



Saint Francis Catholic Academy
CODE OF CONDUCT



The Code of Conduct is based on the belief that instruction should occur in an environment that is conducive to learning. Effective instruction requires good order and discipline and may be described as the absence of distraction, friction, and disturbance that interfere with the effective functioning of the student, class, and school.

The philosophical basis for the Code of Conduct is that the student assumes the responsibility for his/her actions. However, in order for effective instruction to occur, there must be a cooperative relationship between student, parent, and school. We notify parents of concerns about student life or behavior, even when off campus.

The Code of Conduct is divided into four levels: minor, intermediate, major, and flagrant offenses. Each level includes disciplinary procedures which are implemented by the deans of students. The Code of Conduct is enforceable at school-related functions whether the event is on campus or off campus.

The Dean of Students administers a progressive discipline plan. Lunch duty, central detention, and Saturday School are consequences of infractions of the Code of Conduct and are in accordance with the progressive discipline plan.

Effective education requires that the administration, faculty, parents, and students work together in a spirit of mutual cooperation so that the important task of learning may be accomplished. The expectations in this handbook seek to provide reasonable guidelines for student conduct.

The general expectation of students is that at all times each student will conduct himself/herself in an appropriate fashion and will be truthful, honest, and respectful of others; – fellow students, staff, and faculty members. It is expected that Christian values will be the guiding principle of each student's behavior.

STUDENT EXPECTATIONS

Students are expected to:

- represent Saint Francis Catholic Academy with pride and dignity on and off campus at all times;
- create an atmosphere of acceptance so that all persons are encouraged to participate in all facets of the school community;
- show pride in the school by keeping the campus clean;
- be actively involved in their education and responsible for learning by demonstrating:
 - punctuality,
 - preparedness,
 - good attendance;
- dress for the learning process; follow school uniform policy at all times.

THE ACADEMIC CODE OF HONOR

A Student is: **Honorable in Conduct, Honest in Word and Deed, Dutiful in Study and Service, Respectful of the Rights and Property of Others**

The Academic Code of Honor represents a valuable educational tool for guiding faculty, staff and students in their efforts to create a sense of community and for expressing the values that are at the core of a Catholic education.

RESPECT FOR OTHERS

All students are required to conduct themselves in a manner that acknowledges and demonstrates respect for others (administration, faculty, staff and peers). Any actions that harass, demean, or subject others to any form of physical threat, psychological stress, or humiliation are unacceptable. Basic honesty is expected at all times, both within academic pursuits and in all other interactions that take place elsewhere on campus, and in the community. While exercising respect for all individuals, all students also carry a direct responsibility to assert their own rights and to communicate feelings and concerns to others through responsible means. Failure to respect an individual includes, but is not limited to:

- Using violence or threat of violence against others. This generally includes, but is not limited to, harassment, physical assault, physical or mental intimidation, and sexual offenses.
- Hazing

The Mission of Saint Francis Catholic Academy is to inspire all students to live a life of faith, academic excellence and virtue.

Any student who knowingly and intentionally files a false complaint of harassment against an employee, volunteer, or student will be subject to immediate and severe disciplinary action.

For further information, access www.leg.state.fl.us.

HAZING

Hazing means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person in order for the student to be initiated into or affiliated with a student organization, or for any other purpose.

- No student, teacher, administrator or other Saint Francis Catholic Academy employee, contractor, or volunteer shall plan, direct, encourage, aid, or engage in hazing.
- No student, teacher, administrator or other Saint Francis Catholic Academy employee, contractor, or volunteer shall permit, condone, or tolerate hazing.
- Apparent permission or consent by a person being hazed does not lessen the prohibitions contained in this policy.
- A person who engages in an act that violates school policy or law in order to be initiated into or affiliated with a student organization shall be subject to discipline for that act.
- This policy applies to hazing behavior that occurs on or off school property and during and after school hours.

Saint Francis Catholic Academy will act to investigate all complaints of hazing and will discipline or take appropriate action against any student, teacher, administrator, or other Saint Francis Catholic Academy employee, contractor, or volunteer who is found to have violated this policy.

WEAPONS

Firearms and other weapons may not be brought on to school property, even secured in a motor vehicle. This prohibition also applies to school buses and school bus stops.

A weapon is defined to include, but is not limited to, all firearms, explosives, munitions, electronic weapons (e.g. tasers), chemical weapons and knives, other than small pocket knives; a pocket knife is not "small" if, when opened, its blade is greater than 2 ½ inches in length. Razor blades or box cutters are also to be considered as dangerous weapons for purposes of this policy, unless they are possessed or used in support of a parish, entity or school-sanctioned activity.

CARRYOVER POLICY

Any disciplinary consequence that is not completed at the end of a school year will carry over to the beginning of the next school year.

VIOLATION CLASSIFICATIONS & DISCIPLINARY ACTION

Please refer to the Parent/Student Handbook for Violation Classifications and corresponding disciplinary actions.

I have read and understand the above Saint Francis Catholic Academy Code of Conduct.

Student Name Printed

Parent Name Printed

Student Signature

Date

Parent Signature

Date

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