

# COASTLINE CHRISTIAN ACADEMY

## Student Conduct Policy

In keeping with the purpose of CCA, we desire students to conduct themselves in a Christ-like manner and demonstrate behavioral, as well as moral and academic, excellence. We expect that students will grow and mature in their ability to imitate Jesus.

We are committed to the following goals:

- Creating a loving and encouraging atmosphere
- Creating an attitude of other-centeredness
- Creating an atmosphere of order
- Clearly establishing and consistently enforcing rules and expectations
- Teaching basic respect for peers, authority and property
- Encouraging self-control and personal responsibility
- Displaying and encouraging Christ-like behaviors and attitudes
- Working to maintain the partnership between home and school

Classroom and playground rules will be clearly explained to the students by the teachers and principal. While most students will abide by the rules, the reality is that there will be times that some will not. There will be concrete consequences for undesirable behavior. The students must know that the principles governing their behavior will be consistently applied. The purpose of any disciplinary action is to cause the student to understand that his/her actions can and do affect himself/herself and others, to produce an appropriate sorrow leading to repentance, and to restore him/her to a right relationship with his/her peers, teacher, and the Lord.

What constitutes an infraction in the classroom will differ from teacher to teacher. Each teacher will clearly state the rules and consequences at the beginning of the school year. Examples of offenses are:

Talking out of turn	Forming cliques or excluding others
Leaving seat without permission	Disturbing other students
Being uncooperative	Throwing objects in class
Not bringing materials to class	Not showing respect for property
Not doing homework	Leaning back in chairs
Not following directions	Wasting class time
Getting into teacher's desk without permission	Being in an unsupervised classroom

### **Office Visit**

If necessary, a student will be asked to leave the classroom and go to the office. The office visit makes it clear to the student that the administration is aware that he/she is not conforming to the classroom rules. A record will be kept for each student sent to the office. A discussion will inform the student of the consequence for the behavior and any further consequences if the behavior continues. As warranted by the behavior, a "green slip" will be sent home with the student to the parents. The "green slip" will inform the parents of the incident and will require the parents to sign acknowledgement of receipt and return it to the Administrator. Parents will be invited to contact the teacher or the Administrator if they would like to discuss the matter or if they desire further details. Examples of offenses leading to an office visit:

Consistent in-class difficulties	Disrespect for authority
Direct disobedience	Shoving, pushing, provoking
Mistreatment of another student	Loss of self-control
Irreverence to God	Damage to property by abuse or neglect
Mocking school standards	

### **Behavioral Contracts**

If a student has demonstrated ongoing behavioral problems, the student will be put on a Behavior Contract. Parents and student will sign the contract when it is initiated. With each subsequent incident of misbehavior, the student will sign a line. What constitutes behavior at the level of a signing "offense" will be determined at the discretion of the Administrator. After three signings, the student will be suspended for the rest of the day. After the fifth signing, the student will be suspended for two days. After the seventh signing, the issue will be referred immediately to a Board committee for potential expulsion.

Students who have been put on a Behavior Contract will be considered on probation for the remainder of that academic year and the following academic year. Students who are placed on Behavior Contracts during two consecutive academic years may be asked not to return to CCA.

### **Suspension**

A student may be suspended for repeated minor offenses or a single serious offense. The student will be sent home for a specified period of time, ranging from the rest of the day to three days. Work missed during the suspension must still be completed and is due in its entirety the day the student returns. Examples of actions leading to suspension:

Refusing to comply with an adult directive; showing no remorse for disobedience; blatant disrespect for the rules; bringing a pocket knife to school unintentionally; consistently failing to return school work; fighting on the playground or in class; bullying, cheating, stealing, lying, profanity, obscenity, or other inappropriate behavior

Suspensions will be made as referenced above in relation to Behavior Contracts, but a student may be suspended without being on a contract, at the discretion of the Administrator. At the time of suspension, the Administrator may also set requirements for re-admittance following the suspension. In the event that those requirements are not met, the suspension may continue until they have been satisfied. Suspensions lasting for one full day or more will result in the immediate implementation of a Behavior Contract for that student.

### **Expulsion**

Expulsion is reserved for students who pose a threat to themselves or other students or have shown repeated unwillingness to comply with school expectations and policies, including repeated suspensions or as referenced above under Behavior Contracts. Examples of actions leading to expulsion:

Threatening to seriously harm or kill another student or a faculty member  
Possession, sale, or use of drugs, alcohol or tobacco  
Possession or use of weapons with forethought or evil intent  
Possession of inappropriate material

When a student has engaged in behavior that, in the discretion of the Administrator, warrants expulsion, the Administrator will immediately relay the details of the matter to the Board Chairman, who may call an emergency meeting of the Board to consider the expulsion, or who may concur with the Administrator's recommendation and approve the expulsion immediately. When a student is to be expelled, a Board Committee will meet with the parents at the time the expulsion is effective, or not more than three days following the decision to expel, whichever is later.

In cases of damage to school or personal property, the student will be required to replace the damaged goods or render monetary restitution, the details of which are to be determined by the Administrator.

## **Student Attire Standards**

Student attire at a Christian school should reflect a student's dedication to Biblical precepts, modesty, and the restraints of good taste. We shouldn't be following the crowd and its standards, but instead we should be examples of a Godly standard. The parental role is to govern and guide the clothing purchases and to be an example of good taste and modesty as well. A student's clothing should not draw unusual attention nor should it be a distraction to either fellow students or faculty, either inside or outside the classroom. The following standards help create a school environment which is wholesome, academic, and cohesive, and which also allow the student to be comfortable, whether seated or playing outside.

### **For Girls/Young Women:**

Girls should wear skirts, skorts, dresses, slacks, jeans or shorts. Skirts, dresses, or shorts must be modest. If skirts or dresses are worn by young girls who want to play on the playground, shorts or loose-fitting leggings should be worn underneath. Tennis shoes will be required for physical education.

Overalls may be worn with an appropriate modest shirt if they are neat and not oversized. Jeans should not be tattered or torn.

Girls should not wear halter tops, spaghetti straps, tube tops or excessively revealing tops. Tee shirts are fine if they do not have inappropriate or distracting artwork.

Inappropriate or exaggerated makeup, footwear, or hairstyles are not to be worn.

### **For Boys/Young Men**

Boys should wear slacks, jeans, or shorts with appropriate shirts. Tee shirts are fine if they do not have inappropriate or distracting artwork. Sleeveless shirts should not be worn. Pants should fit tightly enough that they could be worn without a belt. Jeans should not be tattered or torn.

Exaggerated or inappropriate hairstyles will not be allowed.

Tennis shoes will be required for physical education.

**Should a student come attired inappropriately, clothes will be provided for the rest of the day which do meet the standards.**

**Final authority on any dress code question rests with the Administrator. There is no court of higher appeal.**