Woodland Hills Academy
Progressive Discipline Policy

Infractions	Primary Responsibility	Suggested Strategies / Consequences
• No Classroom Supplies • No Homework • Gum Chewing • Tardiness • Out of Seat • Talking / Arguing (minor) • Poor Work Habits • Cell Phones • Electronic Devices • Cheating • Not Dressed for PE • Toys	**Teacher** **Parent**	• Stand at Door during Passing Period • Restorative Conferencing • Assign Restorative Justice Reflection • Student Behavior Contract • Make a Call Home • Email Parent • Send a Note Home / Write in Student Agenda • Send Student to a colleague • Restorative Time at lunch (must give student Time to Eat) or Nutrition (can keep for 15 minutes) • Lower Work Habits / Cooperation Grade • Class Suspension – UTLA
• Excessive Tardies (3 or More) • Truancy (in-School) • Defiance / Disruption • Profanity (minor infraction) • Talking / Arguing (Major)	**Counselor**	• Restorative Conferencing • Assign Restorative Justice Reflection • Parent / Teacher Conference • Attendance Checks • Referrals to Outside Agencies • Parent Visits Classroom • Restorative Time at lunch (must give student Time to Eat) or Nutrition (can keep for 15 minutes) • Behavior / Academic Contract • Culmination may be affected
• Fighting • Bulling • Profanity (Major Infraction) • Gang Activity • Graffiti / Vandalism • Habitually Disruptive / Defiant • Sexual Harassment • Weapons • Drugs / Tobacco • Theft • Truancy (Off Campus)	**Dean** **Administrator** **School Police**	• Restorative Conferencing • Assign Restorative Justice Reflection • Restorative Time at lunch (must give student Time to Eat) or Nutrition (can keep for 15 minutes) • In-School Suspension • Suspension • Referrals to Outside Agencies • Behavior Contract • Exclusion from Extra Curricular Activities • Arrest / Citation • Assign Detention • Culmination may be affected • Harm Circle • Re-Entry Circle

This chart is designed to provide assistance to teacher and other school personnel in reference to our referral guidelines. The **Primary Responsibility** column indicates the main person(s) expected to follow up and find a resolution to the referral. However, involvement by other personnel may be warranted and/or necessary. **Remember to Document your Interventions or Referrals in MiSiS.**

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