

## INFRACTION ESSAYS

(When you issue it, indicate the disruptive behavior and sign your name)

### General Infraction

1. Refer to *School Handbook*, page 4. "The Role of the Student." (A copy is included on the school website.) The paragraph, beginning with ". . . through their personal witness..." describes STANDARD BEHAVIOR at Sacred Heart School. Copy the paragraph.
2. Then skip two lines and write an essay (minimum 150 words) that includes the following points:
  - The behavior for which you were corrected. If you believe yourself to be innocent, then explain the behavior from the teacher's perspective.
  - How that behavior differs from the standard behavior that is described in the *Handbook*.
  - How you can change the behavior to be in compliance with Sacred Heart standard behavior.
  - How you will make restitution or reconciliation.
3. Type the above assignment. Or, if you choose to handwrite it, use ink, best penmanship without cross-outs, and observe margins.
4. Sign and date the assignment.
5. Obtain a parent signature.
6. Staple this INFRACTION SLIP to your assignment.
7. At the beginning of the next class day submit the assignment to the teacher who issued the infraction.

### Classroom-Specific Infraction

*(This is a SAMPLE based on how I, Sister Pat, organize my classes. Each teacher will have to create his/her own paragraph with the specifics of his/her classroom. However, **it will be most beneficial for all teachers to agree on the basics to be included.** For instance, how to enter/leave the classroom, chat volume, prayer reverence, etc.). Or, better yet, if it is possible, agree on a **single paragraph that is true in all classes.***

Standard behavioral expectations in the classroom include: enter quietly through the front door and leave quietly from the back door, limit speaking tones to a level of 3/10, settle quickly and begin the transition exercise silently and independently, stand for prayer and participate with attention and reverence, remain seated, "on task," and respectfully quiet throughout the class period, raise hand to obtain permission to stand/walk around/leave the classroom, act in a manner of a "*peacemaker, servant-leader, community builder, and zealous learner,*" practice the virtues of "*respect, generosity, hospitality, kindness, and industry,*" and be prepared to keep self constructively occupied if "down time" occurs (ex. read a book, work on an upcoming assignment, review for test/quiz). If corrected, apologize, and change the behavior. [NB: The italicized terms are found in *Handbook*, Page 4.]

1. Copy the above paragraph of **standard classroom behavior expectations**.
2. Then skip two lines and write an essay (minimum 150 words) that includes the following points:
  - The behavior for which you were corrected. If you believe yourself to be innocent, then explain the behavior from the teacher's perspective.
  - How that behavior differs from the stated standard classroom behavior.
  - How you can change the behavior to be in compliance with Sacred Heart standard behavior.
  - How you will make restitution or reconciliation.
3. Type the above assignment. Or, if you choose to handwrite it, use ink, best penmanship without cross-outs, and observe margins.
4. Sign and date the assignment.
5. Obtain a parent signature.
6. Staple this INFRACTION SLIP to your assignment.
7. At the beginning of the next class day submit the assignment to the teacher who issued the infraction.