# K-8 DISCIPLINE MATRIX

**OVERVIEW & LEVELS**

The K-8 Discipline Matrix sets forth the guidelines for assessing consequences of district policy violations that occur at school, on school property, or at school sponsored events. School Principal/Director and the Office of PK-12 and Educational Programs have the discretion to deviate from these guidelines by assessing an appropriate consequence other than stated in the Matrix, if he or she determines in his or her sole discretion that there are mitigating or aggravating circumstances.

Progressive discipline is a whole-school approach that utilizes a continuum of interventions, supports and consequences to address inappropriate student behavior and build upon strategies that promote positive behaviors. When inappropriate behavior occurs, disciplinary measures should be applied within a framework that shifts the focus from one that is solely punitive to a focus that is both corrective and supportive. It is designed to create the expectation that the degree of discipline will be in proportion to the severity of the behavior leading to discipline and that the previous disciplinary history of the student and all other relevant factors will be taken into account. Repeated instances of the same behavior may result in more severe consequences.

**Action Legend – Consequences/Intervention**

*Documentation in FOCUS and parent contact is required for all violations requiring administrative action. Discipline for ESE/504 students with disabilities shall be in accordance with state and federal laws and district policies.*

**M** = Mandatory Consequences
**P** = Possible Consequences
■ = Consequence subject to principal's discretion

| INCIDENT CODE | CONSEQUENCES | Report to law enforcement (see SESIR reporting guidelines) | Conference with student and/or Contact Parent | Conference with parent | Assignment of reflective work, work detail and/or restitution | Last Chance Agreement (Behavior or Academic) | Loss of privileges | Peer mediation | Daily or weekly report to parents | Referral to school support staff, school counselor community agency or SRO | Detention | Temporary removal from class | Out-of -School Suspension (1-2 days) | Out-of -School Suspension (3-5 days) | Out-of-School Suspension (6-9 days) | Out-of-School Suspension (10 days) | Threat assessment | Functional behavior assessment/ behavior intervention plan | Confiscation of items or devices | Recommendation for dismissal from program |
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| | **LEVEL ONE** | | | | | | | | | | | | | | | | | | | |
| | Disrespect toward student or staff | | M | P | P | P | P | P | P | P | P | P | | | | | | | | |
| | Disruptive play | | M | P | P | P | P | P | P | P | P | P | | | | | | | | |
| | Failure to comply with classroom, school or bus rules | | M | P | P | P | P | P | P | P | P | P | | | | | | | | |
| | Inappropriate public display of affection | | M | P | P | P | P | P | P | P | P | P | | | | | | | | |
| | Running, tripping, pushing, hitting or similar aggressive acts | | M | P | P | P | P | P | P | P | P | P | | | | | | | | |
| | Tardiness | | M | P | P | P | P | P | P | P | P | P | | | | | | | | |
| | Unauthorized location | | M | P | P | P | P | P | P | P | P | P | | | | | | | | |
| | Unauthorized possession or use of toys, audio or wireless communication devices, collectibles or other items or materials that are inappropriate for an educational setting | | M | P | P | P | P | P | P | P | P | P | | | | | | | M | |
| | Unsubstantiated bullying (**UBL**) – no discipline referral | | M | P | P | P | P | P | P | P | P | P | | | | | | | | |
| | Violation of dress code (includes ID) | | M | P | P | P | P | | | P | P | P | | | | | | | | |
| | Violation of pedestrian, bus or bicycle regulations | | M | P | P | P | P | P | P | P | P | P | | | | | | | | |
| | **LEVEL TWO** | | | | | | | | | | | | | | | | | | | |
| | Academic dishonesty, cheating, plagiarism, violation of copyright laws or similar acts | | M | M | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P |
| | Defacing and/or destroying school or personal property resulting in damages of less than $1000 | | M | M | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P |
| | Defying, disobeying or disrespecting school personnel | | M | M | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P |
| | Disruptive behavior - repetitive | | M | M | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P |
| | Distribution of objects, literature, or materials that are obscene or inappropriate for an educational setting | | M | M | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P |
| | Failure to comply or complete previously assigned intervention strategies | | M | M | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P |
| | Fighting (Non-SESIR) or physical confrontation | | M | M | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P |
| | Gambling | | M | M | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P |
| | Gang related disruption; may include materials, dress or hand signs | | M | M | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P |
| | Having a toy/imitation weapon | | M | M | P | P | P | P | P | P | P | P | P | P | P | P | P | P | M | P |
| | Having or using matches, lighters, fireworks, smoke/stink bombs, laser pens, over-the-counter drugs or other unauthorized items | | M | M | P | P | P | P | P | P | P | P | P | P | P | P | M | P | M | P |
| | Improper use of technology | | M | M | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P |
| | Leaving school grounds without permission | | M | M | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P |
| | Misrepresentation, providing false information to school personnel or lying about a school staff member | | M | M | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P |
| | Other serious incidents | | M | M | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P |
| | Profane, obscene or provocative language or gestures | | M | M | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P |
| | Skipping or leaving class without permission | | M | M | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P |
| | Theft or accessory to theft of property worth less than $300 | | M | M | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P |
| | Truancy | | M | M | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P |
| | Verbal altercation, instigating a fight, harassment (Non-SESIR) or unwanted teasing or taunting of others | | M | M | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P |
| | Violation of campus safety rules or bus safety | | M | M | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P |
| | **LEVEL THREE (SESIR)** | | | | | | | | | | | | | | | | | | | |
| ALC | **Alcohol** (possession, use, or sale) Possession, sale, purchase, or use of alcoholic beverages. Use means the person is caught in the act of using, admits to use or is discovered to have used in the course of an investigation. | M | M | M | | | | | | | | | | | | | | | M | M |
| ARS | **Arson** (intentionally setting a fire on school property) To damage or cause to be damaged, by fire or explosion, any dwelling, structure, or conveyance, whether occupied or not, or its contents. | M | M | M | | | | | | | | | | | | | | | | M |
| BAT | **Battery** (physical attack/harm) The physical use of force or violence by an individual against another. The attack must be serious enough to warrant consulting law enforcement and result in more serious bodily injury. (To distinguish from Fighting, report an incident as Battery only when the force or violence is carried out against a person who is not fighting back.) | M | M | M | | | | | | | | | | | | | | | | M |
| BRK | **Breaking and Entering/Burglary** (illegal entry into a facility) Unlawful entry with force, or unauthorized presence in a building or other structure or conveyance with evidence of the intent to damage or remove property or harm a person(s). | M | M | M | | | | | | | | | | | | | | | | M |
| DOC | **Disruption on Campus - Major** (major disruption of all or a significant portion of campus activities, school-sponsored events, and school bus transportation) Disruptive behavior that poses a serious threat to the learning environment, health, safety, or welfare of others. Example: Bomb threat, inciting a riot, initiating a false fire alarm. (Do not use this code for students defying authority, disobeying or showing disrespect to others, using inappropriate language or gestures, or classroom disruption.) | M | M | M | | | | | | | | | | | | | | | | M |

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| D | **Drug Sale/Distribution** (illegal sale or distribution of drugs) The manufacture, cultivation, sale, or distribution of any drug, narcotic, controlled substance or substance represented to be a drug, narcotic, or controlled substance. | M | M | M | | | | | | | | | | | | | | | | M | M |
| DRU | **Drug Use/Possession** (illegal drug possession or use) The use or possession of any drug, narcotic, controlled substance, or any substance when used for chemical intoxication. Use means the person is caught in the act of using, admits to use or is discovered to have used in the course of an investigation. | M | M | M | | | | | | | | | | | | | | | | M | M |
| HAZ | **Hazing, Harassment** Any action or situation that endangers the mental or physical health or safety of a student at a school with any of grades 6 through 12 for purposes of initiation or admission into or affiliation with any school-sanctioned organization. "Hazing" includes, but is not limited to: (a) pressuring, coercing, or forcing a student to participate in illegal or dangerous behavior, or (b) any brutality of a physical nature, such as whipping, beating, branding, or exposure to the elements. | M | M | M | | | | | | | | | | | | | | | | | M |
| HOM | **Homicide** (murder, manslaughter) The unjustified killing of one human being by another. | M | M | M | | | | | | | | | | | | | | | | | M |
| KID | **Kidnapping** (abduction of an individual) Forcibly, or by threat, confining, abducting, or imprisoning another person against his/her will and without lawful authority. | M | M | M | | | | | | | | | | | | | | | | | M |
| PHA | **Physical Attack** Physical attack refers to an actual and intentional striking of another person against his/her will, or the intentional causing of bodily harm to an individual. | M | M | M | | | | | | | | | | | | | | | | | M |
| ROB | **Robbery** (using force to take something from another) The taking or attempted taking of anything of value that is owned by another person or organization, under the confrontational circumstances of force, or threat of force or violence, and/or by putting the victim in fear. | M | M | M | | | | | | | | | | | | | | | | | M |
| STL | **Larceny/Theft** (taking of property from a person, building, or a vehicle) The unauthorized taking, carrying, riding away with, or concealing the property of another person, including motor vehicles, without threat, violence, or bodily harm. (The item(s) value must be $300 or more to report in SESIR.) | M | M | M | | | | | | | | | | | | | | | | | M |
| SXA | **Sexual Assault** An incident that includes a threat of: rape, fondling, indecent liberties, child molestation, or sodomy. Both male and female students can be victims of sexual assault. The threat must include all of the following elements: 1) intent; 2) fear; and 3) capability. | M | M | M | | | | | | | | | | | | | | | | | M |
| S | **Sexual Battery** (attempted or actual) Forced or attempted oral, anal, or vaginal penetration by using a sexual organ or an object simulating a sexual organ, or the anal or vaginal penetration of another by any body part or object. | M | M | M | | | | | | | | | | | | | | | | | M |
| SXO | **Sexual Offenses** – (lewdness, indecent exposure) Other sexual contact, including intercourse, without force or threat of force. Subjecting an individual to lewd sexual gestures, sexual activity, or exposing private body parts in a lewd manner. (Law enforcement must be notified to investigate.) | M | M | M | | | | | | | | | | | | | | | | | M |
| TRE | **Threat / Intimidation** (instilling fear in others) A threat to cause physical harm to another person with or without the use of a weapon that includes all of the following elements: 1) intent - an intention that the threat is heard or seen by the person who is the object of the threat; 2) fear - a reasonable fear or apprehension by the person who is the object of the threat that the threat could be carried out; and 3) capability - the ability of the offender to actually carry out the threat directly or by a weapon or other instrument that can easily be obtained. | M | M | M | | | | | | | | | | | | | | | | | M |
| T | **Trespassing** (illegal entry onto campus) To enter or remain on school grounds/campus, school transportation, or at a school-sponsored event/off campus, without authorization or invitation and with no lawful purpose for entry. | M | M | M | | | | | | | | | | | | | | | | | M |
| VAN | **Vandalism** (destruction, damage, or defacement of school or personal property) The intentional destruction, damage, or defacement of public or private/personal property without consent of the owner or the person having custody or control of it. (Damage must be $1000 or more to report in SESIR.) | M | M | M | | | | | | | | | | | | | | | | | M |
| WPO | **Weapons Possession** (possession of firearms and other instruments which can cause harm) Possession of any instrument or object, as defined by Section 790.001, Florida Statutes, or district code of conduct that can inflict serious harm on another person or that can place a person in reasonable fear of serious harm. (Possession of a common pocketknife is exempted from state zero tolerance expulsion requirement 1006.07(2) F.S.; however, law enforcement should be notified of any weapon or knife, including pocketknives, for investigation.) | M | M | M | | | | | | | | | | | | | | | | M | M |
| OMC | **Other Major** (major incidents that do not fit within the other definitions) Any serious, harmful incident resulting in the need for law enforcement intervention not previously classified. Examples: Student producing or knowingly using counterfeit money, participating in gambling activities, possessing child pornography, or possessing drug paraphernalia. | M | M | M | | | | | | | | | | | | | | | | | M |
| BUL | **Bullying** (intimidating behaviors) Systematically and chronically inflicting physical hurt or psychological distress on one or more students or employees that is severe or pervasive enough to create an intimidating, hostile, or offensive environment; or unreasonably interfere with the individual's school performance or participation. | M | M | M | | | | | | | | | | | | | | | | | M |
| FIT | **Fighting** (mutual combat, mutual altercation) When two or more persons mutually participate in use of force or physical violence that requires either 1) physical restraint or 2) results in injury requiring first aid or medical attention. (Do not report to SESIR lower level fights such as pushing, shoving, or altercations that stop upon verbal command. Use local codes.) | M | M | M | | | | | | | | | | | | | | | | | M |
| HAR | **Harassment** (insulting behaviors) Any threatening, insulting, or dehumanizing gesture, use of data or computer software, or written, verbal, or physical conduct that 1) places a student or school employee in reasonable fear of harm to his or her person or damage to his or her property, 2) has the effect of substantially interfering with a student's educational performance, opportunities, or benefits, or 3) has the effect of substantially disrupting the orderly operation of a school including any course of conduct directed at a specific person that causes substantial emotional distress in such a person and serves no legitimate purpose. | M | M | M | | | | | | | | | | | | | | | | | M |
| SXH | **Sexual Harassment** (undesired sexual behavior) Unwanted verbal or physical behavior with sexual connotations by an adult or student that is severe or pervasive enough to create an intimidating, hostile or offensive educational environment, cause discomfort or humiliation or unreasonably interfere with the individual's school performance or participation (6A-19.008(1) SBE Rule) (Word). An incident when one person demands a sexual favor from another under the threat of physical harm or adverse consequence. | M | M | M | | | | | | | | | | | | | | | | | M |
| TBC | **Tobacco** (cigarettes or other forms of tobacco) The possession, use, distribution, or sale of tobacco or nicotine products on school grounds, at school-sponsored events, or on school transportation by any person under the age of 18. | M | M | M | | | | | | | | | | | | | | | | M | M |

*Approved by the FAUS School Advisory Body on 3-27-2019*