



## **ADDENDUM TO STUDENT CONDUCT HANDBOOK 2021-22**

The following additions are being made to the student handbook for the 2021-22 academic year and will be fully incorporated into the 2022-23 student handbook.

### **Academic Integrity**

Academic integrity is central to education. St. Bernard's students are expected to only submit their own work and not to provide their work to any other student. We encourage honorable behavior. Lying, cheating, and stealing will not be tolerated. Cheating, broadly defined, is the intentional act of copying work from another source and submitting it as one's own; it includes not only copying from another student but also copying work from another source, including Internet sources.

When an instance of academic dishonesty has occurred, the following discipline may be enforced:

- **1st Offense:** *Academic Warning:* A grade of "0" is entered on the given assignment. A detention will be assigned. Warnings can carry additional penalties, depending on the severity of the infraction. Warnings are not reported to colleges.
- **2nd Offense:** *Academic Suspension:* A student found to have committed a second offense will earn a grade of "0" on the given assignment. The student will be suspended. Depending on the severity of the infraction, dismissal can occur.
- **3rd Offense:** *Academic Dismissal:* A student found to have violated this policy for a third time will face immediate dismissal from St. Bernard's.

The Associate Principal will send a letter detailing the infraction and penalties to the parents/guardians and the student.

### **Student Discipline Policy (Merits & Demerits)**

At St. Bernard's we employ a graduated discipline policy. We strive to educate young women and men and for each of our students to be good citizens. Good behavior is rewarded and expected. Poor behavior faces potential consequences. In our system, students can earn both merits and demerits. Both of these can be assigned by members of the Faculty and Staff at St. Bernard's. When assigned, all merits and demerits are reviewed by the Associate Principal the following day. A value is assigned to each scenario and potential sanction is imposed. The student and parents are notified after each infraction is reviewed through email. All infractions are also available to be viewed in the Family Portal.

The standard progression is that for every three demerits earned, a detention is earned. (*See detention policies on page 26.*) Improper wearing/use of face masks due to the ongoing pandemic are categorized separately. Five face masks demerits earned will earn a demerit. The escalation beyond one detention is included in the handbook on pages 26-27.



**Attendance**

Students must be in attendance on Friday in order to participate in any extracurricular activities over the weekend. See attendance policy on pages 14-17.