



## STUDENT CODE OF CONDUCT AND DISCIPLINE CONTRACT

### **Our Philosophy and Expectations**

The degree to which a school is able to accomplish its primary aim of education is often determined by the style of student behavior exhibited in the school. The character of student behavior is most often determined by the parent/guardian's and the school's expectations of the students. Students are expected to be courteous and orderly at all times while on campus or on a school-sponsored field trip. At ZLCAA, the fundamental expectation for student behavior is that of respect:

- Respect/Reverence for God
- Respect for the environment
- Respect for authority
- Respect for one's peers
- Respect for one's self

Unacceptable behavior consists of:

- The use of conduct which is disruptive to learning, teaching or the effective functioning of the school.
- The use of disrespectful, violent, or inappropriate language or behavior.
- The exhibition of limited self-control, which could possibly lead to self-injury or the injury of others.

### **General Disciplinary Policy and Procedures**

Our goal is to successfully guide students toward the One who uniquely chose and qualified them for an appointed task. For it is when we embrace our identity in Him that we have victory over the noise and distractions of this world. Proverbs 13:24 tells us, "Those who spare the rod of discipline hate their children. Those who love their children care enough to discipline them." (NLT) The truths of Scripture can seem harsh in today's world, our adherence to Scripture comes from a place of love and obedience—it is in the child's best interest that we maintain boundaries of correction.

In accordance with state law, no teacher at ZLCAA is authorized to use any physical form of corporal discipline (i.e., spank, smack the back of a child's hand) without written parental authorization. If a parent or guardian does not authorize physical discipline, they must come to the school to discipline their child once contacted by Administration. Furthermore, no form of corporal punishment is authorized in response to poor grades. Discipline is reserved solely for the purposes of classroom management: it is intended to prevent disruptive, disrespectful, or violent behavior.

Furthermore, we are committed to:

- Never correcting for the purpose of humiliation or disparaging a student
- Being consistent in our correction because we know this builds trust
- Maintaining boundaries that aren't about limiting—they're about providing a safe space for students to learn
- Being available for students to discuss and share their feelings because communication is a two-way street

We want to partner with our parents/guardians, therefore, we will discuss with you your parental approach so that we can bridge your methods with the ZLCAA method. This includes, but is not limited to, this signed agreement at the beginning of the year. In this agreement, we can reach an understanding that is made known to the teacher and direct supervisor.

Disciplinary procedures are as follows:

- Teacher conferences with the student
- Referral given (Principal conferences with student)
- Notification to parents
- Detention
- Conference with the parent, teacher, and administration
- Suspension
- Expulsion

Based on the seriousness of the behavioral issue, school leadership may suspend or expel a student indefinitely, pending investigation. Based on the investigation and meetings with involved parties, Administration will make a final determination on the student's enrollment status. If a student is involved in repeated offenses, we maintain the right to remove him/her from the school.

### **Specific Behavior Concerns**

- **Fighting:** Fighting will not be tolerated at ZOE LIVE Creative Arts Academy. Any student involved in fighting is subject to suspension, probation, or expulsion from school.
  - a. If any student is found fighting, the following steps will be taken:
    - i. First Occurrence - 1-Week Suspension
    - ii. Second Occurrence - 2-Week Suspension
    - iii. Third Occurrence - Under Administrative Review for Expulsion
- **Harassment and Bullying:** ZOE LIVE Creative Arts Academy is committed to providing a school environment that is safe, healthy, caring, and respectful for all. Harassment and bullying will not be tolerated. Any inappropriate verbal or written conduct, or gesture directed at another student or staff member is prohibited. Bullying includes cyberbullying. The misuse of digital technology usually carries over to the school environment. Parents/guardians must closely monitor all social networks and digital interactions that the students use. All students witnessing or becoming the subject of harassment or bullying have the responsibility to report these activities to a staff member or an administrator.

Any student to have violated this policy is subject to appropriate disciplinary action. The action will be unique to the individual incident and will vary in method depending on the nature of the incident.

In order to support a quality, learning environment, the students at ZOE LIVE Creative Arts Academy must be aware that certain materials are not to be brought onto the campus or on a school-sponsored field trip.

These materials include:

- Any illegal drugs or alcoholic beverages
- Any dangerous items that could threaten the safety of oneself or another
- Any sexually inappropriate materials

**Threats:** All members of the ZLCAA community, including students, parents/guardians, staff, and faculty, are responsible for reporting any alleged threats of violence, including verbal, written, or electronic messages, that they become aware of to the designated school authority. The school will maintain confidentiality to the extent possible while investigating such reports.

- a. ZLCAA will conduct an immediate and thorough investigation of any alleged threat of violence. The investigation will include interviewing the individual who made the alleged threat, as well as any witnesses or individuals who may have knowledge of the alleged threat.
- b. Based on the results of the investigation, ZLCAA may implement safety measures to ensure the safety of students, staff, and faculty, as well as the school community. Safety measures may include increased security, changes to the school schedule, or temporary suspension or expulsion of the individual who made the alleged threat.
- c. ZLCAA will ensure that all individuals involved in an alleged threat receive due process, which includes notice of the allegations, an opportunity to respond, and a fair and impartial hearing. ZLCAA will follow all applicable laws and regulations regarding due process.
- d. ZLCAA will provide counseling and support services to any student, staff, or faculty member who may be affected by an alleged threat. These services may include counseling, support groups, or referrals to outside agencies.
- e. ZLCAA will engage in ongoing prevention and education efforts to promote a safe and healthy school environment. Prevention efforts may include programs and activities designed to promote conflict resolution, positive communication, and respect for others.
- f. ZLCAA will cooperate with law enforcement authorities as needed to investigate and respond to alleged threats of violence. The school will follow all applicable laws and regulations regarding the sharing of information with law enforcement authorities.