

## RESPONSIBILITY ROOM POLICY

### Detention Guidelines for Saturday Detention

- Student must arrive promptly at 8:00 a.m. LATE ARRIVALS WILL NOT BE ADMITTED. Students that arrive late will be suspended from school the following Wednesday or Thursday. Parents are to call their student's administrator to arrange readmission to school.
- Sign in upon arrival (Any no-show is automatically assigned an In or Out-of-School suspension for Wednesday or Thursday alternating weeks or a Summer Detention.)
- Students must sit in the seat assigned. The student will remain in that seat until dismissed by the teacher for the break or dismissal. Students will be in Saturday detention for 1, 2 or 3 hours.
- Students must bring academic study material. You must be on task at all times, either reading or writing. Students arriving without study materials will not be admitted and will face further disciplinary action.
- Students must do individual work only.
- NO talking, radios, electronic devices, sleeping, or food allowed.
- Students will be allowed a 10-minute break during which time snacks or beverages may be consumed. (You must bring your own snack or beverage-no trips to the cafeteria or vending machines will be allowed).
- Students will be responsible to clean their area before leaving Saturday detention.

### **Students that are uncooperative and disruptive during a Saturday School Session will be asked to leave the room and will meet further consequences from the Administration.**

- The purpose of the room is to assist in student success by teaching students how to take responsibility for themselves by the choices they make. All students will be held accountable for his or her individual choices.
- Making good choices and displaying appropriate behaviors are sometimes extremely difficult for adolescents. If a student makes bad choices that affect their ability to learn or their classmates, they will be sent to the Responsibility Room to discuss their choices and develop a workable plan to ensure their success.
- It is our hope that suspensions and the number of students attending Saturday School will drop significantly.

IF A SITUATION DEVELOPS IN THE CLASSROOM, THE PROCEDURE WILL BE HANDLED LIKE THIS:

- First, students will be given a polite verbal warning in their classroom.
- If their behavior does not improve, the student will be asked to fill out a Classroom Plan while the teacher continues to teach his or her class.
- If the second step fails, then the student will be sent to the Responsibility Room (with a referral form) to develop a written plan.
- If a student is non compliant and refuses to follow the procedure, then the student will be suspended out of school for 1 full day. The parents and/or guardian will be notified of the steps taken prior to the suspension.
- If a successful plan has been developed and the student changes their behavior, then the student will remain in the Responsibility Room for the remainder of the period that they were sent.
- The student will be allowed to go to their next class and a signed copy of the plan will be put into the referring teacher's mailbox.
- The student will be responsible to get any work missed for that period and be allowed to return to that class the next day of that scheduled period.
- Unsuccessful plans will result in an Administrative Action with parent Notification and possibly a suspension out of school for one (1) full day.