



## K-4 Discipline Matrix

### Ben Franklin Academy 24-25

All BFA students are held to a high standard of conduct in all classrooms and school. Meeting school expectations builds responsibility and character to ensure the school is a safe and positive learning center for all. If students do not meet school expectations, disciplinary action may take place to ensure the student grows and learns from the experience.

#### School/Classroom Expectations:

1. Be respectful to peers and adults
2. Honesty
3. Accountability
4. Follow classroom rules
5. Meet uniform policy

### Positive Behavior Reinforcements

At Ben Franklin Academy, we like to recognize positive behavior choices. While we believe that students should make the right choices without extrinsic reasons, we also want to make sure that students realize that positive behavior and making the right choice also has positive benefits. Students at BFA are recognized for positive behavior choices on a daily basis with praise and encouragement.

#### Thirteen Virtues:

Each month we will focus on one or two virtues.

Ben Franklin's 13 Virtues	Student Expectations
<b>Silence</b>	<ul style="list-style-type: none"> <li>- Listen to teachers and other students</li> <li>- Allow others to learn without distraction and disruption</li> </ul>

	- Quiet and respectful in hallways
<b>Order</b>	- Follow uniform policy - Come to class prepared with supplies and chromebooks charged - Keep phones and earbuds in backpack or locker
<b>Resolution</b>	- Be honest - Be in the right place at the right time
<b>Frugality</b>	- Use school resources (chromebooks, for example) appropriately
<b>Industry</b>	- Be on task - Follow classroom rules
<b>Sincerity</b>	- Use kind words and actions
<b>Justice</b>	- Be respectful of adults and other students - Be respectful of other viewpoints/opinions/backgrounds
<b>Moderation</b>	- Participate in all classes, those you like and those you don't
<b>Cleanliness</b>	- Keep the school clean - Keep your classrooms and lockers clean - Do not chew gum
<b>Tranquility</b>	- Be patient
<b>Purity</b>	- Complete your own work

<b>Humility</b>	- Treat others the way you wish to be treated
<b>Temperance</b>	- Control your temper, reactions and words

All Ben Franklin Academy students are expected to demonstrate respectful and appropriate behavior while at school. Students are taught and learn how to apply Ben Franklin’s Thirteen Virtues to their everyday school experience.

*Dress of Choice*

Each month students who do not have more than two dress of choice violations receive a dress of choice day.

*Reward System*

Each classroom teacher will have a ticket/reward system where students can earn various prizes. These tickets are awarded for exemplary behavior.

## Consequences

<b>Dress Code Violations (RESET EVERY MONTH)</b>	<b>Dress Code Consequences</b>
<ol style="list-style-type: none"> <li>1. No belt</li> <li>2. Not tucked in</li> <li>3. Too short</li> <li>4. Non-BFA design</li> <li>5. Socks</li> <li>6. Makeup</li> </ol> <p>(see handbook for full list)</p>	<ol style="list-style-type: none"> <li>1. Warning</li> <li>2. Loss of DOC</li> <li>3. Loss of recess time</li> </ol> <p>-All Dress Code Violations are documented in Gradelink</p>

<b>Level One Violations (RESET Weekly - If habitual, subject to change)</b>	<b>Level One Consequences</b>
<ol style="list-style-type: none"> <li>1. Off-task behavior*</li> <li>1. Not keeping hands to self</li> <li>2. Inappropriate Hallway Behavior (running, yelling)</li> <li>3. Minor Vandalism (drawing on desks, etc.)</li> </ol> <p><i>Level 1 violations are not limited to listed behaviors.</i></p>	<p>1st occurrence: Warning</p> <p>2nd occurrence: Reset Area/Safe Space</p> <p>3rd occurrence: Loss of recess or other consequence chosen</p> <p>4th occurrence: Loss of recess or other consequence chosen by staff member. Documented in Gradelink and Parent Contact</p> <p>5th occurrence: Meeting with parent and student</p>

<b>Level Two Violations (RESET Every Trimester)</b>	<b>Level Two Consequences</b>
<ol style="list-style-type: none"> <li>1. Disobeying classroom/recess rules*</li> <li>2. Disrespectful/Defiant*</li> <li>3. Disruptive Behavior*</li> <li>4. Inappropriate physical contact*</li> <li>5. Destruction of school property or materials</li> <li>6. Not where you are supposed to be</li> <li>7. Technology violation (Playing games without permission, inappropriate searches or websites, inappropriate language)</li> <li>8. Vandalism (pulling items off walls, drawing on walls, etc.)</li> </ol> <p><i>Level 2 violations are not limited to listed behaviors. School administrators have discretion with discipline decisions.</i></p>	<p>1st occurrence: Reset Area (if applicable). Documented in Gradelink and Parent Contact - <i>Consequence given (admin decision)</i></p> <p>2nd occurrence: Loss of a full recess or agreed upon consequence (teacher and administrator). Documented in Gradelink and Parent Contact</p> <p>3rd occurrence: Documented in Gradelink and Parent Contact. Meeting with parents and student</p> <p>4th occurrence: Documented in Gradelink and Parent Contact. Meeting with parent, student and Admin</p> <p><i>Behavior is entered into Gradelink by the teacher if they are referred to administrator</i></p>

<b>Level Three Violations (Treated Individually and are CUMULATIVE while enrolled at BFA)</b>	<b>Level Three Consequences</b>
<p>Fighting Harassment (verbal/physical) Threats (virtual or in-person) Drugs Weapons Major Vandalism (intentionally breaking or seriously harming items; destruction of school property or materials)</p> <p><i>Level 3 violations are not limited to listed behaviors. School administrators have discretion with discipline decisions.</i></p>	<p>All Level 3 violations will be handled by administration. These may result in suspension and/or expulsion.</p> <p>Severe Level 3 violations may result in contact with law enforcement.</p>

\*If unexpected behavior is a result of dysregulation, students will go to the classroom Reset Area/Safe Space and be given a chance to self-regulate before returning to their regular seat.

\*\*\*Not all behaviors are on this list and will be handled on a case-by-case basis

Reviewed and Approved: 08/27/2024

Accessibility: 08/27/2024