

### Fellowship Co-op Disciplinary Procedures:

**First Violation:** When infractions of Fellowship rules occur, an effort will be made to give students an opportunity to correct their behavior. Efforts to help correct behavior may include a direct conversation between the parties involved and the parent, a Yellow Sheet\* being issued, or a written record being placed in the student's file. An infraction may also result in the student being sent home for the day. Such measures are meant to raise the student's awareness, to help him/her reflect on his/her deed and the effect it has had, and to make amends for it in constructive ways.

**Subsequent Violations:** Subsequent violations of Fellowship rules or policies may result in a meeting between the parties involved and the parents, Co-op leadership and/or an appointed Board Committee. Following this meeting, the parent and student must provide written communication to Co-op leadership or the Board Committee explaining the action taken to correct the problem. Decisions regarding future participation at Fellowship Co-op will be determined by leadership or the Board Committee, and may include a probation period. A written record will be placed in the student's file.

**Continuing Violations:** Continuing violations (3 or more) of Fellowship rules or policies may result in a probation period or the immediate suspension of the student for a period to be determined by the Board of Directors. The Board of Directors will determine future participation of the student. Continuing violations may ultimately result in expulsion from Fellowship Co-op. Expelling a student is a very serious matter. It requires careful discussion with the student's parents and the agreement of the Board of Directors who will thoroughly review the matter before reaching a decision. A written record will be placed in the student's file.

**Probation:** A student may be placed on probation if s/he has demonstrated a consistently poor effort (academic probation) or unacceptable behavior. The probation is meant to bring about a measurable and lasting change. The student's parents will be advised verbally and in writing about the length of the probation and the expected changes in behavior or work needing to be done.

**Restitution:** Any violation that includes damage to property will require financial restitution to be made by the offending student.

\* Yellow Sheet – a form of communication between teachers and/or leadership with parents, detailing issues regarding homework, grade, class behavior, etc. A Yellow Sheet is used primarily to alert parents of an issue or as a reminder for parents.