

OUR LADY OF VICTORIES STUDENT CONDUCT POLICY **2020-2021**

Purpose

The purpose of establishing a Student Code of Conduct Policy is to ensure our school creates and maintains a welcoming, caring, respectful and safe learning environment for all students and school staff. This Student Code of Conduct Policy is created and followed within our school community to ensure a balance between individual and collective rights, freedoms and responsibilities. The Policy establishes the expectations for student behaviour while at school, during the school day, when using electronic formats or while engaging in any activity that may have an impact on others in the school.

This Conduct Policy has been created through the input of school staff, parents and students. It is shared annually in the student agenda books and is posted on the website. This Conduct Policy will be reviewed annually by members of the school community and be adapted as necessary.

Role and Responsibilities of Parents

Parents play a key role ensuring that our school is a welcoming, caring, respectful and safe learning environment for all students and staff. All parents are expected to review this Student Code of Conduct Policy with their children to ensure both students and parents understand all aspects of it. Parents also need to keep open communication with both their child's teacher and administrators when issues arise. Working together with school staff will minimize incidents from occurring or help resolve incidents if any arise. Parents, students and staff all play a role in making our school a positive environment. Parents must ensure they are behaving in a manner that encourages a safe, welcoming, respectful and caring environment for all.

Discrimination and Bullying

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 Our Lady of Victories Catholic Elementary 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.

If discrimination occurs against any member of the school community; students, staff and parents are encouraged to alert a staff member so that the issue can be dealt with in an appropriate and timely manner.

Students also have the right to learn in an environment that is free from bullying. All students are expected to refrain from, report and refuse to tolerate any form of bullying or bullying behaviour that occurs within the school, during the school day or by electronic means.

Should incidents of bullying, suspected bullying, harassment or intimidation arise, students and/or parents are to inform a staff member immediately to ensure the issue is appropriately addressed and resolved.

Concerns regarding bullying or discrimination can be shared through a meeting, a phone call or an email. Students that engage in bullying or are impacted by bullying will be offered supports by the school. Please see the following page about the possible supports that will be offered.

Expectations

Students are expected to comply with all school rules whether or not they occur within the school building, during school hours or by electronic means. This means there are Acceptable and Unacceptable Behaviours that students can be engaged in. Some examples of ***Acceptable Behaviours*** are, but not limited to:

- respect yourself and the rights of others in the school
- act in ways that honours and appropriately represents you and your school
- know and comply with the rules of your school
- cooperate with all school staff
- contribute positively to your school and your community
- be accountable for your behavior to your teachers and all other school staff
- make sure that your conduct contributes to a welcoming, caring, respectful and safe learning environment in the school that respects the diversity and fosters a sense of belonging of others in your school

In addition, Section 12 of the *Province of Alberta's School Act* states: "A student shall conduct himself or herself so as to reasonably comply with the following code of conduct:

- a) *be diligent in pursuing the student's studies;*
- b) *attend school regularly and punctually;*
- c) *cooperate 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 the student's teachers for the student's conduct;*
- f) *respect the rights of others."*

Some examples of ***Unacceptable Behaviours*** are, but not limited to:

- behaviours that interfere with the learning of others and/or the school environment or that create unsafe conditions
- defiance or disobedience
- acts of bullying, harassment, discrimination, or intimidation
- physical violence
- retribution against any person in the school who has intervened to prevent or report bullying or any other incident or safety concern
- illegal activity such as: possession, use or distribution of illegal or restricted substances, possession or use of weapons, theft or damage to property etc.

Dealing with Unacceptable Behaviours:

When dealing with Unacceptable Behaviours we deal with each case on an individual basis in order to avoid a one size fits all approach. We will consider such things as; the students involved, age, maturity and the situation we are dealing with, in order to determine consequences. Support will be given to a student in order to help them learn how to correct behaviours and/or learn how their behaviours impact others.

Whether supports and/or consequences are given for Unacceptable Behaviours will be at the discretion of the administration and teachers. Forms of preventative procedures, supportive procedures and/or fair and corrective interventions will be looked at when deciding upon an appropriate consequence.

Possible Consequences for Unacceptable Behaviours:

- In class consequences (ex. losing privileges or rewards)
- Losing recess privileges
- Meeting with teacher and/or Administration
- Losing extra-curricular activities
- Phone call home and/or meeting with parent
- In-School Suspension, according to Section 24 of the School Act (students will work in another area, away from the classroom, to do assigned work. Loss of recess and extra-curricular privileges during this time)
- Out-of-School Suspension, according to Section 24 of the School Act (One to five days at home and meeting/discussion with students and parents before reinstatement)
- Out-of-School Greater than Five days, according to Section 24 of the School Act (District personnel, School Operation Services, involved prior to reinstatement or expulsion)

Possible Supports to Correct Unacceptable Behaviours, but not limited to:

- Mentoring (from a peer, staff member or other agencies)
- Restorative process (student is involved in a process to restore relationship between them and the offended)
- Counseling (from school staff or other agencies)
- Regular Check-Ins with school staff
- Monitoring of student to ensure acceptable behaviours are being followed

Supports for Students

All students that have been at the receiving end of **Unacceptable Behaviours** will also receive support if they are needed or required. Supports that are available, but not limited to, are:

- Counseling (from school staff or other agencies)
- Regular Check-Ins with school staff
- Restorative process (student may be involved in a process to restore relationships with them and the offender)
- Monitoring the student and the offender to make sure that acceptable behaviours are being followed
- Mentorship and/or peer support to assist the student coping with the incident.

CONTRACTUAL AWARENESS STATEMENT

Please sign below to indicate that you have read, and understand, the **School Conduct Policy**.

Student Name: _____

Student Signature: _____

Parent Signature: _____

Date: _____