

## **DISCIPLINE**

Holy Sepulcher School, in accordance with the Diocese of Pittsburgh, is committed to teaching Gospel values, which help our students, live their lives as a reflection of Christ. The philosophy of our school calls us to recognize and respect the dignity of each individual and to offer a Christ-centered, safe learning environment based on the Social Teachings of the Catholic Church.

Discipline is a necessary element of the learning process. The word discipline is derived from the word "disciple": a pupil, follower and learner. The purpose of our discipline code is to foster the growth of self-discipline enabling students to eventually assume responsibility for their own actions. This is necessary to create a spirit of Christ-like charity, respect for authority, and mutual cooperation.

School personnel, along with the family, need to set firm, consistent limits, while at the same time remain cognizant to the student's needs for nurturing and positive support. According to the Pennsylvania State law, "the principal, every teacher, and all personnel need to exercise authority over the pupils." All members of the faculty and staff share the responsibility to model appropriate behaviors and maintain these standards throughout the school community.

## **GUIDING PRINCIPLES**

The expectation of Holy Sepulcher School is that every student and all school personnel will Follow the example of Jesus Christ to create a positive learning environment that includes:

- Mutual Christian respect in relationships with teachers, students, parents, staff and Community.
- Respect for the dignity and self-worth of every individual in the school community.
- Care and respect for the school and parish campus.

Our manner of discipline is one that instills self -respect and self-discipline and we strive to use positive reinforcement to meet expectations. When the expectations are not met and improper conduct and behavior occurs, consequences result.

## **EXPECTATIONS**

Students are expected to model Christ, be Christ-like and follow the rules below:

### **Before school**

- to arrive between 8:00 and 8:15 am
- to be seated and engage in quiet conversation in the cafeteria until 8:15 am
- to go to homerooms at 8:15 and prepare for the day by reading, studying at desks or in small quiet groups

### **In school**

- to walk quietly through the halls
- to use proper language at all times
- to have a respectful attitude towards teachers, staff, parents and other students
- to follow the dress code for school days and dress up/down days
- to respect school property and the property of other students
- to have a proper Change of Transportation from parent/guardian if a change is needed in their mode of school transportation and to communicate the proper form of transportation change

### **In the classroom**

- to follow the classroom rules of all teachers
- to be responsible for submitting homework on time and making up assignments missed within the assigned time
- to be responsible for appropriate supplies
- to be honest in all communications
- to use computers and school equipment appropriately
- to enter a classroom only when a teacher or designated adult is present

### **During recess**

- To stay on school grounds at all times (This includes not retrieving a ball that has gone off school grounds.)
- To obey the directives of playground monitors, courteously and promptly.
- not to re-enter the building unless for an emergency
- to play in assigned areas only
- to display good sportsmanship and exercise self-control
- to follow the bell of your classroom and walk quietly to your designated line when the bell rings

### **During lunch**

- to be respectful and honest to cafeteria personnel
- to use proper manners when eating lunch
- to remain seated until finished eating
- to adhere to meal prayer times
- to clean up, pick up all papers, scraps of food, etc., and dispose of them properly

### **After school**

- to follow dismissal procedures
- to walk to assigned place to wait until bus or car ride arrives
- to leave the school grounds immediately
- if participating in after school activities, do not run around, but go to the designated area to begin the activity

### **At athletic events and assemblies**

- to practice good sportsmanship as spectators and participants
- to show respect towards coaches, referees, and visiting teams
- to maintain an appropriate silence during special performances

### **Outside school**

- to behave responsibly off school property
- (If the principal is made aware of misconduct off school property of a child recognized to be a student in Holy Sepulcher School, parents will be contacted; however, it is important to note that the school is not responsible for students' actions that occur off school property.)
- Principal will forward disciplinary notices given by public school bus drivers to parents to support the disciplinary report of the bus driver. (See Section IIB for Bus Rules.)

### **THE FOLLOWING TYPES OF BEHAVIOR ARE UNACCEPTABLE;**

- Frequent and obsessive missing assignments
- Disregard of classroom rules
- Chronic disruptive behavior in class
- Stealing, cheating, or dishonesty of any kind
- Fighting, hitting, or behavior which could endanger another student or teacher
- Verbal abuse, profanity, vulgar language (oral or written), verbal threats, harassment (including Internet)
- Disrespect towards teachers, school personnel, and parents
- Defiance of any person in authority in school, on the playground or in church

- Defacing or destruction of personal and school property
- Repeated disregard of rule in the cafeteria and playground
- Possession, sale or use of any drugs, alcohol, tobacco, or any other controlled substance on school grounds or on the busses
- Possession of any weapon, object, or instrument deemed harmful to any individual on the school grounds or on the busses
- Possession of toys or unusual or unauthorized items on the school grounds or on the busses (unless they are intended for a specific purpose in the classroom).
- Frequent or obsessive tardiness
- Constant violation of school dress code
- Gum chewing
- No child is permitted to use the telephone, including cell phones, except for emergencies. Forgotten homework, books, lunch, gym clothes or changes in the afternoon plans are not sufficient cause to call home. In all cases, the office will make the phone call home.
- Cell phone use, which includes texting, in school during school hours

## **CONSEQUENCES OF VIOLATIONS**

Be aware that any disrespect, destructive act, or inappropriate behavior will be dealt with accordingly. If an individual student does not meet his/her personal responsibility for good conduct, the school may discipline the student. The severity or repetitive nature of non-compliance to the expectations will determine the appropriate consequences. To remediate unacceptable behavior, the following actions may be taken:

### **Stealing. Cheating or Dishonesty of Any Kind**

A student caught cheating will be given a failing grade on the assignment or test and serve an after school detention. A student who willfully takes possessions of another's work will have to make restitution and will be given immediate after-school detention. Continual cheating will result in in-school as well as out of school depending on the severity.

A student who willfully gives another student his/her homework or answers to a test is also subject to the same consequences.

### **Fighting. Hitting or Behavior Which Could Endanger Others**

Fighting is a serious offense and will be handled accordingly. The behavior may show

willful disrespect toward others and will not be tolerated. Continually fighting or disruptive behavior may be subject to out of school suspension.

**Verbal Abuse. Profanity. Disrespect or Defiance**

A letter of apology will be expected for the violation as well as detention. In-school suspension may be given if the severity warrants. Possible referral to counseling.

**Defacing or Destruction of Property**

Restitution will be made for the destruction. Detention or in school suspension will occur.