



New York City Charter School of the Arts School Discipline Policies

School Culture and Discipline Overview

The mission of City School of the Arts is to inspire a diverse community of young people to engage with the arts as a pathway to rich and rigorous academic learning and a creative, purposeful life. NYCCSA is not a traditional “art school,” but rather a high-performing, academically-focused school where the arts and the imagination are used to help a new generation of young leaders create, learn and thrive. The mission influences all aspects of NYCCSA school culture, including our approach to student discipline.

Our goal is to cultivate self-reflective, self-regulated and compassionate student leaders. To this end, our approach to discipline considers the whole child and incorporates a focus on the development of their social emotional competencies. NYCCSA depends on cooperation between home and school for the development of these leadership traits. Accordingly, students, parents and staff must be familiar with the rules and expectations of the School and are expected to uphold them. Our policies will be transparent while respecting the confidentiality of students and families where appropriate.

All members of the school community, including teachers, leaders, students, staff, and families will be necessary for successful implementation of our discipline policy.

Tiered Infractions

Students who engage in disruptive behaviors will have ample opportunities to reflect and improve their behavior. Four tiers of infractions and associated range of possible responses follow:

Tier 1 Infractions

Tier 1 Infractions are typically handled by a classroom teacher. The table that follows summarizes these minor infractions and outlines the range of possible responses.

Examples of Tier 1 Infractions (Disorderly Behavior)	Range of Possible Responses
<ul style="list-style-type: none"> ● Tardiness ● Gum/Candy ● Minor class disruption (calling out, distracting students) ● Unprepared for class (i.e. no binder) ● Off-task, not following directions 	<ul style="list-style-type: none"> ● Teacher Warning (non-verbal, verbal) ● In-class reflection ● Student/Teacher conference ● Parent/Guardian contact ● Seat change

Tier 2 Infractions

Tier 2 Infractions are more disruptive to learning than Tier 1 Infractions, and can include single behaviors and the accumulation of three (3) Tier One Infractions in one period.

Examples of Tier 2 Infractions (Disruptive Behavior)	Range of Possible Responses
<ul style="list-style-type: none"> ● Three Tier 1 Infractions in one class period ● Pushing or shoving another student ● Using profane or vulgar language, gestures or behavior ● Intentional disrespect to staff (inappropriate language, yelling, lying, refusal to follow directions) ● Lying or giving misleading information to school personnel 	<ul style="list-style-type: none"> ● Lunch reflection ● Removal from class ● Student/Teacher conference ● Conference with administrator (i.e. Principal) ● Parent conference ● Behavior and conduct tracking sheet or journal ● Advisor meeting

<ul style="list-style-type: none"> ● Use of cell phone in school ● Engaging in inappropriate behavior on the school bus ● Inappropriate use of school technology ● Leaving class or school premises without permission ● Posting or distributing inappropriate material at or on school premises 	
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Tier 3 Infractions

Tier 3 Infractions are extremely disruptive behaviors, including repeated Tier 2 Infractions.

Examples of Tier 3 Infractions (Extremely Disruptive Behavior)	Range of Possible Responses
<ul style="list-style-type: none"> ● Repeated Tier 2 Infractions ● Defying or disobeying the lawful authority or directive of school personnel in a way that substantially disrupts the educational process and/or poses a threat to the school community ● Engaging in scholastic dishonesty which includes but is not limited to: <ul style="list-style-type: none"> ○ Cheating (i.e. copying from another's paper; using unauthorized material during a test; unauthorized collaboration with another student) ○ Plagiarizing ● Inappropriate use of the Internet 	<ul style="list-style-type: none"> ● Removal from classroom ● Student/Teacher conference ● Conference with administrator (i.e. Principal) ● Parent conference ● Counseling with school social worker ● Revision of IEP ● Develop 504 plan ● Restorative justice practices ● Out-of-school suspension

<ul style="list-style-type: none"> ● Tampering with or altering a school record or document ● Cursing at a staff member ● Bullying ● Using slurs based upon actual or perceived race, ethnicity, color, national origin, citizenship/immigration status, weight, religion, gender, gender identity, gender expression, sexual orientation, or disability ● Cutting class ● Bringing unauthorized persons to school premises ● Theft ● Fighting ● Gambling ● Engaging in vandalism, graffiti or other intentional damage to school property or property belong to staff or students 	
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Tier 4 Infractions

Egregious acts of disruption or violence are categorized as Tier 4 Infractions. Possible responses to Tier 4 Infractions may include short-term out-of-school suspension, long-term out-of-school suspension or expulsion.

Examples of Tier 4 Infractions	Range of Possible Responses
<ul style="list-style-type: none"> ● Repeated Tier 3 infractions ● Theft (if severe, student will be referred to police) ● Fighting (if severe, student will be referred to police) 	<ul style="list-style-type: none"> ● Short-term out-of-school suspension ● Long-term out-of-school suspension ● Expulsion

- Engaging in behavior on the school bus which creates a substantial risk of or results in injury
- Planning, instigating, or participating with others in an incident of group violence
- Using force against, or inflicting or attempting to inflict serious injury against school personnel
- Sexual harassment
- Falsely activating the fire alarm or calling in a false alarm or bomb threat
- Possession of pornography
- Posting or distributing literature or material containing a threat of violence or depicting violent actions against or obscene, vulgar or lewd pictures of staff or students, including posting such material on the Internet
- Engaging in harassing, intimidating and/or bullying behavior, including using electronic communication to engage in such behavior (cyber-bullying) ; such behavior includes but is not limited to: physical violence; stalking; verbal, written, or physical conduct that threatens another individual with harm; hazing; taunting; exclusion from peer groups designed to humiliate or isolate
- Engaging in harassing, intimidating and/or bullying behavior, including using electronic communication to

<p>engage in such behavior (cyber-bullying) based on an individual's actual or perceived race, weight, religion, religious practices, gender, gender identity, gender expression, sexual orientation, or disability; such behavior includes but is not limited to: physical violence; stalking; verbal, written, or physical conduct that threatens another individual with harm; hazing; taunting; exclusion from peer groups designed to humiliate or isolate; using derogatory language or making derogatory jokes or name calling to humiliate or harass</p> <ul style="list-style-type: none">● Possession, sale, or use of tobacco, alcohol, drugs or paraphernalia● Possession or sale of a weapon or unsafe object● Starting a fire	
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