

## 4.04

## DISCIPLINE

### 4.04-1

#### PHILOSOPHY OF DISCIPLINE

Faith Academy Bellville believes the Bible is the basis for all rules of Christian discipline and FAB seeks to apply its principles in the statement of this handbook. Our goal is to develop a **culture of grace** and build a school that has standards and principles that will be pleasing to God. The Biblical structure of the family, respect for authority, personal accountability and consequences of choices will guide all discipline policies and procedures (Founders' Vision).

*"...He disciplines us for our good, that we may share in His holiness. For the moment all discipline seems painful rather than pleasant; later yields the peaceful fruit of righteousness to those who have been trained by it." (Hebrews 12:711)ESV*

### 4.04-2

#### CLASSROOM GUIDELINES

1. **Put God First**

Love the Lord your God with all your heart and with all your soul and with all your mind. (*Matthew 22:37*)

2. **Respect for others**

Love your neighbor as yourself. (*Mathew 22:39*)

When addressing or responding to adults, students will use **Yes Ma'am** or **No Ma'am** or **Yes Sir** or **No Sir** and **Please** and **Thank You**

3. **Ready obedience**

If you are willing and obedient, you will eat the best from the land. (*Isaiah 1:19*)

4. **Diligence to duty**

And whatever you do, whether in word or deed, do it all in the name of the Lord Jesus, giving thanks to God the Father through Him. (*Colossians 3:17*)

### 4.04-3

#### CLASSROOM RULES AND EXPECTATIONS

- In addition to the guidelines stated in 4.04-02 the teacher may develop rules and expectations for his or her classroom
- The guidelines, rules, and expectations should be taught to the students.
- The guidelines, rules, and expectations should be stated in a positive way.
- The guidelines, rules, and expectations should be posted in the classroom.
- The guidelines, rules, and expectations should be enforced by the teachers.

### 4.04-4

#### MORAL CODE OF CONDUCT

Faith Academy Bellville accepts the view that the ultimate purpose of man is to glorify God. Therefore, we expect staff and students to reflect His image. God is glorified when there is an atmosphere of understanding and when Christ-likeness is constantly cultivated and modeled (*Galatians 5:22-23*). Glorifying God affects one's lifestyle, behavior, moral choices, and overall attitude. Every guideline is designed to reflect the Christian values adopted by FAB. Also, the guidelines reflect a moral code crucial to our testimony and reputation in the community.

While the guidelines in the handbook are sufficient for the daily operation of the school, FAB chooses to deal with the more serious moral issues on an individual basis. To make a general policy to govern the spectrum of issues inherent in such cases would be ineffective and could be unfair to the student or school. Each case will be judged on its own merits, and the following items will be taken into consideration:

1. Attitude (one of repentance or hostility)
2. Home support
3. Church support
4. Academic performance
5. Contractual fulfillment (home, school, church)
6. Discontinuance of immorality
7. Extenuating circumstances

### **KNIGHT CODE OF HONOR**

As a member of the Faith Academy Bellville student body, I will choose to exemplify Christ-like character and integrity. I will support and encourage my fellow Knights with positive actions and words. As a Knight, I will aspire to higher standards and strive for excellence in all my academic and personal endeavors.

**INFLUENCE:** The Bible teaches that no one lives to himself. (Phil. 2 1-4) Faith Academy Bellville is a community of people who have influence, both direct and indirect, upon each other. Since Faith Academy Bellville is a school whose objective is to develop the whole person, body, mind, and spirit, the lifestyle of each student on and off-campus is important. Each student is **expected to** acknowledge and adhere to the KNIGHT CODE OF HONOR throughout their tenure as a student at FAB. Students (3<sup>rd</sup> grade through 12<sup>th</sup>) are required to acknowledge this adherence with their signature of agreement to a copy of the KNIGHT CODE OF HONOR stated above at the beginning of each school year.

### **4.04-5**

#### **FAITH ACADEMY BELLVILLE DISCIPLINE SYSTEM – K-12**

*"...He disciplines us for our good, that we may share in His holiness. For the moment all discipline seems painful rather than pleasant; later yields the peaceful fruit of righteousness to those who have been trained by it." ~ Hebrews 12: 7-11*  
Faith Academy Bellville utilizes the **Love and Logic** approach to aid parents in "training their child in the way he should go". The Love and Logic approach gives specific guidelines for using modeling, direct instruction, and feedback to teach problem solving processes. The problem solving processes include:

- Identify and define the problem
  - Brainstorm solutions
  - Evaluate each solution
  - Implement the solution chosen
- 1. When school wide or classroom rules are violated by a student, the teacher will address the student using the Love and Logic based problem solving techniques and tools as follows:
  - Step 1: Provide a strong and sincere dose of empathy.
  - Step 2: Lovingly hand the problem back to the student.
  - Step 3: Get permission from the student before sharing ideas on how to solve the problem.
  - Step 4: Provide a brief menu of ideas and help the student to evaluate each idea and how each might work for that student.
  - Step 5: Allow the student to learn from solving OR NOT solving the problem.

2. If a student chooses to NOT solve their problem, then the consequences will occur:
  - The consequences will be determined based on the incident.
  - The administrative team, the teacher or teachers involved, the student and the student's family will work together to determine how best the student can fix the problem.
  - The student will receive a consequence that will help the student move towards growth and a heart for God and a heart for the Gospel.
  - FAB feels this process will enable the student to be more able and more likely to make better choices in the future.
3. A discipline system will not be successful unless it is used consistently and fairly. A teacher should not hesitate to provide students the opportunity to correct through Love and Logic directions and give clear expectations.
4. Student Expectations: The following is a list of examples of expectations. It is not all-inclusive. The administration will clarify any behavior not identified below:
  1. Address and respond to adults using Yes Ma'am or No Ma'am or Yes Sir or No Sir.
  2. Be obedient and respectful of authority.
  3. Use proper manners (please, thank you, excuse me, etc.)
  4. Adhere to classroom guidelines (general and teacher specific)
  5. Conduct oneself appropriately outside the classroom (Chapel, halls, gym, sporting events, etc.)
  6. Attend and be on time to class and/or required activities.
  7. Maintain dress code on campus and abide by dress policy whenever being a representative of FAB
  8. Refrain from chewing gum (unless authorized by administration)
  9. Check in phones or other electronic devices as per policy.
  10. Turn in work completed and on time.
  11. Stay awake in class, Chapel or assembly.
  12. Be reverent towards teachers, coaches, staff and fellow students.
  13. Communicate with positive, encouraging words.
  14. Refrain from making intimidating or threatening comments/remarks.
  15. Refrain from physical aggression.
  16. Tell the truth and be honest.
  17. Do your own work.
  18. Mind their language and use words in keeping with a Biblical worldview.
  19. Understand that sexually explicit material, words or actions are sinful and should be avoided.
  20. Eliminate public displays of affection (holding hands, hugging, kissing another student).
  21. Respect all safety standard and equipment.
  22. Protect and appreciate school property and report any vandalism.
5. There are choices that student could make which would compel FAB to act legally in the interest of all staff, students and families on campus. These infractions include uncontrolled behavior, fist fights, assaults of a student, teacher, staff member or volunteer, possession of a weapon/firearm.
6. FAB seeks to provide a drug-free educational environment. Students are expected to refrain from possession/ use of alcohol, controlled substances or dangerous drugs as defined by law, any tobacco, lighters, smoking, possession of nicotine delivery systems, vaping, forgery, gambling or indecent behavior on campus, or during a school-related trip or activity.

## EXPULSION

If extensive documented attempts to correct a student's misbehavior have failed, if the misbehavior persists, or if the offense is so serious as to warrant FAB most drastic sanction, then the administrative team may recommend that a student be expelled. The Head of School has the ultimate authority with respect to expulsions or dismissals. Any student expelled or dismissed from FAB will not be allowed on campus or to attend any school functions.

#### 4.04-6 CELL PHONES

1. Students in grades 6th - 12th who bring cellphones to school MUST leave them in their vehicles OR turn them in to the STAFF MEMBER in charge of THE PHONE CASE AT THE GYM. A staff member will transport the phone case to the students' respective buildings during the day and return to the gym for pickup at the end of the day. This change is because both JH and HS students will assemble each morning in the gym.
2. Students in 4th & 5th grade must leave their phones with their homeroom teacher during day. The phone is not accessible to the student until student is dismissed for the day.
3. Students in 3rd grade and below should not bring cell phones to school at all.
4. The first time a student is found in violation of this policy, the student will have the cell phone confiscated and a parent will be called to pick up the device. A fee of \$50 will be collected. The phone will be released only to the parent.
5. For the first offense the appropriate administrative team will work with the student to determine an appropriate plan of action to abide by the FAB policy and the parent will be encouraged to have the student pay the fine themselves.
6. For each additional violation, the cell phone will be confiscated and a parent will be called to pick up the device. A fee of \$100 will be collected. The phone will be released only to the parent.
7. While traveling on school vehicles to and from competitions and field trips, cell phones will be collected upon boarding and remain in a locked container until the student is released to go home.
8. Cell phones may be used by students who are non-participating spectators (not on the bench) at a school athletic event ONLY if permission has been obtained in advance for academic purposes ONLY.
9. Cell phones may not be used in Stay and Play or in the car line by either students or staff without administrative permission.
10. No other "wearable technology" is to be worn or used on campus during school hours (7:25 am -3:30 pm). Wearable technology shall include, but not be limited to cell phones, the Apple Watch, Fitbit fitness devices and other similar devices.
11. The first time a student is found in violation of this policy, the wearable technology will be confiscated and a parent will be called to pick up the device. A fee of \$50 will be collected before the device is released. The device will be released only to the parent.
12. For each additional violation, a fee of \$100 will be collected from the parent before the device is released. As listed above for phones (#5) an administrative team will determine a plan.
13. PARENTS are encouraged to have the student pay the fine themselves.

#### 4.04-7 ELECTRONIC DEVICES

1. Electronic devices are NOT to be used by students on campus at any time during school hours 7:25 am - 3:30 pm without administrative approval.
2. Electronic devices should not be used in Stay and Play or the car line.
3. No smart devices are to be worn or used during school hours 7:25 am - 3:30 pm. These devices include, but are not limited to: cell phones, Apple Watch, and Fitbit Smart brands. Electronic devices such as these with internet, texting, messaging and/or calling features and capabilities are not allowed unless there are circumstances in which administration has given specific permission.

## 4.04-8

### ACADEMIC INTEGRITY

Faith Academy Bellville's goal is to educate our students for Christian service and leadership. Created in the image of God, students are expected to demonstrate ethical and moral principles in all academic courses. Students of FAB must honor each other and themselves by practicing **academic integrity**.

Faith Academy Bellville defines **academic integrity** as:

- the expression of intellectual virtue in human beings as a result of their creation in God's image
- it represents the convergence of the best of the human spirit and God's spirit, which requires personal, private, and community value
- it entails honesty, trust, fairness, respect and responsibility, and openness to both scholarship and scholarly activity

**Academic dishonesty** is:

- knowingly or negligently aiding others to use one's work or allowing same to be used in a dishonest academic manner
- considered any action or attempted action that may result in creating an unfair academic advantage for oneself or an unfair advantage or disadvantage for any other member or members of FAB
- the use of technological advances (i.e. AI - artificial intelligence and other such programs) that assist in downloading or creating work to be claimed as one's own work
- **Plagiarism** - defined as failure to give credit and/or citation as per Modern Language Association's [MLA Handbook for Writers of Research Papers](#).
- submitting papers and projects written by another person or obtained from any source, as one's own
- giving someone else your paper or project to use as their own or to copy (cheating)

**Academic dishonesty consequences will be:**

- The first time in a school year that a student is determined to have plagiarized or committed academic dishonesty in any manner on a final draft assignment, the work will receive a grade of 50 (as long as the below stipulations are carried out)
  - Revision of or redoing the assignment and
  - A conference between the student, parents, teacher(s) and administration
- \*Failure to comply with the stated stipulations above will result in a grade of ZERO (0) instead of the 50 as stated above for that assignment
- Any additional time in a school year that a student is determined to have plagiarized or committed academic dishonesty, the work will receive a grade of ZERO (0) and the student will be considered for expulsion.
- This grade cannot be made up.