

## CODE OF CONDUCT

### INTRODUCTION

The Code of Conduct is designed to provide a framework to ensure that the school is a safe, productive learning environment for all. We ask families to review this Code of Conduct so that all parties are familiar with school expectations and procedures. The Code of Conduct is subject to change at any time, based on directives from the Provincial or National Department of Education.

A school is a place that promotes responsibility, respect, civility and academic excellence in a safe learning and teaching environment. All Learners, Parents, Educators and Staff have the right to be safe, and feel safe, in their school community. With this right comes the responsibility to be law-abiding citizens and to be accountable for actions that put at risk the safety of others or oneself.

When Staff, Learners, and Families work together, a positive and productive learning environment is established at the school where goals are set and achieved. The Code of Conduct establishes the level of behaviour expected for all, to ensure that we attain the best possible school standards where success and achievement are reached through cooperation, courtesy and respect. Please review this Code of Conduct at the beginning of the school year and keep it in a safe place where it can be referenced to if necessary.

### GENERAL EXPECTATIONS

Jahari Christian Academy Staff and Learners are expected to meet the highest standards of personal, ethical and moral conduct possible. Attending Jahari Christian Academy is a privilege that is extended on the condition that Learners and Parents accept and support School policies, including our Code of Conduct. Jahari Christian Academy Staff and Learners may not engage in any immoral, illegal, or unethical activities, or any other activities that may have a detrimental effect on the offending Staff member, Learner, other Learners, the School, the Community, or the name of the Lord Jesus Christ.

This policy not only addresses the detrimental effects of a violation on individual Learners, but also the impact of the violation on the School's reputation and its ability to fulfil its stated mission. The School expects Staff and Learners to respect the physical and psychological well-being of others, and it will not tolerate behaviour that exploits another individual.

Staff and Learners are expected to comply with all rules governing behaviour as well as the directives of School officials. This expectation extends when Learners are off school property and outside of the normal school hours. While the School has no direct control over—and accepts no responsibility for—the behavioural choices that Jahari Christian Academy Learners make when off school property, the School reserves the right to discipline a Learner for any proven misconduct at any time.

#### GUIDING PRINCIPLE

It is important to understand that the conduct expected of all Staff and Learners is that which would biblically be associated with followers of Jesus Christ. i.e. a Christ-like spirit is the standard norm which governs the attitude, mindset, vocabulary and behaviour of every Learner.

Therefore, apart from some specific practical rules of which prior knowledge is necessary, this Code of Conduct does not contain an exhaustive list of misconduct that may subject Staff and Learners to discipline. The School reserves the right to discipline a Staff member or Learner for any conduct the School, in its sole discretion within its understanding of scripture, considers worthy of discipline, even though the specific conduct may not be mentioned in this Code.

#### DISCIPLINE POLICY

Discipline is that which is done **FOR** a Learner, **not** what is done **to** him/her. The purpose of discipline is guidance and correction. At Jahari Christian Academy the discipline that is maintained is firm, consistent, fair and tempered with love. Our Staff maintain standards of behaviour in the learning centres through kindness, love and genuine regard for the Learner. Discipline is first and foremost positive, and numerous tools are used to positively promote good behaviour by the Learners (motivating achievement). However, when additional disciplinary action becomes necessary, it is firmly carried out, tempered with good judgment and

understanding. There are times when a Learner may not respond as expected to positive encouragement. Other means are then utilized to discipline the Learner, primarily through the use of demerits and detention.

#### DEMERITS

Demerits are given for minor violations such as carelessness in completion of work and tasks, lack of responsibility, disturbances and breaking of Learning Centre procedures and rules, for example, leaving their office without permission, talking to others, arguing with their Supervisor, improper scoring procedures, littering, etc.

#### DETENTION

Demerits do not carry over from one day to the next. Each day is started with a clean slate. However, three or more demerits in one day result in detention time as follows:

3 demerits = 20 minutes detention

4 demerits = 30 minutes detention

5 demerits = 45 minutes detention

6 demerits = 1 hour detention

When a Learner receives detention, a "Corrective Action Notice" is sent home with him/her to be signed by Parents. The next school day the signed slip is returned and detention is served.

#### MORE SERIOUS MISCONDUCT

When Staff or Learners make themselves guilty of more serious offences, or the system of demerits and detention fails to align their behaviour with the norms and standards of Jahari Christian Academy, other sanctions and consequences may be used in the administration of discipline, including, loss of privileges, temporary removal from class, activity or event, parental contact, acts of service, restitution, suspension, or expulsion. At every stage of the Disciplinary Procedure staff members and school management will engage in counselling and prayer with the Learner, and great care will be taken to communicate love and affirmation of worth to the child.