

Conduct & Discipline

Discipline is the training of a student to instill character development. This training is to help the student develop a pattern of Christian behavior, to produce self-control, to internalize values, and to give the student a moral compass. Lenoir City Christian Academy, a ministry of First Baptist Church Lenoir City, believes in the inerrancy of the Bible. Decisions will be based upon biblical principles. Effective discipline is one of the important functions of any school.

Expectations-

- Students should show Christ-like behavior and honor authority.
- Students should demonstrate respect to LCCA's faculty and staff (Romans 3:2)
- Students should demonstrate respect to fellow students (Ephesians 4:29, 32)
- Students should be respectful to LCCA property and property of others.

A parent/guardian who has a question concerning the decisions of any teacher should call the teacher to set up an appointment and discuss the matter with the teacher. Parents/guardians should not plan on discussing anything with the teacher in drop-off, pick-up lines, hallways, lunch, etc.

Elementary (Preschool – 5th Grade) Discipline Policy

At the elementary level, students are learning the basics of what it means to be wise. During this time, our desire is that students would learn to be obedient to those in authority and to show respect in all interactions. Other actions that would show that a student is growing in wisdom at this level include:

- Walking and using appropriate volume in hallways
- Finding ways to be helpful
- Saying please and thank you
- Acting with a servant's heart

Levels of Misbehavior

1st Level ("Simple" Misbehaviors)

Teachers will give clear instruction on what behavior is expected of students in the classroom and other times during the day. They will instruct students and remind them when unacceptable actions occur and will contact parents/guardians to work to solve in-class issues.

Repeated behavior violations will receive consequences to remind them that they are not following the expectations and rules. Consequences at this level may include being asked to sit away from the group, a seating change, etc. Repeated Level 1 behavior infractions will be documented in FACTS. Level 1 offenses include, but not limited to:

- Disruption of class
- Failure to follow instructions
- Not keeping hands to one's self
- Inappropriate language or joking

- Disrespectful language or action
- Dress code infraction

2nd Level ("Foolish" Misbehaviors)

If a child continues to not follow the rules and expectations after warnings and minor consequences, further consequences will be implemented and the administration will be consulted. Consequences at this level could include missing recess (think walking), eating lunch away from the class, or spending some time in the office. Level 2 offenses will be documented in FACTS.

- Repeated level 1 offenses
- Cheating or lying
- Defacing of school property
- Vulgarity or profanity

3rd Level ("High Level" Misbehaviors)

A child that continues with inappropriate actions after receiving the more serious consequences in Level 2, or does something more serious, such as the offenses listed below, they will receive consequences that are intended to let the child and parent/guardian know that they are a serious violation of academy policy. Students committing a Level 3 event will be immediately removed from the classroom and required to leave school as soon as the parent/guardian can come to the school. The administration will then determine the appropriate consequences. These behaviors will result in suspension (in or out of school), probation, or expulsion. Level 3 offenses include but are not limited to the following:

- Open defiance of disrespect of teachers or administration
- Bullying (repeated mean behavior toward another student)
- Fighting, or extreme disruptive behavior
- Gross vulgarity or profanity
- Biting
- Stealing
- Vandalism
- Any other aggressive or unsafe behaviors
- The use, possession or distribution of illegal drugs, alcohol, tobacco products, fireworks, explosives, or weapons of any kind.
- Pulling a fire alarm or a tampering with safety equipment.

Probation

A student may be placed on probation for any of the following reasons:

1. When showing insufficient academic progress due to neglect of studies;
2. When showing insufficient progress from student or parent/guardian to improve social/emotional or behavioral development;

3. When parents/guardians fail to comply with and support the disciplinary procedures of the academy.

Probation gives students opportunities to correct their problem. A student on probation loses all positions of responsibility, which may or may not be restored after probation ends. Students may not participate in athletics or other extra-curricular activities when on probation.

Middle School (6th – 8th Grade) Discipline Policy

Levels of Misbehavior

1st Level ("Simple" Misbehaviors)

Teachers will give clear instruction on what behavior is expected of students in the classroom and other times during the day. They will instruct students and remind them when unacceptable actions occur and will contact parents/guardians to work to solve in-class issues.

Repeated behavior violations will receive demerits which can accumulate and result in other consequences. Level 1 offenses will receive 1 demerit for each offense. Level 1 offenses include, but are not limited to:

- Tardy to class or academy
- Dress code infraction
- Disruption of class
- Eating and chewing gum
- Inappropriate language or joking
- Disrespectful language or actions
- Failure to follow instructions

2nd Level ("Foolish" Misbehaviors)

Level 2 offenses will be taken to the administration. The consequences of Level 2 offenses will result in demerits and may also include before or after school detentions or other consequences even if the number of demerits earned overall does not call for it. Level 2 offenses will receive 3 demerits for each offense. These include but are not limited to:

- Repeated Level 1 offenses
- Disrespect of peers or teacher
- Cheating or lying
- Defacing of academy property
- Skipping class
- Leaving class without permission

3rd Level ("High Level" Misbehaviors)

Level 3 offenses are considered very serious violations of the academy policy and philosophy whether they occur at or away from school. Students committing a Level 3 event will be immediately removed from the classroom and required to leave school as soon as the parent/guardian can come to the school. The administration will then determine the appropriate consequences. These behaviors will result in suspension (in or out of school), probation, or expulsion. The administrators will be consulted for all Level 3 consequences. Suspensions are given for behaviors that will likely result in expulsion. Level 3 offenses include but are not limited to:

- Open defiance or disrespect of teachers or administration
- Stealing
- Vandalism
- Bullying/Cyberbullying (Threatening a student at any time during school or outside of school)
- Fighting or extreme disruptive behavior
- Gross vulgarity or profanity
- Use of language (verbal, written, electronic or virtual) that is threatening in nature or could be construed as a threat.
- Cyber bullying or inappropriate use of technology including viewing or sharing of pornography or sexting.
- The use, possession or distribution of illegal drugs, alcohol, tobacco products (including vaporizers), fireworks, explosives, or weapons of any kind.
- Pulling a fire alarm or tampering with safety equipment
- Immoral behavior

Demerits and Consequences

Students that accumulate demerits for offenses will receive the following consequences:

- 7 Demerits: Before or after school detention; conference with principal
- 10 Demerits: Before or after school detention; nine weeks of ineligibility for leadership position such as worship team, team captain, etc.
- 15 Demerits: Before or after school detention; remainder of year ineligibility for all activities; conference with parents/guardians and principal
- 20 Demerits: Out of School Suspension; appeal to LCCA Board for continued admission.

Out-of-School Suspension requires two days off campus not including holidays and weekends. Term grades in every subject will be decreased by 3% for each class missed; this will also be considered an unexcused absence.

All demerits will begin at zero each school year unless earned the last day of school. Demerits earned the last three weeks of the first semester will be carried over to the second semester. If situations arise that do not have a written rule to govern them, an administrative decision will be made at that time, rather than overlooking the problem.

Probation

A student may be placed on probation for any of the following reasons:

1. When issued 15 demerits in a semester.
2. When showing insufficient academic progress due to neglect of studies.
3. When parents/guardians fail to comply with and support the disciplinary procedures of the academy.

Probation gives students opportunities to correct their problem. If they continue to get demerits and fail to take their schoolwork seriously, they will be expelled from school. A student on probation loses all positions of responsibility, which may or may not be restored after probation ends. Students may not participate in athletics or other extra-curricular activities when on probation.

Suspension and Dismissal of a Student

Parents/guardians must respond to behavior and disciplinary actions in cooperation with the child's teacher and principal. Action plans within the home that support behavior changes and discipleship are equally essential. LCCA partners with parents/guardians for the discipleship of their children and cannot manage student behavior effectively unless parent/guardian are engaged in behavior development improvement.

Where LCCA administration and teachers request testing from medical, educational or psychological referrals, parents/guardians must document the steps taken to provide support for their child. If parents/guardians do not take appropriate measures within a two week time frame, the student may be suspended until corrective actions are taken. LCCA may dismiss a student when the needs of a student cannot be met by the academy regardless of educational behavioral, social/emotional development plans.

In-School Suspension

If in-school suspension becomes necessary, parents/guardians will be notified. Suspension is determined by the LCCA administration. There will be a charge of up to \$50 to compensate the staff supervising in-school suspension for their time. Students are required to make up any work missed in class, but will be subject to a late penalty grade. The student will receive attendance credit for the day.

Out-of-School Suspension

Due to repeated and/or serious disciplinary infractions, out-of-school suspension may be assigned. Students are required to make up any work missed in class, but will be subject to a late penalty grade. Students must turn in missed assignments within one day of the student's return to school. The decision for out-of-school suspension will be decided by the headmaster and principal.

Dismissal

Lenoir City Christian Academy reserves the right to expel any student if LCCA determines that the program is not meeting the needs of the student, the student's presence poses a threat of the welfare of others, or if the student is unable to adjust to the academy's rules/structure, routine, and social

interaction. A two week notice will be provided; however, if the reason for dismissal/expulsion is due to a serious safety concern, the student will not be allowed in the school/classroom during the two week review period. Every effort will be made to work with the student and their family.

The following situations will necessitate the removal of a student from Lenoir City Christian Academy:

1. Aggressive behavior which threatens the safety and well-being of self-and/or others in the program. Well-being can be defined as emotional as well as physical.
2. A student requiring constant 1-on-1 attention from the teacher.
3. A student showing disrespect toward a teacher or another student.
4. Nonpayment.
5. Failure of the parent/guardians or student to follow written policies.
6. If the safety of the students or the program is compromised a student will receive out of school suspension, pending review of dismissal.
7. Any other conduct that exhibits behavior contrary to the Statement of Faith.