



St. Joseph Catholic School

Discipline Policy

Expectations

All students are expected to:

1. Show respect to others and our school.
2. Contribute to the learning environment.
3. Follow classroom procedures.

The Archdiocese of Indianapolis fosters Christ-like behavior at all ages. The following skills were demonstrated by Christ and are instrumental in being productive citizens who know, love, and serve God:

- Self-awareness and self-management skills that lead to healthy decision-making (The student is ready to learn.)
- Social awareness and interpersonal skills to establish and maintain positive relationships (The student supports the learning of others.)

Students in Kindergarten through grade 5 will receive one of the following on each of the subjects listed on the report card:

- M = Meets expectations
- N = Needs improvement

Serious acts that may involve suspension or expulsion as listed on page 3 under “Suspensions/Expulsions”.

Respect for Others

As members of a Catholic community striving to nurture a truly Christian atmosphere at St. Joseph School, all students and adults will treat each other with mutual respect and kindness, following Christ as their example. This is an important part of our mission and is reflected in our St. Joseph School Pledge which every child hears on a daily basis.

Because of our overwhelming concern about the amount of bullying, teasing, and harassment that occurs in a school environment and the desire to create an environment that is free from all forms of intimidation, we have created a special policy concerning bullying. The purpose of this policy is to provide a comprehensive, universally understood definition of bullying behavior and to outline strategies for all members of our school community to combat social, emotional, physical, and all other forms of intimidation.

Bullying policy

Bullying usually has four features:

1. It is deliberate, hurtful behavior.

2. It is repeated.
3. It is difficult for those being bullied to defend themselves.
4. It is direct or indirect.

There are four main types of bullying:

1. Physical: punching, poking, biting, hair-pulling, hitting, kicking, taking belongings.
2. Verbal or written: name-calling, teasing, insulting, racial remarks, gossip.
3. Emotional: spreading nasty stories, excluding from groups, humiliating, manipulating friendships.
4. Sexual Harassment: physical, verbal, or emotional.

Threat Assessment Protocol

Any students, parent, guardian, or school staff member, upon receiving information that a person is threatening to commit an act of violence shall follow this protocol:

- Assume the threat is serious.
- Report the threat to the school administrator.
- Be available and cooperative in providing a statement of information, with the understanding that the information source will remain anonymous to the greatest extent possible.
- Immediately remove the person making the threat from the classroom and take him/her to the school office.
- Notify law enforcement officials if necessary.
- Provide written statements regarding the threat of violence.

Bullying will not be tolerated at St. Joseph Catholic School and will result in disciplinary action.

This applies when a student is:

- On the school or parish grounds, immediately before or during school hours, immediately after school hours or at any time when the school or church is being used by a school group (for example, sporting events, PTO performances, etc.)
- Off school grounds at a school activity, function or event
- Traveling to or from school or a school activity, function or event
- Using property or equipment provided by the school or parish.

Consequences may include:

- In school suspension
- Out of school suspension
- Parent shadowing
- Loss of privileges
- Student contracts
- Expulsion
- Restitution
- Other (to be determined by the Discipline Board)

Suspension/Expulsion (Serious Acts)

In addition to the school's discipline policy, students and parents must be aware that certain acts could lead to long term suspension or permanent expulsion from school. It is not necessary that a student be suspended before he/she is expelled. The following acts are considered to be serious and therefore may result in suspension or expulsion:

- Extreme vandalism or destroying of school and church property, or property belonging to

others.

- Bringing to school any implement with the intent to frighten or cause danger to the student or others.
- Leaving school grounds without permission.
- Behaving in such a manner as to cause serious injury to another person.
- Deliberate and intentional profanity, or criticism and severe disrespect, verbal, written, or sent, of school personnel or students.
- Threats, harassments and bullying, physical, verbal written or sent. This includes deliberate shunning of students, which is a form of bullying.
- Stealing of school property or property of others.
- Any other incident deemed to be serious by the school.

Missing school due to disciplinary reasons is considered an unexcused absence. Students are given no credit for homework, projects, tests, etc., on these days.

Due Process:

We commit ourselves to a notice and a hearing in all major discipline situations. In cases of suspension or expulsion the following will happen before the child is sent home, except in cases of extreme emergency:

1. The principal will study the problem.
2. The student will be told what rule is broken.
3. The student will be given a chance to be heard and explain the behavior.
4. Parents will be notified and asked to come to school within a given time for a conference.

The principal is the final recourse in all disciplinary situations and may waive any disciplinary rule for just cause at discretion. The principal and teachers have the right to search and seize students' property if reasonable cause exists.