

SAINTS PETER & PAUL DISCIPLINE POLICY

DISCIPLINE

The Catholic Schools of the Diocese of Pittsburgh are committed to teaching the Gospel values, which help our students live their lives as a reflection of Christ. The philosophy of our schools 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 purpose of discipline is to foster the growth of self-discipline enabling students to eventually assume responsibility for their own actions.

All members of the faculty and staff share the responsibility to model appropriate behaviors and to enforce the structure necessary for learning self-discipline, the ultimate goal of the discipline program.

To create an environment that is conducive to learning, faculty and staff of Saints Peter & Paul have established a behavior policy. It is based on the belief that young people must learn to deal with each other and respect each other in a manner consistent with Christian teaching. EVERYONE IS ENTITLED TO RESPECT and the behavior in school, church, playground, and extra-curricular activities should reflect our love of God, neighbor, and self.

The “KEY” word for our school discipline code is “RESPECT.”

- Respect: Treating oneself and others with kindness;
- Excellence: Aiming to do one’s best;
- Sportsmanship: Choosing to play fairly and responsibly;
- Positive Attitude: Selecting to look for the best in each situation;
- Encouragement: Allowing oneself and others to begin anew each day;
- Courtesy: Practicing manners and politeness;
- Tolerance: Being patient and compassionate with others.



We expect each student to follow the behavior policy.

In general:

- Students will walk quietly through the halls
- Students will use proper language at all times
- Students will not chew gum during school
- Students will not wear hats in school
- Students will follow the dress code for school days and dress up/down days
- Students will respect school property and the property of other students
- Students will not loiter in unsupervised areas, i.e., bathrooms, hallways



In the classroom:

- Students will follow the classroom rules of each teacher
- Students will be responsible for handing in homework on time and making up any work missed within a reasonable amount of time
- Students will have a respectful attitude toward teachers and each other
- Students will be responsible for appropriate supplies

In the cafeteria/on the playground:

- Students will show respect to cafeteria/playground personnel
- Students will not throw food/objects
- Students will practice good table manners
- Students will clean up their area when finished with eating
- Students will not take food outside of the cafeteria
- Obey supervisors on the playground



- Students will stop play and walk to designated areas to line up when the bell rings
- Students must have permission to leave the playground area

At athletic events and assemblies:

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

The goal of a school wide discipline code is to establish a systematic plan that is FAIR AND CONSISTENT for class times, between class times, playground, and extra-curricular activities.

At the time it is administered, all discipline seems a cause for grief and not for joy, but later it brings forth the fruit and joy of peace and justice to those who are trained in its school. – Hebrews 12: 1

DISCIPLINE POLICY

The discipline policy that we will use at SSPP will be a merit/demerit policy. Each student will begin each report card period with 100 merits. For each infraction, a student will lose (said number of demerits). Students must maintain no less than 93 merits. If at any time a student falls below the 93 points, a detention will be served. Students can earn merits back to maintain the 93 merits required to be in good standing for participation in school activities. Merits are earned back through community service projects (not included in the school service hours for specific grades). Students must earn back merits by the last day of the report period or they may not be allowed to attend the spirit day given for the report reward.

The above scenario will be used for typical behavior infractions. More serious infractions will be handled immediately and more seriously.

We, the staff of SSPP, cannot guarantee the safety of each child; however, we will make every effort to provide a safe and orderly environment to protect the health, welfare, and safety of all students. The following four-step problem solving process will be used;

1. Are we aware;
2. We will investigate;
3. We will reach a conclusion with all assembles information;
4. We will take appropriate action.

A copy of the demerit form that SSPP uses for student infractions of school rules is located in the back of this handbook. It is the responsibility of the student to hand delivery this form to the parent(s) for signature. Demerit forms are to be returned to school the NEXT DAY that school is in session. Playground recess will result in not returning the forms.

There will be occasions that a demerit form will not be used. Usually the cause of the infraction is a sudden situation that occurs with-in the classroom, playground or other part of the school area. These occurrences may result in a school suspension or expulsion, either immediately or after investigation. Examples of these occurrences can be but are not limited to: fighting by physical means, bringing to school inappropriate internet materials, inappropriate use of school computers, argumentive with a teacher or anything deemed inappropriate from faculty/staff/administration.

Elastic Clause

Because it is impossible to foresee all problems that arise, this clause empowers the administration and faculty to take disciplinary action for any behavior that violates the spirit and philosophy of the school even though it is not specified in the Discipline Policy.

DEMERIT CONSEQUENCES:

Denial of school related activities/events will be issued for the following:

1. When a student falls below 86 merits

Detention will be issued for the following:

1. When student falls below the required 93 merit total

In-school suspension or out of school suspension will be issued for the following:

1. Level V violations
2. Removal from a classroom due to disrespecting teacher or adult or any inappropriate response (arguing, refusing to do a task, raising your voice, etc.) to an adult
3. After 3 detentions have been issued

Parent conference issued for the following:

1. Excessive violations
2. Level V violations

If other infractions that are not listed in the discipline code occur, consideration will be given to each one individually. The principal has the authority to address and evaluate each infraction in conjunction with the pastor(s) in making a final decision on the consequence(s).

It is, however, extremely important to realize that even if we follow this process 100% of the time, we could still make a mistake. The strength of this process is that we have no intent to harm the student in any way and that we will be truthful in each aspect of the process.

SOCIAL PROBATION:

Social probation is a restriction placed upon a student's privilege to participate in co-curricular, extra-curricular, athletics, field trips, and any other activities held by Saints Peter & Paul during the school year. Social probation placed on a student who fails to demonstrate responsible behavior and who has chosen to violate the Student Code of Conduct, attendance/tardiness requirements, school policies or the law. Social probation may be assigned by the administration and does not negate other prescribed disciplinary actions such as suspensions, detentions or other sanctions.

CODE OF CONDUCT:

Classroom management should foster student involvement and cooperation in classroom activities to establish a productive work environment. To accomplish this, the following components should exist:

1. Positive classroom management to help students manage the ability to:
 - Think and problem solve;
 - Accept responsibility with regard to rules, limits, and the needs of others;
 - Develop a positive self-image.
2. Teachers will help students to learn acceptable behavior through feedback on behavior and its consequences.
3. The modeling of social skills through:
 - Rationales - providing the student with the moral awareness and development to understand how their behavior affects themselves and others;
 - Consequences - providing logical consequences that teach the student to choose between acceptable and unacceptable actions.

CONSEQUENCIES

Please be aware that any disrespect, destructive act, or inappropriate behavior will be dealt with immediately and accordingly. If an individual student does not meet his/her personal responsibility for good conduct, the school will discipline the student. The severity or repetitive nature of non-compliance to the above expectations will determine the appropriate consequences. We, the staff of SSPP, cannot guarantee the safety of each child; however, we will make every effort to provide a safe and orderly environment to protect the health, welfare, and safety of all students. The following four-step problem solving process will be used:

1. Are we aware;
2. We will investigate;
3. We will reach a conclusion with all assembled information;
4. We will take appropriate action.

To remedy unacceptable behavior, the following actions may be taken:

- Teacher/student conference;
- Notification to parents;
- Loss of recess;
- Detention;
- School service required;
- Denial of participation in school activities, including athletics;
- Referral to the Student Assistance Program;
- School probation/suspension/Expulsion.



All students will have their due process. Before an expulsion can occur, up to a ten-day suspension will be given and a scheduled meeting with Diocesan officials will take place to determine if the expulsion is warranted. This is a right of each student and will be followed accordingly.

Again, the only thing constant today in education is change. It is not just the resolution of a single issue that is our priority; it understands the cause and effect of the problem as well as the processes and procedures needed to resolve the issue and similar issues that will arise in the future.

PLAGIARISM: Plagiarism is defined as 'the practice of taking someone else's work, ideas, thoughts, language, or expressions' and the representation of them as one's own original work. "Plagiarism is more specifically defined as the use of eight words in a row without a quotation mark and/or clear indication of their origin." Plagiarism is considered academic dishonesty and a breach of ethics. Plagiarism is not accepted and consequences will be given

THEFT & CHEATING: In light of the Mission of our school, stealing and cheating are serious moral infractions. This will be dealt with by the administration and consequences will be given.

CAMERAS, PHONE CAMERAS: The use of any kind of camera is strictly forbidden at all times (including events) in private areas such as locker rooms, restrooms, and any area where an adult is not supervising. The only exception to this rule is to take a picture of the homework board under strict supervision of the teacher.

HARASSMENT POLICY: The faculty and staff at SSPP will strive to maintain a safe, welcoming school environment, free from unreasonable interference, harassment, intimidation, hostilities, offensive language and similar behaviors on the part of all students. The dignity and sacredness of the human person requires that we respect and value all persons. Verbal, sexual or life-threatening harassment towards anyone will not be tolerated. Anyone that chooses to make disparaging remarks or threats towards any person risks suspension/expulsion from SSPP.

WEAPONS: No weapon may be brought to school property, including, but not limited to; the school building, outdoor areas, outdoor facilities, school buses, or to any school related activity. A weapon shall include, but not limit itself to; any knife, cutting instrument, cutting tool, firearm, rifle, or any other tool, instrument or implement capable of inflicting bodily

injury, which it may have. This includes firearms, which are not loaded or lack a clip or another component to render it immediately operable. A person in possession of a weapon on school property violates state criminal statutes and school regulations, and shall be subject to the following discipline and penalty:

- ⇒ Parents will be notified immediately
- ⇒ Local police will be called
- ⇒ Students will be expelled

****Threatening another student is not accepted at SSPP. Once a threat is communicated to the faculty/administration, a thorough investigation will begin.**

BULLYING/CYBER BULLYING

Bullying/Cyber-bullying is defined as an intentional electronic, written, verbal, or physical act directed at another student or students that occur in a school setting (in the school, on school grounds, at a designated bus stop, or at any activity sponsored, supervised, or sanctioned by the school). Bullying involves, but is not limited to, unwanted/negative actions, an imbalance of power or strength, and exhibits a pattern of repeated behavior over time that is persistent, severe, or pervasive and has the effect of doing any of the following: substantially interfering with the student's education, interfering with the orderly operation of the school, and/or creating a threatening environment for the student.

Bullying happens in all schools. It happens on the school bus, on the playground, in the lunchroom, in the restrooms, and even in the hallways. Bullying also happens in the classroom, disrupting teachers from teaching and students from learning. It is the duty of students and/or parents to report bullying and cyber bullying incidents that occur at school to school officials. Individuals or groups found in violation of this policy will be subject to immediate disciplinary actions.

ELECTRONIC POSTINGS, COMMUNICATION & PUBLIC SITES

Students must be aware that the use of the Internet, whether in school or at home, for posting of on-line communication and/or information is often accessible to the public for reading, downloading, and printing. Therefore, any postings by a SSPP student in word or image that disrespects, defames, harasses, intimidates, or threatens another individual, student, family member, or school personnel will be handled in a serious disciplinary manner.

Additionally, any such postings that bring discredit to the school, or are immoral, illegal, or contrary to proper Christian values will be brought to the attention of parents and handled as a serious school matter, including the possibility of expulsion.

DETENTION:

Detention will be held during the school week after school from 3:00 p.m. to 3:45 p.m. When detention is assigned, the student will be given a parent notification form. A Parent/Guardian signature is required and must be returned the next day. Transportation to and from detention is the responsibility of the parent/guardian.

Please note: The school is responsible for our students:

1. During the instructional hours of the school day in school;
2. During the instructional hours of the school day on school property;
3. At school events held before, during, or after school that are directly observed and supervised by school staff.