

Revised April 15, 2008

DISTRICT CODE OF CONDUCT School District #49 (Central Coast)

1. STATEMENT OF PURPOSE

Through the School Act, Boards of Education and schools are entrusted with the authority to establish codes of conduct. We all want schools that are safe and supportive, where students have the opportunity to learn and teachers have the opportunity to teach. The key to providing such an environment is personal accountability. Personal accountability must apply to everyone and be based on fairness, equity and due process.

2. CONDUCT EXPECTATIONS

Behavioural expectations for administrators and staff are governed by their respective licencing agencies and/or collective agreements. Parents, guardians and visitors are expected to be courteous and civil when interacting with administrators, staff, students and other parents, guardians and visitors. Students are expected to pattern their behaviour in accordance with the School District 49 Code of Conduct and their particular school's Discipline Policy and Code of Conduct.

RESPONSIBILITIES AND RIGHTS

- Everyone on School District 49 property has the responsibility to respect school property and School District 49 policies and regulations. Everyone has the right to use School District 49 property as per the policies and regulations.

Student Responsibilities and Rights:

- Students have the responsibility to listen to instructions, to work in a cooperative manner, and to follow classroom guidelines set out by the teachers. Students have the right to receive quality education.
- Students have the responsibility to be attentive by not interrupting or disrupting the class. Students have the right to hear and be heard by others.
- Students have the responsibility to create an environment which is free from harassment and intimidation. Students have the right to work in an environment free from harassment and intimidation.
- Students have the responsibility to show respect and courtesy toward others at all times. Students have the right to be treated with respect and courtesy.
- Students have the responsibility to respect the ancestry, cultural background, religious beliefs, sexual orientation, and gender of others. Students have the right to honour their ancestry, cultural background, religious beliefs, sexual orientation, and gender.

- Students have the responsibility to respect the privacy of others, and the personal property, and personal space of others. Students have the right to privacy of personal property and space.

Teachers Responsibilities and Rights:

- Teachers have the responsibility to treat students, staff members and parents with respect. Teachers have the right to be treated with respect by students, staff members and parents.
- Teachers have the responsibility to teach respect of the ancestry, cultural background, religious beliefs, sexual orientation, and gender of others. Teachers have the right to have their ancestry, cultural background, religious beliefs, sexual orientation, and gender respected.
- Teachers have the responsibility to give parents timely notification when their child(ren)'s absence or lack of classroom preparation is interfering with their education or the education of others. Teachers have the right to expect students to be present in class, to have a positive attitude, and to be prepared to learn.
- Teachers have the responsibility to actively involve all students in the learning process and to conduct such means of evaluation that are deemed necessary. Teachers have the right to expect that the classroom is a place of learning, where all students participate in the process of learning.
- Teachers have the responsibility to provide a safe environment for all students and to dismiss any student who presents a threat to anyone else. Teachers have the right to feel safe in their classrooms and in the school.
- Teachers have the responsibility to seek parental and/or guardian support and to encourage collaboration between home and school. Teachers have the right to expect parental and/or guardian support in matters related to the education of their child(ren).
- Teachers have the responsibility to inform students of appropriate classroom expectations and responsibilities. Teachers have the right to expect students to follow classroom and school expectations and responsibilities.
- Teachers have the responsibility to respect the privacy of others, and the personal property and personal space of others. Teachers have the right to privacy of personal property and space.

Parents and/or Guardians Responsibilities and Rights:

- Parents and/or guardians have the responsibility to treat School District 49 staff and students with respect. Parents and/or guardians have the right to be treated with respect by School District 49 staff and students.
- Parents and/or guardians have the responsibility to teach and to model appropriate behaviour for their child(ren). Parents and/or guardians have the right to expect the school environment to be safe and supportive.

- Parents and/or guardians have the responsibility to encourage home study and to monitor their child(ren)'s progress. Parents and/or guardians have the right to expect the school to report student progress timely and accurately.
- Parents and/or guardians have the responsibility to inform the school of any serious concerns or issues. Parents and/or guardians have the right to be informed of any serious or persistent concerns involving their child(ren).
- Parents and/or guardians have the responsibility to respect the ancestry, cultural background, religious beliefs, sexual orientation, and gender of others. Parents and/or guardians have the right to honour their ancestry, cultural background, religious beliefs, sexual orientation, and gender.

3. CONSEQUENCES

Unfortunately, no matter how hard we try to create a positive atmosphere in our schools and prevent inappropriate behaviours from happening, there will be those who choose not to comply with behavioural expectations. The following are broad examples of unacceptable conduct:

- Behaviour that interferes with the learning of others or creates unsafe conditions.
- Acts of bullying, harassment, intimidation, physical violence and/or retribution.
- Illegal acts such as possession, use or distribution of illegal or restricted substances, possession or use of weapons, theft and vandalism.

Each school in the district has its own Discipline Policy and Code of Conduct which defines minor, major and severely inappropriate behaviour:

Minor Misbehaviours may include:

- Failure to follow directions of school staff
- Demonstration of lack of respect for others
- Disturbing others
- Use of inappropriate language

Minor misbehaviours become more and more serious if they continue over a period of time. Therefore, a student who continually chooses to misbehave can expect that the severity of the consequences will increase if his/her behaviour does not improve. The process outlined below clearly illustrates this. *It may be necessary, depending upon circumstances, to skip one or more of the steps in the process.*

1. **Reminder:**
Students who misbehave will be reminded that a behaviour is inappropriate.
2. **Out of Class Time:**
The student will be spoken to about his or her behaviour before being re-admitted to class.
3. **Conference with the teacher**
4. **Detention:**
The student will be required to report to the teacher after school for a period of time to be determined by the teacher. If detentions are assigned to bus students, the bus

student must be given 14 hours notice (If the detention would result in the student missing the bus) before a detention is served so that the student may arrange transportation after the detention.

5. Referral to Office.

Major Misbehaviours may include:

- Open opposition to and defiance of school staff.
- Conduct which affects the positive tone of the school.

It may be necessary, depending upon circumstances, to skip one or more of the steps in the process.

1. Referral to office.
2. Communication with home.
3. In-school suspension.
4. Meeting with parents and/or guardians.
5. Referral to the appropriate community agencies.
6. Out of school suspension.
7. Referral to School District #49 Superintendent.
8. Referral to School District #49 Board of Education.
9. Permanent Removal from school.

Severely Inappropriate Behaviour:

Behaviour which is significant enough to endanger the security, safety, and well being of others, which is of an illegal nature, or which results in damage to the school is considered to be severe. These behaviours will not be tolerated. Incidents involving such offences will be dealt with as follows:

Inappropriate Behaviour	Consequences May Include:
The possession or suspected use of drugs or alcohol on school premises. In the case of suspected use, it is sufficient that two staff members suspect the student to be under the influence of drugs or alcohol for an infraction to be acted upon.	- SUSPENSION from school as per School District # 49 Policy - Possible RCMP involvement - Conference with parent/guardian, student, guidance counselor, administrator, Superintendent and/or Board of Education
The student is trafficking or suspected of trafficking in tobacco, drugs, or alcohol. In the event of suspected trafficking, the suspicion by two staff members is sufficient to be acted upon as an infraction.	- SUSPENSION from school as per School District #49 Policy - Possible RCMP involvement - Conference with parent/guardian, student, guidance counselor, administrator, Superintendent and/or Board of Education
Intimidation / Bullying Interacting with others in an extremely inappropriate physical or verbal manner.	- SUSPENSION from school as per School District #49 Policy - Possible RCMP involvement - Conference with parent/guardian, student,

	guidance counselor, administrator, Superintendent and/or Board of Education
Physical Aggression	<ul style="list-style-type: none"> - SUSPENSION from school as per School District #49 Policy - Possible RCMP involvement - Advise parents/guardians of victims of their rights to press charges where appropriate - Conference with parent/guardian, student, guidance counselor, administrator, Superintendent and/or Board of Education
Racial, Cultural, Religious, Ethnic, Sexual Preference Harassment	<ul style="list-style-type: none"> - SUSPENSION from school as per School District #49 Policy - Possible RCMP involvement - Conference with parent/guardian, student, guidance counselor, administrator, Superintendent and/or Board of Education
Sexual Harassment	<ul style="list-style-type: none"> - SUSPENSION from school as per School District #49 Policy - Possible RCMP involvement - Conference with parent/guardian, student, guidance counselor, administrator, Superintendent and/or Board of Education
Theft	<ul style="list-style-type: none"> - SUSPENSION from school as per School District #49 Policy - Possible RCMP involvement - Advise parents/guardians of their rights to press charges where appropriate - Conference with parent/guardian, student, guidance counselor, administrator, Superintendent and/or Board of Education
Vandalism	<ul style="list-style-type: none"> - SUSPENSION from school as per School District #49 Policy - Possible RCMP involvement - Conference with parent/guardian, student, guidance counselor, administrator, Superintendent and/or Board of Education. - Parent/guardian to be billed for cost of repairs (quoted from the School Act – Liability for damage of property by students: the student and the students’ parents are jointly and severally liable to the board in respect to the act of the student)

Weapons Use or Possession	<ul style="list-style-type: none"> - SUSPENSION from school as per School District #49 Policy - Possible RCMP involvement - Conference with parent/guardian, student, guidance counselor, administrator, Superintendent and/or Board of Education
Showing or Distributing Sexually Explicit Material	<ul style="list-style-type: none"> - SUSPENSION from school as per School District #49 Policy - Possible RCMP involvement - Conference with parent/guardian, student, guidance counselor, administrator or principal, Superintendent and/or Board of Education

Whenever possible, disciplinary action is preventative and restorative, rather than solely punitive.

School discipline policies are in full force and in effect for everyone (parents/guardians, students, staff and guests) on school property during school hours, on busses and during all extra-curricular activities or School District 49 Board of Education sponsored functions.

4. NOTIFICATION

Minor misbehaviour

Where minor misbehaviour persists, to the point where the offender is referred to the office (principal) the principal will notify parents/guardians.

Major misbehaviour

In all cases, parents/guardians of student offender(s) and parents/guardians of student victim(s) will be notified immediately by the principal or Teacher in Charge.

School district officials will be notified as required by School District 49 policy Regulation 3014.

Severely Inappropriate Behaviour

In all cases, parents/guardians of student offender(s) and parents/guardians of student victim(s) will be notified immediately by the principal or Teacher in Charge.

RCMP and/or other agencies will be notified as required by law.

School district officials will be notified as required by School District 49 policy Regulation 3014.

All parents/guardians, students and staff will be notified if it is deemed important to reassure members of the school community that school/district officials are aware of a serious situation or incident and are taking appropriate action to address it.