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## BEN CALF ROBE/ST. CLARE CONDUCT POLICY 2019-2020

Section 12 of The Alberta School Act reads as follows:

*A student shall conduct himself/herself so as to reasonably comply with the following code of conduct.*

- *be diligent in pursuing the student's studies;*
- *attend school regularly and punctually;*
- *co-operate fully with everyone authorized by the board to provide education programs and other services;*
- *comply with the rules of the school;*
- *account to the student's teachers for the student's conduct; and*
- *respect the rights of others.*

### Behavior Expectations

All students at Ben Calf Robe/St. Clare have the right to learn in a safe environment. We build this environment through the application of our 3R's – Respect for Learning, Respect for Self and Others and Respect for Environment. Students need to show they respect and care about learning by how they act towards our school, school work, staff, and other students. These expectations are rooted in our District's foundation statements and are also reflected in the significance and symbolism of traditional values.

Staff at Ben Calf Robe/St. Clare believe in establishing a positive learning environment. Both students and parents are expected to be familiar with the benefits of positive behavior and the consequences of making negative behavior choices. We know that there are many things to consider regarding difficult behavior choices including the individual circumstances, frequency of behavior, its intent and the age and maturity of the individual(s) involved. The first course of action is always resolution to the situation. Action taken by the school will therefore be appropriate to the situation as well as the child(ren) involved. We know that schools with positive behavior expectations have the following:

- Students have a sense of belonging to their school.
- The school takes a positive and proactive approach to student conduct and is focused on effective and consistent behavioral expectations.
- Behavioral expectations are clearly communicated and consistent from one classroom or setting to another and the emphasis is on positive student behavior.
- Ongoing guidance and assistance with behavior is provided including support for the students impacted by inappropriate behaviour of their peers.
- The staff is focused on the needs of the students.
- Teachers handle routine classroom management.
- Parental support is essential as parents have the greatest influence with respect to their children; it is vital that parents maintain a close working relationship with the school to contribute to a welcoming, caring, respectful and safe learning environment.

We affirm that the rights set out in the *Alberta Human Rights Act* and the *Canadian Charter of Rights and Freedoms* are afforded to all students and staff members within Ben Calf Robe Elementary Junior High School.

We affirm that pursuant to the *Alberta Human Rights Act* and the *Canadian Charter of Rights and Freedoms*, students and staff members are protected from discrimination. More specifically, discrimination refers to any conduct that serves to deny or discriminate against any person or class of persons regarding any goods, services, accommodation or facilities that are customarily available to the public, and the denial or discrimination is based on race, religious beliefs, colour, gender, physical disability, mental disability, ancestry, place of origin, marital status, source of income, family status or sexual orientation.

To ensure that each child fully understands how he or she is expected to behave in school, each teacher will review acceptable and unacceptable behavior relative to academic success, transportation, care of property, safety in the school and the schoolyard, appearance and proper use of electronic devices. This information is provided in further detail in the student agenda so that each child has a clear understanding of what acceptable behavior looks like.

## SCHOOL-WIDE BEHAVIOUR EXPECTATIONS IN OUR LEARNING SPACES 2019-2020

Behavior Expectations	Respect Learning	Respect yourself and others	Respect Our Environment
All Settings	Give your best effort Be Prepared Stay Focused	Treat others as you wish to be treated Keep your hands and feet to self Dress appropriately	Keep our school clean Reduce, reuse and recycle Care for our school property
Hallways/ Washrooms	Walk quietly and use a quiet voice Arrive to class on time Keep a clean and tidy locker Always carry hall pass	Use appropriate language and volume Keep hands and feet to self Walk on the right	Wear appropriate footwear Put litter in garbage bins
School Grounds	Have positive interactions with others Treat others as you wish to be treated Remain on school property	Use equipment safely and for its intended purpose Choose safe activities Include everyone	Care for school property and equipment Put litter in garbage bins
Gym	Know and follow expectations of setting Wear appropriate gym attire Participate in every class	Play fair and include everyone Encourage others Have a positive attitude	Refrain from food and drink Properly return and care for equipment
Library	Use quiet voice Return books on time Stay focused	Wait quietly for your turn Respect the library workspace	Care for books and equipment Push in chairs
Computer Use in School Space	Know and follow expectations of setting Use computers for educational purposes Stay focused and on task Follow the Proper Use Agreement	Respect teacher's workspace Be patient while waiting for instruction Use equipment only as directed	Care for equipment and materials Clean up after yourself Refrain from food and drink
Field Trips	Listen to and respect presenters and supervisors Attend and participate with a positive learning attitude	Be attentive to presenter Stay with leader/supervisor Be an excellent ambassador of our school	Show regard and respect for the facilities and the environment surrounding them
Assembly	Enter gym in an orderly way Sit with your class Exit gym on signal Exit gym in an orderly way	Listen quietly and watch Use appropriate participation and applause Respect the personal space of others Use appropriate language and volume Keep hands and feet to self Have positive interactions with others	Refrain from food and drink Bring only necessary items
Lunch Room	Enter room in an orderly way Use good table manners Remain seated until dismissed Take only what you will eat	Use appropriate language and volume Keep hands and feet to self Have positive interactions with others	Keep food/drink in cafeteria Care for school property Clean up after yourself Recycle juice boxes
Bus	Be on time for your bus Board bus immediately after leaving the school Follow bus driver's expectations	Remain seated while bus is in motion Use appropriate language and volume Sit appropriately Keep hands and feet inside windows	Place litter in garbage cans Refrain from food and drink
Music Room	Know and follow expectations of setting Participate positively and appropriately Be prepared	Stay Focused Perform only when asked Keep hands and feet to self	Use instruments appropriately Treat instruments with care Return equipment to appropriate place
Office	Use a quiet voice Enter office area in a quiet and orderly manner Use office appropriately	Use appropriate language and volume Wait quietly and patiently to be helped	Get permission for office business Refrain from exiting through office doors

**The following list includes common unacceptable behaviors:**

- Coming late or missing school without a good reason
- Not completing/handing in assignments
- Not using technology appropriately and according to Acceptable Use policy and School Procedures, including keeping student cell phones in lockers throughout the day
- Using social media at school or at home to bully, threaten, or put down another student or staff member
- Fighting or encouraging others to fight, recording fights on electronic devices
- Not listening to the teacher or repeatedly interrupting
- Walking out of class or a meeting without permission
- Using playground equipment in an unsafe manner
- Making any kind of physical contact with any part of your body i.e. play fighting, wrestling, football, horseplay, spitting or biting
- Throwing food, sand, snow, dirt, or other objects
- Bullying or harassment of other students
- Swearing (spoken, written or gestured) or rudeness
- Defiance or refusing to do what you are being asked to do
- Being in a restricted area or going out of bounds or into unsupervised areas
- Littering or vandalism
- Lying and half truths
- Cheating or stealing

**A continuum of supports will be provided for students who are impacted by inappropriate behavior as well as for students who engage in inappropriate behavior.** Severe breach of conduct may result in a student being suspended in our out of school in accordance with Section 12 of the School Act.

**Unacceptable conduct may result in discussion and:**

- Sincerely asking for forgiveness
- Making an action plan to solve the problem
- Change of seating arrangements
- Time-out in a buddy class
- Staying in for recess
- Loss of privileges such as computer access
- Having to re-do assignments
- Confiscation of offensive items (such as cell phones until the end of the day)
- Behavioral contract
- Contacting parents by phone, email or agenda
- Providing community service
- A meeting with you, your parents and others
- Paying for the repair or replacement of damaged or lost equipment or property
- Healing Circle or meeting with an Elder
- Suspension (even from the bus) – In School or out of School Suspensions
- Alternative school placements
- Expulsion
- Police Involvement
- Ongoing attendance problems will be referred to the Alberta Attendance Board

**Intentional damage/vandalism and theft are crimes and may be dealt with by the police. The following are illegal activities which may result in police involvement as well as school based discipline:**

- Carrying/using guns, knives, or weapons of any kind
- Carrying/using or providing alcohol
- Carrying/using or providing drugs or harmful substances
- Carrying/using or providing tobacco

Students must conduct themselves in a way that promotes an environment that is free of physical, emotional, or psychological risk. They must be an active part of creating a welcoming, caring, respectful, and safe environment. Bullying is repeated and hostile or demeaning behavior by an individual in the school community where the behavior is intended to cause harm, fear or distress to one or more other individuals in the school community, including psychological harm or harm to an individual's reputation. Bullying of any kind is unacceptable:

- Students will respect the rights of others in the school
  - Students will refrain from, report, and not tolerate bullying or bullying behavior directed toward others in the school, whether or not it occurs within the school building, during the school day, or by electronic means
  - Students will report any suspected incidents of bullying to a teacher or to the administration. Students should also report such incidents to their parents.
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