

restitution and are liable for further action including suspension, immediate dismissal or legal action. Seniors face a loss of some or all senior privileges, and final transcripts will not be issued until all financial and disciplinary aspects are settled.

Discipline Procedures and Actions

Faculty and Staff Action

The following actions may be taken by any teacher or staff member:

1. Warning

Students can be verbally corrected for any infraction of the school's discipline code or asked to see the faculty member later that day.

2. Discipline Referral

A referral is a written statement by the teacher that a problem exists with a student. The Assistant Principal will contact the student about his/her detention hours.

3. Removal from Class

If a student is highly disruptive or uncooperative, a teacher may remove a student from class. The student must report immediately to the Main Office. This is considered an unexcused absence which counts against a student's attendance record. Failure to report immediately will result in additional disciplinary penalties. Students are not allowed to make up missed work due to their removal.

Disciplinary Referral Notice

A written notification to the parents that the student has been involved in a violation of the Discipline Code, as well as the penalty for the violation will be forwarded for each disciplinary violation. This slip is to be signed by the parent and returned by break the following school day. These notices identify the offense and the consequence (detention date, offense, teacher, etc.) Failure to return the signed slip will result in an additional disciplinary violation.

Detention

Students will be issued a detention for disciplinary violations or for being tardy. Detention takes precedence over all personal, extracurricular, or athletic commitments, with the exception of Saint Lawrence Academy sponsored games and performances. Any exception to this policy must involve special circumstances, and be approved in advance. If a student fails to report for detention or changes his/her detention date, the student will be required to serve two detentions.

The following are violations which ordinarily result in a one hour detention:

- 1. Uniform violation**
- 2. Tardy (1/2 hr. for first offense; 1 hr. for second and subsequent offenses)**