

## F-VI. CONDUCT POLICIES

### Blue Grass Baptist School Standards of Conduct Philosophy

BGBS is a Christ-centered community of students, faculty, staff, and parents who desire to provide a safe, peaceful, and loving environment that promotes learning and character development. The guidelines listed in this handbook are based on Christian principles, appropriate standards of conduct, and common sense.

Proverbs 22:6 speaks of training a child in the way he or she should go. This involves disciplining a child's life so that he or she can learn to function according to God's way. Since we each stand accountable to God, students should be taught accountability, personal responsibility, and the consequences of choices they make in their lives. God Himself disciplines His children when they are not in complete obedience to His will. BGBS seeks to administer discipline in love, helping students to understand that certain behavior is not pleasing to the Lord.

*Discipline, when administered in love, not only brings about a desired change in one's behavior, but also results in spiritual growth in a Christian's life.*

Discipline includes reminders, rewards, praise, correction, reproof, and repentance on the part of the student. It is not meant to be enjoyable, but it should be consistent and fair. Attempts will be made to have the correction "fit the offense." It is expected that parents will support the proper use of discipline within the school. A discipline sheet will be sent home when parental help with a problem is needed.

*Love is the main element of discipline. We love our students enough to discipline them. Firm boundaries are drawn and enforced with love.*

### Disciplinary Goals

- Respect authority- Someone has said, "Consequently, he who rebels against authority is rebelling against what God has instituted and those who do will bring judgment on themselves."
- Use time wisely- "So teach us to number our days, that we may apply our hearts unto wisdom." Psalm 90:12
- Be considerate of others- "Let no corrupt communication proceed out of your mouth, but that which is good to the use of edifying, that it may minister grace unto the hearers. And be ye kind one to another, tenderhearted, forgiving one another, even as God for Christ's sake hath forgiven you." Eph. 4:29,32

## DISCIPLINE GRADES K – 4

Each teacher is given the liberty of making and enforcing classroom and playground regulations that he or she feels is in accordance with Christian principles and discipline as set forth in the Scriptures. It is the responsibility of the student to respect the teacher at all times as the authority in the classroom.

Students in kindergarten through fourth grade will be treated fairly and reasonably. Discipline will be based on careful evaluation of the circumstances for each case. Factors considered will include seriousness of the offense, the student's age, frequency of misbehavior, and the student's attitude.

Offenses of a serious nature or repeated offenses will result in communication with parents and may be referred to the Principal's office.

## DISCIPLINE GRADES 5 & 6

Each teacher is given the liberty of making and enforcing classroom and playground regulations that he or she feels is in accordance with Christian principles and discipline as set forth in the Scriptures. It is the responsibility of the student to respect the teacher at all times as the authority in the classroom.

Students in fifth and sixth grades are making a transition to middle school. Discipline will be based on careful evaluation of the circumstances for each case. Factors considered will include seriousness of the offense, the student's age, frequency of misbehavior, and the student's attitude.

Teachers will send a note home if the discipline has little effect or must be used too frequently. Teachers have the option of using After School Detention (ASD), if needed.

Offenses of a serious nature or repeated offenses will result in communication with parents and may be referred to the Principal's office.

## DISCIPLINE GRADES 7 – 12

Each teacher is given the liberty of making and enforcing classroom regulations that he or she feels is in accordance with Christian principles and discipline as set forth in the Scriptures. It is the responsibility of the student to respect the teacher at all times as the authority in the classroom.

Discipline for grades seven through twelve is based on a demerit system. Demerits will be given for improper behavior.

Students will be assessed 1 demerit for Level I infractions, 3 demerits for Level II infractions and 5 demerits for Level III infractions.

### **LEVEL I:**

Level I infractions are minor misbehaviors which impede orderly classroom procedures or interfere with the orderly operation of the school. This misbehavior can usually be handled by an individual teacher or school staff member.

- Violation of classroom rules
- Classroom disturbance, restlessness, talking out of turn, out of seat, or mischief
- Rudeness or disrespect to a fellow student
- Cheating, lying; first offense\*
- Non-defiant failure to do assignments or follow instructions, or lack of cooperation
- Reporting to class without materials, supplies, assignments, homework, or papers (grade report) to be signed and returned
- Bringing non-school use items to school
- Repeated Level I offenses will be assessed an additional demerit.

\* See *Consequences for some infractions beyond the demerit system*

### **Non-school use items:**

Non-school use items are defined as items not intended for school use. The list includes, but is not limited to, **CELL PHONES**, radios, tape/CD players, I-pods, MP3 players, aspirin/pain killers/non-prescription drugs, books, chewing gum, magazines, comic books and other such items that are not related to class work.

If found, non-school items will be confiscated for the day, for the first offense, for one week for the second offense with parental retrieval and until the end of the school year for the third offense.

**“All illegal and illicit materials and the device it is stored on (print, video, web content and audio) will not be returned to the student.”**

### **LEVEL II:**

Level II activities are misbehavior whose frequency or seriousness tends to disrupt the learning climate of the school. Included in this level are misbehaviors which do not represent a direct threat to the health and safety of others, but whose educational consequences are serious enough to require corrective action on the part of

administrative personnel. The teacher or staff member will immediately refer/report the student to an administrator/Principal.

- Horseplay
- Fighting (simple, no injury)
- Activity and/or attitude that shows a lack of respect for authority
- Profanity, abusive or suggestive language, gestures, pictures, writings
- Defiant failure to do work or follow instructions
- Skipping class, school or being out of assigned area
- Public display of affection (PDA).\*

*\* See Consequences for some infractions beyond the demerit system*

### **LEVEL III:**

Level III activities seriously threaten the safety of the student, classmates, or staff. These acts require administrative action which usually results in immediate removal of the student from class or the school activity planned, and may result in suspension, expulsion, and/or intervention of local law enforcement or action by the school.

- Second offense of Level II behavior shall be treated as Level III
- Gross lack of respect for authority or property
- Activity that violates Biblical moral codes of conduct\*
- Refusing punishment
- Stealing, gambling\*
- Threats of violence, harassment, bullying or intimidation, exhibiting hostile actions to others \*
- Horseplay that results in injury
- Fighting (simple, repeated) or fighting with injury
- Extortion, arson, vandalism\*
- Unlawful use, possession of, or being under-the-influence of drugs, tobacco, or alcohol (real or look alike) on school property, or at any school event or activity\*
- Possession of or use of dangerous weapons/explosives (real or look alike) or stolen property. This is a violation of U.S., state or city laws\*

*\* See Consequences for some infractions beyond the demerit system*

When demerits are assigned a slip will be sent to the office listing the infraction, and the student's parent(s) or guardian(s) will be contacted by office personnel. If a student accumulates 5 demerits, he or she must report for After School Detention (ASD).

## **AFTER SCHOOL DETENTION, (ASD)**

After School Detention days are Tuesdays and Thursdays for 1 hour after school. Students must arrange transportation home. The teaching staff will perform this duty on a rotating basis. After School Detention (ASD) will be assigned by the Principal for disciplinary reasons, based on the accumulation of demerits, based on the following conditions:

- Detention will be from 3:30- 4:30 PM.
- Students must be in standard dress code.
- Students may be assigned custodial or grounds cleaning duties.
- After School Detention is not a study hall nor is it a time for academic tutoring.
- Students who do not show for ASD on time will be assigned an extra ASD in addition to their current

one.

ASD may be postponed due to a legitimate conflict (i.e. Doctor's appointment) by the principle. Please note that extracurricular activities and/or work are not acceptable excuses for missing ASD.

**CONSEQUENCES FOR SOME INFRACTIONS BEYOND THE DEMERIT SYSTEM**

*Some misbehavior requires additional steps beyond the demerit system.*

**Consequences for cheating:** If it is determined that a student has indeed cheated, the following actions will be taken:

- The student will receive a zero on the assignment.
- The Principal will be notified.
- A conference with the parent, student, teacher, and Principal will be held.
- If the student holds any sort of leadership position in a club, class or athletic team, the student may lose the position.

**Consequences for lying:** Student is to make a written apology and confession..

**Consequences for stealing:** Student is to make a written apology/confession and must make restitution for the stolen property.

**Consequences for vandalism:** If a student **unintentionally** breaks, defaces, or destroys public/school or private property, he or she is responsible to replace or reimburse the value of that which was broken, defaced, destroyed, or lost.

If a student **intentionally/ willfully and/or maliciously** breaks, defaces, or destroys public/school or private property, he or she must:

- Submit a written apology/confession.
- Replace or reimburse the value of that which was broken, defaced, or destroyed.

**Consequences for activity that violates Biblical moral codes of conduct:** This policy applies to moral issues including fornication and its probability of pregnancy. In general, when fornication or other public sin becomes known by the school administration, the sin must be dealt with as public knowledge and requires action by the administration. Action taken may relate to events that have occurred either at school or outside of school.

Suspension with possible expulsion may be the action taken by the administration in cases of public knowledge of sin involving, but not limited to: the using of narcotic drugs, alcoholic beverages, fornication, and immoral sexual activities, including pornography.

**Consequences for public display of affection (PDA);** i.e., holding of hands, embracing, or kissing between students during the regular school day or on school field trips. Dating couples are never to be unchaperoned in the school or on the grounds. At voluntary activities like ballgames, ring dinners, or banquets, dating couples may hold hands. Dating couples may sit side by side, but not in each other's laps. Any student not following this policy may be assigned ASD.

**Consequences for threats of violence, possession or use of dangerous weapons or explosives:** Blue Grass Baptist School has a no tolerance policy involving threats or perceived threats of violence by students. Parents should understand that the school's first responsibility is the protection of all of its students. The school takes this responsibility very seriously. Therefore, if a student brings a weapon to school or to a school function or has a weapon on his or her person, the school will immediately suspend the student. Parents are advised that the school will contact local police or appropriate authorities.

**Consequences for harassment, bullying or intimidation:** Harassment, bullying, and intimidation will not be

tolerated. Behavior of this type could lead to suspension, probation, expulsion, or dismissal.

## SUSPENSIONS

When standard methods of discipline do not work or the misbehavior is of such a dangerous or severe nature, BGBS reserves the right of suspension, probation, expulsion, or dismissal from the school. Level III actives may fall under this heading. Repeated ASD visits are an indicator that the student has not learned proper behavior.

The Principal has the right to institute suspension and/or probation. The Principal, in conjunction with the Chairman of the BGBS Board, can institute expulsions. The Board of Directors has the right to institute dismissal.

### Suspensions:

There are two types of suspension.

**Immediate Suspension:** If the Principal perceives a student's continued presence in school is an immediate danger to the student or other persons or property or is an on-going threat to the academic process, the student shall not be allowed to return to class. Upon suspension of a student, the Principal shall make an immediate attempt to contact the parent or guardian to inform him or her of the reason(s) for the suspension. The Principal shall provide the parent or guardian with written reason(s) for the suspension.

**In-school suspension (ISS):** ISS may be used by the Principal to maintain discipline when there is no threat of violence. The Principal shall provide the parent or guardian with written reason(s) for the suspension.

Blue Grass Baptist School reserves the right of suspension or dismissal at any time during the school year at the discretion of the administration. Any student who persistently neglects his or her school work, who fails to meet academic standards, club or team qualifications, who exercise poor citizenship, who fails to cooperate, or whose parents fail to cooperate, may be asked to withdraw from the school.

The Administrator/Principal is authorized to suspend a student from attendance at school or any school-related activity for up to ten (10) days.

A pupil who is suspended during the last ten (10) days of any term or semester shall be permitted to take his or her examinations and submit the required work to complete the year.

- Students are responsible for all work missed during any suspension, and make-up work will be treated as an excused absence. **But, the student will lose one academic point per the number of days suspended in each class at the end of that grading period.**
- A suspended student will not be allowed to come on campus or attend any school function or practice until the day he/she returns to school from the suspension.
- A suspended student must report to the Principal to obtain re-admittance to class.

The student, through his/her parent or guardian, may make written request for removal of this suspension. This request should be in writing, signed by the student and one of his or her parents or guardian.

If a student is suspended from BGBS, the parents are still obligated to pay the full tuition.

## PROBATION

Probation gives a student an opportunity to correct his or her problem. If he or she does not improve to a satisfactory level, he or she will be asked to withdraw from school or may not be allowed to re-enroll the following semester.

### **Invoking Probation**

The probation will take place after the Principal has reviewed the student's behavior, attitude, and/or academic performance. A conference will be held with the parents, the student, and the administrator to give notification and

explanation of the probation. Students who have three ASDs within a nine week grading period will automatically be placed on probation.

**The Probation Period:**

- The probation will **last from nine weeks, up to the end of the school year.**
- The student’s activities will be limited and all positions of trust and responsibility must be relinquished during this time.

**EXPULSION/DISMISSAL**

Blue Grass Baptist School reserves the right of expulsion or dismissal at any time of the school year. Expulsion will be administered by the Principal with the consent of the Board Chairman. Appeal of expulsion may be made in writing to the Board Chairman within three days of the expulsion. Dismissal is made by the Board of Directors.

A student may not attend classes during request for an appeal. A student who has lost the privilege to attend BGBS may not be permitted to attend BGBS-related events or be on BGBS property.

Expulsion or dismissal may occur when any of the following take place:

1. Possession of, or use of, weapons, drugs, or drug “look-alike” substances, or the misuse of any prescribed drugs of any kind on or off BGBS property.
2. Selling or supplying *prescription* or illegal drugs.
3. Possession, consumption, supplying, or selling alcohol on BGBS property or at BGBS-sponsored events.
4. Repeated violations of discipline that have resulted in suspensions.
5. Failure of parents to cooperate with BGBS in discipline of their children.
6. Assault or battery of a teacher, staff member, *or student*.
7. Sexual misconduct, physical conduct and/or contact of a sexual nature, verbal abuse of a sexual nature, sexual innuendoes and gestures, or other serious sexual misconduct.
8. Moral Misconduct-Pregnancy/Fornication or the causing of pregnancy, computer/internet use for immoral purposes, or other serious moral misconduct.
9. Lying, cheating, stealing, vandalism.
10. Possession, transfer, sale, or discharge of any fireworks, explosive device, live or discharged shell or ammunition, or of any gun (including a toy gun, pellet gun, or cap gun) on school property at any time or during a school function at an off-campus location.
11. Possession or use of a knife or any instrument that is used to threaten others or which is perceived to be capable of inflicting physical harm.
12. Students can be expelled from school for exhibiting violent or severely disruptive behavior of any kind, including serious moral misconduct, whether at school or within the local community.

**RESTORATION**

Students who are dismissed may reapply to BGBS. The request for readmission should be in writing to the Board Chairman. The parents of the involved student shall be informed of the place and time for such review and shall be invited to address the Board regarding the matter. The decision to re-enroll or deny re-enrollment shall be at the discretion of the Board of Directors. Restored students will be on probation for one year.