

## **PCA Upper School Code of Community**

### **Expectations**

As members of the Christian community, Providence Christian Academy students and faculty strive to live *coram deo*, that is, realizing that we are in the very presence of God. Everything we do is for His glory, and, the more conscious we are of God's presence among us, the more harmony we will find in our school.

The integrity of relationships is one of our top priorities, so the desired end of all discipline is the reconciliation of strained relationships between students or between students and their teachers. Faculty members are empowered to help students maintain their relationships with each other and their teachers and other school staff as they should.

Providence Christian Academy teaches students God's commands and helps them learn to obey by comparing their behavior to biblical requirements, commending them when they are obeying God's commandments and correcting them appropriately when they fail to obey. We also teach students to live within conventional social standards, so, even though the Bible does not tell us everything students should do, PCA asks them to demonstrate their knowledge of ordinary courtesies (e.g., dressing appropriately, not interrupting each other, etc.).

A large part of PCA's excellent reputation in the community results from the honorable and conscientious conduct of its students. A Providence student reflects the mission and identity of the school, no matter where he is. Students are expected to behave at all times with consideration for others in thought, word, and deed, and students must abide by the school's stated rules and any others stipulated by faculty members.

The first (and usually the only) person to deal with a discipline infraction is the teacher on the spot, whether in or out of the classroom. Faculty members may also consult with other teachers and, according to the seriousness of a situation, with the Upper School Principal and/or Headmaster. When discipline is necessary, parents may rely upon the teachers and administration to correct behavior in ways which will affirm biblical standards of fairness and justice, the dignity of each child, and the need for damaged relationships to be appropriately restored.

### **Code of Community**

The Code of Community illustrates good principles of life. It is a picture of healthy relationships and positive interaction. The Code of Community is based upon a practical mixture of ethical and moral imperatives derived from Scripture and institutional preferences which are intended to foster a climate of mutual respect. All students are expected to abide by the school's Code of Community, and it is further expected that parents will nurture, within their respective families, a climate of respect for and support of faculty and their efforts. The faculty, administration, and students will work to create an atmosphere that embraces the spirit of this code. Basic expectations include but are not limited to the following list:



**Feelings as well as physical bodies can be hurt; therefore, a climate of mutual respect in word and deed will be sought.** Students will avoid insults or unkindness toward one another.

**A safe and secure environment is desirable, and, since roughhousing can result in unintentional harm,** students will refrain from physical interference such as tripping, poking, hitting, and the like.

**Appropriate response to authority is critical to the shaping of a student's life in every way;** therefore, students will obey instructions and exhibit respect toward teachers and the school's staff and its supporting adults, promptly and willingly, avoiding a display of negativism of tone and attitude.

**Words have an integrity of their own, and God expects man to be a steward of thought and expressions;** therefore, students will refrain at all times from language which is vulgar and inappropriate and which demeans either God or mankind.

**Part of learning to live and work joyfully and productively together involves exhibiting sincere respect for others and their rights;** therefore, students will exhibit courtesy toward teachers and other students when asking questions and participating in classroom discussions. Students will conduct themselves in a manner that does not distract or detract from the learning environment.

**Students deserve the right to manage their own belongings responsibly and individually;** therefore, students will protect the property rights of others and refrain from meddling with the personal or assigned property of others.

**Clean, neat, and wholesome surroundings contribute to the educational environment of everyone;** therefore, students will do all in their power to keep the school and its campus neat and clean, as well as themselves, and avoid destruction or defacement of school property.

**Parents and staff place a premium upon the safety of all students;** therefore, students will remain only in authorized areas of the building and avoid exploring other areas without a staff member present.

**Noise and unusual activity can distract others;** therefore, students will walk quietly and in an orderly manner between locations in the buildings.

**The school cares about the health and well being of its students;** therefore, students will not possess or use drugs, alcohol, tobacco, or weapons on campus.

**The school desires to eliminate distracting behavior while promoting mutual respect for one another;** therefore, students will refrain from public displays of affection or dislike.

***Fidelity to truth in all forms is a way of honoring God, as well as the core of all meaningful human interaction;*** therefore, students will exhibit honesty in all their dealings with the staff and students of the school and its activities.

***One's actions impact not only one's own life but also the lives of others;*** therefore, illegal actions, conduct detrimental to the school or other students, and social media postings that are damaging to the school's reputation or a student's reputation will result in a meeting with parents to determine appropriate consequences.

***Courtesy is a demonstration of one's respect for another;*** therefore, students will act in accordance with social graces (holding the door for women, making eye contact and verbal greeting as someone walks by, offering a pleasant handshake to visitors, and using "yes sir" and "yes ma'am" with all adults).

Students are expected to abide by the principles and practices of the school. When a student does not abide by our code of community the first step is for the teacher to personally address the student. Very often a simple talk with the student will address the situation and no further action will need to be taken. If a negative behavior pattern is noticed by the teacher then the parent will be notified and made aware of potential consequences. When further action is needed then the school may use the following consequences in order to correct and teach the student.

### **Consequences**

Teachers may use other, less invasive means of correction which may include, but is not limited to, extra class work, cleaning on campus, or loss of privileges. Certain misconduct requires detention as a first step toward correction. Detentions are set up in the mornings so that they do not prove punitive to school teaching activities or obstruct extra academic help. A minor detention will consist of a 40 minute detention and a major detention of two 40 minute detentions (over two days). They will begin promptly at 7:15am and last until 7:55am on Thursday mornings. Students who are tardy for detention will be required to serve an additional detention on the next available detention morning. Lunch detentions may be given at the discretion of the teacher instead of morning detentions. When a detention is required, teachers will contact the parent and let the student and parent know when he/she will serve the detention. Teachers will copy the principal on the communication to the parent.

### **Minor Detentions**

All minor detentions issued Monday or Tuesday will be served on Thursday mornings of the same week; minor detentions issued on Wednesday through Friday will be served the following Thursday morning. Lunch detentions may also be given at the discretion of the teacher. Minor detentions are assigned at the discretion of the faculty or staff members. Examples of behaviors leading to minor detentions might include but are not restricted to violation of the Code of Community, excessive tardiness in accordance with the Attendance Policy, repeated uniform violations, and disrespectful behavior.

### **Major Detentions**

Major detentions will be served over a two-day period. The same process will apply to major detentions as with minor detentions, except that they will be served on successive Thursdays. Major detentions are assigned at the discretion of the faculty members. Examples of behaviors leading to major detentions might include but are not restricted to overt or aggravated violation of any part of the Code of Community, disrespect to any staff member or other adult, dishonesty, fighting, use of obscene or profane language, and repeated incidents of minor offenses. Multiple detentions may result in probation (including exclusion from all co-curricular activities including athletic activities), suspension or dismissal, depending on the seriousness of the infraction.

### **Probation**

PCA may place a student on a short-term probation (one to two weeks) during which the student will not be permitted to participate in any non-academic activities (i.e., field trips, athletic practices/games/meetings). Probation is at the discretion of the Upper School Principal.

### **Behavior Contract**

In a situation where negative student behavior persists, a behavior contract may be given. A behavior contract is an agreement between a student and the school that spells out specific standards which the student must uphold in order to continue enrollment at PCA. A student who violates that behavior contract may face suspension or immediate expulsion. A behavior contract will be created and given at the discretion of the Upper School Principal.

### **Suspension**

A suspended student is not allowed to attend classes, participate in any athletic or extracurricular events, or represent the school in any manner during the term of his or her suspension. In-school suspensions will be served on campus. Students serving out-of-school suspension will not be allowed on campus during the term of suspension. Students who are suspended will be allowed to make up all academic work missed. Students must personally contact their teachers to get their assignments and be prepared to turn them in and/or take tests on the day that they return to class unless they make other arrangements with the teacher. Suspensions will be given at the discretion of the Headmaster.

### **Expulsion**

A student who commits a major disciplinary infraction or repeatedly refuses to live up to the standards of PCA may be asked to withdraw or may be expelled. Expulsions will be at the discretion of the Headmaster.