

August 8, 2022

Dear Parents, Guardians, and Students:

Thank you for choosing East Baton Rouge Parish Schools to educate your children. Our responsibility is to build character in your child and provide exceptional opportunities in academics, arts and athletics.

We ask that you make sure your child attends school each day and is prepared to make the best of it. Well balanced meals and a good night's sleep are the best ways to ensure this.

The Students Rights and Responsibilities Handbook and Discipline Policy, establishes clear behavior expectations to ensure the safety of your child and of other children. The handbook establishes your "rights" as a member of the learning community and your "responsibilities" to others.

The handbook contains detailed information about the school system's Fighting Policy. In short, the following violations will, at least, result in a student's recommended expulsion: the use or possession of weapons, explosives, illegal narcotics, drugs or controlled substances; and participation in physical attacks or batteries or two (or more)-on-one fights. Further, the police may be called in instances when there is a fight involving students twelve years of age or older, making students subject to arrest. The handbook has been modified to prioritize classroom and school-based interventions, as required by recent legislation. However, students will be held accountable for misconduct, and appropriate consequences will be issued. To avoid these consequences, we encourage parents to discuss with their children the importance of conducting themselves in an appropriate manner while at school or any school-sponsored event.

We want students to enjoy their time at school and to be successful; so, let me offer some suggestions:

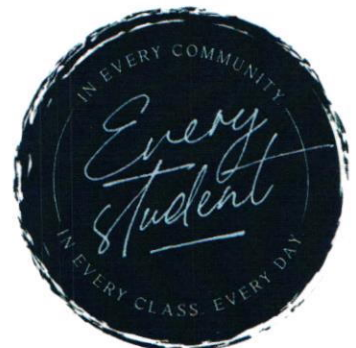
1. Please get involved in your school, and participate in activities and organizations sponsored by your teachers.
2. Please be prepared and ready to learn. Make sure you arrive at school and class on time.
3. Please treat other students, teachers, staff members, administrators and others in the school with dignity and respect.
4. If you have a concern about something happening at your school which creates an unsafe situation or condition, talk to a teacher or responsible adult immediately.

Wishing you all the best for a great school year in 2022-2023.

Sincerely,



Sito J. Narcisse, Ed.D., Superintendent  
East Baton Rouge Parish School System





Middle and High School Discipline Centers  
East Baton Rouge Parish School System  
2611 Dayton Street  
Baton Rouge, LA 70805  
Middle (225) 775-4285 High (225) 757-9679

## Procedures for Referring a Student For Short-term Suspension

1. All middle and high school centers are open from 7:00 am till 2:00 pm daily. New student registration is from 7:00 until 8:00 each day. Returning students must report by 7:30 am. All middle and high school students must be picked up at 1:30 pm daily.
2. The elementary center opens daily from 8:00 am until 2:30 pm daily. New student registration is from 8:00 until 8:30 each day. All returning students must report by 8:30. All elementary students must be picked up by 2:30 pm daily.
3. No transportation is provided for any student assigned to a discipline center.
4. Students should bring assignments with them daily. Textbooks, chromebooks, and headphones are provided. Students may bring inexpensive headphones for classroom use; staff will not be responsible for personal headphones. No book bags or large purses are allowed.
5. Any absence from a discipline center during a suspension is recorded. Any documentation must be submitted to the home school.
6. A student may attend the center of his/her parent's choice (usually the one closest to his/her home), with the exception of conflicting student circumstances.
7. Give the student a copy of the AP1 form assigning him/her to the discipline center along with the "Discipline Center Letter to Parents" showing start time and pick up time at the discipline centers.
8. When the student has completed his/her stay at the Discipline Center (successfully or unsuccessfully) the yellow copy of the AP2 form will be given to the student for their records.
9. Middle/High schools will receive the Discipline Center Student Transition Information documents in the "Pony" and should retrieve all student Discipline Center documents from your home school's assigned Google drive.

### ELEMENTARY:

Please make sure that students assigned to the discipline center have "enough" assignments to accommodate the length of the suspension. Although we have some materials for each grade level we do not have workbooks, worksheets, etc. for the lessons in which your students may be participating at any given time.

All long-term suspensions (11 – 20 days can only be assigned by the Hearings Office) and ESS students (on the 10<sup>th</sup> cumulative day he/she is suspended and all subsequent days in order to receive services) must be assigned to EBR Readiness (Elementary campus) for elementary students and EBR Readiness (Middle campus) for middle school students and EBR Readiness SA for high school students. Transportation will be provided. EBR Readiness SA (Elem., Middle, nor High) shall not suspend any ESS student to a discipline center. EBR Readiness SA (Elem., Middle nor High) shall not suspend any regular education student to a discipline center for more than four times and not more than five days each suspension.