Student Safety Policies

Providence Christian School takes seriously its responsibility for the health, safety, education, and welfare of our students. We provide extensive training, preparation, and oversight for all our employees so that those supervising your child are well-versed in the best policies and practices that ensure the safety and welfare of our students. Below is a summary of the School's safety policies and procedures:

The Safety Team, led by the facilities department, is responsible for monitoring school safety and security programs and procedures and for taking corrective action when necessary. Anyone who notices unsafe conditions or potential hazards should contact the Safety Team or the Headmaster immediately.

Campus Safety

- All parents, guests, contractors, and other campus visitors must present a valid driver's license at the front desk before entering the building when classes are in session.
- Providence prohibits anyone without prior consent from the Headmaster from possessing or carrying weapons of any kind on his or her person, in school buildings, on athletic fields, in school vehicles, at any school function (on or off campus), on field trips or contests, or school business. Police officers, security guards, and other individuals who have been given consent by the School to carry a weapon on the property will be allowed to do so.
- Any visitor who makes threats, exhibits threatening behavior, or engages in violent acts on school premises shall be removed from the premises as quickly as safety permits and shall remain off school premises pending the outcome of an investigation.
- Weather emergency drills, security drills, and fire drills are held throughout the year as required by law. Faculty may or may not have advance notice of a fire or other drill and should respond to any fire alarm or safety drill as if it were an actual emergency. Faculty is responsible for knowing and teaching their students the fire evacuation plan during the first week of classes.

Abuse Prevention

- Providence has a zero-tolerance sexual abuse and molestation policy and has adopted mandatory procedures for employees, volunteers, board members, students, or others to follow when they learn of or witness sexual abuse or molestation. Concerns about policy violations from a parent, faculty, staff, or student will be taken seriously and handled with compassion, care, and confidence. Anyone reasonably suspected or believed to have committed sexual abuse or molestation will be appropriately disciplined, which will likely include termination of employment with Providence as well as criminal and/or civil prosecution.

- Threats, threatening and abusive behavior, or acts of violence against employees, students, parents, visitors, or other individuals in the Providence community will not be tolerated. A threat

includes any verbal threat, physical harassment or abuse, any attempt at intimidating or instilling fear in others, menacing gestures, flashing of weapons, stalking, or any other hostile, aggressive, injurious, or destructive action undertaken for the purpose of domination or intimidation. Violations of this policy will lead to disciplinary action, up to and including termination, and/or referral to appropriate law enforcement agencies for arrest and prosecution.

Supervision

- Students will be supervised at all times. Especially when engaging in off-campus activities, head counts will be taken each time children are taken from one area to another.
- During middle school off-campus events, there may be occasions when students are permitted to function in small, unsupervised groups for brief periods of time. In these situations, the students will be given clear expectations for times to meet and "check-in" with the teachers or chaperones in charge of the activity.

One-to-One Interactions

- All one-on-one meetings between students and teachers or other adults must be conducted in a room with the doors open, when others are present, and where interactions can be easily observed.
- A child should not be touched unless it is for a clear educational purpose. Inappropriate touching and inappropriate displays of affection are forbidden. Physical contact in any form should be above reproach and not give even the appearance of impropriety.
- Physical contact and affection should never be forced on a reluctant child and may only be given when in the presence of other children, employees, or volunteers.

Bathroom Supervision and Assistance

- Early Learners (PK-K) and Lower School (1-4) students may be accompanied to the restroom for supervision and assistance when needed and should receive the amount of assistance needed based upon their individual capabilities.
- If a student requires assistance with the straightening or fastening of garments should only be done in the presence of another employee or volunteer.

Off-Campus Activities and Travel

- Students may not accompany a teacher or other adult off campus without parent notification and approval from both the parent and the School Head.
- During field trips, class trips, and other off-campus activities, students will be placed in groups when traveling in a vehicle, and will not travel alone with an adult, unless the adult is a family member.

Adult-to-Student Relations

- Relationships between students, teachers, and other Providence employees or volunteers are to be friendly and courteous, not familial or intimate.
- Flirtation, innuendos, inappropriate conversations, casual disrespect toward authority, and excessive familiarity are examples of the kind of inappropriate behavior that will not be tolerated.

Overnight Trips

Students must be accompanied by at least two school employees on any overnight trips. Any chaperones will be approved by the School Head. During overnight, off-campus excursions, the following policies apply:

Sleeping Arrangements

- Appropriately modest sleeping attire is required for all in attendance.
- Boys and girls must sleep in separate rooms, properly supervised by parent chaperones.
- For sleeping arrangements at hotels, the parent chaperone should sleep in the front room of the suite with the door between the adjoining room kept open. In no event should an adult employee or volunteer sleep in a room with any student unless the student is a family member. No employee or volunteer may share a bed with a student unless they are family members.

Modesty

- In the event a situation may call for changing of clothes or showering, students will change or shower in their own bathroom. Adult chaperones will follow the same policy.

Bathrooms

- In hotel rooms or campground facilities, only one student or adult at a time may use a bathroom designed for an individual.

Photography

- Cameras may be used at appropriate times in public places; no photos may be taken in bathrooms or bedrooms.
- Illness/Injury/Medication Administration
- If a student becomes ill during an overnight trip, communication with the child's parents will be prioritized.
- One-on-one interactions with the student will be conducted in keeping with the one-on-one interaction policies outlined in the Parent Student Handbook.
- Medicine will be administered in a public place or in the presence of other students or chaperones.

Safety Policies Governing Employees

- All final candidates for employment at Providence are subject to a criminal background check and a thorough review of all social media accounts. A personal history of criminal activities or charges of abuse or neglect would disqualify a candidate from any position at Providence. Periodic follow-up background checks are also conducted as part of continuing employment.
- All Providence faculty, staff, and administration are required to complete the Ministry Safe training every 24 months and comply with the guidelines set forth in the training. New employees complete the online Abuse Prevention training video and quiz before their work begins.

- All faculty, administrators, volunteers, and staff share the responsibility of the prevention and mandatory reporting of suspected child abuse and sexual molestation in compliance with the laws of the State of Texas.