

**BOARD APPROVED****7/14/25****Effective 2025-2026 SY**  
**REVISED January 14, 2025****Columbus County Schools Discipline Procedures for Grades K-12**

Students are expected to comply with all guidelines and policies listed in the Columbus County Schools Board of Education [Student Code of Conduct](#). Students are also expected to comply with the rules established by faculty and staff of CCS and their individual school. Minor classroom disturbances will be handled by the teacher. If disciplinary action by the administration is warranted, faculty/staff members will refer students using the Disciplinary Referral Form. The appropriate action will be taken in accordance with the Columbus County Schools Discipline Chart (see below) and following an escalating consequence model. School administrators will work in conjunction with law enforcement and/or the school SRO when necessary and violations of school rules that are considered breaking the law *will be* reported to law enforcement. Please keep in mind that behavior violations that do not fit into our level of consequences will be handled on an individual basis. \* *All individual offenses will be handled at the discretion of the school principal and/or designee.*

**Level One Offenses:** The following offenses will result in a disciplinary referral and escalating consequences up to ten days of out of school suspension (OSS) for repeated violations.

<b>Level ONE offense</b>	<b>1<sup>st</sup> Violation</b>	<b>2<sup>nd</sup> Violation</b>	<b>3rd Violation</b>
1. Attendance (tardy/skipping class/leaving off campus without permission) <i>BOE Policy#4330/440</i>	Parent/teacher/student conference and or referral to school counselor/3 days ISS or 1day OSS	5 days ISS or 2 days OSS	3 days OSS or referral to ALP.
2. Bullying or Intimidation <i>BOE Policy#1710/4021/7230</i>	Parent/teacher/student conference/referral to school counselor/3 days ISS or 1day OSS	3 days OSS	5 days OSS/referral to ALP
3. Disruption/Failure to comply with Student Code of Conduct (all settings) <i>BOE Policy#4300</i>	Parent/teacher/student conference and or referral to school counselor/3 days ISS or 1day OSS	3 days OSS	5 days OSS/referral to ALP
4. Disruptive or Obscene Literature or Illustrations <i>BOE Policy#4315</i>	Parent/teacher/student conference and or referral to school counselor/referral to school based mental health services	3 days ISS or 1-day OSS	3 days OSS

<b>5. Dress Code</b>  <i>BOE Policy#4316</i>	Parent/teacher/student conference and or /referral to school counselor/1 day ISS ( <i>Students will have one opportunity to make a change to their dress before consequence.</i> )	3 days ISS or 1-day OSS	5 days ISS or 2 days OSS
<b>6. Gambling/Extortion</b>  <i>BOE Policy#1710/4021/7230</i>	Parent/teacher/student conference and or referral to school counselor/3 days ISS or 1-day OSS	3 days OSS	5 days OSS/referral to ALP
<b>7. Gang/Gang Activity (Non-violent)</b>  <i>BOE Policy#4328</i>	Parent/teacher/student conference and or referral to school counselor/referral to school based mental health services/ 3 days ISS or 1day OSS	3 days OSS	5days OSS/referral to ALP
<b>8. Integrity/Dishonesty</b>  <i>BOE Policy#4310/4330</i>	Parent/teacher/student conference and or referral to school counselor/3 days ISS or 1day OSS	3 days OSS	5 days OSS
<b>9. Misconduct on School Bus (non-physical)</b>  <i>BOE Policy#4300</i>	Parent/teacher/student conference and or referral to school counselor/3 days ISS or 3 days off the bus	3 days ISS or 5 days bus suspension	10 days or greater bus suspension /Possible long-term bus suspension
<b>10. Peer Relations/Inappropriate Affection</b>  <i>BOE Policy#1710/4021/7230</i>	Parent/teacher/student conference and or referral to school counselor/referral to school based mental health services/3 days ISS or 1day OSS	3 days OSS	5 days OSS/referral to ALP
<b>11. Tobacco Products or Electronic Cigarettes or Vapes</b>  <i>BOE Policy#4320</i>	Parent/teacher/student conference and or referral to school counselor/3 days OSS	5 days OSS	10 days OSS/referral to ALP/possible juvenile petition

**Level Two Offenses:** The following offenses will result in a disciplinary referral and escalating consequences up to ten days of out of school suspension (OSS) and a referral to an Alternative Learning Program (ALP) for repeated violations.

<b>Level TWO offense</b>	<b>1<sup>st</sup> Violation</b>	<b>2<sup>nd</sup> Violation</b>	<b>3rd Violation</b>
<b>1. Arson</b> <i>BOE Policy#4300/1510/4200 7270</i>	Possible petition for crime through the court system and or 10 days OSS	10 days OSS/possible recommendation for long-term suspension	10 days OSS/possible recommendation for long-term suspension or ALP
<b>2. Computer Misuse</b> <i>BOE Policy#3225</i>	Parent/teacher/student conference and or 3 days ISS and suspension of computer use	3-5 days ISS/OSS	5 days OSS/referral to ALP
<b>3. False Fire Alarm</b> <i>BOE Policy#4300</i>	Parent/teacher/student conference and or 5 days OSS	10 days OSS	10 days OSS/referral to ALP/ possible juvenile petition
<b>4. Fighting/Physical Aggression</b> <i>BOE Policy#4331</i>	Parent/teacher/student conference and or 5 days OSS	10 days OSS/ referral to ALP	Recommendation for a long-term suspension/possible petition
<b>5. Hazing/Intimidation</b> <i>BOE Policy#1710/4021/7230</i>	Parent/teacher/student conference and or 3-5 days ISS/OSS	5 days OSS	10 days OSS/possible referral to ALP & possible recommendation for long -term suspension
<b>6. Possession of Weapons other than Firearms</b> <i>BOE Policy#4300/4330</i>	5 days OSS	10 days OSS	10 days OSS/possible referral to ALP
<b>7. School Transportation Disturbance (fighting, pullover, return to school, safety violation)</b> <i>BOE Policy#4315/4300/1510/ 4200/7270</i>	Parent/teacher/student conference and or 5 days OSS	10 days OSS	Recommendation for a long-term suspension/possible juvenile petition
<b>8. Sexual Acts</b> <i>BOE Policy#1720/4015/7225 /4335</i>	Possible petition for crime through the court system/referral to school counselor and 5 days OSS	10 days OSS	10 days OSS/possible recommendation for long-term suspension

<b>9. Sexual Harassment/ Bullying/Harassing Behavior</b>  <i>BOE Policy#1710/4021/7230 /4335</i>	Possible petition for crime through the court system and or 5 days OSS	10 days OSS/ possible recommendation for long-term suspension or ALP	10 days OSS/possible recommendation for long-term suspension or possible juvenile petition
<b>10. Verbal/Physical Threats</b>  <i>BOE Policy#4330</i>	Parent/teacher/student conference and 3 days OSS	5 days OSS	10 days OSS/referral to ALP & possible recommendation for long-term suspension
<b>11. Theft or Property Damage</b>  <i>BOE Policy#4330</i>	Parent/teacher/student conference and or /3-5 days ISS/OSS	5 days OSS	10 days OSS/referral to ALP
<b>12. Trespassing</b>  <i>BOE Policy#4330</i>	Parent/teacher/student conference and or 1-3 days ISS/OSS	3-5 days OSS	5 days OSS/referral to ALP
<b>13. Verbal Abuse/ Disrespect/ Confrontational Fussing</b>  <i>BOE Policy#4300/4310</i>	Parent/teacher/student conference and or 3 days ISS/OSS	5 days OSS	10 days OSS/referral to ALP and or possible recommendation for long-term suspension
<b>14. Possession of a cell phone and or communication devices</b>  <i>BOE Cell Phone Policy</i>	Parent/teacher/student conference and 3 days ISS/device confiscated/parent pick-up	3 days OSS/parent pick-up	5 days OSS/device confiscated/possible referral to ALP
<b>15. Illegal Drugs/Alcohol/THC</b>  <i>BOE Policy#4325</i>	Parent/teacher/student conference and 10 days OSS	10 days OSS/referral to ALP	Recommendation for a long-term suspension/possible juvenile petition

**Level Three through Five offenses:** The following offenses will result in ten days of OSS and/or a recommendation for Long Term Suspension or ALP. Administrators will work with law enforcement and/or SRO for these offenses.

<b>Level THREE &amp; FOUR Offenses</b>	<b>1<sup>st</sup> Violation</b>
1.Assault on another Student; 2. Assault on School Personnel; 3. Coercion or Extortion; 4. Weapons and Dangerous Instruments; 5. Controlled Substances and Drug Paraphernalia; 6. Threats, Hoaxes, and Other Acts of Terror; 7. Firearms/Destructive Devices	10 days OSS, referral to ALP, possible recommendation for long-term suspension/ Possible Petition for crime through the court system.
<b>Level FIVE Offenses</b>	
A student may be expelled for a violation of the Columbus County Schools Student Code of Conduct if the Principal, Superintendent, and Board determines that student's behavior indicates that the student's continued presence in the school constitutes a clear threat to the safety of other students or employees, and that there is no appropriate alternative educational program. Additionally, any student who is a registered sex offender under N.C. General Statutes 14-208 may be expelled.	

**Parent Notification:** In accordance with the Columbus County Schools Student Code of Conduct, Parent(s)/guardian(s) will be notified by phone and/or letter when students are referred to an administrator for disciplinary action. All consequences will be determined on an individual basis. Multiple infractions may result in extended or long-term suspension. Students suspended from school shall be provided with an opportunity to make up any EOC, semester exam, or major test missed during the suspension period. **The Principal reserves the right to make exceptions to the level of punishment in accordance with the CCS Student Code of Conduct and G.S. 115C-288.**

**Felony Notification:** Any student, who has been charged with a felony and is waiting the disposition of the case by the court, will be automatically suspended. If the suspension exceeds 10 days, the student will be placed in an alternative learning setting until the case has been settled. Students are suspended from the public school until the case has been settled.

*\*\*\*The principal or designee has the authority to determine when a short-term suspension is an appropriate consequence and to impose the suspension, so long as all relevant board policies are followed. In accordance with G.S. 115C-390.6(e) and 115C-45(c)(1), a student is not entitled to appeal the principal's decision to impose a short-term suspension to either the superintendent or the Board of Education and its members.*