, SP, AAS RP – Indefinite 15 day bus suspension
19. Potentially dangerous conduct	2 p.m. detentions PC, SP, AAS	1 ISS PC, SP, AAS 3 day bus suspension	1 – 3 OSS PC, SP, AAS 5 day bus suspension
20. Possession of weapons, firearms, and/or hazardous/injurious items	5 – 7 OSS PC, SP, AAS, SR RP - 1 month Police notification	8 - 10 OSS PC, SP, AAS, SR, BOE RP – 3 months Police notification	Minimum 10 day OSS * PC, SP, AAS, SR, BOE RP – Indefinite Police notification
21. Possession Drugs/Alcohol	10 day bus suspension	20 day bus suspension	30 day bus suspension

DISCIPLINE CODE KEY:

OSS	OUT OF SCHOOL SUSPENSION	PC	PARENT CONFERENCE
ISS	IN SCHOOL SUSPENSION	BOE	BOARD OF EDUCATION HEARING
RP	RESTRICTED HALL PASS (limits time out of class)	SR	SUPERINTENDENT REVIEW
SP	SOCIAL PROBATION (DANCE AND/OR TRIP EXCLUSION)		
AAS	ATHLETIC AND ACTIVITIES SUSPENSION (See “Athletic Activity Suspension” under <i>General Information</i>)		
OSS*	DENOTES INCIDENT NEEDS TO BE REVIEWED BY ADMINISTRATION		