

Navigator Behavioral Policies and Practices

Navigator Schools work to prevent serious difficulties that would harm a student's membership in the school community. The school is obligated to enforce the citizenship code fairly and consistently, and the community is entrusted with the task of guiding, reporting, and correcting when appropriate.

Respect, civility, and etiquette are characteristics of a Navigator student. Whether in the classroom, on the playground, in school or away from school, students must behave in a way that is mindful, deferential, and respectful of the legitimate authority of the faculty, staff, and volunteers in the school. Words, gestures, and actions of disrespect cannot be tolerated.

Through our individual actions we affect one another and the quality of our learning community. Providing a safe, supportive, and respectful environment ensures students' equal access to the curriculum and enables them to achieve to their fullest potential.

Discipline Issues

Disciplinary Authority: In matters of discipline, the levels of authority are as follows:

1. An individual teacher, teacher-in-training, paraprofessional, or other supervisor.
2. Assistant Principal or Principal-in-Training.
3. Principal.

Sanctions: Navigator Schools may impose sanctions on students whose behavior is disrespectful, recalcitrant, disruptive, immoral, illegal, at odds with promoting a positive school environment, detrimental to the reputation of the school, and/or in violation of the school rules.

Within the classroom, teachers may develop and enforce particular codes of conduct. Students in violation of acceptable conduct in the classroom, as determined by the teacher, may be referred to the Assistant Principal or Principal for sanctions. Individual teachers may also detain students during break, during lunch, during lunch, and/or during enrichment as a sanction for poor behavior.

The following are examples of behaviors that, unless persistent and dangerous, will be addressed in the classroom by the teacher, and if necessary the parent:

- Name calling, use of bad language
- Minor fighting or pushing, instigating fighting among children
- Being disrespectful to adults or other students
- Congregating for inappropriate conduct
- Inappropriate clothing including uniform non-compliance
- Running in areas other than assigned play areas

- Instigating or spreading rumors
- Taking others' belongings
- Talking in class
- Not completing assigned work

These behaviors can be corrected using a variety of techniques the Navigator Schools call "Least Invasive Interventions" these interventions include:

- Non-verbal correcting - eye contact and proximity
- Positive group correction - "I like that my friends are..."
- Anonymous group correction - "I am waiting for ____ students"
- Private group correction - Quiet conversation with the student
- Lightning quick public correction
- Repeating of instructions
- Zeroing in on student
- Physical prompt, including a hand on the shoulder
- Individualized attention, including a whisper in the student's ear
- Moving student to new area of the classroom

These actions should be applied in conjunction with the Class Dojo system. At Navigator Schools, we use a behavior management system that uses points to track positive and negative behaviors, called Class Dojo. Students move up and down in points based on a common system of rules and values.

At the beginning of each day, each student will start at zero Dojo Points and has the opportunity to move up after demonstrating positive examples of core values. Students will receive negative points if they do not exhibit the core values when necessary or if their behavior has a negative impact on their own or classmates' learning. The purpose of the behavior tracking is to teach students to connect the behavior they demonstrate with the impact that that behavior has. This is a communication tool used for both positive and negative behaviors so students learn to articulate how their actions impact themselves and others.

Class Dojo Point Value System

- 1+: The student exceeded behavior expectations
- 0: The student was ready to learn that day
- 1: Student was given a warning by the teacher
- 2: Student has lost recess for the remainder of the day
- 3: Student must call home
- 4: Student will serve an after school detention

-5: Student is issued a behavior contract

Phone Calls Home and Parent Meetings: Once a student reaches a -3 or if there is an issue that warrants a phone call home, the student will phone a parent or guardian under the supervision of a school employee. The phone call can consist of a conversation with a plan for follow-up or may include an appointment for an in-person meeting. Phone calls and/or parent meetings may include conversations about sanctions, next steps, behavior contracts, and information about suspension and expulsion. Sanctions that come out of the parent meetings can include, but are not limited to;

- Moving students to another classroom for a set amount of time;
- Development of a written or graphic representation that reflects understanding of the specific misbehavior, the nature of the expected behavior, and the related character trait(s);
- Participation in the cleaning/repair of any damage caused to the school-related environment;
- Financial restitution for the repair of any damage caused to the school-related environment;
- Participation in a school service project which enables the student to be engaged in the desired character trait(s);
- Any other disciplinary technique that positively promotes the student code of conduct and desired character trait(s).

Behavior Contracts: When a student has not responded to in-class behavior management, behavior contracts are implemented. The office will call the family and set up a meeting. A behavior contract is set up by the principal and/or teacher to address concerning behavior. All of the teachers who work with the student will be in charge of recording student progress daily. Other consequences can be included in the behavior plan, such as loss of school activities, enrichment, and privileges. These consequences are at the discretion of the principal. Parents sign the daily behavior log and return to school with their student for the duration of the behavior contract.

A follow-up meeting will be scheduled to determine the effectiveness of the plan. If the initial behavior contract is not effective, there are options to include in future behavior contracts, which can include, but are not limited to;

- Parent sits in class for a day;
- Mandatory after school detention with parent present;
- Loss of school activities;
- In-school suspension;
- Revised schedule;
- Alternative setting;
- Out of school suspension.

Suspension: If the behavior plan and additional interventions are unsuccessful in

stopping the behavior, the next step would be suspension. The student will be immediately sent home and a follow-up conference will be scheduled with a school leader, other necessary school officials (i.e. Special Education Coordinator for a student with an IEP) and parents before the student may return to school. At this conference parents are informed of the Navigator School expulsion process.

Circumstances that may result in suspension of a student include, but are not limited to, the following:

- i. Repeated incidents of unexcused absence;
- ii. Repeated incidents of unexcused tardiness;
- iii. Continued and willful disobedience;
- iv. Open or persistent defiance of authority or disrespect of a school employee or volunteer;
- v. Forging or using forged notes or excuses;
- vi. Cheating in an academic setting;
- vii. Possession, use, distribution, or sale of tobacco, narcotics, alcohol, steroids, or other illegal substances;
- viii. Persistent violation of requirements of dress;

- ix. Habitual profanity or vulgarity;

- x. Violation of the conditions of a Disciplinary Probation;
- xi. Damage to school property as a result of intention or gross neglect;
- xii. Misuse of electronic information resources as outlined in the Technology Use Agreement;
- xiii. Violations of the criminal code or civil law;
- xiv. Serious or repeated violations of school rules and policies;
- xv. Possession of a firearm or weapon, or of a facsimile of a firearm or weapon, on campus or at a school-sponsored event;
- xvi. Lying to school personnel and/or obstruction of a school investigation.

Expulsion: Expulsion is an extreme measure used when it has been determined that the student cannot conform to expected community norms or when circumstances make continued enrollment in the school untenable. Students who have been expelled are not welcome on campus at any time after their expulsion. An expulsion is presumed to be permanent. However, in extraordinary cases, and as determined by the Principal, a student who has been expelled from Navigator Schools may apply for readmission to the school.

Circumstances that may result in the expulsion of a student include, but are not limited to, the following:

- i. Hazing (California Education Code - Section 32051);
- ii. Repeated incidents of unexcused absence;

- iii. Repeated incidents of unexcused tardiness;

- iv. Continued and willful disobedience;
- v. Open or persistent defiance of authority or disrespect to any school employee or

- volunteer;
- vi. Forging or using forged notes or excuses;
 - vii. Repeated incidences of cheating in an academic setting;
 - viii. Possession, use, distribution, or sale of tobacco, narcotics, alcohol, steroids, or other illegal substances;
 - ix. Persistent violation of requirements of dress;
 - x. Habitual profanity or vulgarity;
 - xi. Violation of the conditions of a Behavior Contract;
 - xii. Damage to school property as a result of intention or gross neglect;
 - xiii. Misuse of electronic information resources;
 - xiv. Violations of the criminal code or civil law;
 - xv. Gang involvement or affiliation;
- xvi. Possession of a weapon on campus;
- xvii. Theft or an attempt at theft;
- xviii. Assault, battery, use of violence or the threat of violence
- xix. Willful falsification of school records;
- xx. Threats to students, teachers, administrators, or other employees or volunteers to the school administered by a student or his/her parents/guardians;
- xxi. Illegal activities undertaken on or off campus;
- xxii. Serious or repeated violations of school rules and policies;
- xxiii. Possession of a firearm or weapon, or of a facsimile of a firearm or weapon, on campus or at a school-sponsored event;
- xxiv. Lying to school personnel and/or obstruction of a school investigation.

In addition, students may be dis-enrolled from the school as a result of the following:

- i. The student continually fails to meet the academic requirements of the school;
- ii. A parent or guardian of the school is uncooperative with school officials or disruptive of the school's educational programs;
- iii. A parent or guardian knowingly permits illegal activities by his or her student;
- iv. The student's health records, including school emergency card and immunization records, are not provided to the school in a timely manner, as required by the school.