



LUTHERAN CHURCH, SCHOOL & CHILDCARE

**Detention Notification
(Kindergarten – 8th Grade)**

The mission of Our Father's Ev. Lutheran School is to assist parents in their God-given responsibility to educate their children and train them in the one true faith in Jesus Christ.

Date _____

Dear _____,

This is to notify you that _____ has received a detention for:

_____ inappropriate behavior (disrespect, fighting, gum chewing, repeated cell phone or electronic device usage, tardiness, other).

(Specific behavior): _____

_____ Incomplete work (Grades 5-8)

_____ assignments have been incomplete this quarter

Detention is to be served on Wednesday, _____, from 7:15-8:00 a.m. Please be aware that detentions are not to be used as study halls since the intent is to curb the action that resulted in the detention. Failure to serve a detention may result in additional detentions or possible suspension.

Teacher/Date

Student/Date

Parent/Date

Additional Comments:

Our Father's Ev. Lutheran School is a not for Profit organization, 501(c)3, under the group ruling and contained in a letter dated January 8, 1965 from the Department of the Treasury, Internal Revenue Service

Our Father's

LUTHERAN CHURCH, SCHOOL & CHILDCARE

Dress Code Violation Notice **(Kindergarten – 8th Grade)**

The mission of Our Father's Ev. Lutheran School is to assist parents in their God-given responsibility to educate their children and train them in the one truth faith in Jesus Christ.

Date: _____

Student: _____

Violation #: _____

Violation: _____

Comments: _____

Teacher Signature: _____

Student Signature: _____

Parent Comments: _____

Parent Signature: _____

See reverse side for Dress Code Standards

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Our Father's Ev. Lutheran School Student Dress Code

The responsibility to teach proper attire ultimately belongs to the parents. We realize, however, that parents look to the school for guidance applicable to all students. Our Father's, therefore, provides the following code for student dress:

1. **Manner of dress should reflect Christian standards, and therefore;**
 - a). does not promote anything contrary to our faith either in text or graphics;
 - b). does not portray any product inappropriate or illegal for school age children (i.e., tobacco, drugs, alcohol, disrespect, gangs, etc.);
 - c). is not sexually suggestive (no bare skin in inappropriate places);
 - d). underclothing should not be visible;
 - e). shorts/skirts must be fingertip length;
 - f). sport jerseys may be worn only over an acceptable undershirt.
 - g). leggings, skinny jeans, or other similar clothing are to be worn only with an appropriate top extending to fingertip length.

- 2). **Clothing should reflect proper hygiene, and therefore;**
 - a). will be clean and in good repair;
 - b). will be appropriate for weather conditions;

- 3). **Because safety is of concern at Our Father's;**
 - a). shoes requiring laces will be laced and tied;
 - b). hair will be styled so as to be out of the line of vision;
 - c). clothing shall not be so long as to drag underfoot;
 - d). shoes are required in school (outside boots become warm if worn all day, please send alternative shoes);
 - e). tennis shoes are required for gym and outside play.

- 4). **Items that might cause damage to the property, students, or staff will not be allowed** (i.e., chains, spikes, metal cleats, etc.).

- 5). **Appearance should not distract from the teaching/learning process, and therefore;**
 - a). extremes in hair style, accessories, etc., are allowed only on days where such items are scheduled by the school;
 - b). a student whose clothing, hair style, accessories, etc., cause distraction may be removed from the classroom until appropriate changes are made.

- 6). **Chapel Services are held each Wednesday (unless otherwise noted). Clothing should reflect respect for our Lord and His house.** We request that students dress up for Chapel. Students will be given the opportunity to change after Chapel.

Students not in compliance with this dress code may be removed from class until the problem has been corrected. Parents will be notified and may be asked to bring change of clothing or take the child home to change, if alternative clothing is not available.

Our Father's

LUTHERAN CHURCH, SCHOOL & CHILDCARE

F.Y.I. (Kindergarten-8th Grade)

The mission of Our Father's Ev. Lutheran School is to assist parents in their God-given responsibility to educate their children and train them in the one true faith in Jesus Christ.

Dear _____,

Date _____

Your child, _____, needs to:

_____ review the concepts covered on the attached _____,
making the necessary corrections.

_____ be better prepared for _____ by

_____.

Your child, _____, was tardy for school today. This is your child's _____
tardy this quarter. Excessive tardies may result in formal disciplinary action.

Teacher/Date

Student/Date

Parent/Date

Additional comments:

Our Father's

LUTHERAN CHURCH, SCHOOL & CHILDCARE

Notification of Inappropriate Behavior (Kindergarten – 8th Grade)

The mission of Our Father's Ev. Lutheran School is to assist parents in their God-given responsibility to educate their children and train them in the one true faith in Jesus Christ.

Date _____

Dear _____,

Your child, _____, has exhibited the following inappropriate behavior:

- _____ Disrespect
- _____ Fighting
- _____ Language
- _____ Bathroom demeanor
- _____ Gum chewing
- _____ Cell phone usage
- _____ Electronic Device (with headphones) usage
- _____ Other

Teacher/Date

Student/Date

Parent/Date

Additional Comments:

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LUTHERAN CHURCH, SCHOOL & CHILDCARE

The mission of Our Father's Ev. Lutheran School is to assist parents in their God-given responsibility to educate their children and train them in the one true faith in Jesus Christ.

August, 2017

Dear Parents,

Children, like the rest of us, are sinners and often say and do things that are hurtful to others. Although we would like to believe that our relationship with God would preclude inappropriate behavior, our sinful nature daily demonstrates its opposition to God's will in our lives (Romans 7:24-25). For children (and sometimes even adults) bullying is one of these inappropriate behaviors.

Bullying is a type of teasing, taunting or even physical aggression that is malicious, primarily one directional and repetitive. Often a particular student is singled out by the bully and targeted repeatedly. At Our Father's, these attacks are usually either verbal or exclusionary in nature. We seldom see actual physical aggression. This does not mean the victim is not affected. Threats of violence, verbal harassment and exclusion from group activities can leave a mark on a student. Many victims develop an apprehension about coming to school or experience a sense of fear while at school. Too often the victim's sense of worth is reduced.

Our Father's is concerned for all students, and therefore has developed a policy to deal with bullying. Although we have dealt with bullying as a form of inappropriate behavior in the past, we are now identifying it as a particular behavior that needs to be addressed in a more structured manner to deter repetition.

The form on the reverse side of this letter is an example of the process to be used to address incidents of bullying.

In Christ,

Nathan Wingfield,
Principal

**Notification of Inappropriate Behavior
(Bullying)**

Dear _____,

Date _____

Our Father's has defined bullying as repeated malicious behavior directed toward a particular student. This behavior can be verbal, exclusionary or physical in nature and is intended to cause emotional or physical harm to the victim. Recent studies have demonstrated the possible long-term harm caused by bullying. Because of this possibility, our concern for the wellbeing of our students has led us to structure a formal process to deal with this type of inappropriate behavior.

Your child, _____, has exhibited repeated inappropriate behavior toward another student, and in our opinion, is exhibiting bullying. The initial occurrence of this particular behavior toward this individual was communicated as inappropriate behavior on _____.

Behavior: _____

- _____ First report of bullying.
Your child is required to serve a detention on _____, at 7:15 a.m.
- _____ Second report of bullying.
Your child is required to serve an in-school suspension. This means your child will not be allowed in class and will be supervised outside of class, given appropriate class assignments, and separated during lunch.
- _____ Third report of bullying.
Your child is required to serve an in-school suspension for _____ days beginning _____.
- _____ Fourth report of bullying.
Your child is required to serve an out-of-school suspension for _____ days beginning _____.
- _____ Fifth report of bullying.
You and your child are required to attend an expulsion hearing by the Board for Christian Education. Date will be determined. Until the results of the hearing, your child is not allowed to attend school at Our Father's.

Our Father's

LUTHERAN CHURCH, SCHOOL & CHILDCARE

Notification of Incomplete Assignment (Grades 5-8)

The mission of Our Father's Ev. Lutheran School is to assist parents in their God-given responsibility to educate their children and train them in the one true faith in Jesus Christ.

Dear _____,

Date _____

Your child, _____, did not complete the following assignment on time:

_____ This is your child's _____ **incomplete** this quarter.

_____ A **detention** is received for each incomplete starting with three.

_____ On the **fifth incomplete**, parent(s) will be called for a conference with the teacher.

_____ A conference with the teacher and principal is scheduled on the **eighth incomplete**.

_____ A **suspension** is given for each incomplete starting with ten.

_____ A student receiving **twelve incompletes** in a quarter will be called with his/her parents before the **Board of Christian Education** for possible expulsion.

Teacher/Date

Student/Date

Parent/Date

Additional Comments:

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LUTHERAN CHURCH, SCHOOL & CHILDCARE

Notification of Late Work (Kindergarten – 4th Grade)

The mission of Our Father's Ev. Lutheran School is to assist parents in their God-given responsibility to educate their children and train them in the one true faith in Jesus Christ.

Date _____

Dear _____,

Your child, _____, did not hand in the following assignment on time:

This is your child's _____ Late Work notice this quarter.

_____ The assignment was completed and handed in later in the day.

_____ The assignment has not yet been handed in.

_____ Please contact me to set up a conference to discuss how we can work at reducing the increasing number of late assignments.

Teacher/Date

Student/Date

Parent/Date

Additional Comments:

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