

DISCIPLINE POLICY & DIGNITY OF THE HUMAN PERSON

St. Stephen's Catholic School respects parents as the primary educators of their children, and in turn, respectfully requests the support and cooperation of parents in the discipline process.

The school's discipline process aims for self-direction rather than external control. Self-discipline means being one's own disciple. Adults in our school routinely address and redirect disruptive behavior as soon as possible so as to guide the child toward this goal.

DIGNITY OF THE HUMAN PERSON – ALL SCHOOL GUIDELINE

As a basic Catholic truth, the fact that all human beings are made in the Image of God ensures that all should be treated with dignity. **Absolutely no harassment, bullying, name-calling, profanity, singling-out, teasing, cruelty, verbal abuse, or physical abuse will be allowed at St. Stephens Catholic School or at any school related events. Any actions of this nature will result in a Behavior Notice at the K-4 level and a Detention at the 5-8 level.**

Parent conferences will be mandatory in all of these situations. Examples of bullying behavior may include, but are not limited to:

- Name calling
- Sarcastic comments toward another
- Excluding from group activities
- Intimidating stares
- Unwanted physical contact
- Cyber bullying

Please see Harassment and Bullying Policy within this handbook for more information.

Grades K-4 Discipline Approach

Each teacher, as a licensed professional, will evaluate the needs of each child in each class to determine the most effective approach to discipline for his/her particular students.

As a general guideline, the following steps will be in place:

1. The teacher will give one verbal warning for the first infraction.
2. At the second warning, the teacher will discuss the behavior with the child.
3. At the third warning, a behavior notice will be documented in Educate, and parents will receive an email from Educate informing them of the behavior.

3. Three behavior notices in one trimester will result in direct verbal communication with the parent and a recess detention. Any behavior notice after the third one will result in an after school detention from 2:15pm -3pm in a designated classroom.
4. At any time during this process, the teacher may deem it necessary for the child to conference with the Principal to further assist the child in his/her decision-making process.

In grades 3 and 4, a detention may be issued immediately, and a parent conference will be required for the following serious offenses:

- A. Bullying (see reference to Human Dignity above)
- B. Vulgarity/Profanity
- C. Unacceptable/disrespectful behavior:
 1. in the classroom
 2. in the hallways
 3. in the restrooms or locker rooms
 4. on the playground
 5. in the cafeteria
 6. at assemblies
 7. on field trips
 8. on the bus
 9. at Mass

Under ordinary circumstances, after school detentions, suspensions, and expulsions will not be issued at the K-4 grade levels.

