

**St. Edith Catholic School
Behavior Rubric: Grades PK-2**

Level I	First Incident	Second Incident	Third Incident	Fourth Incident
Minor/Non-Aggressive Uniform infractions	- Documentation - Parent notification by phone/email	- Documentation - Parent notification by phone/email	- Documentation - Parent notification by phone/email	- Documentation - Parent notification by phone/email - Loss of next special dress day
Horseplay - Goofing around or playing that may include grabbing, pushing, shoving, jumping on, using rude gestures, name calling, or saying "just kidding" or "no offense" remarks - Equal balance of power between students - Inappropriate food use - Inappropriate behavior with a substitute - Inappropriate hallway behavior	- Conversation with referring staff member - Parent notification by phone/email - Opportunity to apologize - Documentation	- Conversation with referring staff member - Removal from activity, area, or toy for 5 minutes to calm down and think - Parent notification by phone/email - Opportunity to apologize - Documentation	- Conversation with referring staff member - Parent notification by phone/email - Opportunity to apologize 1 supervised lunch and part of recess - Completion of Time to Think Form - Documentation	- Conversation with referring staff member - Parent notification by phone/email - Opportunity to apologize 1 supervised lunch and part of recess - Completion of Time to Think Form - Documentation - Conference with administration, parent, and child to develop action plan
Level II	First Incident	Second Incident	Third Incident	Fourth Incident
Non-Christian Behavior/Disrespect - Aggressive or mean horseplay - Name-calling - Excluding others - Behaviors that hurt feelings - Swearing - Play fighting - Imbalance of power between students - Inappropriate behavior in church, during assemblies, or emergency drills	- Conversation with referring staff member - Discuss briefly an alternate action to mean behavior - Parent notification by phone/email - Opportunity to apologize - Documentation	- Conversation with referring staff member - Discuss briefly an alternate action to mean behavior - Parent notification by phone/email 1 supervised lunch and part of recess - Completion of Time to Think Form - Opportunity to apologize - Documentation	- Conversation with referring staff member - Discuss briefly an alternate action to mean behavior - Conference with administration, parent, and child to develop action plan 1 supervised lunch and recess - Completion of Time to Think Form - Opportunity to apologize - Documentation	- Conversation with referring staff member - Discuss briefly an alternate action to mean behavior 2 supervised lunch and recesses - Conference with administration, parent, and child to determine re-enrollment eligibility - Completion of Time to Think Form - Opportunity to apologize - Documentation
Level III	First Incident	Second Incident	Third Incident	Fourth Incident
Physical Contact - Pushing/Shoving - Hitting/Slapping/Kicking - Grabbing/pinching - Throwing objects with intent to harm - Tripping - Spitting - Stealing - Damaging Property - Retaliation toward someone reporting - False reporting of aggressive behavior	- Conversation with referring staff member - Immediate time out - Parent notification by phone/email 1 supervised lunch and part of recess - Completion of Time to Think Form - Opportunity to apologize - Documentation	- Conversation with referring staff member - Conference with administration, parent, and child to develop action plan 2 supervised lunch and recesses - Completion of Time to Think Form - Opportunity to apologize - Documentation	- Conversation with referring staff member - Conference with administration, parent, and child to develop/revise action plan 3 supervised lunch and recesses - Completion of Time to Think Form - Opportunity to apologize - Documentation	- Conversation with referring staff member - Conference with administration, parent, and child to determine re-enrollment eligibility 1 day out-of-school suspension - Completion of Time to Think Form - Opportunity to apologize - Documentation
Level IV	First Incident	Second Incident	Third Incident	
Severe Physical Contact/Intimidation/Harassment - Punching/Fighting - Biting - Racial/ethnic/sexual name-calling - Severe harassment or behavior that may injure self or others	- Conversation with referring staff member - Conference with administration, parent, and child to develop action plan 2 supervised lunch and recesses - Completion of Time to Think Form - Opportunity to apologize - Documentation	- Conversation with referring staff member - Conference with administration, parent, and child to develop/revise action plan 1 day out-of-school suspension - Completion of Time to Think Form - Opportunity to apologize - Documentation	- Conversation with referring staff member - Conference with administration, parent, and child to determine re-enrollment eligibility 1 day out-of-school suspension - Completion of Time to Think Form - Opportunity to apologize - Documentation	

- Discovery of weapons, ammunition, drugs, or alcohol on school premises carries specific consequences
- Consequences may be more severe in any category, based on the seriousness of the behavior.
- Please see the family handbook for more information regarding behavioral expectations.

Behavior Rubric: Grades 3-6

Level I	First Incident	Second Incident	Third Incident	Fourth Incident
Minor/Non-Aggressive Not reporting to classroom in a timely fashion	- Conversation with referring staff member - Parent notification by phone/email - Opportunity to apologize - Documentation	- Conversation with referring staff member - Parent notification by phone/email - Opportunity to apologize - Documentation	- Conversation with referring staff member - Parent notification by phone/email - Opportunity to apologize - Documentation	- Conversation with referring staff member - Parent notification by phone/email 1 supervised lunch and recess - Opportunity to apologize - Completion of Time to Think Form - Documentation
Horseplay - Goofing around or playing that may include grabbing, pushing, shoving, jumping on, using rude gestures, name calling, or saying "just kidding" or "no offense" remarks - Equal balance of power between students - Inappropriate food use - Inappropriate behavior with a substitute	- Conversation with referring staff member - Parent notification by phone/email - Opportunity to apologize - Documentation	- Conversation with referring staff member - Parent notification by phone/email - Opportunity to apologize 1 supervised lunch and recess - Completion of Time to Think Form - Documentation	- Conversation with referring staff member - Parent notification by phone/email - Opportunity to apologize 2 supervised lunch and recess - Completion of Time to Think Form - Documentation	- Conversation with referring staff member - Parent notification by phone/email - Opportunity to apologize 1 supervised detention - Completion of Time to Think Form - Documentation - Conference with administration, parent, and child to develop action plan
Level II	First Incident	Second Incident	Third Incident	Fourth Incident
Non-Christian Behavior/Disrespect - Aggressive or mean horseplay - Unkind gestures or looks - Name-calling - Excluding others - Behaviors that hurt feelings - Swearing - Play fighting - Imbalance of power between students - Inappropriate behavior in church, during assemblies, or emergency drills	- Conversation with referring staff member - Discuss briefly an alternate action to mean behavior - Parent notification by phone/email 1 supervised lunch and recess - Completion of Time to Think Form - Opportunity to apologize - Documentation	- Conversation with referring staff member - Discuss briefly an alternate action to mean behavior - Parent notification by phone/email 2 supervised lunch and recess - Completion of Time to Think Form - Opportunity to apologize - Documentation	- Conversation with referring staff member - Discuss briefly an alternate action to mean behavior - Conference with administration, parent, and child to develop action plan 1 supervised detention - Completion of Time to Think Form - Opportunity to apologize - Documentation	- Conversation with referring staff member - Discuss briefly an alternate action to mean behavior 1-day in-school suspension - Conference with administration, parent, and child to determine re-enrollment eligibility - Completion of Time to Think Form - Opportunity to apologize - Documentation
Level III	First Incident	Second Incident	Third Incident	Fourth Incident
Physical Contact - Pushing/Shoving - Hitting/Slapping/Kicking - Grabbing/pinching - Throwing objects with intent to harm - Tripping - Spitting - Stealing - Damaging Property - Retaliation toward someone reporting - False reporting of aggressive behavior	- Conversation with referring staff member - Parent notification by phone/email 1 supervised detention or suspension - Completion of Time to Think Form - Opportunity to apologize - Documentation	- Conversation with referring staff member - Conference with administration, parent, and child to develop action plan 1-day in-school suspension - Completion of Time to Think Form - Opportunity to apologize - Documentation	- Conversation with referring staff member - Conference with administration, parent, and child to develop/revise action plan 1-day in-school suspension - Completion of Time to Think Form - Opportunity to apologize - Documentation	- Conversation with referring staff member - Conference with administration, parent, and child to determine re-enrollment eligibility 2-day in-school suspension - Completion of Time to Think Form - Opportunity to apologize - Documentation
Level IV	First Incident	Second Incident	Third Incident	Fourth Incident
Severe Physical Contact/Intimidation/Harassment - Punching/Fighting - Biting - Racial/ethnic/sexual name-calling - Severe harassment or behavior that may injure self or others	- Conversation with referring staff member - Conference with administration, parent, and child to develop action plan or determine re-enrollment eligibility upon discretion of administration 1-3 days in-school suspension upon discretion of administration - Opportunity to apologize - Documentation	- Conversation with referring staff member - Conference with administration, parent, and child to determine re-enrollment eligibility 1-3 days in-school suspension upon discretion of administration - Opportunity to apologize - Documentation		

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**St. Edith Catholic School
Behavior Rubric: Grades 7-8**

Level I	First Incident	Second Incident	Third Incident	Fourth Incident
Minor/Non-Aggressive - Not reporting to homeroom/classroom in timely fashion - Forgetting materials	- Conversation with referring staff member - Opportunity to apologize - Documentation	- Conversation with referring staff member - Opportunity to apologize - Documentation	- Conversation with referring staff member - Opportunity to apologize - Documentation	- Conversation with referring staff member - Parent notification by phone 1 supervised lunch and recess - Opportunity to apologize - Completion of Time to Think Form - Documentation
Horseplay - Goofing around or playing that may include grabbing, pushing, shoving, jumping on, using rude gestures, name calling, or saying "just kidding" or "no offense" remarks - Equal balance of power between students - Inappropriate food use - Inappropriate behavior with a substitute	- Conversation with referring staff member - Opportunity to apologize - Documentation	- Conversation with referring staff member - Parent notification by phone/email - Opportunity to apologize 1 supervised lunch and recess - Completion of Time to Think Form - Documentation	- Conversation with referring staff member - Parent notification by phone/email - Opportunity to apologize 2 supervised lunch and recess - Completion of Time to Think Form - Documentation	- Conversation with referring staff member - Parent notification by phone/email - Opportunity to apologize 1 supervised detention - Completion of Time to Think Form - Documentation - Conference with administration, parent, and child to develop action plan
Level II	First Incident	Second Incident	Third Incident	Fourth Incident
Non-Christian Behavior/Disrespect - Aggressive or mean horseplay - Unkind gestures or looks - Name-calling - Excluding others - Behaviors that hurt feelings - Swearing - Play fighting - Imbalance of power between students - Inappropriate behavior in church, during assemblies, or emergency drills	- Conversation with referring staff member - Discuss briefly an alternate action to mean behavior - Parent notification by phone/email 1 supervised lunch and recess - Completion of Time to Think Form - Opportunity to apologize - Documentation	- Conversation with referring staff member - Discuss briefly an alternate action to mean behavior - Parent notification by phone/email 1 supervised detention - Completion of Time to Think Form - Opportunity to apologize - Documentation	- Conversation with referring staff member - Discuss briefly an alternate action to mean behavior - Conference with administration, parent, and child to develop action plan 1 supervised detention - Completion of Time to Think Form - Opportunity to apologize - Documentation	- Conversation with referring staff member - Discuss briefly an alternate action to mean behavior 1-day in-school suspension - Conference with administration, parent, and child to determine re-enrollment eligibility - Completion of Time to Think Form - Opportunity to apologize - Documentation
Level III	First Incident	Second Incident	Third Incident	Fourth Incident
Physical Contact - Pushing/Shoving - Hitting/Slapping/Kicking - Grabbing/pinching - Throwing objects with intent to harm - Tripping - Spitting - Stealing - Damaging Property - Retaliation toward someone reporting - False reporting of aggressive behavior	- Conversation with referring staff member - Parent notification by phone/email 1-day in-school suspension - Completion of Time to Think Form - Opportunity to apologize - Documentation	- Conversation with referring staff member - Conference with administration, parent, and child to develop action plan 1-day in-school suspension - Completion of Time to Think Form - Opportunity to apologize - Documentation	- Conversation with referring staff member - Conference with administration, parent, and child to develop/revise action plan 2-day in-school suspension - Completion of Time to Think Form - Opportunity to apologize - Documentation	- Conversation with referring staff member - Conference with administration, parent, and child to determine re-enrollment eligibility 2-day in-school suspension - Completion of Time to Think Form - Opportunity to apologize - Documentation
Level IV	First Incident	Second Incident	Third Incident	
Severe Physical Contact/Intimidation/Harassment - Punching/Fighting - Biting - Racial/ethnic/sexual name-calling - Severe harassment or behavior that may injure self or others	- Conversation with referring staff member - Conference with administration, parent, and child to develop action plan or determine re-enrollment eligibility upon discretion of administration 1-3 days in-school suspension upon discretion of administration - Opportunity to apologize - Documentation	- Conversation with referring staff member - Conference with administration, parent, and child to determine re-enrollment eligibility 1-3 days in-school suspension upon discretion of administration - Opportunity to apologize - Documentation		

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**St. Edith Catholic School
Academic Integrity Rubric: Grades 3-8**

Academic Integrity	First Incident	Second Incident	Third Incident	Fourth Incident
• Plagiarism • Copying homework • Letting someone copy homework • Forgery • Working on homework that is due that day in another class • “Working together” on an individual assignment • Sharing answers • Using study guides/answer sheets during assessments • Talking about tests/quizzes with students who have not yet taken the assessment	• Conversation with referring staff member • Zero on assignment/portion of assessment or assignment • 1 supervised lunch/recess • Documentation	• Conversation with referring staff member • Zero on assignment or assessment • 1 supervised detention • Documentation	• Conversation with referring staff member • Zero on assignment or assessment • Conference with administration, parent, and child to develop action plan • 1-day in-school suspension	• Conversation with referring staff member • Zero on assignment or assessment • Conference with administration, parent, and child to determine re-enrollment eligibility • 2 days in-school suspensions
• Using ChatGPT or other AI program for any part of the writing process or an assignment	• Zero on that portion of the prewriting draft or assignment • Required to rewrite that portion/assignment using paper and pencil during lunch and recess • No access to computer for remainder of writing piece/assignment • Final draft of writing piece: automatic zero with no opportunity to redo	• Zero on assignment • Meet with school administration to discuss academic plan of action • Lead up to and including expulsion from St. Edith	• Automatic expulsion from St. Edith	

St. Edith Catholic School
Uniform Rubric: Grades 3-8

Uniform	First Incident	Second Incident	Third Incident	Fourth Incident
• Skirt is too short/1.5" above knee • Socks incorrect color • Shoes incorrect color • No belt/incorrect belt • Non-uniform jewelry • Nail polish or fake nails • Makeup (besides foundation or mascara) • Incorrect Spirit Day attire • Smart watch (Apple watch, Gizmos, Fitbit connected to cellular device)	• Documentation • Quick remediation, if able, including removal and/or borrowing from consignment	• Documentation • Quick remediation, if able, including removal and/or borrowing from consignment • Loss of next Spirit Day	• Documentation • Quick remediation, if able, including removal and/or borrowing from consignment • Parent notification by phone • Loss of next Spirit Day • 1 supervised lunch and recess	• Documentation • Quick remediation, if able, including removal and/or borrowing from consignment • Parent notification by phone • Loss of next Spirit Day • 1 after-school detention
• Hair not above eyebrows, ears, and/or collar • Hair not cut in timely fashion • Hair dyed/highlights/sun-in	• Documentation • Email to parents for deadline to get hair cut/fixed	• Documentation • Parent notification by phone • 1 supervised lunch and recess • Student may not return to school until hair is at appropriate length/color	• Documentation • Parent notification by phone • 1 after-school detention • Student may not return to school until hair is at appropriate length/color • Loss of next Spirit Day	• Documentation • Parent notification by phone • 2 after-school detentions • Student may not return to school until hair is at appropriate length/color • Loss of next Spirit Day

St. Edith Catholic School
Technology Rubric: Grades 3-8

Technology: Level 1	First Incident	Second Incident	Third Incident	Fourth Incident
• Inappropriate use of email • Use of cell phone inside school • Off-task browsing/gaming • Misuse of camera	• Documentation • Parent notification by phone/email	• Documentation • Parent notification by phone/email	• Documentation • Parent notification by phone/email • 1 supervised lunch and recess	• Documentation • 1 supervised lunch and recess • Conference with administration, parent, and child to develop technology action plan
Technology: Level 2	First Incident	Second Incident	Third Incident	Fourth Incident
• Installation of third-party software/VPNs • Cyberbullying (on or off campus) • Representing St. Edith negatively online (i.e. a TikTok using St. Edith logo or insignia) • Impersonation/breaching security of school or others • Intentional destruction of property	• Documentation • 1 day in-school suspension • Principal conference with parent and child to develop technology action plan	• Documentation • 2 days in-school suspension • Principal conference with parent and child to determine re-enrollment eligibility		