



# NSCA Disciplinary Action Policy

## **PURPOSE:**

NSCA cares deeply for every student and desires for them to grow into respectful, loving, Godly individuals. In support of this, we will not tolerate behavioral offenses that may threaten the well-being of any student, any class of students, or an individual student's walk with the Lord.

## **INTENT:**

Our intention is to manage inappropriate behavior swiftly and in a Godly manner. Students will learn the steps to correcting disorderly conduct:

- Confession
- Forgiveness
- Demonstration of a sincere heart to change
- Move forward in Christ-like conduct

## **1. INAPPROPRIATE BEHAVIOR:**

Teachers will immediately contact parents and the Administrator with incidents such as:

- cheating
- lying
- swearing
- stealing
- showing physical or verbal disrespect or aggression for a student, teacher, or another person
- damaging property
- refusing to do work
- continually disrupting class to a significant degree
- internet, computer or technology abuse
- any action that a teacher judges to be a serious offense or aggressive behavior

## **2. DUE PROCESS**

Authoritative due process escalation is followed at NSCA by using God's Plan laid out in Matthew 18 of the Bible:

- a. Speak with the person directly involved in the situation
- b. Speak to the person with someone in authority present

- c. Meet with the Administrator and, if necessary, representatives of the New Springs Board of Directors to seek a peaceable solution

### **3. RECORDS**

All student records, disciplinary or otherwise, are maintained in confidential files. Parents may always have access to these records by making an appointment with the Administrator.

## **4. DISCIPLINARY ACTION ESCALATION STEPS**

### **First Offense**

In-school discussion between teacher and student. Parents are contacted and informed of the situation and the equitable solution the student and staff have committed to.

### **Second Offense**

In-school discussion between teacher, student, and Administrator. Parents are contacted via phone by the Administrator for further parental involvement in enforcing an equitable solution for the student, class and staff.

### **Third Offense**

Students will contact parents via phone at home or work to confess the continued offense in the presence of the teacher and/or the Administrator. Meeting with the student, parent, and Administrator will follow. Outside counseling and/or evaluation may be required.

### **Fourth Offense**

Student will face further disciplinary action that may include loss of privileges, loss of recess, in-school or after school detention, or other corrective action as determined appropriate by the Administrator. The student may or may not be able to make up homework, at the discretion of the teacher and the Administrator. More than one detention will require seeking outside counseling. The School Liaison Representatives of the NSCA Board of Directors will be notified of the ongoing situation.

### **Fifth Offense**

The Administrator and Board of Directors will meet to evaluate suspension considerations and if NSCA is the best fit for the student. All homework quizzes,

projects and tests will receive a zero. Professional counseling may be required to remain enrolled at NSCA.

### **Sixth Offense**

The Administrator and Board of Directors will meet to evaluate student expulsion considerations.

## **5. ZERO TOLERANCE POLICY**

NSCA has a Zero Tolerance Policy on Illicit Drugs, Alcohol and Weapons. The following items found in a student's possession on school property constitutes immediate grounds for detention, suspension, and/or expulsion:

- Firearms
- Knives (including pocket knives)
- Lighters or matches
- Cigarettes, cigars, vape or e-cigarette devices
- Alcohol
- Illicit Drugs
- Aggressive Behaviors
- Pornographic literature of any kind

## **6. ZERO TOLERANCE POLICY ACTION STEPS**

Zero tolerance of these materials is at the heart of a safe learning environment for our children. Should dangerous weapons or drugs, as deemed by the Administrator, be brought on campus, both parents and police will be notified immediately. An exhaustive effort will be made to follow all the steps of the Discipline Policy, engage the support of the student and their family, and encourage professional counseling, seeking Biblical guidance at every step. Expulsion may be recommended if the safety of the student, their peers, or adult staff members is compromised. The student or parent has the right to appeal the recommendation, but the final disciplinary action decision will be at the discretion of the Administrator and Board of Directors.