

## **VCSI Discipline Policy**

A part of assisting parents in raising children to their God-given potential includes classroom discipline, where we endeavor to “Train up a child in the way he should go [so that] when he is old he will not depart from it” (Proverbs 22:6). To that end, each teacher uses a Biblical discipline management system that encourages Godly behavior, establishes consequences for inappropriate behavior, and gives each child the opportunity for redemption and reward. Rather than focusing on punishing wrong actions, this approach has the goal of training our students to make wise choices and exhibit wise actions. It is based on the Biblical descriptions of our behavior, found in the book of Proverbs. The terms used there are wise actions, simple mistakes, foolish actions and defiant behavior. It is important to note that all these terms describe behavior, not the child.

**Wise actions** can be defined as actions that reflect thinking God’s thoughts, and acting God’s way. We become wise by consistently making wise choices and thinking, “What would Jesus do”? These may include, but are not limited to: following directions, helping others, waiting until you are called on to speak, being prepared for class, turning in homework on time, etc.

**Simple mistakes** are impulsive actions, or actions taken that reflect a lack of foresight for the consequences to come. These may include, but are not limited to: not following directions, following another’s inappropriate behavior, not being prepared, talking at inappropriate times, unwillingness to share, etc.

**Foolish actions** are actions taken which demonstrate a lack of understanding that something is wrong, arguing, tattling, and not wising up after repeated correction. Examples can be: arguing when a behavior is corrected, being mischievous for fun, name calling, etc.

**Defiant actions** are actions taken which show an intentional disregard for God’s ways. This can be seen in a bad attitude, anger, resentment or disgust expressed towards authority or others, and a refusal to listen to and/or receive correction. These may include, but are not limited to: physically hurting another person, bullying, verbal outbursts, etc.

While this system may look slightly different from classroom to classroom, the goal is the same: to train children to think before acting and to examine their actions in the light of God’s Word. Elementary School teachers will include an outline of how they implement the plan in their classroom handbook.

On rare occasions, a parent may be contacted during the school day to discuss a behavioral incident, especially an action that leads to the injury of another child. Open, honest conversations between teachers, parents and administrators are likely to produce the speediest changes in a child’s behavior.

We ask that parents advise administration of any changes that may affect the life of our students (sibling or parent illness, separation/divorce, job changes, birth or death in the family). All information will be kept confidential and may prove extremely useful in understanding behavioral changes as well as aid us in attending to special needs.

VCSI will not allow a student who continually misbehave to continue in their education with us. The Head of School may request the withdrawal of any student who is undermining, by his or her actions or attitude, the principles of a Christian education. We also reserve the right to increase or decrease the severity of stated penalties dependent on the individual circumstances.

#### **Classroom Expectations:**

- Listen and follow directions.
- Raise your hand before speaking or leaving your seat.
- Keep your hands and feet to yourself.
- Respect your classmates and your teacher.

#### **Passing Time Expectations:**

- Go directly to class.
- Respect other classmates as they move to their class.

#### **Lunchroom and Lunch Break Expectations:**

- Keep food and drinks in cafeteria.
- All food and drink waste thrown away in garbage cans.

### **In-Classroom Discipline Procedure**

Any behavior that interferes with other student's ability to learn will be addressed. Students will be given an opportunity to correct their behavior. If they choose not to correct his/her behavior, the following steps will be taken by the classroom teacher:

1. Verbal Warning
2. Verbal Warning: Student to meet with teacher at designated time.
3. Time out with an email or call home: Will be recorded in Renweb.
4. Lunch Detention if same behavior continues

#### **Discipline procedure:**

- Student can advance to any step at any time.
- Each week student begins with zero steps
- Any discussion about a student's steps is welcome after class. Discussions/comments during class will earn additional steps.

Behavior which keeps other from learning and can not effectively be corrected within the classroom will be escalated to the Dean of Students, Rashell Linenberger.

VCSI considers whether behavior is a habit or a heart issue which must be addressed. Since each student and situation is unique the following are samples, but not an exhaustive list of issues which may arise and how they might be addressed. The VCSI administration reserves the right to address each situation in a manner which is most effective for the student's spiritual growth, as well as, the well being of the other students in our school.

<p><b>HABIT PROBLEMS</b>          Verbal correction and potential detention.</p> <ul style="list-style-type: none"> <li>● Technology misuse</li> <li>● Lockers – messy &amp; open</li> <li>● Attendance – consistent tardiness</li> <li>● Dress Code Violation</li> <li>● Cell phone use at inappropriate times</li> <li>● P.D.A.</li> </ul>	<p><b>HEART ISSUES</b>          Automatic conversation with parent and discipline as the administration deems appropriate.</p> <ul style="list-style-type: none"> <li>● Cheating/Plagiarism</li> <li>● Lying</li> <li>● Attitude</li> <li>● Bullying &amp; Cyber Bullying</li> <li>● Disrespect</li> <li>● Sexual Harassment</li> </ul>
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Violation	SCHOOL	RESPONSE/CONSEQUENCE:
Dress code violation	ALL	<ul style="list-style-type: none"> <li>● Email home</li> <li>● Call home &amp; required clothing change</li> <li>● Options: T-shirt or new clothes</li> <li>● 3 Violations= Detention</li> <li>● Additional violations = suspension</li> </ul>
Backpack left laying around.  Lockers left open	MS/HS	<ul style="list-style-type: none"> <li>● Detention</li> <li>● Dropped in Office &amp; Detention</li> </ul>
Cell Phone Use at inappropriate times	MS/HS	<ul style="list-style-type: none"> <li>● Phone taken/Parent must pick up</li> <li>● Additional violation results in loss of cell phone privilege</li> </ul>
Inappropriate technology use	MS/HS	<ul style="list-style-type: none"> <li>● Technology taken/Parent must pick up</li> <li>● Additional violation results loss of technology privileges</li> </ul>
Tardies	ALL	<ul style="list-style-type: none"> <li>● 3 tardies in the morning will result in detention</li> <li>● 1 tardy to class during school day is a detention.</li> <li>● 5 tardies results in required Saturday school</li> </ul>

P.D.A.- Students should keep 6 inch distance from each other.	ALL	<ul style="list-style-type: none"> <li>● Detention and call home</li> </ul>
Cheating/Plagiarism	ALL	<ul style="list-style-type: none"> <li>● Zero given on test or homework</li> <li>● Call home and documented in Renweb</li> <li>● Additional cheating may result in suspension and expulsion</li> </ul>
Lying	ALL	<ul style="list-style-type: none"> <li>● Phone call home</li> <li>● Detention</li> <li>● Additional lying may result in suspension and expulsion</li> </ul>
Attitude/Disrespect	ALL	<ul style="list-style-type: none"> <li>● Detention</li> <li>● Additional offense call home and documentation in Renweb</li> <li>● Continued offense may result in suspension or expulsion</li> </ul>
<p>Bullying/Cyber Bullying</p> <p>Bullying is any gesture or written, verbal, graphic, or physical act, including electronically transmitted. Bullying is conduct that meets the following criteria:</p> <ul style="list-style-type: none"> <li>• is reasonably perceived as being dehumanizing, intimidating, hostile, humiliating, threatening, or otherwise likely to evoke fear of physical harm or emotional distress</li> <li>• is directed at one or more pupils</li> <li>• is conveyed through physical, verbal, technological or emotional means</li> <li>• substantially interferes with educational opportunities, benefits, or programs of one or more pupils</li> <li>• adversely affects the ability of a pupil to</li> </ul>	ALL	<ul style="list-style-type: none"> <li>● The administration will conduct an investigation into the incident and consult with the School Board regarding appropriate disciplinary measures. Bullying and cyber bullying is an offense which can warrant immediate expulsion.</li> </ul>

<p>participate in or benefit from the school's educational programs or activities by placing the pupil in reasonable fear of physical harm or by causing emotional distress</p>		
<p>Sexual Harassment</p>		<ul style="list-style-type: none"> <li>• The administration will conduct an investigation into the incident and consult with the School Board regarding appropriate disciplinary measures. Sexual Harassment is an offense which can warrant immediate expulsion.</li> </ul>