

Disciplinary Action Codes

(**Bold** indicates a change from the previous year. Codes no longer used have a ~~strike through~~. **Highlighted** actions are those which are required to be reported to the DDOE.)

(Revised: July 18, 2017)

CODE	DESCRIPTION
03	Counseling (Mandatory)
04	Demerit
05	Detention
06	Documented Warning
07	Expulsion without Services
07A	Expulsion with CDAP Placement
07B	Expulsion with Services
08	Suspension – In School
08A	Suspension – In School – School Intervention Program
09	Letter of Apology
10	Suspension - Out of School without Services
10A	Suspension - Out of School with CDAP Placement
10B	Suspension - Out of School with Services
10C	Alternative to Suspension
11	Physical Activity
12	Privilege Restriction
13	Disciplinary Probation
14	Behavioral Contracts
15	Reprimand
16	Work Assignment
17	Restitution
18	Unsatisfactory Behavior Grades
19	Denial of Driving Privileges
20	Referral to In-School Service
21	Conference: Student-Teacher
21A	Conference: Parent-Teacher
21B	Conference: Administrative level
22	Referral to outside agency
23	Referral to REACH
24	Removal from Class (for only that class period)
25	Timeout (for less than a day)
26	Bus Suspension
27	Lunch Detention
29	Saturday School
30	No Action Taken
31	Listed Under Other Incident
32	Mediation/Restorative Session

Notes:

1. “**Scheduled Duration**” should normally not be less than one full day for the following actions: In-School Suspension, Out-of-School Suspension and Expulsion. Scheduled duration for a suspension for the remainder of a day should be recorded accordingly as .25, .5 or .75 (1/4, 1/2, or 3/4 of a day).
2. For “**Removal from Class**” (Code #24), the duration is the length of that class period.
3. For “**Timeout**” (Code #25), Scheduled Duration has to be less than one day.

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Definitions and Codes for Required Reportable Disciplinary Actions

Suspension, Short-Term (Short-term Suspension) means Disciplinary Action approved by the Principal or School Discipline Committee resulting in the student being removed from his Regular School Program for at least half a school day and not more than ten (10) consecutive school days. Student maintains enrollment in district/charter, but is excluded from all school activities including, but not limited to extracurricular sports/programs, field trips, and ceremonies. Student is not allowed on School Property when Short-term Suspension is out-of-school. A Short-term Suspension requires initial due process procedures as outlined in subsection 5.1 of 14 DE Admin. Code 616.

Suspension, Long-Term (Long-term Suspension) means Disciplinary Action approved by the Superintendent upon recommendation of the Principal or District Alternative Placement Team resulting in the student being removed from the Regular School Program for eleven (11) consecutive school days or more and not to exceed the total number of school days in a school year. Student chooses to waive his right to a formalized due process hearing as outlined in Section 10.0 of 14 DE Admin. Code 616, maintains enrollment in the district/charter, and is provided Appropriate Educational Services during the term of the suspension, but is excluded from all school activities including, but not limited to, extracurricular sports/programs, field trips, and ceremonies. Student is not allowed on School Property when suspension is out-of-school. A Long-term Suspension requires initial due process procedures as outlined in Section 4.0 of 14 DE Admin. Code 616 and the student choosing to waive his right to a formalized due process hearing as outlined in Section 10.0 of 14 DE Admin. Code 616.

Available Action Codes for Suspension:

08 - Suspension, In-School = Short-term Suspension in which student is assigned to an in-school suspension program.

08A - Suspension, In-School, School Intervention Program = Short or Long-term Suspension in which student is assigned to an in-school suspension School Intervention Program. The program design should continue with the students' regular curriculum, include character education, conflict resolution skills, and behavior modification strategies.

10 - Suspension, Out-of-School without Services = Short-term Suspension in which student does not receive appropriate educational services.

10A - Suspension, Out-of-School with CDAP* Placement = Short or Long-term Suspension in which student is assigned to CDAP by District Alternative Placement Team, but not expelled. This does not include a student who is placed in a CDAP as part of transition plan when returning from a DSCYF facility.

10B - Suspension, Out-of-School with Services = Short or Long-term Suspension in which student continues to receive appropriate educational services (excludes CDAP). Examples include providing home-bound services or contracted educational services.

Alternative to Suspension means Disciplinary Action resulting in the student being removed from the Regular School Program for at least half a school day and assigned by a student peer court to attend an off-site resource program in lieu of an out-of-school suspension. The student completes classroom and homework assignments and participates in life skills training in areas such as communication skills, anger management, and stress management. This is a short-term placement (10 days or less). **It is not recorded as a suspension on the student's discipline record, but is counted as such for state and federal reporting purposes.** Do not use this code unless your action matches this definition.

Available Action Code for Alternative to Suspension:

10C – Alternative to Suspension

(OVER)

Expulsion means Disciplinary Action approved by the Board of Education resulting in a student being removed from the Regular School Program for a duration not to exceed the total number of student days in a school year. A student expelled without Appropriate Educational Services shall be unenrolled from the district/charter during the term of the expulsion. Regardless of whether without or with services, including Alternative Placement, the expelled student is not eligible to enroll in any other Delaware public school during the period of the Expulsion and until any reasonable terms of the Expulsion are fulfilled.

Available Action Codes for Expulsion:

07 - Expulsion, without Services = *Expulsion in which there is a total cessation of educational services for the student.*

07A - Expulsion, with CDAP Placement = *Expulsion in which student is assigned to CDAP by District Alternative Placement Team as a result of being expelled.*

07B - Expulsion, with Services = *Expulsion in which student continues to receive appropriate educational services (excludes CDAP). Examples include providing home-bound services or contracted educational services.*

***CDAP** = Consortia Discipline Alternative Program (e.g. SCOPE, Parkway Academy, Kingswood)