

St. Philip School School's Student Conduct Policy 2018/19

A committee of staff and parents developed the conduct policy. It involves a set of clear expectations of behavior for students, staff and parents in accordance with the Alberta School Act. 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. Specific offences are identified and aligned with appropriate consequences. These expectations encompass what is acceptable and unacceptable behavior, whether they occur within the school, during the school day or by electronic means. Our goal is to create and promote a supportive and loving inclusive environment that fosters positive learning experiences by:

- Recognizing the uniqueness of each person.
- Nurturing growth in knowledge, social skills, Christian values, and encouragement.
- Creating an atmosphere of service, through caring and appreciation of others.
- Developing and encouraging positive self-esteem.
- Providing appropriate consequences for harmful, disrespectful and dangerous behavior, including all forms of bullying.
- Providing logical consequences that are reasonable, respectful and relevant as related to the offence.
- Creating a culture where students accept responsibility for their actions including: apology, forgiveness, restitution and reconciliation.
- Not tolerating any forms of discrimination that occur within the school, during the school day or by electronic means 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
- Not tolerating any forms of bullying that occur within the school, during the school day or by electronic means including: physical, verbal, social and cyber bullying.
- Encouraging students and staff to immediately report any witnessed forms of bullying or discrimination that occur within the school, during the school day or by electronic means to an administrator.
- Promoting responsible digital citizenship.

ALBERTA SCHOOL ACT

The code of conduct for students serves as the basis for school discipline policies and for suspensions and expulsions.

Part 1 Students: Section 12

A student shall conduct her/himself so as to reasonably comply with the following code of conduct:

- a) Be diligent in pursuing his/her 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 the rules of the school;

- e) Account to his/her teachers for his/her conduct;
- f) Respect the rights of others.

In accordance with the School Act:

1. Student Responsibilities

- a) Respect yourself, other students, staff, parents and all of God's Creation
- b) Respect your own property, other's property and school property
- c) Come ready to learn and be on time with all necessary materials
- d) Complete assignments
- e) Act responsibly and/or accept the consequences for your behavior/actions

2. Parent Responsibilities

- a) Model and support a Catholic Way of Life
- b) Demonstrate mutual respect for students, staff and other parents
- c) Contribute to a welcoming, caring, respectful and safe learning environment at home and at our school
- d) Maintain open communication with your child(ren), staff and other parents
- e) Review conduct policy with your child and ensure their understanding
- f) Monitor homework assignments and assist when necessary
- g) Ensure children arrive to school on time

Consequences:

We need parental support and to work together to accomplish behavior goals. We believe that being fair means giving each person what he or she needs, not treating everyone exactly the same. Specific consequences are implemented on an individual basis so that each child can learn to problem solve in the best possible way based upon his/her individual needs and history of infractions. Repeat offences would lead to more serious consequences. The ultimate goal of consequences is to improve future student choices and behavior, thus improving school safety. Consequences and events will take into consideration unique student attributes, maturity and individual circumstances. Consequences for offences often include one or of a combination of the following – preventive and supportive procedures, apology letters, school community service, removal of privileges, time out of the class (working in office area) for a short period of time. For serious or repeat infractions Act may result in suspension in accordance with Section 12 of the School.

Suspension protocol will include the following:

- Student is removed from the situation and sent to see an administrator.

- Infraction will be thoroughly investigated by administrator
- Student receives an in-school suspension or out of school suspension, parents will be contacted and given an official suspension letter.
- Student fills out the Student Problem Solving Action Planner and the plan is shared with parents and teachers.
- Student is monitored and the plan of action is adjusted as necessary.
- Student will not be permitted back into class without a parent meeting with administration; the Student Problem Solving Action Planner must be completed prior to reinstatement.
- After 3 in-school suspensions the student will receive an out-of-school suspension.

Supports for students impacted by inappropriate behavior include the following:

- School First Aider evaluation and response when necessary
- Support, conversations and consultation with school administration and our school Learning Coach
- Services of our Family Services Liaison Worker
- Services of our ECSD multidisciplinary means
- Services of an ECSD grief counselor if necessary
- Services of school and community Alberta Health Services