Hinoki International School Code of Conduct

At Hinoki International School we expect students to model our school’s positive behavior system: Be a Hinoki TREE. However, when there are such occasions in which minor behaviors become consistent or major behaviors are displayed, those behaviors will be addressed using the following procedures:

**Kindergarten**

Inappropriate Language

After 3 time outs:

1. Time out in another classroom with one of the classroom teacher

45 minutes (individual work)/Request Conference with parent

1. Time out in office (individual work) Parent will be notified again
2. Afternoon ISS (small room)

Defiant/Disrespect

After 3 time outs:

1. Time out in another classroom with one of the classroom teacher

45 minutes (individual work)/Request Conference with parent

1. Time out in office (individual work) Parent will be notified again
2. Afternoon ISS (small room)

Keeping Hands, Feet, and Objects to Yourself

After 2 classroom warnings:

1. Time out in another classroom with one of the classroom teacher
2. minutes (individual work)/Request Conference with parent
3. Time out in office (individual work) Parent will be notified again
4. Afternoon ISS (small room)

Fighting/Intentionally Hurting Others/Aggressive/Destructive

1. Immediate time out in the office/request conference with parents
2. Afternoon ISS /conference with parents
3. Suspension

Stealing

In the classroom students

1) Will go to time out and will be given a verbal warning

2) Parents will notified

3) Report to office/schedule conference with parents

Runaway

After 3 runaway situations:

1. Time out in another classroom with one of the classroom teacher
2. minutes (individual work)/Request Conference with parent
3. Time out in office (individual work) Parent will be notified again
4. Afternoon ISS (small room)

Bullying \*Identified by teacher’s professional judgment\*

Immediate time out in the office/request conference with parents

1. Afternoon ISS /conference with parents
2. Suspension

**Grades 1 and 2**

Inappropriate Language

After 3 times of going to red:

1. Time out in another classroom with one of the classroom teacher

45 minutes (individual work)/Request Conference with parent

1. Time out in office (individual work) Parent will be notified again
2. Afternoon ISS (small room)

Defiant/Disrespect

After 3 times of going to red:

1. Time out in another classroom with one of the classroom teacher

45 minutes (individual work)/Request Conference with parent

1. Time out in office (individual work) Parent will be notified again
2. Afternoon ISS (small room)

Keeping Hands, Feet, and Objects to Yourself

After 2 times of going to red:

1. Time out in another classroom with one of the classroom teacher
2. minutes (individual work)/Request Conference with parent
3. Time out in office (individual work) Parent will be notified again
4. Afternoon ISS (small room)

Fighting/Intentionally Hurting Others/Aggressive/Destructive

1. Immediate movement from green to red and time out in the office/request conference with parents
2. Afternoon ISS /conference with parents
3. Suspension

Stealing

In the classroom students

1) Will go to yellow and will be given a verbal warning

2) Parents will notified/students will go to yellow

3) Report to office/schedule conference with parents

Runaway

After 3 runaway situations:

1. Time out in another classroom with one of the classroom teacher
2. minutes (individual work)/Request Conference with parent
3. Time out in office (individual work) Parent will be notified again
4. Afternoon ISS (small room)

Bullying \*Identified by teacher’s professional judgment\*

Immediate movement from green to red and time out in the office/request conference with parents

1. Afternoon ISS /conference with parents
2. Suspension