

El Camino Real Academy
Definition of Behavioral Infractions

Minor Problem Behavior	Definition
Cell Phone / Pagers	Student's cell phone is made visible or audible.
Cheating (Could be a major infraction, depending on severity)	Student is in possession of, having passed on, or being responsible for removing someone else's work or has signed a person's name without that person's permission. OR Student copies the work of another individual.
Defiance of School Personnel / Authorities	Refusing to comply with any reasonable demand or request by any school official or sponsor at places and times where school personnel have jurisdiction.
Disruptive Behavior	Inappropriate behavior that interferes with the teaching / learning process.
Dress Code Violation	Student wears clothing that does not fit within the dress code guidelines practiced by the school.
Electronic Devices	Student has an electronic device that is visible or audible (e.g., electronic game, phone, music player, etc.)
Failing to provide / surrender school identification.	Student refuses to provide school ID to any public school personnel or activity sponsor upon demand. Refusal to identify self. Giving inaccurate information
Inappropriate Physical Contact	Sexualized physical touch that includes (but is not limited to) kissing, frontal hugs, touching of private body areas, etc.
Language - Inappropriate	Inappropriate language that is NOT directed at another person.
Materials, Obscene	Displaying material that is indecent and has the potential of being disruptive.
Possession of a lighter / etc.	Student is in possession of products related to smoking (lighter, etc...)
Refusing to Comply	Student refuses to comply with staff directives.
Sleeping	Student disengages from class by sleeping.
Tardy (greater than 5 minutes but less than 10 minutes)	Lateness to class that exceeds five minutes from the start of the class period. Once a student is later than 10 minutes they are no longer tardy, but are considered truant.
Walking Out of Class But back quickly	Student leaves class without permission of teacher / staff, but returns to class within 5 minutes.
Other	Problem behavior causing this referral is not listed above. Staff using this area will specify the problem behavior observed.
CSP* Violation *COVID Safe Practices	Consequences for violating mask-wearing requirements: 1st offense: Teacher corrects the situation in the classroom if possible and documents the incident.

	2nd offense: Teacher corrects the situation in the classroom if possible. Documents (if first and second offense occur on the same day, both can be documented on the same minor incident report in EdH.), parent contact.
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Major Problem Behavior	Definition
Alcohol / Drugs	Student is in possession of, using, selling / distributing alcohol or illegal drugs / substances or imitations.
Arson	Maliciously, willfully and/or neglectfully starting, by any means, a fire or causing an explosion on school property or at any school-related activity.

Bomb Threat / False Alarm	Falsely and maliciously stating to another that a bomb or other explosive has been placed in such a position that person(s) or property is likely to be injured or destroyed. OR Interfering with the proper functioning of a fire alarm system or giving a false alarm, whether by means of a fire alarm or otherwise.
Cheating/Plagiarism (could be a minor infraction, depending on severity)	Student is in possession of, having passed on, or being responsible for removing someone else's work or has signed a person's name without that person's permission. OR Student copies the work of another individual.
Extortion	Using intimidation or the threat of violence to obtain money, information or anything else of value from another person.
Fighting / Physical Aggression	Actions involving aggressive physical contact where injury may occur (e.g., hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc...)
Firearm possession	Student is in possession of a firearm on the school campus.
Gang Related Activity	Student initiates or participates in activities that are gang related, such as tagging or throwing signs.
Harassment / Bullying of student or teacher (Verbal)	Student delivers disrespectful message (verbal, gestural or written) to another person that includes intimidation, obscene gestures, pictures, or written notes.
Harassment/Bullying of student or teacher (Physical)	Student seeks imbalance of power by making unwanted physical contact with a human target.
Intimidation	Student initiates behaviors or communication that causes a fearful response or a feeling of powerlessness to self-advocate.
Language - Abusive / Aggressive	Inappropriate verbal messages that are directed at another individual in a threatening manner.
Paraphernalia Possession	Possession any paraphernalia, such as (but not limited to) rolling paper, pipes, or bongs.

Sexual Harassment	Sexual harassment is a violation of federal law and ECRA Policy. Sexual harassment is also illegal under State Human Rights statutes and may be considered a criminal offense under state and local assault and child abuse laws. Sexual harassment is a form of gender discrimination as defined in Title IX of the Education Amendments of 1972. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and written or verbal conduct of a sexual nature. If behavior toward another student makes him or her feel intimidated, uncomfortable or threatened, it may be considered sexual harassment even if the harasser did not intend for his or her actions to be offensive.
Sexual Misconduct	Sexual misconduct may include, but is not limited to, physical acts of aggression, force or threat against another student of the same of opposite sex, threatening to force or coerce sexual acts, including the touching of private/intimate parts, and coercing, forcing or attempting to coerce or force sexual intercourse. Although, sexual misconduct may be considered sexual harassment, these acts should also be reported to the Bernalillo Sheriff Department.
Skipping Class	Student fails to report to class although having been sighted on campus. Student out of class without a valid excuse or later than 10 minutes to class.
Smoking	Student is in possession of / or is using tobacco products or related paraphernalia.
Theft	Student is in possession of the property of another person without permission of the owner of that property.
Threats	Student makes statements or physical gestures toward another student or staff that are interpreted as intent to cause physical harm.
Trespassing / Unauthorized presence	Entering or being on school grounds or in a school building without authorization.
Truancy	Student absent from school without a valid excuse.
Vehicle Disruption	Deliberately or inadvertently interfering with the safe operation of a vehicle which is stopped or moving, behaving in a manner adversely affecting an individual or any property on or near the vehicle itself, or at pickup areas.
Vandalism / Property Damage	Student participates in an activity that results in any destruction or disfigurement of property.
Walk Out of Class	Student leaves class without the permission of teacher / staff
Weapon Possession	Possessing a weapon such as, but not limited to: a firearm, any type of gun, knife, club, explosive, spiked wrist band, chains or other item that may cause, or is intended to cause, injury or death. This specifically includes “look-alike” guns and knives, such as toys, if the “look-alike” object is used or intended to be used to intimidate, threaten, or cause fear.
Weapon Use	Use of any weapon or “look-alike” weapon to threaten, intimidate, injure, or kill any person.
Chronic Minor Infractions	Student has accrued five total minor behavior write-ups. Five minors equal one major (Of the same or different behavior).
Non-compliance in ISS	Student fails to follow rules or staff requests when in ISS.

Other	Problem behavior causing this referral is not listed above. Staff using this area will specify the problem behavior observed.
CSP Violation	<p>Consequences for violating mask-wearing requirements:</p> <p>3rd offense: Teacher corrects the situation in the classroom if possible and documents. SEL instruction in the SEL room or Dean's office (5-15 min max), Dean to contact the parent.</p> <p>4th offense: Teacher corrects the situation in the classroom if possible, documents, 1 hour SEL instruction in the SEL room or Dean's office, Dean to contact the parent.</p> <p>5th offense: Teacher corrects the situation in the classroom if possible, documents, student is sent to Dean's office and then sent home for non-compliance and health safety violations.</p> <p>If the student has moved through the Tiers on two separate occasions, they will be moved to Remote Learning for a designated period of time, up to one semester.</p> <p>If a student blatantly refuses to wear their mask, it will be considered a Tier 3 Defiance of CSP and they will be moved to Remote Learning for a designated period of time, up to one semester.</p>

Locations	Definitions
Classroom	Any classroom or space utilized regularly as a classroom
Outside Areas	Any of the areas between the buildings.
Cafeteria	Cafeteria
Bathroom	Any of the restrooms
Gym	Gym
High School Building	Building south of Gym. Building that houses the high school classes
High School Building	Building west of the Gym where PMU is located.
Middle School Hallway	Hallway that houses the middle school classes
Elementary Building	North end of building that houses elementary classes
Admin. Building	Building housing Administration Offices
Loading Zone / East Parking Lot	Parking Lot to the east of the admin. building / Area utilized for loading / unloading
Special Event / assembly / field trip	Infrequent activities that occur in and/or out of school.
Other	Location for referral occurs in a location that is not listed above. Staff using this area must specify the location for the problem.

Possible Motivations	Definition

Avoid Adult	Student engages in problem behavior to get away from adult(s)
Avoid Peer(s)	Student engages in problem behavior(s) to get away from / escape peer(s)
Avoid Tasks / Activities	Student engages in problem behavior(s) to get away / escape from tasks and/or activities
Inability / Difficulty with reading or skills needed to complete task	Student engages in problem behavior(s) to mask their inability to perform the required task or in response to frustration from not being able to comprehend / perform task.
Obtain Adult Attention	Student engages in problem behavior(s) to gain adult(s) attention
Obtain Items / Activities	Student engages in problem behavior(s) to gain items and /or activities
Obtain Peer Attention	Student engages in problem behavior(s) to gain peer(s) attention.
Other	Possible motivation for referral is not listed above. Staff using this area will specify the possible motivation for this student's problem behavior.

Others Involved	Definition
None	Student engaged in problem behavior incident alone
Peers	Student engaged in problem behavior incident with peer(s)
Staff	Student engaged in problem behavior incident with staff
Substitute	Student engaged in problem behavior incident with substitute
Teacher	Student engaged in problem behavior incident with teacher
Unknown	It is unclear if any others were involved in incident

Classroom Interventions	Definition
Verbal Warning	Teacher / Staff offers s verbal warning that behavior is unacceptable
Non-Verbal cue to correct behavior	Teacher / Staff offers non-verbal cue to student to make them aware that behavior is unacceptable
Conference with student	Teacher / Staff pulls student aside within classroom or in hall to discuss behavior
Last to leave room	At end of period, student remains in class after peers have been excused
Proximity Control / Seat Change	Teacher / Staff directs student to change seats or location in order to diffuse inappropriate behavior
Parent Contact	Teacher contacts student's parents (preferably with student present) to inform them of student's inappropriate behavior
Time Out in Classroom	Student is removed from class activity for a short period
Write Apology / Write Essay about incident	Student is directed to write an apology note or reflective writing about the incident
Detention (with teacher)	Teacher requires the student to come to class detention with the teacher.
Public Service Announcement	Student (-s) complete an assignment to reflect on consequences, severity, and impact of their actions to be presented to a class or grade level to prevent further infractions.
Loss of Privilege	Student loses privileges such as ability to utilize Tiger Reward Store or attend PBS events.
Think Sheet/Decision	Student completes reflective exercise to evaluate their decision.
Lunch Detention	Student loses social privilege during lunch-time/recess while eating lunch in the classroom or office

Role Play	A situation is reproduced to allow the student to interactively re-evaluate their actions, reflecting on what should have taken place to prevent further action
Natural Consequences	A consequence that is delivered or owned as a common/natural response to an action/reaction (ex: make a mess, clean the mess, break it fix it)
Correct Situation	Action taken by staff to correct the behavior issue
Other	Consequence for referral results in consequence that is not listed above. Staff using this area will specify the action taken

Administrative Interventions	Definition
Parent Contact	Consequence for referral results in parent communication by phone, email, letter, or person to person about the problem
P.M. and A.M. Detention	Student loses social privilege before or after school.
Lunch Detention	Student loses social privilege during lunch-time/recess while eating lunch in the classroom or office
Loss of Privilege	Consequence for referral results in student being unable to participate in some type of privilege.
Conference With Student	Consequence for referral results in student meeting with administrator, teacher, and / or parent (in any combination)
Community Service	Consequence for referral results in student participating in supervised community service activities on the school grounds
Student / Parent/Teacher/Administration Meeting	All parties meet to confront and contract behavior disrupting the learning process
Contact J.P.O.	Consequence for referral results in contact with the student's Juvenile Probation Officer (if applicable)
Contact Social Worker / Case Manager	Consequence for referral results in contact with the student's out-of school Social Worker or Case Manager (if applicable)
Out of School Suspension	Consequence for referral results in a set period of time when student is not allowed on campus
Contact Law-Enforcement	Consequence for referral results in contact with Law Enforcement to report incident
In School Suspension	Consequence for referral results in student attending the ISS for a set amount of time (1 class period to 3 full days)
Packet Work/Character Counts Assignment	Student must complete packet work that addresses target behavior(s)
Mediation	Students meet to address concerns to develop plan to prevent further actions
Behavior Contract	Student/Parent/Administrator/Teacher set behavior goals with consequences and rewards to monitor progress over time.
Other	Consequence for referral results in administrative decision that is not listed above. Staff using this area will specify the administrative action taken.

