

Kauai Academy of Creative Arts

Discipline Policy

Please read carefully!

Parents and students must sign form and return it by the second day of classes

Our students enjoy their classes and rarely require disciplinary action. However, it is important that our plan for correcting inappropriate behavior is clearly understood by all participants. Our goal is to create a safe, supportive and orderly environment that encourages learning for all participants. We assume students enrolling in our program want to participate and, therefore, are willing to follow Academy and individual classroom rules. Teachers will advise students of their own particular class rules and procedures. We expect all students to:

1. Be respectful of other students, teachers and visitors to the Academy, personal property of others and Island School facilities and grounds.
2. Keep all electronic devices at home. We are not responsible for the damage or loss of any electronics including phones, iPods, iPads and such...
3. Keep Island School and the Academy free of all drugs, cigarettes, and alcoholic beverages.
4. Refrain from bullying, fighting, swearing, teasing and other aggressive or mean spirited behavior.
5. Stay within designated campus boundaries during school hours. Stay off rocks and landscaping.
6. Eat food and snacks outside, during break times only, and put all litter in rubbish containers. Keep food covered at all times.
7. Stay in classrooms during class periods, unless given permission to leave by the instructor. Arrive at all classes promptly and in an orderly fashion. PM students must sign out before leaving.
8. Participate in class activities.

Students who violate Academy classroom rules will be disciplined in the following steps:

FIRST OFFENSE: The student will be sent to the Director's Office for in-school suspension and parents will be notified. Students in office time-out will not be allowed to play during recess.

SECOND OFFENSE: The student will be suspended for the remainder of the day and the following day. Parent/guardian will be called to pick the student up immediately. Student will not be readmitted until a parent/teacher/student/director conference is held and an agreement for future behavior is reached.

THIRD OFFENSE: The student will be dismissed from the Academy and may not be allowed to return for future sessions. *****THERE WILL BE NO TUITION REFUNDS FOR STUDENTS DISMISSED FROM THE ACADEMY FOR BEHAVIORAL REASONS.**

We have read this Discipline Policy and agree to the expectations of the Kauai Academy of Creative Arts and its staff.

Parent Signature: _____ Date: _____

Student Signature: _____ Date: _____