

St. Clement Elementary (PYP) Student Code of Conduct

We believe that we are unique and worthy individuals and God calls each of us to work together in love, hope and courage in our school community. Spirituality is the cornerstone of Catholic Education. We encourage personal integrity, which results in sincerity, honesty and compassion. We demonstrate responsibility in the choices we make. We believe that by striving for understanding, we provide for an environment that stimulates growth and accepts differences. We maintain forgiveness as a basic belief of our Catholic faith that must be lived in our school, community and home. We believe that showing respect for ourselves, each other and for our environment provides harmony and personal growth. We celebrate our accomplishments and cherish that each person brings gifts, talents and interests to our community to develop and share.

EXPECTATIONS FOR APPROPRIATE BEHAVIOR

Expectations of students and school rules are outlined at the beginning of the year and are regularly reviewed with students. Students are expected to conduct themselves according to the requirements set out in Section 31 of the Alberta Education Act (2011):

“A student has the responsibility to:

- Attend school regularly and punctually
- Be ready to learn and actively participate in and diligently pursue their educational program,
- Ensure that their conduct contributes to a caring, respectful and safe environment,
- Respect the rights of others in the school,
- 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,
- Comply with the rules of the school and the policies of the board,
- Co-operate with everyone authorized by the board to provide education programs and other services, and
- Account to their teachers and other school staff for their conduct.”

St. Clement School is committed to providing students with a school environment that is both safe and conducive to learning. 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. Clement School. We are dedicated to teaching students appropriate behavior towards themselves and others. 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. We expect students to behave in an appropriate manner, which does not interfere with the learning or behavior of others. We believe that people perform better when they know what is expected of them. Students are to conduct themselves in a manner that is respectful. Cell phones must not be operated inside the building during school hours without the express permission of a teacher. School-wide expectations are communicated to our students by teachers in classroom discussions, by

school administration in assemblies, during morning announcements and through the school newsletter and Agenda Book. We have set behavioral guidelines for the school as a whole and have asked each teacher to apply programs and procedures designed to maximize student learning and responsibility. Since each teacher has a different style, specific expectations and procedures will vary from class to class.

CONSEQUENCES FOR INAPPROPRIATE BEHAVIOR

We concentrate on positive behavior and attitudes, however, there are times when a student has difficulty recognizing their responsibility as a student such as but not inclusive to keeping their hands/feet to themselves, using profanity, being disrespectful, inappropriate use of technology. In such cases, we have outlined a number of possible consequences for behavior. When a student behaves inappropriately, they can expect that the staff member present (teacher, administrator, teacher assistant, support or caretaking staff) will apply the most appropriate action.

Depending upon the circumstances, parents/guardians may be notified by telephone and/or by written documentation to meet with the staff member (educational assistant, teacher, or administrator) at the school whether or not incidents occur within the school building, during the school day or by electronic means. Severe breach of conduct will be suspended in accordance with Administrative Procedure 355- Student Suspension and Expulsion. Students will be encouraged by staff to report any acts of bullying behavior as soon as they can after witnessing or experiencing this offense. Students who are uncomfortable with coming forward to any school staff member are encouraged to talk with parents or friend(s), who could then assist the student in notifying the school staff about bullying.

Bullying or cyberbullying of students could result in an immediate suspension from school and is considered a Major Act of misconduct.

One or more of the following can be expected to occur:

- Verbal reprimand
- Restriction of privileges and activities
- Detention of student
- Parental involvement
- Parent-student conference with school staff
- Verbal or written apology by student
- Problem solving, monitoring or reviewing behavior expectations
- Replacement or repair of damaged property
- Temporary exclusion of student from class
- Bus suspension for students riding the bus
- In-school suspension
- Out-of school suspension
- Referral to Attendance Board
- Behavior contract
- Involvement of outside agencies
- Involvement of Police
- Expulsion

As might be expected, the more serious the behavior, the more severe the consequence. The nature and circumstances of the incident, as well as frequency of inappropriate behavior and the age of student, are also considered. The following are considered major forms of inappropriate behavior and will be dealt with severely which could include 'Recommended for Expulsion':

- Bullying (repeated behavior that involves a threat or harm against another person)
- Open opposition/defiance to authority
- Physical or verbal abuse
- Use or display of improper or profane language
- Willful damage to property
- Theft
- Possession or use of illegal drugs or substances
- Behavior dangerous to self or others
- Possession of a weapon or presentation of an object intended to threaten or intimidate
- Repeated violation of general expectations
- Continual disregard of classroom rules
- Contravention of the code of conduct set out in the Education Act.

PROCEDURES FOR IN-SCHOOL SUSPENSIONS:

- Parents will be notified by the teacher or administrator.
- The student will be placed in an appropriate space where he/she will be supervised by an administrator.
- A Problem Solving Approach by one of the administrators will be initiated, assisting the student in making better choices.
- A written letter of suspension outlining the circumstances will be forwarded to the parents.
- The student will meet with the teacher to discuss a positive entry back into the classroom the following day.

PROCEDURES FOR OUT-OF-SCHOOL SUSPENSIONS:

- Parents will be notified by the administration.
- The student will stay home for 1-5 days and return with his/her parents.
- A written letter of suspension outlining the circumstances will be forwarded to the parents. At this time, a continuum of student supports will be provided for those students that are impacted by inappropriate behavior such as parent meeting, multidisciplinary team, STAY advisor, Family School Liaison Worker, school team, outside agencies, etc.

The implementation of the procedures as written in this School Conduct Policy will always be carried out with an appreciation that each student and each situation is different. We will attempt to always act in the best interest of the student, the class, and the staff member in every situation. In any circumstance, outlined are possible consequences for behaviors that students can expect coming from a staff member at St. Clement School (administrator, teacher, educational assistant, office staff, and/or custodial staff) in order to carry out appropriate action. This may include preventative procedures, supportive

procedures for minor breaches of conduct and fair, corrective interventions to address major breaches of conduct. One or more of the following can be expected to occur:

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Students may be restricted from participating in activities that are considered “privileges” or extra-curricular. Students may be disallowed to attend curricular based field trips at the discretion of the classroom teacher or administration due to safety of all. If not given permission to attend these field trips, then the curricular outcomes addressed by the field trip will be met by an alternative means.

Supports to correct inappropriate behavior will be put into place to assist the student with making acceptable behaviours such as:

- Parent conference
- Extra support outside/classrooms
- Family Liaison Support Worker
- STAY Team Support
- Quiet spaces

RESPONSIBILITIES

Students learn best in a positive learning environment. We expect students, staff and parents to recognize their responsibility in developing student behavior and conduct.

STUDENTS

Students will meet the expectations for behavior while on school property or when involved in any school sponsored or related activities. Students will exercise their responsibilities to use their God-given talents and abilities to gain maximum learning benefits from their school experiences. We expect that they will contribute to a positive learning environment.

In addition to expectations for behavior laid out in the Alberta Education Act, we expect that students will:

- Assume responsibility for their actions and choices
- Demonstrate the IB attitudes of creativity, integrity, tolerance, enthusiasm, commitment, appreciation, independence, cooperation, respect, empathy, confidence and curiosity
- Seek help from staff to assist in problem solving
- Respect and celebrate our Catholic identity

St. Clement Junior High (MYP) Student Code of Conduct

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- Comply with the rules of the school and the policies of the board,
- Co-operate with everyone authorized by the board to provide education programs and other services,

- Account to their teachers and other school staff for their conduct.”

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- Temporary exclusion of student from class
- Bus suspension for students riding the bus
- In-school suspension
- Out-of school suspension
- Referral to Attendance Board
- Behavior contract
- Involvement of outside agencies
- Involvement of Police
- Expulsion.

As might be expected, the more serious the behavior, the more severe the consequence. The nature and circumstances of the incident, as well as frequency of misbehavior, and age of student are also considered.

UNACCEPTABLE BEHAVIOR

The following are considered major forms of misbehavior and will be dealt with severely: Bullying

Bullying of students could result in an immediate suspension from school. As well, the police may become involved in the investigation of bullying incidents. Bullying is defined in law as “the repeated intimidation of others by the real or threatened infliction of physical, verbal, written, electronically transmitted or emotional abuse.” Any person who repeatedly bullies a minor (under the age of 18) in a public place could be subject to a \$250 fine.

Defiance

Any act of defiance, that is, refusing to comply with a reasonable request from a staff member, can result in an immediate suspension.

Physical / Verbal Abuse or Harassment

Physical abuse of any type to anyone will result in an immediate suspension. Verbal intimidation or harassment will also result in an immediate suspension. At St. Clement, there is no such thing as “play fighting” – and therefore this will not be considered an acceptable excuse for physical contact with another student. Police may be involved if this is deemed to be appropriate by school administration.

IMPORTANT NOTE: Students who choose to watch or encourage other students in a physical fight might also be suspended from school. The fact that they have an audience encourages those students who are

fighting to continue the conflict, as they do not want to "lose face" in front of their peers. Thus, the spectators are viewed by school administration as being a major contributing factor to the continuation of the fighting, and they will be treated accordingly.

Improper or Profane Language

The use or display of improper or profane language could result in a suspension from school. Students who use profane language in addressing a teacher will be suspended from school.

Vandalism

Vandalism to school property will result in an immediate suspension and/or community service* depending on the circumstances. Students will be expected to pay fully for any damages caused deliberately or through carelessness.

*Community service occurs when a student is assigned to do work to assist any of the adults in the school (i.e.: teachers, custodians, support staff). This is for a specific number of hours in a specified period of time.

Theft

Theft of property, either from the school or from another person is strictly prohibited and will result in a suspension. Restoration of the stolen property is mandatory. In some instances, cases of theft would be referred to the police.

Illegal Drugs or Substances

Possession or use of illegal drugs or substances on school property or in sight of school property will result in an immediate suspension and may lead to expulsion from the school. In cases of drug use, the police will be involved in the investigation and charges could be laid.

Behavior Dangerous to Self or Others

Students who engage in reckless or dangerous behavior will be suspended from school. If appropriate, the police will also be involved in the investigation.

Weapons

Possession of a weapon or presentation of any object meant to threaten or intimidate will result in an immediate suspension. Any weapons brought to school will be confiscated and turned over to the police. Police may be involved if this is deemed to be appropriate by school administration.

IMPORTANT NOTE: This rule also applies to toy knives and guns. Simulated weapons will be treated in the same fashion as real weapons. They have no place in a school environment.

Repeated Violation of General Expectations

Repeated violation of general expectations or a continual disregard of classroom rules will result in an out-of-school suspension.

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