



STUDENT CONDUCT POLICY

2021-2022

Reviewed with students October 13, 2021

STUDENT CONDUCT POLICY

The North Dallas Adventist Academy administration, faculty and staff members expect all students to observe the policies, regulations, and standards essential to the achievement of the goals and objectives of Christian education. Being a student at North Dallas Adventist Academy is a privilege and not a right; therefore, each student is held personally responsible to uphold the specific standards of conduct, integrity, and morality compatible with the principles and doctrines of the Seventh-day Adventist philosophy.

Students who fail to respond to appeals made to their sense of honor based on infractions of the Disciplinary Code, and whose influence is found to be decidedly harmful based on violations where an aggregate number of violations permit suspension, will not be allowed to remain even though they may not have been adjudged guilty of a major offense. For the purposes of this section, major offenses are defined as offenses that subject the student to suspension or expulsion.

The parent may be assured that students will be given every opportunity to develop a Christian character as long as he/she expresses a desire to cooperate with the institution.

Whenever, in the judgment of the Academy, the character of a student's work is such that attendance is no longer profitable to him/her, or the nature of his/her conduct is such that he/she is a detriment to the school, the Academy reserves the right to dismiss the student. The administration also reserves the right, when occasion demands, to impose fines or other penalties for the violation of its regulations.

North Dallas Adventist Academy defines discipline as acts of love taken to bring one who has strayed back into harmony with the body and always encourages appropriate behavior. North Dallas Adventist Academy has instituted a merit point system. Inappropriate behavior will result in the accumulation of demerit points, citizenship probation, suspension, or expulsion.

MERIT SYSTEM

RECOGNITION OF MERIT

The North Dallas Adventist Academy merit system is designed to recognize and reward positive student behavior. The merit system is a numerical frame of reference used to reward laudable decorum.

Students who deport themselves well and receive no discipline points for inappropriate behavior for a marking period will be entitled to such rewards as determined by the offices of the Principal and Vice-Principal.

AREAS OF MERIT

Merit points will be given for, but not limited to, commendable deportment, attainment, or performance in the areas listed below:

1. Perfect class attendance (no absences or tardiness to any class appointment).
2. Reverence in all religious services and during prayer in the classroom.
3. Following the uniform policy.
4. Consistent deportment in all areas of campus life.

DEMERIT SYSTEM

DEFINITION OF DISCIPLINARY TERMS

Demerit system – a numerical value assigned to a student for an infraction.

Citizenship probation – restriction or denial of off campus trips, social privileges, and imposition of specific sanctions for a period commensurate with the accumulated demerit points.

Suspension – mandatory separation from North Dallas Adventist for a definite period (not to exceed five school days).

Expulsion – separation from North Dallas Adventist Academy for a minimum of a semester.

DISCIPLINARY PURPOSE AND APPLICATION

The Academy reserves the right to determine the appropriateness of behavior and to discipline accordingly.

1. The primary purpose of disciplinary sanction is to:
 - a. Aid in positive behavioral changes.
 - b. Express the concern for the student's inappropriate behavior.

2. If the student's behavior is such that a faculty/staff member deems it necessary to issue five or more disciplinary points for a specific act, the procedure to follow is:
 - a. Warn student of intent to issue demerits.
 - b. Write a complete disciplinary incident/infraction report in Facts/Renweb.
 - c. Hold the report for 24-hours.

- d. Conduct a conference with the student if requested by the student during or at the end of the 24-hour period.
 - e. Report to parents within 48 hours of when the violation transpired.
 - f. Submit report to the Principal / Vice-Principal's Office.
3. The Academy reserves the right to require the withdrawal of any student at any time for any reason deemed sufficient to do so.

DISCIPLINARY DEMERIT POINT COMPONENTS

POINT ACCUMULATION

A scale of disciplinary points is assigned to infractions of North Dallas Adventist Academy policies and regulations ranging from 1-26 demerit points.

POINT REDUCTION

The offending student's discipline points will be reduced by five for every two-week period during which no infraction notice is received. Demerit points may be reduced until they reach zero.

The discipline for the accumulation of demerit points will occur in three stages.

Stage I – Admonition (1-10 demerit points)

- The student who receives 1-10 demerit points will be dealt with as follows:
- Admonished by person issuing the demerit(s)

Parents/guardians notified by person issuing the demerits (5 or more) – notification can be by email.

Stage II – (11-15 demerit points)

The student who receives 11-15 demerit points will be placed on a two week citizenship probation and will be subject to one or more of the following:

- Admonished by person issuing the demerits followed by notification to parents/guardians
- Counseling with the Principal, Vice Principal, and/ or Registrar
- No campus leave

- Denied the privilege to participate in the next two on-campus social or recreational activities
- Denied the privilege to represent the Academy at any off-campus event
- An action plan developed in association with the Principal, Vice Principal, and/ or Registrar
- A student may be suspended or dismissed if he/she commits another infraction while on probation, depending upon the seriousness of the infraction

Stage III – (16-25 demerit points)

The student who receives 16-25 demerit points will be placed on a four week citizenship probation and will be subject to one or more of the following:

- Admonished by person issuing the demerits followed by notification to parents/ guardians
- Admonished by Principal and Vice Principal or designee who will also notify parent(s) / guardian(s)
- Counseling with Principal, Vice Principal, and/ or Registrar
- Denied the privilege to represent the Academy at any off-campus event
- An action plan developed in association with the Principal, Vice Principal, and/ or Registrar
- A student may be suspended or dismissed if he/she commits another infraction while on probation, depending upon the seriousness of the infraction
- No campus leave
- Denied the privilege to participate in the next two on-campus social or recreational activities

Stage IV – (21 – 25 demerits points)

The student who receives 21-25 demerits will be placed on a six week citizenship probation and will be subject to the following:

- Admonished by person issuing the demerits followed by notification to parents/ guardians
- Admonished by Assistant Principal or designee who will also notify parent(s)/ guardian(s)
- Counseling with Assistant Principal, Guidance Counselor, and/or Campus Chaplain
- Denied the privilege to represent the Academy at any off-campus event
- An action plan developed in association with the assistant Principal, Guidance Counselor, and/or Campus Chaplain
- A student may be suspended or dismissed if he/she commits another infraction while on probation, depending upon the seriousness of the infraction
- No campus leave
- Denied the privilege to participate in the next two on-campus social or recreational activities

Stage V – (26 or more demerits points)

The student who receives 21-26 demerits will be placed on a six week citizenship probation and will be subject to the following:

- Student will be suspended for 3 school days
- Student will be placed on two weeks probation upon returning to school
- The student will be given the opportunity to explain his / her version of the facts concerning the misbehavior before the decision to suspend is made.
- The student's parent will be notified of the suspension as soon as possible.

DISCIPLINARY INFRACTIONS

The following infractions are subject to demerit points that can be issued by academy faculty and staff.

2 Demerit infractions

- In the hall without an authorized pass

3 Demerit infractions

- Unauthorized possession of any electronic device (*plus confiscation*)
- Eating in class without permission
- Consistently failing to bring school supplies to class (charged iPads, textbooks, calculators, pens, pencils, etc.)

5 Demerit infractions

- Disruptive/boisterous behavior
- School uniform violation
- Inappropriate attire
- Teasing
- Loitering in any hallway, in any room, or outside the building
- Leaving any activity without permission (*worship, class, school, social activities, etc.*)
- Display of inappropriate behavior

10 Demerit infractions

- Improper or foul language
- Disrespect
- Irreverent behavior: Any behavior that causes a distraction or interrupts a school worship service or a program in the school / church

11 Demerit infractions

- Intentional deception of school personnel
- Insubordination/Defiance/Noncompliance (*willful and obvious disrespect of and/or failure to comply with a directive of an official of the school or anyone in authority*). Only five demerits' points will be applied for insubordination when it is in conjunction with another infraction.
- Profane, obscene, disrespectful, or degrading language

15 demerit infractions

- Fighting
- Food fight
- Inappropriate display of affection
- Horseplay
- In locations deemed off limits without appropriate clearance / supervision

25 demerit infractions

- Cheating or Plagiarism
- Willful destruction of school property

Please note: Infractions that surpass demerits and advance automatically to other consequences in the Suspension and Expulsion sections.