

# Norwood District Public School

## Code of Conduct

(revised Spring 2014)

### Responsibilities

#### Common School Community Member Responsibilities:

Everyone has the responsibility to:

- ✓ contribute to making the school environment safe and conducive to learning/working, free from discrimination, physical and/or psychological abuse;
- ✓ be a partner in the school community and to work co-operatively with each other; and
- ✓ model appropriate behaviour and to support the school code of conduct by upholding the standards of behaviour.

#### Additional Student Responsibilities:

- ✓ exercise self-discipline, follow the established rules and accept responsibility for their actions based on age and individual ability;
- ✓ come to school prepared, on time and ready to learn;
- ✓ show respect for themselves, for others and those in authority; and
- ✓ refrain from bringing anything to school that may compromise the safety of others.

#### Additional Teaching Staff Responsibilities

- ✓ help students work to their full potential and develop their self-worth;
- ✓ assess, evaluate and report student progress;
- ✓ communicate regularly and meaningfully with parents;
- ✓ discipline fairly and consistently in a manner in keeping with the Administrative Regulation on Discipline and the school code of conduct;
- ✓ be on time and prepared for all classes and school activities;
- ✓ prepare students for the full responsibilities of citizenship; and
- ✓ safeguard students from persons or conditions which interfere with the learning process.

#### Additional Parent/Guardian Responsibilities

- ✓ attend to their child's physical and emotional well-being;
- ✓ help their child be neat, clean, appropriately dressed and prepared for school;
- ✓ ensure that their child attends school regularly and on time;
- ✓ promptly report to the school their child's absence or late arrival;
- ✓ become familiar with the code of conduct and school rules;
- ✓ encourage and assist their child in following the rules of behaviour;
- ✓ assist school staff in dealing with disciplinary issues.
- ✓ show an active interest in their child's school work and progress; and
- ✓ communicate regularly with the school.

## **Standards of Behaviour**

### **Respect, Civility and Responsible Citizenship**

We value one another and treat each other with respect and dignity. We educate our students to be caring, responsible community members who protect everyone's physical, social, academic and emotional well-being. Everyone in the school community must:

respect differences among people, their ideas, opinions, experiences and perspectives

- treat one another with dignity at all times, especially when they disagree
- respect and treat everyone fairly, regardless of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, marital status, family status, disability or language
- respect and comply with federal, provincial and municipal laws
- demonstrate the character attributes set out by the school board
- respect the rights of individuals and groups
- show proper care and regard for school and student property
- take appropriate measures to help one another
- address behaviours that are disrespectful, unwelcoming or that exclude anyone
- use non-violent means to resolve conflict
- dress appropriately with regard to exposure, cleanliness and message
- respect persons who are in a position of authority
- respect the common goal to work in a positive environment of learning and teaching.

### **Physical and Emotional (or Psychological) Safety**

To protect the physical and psychological safety of everyone at school, we will not tolerate:

#### **Weapons**

- ✓ possession of any weapon or replica weapon, including but not limited to firearms;
- ✓ use of any object to threaten or intimidate another person; and
- ✓ causing injury to any person with an object.

#### **Alcohol and Drugs**

- ✓ possession of, or under the influence of, or providing others with, alcohol or illegal drugs

#### **Physical Aggression**

- ✓ inflicting or encouraging others to inflict bodily harm on another person; and/or
- ✓ intimidation

#### **Non-Physical Aggression**

- ✓ emotional, sexual or racial actions that hurt an individual or a group of individuals;
- ✓ threatening physical harm, bullying or harassing others; and
- ✓ using any form of discrimination, stereotype, prejudice, harassment, hate/bias-motivated act.

***Further to these standards of behaviour, all school members are expected to seek staff assistance, if necessary, to resolve conflict peacefully.***

## **School Code of Conduct Rules**

- ✓ Students must be allowed to learn.
- ✓ Teachers must be allowed to teach.

The following behaviours are **not acceptable** for anyone in the school community:

- ✓ physical, verbal, electronic, written or other means of sexual or psychological abuse (e.g., sarcasm, ridicule, humiliation)
- ✓ assault
- ✓ bullying
- ✓ actions motivated by hate, bias or discrimination (e.g., on grounds of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, marital status, family status or disability).
- ✓ damage to property in the school environment (including school grounds, buses, trips.)
- ✓ Sticks, stones, snow, ice and all other objects that may be used as projectiles must remain on the ground at all times.
- ✓ “Laser pointers” are prohibited on school property.
- ✓ Explosive material including, but not limited to, Cherry Bombs, caps, cap guns, and fireworks are prohibited.

Please note: This code of conduct is in effect:

- (a) during school hours;
- (b) while travelling to and from school;
- (c) at events being held before or after regular school hours;
- (d) during field trips, athletic events and overnight excursions under the school’s supervision.

**The Principal may also apply these rules to a student when the student’s conduct outside the school environment negatively impacts on the school.**

## **Consequences for Inappropriate Behaviour**

Consequences for unacceptable behaviour are appropriate to the individual, circumstances and actions. Schools use progressive discipline, with a range of responses, supports and restorative practices that promote positive behaviour and inclusive school cultures. Consequences are firm, fair, clear and appropriate to the student’s age and development.

**Consequences may include one or more of the following:**

- warnings
- time-outs
- time-owed
- restricted privileges
- apology
- restitution (e.g., paying for damage, doing community service)
- suspension
- expulsion.

## **Safe School Protocol**

In accordance with KPR School Board Policies and Procedures, the “school” has the right and authority to search school property such as desks, lockers etc. without notice to or permission of any person. Personal property such as knapsacks, purses etc. may become subject to search in accordance with school board policies and procedures.