

STUDENT GOVERNANCE POLICY

“Liberty is not license, and liberty & law are inseparable, but law is not the prerogative of church or state, but rather the condition of man.”

R.J. Rushdoony

“People are unique in the inner life of the mind-what they are in their thought world determines how they act.”

Francis A. Schaffer

The goal of CCS is to provide an environment that is most conducive to safe effective learning for all students. This environment is effectively fostered by students who respect others and who are able to restrain themselves. CCS recognizes that the most effective Christian is one who is able to govern themselves. CCS maintains a school wide commitment to safe, orderly classrooms. It is our expectation that students are able to operate in a social/classroom setting with a standard of respect for authority and others. To this end, teachers are given the responsibility of enforcing classroom regulations in accordance with school policy and in light of Christian principles. In order to maintain proper order in the classroom, it becomes necessary to correct any behavior or attitudes that are a detriment to the welfare of the school.

Administration oversees student consequences that maintain a proper atmosphere for learning. Factors that govern the severity of these consequences include but are not limited to:

- nature of the offense
 - to what degree has the infraction compromised the code of conduct
 - to what degree has the infraction adversely affected the welfare of the school or the delivery of educational services
- to what degree has the infraction violated our standard of respect for authority and others
- to what degree does it contribute to the delinquency/truancy of a student

- demeanor of the student
- repeated/historical/perpetual nature of the students' infractions.

The historical nature of the students' decisions is not incorporated into a set of facts surrounding a specific infraction. However, a student's tendency towards infractions can be a factor in determining the severity of the consequences. Any student who demonstrates a commitment to choices which compromise the code of conduct or the delivery of educational services to other students is subject to expulsion. Administration maintains the right to exercise its power of leniency in a reasonable fashion relative to the facts surrounding the situation.

It is the function of administration to maintain an orderly, respectful climate that is most conducive to education. It is the function of parents to discipline their respective students so that behavior is modified to an acceptable point that maintains enrollment at CCS. The enforcement of classroom regulations is accomplished with teacher-student conferences, administrator-student conference, administrator-parent conference, teacher-parent conferences, suspension or expulsion.

-Suspension: temporary exclusion for a specified period of time (1-3 days) or until specified action is done by the parent/student

-Expulsion: permanent separation

Major test and quizzes are allowed to be made up upon the students return. Any weekly or daily test or quizzes will be given a grade of 0. All other coursework must be completed and turned in for a letter grade deduction.

Multiple suspensions in a single instructional year is sufficient reason for expulsion. Student actions, which lead to suspension or expulsion, include but are not limited to:

- possessing, handling, or transmitting any object or material which is generally considered a weapon.
- use of violence, force, fear, or abuse of any kind that compromises the institutions commitment to an orderly and respectful climate
- causing or threatening to cause bodily injury to oneself or others
- sexual or vulgar conduct on or off campus.
- truancy or skipping of classes
- remarks of disrespect to any staff member
- violations that compromise the code of conduct
- causing or attempting to cause damage to private or school property
- the excessive necessity of student-teacher conferences (> 3/semester)
- divisive nature/ objects such as: secret clubs, writings, flags, banners, symbols, and slogans or other actions that compromise an orderly climate.
- writing or passing notes in class, halls, or on school grounds
- unauthorized open containers of food or drink in lockers or in classrooms
- inappropriate displays of affection, including but not limited to holding hands, kissing

-discussing inappropriate entertainment

Full cooperation is expected from parents and students. If at any time the school feels that this cooperation is insufficient, the student will be requested to transfer out.

Procedures used for maintaining the general welfare of the school include:

- locker checks
- use of drug dogs
- wallets, purses, or gym bags may be checked if probable cause

STUDENT DUE PROCESS

Students should make all attempts to settle personal differences with the teacher. This can be done privately outside of class, not during instructional time. Teachers and students who are unable to work together should consult with the school administrator or principal. The school board has final authority on all issues involving student governance.

MISCELLANEOUS FINES

Students are utilizing books, equipment, and facilities that do not belong to the student. These items and all other facilities should be used with respect and not treated destructively. Significant damage to books (broken spines, water damage, peeled off covers, etc) will cost the student the purchase price of a new book. Any alarm falsely set off by a student will cost the student a minimum of \$25.00. Any books or equipment left after school hours on top of lockers, on floors, in classrooms, etc. will be placed in the lost and found bin. These items may be purchased back from a student council representative at 8:15 for \$.25. Any damage to school facilities or equipment including computers will result in a minimum charge of \$25.00. Student are not allowed to be in the auditorium without appropriate supervision, students found in such a position will be assessed a \$25.00 fine.

ELECTRONIC DEVICES

Any unauthorized electronic device (including cell phones) is not to be used at school. This includes text messaging or any other “silent communication” with an electronic device. Devices should be kept in book bags or vehicles. If a device is seen in any other location it will be confiscated and a parent or guardian must come to the school office to retrieve the device.

REGARDING ELEMENTARY

At the elementary level it is our goal to instruct the student in treating others with respect and learn how to conduct themselves in a corporate classroom setting. The previous governance policy is in effective with the following additions. Each elementary teacher will develop a classroom behavior plan. This plan will incorporate a number of strategies but will include the following minimum elements: statement(s) of expectations, and a system of positive and negative consequences. Parents will receive notification of the plan that governs their student’s classroom by the first full week of school.

Three or more infractions in one day will result in a trip to the principal's office. Students who demonstrate a commitment to inappropriate behavior or who compromise the code of conduct may receive up to 3 days of suspension (in house or at home) or be expelled from CCS.

SEXUAL HARASSMENT

Claremore Christian School is committed to learning and working environment for all students, faculty, and staff that supports, nurtures, and rewards career and educational advancement on the basis of ability and performance. Harassment of any kind undermines the character and purpose of the institution. Sexual harassment is a part of the school's general governance policy.

Legal Definition: Sexual harassment is a violation of laws against discrimination (Title VII of the Civil Rights Act of 1964). It is defined as “ unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

- 1.) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment
- 2.) submission to or rejection of such conduct by an individual is used as a basis for employment decisions affecting such individuals'
- 3.) such conduct has the purpose for effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment

While Title VII principles apply to sexual harassment by or against employees, the school also prohibits any sexual harassment by a school employee against a student.

The Equal Employment Opportunity Commission defines sexual harassment as “ any unwelcome sexual advances, requests for sexual favors, and other verbal or physical contact of a sexual nature.”

The key word to consider is “ unwelcome”

Sexual harassment is not acceptable behavior. It may include, but is not limited to:

- physical assault, including rape or any coerced sexual relations
- subtle pressure for sexual activity or for a relationship that takes on a sexual or romantic nature, therefore exceeding the limits of a health adult/child relationship
- leering or ogling at a person's body
- sexual or suggestive remarks about a person's physical attributes, clothing, behavior, or sexual preferences
- unsolicited pressure for sexual activity whether explicit or implicit
- obscene or suggestive remarks or jokes, verbal abuse, insults
- display of explicit, offensive, or demeaning materials

Unwelcome sexual advances are prohibited among faculty/staff at Claremore Christian School: any sexual advances are prohibited between an adult and a student, even if the student is apparently accepting or solicitous of them. Claremore Christian School acts in protection for all students and any irresponsible behavior by faculty or staff is a breach of trust and a liability for the school. Faculty and staff behavior towards students must be one of respect and above reproach.

Any person who believes this policy has been violated by another person should immediately report the violation. The school will take prompt action in investigating any complaint of sexual harassment and, if warranted, the school will take interim measures to prevent continued harassment from occurring while the investigation is under way. Many instances of sexual harassment can be resolved through informal measures. Resolution of a suspected case can often be achieved through a discussion with the person directly involved. If this does not remedy the situation, or if there is a reluctance to deal directly with the person involved, formal measures may be taken. Following the investigation, the school will evaluate the facts and evidence and determine the validity of the complaint. If the complaint is substantiated, appropriate corrective action will be taken, including, but not limited to, discipline, warning, suspension, or termination of the offending employee. If the complaint is not substantiated, the matter will be closed. In either case, the complaining employee will be advised of the results of the investigation and the determination made by the school. The school prohibits retaliation against any employee who files a complaint in a good-faith belief that he or she has been subjected to sexual harassment or other discriminatory treatment, even if insufficient evidence is found to substantiate the complaint. The school will also protect any person who participates in the school's investigation. All complaints of sexual harassment or retaliation should be reported to the administrator with whom the complainant feels comfortable.