REVISED JULY 2026

SCINTILLA CHARTER ACADEMY
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Student Code of Conduct

SCA administration cannot foresee every situation that may come up during the school year. However, if behavior interrupts the operation of the classroom, the hallway, or the school in general, the results could be as simple as a warning or as serious as an expulsion.

Tier I Misconduct

This level of correction is used when the behavior engaged in is of a minor but consistent action, warranting intervention on the part of the teacher or other school staff. These actions negatively impact the learning and safety of our scholars. The consequence for any infraction is left to the discretion of the administrator based on the variables involved in the incident. Tier 1 misconduct will be documented using our four-step plan. Repeated behaviors at the Tier 1 level will result in consequences at the Tier 2 level.

Examples of these actions might be but are not limited to the following:

- Violations of classroom rules
- Uniform issues (failure to follow the uniform policy)
- Bringing toys or items from home to school that are a distraction or against classroom rules
- Loud talking, loud laughing, or use of a tone that disrupts the learning process in the classroom, hallway, dining room, etc.
- Arguing with another scholar or the teacher interrupts the learning environment
- Failure to follow directions given by an adult
- Violation of cell phone policy
- Horseplay involving physical contact
- Visiting unauthorized sites on school technology that disrupt the learning environment

Tier I disciplinary actions may include, but are not limited to the following:

- Documentation on the 4-Step Plan
- Immediate removal of the scholar from the classroom or area where the infraction occurs, and a request made for the parent to come to the school to pick up the child
- A written or verbal warning by the teacher, counselor, custodian, lunchroom staff, support staff, or administrator
- Confiscation of a cell phone
- Teacher conference scheduled with the scholar and the parent
- Any other disciplinary action deemed appropriate by the assigned administrator

Parents, please remember: We do not tolerate scholar disruptions during class time. Regardless of the age of the child, a scholar who disrupts class by blurting out repeatedly, moving about the classroom to remove the attention of the scholars from the teacher, failing to follow classroom rules, arguing or belittling other scholars, throwing things, hitting, pushing or shoving others will be removed from class and the parent will be called to come and get the child.

Tier II Misconduct

This level of correction is used when the behavior engaged in is persistent and repeated and negatively impacts the learning and/or safety of our scholars. These actions can occur in the classroom, in the gym, in the dining room, outside of the school building, or at school-sanctioned or even non-school events. These behaviors may include, but are not limited to, repeated acts of minor misconduct as seen in Tier I; or actions of a scholar against another scholar, adult, or

REVISED JULY 2026

SCA property that do not seriously endanger the health, safety, or well-being of others but do disturb the learning environment and the school culture. The consequences for any infraction are left to the discretion of the administrator.

Examples of these actions might be but are not limited to the following:

- Repeated violations of Tier I misconduct
- Disruption and interference with the normal operation of the school
- Continued failure to follow the uniform policy
- Academic dishonesty
- Taking items that belong to another scholar or adult
- Violation of cell phone policy
- Causing minor damage to the property of SCA
- Causing minor damage to the property of another individual
- Tampering with school technology
- Disrespectful or demeaning behavior and/or language directed at another scholar or any SCA teacher/staff member
- Public displays of affection-kissing, hugging, or touching one another inappropriately (1st offense)
- Bullying on the first offense, harassment, cyber-bullying, or intimidation as defined in Georgia law O.C.G.A. § 20-2-2751.4
- Visiting unauthorized locations (including skipping)
- Throwing an item at an individual that could potentially cause harm
- Any act that negatively impacts the learning and safety of our scholars

Tier II disciplinary actions may include, but are not limited to the following:

- Immediate removal of the scholar from the classroom or area where the infraction occurs, and the parent is required to come to the school to pick up the child
- Restitution of stolen or broken items
- Confiscation of a cell phone
- Student placed on a behavior contract
- Any other intervention or consequence deemed appropriate by the teacher, counselor, or administrator
- Possible suspension from school
- Administrator-issued detention

Tier III Misconduct

This level of correction is used when the scholar's misbehavior is repeated, but the offenses may not be related; however, the actions negatively impact the learning and safety of our scholars. These actions can occur in the classroom, in the gym, in the dining room, outside of the school building, or at school-sanctioned or even non-school events. Actions may include but are not limited to repeated acts of misconduct as seen in Tier I and Tier II; actions of a scholar against another scholar, adult, or SCA property that could endanger the health, safety, or well-being of others, and may also disturb the learning environment or the school climate. These behaviors are of a serious nature and may result in a scholar's suspension from school and school activities. The consequences for any infraction are left to the discretion of the administrator based on factors involved in the incident.

Examples of these actions might be but are not limited to the following:

- Instigating/provoking any altercations between or among scholars while on campus or at a school activity
- Any behaviors from Tier I or Tier II that are repeated and are not corrected by the consequences administered
- The fourth failure to comply with the uniform policy
- Second infraction involving academic dishonesty
- Refusing to follow directives given by an administrator involving a disciplinary consequence
- Lying, falsifying, omitting information, misrepresenting, or erroneously reporting information regarding instances of alleged inappropriate behavior by any scholar toward an SCA teacher/staff member or another scholar regarding an incident that has occurred
- Bullying on the second offense, harassment, cyber-bullying, or intimidation as defined in Georgia law O.C.G.A. § 20-2-2751.4

REVISED JULY 2026

- General Sexual Misconduct to include:
    - Snapping one another with towels in locker rooms, taking videos in locker rooms/bathrooms, peering over stalls in locker rooms or bathrooms, etc.)
    - Inappropriate or unwanted touching of another scholar or any SCA school personnel.
    - Making sexual remarks or unwelcome advances towards other scholars, staff, or faculty; asking for sexual favors explicitly, via social media, or in an online format
- Using vulgar/profane, racially derogatory, sexually derogatory, or aggressive language toward another scholar or adult, including disrespectful language or behavior directed at a teacher, administrator, or any SCA school personnel
- Fighting/shoving/pushing another scholar in an aggressive manner
- Hitting another scholar in an aggressive manner
- Defacing, destroying, or causing significant damage to the property of another individual
- Defacing, destroying, or causing significant damage to the property of SCA
- Encouraging others to become involved in acts that are prohibited or disrupt the learning environment or the school environment at large
- Bringing medication to school without consulting with the nurse and leaving the medication in the clinic; carrying medication, in particular prescribed medication, on the scholar's person
- Tampering in any way with a scholar or a faculty/staff member's food or drink
- Recording a video in a bathroom/locker room that involves others
- Videoing/taking pictures of any kind of illicit activities on school property or at a school-sponsored event
- Videoing/taking pictures of any individual on school property or at a school-sponsored event and posting on any social media platform that negatively impacts scholars or staff
- Visiting any site that includes pornography, profane music and/or lyrics, indecent pictures of individuals, or graphic behaviors, including fighting, etc.
- Posting comments or videos via social media, websites, chat rooms, etc., about the school, teachers, scholars, or parents of a disparaging, rude, or vulgar nature
- Soliciting sexually inappropriate pictures
- Placing vulgar or inappropriate pictures on websites and encouraging scholars to visit those websites, either at school or at home
- Sending vulgar texts, Instagram posts, etc., to any individual at SCA, including scholars, teachers, or other personnel
- Having vulgar, profane, or sexual pictures, texts, etc. in possession or sharing such with any other scholar
- Using sexual or explicit language with any other scholars or in the presence of SCA teachers/staff members or scholars, particularly younger scholars
- Sexting or the sending of any type of sexually explicit or implicit message using a cell phone or other technological device
- Placing pictures of other individuals on social media with derogatory commentary about their characteristics, sexual orientation, ethnicity, etc.
- Being in possession of any type of cigarette or vaping device (nicotine or CBD), lighter, matches, or rolling papers, on campus or at a school-sponsored event
- Creating any disturbance that disrupts or distracts from the learning environment and potentially inhibits the smooth operation of the school/classroom
- Disrupting the testing environment
- Second infraction of tampering with school technology in any form or fashion
- Tampering with technology so as to remove evidence of inappropriate online activity
- Engaging in larceny/theft of school property, regardless of the value
- Engaging in larceny/theft of another's property, regardless of the value
- Accessing/altering school/teacher records
- Compromising test security of any standardized test
- Referring to a staff member in a negative, sexual, or racist fashion
- Making aggressive and/or intimidating comments via any social media platform
- Obtaining access to another scholar's username and password
- Obtaining access to another scholar's ID number and using that number to purchase meals
- Inappropriate use of the SCA logo
- Violation of the Acceptable Use Policy (Technology)
- Leaving the building without permission; leaving campus without permission

REVISED JULY 2026

Tier III disciplinary actions may include, but are not limited to the following:

- Immediate removal of the scholar from the classroom or area where the infraction occurs, and the parent will be required to pick up the child from school
- Restitution to individuals or to the school
- Suspension from school of no less than 3 days and no more than 10 days.
- School service assignments as determined by the administrator.
- Cell phone confiscated and loss of cell phone privileges
- Referral for expulsion.
- Possible involvement of local law enforcement.
- Any other intervention or consequence deemed appropriate by the teacher, counselor, or administrator.

Tier IV Misconduct

This level of correction is used with behavior that is of a serious nature. Tier IV Misconduct is of such a serious nature that the scholar will be removed from the classroom or the area where the act takes place immediately and will be subject to long-term suspension or expulsion, as well as possible involvement of local law enforcement.

In the event misconduct warrants a possible referral for expulsion, the scholar will be granted a hearing as per O.C.G.A. 20-2-753. The Disciplinary Hearing Officer will hold the hearing within 10 days of the incident.

The Georgia State Board of Education rule 160-4-8-.15 provides that individuals selected by the LEA to be the Disciplinary Hearing Officer must have experience as a teacher, counselor, or administrator in a public school system. In addition, all qualified Disciplinary Hearing Officers must complete the initial and ongoing Tribunal training course that meets the requirements of the SBOE rule before serving in such capacity.

Examples of these actions might be but are not limited to the following:

- Repeated violations of Tier II or III behaviors
- Making oral or written communication, creating a document, or making a symbolic gesture or contact of a threatening, undermining, or provoking nature to any scholar or school employee at SCA
- Tampering, defacing, or disturbing staff, scholar, or visitor vehicles parked on campus at any time
- Hate speech of any kind directed at SCA teachers, administrators, staff, or any employee of SCA or contracted by SCA, including dining hall staff, custodial staff, construction staff, landscaping staff, etc.
- Any act of violence that impacts the climate, culture, and morale of the scholar body and the faculty/staff
- Verbal assault, including the threat of violence to other scholars or staff of SCA as well as to any individual on the SCA campus
- Fighting/shoving/pushing an SCA faculty/staff member in an aggressive manner
- Hitting an SCA faculty/staff member in an aggressive manner
- Battery with severe injury
- Three or more fights in the same year
- Trespassing on the SCA campus after hours or when suspended from school
- Defacing SCA campus
- Third act of bullying, harassment, cyber-bullying, or threat/intimidation as defined in Georgia law O.C.G.A. § 20-2-2751.4. For students in grades 6 through 12, upon a finding by a disciplinary hearing officer, panel, tribunal, or school official that a student has committed the offense of bullying for the third time in a school year, the student shall be assigned to an alternative school. Expulsion is not required.
- Sexual harassment in any form toward a scholar or staff member. Sexual harassment is unwelcome conduct of a sexual nature, including unwelcome sexual advances, requests for sexual favors, or other unwelcome verbal, electronic, or physical conduct of a sexual nature toward a scholar or staff member. Sexual harassment is prohibited and is subject to Tier IV disciplinary consequences.

REVISED JULY 2026

- Exposing body parts, intimate or otherwise, lewd behavior (showing personal parts of the body to others, i.e., pulling down pants/shorts/skirt).
- Having possession of, sharing, or distributing obscene or pornographic material in print or on a computer, flash drive, CD, DVD, etc.
- Engaging in any type of behavior in the community that requires placement at a YDC facility or requires the use of a monitoring device.
- Engaging in any type of behavior or conduct that is punishable as a felony or is a delinquent act that would be a felony if committed by an adult.
- Selling, giving, delivering to another person, or possessing, using, or being under the influence of THC (including but not limited to vaping devices, edibles, etc), any controlled substance, any medication not prescribed to the taker, or any dangerous drug while on campus or at any school-sponsored event.
- Multiple Offenses of being in possession of any type of cigarette or vaping device (nicotine or CBD), lighter, matches, or rolling papers, on campus or at a school-sponsored event
- Selling, giving, or delivering to another person an alcoholic beverage; committing a serious act or offense while under the influence of alcohol; possessing, using, or being under the influence of alcohol prior to attending school or while at school; possessing, using, or being under the influence of alcohol prior to or during a school-related activity. Imbibing liquor/alcohol on the school campus or at a school event.
- Engaging in conduct that contains the elements of an offense relating to abusing glue or aerosol paint, or relating to volatile chemicals.
- Being in possession of any drug paraphernalia
- Engaging in conduct that contains the elements of public lewdness
- Engaging in sexual conduct on campus or at a school-sponsored activity
- Entering the restroom of the opposite sex
- Engaging in conduct that contains the elements of the offense of criminal damage to property in the first or second degree, either on or off campus
- Stealing, extorting, gambling, or possessing stolen property
- Using, exhibiting, or possessing a firearm
- Bringing any item related to a weapon, or that could be construed as a weapon, on campus or to a school event
- Using, exhibiting, or possessing another weapon
- Using, exhibiting, or possessing fireworks of any kind, whether homemade or purchased
- Discharging or participating in the discharge of a fire extinguisher
- Discharging or participating in the discharge of a fire alarm anywhere within or on the SCA school campus
- Engaging in serious and persistent offenses that disrupt or materially interfere with the orderly process in the classroom, the school, or any school-related activity.
- Fighting will not be tolerated. Any scholars involved in a fight may be suspended for up to 10 days of school and will possibly be referred for a disciplinary hearing.

Tier IV Disciplinary Actions may include, but are not limited to the following:

- Suspension
- Long-Term Suspension leading to a tribunal hearing
- Expulsion
- Referral to Law Enforcement

By signing below, I acknowledge that I have read and agree to follow Scintilla's Student Code of Conduct. I understand the potential consequences if a scholar does not abide by this policy.

Scholar's Name: _____ Grade: _____

Scholar's Signature_____ Date:_____

Parent Signature_____ Date:_____