

Oasis Christian Learning Centre

Code of Student Conduct

Oasis Christian Learning Centre is committed to the philosophy of providing an excellent preparatory education in a Christ-centred, biblically based environment. An essential part of this mission is to promote the development of students with strong Christian ethics and moral values. As a result, our School Code of Conduct has been established to assist in fostering personal integrity and responsibility among our students. The responsibility for ensuring proper development has been charged to the administration, faculty, and staff by the School Board of Oasis Christian School. We believe that this responsibility should not be taken lightly, but should be measured with Christian love, grace, and understanding for the well-being of our students. As a part of this responsibility, we must serve as good role models for our students by living Christ-centred lives ourselves to promote appropriate conduct through our actions and words.

Expectations

Oasis Christian Learning Centre students are expected to

- Be Respectful.
- Be Responsible.
- Possess Integrity.

Guiding Principles

The School Code of Conduct is not intended as an exhaustive list of misconduct. As a result, Oasis Christian Learning Centre reserves the right to discipline a student for any conduct the school deems inappropriate even though not specifically mentioned in this Code.

All sanctions and consequences are designed to be fair, redemptive, and instructive, with an emphasis on growth and development.

The nature and severity of sanctions are based on the severity of the incident, past behavioural patterns, as well as the maturity and emotional state of the student in question. If possible, initial intervention for disciplinary problems should be minimal with an emphasis on caution, reasoning, and counselling. Throughout any disciplinary process, grace and forgiveness should be guiding forces, while maintaining firm and uncompromising position on inappropriate behaviours.

While Oasis Christian Learning Centre has no direct control over students and accepts no responsibility for students outside of school operations and activities, we do reserve the right to discipline students for inappropriate behaviour because it reflects on the school.

A student who has knowledge that a violation could occur may be considered an accomplice. A student who finds himself directly involved in an inappropriate incident or potential incident has the responsibility to remove himself to avoid implication (II Timothy 2:22).

Parents and students have the right under the School Code of Conduct to appeal any decision following standard procedures. However, they have the responsibility of addressing the concern along each level of the process prior to appealing it to a higher authority (Matthew 18: 15-17).

Violations Defined

According to Oasis Christian Learning Centre Board Policy, violations are divided into three categories based on the severity of the action. While administrative response to these violations is based on the category in which the behaviour falls, additional factors including past behaviour will be factored into the decision-making process.

Category I | Minor Violations

Minor violations are those behavioural issues which individually do not warrant an office referral and can be handled by the individual teacher utilizing the classroom assertive discipline plan. These include, but are not limited to

- chewing gum.
- eating in class without permission.
- being tardy to class.
- talking in class.
- failing to follow directions.
- failing to complete assigned tasks.
- behaving impolitely.

Category II | Moderate Violations

Moderate violations are those which negatively affect the teacher's or school's ability to meet educational commitments to our students. These include repetitive minor behavioural violations which the assertive discipline plan has ineffectively discouraged. These behaviours include, but are not limited to

- classroom disruption.
- defiance of authority.
- propagating dissention.
- verbal or physical abuse.
- excessive tardiness.
- dress code violation.
- deceptive behaviour.
- Category I behaviours that are determined to be habitual and/or continuous.

Category III | Serious Violations

Serious violations are those which require the immediate attention of a school administrator because of severity or continuous action of Category I and II violations. These behaviours include, but are not limited to

- continuous classroom disruption.
- dishonesty and other forms of deception.
- misuse of school property including inappropriate use of technology, unauthorized use of school equipment, and trespassing on campus after school hours.
- skipping class including extended tardiness and truancy.
- obscene or lewd behaviour.
- possession of pornographic or sexually explicit material.
- physical, sexual, or verbal abuse.
- slander or libel.
- unauthorized possession of a weapon including guns, knives, batons, bladed tools, pepper spray and any additional items considered dangerous by the school administration.
- commission of any crimes or misdemeanours, on or off campus, including (but not limited to) possession of alcohol, tobacco, or illegal drugs, immoral behaviour and destruction of property.

- insubordination to a school authority including (but not limited to) walking out of class, failing to follow field trip procedures, leaving campus without permission, continuous and wilful violation of school rules.
- behaviour which potentially endangers the another's safety.
- cheating, including plagiarism and intentionally assisting another student to cheat.
- sexual misconduct or immoral behaviour (on or off campus) including inappropriate displays of affection at school.
- failure to follow through with disciplinary disposition (i.e. failure to attend detention).
- inappropriate fanatical behaviour at an athletic event.
- Category I and II behaviours that are determined to be habitual and/or continuous.
- any infraction determined to be severe by the administration.

Consequences Defined

Student Communication

We are blessed at Oasis Christian Learning Centre to have a student body who possess above-average intelligence. This allows the faculty and administration to rely on reasoning to encourage appropriate behaviour. As a result, our primary consequences are based on positive communication with our students. Most communication is preventative in nature and is designed to make students aware of our expectations to avoid situations where they unknowingly exhibit inappropriate behaviour. For this reason, teachers begin the year teaching students the rules and regulations for their individual classes and the school as a whole. Each teacher is also required to maintain an assertive discipline plan which includes a concise and concrete set of rules and reinforcements designed to teach correct behaviour. In addition, teachers are encouraged to talk to students regarding inappropriate behaviour in such a way as to encourage the students and avoid embarrassment. When teachers feel additional assistance is needed, they are encouraged to refer students to the office for counselling. Counselling may be provided by the school guidance counsellor or a school administrator and is designed to be positive and proactive in order to prevent incidents before they become problematic. Many times, a "cooling off" period provided by counselling is all that is needed to prevent a more serious disciplinary problem.

Parent/Teacher/Administrator Communication

It is our belief that the primary biblical source of guiding student behaviour should be the parents. Our mission for maintaining appropriate student behaviour is to form a partnership between the school and parents allowing parents to handle as many problems as possible. However, when the parent is in need of assistance it is our responsibility to ensure that we maintain an optimal academic environment for all of our students. Our secondary consequences are parent contacts including letters, e-mails, phone calls, and parent conferences. However, when these forms of communication are no longer effective, graduated consequences are required.

Confiscation of Contraband

Students who bring contraband on campus or use unauthorized items inappropriately (i.e., cell phones) may have the item confiscated by a teacher or an administrator. If a teacher determines that an item is inappropriate and should be confiscated, the student is to be referred to the office and the parent is to be notified. If the student continues the behaviour, they may be denied the right to bring the item on campus for a specified period of time.

Detention

If communication is ineffective in solving disciplinary problems, the student may be assigned a detention to reinforce appropriate behaviour. The structure of Oasis Christian School's detention program is graduated in nature. For classroom problems teachers may choose to assign their own afterschool detention as a part of their assertive discipline plans. This level of reinforcement requires no office referral and would not be used to determine a pattern of student behaviour. A more serious form of detention would be associated with an office referral. This would allow the office to keep a record of detentions (either morning or afterschool) based on the frequency and serious nature of the problem. The administration reserves the right to assign menial tasks of labour associated with detentions as additional reinforcement.

Denial of Class

Students may be denied class pending a specified action, such as a required parent conference or returning school property. Students denied classes will not be allowed to make up work missed unless specified by an administrator.

Corporal Punishment

Oasis Christian Learning Centre has the biblical and legal right to provide corporal punishment for all students. However, we feel that this form of punishment should be used sparingly as a last resort to denying students their right to an education. While all teachers are authorized to administer corporal punishment, teachers above the second grade are encouraged to refer a student to the office for paddling by an administrator. Teachers are also strongly encouraged to communicate with parents prior to utilizing corporal punishment.

Suspension

A suspension is a denial of the right of a student to attend school. The purpose of a suspension is to send a clear message to the student that the behaviour is unacceptable. Students will be given an essay assigned by the school administration to be completed prior to their readmission to school. The topic of the essay will be determined by the school administrator. Once a student has been suspended for five days within a school year, he/she will be considered for expulsion. A suspended student will receive a zero for any missed assignments or tests during the period of suspension. Students are not allowed on campus or to participate in any school activities during the period of their suspension. For a serious Category III violation or when it has been determined that negative behaviour has become habitual, a student may be assigned a suspension with probation. At this point, further violations may result in a recommendation for expulsion.

Expulsion

Expulsion refers to the permanent dismissal of a student from school. It is considered an absolute last resort to be used when all attempts to correct disciplinary issues have been exhausted. At this point it is determined that a complete change of environment is in the best interest of the student. An expulsion may also be justified when a student commits an act so severe that it threatens the safety of our other students or severely inhibits Oasis Christian Learning Centre from meeting obligations to our other students. Finally, an expulsion may be necessary if a parent continuously refuses to support the school in our efforts to correct inappropriate behaviour of our students and support our mission to promote a positive Christian learning environment.

Recommended Consequences

Recommended Consequences of Category I Violation

- Assertive Discipline Plan

- Student Conference/Warning
- Parent Contact
- Confiscation of Contraband
- Parent Conference
- Counselling
- Detention

Recommended Consequences Category II Violations

- Parent Contact
- Confiscation of Contraband/Pending Action
- Parent Conference
- Counselling
- Administrative Student Conference/Warning
- Detention
- Denial of Class/Pending Action
- Corporal Punishment
- Suspension

Recommended Consequences of Category III Violations

- Immediate Referral to an Administrator
- Confiscation of Contraband/Pending Action
- Required Parent Conference
- Counselling
- Detention
- Denial of Class/Pending Action
- Corporal Punishment
- Suspension
- Suspension/Probation
- Expulsion

Discipline for Off Campus Behaviour

During times that students are outside of school operations and school-related activities, they are not under the direct supervision of the school and are not subject to the consequences of the Oasis Christian School Code of Conduct. However, as a part of their agreement to enrol children in school, parents have agreed to support the school in its educational endeavours to accomplish our vision, mission, and goals. As students represent the school at all times, their behaviour outside of school operations and activities may reflect on the overall effectiveness of the school. As a result, the school has responsibility to hold students accountable under certain circumstances.

Procedure for Non-felonious Behaviour

- If a student is reported to have committed a Category III offense of a non-felonious nature outside of school operations and activities, it is the responsibility the headmaster to report this to a parent as hearsay.
- If it is determined there are a minimum of two credible witnesses to a student violation of a Category III offense outside of school operations and activities, the headmaster will schedule a parent conference in which the incident will be discussed, and the student will be warned that any further problems may result in the student being disciplined by the consequences for a Category III offense.
- Any additional off-campus behaviour with a minimum of two credible witnesses will be treated as a Category III violation resulting in the appropriate consequences as determined by the headmaster.

Procedure for Felonious Behaviour

- If a student is reported to have committed a felonious act outside of school operations and activities, it is the responsibility of the headmaster to notify the parents and begin a school investigation.
- If it is determined that there are two credible witnesses to the offense, the student is to be provided due process, a parent conference will be held, and a determination of guilt will be rendered by the headmaster. The punishment for guilt will be either suspension from school with probation or a recommendation to the Oasis Christian Learning Centre Board for expulsion.
- If a student is suspended with probation, any additional Category III problems (on or off campus) may result in a recommendation to the School Board of Oasis Christian Learning Centre for expulsion. For students who have been suspended with probation, a pre-enrolment hearing will be held at the end of the school year to determine whether the student should be re-enrolled for the upcoming school year.

Attendance Policy

There exists a direct relationship between student success in the classroom and regular attendance. It is impossible to replicate the quality of education a student misses when making up work following an absence. It is imperative to the educational development of the students that they attend school as often as possible. In addition, failure to attend school may result in one or more violations of Alabama State Law regarding compulsory school attendance. For these reasons we strongly encourage that medical appointments, family trips, and other activities be scheduled outside of regular school hours whenever possible. Failure to meet the minimum standards of our attendance policy may prohibit a student from advancing to the next grade.

Number of Allowable Days Absent

A parent may excuse a maximum of five days (without a doctor's excuse) for their child each semester for one of the reasons listed below (under excused absences). In addition, a student may be excused by the headmaster for a maximum of five days per semester for students who are passing all classes for the semester in which the absence is scheduled. In order to secure headmaster permission, a parent must make a written request (e-mail or note) in advance of the planned

absence. The request must include the full name of the student, the homeroom teacher, the reason for the trip, and all dates the student will be absent. The school will excuse absences in which the parent secures an authorized excuse of a physician. While there is no limit on the number of days which are excused by a doctor, the student is fully responsible for making up all assignments and passing the class within the time frame specified by school policy. Doctor's excuses should be submitted within three days of the student returning to school.

Excused Absences

Student absences will be considered excused for the following reasons

- illness.
- medical appointment.
- driver's license examination.
- severe illness of a family member.
- death of a family member.
- extreme weather conditions.
- headmaster permission.

Catch-up Work

Students have three days following an absence in order to make up assignments and tests. Students have one additional day beyond the initial three days for every day they are absent up to one calendar week. If a student misses an extended leave due to a medical absence, the parent may request an accommodation planning meeting to develop a schedule for making up assignments.

Consequences for Excessive Absence

- A disciplinary notification will be e-mailed by the teacher for the first unexcused absence.
- A letter will be sent home by the administration notifying the parent of a second unexcused absence.
- A parent conference will be required following a third unexcused absence.
- All additional unexcused absences will require student attendance to Saturday school at an extra cost. The fee will be forfeited if the student fails to report as scheduled.
- If a student in grades 7-12 obtains more than fifteen unexcused absences in a semester he/she will be required to take a credit recovery class for each of the core courses whether the course is passed or not. The cost of each course will be evaluated and given through to the parents/guardian.

Cell Phone Usage

Cell phones are not allowed to be used during class times – all cell phones will be switched off during school time and kept in the class storage room. If parents urgently need to get in contact with their child, please contact our offices on 010 140 1090 or 082 854 2409.

Computer Usage

Laptops will be used only for educational purposes. So, with that we reserve the right to check their laptops anytime during the day especially if we suspect that there is something contradicting to our values here at school. No Plagiarism is allowed, and the use of AI is strictly prohibited. We have measures set in place to detect the use of any form of AI as well as any plagiarism being applied. Disciplinary action will be taken according to the violations categories listed in the code of conduct.

General Class Rule

During class all students will be required to speak English to promote better usage their language and the understanding of it. If a student is unable to word a question in English, they are allowed to ask the question in their home language.

Personal Belongings

Cell phones, laptops and any other personal items brought to the school is at the parents and students own discretion. When they are not in the classroom during school or in the “cell phone fault” student carry them at their own risk. When it's not in the school's possession the school cannot be held responsible for any damage, breakage or when its stolen. There are more than enough measures established within the school to make sure that their personal belongings are safe during school times as long as the student applies to the rules.

Tardy Policy

Elementary students are required to report to class by 7:45 a.m. If a student does not report to school on time, the students must be signed in by their parent through the school office. Each time students are late; they will receive a mark on their assertive discipline plan. If they are late more than two times each nine weeks, then they will be referred to a school administrator. Possible consequences include a warning, parent notification, referral to the counsellor, or a required parent conference.

High school students are required to report to school by 7:45 a.m. They are also required to be in each of their classrooms at the appointed time. Each time students are late to a class; they will receive a mark on their assertive discipline plan for that class. If students are late more than two times during a grading period to any of their classes, they will be referred to the office. Once a high school student has been referred to the office for being excessively tardy to class, it will be treated as a Category II violation.

Tardy Police will be instituted.

High School Dress Code | Expectations

Dresses

Dresses must comply with all other aspects of the dress code. Dresses may not be shorter than two inches above the knee. Shorts must always be worn underneath dresses and skirts.

Pants and shorts

Pants must be worn at the waistline or above, not beneath. Shorts may not be shorter than two inches above the top of the kneecap. On days that school shirts must be worn, students are required to wear jeans (no jeans with cuts, holes or embellishments).

Shirts and blouses

Female students should not wear white blouses or shirts. Shirts with buttons should be buttoned to the second button. At no time should cleavage, midriff, or under garments be exposed (including camisoles). No tank tops or spaghetti strap tops are allowed. Sleeves must cover the shoulders. Shirts must cover the students' backs. School shirts must be worn on specified days, we will give prior notice of days.

T-shirts

T-shirts with a branded logos (i.e., Adidas, Red, Nike) are allowed. T-shirts must have a crew neck or rounded neck and not be tight fitting. Any t-shirts will be allowed as long as they do not communicate controversial messages.

Sweaters

Cardigan, V-neck, vest, or crew-neck sweaters are permitted.

Sweatshirts and Jackets

Sweatshirts or Jackets are permitted. Sweatshirts and Jackets should follow the same restrictions as t-shirts.

Warm-ups

Any scarves and gloves are permitted and should follow the same restrictions as t-shirts.

Shoes

The school does not prescribe a specific style of shoe. Shoes must be clean and in good condition. Shoes should be safe to wear on tile floors. On days where school shirts are worn, only white tekkies/sneakers will be allowed.

Hair | Nails | Make-Up

No extreme hair colour or style. Colour should be natural, and hair may not be multi-coloured (i.e., no bright red, blue, or green streaks or layers). Girls' hair needs to be tied in ponytails if longer than chin length, bangs are not allowed to be below eyebrow height (over the eyes), if longer the bangs need to be pinned back. Boys must be clean-shaven. Boys' hair may not extend below the bottom of the earlobe, over the eyes, or over the top of the shirt collar. Sideburns must be no lower than the bottom of the ear. Boys are not allowed to have any gel in their hair (for styling or any other reason).

Nails cannot be longer than fingertip length. Girls are not allowed to have acrylic nails or tips. Only clear Cutex or Gel is allowed, no colour or French tips allowed.

Girls are not allowed to wear any make-up to school, functions/events, or day trips.

Accessories

Earrings are the only acceptable pierced jewellery and are limited to one per ear.

Only female students are allowed to wear earrings. Only stud earrings and hoop earrings up to 1cm wide are allowed, no embellished/chandelier earrings are allowed. Tattoos are not allowed under any circumstances.

General Condition

Clothing may not have holes by design or obvious tears. Ripped, frayed or cut off clothing may not be worn. Hats, caps, hoods, or sunglasses may not be worn inside the school. Translucent clothing is not allowed.

Consequences

First Offense

If a teacher determines a student is not dressed within the guidelines of the school dress code, the student is to be immediately referred to the office pending a parent bringing the appropriate clothing to school. If it is determined that the student had appropriate clothing at school and chose not to wear it, the student is to be assigned morning detention for the following day.

Second Offense

Students who are referred to the office for a second dress code violation are to be assigned morning detention.

Third Offense

Students are to be referred to the office as a Category II Violation-Defiance of Authority and disciplined accordingly.

Fourth Offense

Students are to be referred to the office as a Category III Violation-Insubordination of a School Authority and disciplined accordingly.

Additional Offenses

Will be disciplined in a graduated manner according to a Category III violation.

Elementary Dress Code | Expectations

Pants

Slacks, jeans, gauchos, cropped and/or cargo pants are permitted. Capris and leggings are allowed at the elementary level. Avoid pants that ride low at the hip (no slacking). On days that school shirts must be worn, students are required to wear jeans (no jeans with cuts, holes or embellishments).

Shorts

Walking, Bermuda, and cargo shorts are permitted. Length of shorts in elementary school is dependent on the grade level. Athletic shorts are not allowed.

Shirts and sweaters

Long and short sleeve shirts are allowed. Sleeveless shirts are allowed as long as they are not tank tops or have spaghetti straps. School shirts must be worn on specified days, we will give prior notice of days.

T-shirts

T-shirts should not have controversial logos or designs.

Dresses

Dresses, skirts, and jumpers are allowed. Dresses should be no more than two inches above the knee. Exceptions are made at lower grades based on teacher discretion. Shorts must always be worn underneath dresses and skirts.

Jackets and sweatshirts

Jackets and sweatshirts must fit appropriately. Sweatshirts must be void of controversial logos and messages.

Hair | Nails | Make-Up

No extreme hair colour or style. Colour should be natural, and hair may not be multi-coloured (i.e., no bright red, blue, or green streaks or layers). Girls' hair needs to be tied in ponytails if longer than chin length, bangs are not allowed to be below eyebrow height (over the eyes), if longer the bangs need to be pinned back. Boys must be clean-shaven. Boys' hair may not extend below the bottom of

the earlobe, over the eyes, or over the top of the shirt collar. Sideburns must be no lower than the bottom of the ear. Boys are not allowed to have any gel in their hair (for styling or any other reason).

Nails cannot be longer than fingertip length. Girls are not allowed to have acrylic nails or tips. Only clear Cutex or Gel is allowed, no colour or French tips allowed.

Girls are not allowed to wear any make-up to school, functions/events, or day trips.

Warm-up Suits

Any warm clothing is allowed keeping in mind that it must be void of controversial logos and messages.

Shoes

The school does not specify a type of shoe. Shoes must be clean and in good condition. Shoes should be safe for wear on tile floors. On days where school shirts are worn, only white tekkies/sneakers will be allowed.

Accessories

Earrings are the only acceptable pierced jewellery and are limited to one per ear. Only female students are allowed to wear earrings. Only stud earrings and hoop earrings up to 1cm wide are allowed, no embellished/chandelier earrings are allowed. Tattoos are not allowed under any circumstances.

Consequences

First Offense

Students are warned by their classroom teacher and may be asked to call home for appropriate dress at the teacher's discretion.

Second Offense

Students are referred to the office. Student is required to call home for a change of clothing if applicable.

Third Offense

Students are referred to the office. A parent conference is required to discuss how to eliminate the developing problem.

Additional offenses

Students are to be referred to the office as a Category II Violation-Defiance of Authority and disciplined accordingly.

Oasis Christian Learning Centre

Code of Student Conduct

Student/Parent Contract

We request that students in grades four through twelve and all parents sign below to confirm that you have received and reviewed the Code of Conduct and agree to the following principles of this contract. This page must be signed and sent into the office at admin@theoasiscs.co.za. Thank you for your continued support for the policies of Oasis Christian School. Please take note that we reserve the right to make changes to policies without any prior notice, we will send out general notices of via email as/if they are amended.

Parents:

1. I have received a copy of the Oasis Christian Learning Centre Code of Student Conduct.
2. I have read the Oasis Christian Learning Centre Code of Student Conduct and feel I have an overall understanding of its rules and procedures.
3. I agree with the educational and behavioural standards for my child as a student at Oasis Christian School.
4. My signature indicates my permission for Oasis Christian Learning Centre to teach my child appropriate behaviour from a Christ-centred Biblical perspective.
5. My signature indicates my permission for the administration and faculty of Oasis Christian Learning Centre to enforce the rules and standards of conduct as outlined in the Code of Student Conduct.

Parent Signature

Date Signed

Students:

1. I have received and read the Oasis Christian Learning Centre Code of Student Conduct and agree to comply to the best of my ability.
2. I understand the goals and behavioural standards expected of me as a student, as outlined in the Oasis Christian Learning Centre Code of Student Conduct.
3. I understand that violations of the Code of Student Conduct will result in discipline and that repeated violations which reflect complete defiance of authority may result in my dismissal from Oasis Christian Learning Centre.

Student Signature

Date Signed