

STUDENT RESPONSIBILITIES & RIGHTS

BEHAVIOR/DISCIPLINE POLICY

Each member of Our Lady of Guadalupe School is expected to treat every other person with respect and courtesy, and deserves to be treated in a like manner. Adults play a very important role in teaching their children, both actively and by example, to exhibit a positive Christian attitude and to behave in a respectful and peaceful manner. It is our hope that by reinforcing positive behaviors and qualities, we will assist them in dealing with the conflicts that they face, empower them to deal with conflict when necessary, and thus encourage personal accountability/responsibility and a more positive attitude toward all.

The following are the basic rights, which must be safeguarded by and for each member of the Our Lady of Guadalupe School community.

1. Every student has the right to learn in a safe, positive environment
2. Every teacher has the right to teach and be supported in their efforts
3. Every parent has the right to be supported as the most important person in his/her child's life
4. Every person has the right to have his/her rights and feelings respected
5. Students, parents, and teachers have the right to expect others to respect their rights, and for individuals or groups to be responsible and accountable when behavior does not respect the rights of others

Good discipline is important because no group of people can work together successfully without established standards of behavior, mutual respect, and a desirable system of values that leads each person in the group to develop self-control and self-direction. Discipline in a Catholic school is considered an important aspect of moral guidance and development.

The purpose of discipline is to provide a classroom situation conducive to learning by establishing respect for the dignity of each person, and promoting responsibility and accountability when a person's choices result in disrespect by violating the rights of others.

Each teacher has an established behavior/discipline plan for his or her classroom, consistent with the overall school approach. A primary aspect of any classroom plan will be the promotion of self-discipline. To the degree that they are able, students will be involved in establishing specific aspects of the classroom plan, as well as consequences which promote responsibility and accountability. Teachers will communicate the classroom plan at Back To School Night. Parents and teacher are to be viewed as partners in this important undertaking and should be in direct contact when either feels the need.

STUDENT APPROACH

Our Lady of Guadalupe needs your help in keeping our school safe for everyone. Our Lady of Guadalupe will take seriously all threats to inflict harm to self and others. The school will respond to any statements or behaviors of a threatening nature, any behaviors by individuals that might pose a threat to the well being of students, staff or others and any weapon possession. Our Lady of Guadalupe has an obligation to keep our school safe and will take this matter seriously. Our Lady of Guadalupe school is not a place for practical jokes or offhand comments. If you become aware of a threatening situation, you must immediately report it to a teacher or the principal.

To be a student at Our Lady of Guadalupe School requires that students view themselves as members of a Christian community, which is their extended family. This community is centered on Christian values and faith. As a practical application of this, Our Lady of Guadalupe School expects that students will grow in their ability to be self-disciplined, and therefore requires the following of all students:

1. Respect and obey teachers, principal, staff, and adult volunteers. Respect and treat with dignity and kindness all members of our school community and all visitors to our school
2. Complete classroom and homework assignments in a timely and neat manner. Following an absence, contact the teacher and make up all work completely and on time
3. Remain after school dismissal only to participate in school sponsored activities under the direct supervision of school personnel
4. Support our athletic teams. Proper behavior by athletes and spectators is to be observed at all activities
5. Support Student Council
6. Wear designated school uniform
7. Refrain from chewing gum or sunflower seeds, riding bicycles, skateboards, roller skates/blades in the school yard, or climbing on or over fences, walls, or buildings
8. Refrain from fighting, bullying, pushing, shoving, using profanity, vulgarity, cheating, stealing, lying, dishonesty or vandalism
9. Absolutely no possession, distribution or use of tobacco, alcohol or any other illicit or improper substance, or the possession of weapons or any other object which could be harmful to the safety and welfare of others
10. Students may not leave the school grounds at any time during the school day without written permission from a parent/guardian and clearance from the office

Any faculty member, aide, or other designated staff member may give a student a detention. Detentions will be served on Wednesdays from 3:15-4:00 PM. **The only acceptable excuse for missing an assigned detention is a death in the immediate family.** Parents will receive written notice and/or a call from the student's teacher. Detention slips must be signed and returned to the teacher immediately.

Three detentions within a trimester will result in a suspension. Schoolwork and tests missed during a suspension cannot be made up and the student will receive zero credit, which could adversely affect their grades.

When students choose to exhaust classroom consequences, or seriously disregard the standards for behavior listed above, they will be sent to the principal wherein the following steps may be taken:

1. In-school suspension – removal from class for the rest of the day with a parent/principal conference if necessary
2. One day formal suspension – parent conference prior to the student returning to school
3. Multiple day suspension – parent conference prior to the student returning to school
4. One week (5 day) suspension and disciplinary probation - principal, parent and student conference prior to the student returning to school
5. Expulsion

WAIVER OF POLICIES

The school reserves the right to deviate from the order of the steps outlined above due to **severe** situations in the light of the school's standards for conduct and Archdiocesan policy. The principal, in consultation with the pastor, is the final recourse in all disciplinary matters and can, for just cause, waive any disciplinary regulation.

GANG MEMBERSHIP/INVOLVEMENT

Membership in, active involvement in, or affiliation with or "dress in gang" or a group responsible for coercive or violent activity is grounds for expulsion.

MIXED PARTIES

Mixed parties involving students of the upper grades even when they are held at home are strongly discouraged. Parents/guardians are asked to cooperate with this regulation, even though, strictly speaking, the matter of parent-sponsored parties is under parental control and not that of the school.