



# Gateway Christian Academy

*“A Ministry of Gateway Church”*

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*Certified and Accredited by: ILCS/FLOCS*

Dr. William Latson, Principal

## ELEMENTARY DISCIPLINE POLICY

The philosophy of Gateway Christian Academy regarding discipline is necessary for the welfare of the student as well as the entire school and is based on the partnership of the home, church and school. We believe that the first institution established by God was the home. It is the home where children are taught the difference between good and evil. Our school exists to provide a continuation of Christian education that should first start in the home of our students. Effective classroom discipline is a necessary key ingredient for a good learning environment.

The purpose of discipline at Gateway is not only to achieve this goal but also to help students learn self-discipline and good character traits, become self-directed members in the immediate environment and eventually as future members of a larger society. Discipline, or training up of a child, affords us all the opportunity to provide a safe, wholesome Christian environment. The teacher is responsible to maintain appropriate classroom behavior. Certain behaviors are unacceptable and will not be tolerated. Therefore, specific standards are set to see that each child is obedient, respectful and accountable for his/her actions and that Gateway is fair in its enforcement of the rules.

The Word of God tells us that **obedience** to rules and guidelines is essential for intellectual, spiritual and physical growth (Luke 2:51). **Respect** teaches us the value of meaningful relationships (Luke 10:36-37). We are to instill the character of Jesus and hold each child **accountable** for himself/herself to God (Romans 14:12). With the help of the home, church, and school, we are working towards the education of the children of God. We believe that obedience, respect, and accountability are the means by which to instill a righteous attitude in our students for Christ.

As partners in the discipline process, it is imperative that home and school maintain the same standards. We expect our students, your children, to adhere to all the rules that have been established in our institution. Failure to adhere will result in consequences ranging from loss of privileges to expulsion. In addition, each teacher is given the liberty of making and enforcing classroom rules in accordance with Christian principles and the school's discipline policy. However, administration can and will make the final decision regarding disciplinary actions for any infraction, when warranted. Gateway expects full cooperation from both student and parent in the discipline of the student.

Gateway is not a remedial institution; consequently, we ask that a child not be enrolled with the idea that he/she will be reformed without parental discipline. We are here to work with the home, but not to take the place of parents who have had trouble disciplining their child or fail to take responsibility in fulfilling their roles. Parents who are not willing to discipline their children and cooperate with the school's discipline policies should not seek to enroll them at Gateway.

Gateway is dedicated to the training of children in a program of study, activity, and living that is Bible-based. We believe that “all things should be done decently and in order,” and that “there is a time and a place for everything under the sun.” Our students should be taught to accept the responsibility to walk honorably before God and man.

**THE FOLLOWING IS A LIST OF UNACCEPTABLE BEHAVIORS AND CONSEQUENCES OF SUCH BEHAVIORS FOR KINDERGARTEN AND ELEMENTARY STUDENTS:**

1. Insubordination to a teacher, administrator or staff member **(3 pts.)**
2. Use of profane/obscene language **(3 pts.)**. The definition of “profanity” will include, but not be limited to the following: swearing, cursing, obscenity or obscene gestures, and the telling of profane jokes. The final determination of the issue of profanity is entirely the decision of the principal/administrative team.
3. Destroying or defacing school property **(3 pts.)**
4. Committing an act that degrades and/or disgraces another person **(3 pts.)**
5. Committing an act that injures another person **(3 pts.)**
6. Inappropriate physical contact with peers **(3 pts.)**
7. Possession of obscene materials **(6 pts.)**
8. Possession of knives, matches, weapons, or any dangerous instruments **(6 pts.)**
9. Possession of prescriptive/non-prescriptive drugs without permission **(6 pts.)**
10. Improper attire (e.g. not wearing uniform) during school hours **(1 pt.)**
11. Possession of another student’s property **(1 pt.)**
12. Any act that goes against the basic moral values of the Bible **(2 pts.)**
13. Breaking any general classroom rules **(1 pt.)**
14. Stealing **((3 pts.)**

**The following are consequences based on the point system:**

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|----------------|------------------------------|
| 1 pt. ....     | Detention                    |
| 2 pts. ....    | One-day internal suspension  |
| 3-4 pts.....   | One-day external suspension  |
| 5-6 pts. ....  | Two-day external suspension  |
| 9-12 pts. .... | One-week external suspension |

**Points will accumulate for each semester and reviewed by the administration to determine if further action is required.**

**STANDARDS OF CONDUCT: (Infraction of any standard of conduct will result in at least one level of the disciplinary process, and a fine based on the point system.**

1. Respect authority and peers.
2. Maintain Christian standards of courtesy, kindness, morality, and integrity.
3. Follow school dress code and code of conduct.
4. Salute and give proper respect to the American flag, the Christian flag, and the Bible.
5. Seek wisdom, understanding, and knowledge.
6. Do all for the glory and honor of God.
7. No griping or whining.
8. No hitting, pushing, shoving, kicking, scratching or fighting.
9. No student shall intentionally engage in physical contact of any kind with other students except when appropriate as determined by the school.
10. Students are expected not to engage in cheating, swearing, cursing, stealing, smoking, drinking alcoholic beverages, and using narcotics.

11. All textbooks and notebooks must be kept in decent order. Six to twelve sharpened pencils, plus any books or supplies needed for classes, **MUST** be brought to school daily. Not having textbooks, notebooks, sharpened pencils, or needed supplies for class will affect student's performance.
12. No running or unruly behavior in the hallways, classrooms, or cafeteria.
13. No gum or chewing of gum is permitted in school or during school trips.
14. No littering. All waste must be disposed of in garbage cans.
15. No trips without written parental consent, and school uniform.
16. Except on designated "Show and Tell" days, students are not permitted to bring to school personal items that have no bearing on or use in the educational process. Radios, electronic games and toys, cell phones etc. are not permitted. **(This is not limited to listed items.)** Any object that the school feels distracts the learning process or classroom atmosphere will not be permitted. If students bring such items to school, the items will be confiscated, and the parent will be responsible for retrieving them. Subsequent violations will result in the parent not being able to retrieve item(s) before the end of the school year.
17. Guns, matches, lighters, knives are not permitted. Any student who possesses, sells, or otherwise furnishes a firearm, knife explosive or any other dangerous object at school or at a school sponsored activity on or off campus will be subject to expulsion and police notification. Charges will be pressed, if applicable.
18. Good personal hygiene is a must. We expect students to come to school clean and in uniform, and to keep themselves neat in school and on school trips.
19. Marked on, defaced or broken property is to be repaired or replaced at offending student's expense.
20. Finger rings and other non-essential jewelry will not be permitted.
21. Boys in Elementary must always wear belts. Belts that are excessively long may not be worn.
22. Hair for students must be clean and neatly groomed. Boys must have their hair off the collar and covering no more than half of the ear. Extreme haircuts, braided hairstyles, dreadlocks, Mohawks, designs, dyed or weaved-in colors are not acceptable or permitted. Girls are not permitted to have any extreme haircuts, dreadlocks or hairstyles with dyed or weaved-in colors. **The Principal/School Administration reserves the right to determine extreme haircuts and hairstyles, and to take corrective action.**
23. In the event of cool weather, **elementary** students must wear the official navy school cardigan. No other color cardigans are permitted for these students, except in extreme weather conditions. A solid navy or black winter jacket can be worn over the official school cardigan. Jackets and "hoodies" are not to be worn inside the classroom, school/church building.
24. Boys may not wear any type of earrings or have gold teeth, ear or body piercing jewelry at any time. No visible temporary or permanent tattoos. Girls may wear modest earrings but may not have gold teeth or any body piercing jewelry. No visible temporary or permanent tattoos.
25. All blouses and shirts must be tucked in.
26. Hats, caps or any other head covering must not be worn during school, except for designated show and tell or other special activities.
27. Girls' skirts must fall at least at the top of the knee.
28. All students must wear the required color socks and shoes.
29. All girls are required to wear navy shorts under their uniform.
30. Shoes should cover and protect the feet and allow for safety in running and playing. All students must wear closed-in shoes or sneakers. No open toe shoes, sandals, or boots of any kind are allowed.
31. Gateway Christian Academy stands in opposition to the drinking of alcohol, use of tobacco products and illegal drugs; pornography, homosexuality and fornication. We also stand in opposition to any other activity considered in Scripture to be worldly.
32. Infractions in the general rules/standards of conduct are subject to the point system.

**DISCIPLINE PROCESS: (\*All levels can include the Principal/Administration, depending on the severity of the infraction; and can result in an immediate consequence.)**

**Level One\*** – Involves only the Student and the Teacher (1-2 pts assigned after 2nd offense)

**Level Two\*** – Involves both the Student and Parent (3-5 pts assigned)

- Call the parents.
- Meet with the parents.
- Establish a daily communication plan so you are working together.

**Level Three** – Involves the Principal (6-9 pts assigned)

- The student meets with the Principal.
- The student, parents, and teacher meet with the Principal.
- The Principal dispenses punishment or consequences, such as internal or external suspension

In case of serious or recurring problems, parent may be required to pick up the student immediately. If the behavior or conduct of the student indicates an uncooperative spirit and there is no change within a designated time, the parent will be asked to have the student evaluated by a professional counselor or permanently withdraw the student from the school. Parent will be called to pick up any student who touches another student inappropriately, hits a teacher or threatens to harm himself/herself or others, pending disciplinary action.

**Your signature serves to verify that you have received, read and agree to abide by this discipline policy and the policies, rules and guidelines outlined in the Gateway Christian Academy Parent and Student Handbook.**

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date