

School Code of Conduct (September 2022)

Developed in consultation with the Independent School Act, Federation of Independent School Association, the Ministry of Education and adapted in parts from the Surrey School District.

Policy

It is important to understand that the school code of conduct is not simply a document for students; rather, the expectation at the school is that the school code of conduct is upheld and a guiding document for all those who work and learn at the school.

At the school, we believe that all people have the right to learn in a safe, caring and orderly environment. Our expectations are that students and staff will maintain a positive attitude that is cooperative, courteous and respectful.

Behaviour Expectations

Our Code of Conduct applies to acceptable and unacceptable behavior while at school, attending school related activities (both on and off the school grounds) or in any other circumstances where engaging in the activity will have an impact on the school environment. Expectations of students will increase as they mature.

All people have a responsibility to respect the rights and dignity of others and to become actively involved in their own academic learning and social growth.

The school approaches education with the view of providing students a global perspective, and, as such, the school prides itself on being an active member of the community. As such, it is expected that students, parents, staff remain active citizens in school activities and community initiatives.

Student Rights

All students must have the right to:

- be treated with respect and dignity at school
- pursue education without undue interference to the learning situation
- attend school in an emotionally safe environment
- attend school in a physically safe environment
- choose to participate in extra curricular activities outside the classroom and allow others to do the same
- be disciplined in a manner that enables them to develop appropriate social behaviours corresponding to their stage of development
- receive support from staff members, including additional support as needed

Guiding Principles

The code of conduct is based on the principles of respect. This includes:

- Respect for Safety
- Respect to Yourself
- Respect to Others
- Respect to Property
- Respect to the Environment

By following these guiding principles, you will excel as a student and an individual in society. Should individuals not abide by the guiding principles and the Code of Conduct, the school reserves the right to follow the guidelines outlined in the school's Discipline Policy. It is important to note, behaviours and guidelines noted below are not an exhaustive list, but rather a general overview.

It is expected that all students:

Be Respectful for Safety – caring about your safety and that of others.

Some examples include:

- learn and follow school safety rules
- walk calmly on the right side of the hallways
- stay in designated areas of the school grounds
- report unsafe or dangerous situations to staff
- act in a manner at school, and when travelling to and from school, which does not endanger the safety, health and well-being of self or others
- refrain from behaviour that could cause injury
- have permission to be inside the school during outside play times
- clear desk tops and floor of personal items at the end of the day
- focus on active play during recess and lunch hour
- remove hats and hoodies inside the school building
- keep the school grounds tidy and free of litter
- refrain from taking food wrappers outside

Be Respectful to Yourself – caring about your learning and yourself, including safety.

Some examples include:

- caring about your learning, your safety and yourself
- always do your best
- make good choices and decisions
- be on time and ready for work
- do your homework and use your planner
- treat yourself with dignity and respect

- become actively and productively involved in your own learning
- dress in a manner that is deemed appropriate for a school/work environment
- have a positive attitude and use positive language

Be Respectful to Others – considerate of others' personal feelings and properties.

Some examples include:

- considerate of others' feelings, properties and their right to learn
- be polite and wait your turn
- treat others with dignity and respect
- use good listening skills
- take responsibility for your actions by being honest and telling the truth
- act in a manner that does not infringe upon the rights of others
- develop problem solving strategies appropriate to your age
- use personal electronic devices for learning and demonstration of your learning only; save your social communications for outside of school time
- do not publish the photos of any school member (staff or student) on any internet site

Be Respectful to Property – caring about your school and your environment.

Some examples include:

- caring about your school and your environment
- take good care of materials
- ask before borrowing
- look after school property and keep classrooms orderly
- pay for lost or damaged school books or materials
- use buildings, furnishings, supplies and equipment with care

Be Respectful of the Environment – learn and appreciate the impact we have on our community and nature.

Some examples include:

- clean up after yourselves
- reduce waste, and make efforts to keep the environment clean and safe
- use your 3 R's – Reduce, Reuse, Recycle
- be active in supporting positive environment initiatives
- understand the notion of place and perspectives of indigenous communities on the environment and conserving it

The School Code of Conduct is designed to provide guidelines for appropriate behavior while under the jurisdiction of the school or at any school sponsored function.

Safe and Caring Schools

Schools need to be a place that is safe and caring for all those who attend. As such, safe and caring schools are free from acts

- Bullying (including cyber-bullying)
- Harassment, threat, intimidation and marginalization
- Violence in any form
- Abuse in any form (verbal, physical, sexual)
- Intolerance and discrimination in any form, i.e. based on an individual or group's race, colour, ancestry, place of origin, political belief, religion, marital status, family status, physical or mental disability, sex, sexual orientation, or age.
- Retribution against a person who has reported incidents

Inappropriate Behaviour

The school will enact measures within the Discipline Policy in cases of inappropriate behaviour. Inappropriate behaviour can consist of, but is not limited to:

- discrimination (in any form)
- rudeness, swearing (face to face and online)
- fighting (or play fighting) (hitting, kicking etc.)
- lack of respect for others: teasing, name calling, threatening etc. face to face and online)
- throwing objects (rocks, sticks, pinecones, snowballs, etc.)
- defiant behaviour
- stealing, lying or cheating
- damage of school property, books, equipment or materials
- unauthorized leaving of the school grounds
- littering
- exclusion, intolerance
- misuse of technology
- retribution against a person who has reported incident

Consequences

Consequences will be applied in a fair and consistent manner, in accordance with the Discipline Policy, and respecting individual rights, responsibilities, age and maturity. Consequences, as outlined in the Discipline Policy, are designed to be restorative rather than punitive in nature.

The consequences for inappropriate behaviour may vary from classroom to classroom, but should abide by the following progressive discipline approaches, which include:

- review of expectations and a timeout
- review of expectations, written assignment and/or loss of privileges
- informing parents/families

- meeting with the parents/families
- short-term (in-school or at home) suspension up to 5 days
- long-term suspension (over 5 days) or referral to external program
- consultation with police, fire department or additional external resource
- expulsion

School Protocols

In relation to School's daily operations, it is understood that:

- Students shall not arrive on campus before 8:10 am, unless arrangements have been made prior with a supervising teacher.
- Students who are late in the morning must report to the office for a late slip.
- The school has a closed campus policy, which means students must remain on the school grounds from the time they arrive until dismissal.
 - Visitors who come to the school must check in at the office upon arrival.
- All lunches and snacks must be vegetarian (no meat, fish or eggs); may include dairy.
- Students will report to a supervising teacher about any situation, which they consider dangerous to themselves or others.
- The school has a zero tolerance stance on bullying, violence, and discrimination.
- Students traveling in our school buses must abide by bus rules, and be ready as per the bus pick-up and drop-off schedule.
- Gum chewing is not permitted on the buses or on school property.
- Personal electronics are not allowed on school property unless authorized by the classroom teacher for educational purposes.

The Schools Code of Conduct has been structured to align with and adhere to the standards outlined in:

- Independent School Act, Provincial Standards Ministerial Order 276/07, effective October 17, 2007; B.C. Human Rights Code; B.C. Ministry of Education: Safe, Caring and Orderly Schools A Guide (Nov. 2008) and Developing and Reviewing Codes of Conduct: A companion (Aug 2007), both found at <http://www.bced.gov.bc.ca/sco>

The School reserves the right to modify its Code of Conduct as needed.