

Discipline Form

The Bible clearly indicates that parents are responsible for the discipline (that is, training or instruction) of their children. The Christian school exists to assist parents in their God-given responsibilities. Therefore, LCA seeks not to assume a task to which God gives parents, but only to serve as the parents' appointed and authorized representative in the child training during the hours the child is in its care.

Students must at all times conduct themselves in a manner becoming a lady or gentleman. Every student is expected to respectfully obey all staff and school rules. Here at LCA, discipline is maintained which is firm, consistent, fair and tempered with love. When disciplinary action becomes necessary, it will be firmly carried out and tempered by good judgment and understanding.

Certain infractions warrant an automatic trip to the administrator. Infractions include, but are not limited to, defiance and disrespect, fighting, and cursing. Disciplinary action may involve a suspension or corporal punishment. Anytime a student is sent to the office, a parent will be called and one of the following may occur: the parent comes to the school to administer corporal punishment, the school administers corporal punishment, or the student could be suspended for an indefinite period of time. **NOTE: The school will not administer corporal punishment without the parents' permission.**

Tardy & Attendance (VPK - 12 Grade)

LCA is graded on how well our students do in the K-5 entrance test, so the VPK program follows the same STRICT guidelines as all other grades.

- * A student may not miss more than 25 days during a school year. A student may be asked to withdraw if the total absences exceed 25.
- * There must be an excuse note on file for each absence. Please use the form designation for documenting absences. All excuse notes must be signed by a parent/guardian.
- * If a student has more than seven absences in the same month, the absence must be excused by someone other than a parent, i.e. a doctor.
- * Please have your child in school on time. **Students arriving more than 10 minutes late will be counted tardy. Three tardies will constitute one absence for the year.**

I have read the above information and agree to support the disciplinary, tardy and attendance policies.

Father's Signature

Date

Mother's Signature

Date