



Discipline Code

The purpose of the Discipline Policy for Guardian Catholic School is to ensure that proper order is maintained in a manner that is in keeping with the philosophy established by the Diocese of St. Augustine. All disciplinary action is directed toward the child's growth in self-knowledge, in self-discipline and in understanding of his/her Christian responsibilities. Administrators, teachers, staff members and parents work together to teach appropriate and Christian behavior.

Students are subject to the Discipline Code at all times while on school grounds and when representing the school at functions such as sporting events and field trips. Guardian Catholic School reserves the right to discipline a student whose actions, whether on campus or off, reflect discredit to Guardian Catholic School.

Guardian Catholic has adopted the Foundations Program for Safe and Civil Schools. The CHAMPS component is related to classroom management. Foundations fosters positive relationships within a caring and collaborative environment. Students are helped to make good choices through direct teaching, modeling and monitoring. Foundations is data driven and focuses on continual growth and improvement. This positive environment with its structures and procedures supports a climate of learning and Christian living. Our structures and procedures are organized to promote successful behavior from all students. We establish and communicate clear schoolwide and classroom behavior expectations with equitable responses to misbehavior, thus fostering positive academic engagement, decision making and behavioral/academic performance. Although we create an environment to support students in making good behavioral choices, we realize that sometimes students need increased structure and support to make better decisions. Therefore this policy encompasses a four tiered approach to addressing behavioral problems and their related consequences. It is our hope that this leveled system will help students in forming appropriate behavior responses to all situations.

Nothing in the Discipline Code precludes Guardian Catholic School's administrators, teachers, staff, and volunteers from alerting law enforcement authorities when violations of federal or state law are discovered.

LEVEL 1

Level I misbehavior includes, but is not limited to, such things as minor disruptions, not completing assignments or homework, not following directions, teasing, minor disrespect, failing to be in the proper school uniform, running in the hall or other rule infractions in common areas. Classroom teachers and staff members assign consequences for misbehaviors at the first level.

LEVEL 2

When any Level 1 misbehavior is repeated frequently, it becomes chronic and moves to Level 2. For Level 2 offenses, teachers communicate and document this misbehavior via a Behavior Event within FACTS SIS. All Behavior Events are emailed to the parent so that the parent is aware of the misbehavior that occurred and can reinforce the school's expectations with their child. Level 2 misbehavior includes any Level 1 infraction that becomes chronic, and these or similar behaviors: severe disruption, disrespect, chronic non-completion of assignments or homework, late completion and submission of homework, rude or indecent behavior, forging a parent's signature, name-calling, putdowns, profane language or gestures, repeated teasing, and behavior that might be gender or racially based. Teachers and staff members assign consequences that may include any Level 1 consequence as well as lunch detentions, recess detentions, and afterschool detentions. Teachers will contact parents regarding the offense via the Behavior Event email. A parent conference may be required.

LEVEL 3

Level 3 offenses include any severe misbehavior; the student is sent to the office immediately. A Disciplinary Referral will be issued for any student involved in these or similar incidents:

1. Fighting / hitting
2. Sexual harassment
3. Bullying / harassment
4. Stealing
5. Physically dangerous behavior
6. Defiance

7. Gender, racial, or other gross teasing
8. Cheating
9. Repeated forgery
10. Destroying property
11. Obscenity
12. Flagrant disrespect to a person in authority (e.g., cursing at a staff member)
13. Consistent non-conformity to the dress code
14. Possession of pornographic material

Violations at this level always include a conference with the principal, parents, and involved staff members. Consequences are determined by the principal and administrative staff and may include suspension and/or expulsion. Other corrective actions may be assigned at the discretion of the principal.

After behavior referrals have been issued, the principal and administrative staff will determine whether the student should remain enrolled at Guardian Catholic School.

Level 4

Level 4 offenses include potentially illegal behavior:

1. Alcohol – the possession, transfer, use or sale of any alcoholic beverages
2. Drugs – the possession, transfer, use or sale of drugs or drug paraphernalia
3. Tobacco – the possession, transfer, use or sale of any tobacco product
4. Firearms – the possession of any firearm (including starter guns or parts thereof), or of any similar, destructive device
5. Weapons – the possession of any knife, metal knuckles, tear gas gun, chemical weapon, stun gun, BB gun, or other instrument or device that demonstrates the intent to go armed
6. Assault – any serious assault resulting in bodily injury
7. Sexual activity – consensual sexual activity between students

When the violation occurs, the student's parents/guardians will be called and informed of the violation and will be required to immediately pick up the student from school. Students and parents will be informed either orally or in writing of the school rules that have been violated and of the specific grounds for disciplinary action. A conference will be scheduled with the principal, parents, and involved staff members. The student will thereafter be suspended from school until a decision is reached on the consequences of the violation. Upon the recommendation of the principal, these and

similar major violations may result in extended suspension, required counseling prior to returning to school or expulsion.

A student may be expelled from school at the discretion of the principal because of incorrigible or unacceptable behavior or conduct that affects the physical or moral welfare of the school or students.