



# The Roger Bacon Academy

**June 29, 2023**

**Memo:** School-Wide Behavior & Discipline Handbook Amendment #0230629

**To:** All Students and Parents of the Schools managed by The Roger Bacon Academy

**From:** Laurie Benton, Headmaster - Classical Charter Schools of Leland

Dawn Ivey, Headmaster – Classical Charter Schools of Whiteville

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## **Page 3: Philosophy:**

The Roger Bacon Academy School-Wide Behavior & Discipline Plan sets forth the procedures and expectations for ensuring a safe and orderly environment for learning. It is our belief that all children can learn. In this, we maintain a position of “no exceptions, and no excuses” for all students~~both on-campus learners and on-line learners~~. We maintain a disciplined, caring classroom environment that emphasizes traditional values. Every student who is willing to pledge self-discipline, honesty, and perseverance can excel to their fullest potential at The Roger Bacon Academy.

We expect every student,~~on-campus and on-line,~~ to devote full attention to every subject. A mandatory prerequisite for learning to occur is an orderly, disciplined environment. Students are required to strive for positive goals and virtues. Behavior that is not conducive to the achievement of these goals and virtues will not be allowed. Students must avoid behavior that impairs their own educational achievement or that of others. Students must show respect toward teachers, administrators, and all other school employees, and recognize and respect the rights of all students and adults. When students fail to use self-control and self-discipline, disciplinary consequences will be utilized to restore order to the learning environment as well as to protect the rights of others.

Students and parents/legal guardians are required to sign for the receipt of the School-Wide Behavior & Discipline Plan and Student/Parent Handbook. Any student, parent, or legal guardian that does not sign that they have received the School-Wide Behavior & Discipline Plan and Student/Parent Handbook shall not be relieved of any responsibilities in following the rules and guidelines set forth in these documents.

## **Page 3: General Behavioral Expectations:**

All staff,~~on-campus students, and on-line~~ and students will uphold and strive to meet the values and morals of the School Pledge.

## **Page 10: Elementary School Discipline Documentation**

Each Elementary teacher is responsible for logging Behavior Reports or Office Referrals ~~on~~in the Discipline Log.

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## **The Three Laws**

Law 1 - Reward good behavior,    Law 2 - Teach to mastery,    Law 3 - Watch the children,

*you'll get more of it.*

*every child will learn.*

*if they are not learning or behaving,  
you're not following the first two laws.*

### **Page 10: Middle School Discipline Documentation**

Each Middle School teacher is responsible for logging Behavior Reports or Office Referrals ~~on~~in the Discipline Log. This electronic log is a thorough documentation of behavior violations, the dates they occur, and details of the incident. This log will be used to determine specific levels of consequences.

- ~~1. Locate the Discipline Log on the Server: RBA Drive > Data > School > Discipline > School Year > Discipline Log (choose current).~~
- ~~2. Enter student's name, Class # Behavior, date, and time of incident.~~
- ~~3. Complete Behavior Report or Office Referral.~~
1. Enter the Behavior Report or Office Referral in the Discipline Log.
- ~~4.~~2. Print two copies. Send one copy home with the student, and keep one to file in your records. Note: Teachers must contact the parent/guardian to notify them of the Behavior Report.
- ~~5.~~3. Teachers are responsible for obtaining the Behavior Report with the parent/guardian signature.

### **Page 9: Chronic Misconduct**

After all preventive measures have been exhausted, any student who exhibits an inappropriate behavior pattern over a period of time established by School Administration which interferes with the learning process of themselves, or other students, and is likely to recur, is considered chronic misconduct.

Teachers must teach students to assume responsibility for their actions. Therefore, in the case of a student who engages in chronic misconduct, the teacher, along with school staff has the responsibility to establish a Student/Teacher Goals and Strategies Plan (Appendix A) for that individual student. The teacher must involve the parents in this process.

The plan must consist of proactive interventions. The teacher, along with the ~~Student Assistance Team (SAT)~~designated student support team, will meet to discuss formulating the proper behavior management program. This team must evaluate the program put in place to determine if further interventions are to be implemented.

### **Pages 10-11: Process for Chronic or Severe Behavior**

Students committing chronic behavior violations within a nine-week period, may be placed on a Student/Teacher Behavior Goals and Strategies Plan (Appendix A) for an amount of time designated by the Administration.

1. The classroom teacher handling the behavior(s) will contact the parent to inform them that this plan will be completed with the student. If multiple teachers are having difficulty with a specific student, all teachers involved must meet to discuss the Plan. A representative from the group must be appointed to be the point-of-contact for parent communication. The teacher(s) and student will meet to complete this document.
2. If the behavior(s) persist after the specified time frame, the student will be referred to the ~~Student Assistance Team (SAT)~~designated student support team.

### **The Three Laws**