

36 Permitted Exclusionary Times for Disciplinary Actions

Suspension Day Limitations by Grade Level

GRADE	Maximum Out-of-School Suspension Length (Individual Incident)	Maximum Cumulative Out-of-School Suspension Days During Academic Year*
K-5	5 Consecutive Days.- (See note below for K-5 students)	20 days
6th-8th	10 consecutive days	20 days
9th-12th	10 consecutive days	20 days
Tiers	Grades K-5	Grades 6-12
Tier I	Suspension Not Permitted	Suspension Not Permitted
Tier II	Suspension Not Permitted	Suspension Not Permitted
Tier III	In-School Suspensions 1-3 days	In-School Suspensions 1-5 days
Tier IV	Out-of-school suspensions of 1-5 days. *See Note below	Out-of-school suspensions of 1-10 days
Tier V	Recommendation for Expulsion	Recommendation for Expulsion

NOTE:

1. For student grades K-5, school administrator must provide evidence that, consistent with school policy, student willfully caused, attempted to cause, or threatened to cause bodily injury or emotional distress to another person.
2. No student in Pk3-Pk4 shall receive an out of school suspension.
3. For suspensions that exceed 20 days in an academic year, the CEO, or her designee, must provide a written justification to the student and parent describing why exceeding the 20-day limit is a more appropriate disciplinary action than alternative responses. If the student's conduct necessitated an emergency removal, the CEO or her designee must provide a written justification for the emergency removal to the student and parent.



Code	Inappropriate behavior	Tier 1	Tier 2	Tier 3	Tier 4	Tier 5	Police
201	Absences						
201A	Tardies	●					
201B	Unexcused absence from school	●					
201C	Persistent or excessive absences from school	●	●				
201D	Habitual truancy (i.e., unlawfully absent from school for a number of days in excess of 5 days in any quarter, 10 days in any semester, or 20 days in a school year)	●	●				
202	Academic Dishonesty						
202A	Cheating, plagiarizing, etc.	●	●				
202B	Using or allowing access to another student's virtual account to engage in any behavior that is not school sanctioned	●	●	●	●	●	
204	Dress Code						
204	Violating uniform policy	●	●				
301	Activation of False Alarm / Bomb Threat						
301	Student threatens, attempts or willfully activates a false alarm or makes a bomb threat		●	●	●	●	●
302	Defiance of Authority and/or Insubordination						
302A	Failure to respond to school staff questions or requests	●	●	●	●		
302B	Willful and/or purposeful violation of general Health and Safety Guidelines (including but not limited to Covid-19 Health and Safety standards)	●	●	●	●		
303	Forgery/False Information						
303A	Forges, alters, destroys or fabricates any document or item	●	●	●	●		
303B	Lying, misleading, or giving false information to school staff	●	●	●	●		
304	Gambling						
304	Requires the use of money or exchangeable goods	●	●	●	●	●	
401	Inappropriate Use of Technology						
401A	A Use of computers, fax machines, phones, etc. without permission.	●	●	●			
401B	Use of portable electronic communication devices, electronic game devices, and other similar items, at unauthorized times	●	●	●			
401C	Inappropriate use of any electronic device carried, worn, or transported by a student to receive or communicate messages	●	●	●			
401D	Using portable electronic communication devices to take, share, record, and/or publish inappropriate pictures, videos, or recordings taken on school grounds, including fights or other disturbances		●	●	●	●	
401E	Cyber Harassing a student while using the Friendship technology and/or networking (including but not limited to social media, emails, direct message, etc.)		●	●	●	●	
401F	Use of a Friendship device and/or network in a non-school sanctioned manner	●	●	●	●	●	

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402	Threatening						
402A	Threatening or aggressive language or gestures directed toward staff, another adult and/or student		●	●	●		
402B	Persistent threatening or aggressive language or gestures directed toward staff, another adult and/or student			●	●	●	
403	Trespassing						
403	Breaking and entering			●	●	●	●
404	Documented Pattern of Persistent Violations						
404A	Three or more Tier 2 violations in a semester (excluding uniform and/or attendance violations)			●			
404B	Three or more Tier 3 violations in a semester (excluding uniform and/or attendance violations)				●		
501	Attacks on another person						
501	Student threatens, attempts or willfully caused bodily injury or emotional distress to another student		●	●	●	●	
502	Disrespectful Behavior						
502A	Making inappropriate gestures, symbols, or comments, or using profane or offensive language	●	●	●			
502B	Using verbal insults or put-downs	●	●	●			
503	Fighting						
503A	Student threatens, attempts or willfully caused bodily injury or emotional distress to another.		●	●	●	●	
601	Coercion/Inciting Violation of Discipline Policy						
601A	Student who causes a large disruption to the atmosphere of order and discipline in the school that is necessary for effective learning and directly affects the safety of others and results in others sustaining physical injuries		●	●	●	●	●
601B	Using an electronic device to send incendiary texts or social media messages, or to bring others to initiate or engage in a disturbance that threatens, attempts or willfully causes bodily injury or emotional distress to another student		●	●	●	●	
602	Destruction of Property/Vandalism						
602A	Minor or accidental damage	●	●				
602B	Intentional damage to another person's or school property		●	●	●	●	
603	Harassment						
603	Student who engages in harassment (e.g., persistent or long-term harassment that threatens or seriously intimidates another person, or adversely affects another person's ability to participate in or benefit from a school's educational or curricular program or perform their job		●	●	●	●	●

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604	Possession of Controlled or Uncontrolled Substance						
604A	Under the influence	●	●	●			
604B	Using or possessing a controlled or uncontrolled substance at school or in instances within the jurisdiction of the school.	●	●	●	●		
604C	Distributing or selling a controlled or uncontrolled substance at school or in instances within the jurisdiction of the school	●	●	●	●	●	
	NOTE: Brings, possesses, uses, sells or distributes a controlled or uncontrolled substance, including but not limited to tobacco products, alcohol, drug paraphernalia (i.e. roach clips, bongos, rolling papers etc.) and/or prescription drugs that have not been specifically prescribed to the individual in possession of or using and/or have not been checked in with the school nurse.						
605	Possession of Dangerous Objects Not For Any Reasonable Use to Student At School 606						
605A	Brings, possesses, and/or uses a weapon, incendiary (matches or lighter), explosive or other object that is readily dangerous or can be used as a weapon and is not of any reasonable use to the student at school.	●	●	●	●	●	●
	Mandatory referral to the police or juvenile system for any student who brings or possesses a gun at school (must be expelled for no less than one [1] calendar year under Federal Gun Free Schools Act)						
605B	Brandishing a gun, knife or anything resembling thereof while in a Friendship sponsored virtual learning space.		●	●	●	●	●
606	Robbery/Theft						
606	Taking money or property from another by force or intimidation		●	●	●	●	●
701	Sexually Based Infraction						
701A	A Student who engages in sexual harassment of another (e.g., unwelcome sexual advances; request for sexual favors; other inappropriate verbal, written, or physical conduct of a sexual nature).		●	●	●	●	
701B	Student who engages in sexual activity or sexual misconduct (e.g., indecent exposure, engaging in sexual activity, etc.)		●	●	●	●	●
701C	Forced sexual act					●	●
701D	Using Friendship technology and/or network to share, record or display inappropriate sexually based content.		●	●	●	●	●
801	Bullying, Including Cyberbullying and Gang-Related Incidents						
801	Student who bullies another student		●	●	●	●	
	NOTE: Refer to the Bullying Definition and investigative process outlined in the Friendship Bullying Policy. This policy can be located on the school web- site at www.friendshipschools.org (in the School Policies section). Reports of bullying may be made by mail to Friendship Office of Operations, 1400 First Street NW, Suite 300, Washington, DC 20001, by phone to (202) 281-1700 or by email to friend@friendshipschools.org .						