

Code of Conduct

STEAM Minds Academy

STEAM Minds Academy's discipline policy consists of positive reinforcement and redirection to aid in the development of self-respect and respect for others. Our policy is designed to teach students how to use kind words, walk away, or ask for help. The use of physical discipline or humiliation is never permitted.

“Operators shall adopt a discipline policy consistent with Section 402.305(12), F.S., including standards that prohibit children from being subjected to discipline, which is severe, humiliating, frightening, or associated with food, rest, or toileting. Spanking or any other form of physical punishment is prohibited”.

SMA does not, and will not under any circumstances, employ any of the following disciplinary procedures:

- Harsh or abusive tone of voice with the children.
- Physical punishments, including spanking, hitting, shaking, or grabbing.
- Any punishment that would humiliate, frighten, or subject a child to neglect.
- Denying food to children.

School Rules

School rules are the rules by which the children run the classroom. Lessons are given on a daily basis in regard to the school rules by using role playing, role modeling and discussion. These rights and responsibilities become part of each child's ability to be comfortable and have the freedom of movement and choice in the classroom.

Responsibility: The student must use the materials respectfully. The student may not harm the materials, themselves, or others. The student may not use materials in a way that disturbs the activities of others in the environment. **Right:** The student is free to work with any materials that they have been given a lesson on by their teacher.

Responsibility: The student may not work at or on a display shelf, as their presence there would obstruct other student's access to the materials. All pieces of the work must remain on the rug or at the table. **Right:** The student may work at their assigned space.

Responsibility: The student restores the environment during and after an exercise. He/she is responsible for mopping up their own spills, rolling up their own rug, placing their chair under the table, and returning their work to the appropriate spot on the shelf. **Right:** The student has the freedom to use the room as his/her needs dictate.

Responsibility: No student touches the work of another without an invitation to do so. No student is allowed to interfere with another's learning cycle (this provides security for the student involved in an exercise to continue it to its completion). If the student must leave his/her work temporarily, they can continue later confident that it will be as they left it when they return. **Right:** The student has the right to work unrestricted by others.

He/she may initiate, complete, or repeat an exercise alone and without a break in their concentration cycle.

Responsibility: The student is not allowed to interfere or disturb an activity he/she has chosen not to join; this is the child's responsibility to the group. **Right:** The student does not need to join a group activity. He/she may continue working with an individual exercise during group activities, or they may stand apart from the group as an observer of group activities without becoming an active participant.

Responsibility: A student is not forced to share work. Generosity develops from within as a child matures and gains self-security. With adequate materials and supportive ground rules, sharing comes naturally in cases where sharing is appropriate or necessary. **Right:** The student may work alone.

Behavior Guidelines

If your student is engaging in severe disruption of the school, continuing physical inappropriate behavior toward other children or staff, and/or putting themselves and/or others in danger through behaviors such as biting, hitting, or pushing, you will be notified by the teacher or Manager of Operations to resolve the issue. Physical restraint will not be used unless it is necessary to protect the safety and health of the student or others.

Unacceptable Behaviors

Unacceptable behaviors exhibited by student:

- Aggressive behavior
- Physical abuse
- Verbal harassment
- Inability to work in a group setting
- Refusal to work
- Willful defiance
- Running away
- Excessive disruptive behavior
- Destruction of school property
- Bringing a weapon to school
- Failure to comply with cell phone policy
- Consistent biting
- Sexual Harassment*
- Bullying, including cyberbullying**
- Sharing inappropriate content

*Please Note: Sexual Harassment is defined as verbal conduct such as epithet, derogatory comments, slurs, unwanted sexual advances, invitation or comments; physical conduct such as assault, blocking normal movement, or interference with work directed at the individual because of gender; retaliation for having reported the harassment. The school's goal is to provide an environment free of sexual harassment. The teachers discuss this policy with the older children in age appropriate ways and assure them that they need not endure any form of sexual harassment.

**Please note: Bullying is defined as the use of force, coercion, or threat, to abuse, aggressively dominate or intimidate. The behavior is often repeated and habitual. This includes bullying in person, online, and via any platform in which students can communicate with others.

Unacceptable behaviors exhibited by parent(s):

- Parents are unwilling to modify their daily schedule to fit their child's needs.
- Parents are unwilling to work collaboratively with SMA teachers and administration.
- Parents are unwilling to seek an assessment or counseling when recommended by teachers or the director.
- Parents are unwilling to put the child in therapy when needed.
- Parents are unwilling to inform the teacher and director of any recommendations /results, and actions taken.
- Ongoing interference in the teaching and learning cycle.
- Frequently interrupting and demanding teachers' work time or planning time without a scheduled appointment.
- Giving extraneous instruction to teachers or telling teachers how to run their classrooms.
- Talking about another child/children in front of other parents and children.
- Communicating in negative fashions (screaming, yelling, making accusations, etc.).
- Soliciting other parents to enroll their children to another school.
- Bringing a weapon on school property.
- Any other behavior deemed to not be conducive to the learning environment.

Serious misbehavior is defined as recurring behavior that results in property destruction, willful defiance, or hurting others. Examples include, but are not limited to, refusal to do schoolwork, out-of-control hitting and kicking, temper tantrums, throwing objects, any form of deliberate property damage, sexual harassment, and bullying.

The procedure in addressing serious misbehavior is as follows:

1. The teacher will present and discuss the problem with the Manager of Operations.
2. The parents will be called for a conference with the teacher and the Manager. The purpose of the conference is to exchange ideas in order to help the child.
3. If there is a serious question of whether the child can function successfully in this school, the school may set a probationary period of two to six weeks to try to work out the problem.

4. If a problem occurs during the probationary period, the parent will be called immediately to pick up the child. The child may return to school the following day unless the administration feels that additional days are necessary.
5. At the end of this period, the parents and the Manager will hold a Zoom or telephone conference to decide if the problem has been resolved, or if it is in the best interest of the student to be withdrawn from the school.

SMA encourages the interaction between parents and teachers for the benefit and well-being of the students. However, certain restrictions must be imposed to ensure the effectiveness of the classroom environment. STEAM Minds Academy, as per the written agreement made between the school and the parents, reserves the right to expel from the school any student based upon the student's behavior and/or the level of cooperation from any said Parent/Guardian of any said student. The expulsion policy is as follows:

1. Parents will be given written notice of specific charges.
2. The student and his/her parents have a right to rebut adverse testimony.
3. Final decision will be made by the director.

Liability For Damages & Losses

Parents/guardians are liable for all of the damages caused by the willful misconduct of their minor children or themselves which results in the injury to or death of other students or to members of the school staff or volunteers, or in damage to school property, or damage to other personal property (car windows, school windows, etc.). Parents will be expected to pay for the costs of labor and materials needed to repair property. Parents will be expected to pay for medical treatment of the injured party.