



Student Conduct

Orderliness is both Biblical and necessary for maintaining an environment that is safe and conducive to learning (I Corinthians 14:40). To maintain orderliness in behavior among NCS students, we promote commitment to a conduct code from the entire school family and strive to maintain that commitment through a disciplinary approach that will produce desired outcomes. The outcomes (goals) we desire to see evident in the lives of students are responsibility, wisdom, and Christian character.

Students are expected to conduct themselves in a manner that is honoring to God, themselves, their parents, and the school. This expectation applies to the time that students are in school and at school activities as well as the time they are away from school.

Expected behaviors are presented in the format of a conduct code based on Jesus' growth in four areas (Luke 2:52). The entire school community is called to a committed support of the school's conduct code.

THE CONDUCT CODE:

Luke 2:52 “And Jesus grew in wisdom and stature, and in favor with God and man.”

WISDOM: (MENTAL)

I will attend to academic tasks and challenges responsibly to reach my full potential.

STATURE: (PHYSICAL)

I will follow safety procedures to avoid injuring myself or others.

FAVOR WITH GOD: (SPIRITUAL)

I will respect God, His Word, and the work of His Spirit in my life and the lives of others.

FAVOR WITH MAN: (SOCIAL)

I will respect and value others just as God does.

Typical demonstrations for each area of commitment are as follows:

Wisdom (Mental)

- Obeying classroom expectations
- Completing homework Assignments
- Using assignment books consistently
- Seeking to recognize and reach my personal best
- Doing my own work rather than cheating
- Allowing others to learn by not engaging in disruptive behavior or attitudes in class

Stature (Physical)

- Walking in hallways
- Using stairs properly
- Obeying fire drill rules
- Obeying playground rules
- Obeying bus safety rules while outside and inside the bus

Favor with God (Spiritual)

- Attentiveness to Bible teaching
- Seeking to worship in Spirit and in Truth
- Allowing others to worship without distraction
- Being sensitive to the leading of the Holy Spirit
- Taking care to not damage the building or equipment that the Lord has provided

Favor with Man (Social)

- Building others up in every day conversation
- Refusing to bully or physically harm others
- Refusing to demean or damage others with gossip, name calling, or hate-filled speech
- Attending to courteous and polite manners
- Being truthful
- Keeping my hands to myself
- Respecting all who are in authority
- Reaching out to involve and include others in classroom and recess activities

Conflict Resolution

In every school or institutional system, problems or disagreements are bound to occur. A procedure has been established for these situations.

The line of Spiritual authority for resolving conflict in the School community is teacher, principal, School Board Chair, Elder Representative to the School Board, and the Board of Elders of our sponsoring church, The Christian & Missionary Alliance. Access is obtained to higher authorities for addressing grievances by following this line of authority. This procedure is based on the principles set forth in Matthew 18:15-17a:

“If your brother sins against you, go and show him his fault, just between the two of you. If he listens to you, you have won your brother over. But if he will not listen, take one or two others along, so that every matter may be established by the testimony of two or three witnesses. If he refuses to listen to them, tell it to the church.”

The guidelines for dealing with offense, expressing discontent, and addressing any concerns are:

- a) Conflict should be resolved promptly.
- b) Conflict should be resolved with as few people involved as possible. The two individuals in the dispute should endeavor to settle the grievance between them.
- c) Conflict should be resolved at the lowest level of authority possible. Only when good faith efforts have failed shall grievances be appealed to the next authority level.
- d) Conflict should be resolved with as much confidentiality as possible. Only those with a need should know the details.
- e) Each person is responsible for seeking reconciliation for trespasses received or trespasses committed.

Student Disciplinary Approach

The disciplinary approach is built upon the firm belief that people choose their behavior and are fully responsible for the behavior they choose. The disciplinary approach supportively fosters the development of responsibility among students. Therefore, in addition to being taught the school's conduct code, students are also taught that choosing behavior which falls outside the boundaries of the conduct code may be identified as one of three levels:

Level A – Anarchy (unacceptable)
Disregard for rules and expectations
Out of control
Chaotic
Absence of orderliness and decency

Level B – Bossing (unacceptable)
Seeks to establish own standards
Bosses others
Must be “bossed” to behave

Level C – Cooperation (acceptable)
Complies when prompted
Cooperates when directed
Listens
Conforms to expectations with prompting
Requires external motivation

Using the Disciplinary Approach

The Disciplinary Approach with students who have chosen unacceptable behavior is as follows:

1. It begins with the teacher checking for understanding by asking, “On what level is that behavior?” This prompts the student to reflect and evaluate. Consistently asking students to reflect is the foundation of actuating responsible behavior. Checking for understanding serves as a warning to the student that their chosen behavior is unacceptable. Students who decide to abandon the unacceptable behavior as a result of this reflection are functioning on Level C.
2. A teacher must engage the students in guided choices when they persist to function on an unacceptable level of behavior even though they understand their chosen level of behavior. *A guided choice is the use of authority in a positive and formative manner for the benefit of the student and engages the student in a responsibility-producing activity that promotes reflection.* In most cases, this activity involves a brief writing assignment in which the student responds to 3 basic questions:
 - 1) What did I do? (Acknowledgment)
 - 2) What can I do to prevent it from happening again? (Choice)
 - 3) What will I do? (Commitment)In the primary grades, the guided choice activity engages the student to reflect by drawing pictures or verbally responding to the three basic questions. The student’s teacher may also use other creative strategies with the reflective questions. A teacher may also provide natural consequences in connection with guided choices.
3. A Self Diagnostic Referral is issued in those cases where a student continues to behave on Levels A and B in spite of the use of 3 guided choices in a marking period. A self diagnostic referral engages the principal and the parents in the disciplinary process with the student and the teacher. Parents and the student will be actively engaged in the process of choosing punitive consequences that will effectively encourage change in chosen behavior. A teacher may also provide natural consequences in connection with the self diagnostic referral. Students who are issued 3 Self Diagnostic Referrals in a marking period and continue to behave on Levels A and B will not be permitted to attend class and can be dismissed so as to protect the school’s mission.

Harassment Policy

We believe that every student at Nittany Christian School has the right to be safe and feel safe throughout the school day. Nittany Christian School is committed to providing a safe and caring learning environment in which all individuals are treated with respect and dignity.

Harassment is a form of discrimination and therefore is unacceptable. For the purposes of this policy, harassment is synonymous with the terms intimidation, bullying, taunting, teasing, and bugging.

Definition:

Harassment includes behavior which may be verbal, physical, deliberate, unsolicited, or unwelcome; it may be one incident or a series of incidents.

Harassment may include:

- a. Verbal abuse or threats;
- b. Negative remarks, jokes, and innuendoes including taunts about a person's body, attire, age, gender, ethnic or national origin, socio-economic status, religion;
- c. Displaying of pornographic, racist or other offensive or derogatory pictures or slogans;
- d. Practical jokes which cause awkwardness, embarrassment or result in negative consequences;
- e. Sexual invitations, requests or demands, whether indirect or explicit;
- f. Inappropriate gestures;
- g. Intimidation to participate in unlawful or unethical activity or to participate in activities which contradict school and/or board policy;
- h. Unwelcome physical contact; and /or coercing or influencing third parties to harass others.
- i. Inappropriate written messages including, but not limited to, handwritten or typed notes, email and cell phone text messaging.

Regulations:

Nittany Christian School shall have measures in place to prevent harassment, which include one or more of the following:

- a. School policy development on related topics to be communicated to students, parents and staff;
- b. A program designed to develop and maintain positive school climate
- c. Conflict resolution or peer mediation programs;
- d. Access to a guidance counselor or pastor;
- e. Special presentations on relevant topics.

Procedures:

First Offense

Complaint of harassment should be directed to the school administration.

Reporting is intended to help the victim and the first concern of the administration will be the needs of the victim. Whether the situation is a result of a misunderstanding or not, those involved must agree to cease any offensive behavior. The complainant must be willing to supply names, dates, and circumstances, and must expect that the administration will inform the offender of the allegations. The Principal will interview those involved and assess the situation. The Principal will take notes and may contact the parents.

NOTE: If the initial situation is of a serious nature, the process outlined under the Second or Third Offense could be implemented immediately.

Second Offense

Upon the second violation, the principal will take a written statement from the complainant which includes names, dates, and circumstances. The Principal will

inform the offender, complainant and the parents of the situation and consequences of any further harassment.

NOTE: If the Second Offense is of a serious nature, the process outlined under the Third Offense could be implemented immediately.

Third Offense

On the third offense the student will be suspended until the parents of the offender make an appointment and meet with the school administration at which time the case will be reviewed. Following this, the student will be reinstated, suspended or recommended for expulsion.

After a Third Offense and after a student has been reinstated, or after a student returns from a suspension, further offenses will be dealt with under the provisions of the Third Offense.

Drug, Alcohol and Tobacco Policy

Drugs

Possession or use of illegal drugs, possession of drug paraphernalia, or the abuse of medication on or off campus will result in an automatic suspension. Students whose drug abuse is discovered as a result of school initiatives may be disciplined with a recommendation of expulsion. Any students involved in, or possibly involved in drug abuse, will be disciplined by the school and required to submit to a school-mandated drug screen at the family's expense. Failure to comply will result in a recommendation for expulsion. Depending on the extent of the usage, the school may require additional assessments and remediation efforts.

Alcohol

Possession or use of alcohol on or off campus will result in an automatic suspension. Students whose alcohol use is discovered by the school, or who are involved in providing alcohol for others, may be recommended for expulsion. Depending on the extent of the usage, the school may require additional assessments and remediation efforts.

Tobacco

The possession or use of tobacco is forbidden on or off campus. Students who violate this standard will be suspended from school. Failure to comply with such requests will result in a recommendation for expulsion. Depending on the extent of the usage, the school may require additional assessments and remediation efforts.

Unlawful or Illegal Activity

The steps outlined above may not apply in the event of illegal or unlawful behavior on the part of the student. If this occurs, the state or local authorities will be notified and the school will cooperate with them regarding the proper course of action.