

TVAS Rules of Conduct and Discipline Policy including Visitors to and Conduct on School Grounds (updated 08/2024)

Rules of conduct exist to provide a safe and welcoming learning environment at Taniel Varoujan Armenian School (TVAS) by helping students and visitors control their own behavior.

During student registration each year, a copy of this “TVAS Rules of Conduct and Discipline Policy including Visitors to and Conduct on School Grounds,” is included and must be read and affirmed in order to complete the online registration process. At school orientation and the beginning of the school year, school rules of conduct are explained to all parents and students. Parents are asked to familiarize themselves with these rules and discuss the importance of appropriate school behavior with their children.

A signed copy of this document is required each year by parents and students to acknowledge and accept this policy.

School Grounds includes but is not limited to:

Church and school buildings (classroom, lunchroom, hallways, bathroom), grounds, playground, and parking areas; vehicles used for school purposes; and any location used for a School Board meeting, school athletic event, or other school-sponsored or school-sanctioned events or activities.

Visitors are defined as:

Any person other than a registered student, alumni assistant, faculty member, Board member, Armenian All Saints Apostolic Church parish priest and clerical (priestly) assistant(s), or Armenian Relief Society and Board of Trustee TVAS representatives.

Fair and reasonable procedures and regulations have been developed to bring about positive behaviors in students. If student conduct is unsatisfactory, if necessary, action(s) will be taken to preserve and maintain an effective learning environment.

The success of our efforts to make TVAS a safe and inviting learning environment depends on the familiarization of these rules and the cooperation of parents, students, teachers, alumni assistants and members of the TVAS Board.

Self-discipline develops with maturity. Through the efforts of TVAS and parents, our

students can learn appropriate self-control.

If you have any questions, please feel free to contact the Principal or any member of the TVAS Board at TVArmenianSchool@gmail.com.

Proper behavior is expected on the school grounds and at any school sponsored activities. This applies to students, parents, teachers, TVAS Board members, alumni assistants, Board of Trustee members and representatives from the Armenian Relief Society, and visitors. All attendees are expected to respect the school policy.

For Students:

The following conduct will not be tolerated:

1. General misconduct – defined as conduct that necessitates a stoppage of the class in order to correct the behavior of the student.
2. Forging, cheating, plagiarism, and/or lying.
3. Certain items are not allowed in school. Unessential items of great expense that cause disruption or pose a risk to the safety of others (cell phones, electronic games, skateboards, roller-blades, trading cards, iPads, etc.). **Cell phones will be collected at the start of each school day, remain in custody until the end of the school day, and returned before closing prayer.** Because of the dynamic nature of new fads and new “toys” which spring up from time to time in our society, certain specific items may be cited throughout the year.
4. Unsafe Behavior – behavior that jeopardizes the safety of others such as violence, force, running through the halls, noise, or other similar acts.
5. Obscenities – verbal abuse, use of profane language, written obscenities, obscene gestures.
6. Disrespect – verbal or written disrespect shown toward school, school personnel, visitors, and/or other students.
7. Insubordination – failure to respond to reasonable requests from school personnel.
8. Fighting – fighting of any kind will not be tolerated.
9. Vandalism – willful, careless, malicious defacement or destruction of property.

10. No cell phone use during school hours or calls are allowed – emergency calls will be handled by school personnel.
11. Gangs – solicitation of membership, demonstrating affiliation and/or involvement in gang activity at school.
12. Bullying – All forms of bullying, coercion, and/or intimidation will not be tolerated including physical or verbal.
13. Any illegal activity will not be tolerated.

Enforcement for Student Misbehavior:

1. The student will have to complete a Misconduct Form with at least two TVAS Board members in the school office. The Principal and classroom teacher will be informed and may be present. A copy will be mailed home, or emailed, to the parent(s).
2. Upon the occurrence of a 2nd behavior issue, the student will have to complete a Misconduct Form with at least two TVAS Board members in the school office. The Principal and classroom teacher will be informed and may be present. A copy will be mailed home, or emailed, to the parent(s).
3. Upon the occurrence of a 3rd behavior issue, the student will have to complete a Misconduct Form with at least two TVAS Board members in the school office. The Principal and classroom teacher will be informed and may be present. A member of the TVAS Board will then call parent(s)/guardian(s) to have the student picked up from school immediately, not after school.
4. After the 3rd occurrence, and after consultation with the Principal and classroom teacher, the TVAS Board will contact the student's parent(s)/guardian(s) to state whether the student will be suspended from school for the following week or be allowed to return.
5. If any problem persists thereafter, upon the discretion of the Principal, classroom teacher and TVAS Board, the student may be expelled from school for the remaining school year without a tuition refund.

For Visitors:

Taniel Varoujan Armenian School expects mutual respect, civility, and orderly conduct among all people on school grounds or at a school event. No person on school grounds or at a school event (including students, parents, teachers, TVAS Board

members and alumni assistants, Board of Trustee members and representatives from the Armenian Relief Society) shall perform any of the following acts:

1. Strike, injure, threaten, harass, or intimidate a student, staff member, Board member, sports official or coach, or any other person.
2. Behave in an unsportsmanlike manner or use vulgar or obscene language.
3. Unless specifically permitted by State law, possess a weapon, any object that can reasonably be considered a weapon or looks like a weapon, or any dangerous device.
4. Damage or threaten to damage another's property.
5. Damage or deface church and school property or grounds.
6. Violate any Illinois law, or town or county ordinance.
7. Distribute, consume, use, possess, or be impaired by or under the influence of cannabis (including medical cannabis), other lawful product, or illegal drug.
8. Impede, delay, disrupt, or otherwise interfere with any school activity or function (including using cellular phones in a disruptive manner).
9. Enter upon any portion of school premises at any time for purposes other than those that are lawful and authorized by the Board.
10. Operate a motor vehicle: (a) in a risky manner, (b) in excess of 20 miles per hour, or (c) in violation of an authorized individual's directive.
11. Engage in any risky behavior.
12. Violate a directive from an authorized security officer.
13. Engage in any conduct that interferes with, disrupts, or adversely affects the school or a school function.

Please note, any disagreement between or among visitors and/or students or representatives of the school should be brought to the attention of either the Principal, School Board or faculty and not attempted to be resolved without school representation. The parish priest including representatives from the Armenian All Saints Church Board of Trustees and the Armenian Relief Society may be asked to support the Principal and TVAS Board with the resolution of any disagreement.

Further note, any student who is the child of a TVAS Board member or faculty member will be subject to the same rules of conduct and discipline policy as other students of

Taniel Varoujan Armenian School. If a child of a TVAS Board member or faculty member is subject to enforcement for student behavior, that TVAS Board member or faculty member will be considered only in the role as parent to that student and not in the role of Board member or faculty member.

Enforcement for Visitors to School Grounds:

Any person who engages in conduct prohibited by this policy may be ejected from school property and grounds. The person is also subject to being denied admission to school events or meetings for up to one calendar year.

Procedures to Deny Future Admission to School Events or Meetings:

Before any person may be denied admission to school events or meetings as provided in this policy, the person has a right to a hearing before the Principal, School Board and parish priest including representatives from the Armenian All Saints Church Board of Trustees and the Armenian Relief Society. The Principal and School Board may refuse the person admission pending such hearing. The School Board must provide the person with a hearing notice, delivered or sent by certified mail with return receipt requested, at least ten days before the Board hearing date. The hearing notice must contain:

1. The date, time, and place of the Board hearing;
2. A description of the prohibited conduct;
3. The proposed time period that admission to school events will be denied; and
4. Instructions on how to waive a hearing.

For any questions regarding the above, please contact the Principal or School Board in person or by email at TVArmenianSchool@gmail.com.