

Christian Arts and Theatre (CAT) Code of Conduct:

- **Show Kindness and Respect:** As a CAT student, it is important to always display kindness and respect towards others. This means avoiding name-calling, swearing, or engaging in inappropriate conversations that may make someone feel uncomfortable or hurt someone's feelings.
- **Be Respectful of Others and Property:** CAT expects its students to respect everyone and everything around them, including the property. This means not damaging or vandalizing any equipment or props.
- **Avoid Overt Physical Contact:** Overt physical contact is inappropriate in CAT. Students should avoid any behavior that makes others feel uncomfortable or unsafe.
- **Prohibit the Use of Drugs, Alcohol, Vaping, and Smoking:** The use of drugs, alcohol, vaping, and smoking is strictly prohibited in CAT. Students should refrain from any such activity both on and off campus.
- **Adhere to the Dress Code:** CAT has a dress code that should be followed by all students. Students should ensure they dress appropriately for rehearsals, performances, and events.
- **Practice Good Communication:** Communication is key to success in CAT. Students should communicate with each other and their instructors effectively, listen attentively, and respectfully and follow instructions given.
- **Be a Team Player:** Theater is a collaborative art form, and teamwork is essential. Students should work together to achieve a common goal, support each other, and respect each other's opinions and ideas.
- **Arrive on Time:** Punctuality is crucial in CAT. Students should always arrive on time for rehearsals, performances, and events.
- **Take Responsibility:** Students should take responsibility for their actions and behavior. If they make a mistake, they should own up to it and work to make it right.
- **Maintain a Positive Attitude:** A positive attitude can go a long way in CAT. Students should maintain a positive attitude even in the face of challenges or setbacks, and strive to learn and grow from every experience.

Christian Arts and Theatre (CAT) Disciplinary Plan

1. First Strike: Verbal Warning

- a. The student is given a verbal warning about their behavior.
- b. The specific breach of the Code of Conduct is discussed, with emphasis on the related guideline.
- c. The instructor or staff member documents the incident in a behavior log.
- d. The student is reminded of the expectations and potential consequences of further violations.

2. Second Strike: Written Warning and Parent/Guardian Notification

- a. A written warning is issued, outlining the incident and previous warning(s).
- b. The student's parent(s)/guardian(s) are informed via email or phone.
- c. A meeting with the student, parent/guardian, and staff member may be scheduled to review the behavior and discuss a corrective plan.
- d. The student may be given additional responsibilities or tasks to reinforce accountability (e.g., assisting with setup or cleanup).

3. Third Strike: Consequences

- a. Consequences may include suspension from rehearsals or performances, removal from the current production, or dismissal from the program, depending on the severity of the violation.
- b. A final meeting is held with the student, parent/guardian, and staff member to explain the decision and discuss future participation opportunities (if applicable).

Additional Guidelines

1. Zero-Tolerance Policies Certain behaviors warrant immediate action, bypassing the three-strikes rule:

- a. Use of drugs, alcohol, vaping, or smoking.
- b. Acts of violence or harassment.
- c. Significant damage to property.

2. Appeals Process

- a. Students and parents/guardians may appeal disciplinary actions by submitting a written request to the program director within five business days of the decision.
- b. The appeal will be reviewed by a disciplinary committee, and a final decision will be made.

3. Positive Reinforcement

- a. Recognize and reward students who consistently uphold the Code of Conduct to encourage a culture of respect and collaboration.

4. Documentation

- a. All warnings and actions taken are documented to ensure transparency and fairness in the disciplinary process.