

## DISCIPLINE PROCEDURES

**1. Suspension:** The Board will normally follow the protocol below. In cases where change is evident and the pupil appears repentant, exceptions are possible. The Board will determine in its sole discretion (in consultation with the tutor(s),) if an exception is to be made. Appeals for exceptions will not be recognized.

- **FIRST OFFENSE** –This may include any or all of the following: verbal warning, restitution/apologies, or suspension for remainder of the class or day. (Missed work must be turned in within one day of suspension or a grade of zero will be recorded.)
- **SECOND OFFENSE** Restitution/apologies, suspension for two class days. (Work must be turned in within two days of returning to class or a grade of zero will be recorded.)
- **THIRD OFFENSE** Restitution/apologies, suspension for four class days, (Work must be turned in within two days of returning to class or a grade of zero will be recorded.).
- **FOURTH OFFENSE** - Pupil will be expelled for the remainder of the academic year.

**2. Expulsion:** We realize that expelling a pupil is a very serious matter and should always be carefully dealt with on a case-by-case basis. Repentance, restitution (repairing damage through work, apologies, etc.) and forgiveness are fundamental to our discipline policy. However, should a pupil and his parents fail to eliminate behavioral problems before a fourth serious offense occurs, the pupil will be expelled.

**3. Serious Misconduct:** Should a pupil commit an act with such serious consequences, at the sole discretion of the Board, the protocol defined above may be bypassed and suspension or expulsion imposed immediately. Examples of such serious misconduct may include, without limitation: acts that seriously endanger the safety of other pupils or staff members; gross violence/vandalism to the facilities; violations of law; or other deliberate acts in clear contradiction of Scriptural commands that threaten serious harm to others. Pupils may also be subject to discipline for serious misconduct occurring after Academy hours.

**4. Re-admission:** Should an expelled pupil desire to be re-admitted at a later date, the Board will make its decision based upon the pupil's attitude and circumstances at the time of re-application.