



Signet Christian School

Middle School and High School (Grade 7 to 12) Code of Behaviour

Signet Christian School does not require the signing of any doctrinal statements in order for persons to be enrolled with the school. However, we do require staff, students, parents and caregivers to adhere to Christian standards of behaviour while participating in school activities, events, field trips or otherwise representing our school to the general public.

In general we encourage our students to demonstrate the standards of behaviour that reflect the character of Christ.

EXPECTED BEHAVIOUR

1. RESPECT FOR:

- God and His commandments: All students and parents, whether Christian or not, are expected to respect the spiritual and biblical foundations of the School on which it operates.
- Others: staff, students, parents and visitors
- Authority
- The property of the school and that of others

Parents are expected to support this principle. No violation will be tolerated, whether committed by students or parents/guardians. All violations will be dealt with by the faculty, staff, and administration.

2. A KIND AND CARING SPIRIT TOWARD OTHERS

It is expected that all students will take note of the needs of others and apply the Golden Rule as they interact with peers, staff, visitors and others with whom they come into contact as SCS.

3. WORSHIP

The classroom teachers incorporate devotions into their daily class routine. Once a week, a chapel service is conducted with classes sharing the leadership. All students must attend chapel services.

4. UNIFORMS

All students are required to wear their uniforms to school every day and to do so in the proper manner, unless exceptions are previously announced. Uniforms are to be worn on all field trips, except where it would not be appropriate to do so, given the nature of the activity. While wearing their uniforms, students must be aware that they are representing the school to the public. Hats are not to be worn in school.

5. ACADEMIC EFFORT

- Responsibility to attend closely to instruction
 - A strong and diligent effort as it relates to the completion of assignments and homework
- Students are expected to submit properly completed assignments by specified due dates.

6. FOOD AND DRINK

Students will be supervised during lunch. The lunch should be brought from home. Gum is discouraged from being chewed, particularly during class hours at the teacher's discretion.

No food or drink is ever allowed in the computer lab, the science lab or the library.

All students are expected to act as good stewards of their environment, in helping to keep the total premises clean, tidy, safe and sanitary, both indoors and outdoors.

Smoking is discouraged for all persons and is strictly forbidden on school property and close environs.

7. ENGLISH LANGUAGE GUIDELINES

At Signet Christian School, we require that only English be spoken during class time, except when otherwise indicated (such as practice of French, translations). We also consider that in order to ensure greater success, international students should make an effort to speak English whenever possible during the day, including time spent in common areas and while socializing.

We believe that these guidelines will facilitate student success not only here at SCA but also in gaining entrance to post-secondary institutions here in Canada, where English is the primary language.

English-speaking students are asked to assist international students in learning spoken English, and to be patient, understanding, and courteous in the process.

8. VISITORS

All visitors to the campus are required to report to the Administrative Secretary at the front desk as soon as they enter the premises; their visit must be approved by the Administrative Secretary.

Students must also make arrangements, with the Administrative Secretary, for their prospective guests ahead of time.

PROGRESSIVE DISCIPLINE

It is recognized that all individuals do not have the same abilities and strengths, but we acknowledge that all persons are important and loved by God equally. Because God has made us differently, it is important to recognize that some students may have to be accommodated in different ways with respect to inappropriate behaviour because of their special needs.

The following list of unacceptable practices are strictly forbidden at Signet Christian School or while participating in school activities, events, field trips or otherwise representing our school to the general public.

Depending on the severity of the behaviour and/or repetitive nature of the behaviour, students who do not comply with the expectations of SCS can expect to be dealt with in a progressive disciplinary manner. At the discretion of staff, the following consequences may be applied to students who do not comply with the Signet Christian School's Code of Behaviour.

- Verbal reprimand by a teacher/staff member
- Verbal reprimand by an administrator
- Withdrawal of privileges, e.g. detention
- Call or note to a parent/caregiver
- Parent/teacher/student interview
- Suspension from school
- Expulsion from school

UNACCEPTABLE PRACTICES

- i. Insults to God, the Christian faith, or the Word of God will not be tolerated, and those engaging in them will be subject to discipline.
- ii. Copying others' work, cheating or misrepresenting others' work as their own, plagiarism are not tolerated and will incur academic and disciplinary consequences.
- iii. Use of obscenity will not be tolerated by the School, nor will the School tolerate any expression of irreverence, especially as expressed in the context of worship or classroom life, or in relation to other people's beliefs, Christian or otherwise.
- iv. Gambling, or anything involving the semblance of gambling is not allowed.
- v. The use of tobacco, illegal drugs, or alcohol or similar unhealthy substances on school property is forbidden.

- vi. Carrying or using offensive weapons on school property is strictly forbidden. This includes: guns, knives and replicas.
- vii. Cellular or similar portable telephones, and personal electronic devices of any kind, are not to be brought into the classrooms of the school. The only exception will be by special arrangement, such as for specified learning purposes, and only in controlled circumstances. In such circumstances, appropriate prior arrangements must be made between parents/guardians and the school. Otherwise all such devices are to be left at home or locked securely in lockers.
- viii. Lateness is actively discouraged, and repeat offences will be appropriately disciplined.
- ix. Failure to comply with the school dress code is subject to discipline. Students are expected to be appropriately dressed in full uniform, and within specified uniform guidelines, at all times during the school day. Exceptions will be Casual, or Non-Uniform Days, for which there will be several days' notification prior to the event. Uniform violations will be disciplined.
- x. Truancy is considered a detriment to academic achievement, since attendance at classes is required for success. Attendance at all-school events such as chapel is also mandatory for all students, as these are a regularly-scheduled part of the academic program. Skipping classes is therefore not allowed and will warrant appropriate disciplinary action.
- xi. Violence, sexual assault, sexual activity (heterosexual and homosexual) racist activity, involvement with occult practices, possession and viewing of pornographic images, bullying (including verbal, physical and cyber bullying) and vandalism will not be tolerated and incur school discipline and may result in police involvement.

Note: Students, staff and parents should all be aware that incidents such as vandalism, and malicious physical, verbal or emotional attacks on staff, students, physical facilities, etc., create legal situations and render the perpetrator liable. These include but are not limited to: acts of violence (fights, threats, gang activities, pushing, shoving, rough-housing); sexual assaults (threats, explicit language in verbal or written form, physical abuse, etc.); sexual activity; any activity involving sexual, racist, occultic or vulgar material; theft; bullying; destruction of private or school property (including lockers, washrooms, etc); and tampering with, or inappropriate use of, safety equipment (fire extinguishers, smoke detectors, fire alarms, locks, removal or damage of window components, etc). Providing a safe, healthy learning environment requires everyone at the school to care for and protect all persons and property.

DISCIPLINE GUIDELINES

Positive Discipline

All faculty and staff are committed to being role models for students and encouraging the students with the satisfaction of a job well done.

Faculty and staff are also committed to personally enforcing the general discipline of the school.

Any stated principle of discipline notwithstanding, the School commits itself to the pursuit of the highest good of every student and faculty/staff member. We will fulfill this commitment through regular prayers, actual encouragement, personal counsel, positive reinforcement, and the best teaching and nurture we can provide, by the grace and empowerment of the Lord.

We strongly desire to maintain a school atmosphere of joy and light and a rich sense of family in the school. This requires the cooperation and positive contribution of every member of our school community.

Disciplinary Measures

When a student violates a principle of discipline, appropriate corrective measures will be taken by the staff member, faculty member, or administrator. This may take the form of a reprimand, detention, suspension, or expulsion, at the school's discretion. Parental contact may be involved.

A reprimand suggests verbal correction. Detentions are served on the day the infraction occurred or the next scheduled detention day. Suspension may be for 1/2 day in-school, one day in-school, or one or more days out-of-school, depending upon the severity of the offence. Expulsion is the most extreme measure, usually following repeated, previously disciplined offences, and is administered by the School Administration. The student would be required to withdraw from school if expelled.

Discipline will always be administered as needed, whether or not the offence is covered in this document, according to biblical wisdom and staff discretion. Following are specific **examples** of discipline methods which may be used in each case.

- i. In keeping with Ephesians 4:29 and James 3:3-13, only gracious words are encouraged. Use of obscenity and/or expressions of irreverence, and insults to God, the Christian faith, or the Word of God are strictly forbidden:
 - a. 1st offence – detention/reprimand
 - b. 2nd offence – 1/2-day in-school suspension
 - c. 3rd offence – whole-day in-school suspension
 - d. 4th offence – suspension out of school
 - e. 5th offence – possible expulsion

- ii. Lateness/Truancy/Uniform Violations: (per term)
 - a. 1st offence – reprimand
 - b. 2nd offence - detention
 - c. 3rd offence – 1/2-day in-school suspension
 - d. 4th offence – whole-day in-school suspension
 - e. 5th offence – suspension out of school
 - f. 6th Parental Involvement, possible expulsion

- iii. Bullying: (Physical, Verbal, Cyber)
 - a. 1st offence – reprimand
 - b. 2nd offence - detention
 - c. 3rd offence – 1/2-day in-school suspension
 - d. 4th offence – whole-day in-school suspension
 - e. 5th offence – suspension out of school
 - f. 6th Parental Involvement, possible expulsion

- iv. The possession of cellular phones and/or other personal electronic devices **in the classroom:**
 - a. **Note:** Devices will be confiscated by staff and returned to the student or parent at the end of the period or day depending on the frequency of the infraction.
 - b. 1st offence – detention/reprimand
 - c. 2nd offence – double detention
 - d. 3rd offence – 1/2-day in-school suspension
 - e. 4th offence – whole day out of school suspension (Parents notified)
 - f. 5th offence – possible expulsion

- v. Involvement in gambling, or the semblance of gambling:
 - a. 1st offence – detention
 - b. 2nd offence – 1/2-day in-school suspension
 - c. 3rd offence –whole-day out of school suspension
 - d. 4th offence – possible expulsion

- vi. The use, possession of, involvement in, or distribution of tobacco on school property:
 - a. 1st offence – detention
 - b. 2nd offence – 1/2-day in-school suspension
 - c. 3rd offence –whole-day out of school suspension
 - d. 4th offence – expulsion

Incidents warranting possible police involvement:

- vii. The possession of, use of or threat of using offensive or illegal weapons:
 - a. 1st offence – school suspension or expulsion and involvement of police

- viii. The use, possession, involvement or distribution of alcohol or illegal drugs:
 - a. 1st offence – school suspension and involvement of police
 - b. 2nd offence – expulsion and involvement of police

- ix. Acts of violence or sexual assault:
 - a. 1st offence – school suspension and possible involvement of police depending on severity
 - b. 2nd offence – expulsion and police involvement

- x. Sexual activity: (heterosexual and homosexual)
 - a. 1st offence – school suspension and possible involvement of police
 - b. 2nd offence – expulsion and possible police involvement

- xi. Possession, distribution, use of sexual, racist, occultic or vulgar materials: (such as books, magazines, videos, music, websites, etc.)
 - a. 1st offence – detention
 - b. 2nd offence – 1/2-day in-school suspension
 - c. 3rd offence – whole-day out of school suspension
 - d. 4th offence – expulsion

- xii. Theft:
 - a. 1st offence – School suspension and possible involvement of police
 - b. 2nd offence – expulsion and possible police involvement

- xiii. Destruction of private or school property/Tampering with or inappropriate use of school safety equipment: (i.e. fire alarm system)
 - a. 1st offence – Whole day Suspension and possible police involvement
 - b. 2nd offence – School suspension and possible involvement of police
 - c. 3rd offence - expulsion and possible police involvement



Signet
Christian School

**Middle School and High School
Code of Behaviour**

Please read and discuss the principles outlined in Signet Christian School's Code of Behaviour.

Thank you for supporting our efforts to provide a safe orderly Christian atmosphere in which your child can learn and grow.

This form must be signed and returned to the child's homeroom teacher
or the school office.

I have read and discussed the Code of Behaviour with my child. I support the principles therein.

Name of Student

Signature of Student

Signature of Parents/Guardians

Date

Note: Students 18 and under must have a parent or guardian sign this document.