

## **CAPS BOARD PROTOCOL (2.1.1.)**

1. All employees of CAPS Inc. will follow CAPS Board directives and act at all times within the parameters described by CAPS Inc. constitution.
2. All employees will respect the objective of the CAPS Board and will show loyalty and respect to the CAPS Inc. Board and Association members.
3. CAPS Board delegate management authority to the CAPS Administrator, Principals (Coolgardie, Kurrawang and Wongutha) and Hostel Managers (Coolgardie and Wongutha), and all CAPS Inc employees are subject to this relevant delegated management.
4. All employees are to be practicing Christians whose lifestyle is consistent with the Judeo Christian ethic. All employees must be able to subscribe to the Statement of Faith which is a part of the constitution and be actively involved in a local Christian fellowship.
5. CDEP workers and other persons not employed by CAPS Board, but working within the CAPS campus or hostels, must act in a manner which is consistent with CAPS Inc. Christian standards. Non CAPS employed persons should have limited contact with students.
6. Employees and students should adhere to the following standards:-

**6.1 Language**

Staff and students should not use obscene, sexually explicit, suggestive language or language not consistent with Christian standards.

**6.2 Clothing**

Clothing worn by staff and students should be appropriate for the occasion and should be modest. Clothing should not advertise material unacceptable to Christian standards (offensive language/questionable music groups/ drugs, alcohol, etc)

**6.3 Body piercing and tattoos**

The CAPS Board do not support the practices of body piercing and tattooing. Students should not be involved in the practices while at CAPS.

**6.4 Music**

Music, the lyrics of which contain offensive, anti-Christian or socially unacceptable material should not be used on CAPS campus or hostels. CAPS Board encourage Christian songs.

**6.5 Literature**

There shall be no reading material of any kind at CAPS containing any offensive, anti-Christian or sexually explicit writing or pictures.

## **6.6 Videos/DVD's/Movies**

Appropriate viewing as follows:

- G (ok)
- PG (ok)
- M or MA (viewed first by staff.

Staff member showing makes decision on suitability)

## **6.7 Care of Students**

No person employed by CAPS or involved in any way at CAPS Schools or Hostel are to physically or verbally abuse students.

## **6.8 Sunday football (organised sport)**

No student to play football on Sunday excepting

- semi and grand final
- written Board permission

## **6.9 Sunday**

Priority to be church attendance and rest

## **7. Vehicles**

Vehicles are only to be used by staff members with correct driver's licenses. Drivers must drive the vehicles with care and at no time breach traffic regulations. It is likely that staff members who drive in a dangerous manner while carrying students or allow students to travel in the cargo space / rear of a utility or truck will be dismissed immediately. It is strictly against the law and contrary to CAPS Board directives for any student to travel in the rear of a truck or utility at any time.