

West Creek High School
In-School Suspension Contract

Date: _____

This contract is between _____ and West Creek High School beginning _____.

CLASSROOM RULES AND PROCEDURES

The following information is provided for your guidance while you are assigned to I.S.S. Read these rules and procedures very carefully. No exceptions to these rules or procedures will be made.

1. You have been assigned to I.S.S. for _____ days. Your stay in I.S.S. may be extended for one day for violation of the I.S.S. contract.
2. Continued or severe misconduct and/or lack of cooperation will result in a disciplinary referral.
3. If a student is suspended for misconduct while in I.S.S., the student must complete their time in I.S.S. upon their return to school.
4. Students must report immediately to the I.S.S., room G135, upon entering the building each day. All student (s) will be escorted to the cafeteria for the option of eating breakfast at 7:30am.
5. Student(s) must satisfactorily complete the I.S.S. Reflective Assignment upon entering I.S.S. This must be completed before any homework will be given. Failure to complete the Reflective Assignment is a violation of this contract.
6. Remain in your seat at all times, except for restroom breaks or when you have permission to get up and/or leave the I.S.S. room.
7. You are to bring all textbooks, library books, and supplies to the I.S.S. room with you. The I.S.S. teacher will not provide writing utensils, paper, and other supplies.
8. All written assignments must be neat and legible. Coloring pencils may be used only if a teacher's assignment so requires.
9. You must complete all assigned work. Student name, class period and teacher name must be on each assignment.
10. Keep your desk and immediate area clean and orderly at all times.

11. You may seek help from the I.S.S. teacher by raising your hand and waiting for the I.S.S. teacher to recognize you. You will have no communication with other students.
12. Food is not permitted at any time in the I.S.S. room with the exception of the designated lunch period. For lunch, you may bring your own meal from home or purchase the cafeteria meal. You may not use the vending machines or Ala Carte line. There will be no talking when walking to and from the cafeteria.
13. No sleeping or putting your head down on your desk at any time while in I.S.S.
14. You will be offered two restroom breaks during the day, one in the morning, during 2nd period and one in the afternoon during 5th period. Students will be **escorted** to and from the restroom during these times.
15. The use of personal items such as combs, mirrors, and makeup, are prohibited in the I.S.S. classroom.
16. Both excused and unexcused absences during your assigned I.S.S. days will require make-up day(s) upon your return to school. You will be required to make up any I.S.S. assigned day(s) due to “School Cancellations” for inclement weather or any other unforeseen circumstances, students being dismissed early from school or arriving late to school. This excludes “Early Release Days” and “Early Dismissals/Delayed Starts” due to weather or any other unforeseen circumstance.
17. While assigned to I.S.S. you are suspended from all school privileges and extracurricular events such as assemblies, sporting events, clubs, and dances. At 2:25pm you must leave the campus immediately.

Students will only be allowed to remain on campus after school for an assigned Administrative Detention or scheduled tutoring.

ACKNOWLEDGEMENT:

I have reviewed the West Creek High School I.S.S. Contract with my student and understand failure to comply with any of the aforementioned items will result in further disciplinary actions.

Parent/Guardian Signature _____ Date _____

Email address _____ Phone Number _____

Student Signature _____ Date _____

Revised (8/8/13)