

The Student Code of Conduct Policy has been developed by the St. Martin school community and was based on input from students, parents and school staff.

It is included in the student agenda as communication to all members of the school community each year.

This Student Code of Conduct will be reviewed and adapted as necessary on an annual basis by members of the school community.

This revision Version 1.0
Effective May 2018

Student Code of Conduct Policy 2018-2019

Our primary goal is to ensure the safety and well-being of all students, staff, and guests. We strive to create an environment which nurtures the growth of the “whole” child: academically, emotionally, physically, socially and spiritually. As a community of learners, the students, staff and parents share a responsibility to create a welcoming, caring, respectful and safe learning environment. It is essential that we work together to model and encourage our Core values of dignity & respect, loyalty, honesty, fairness, and personal & communal growth. Our student conduct policy seeks to respect the uniqueness and dignity of each child and to encourage the student to learn from their mistakes.

As a community, all stakeholders—students, staff, and parents—are expected to work together to prevent and eliminate discrimination and/or bullying behaviors. 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 person 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. 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 St. Martin. Students should report any incidents of bullying or discrimination immediately to a teacher or supervisor through verbal or written and/or electronic means.

DEFINING APPROPRIATE STUDENT CONDUCT

According to the Education Act-Section 31, a student shall conduct himself or herself and reasonably comply with the following code of conduct:

- a) be diligent in pursuing the student’s studies;
- b) attend school regularly and punctually;
- c) co-operate fully with everyone authorized by the board to provide education programs and other services;
- d) comply with rules of the school;
- e) account to the student’s teachers for the student’s conduct;
- f) respect the rights of others;
- g) ensure that the student’s conduct contributes to a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging;
- h) refrain from, report and not tolerate bullying behaviour directed toward others in the school, whether it occurs within the school building, during the school day, evening or by electronic means; and
- i) positively contribute to the student’s school community.

Together, staff and parents should:

- provide a welcoming, caring, respectful, and safe learning environment;
- provide clear expectations and appropriate consequences for inappropriate behaviour;
- model appropriate behaviours;
- maintain a model of supportive, open and respectful communication
- encourage punctuality and regular attendance; and
- monitor the progress of the child/children.

PARENT CONTACT

If a student engages in inappropriate conduct or is implicated in a significant incident, parent contact will be made by the child's classroom teacher or by an administrator. Teachers and/or administrators may contact parents through agendas, emails or phone. As partners in education, parents need to be informed of these incidents so that they too can enter dialogue with their child/children and be involved in the learning process. The St. Martin School conduct policy applies to all students, always within the school building, during the school day, at all school events/activities, on the school bus, or when using electronic devices such as iPads, cell phones and/or computers.

ENCOURAGING APPROPRIATE STUDENT CONDUCT

In every instance, the child will be asked to identify and assume responsibility for his/her behaviour. Oftentimes, a student will be asked to reflect upon his/her conduct in writing and to suggest steps towards improvement and growth. Unique student attributes such as age, maturity and individual circumstances will also be considered. A continuum of supports will be provided to students who are impacted by inappropriate behavior as well as for students who engage in inappropriate behavior. **Supports available to St. Martin students impacted by inappropriate behavior are:**

Multi-disciplinary Team support – small group and one on one conflict resolution and behavior modification support with the Emotional Behavioral Specialist and the Therapeutic Behavioral Assistant.

In school and out of school suspension supported through the Family School Liaison worker (FSLW) assigned to St. Martin

Access to play therapy session when required with the Assistant Principal – specifically to work through the inappropriate behavior and seek resolution.

OFFENCES

A minor offence may include items such as:

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| * impolite manners | * inappropriate dress |
| * disruptive behaviour | * incomplete homework |
| * disrespectful conduct | * tardiness |
| * unsafe/rough play | |

In the case of a minor offence, the student may be asked to take time away from a given activity, work in a less distracting location, complete unfinished work, make an apology card, etc. Other fair and corrective intervention strategies may be used at the discretion of the teacher and/or administrator.

A major offence may include items such as:

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| * open opposition to authority | * fighting |
| * willful disobedience | * vandalism or theft |
| * use of inappropriate language / gestures | * use/possession of weapons |
| * habitual neglect of student responsibilities | * bullying or aggression |
| * cyber bullying | * discriminatory behavior |

Severe breach of conduct will be suspended in accordance with section 31 of the Education Act. In-school suspensions include: loss of privileges such as recess, clubs, teams, or field trips; and/or a time out in the office ranging from 30 minutes to a full-day. An out-of-school suspension ranges in length from one to five days. During the suspension, the student will be responsible for any class work or assignments missed. School administration will determine the length and nature of the in-school or out-of-school suspension based on the severity and/or frequency of the incident.