



# CODE OF CONDUCT

A caring, orderly, and safe school is the foundation for a successful learning environment. This Code of Conduct is designed to build and sustain a community that values and fosters respect, inclusion, fairness and equity. It is intended to allow community members to be fully informed of their rights and responsibilities, and to support positive behaviours in a culture that is consistent, fair and respectful. This Code of Conduct is the same in all three middle schools in the Saanich School District.

## **RIGHTS AND RESPONSIBILITIES**

### **A) SAFE:**

- Closed Campus
- Bikes, skateboards, scooters, etc.
- School Bus
- Alcohol, Drugs, Tobacco
- Weapons and Violence or Intimidation
- Cyber bullying and the misuse of electronics

### **B) CARING:**

- Respect for Self and Others
- Positive Learning Environment
- Appropriate Language
- Respect for School, Public and Private Property

### **C) ORDERLY:**

- Attendance
- Personal Technological Devices
- Personal Appearance: Hats, Handbags/Purses
- Student Movement and Designated Areas

## **1. RIGHTS AND RESPONSIBILITIES**

### **A) SAFE**

A safe school is one in which members of the school community are free of the fear of harm, including potential threats from inside or outside the school. The attitudes and actions of students, staff and parents support an environment that is resistant to disruption and intrusion, and ensures a constant focus on student achievement.

#### **CLOSED CAMPUS:**

- I have the right to be safe at school during my school day.
- I have the responsibility to abide by school bells and boundaries.

#### **Why?**

The safety and security of students is of primary importance. School administration is legally responsible for student safety and whereabouts during the school day. Therefore, I must bring written permission from my parent or guardian (or have a parent speak directly to office staff) in order to leave the school grounds.

#### **BIKES, SKATEBOARDS, ROLLERBLADES, SCOOTERS, ETC:**

- I have the right to be in a safe environment that does not pose threats to my physical well-being.
- I have the responsibility to walk my bike, and carry my scooter, roller blades, and/or skateboard on school property.

#### **Why?**

The use of the above equipment or other wheeled vehicles on school property can be dangerous to the students themselves, as well as others. Therefore, I will walk my bike or carry my scooter, roller blades, and/or skateboard on school property during the school day.

#### **SCHOOL AND PUBLIC BUS:**

- I have the right to be safe and respected while riding any bus to and from school, or when on a field trip or an extra-curricular activity.
- I have the responsibility to follow the school bus guidelines established by School District No. 63 (reference School District Policy 3310). I also have a responsibility to be viewed by the public in a positive manner.

#### **Why?**

The safety of students is a main concern. Therefore, as an ambassador of the school, I will abide by this Code of Conduct when riding a school bus. In particular, I will get on and off the bus in a safe manner, ride facing calmly forward, and follow any directions given to me by the bus driver or other adult supervisor (reference School District Policy 3310).

**ALCOHOL, DRUGS AND TOBACCO:**

- I have the right to be in a learning environment free of alcohol, drugs, and tobacco.
- I have the responsibility not to be in possession of, under the influence of, or involved in providing to others: alcohol, drugs, or tobacco at any time at school or during any school function.

**Why?**

For our own protection and the protection of others, the law forbids the use or possession of these substances by students. Therefore, I will not be in possession of, under the influence of, or involved in providing to others, alcohol, drugs or tobacco. I understand that forbidden items include, but are not limited to: alcohol, illicit drugs as defined under the Criminal Code of Canada; unauthorized prescription drugs, and other chemical substances which impair a person's judgment and ability to participate appropriately in the learning environment established by the school (reference School District Policies 6200 and 4120).

**WEAPONS (including replicas), VIOLENCE OR INTIMIDATION:**

- I have the right to be in a learning environment that is free from weapons, violence (acts or threats of), or intimidation.
- I have the responsibility to not be in possession of any weapons, fireworks or any other illegal items, nor be involved in violence (acts or threats of), or intimidation.
- I have a responsibility to report to school staff if I believe there are acts of violence, threats of violence, intimidation, or if there is a weapon in the school.

**Why?**

Weapons, violence (acts or threats of), and intimidation will not be tolerated at school. Therefore, I will refrain from any involvement with weapons, fireworks or any other illegal items, and I will not be involved in any acts of violence, threats or intimidation. I will report violence, weapons, intimidation or threats to individuals' safety immediately to school staff (reference School District Policies 6110 and 6120).

**CYBER BULLYING AND MISUSE OF ELECTRONICS:**

- I have the right to be in a learning environment that is free from bullying, harassment or intimidation that takes place on-line or through the use of electronic devices.
- I have the responsibility to use on-line resources and electronic devices (social networking sites, blogs, e-mail and messaging services, cameras, etc) in an appropriate manner.

**Why?**

Intimidation or bullying through the use of electronics will not be tolerated at school. Therefore, I will not be involved in posting photos and/or derogatory messages or comments about others in any electronic forum. I will not be involved in sending inappropriate or hurtful messages to other individuals on-line. I will refrain from taking pictures or video of any individual at school unless I have their expressed permission to do so (reference School District 63 Policies 6110 and 3130).

## **B) CARING**

A caring school is one in which members of the school community feel a sense of belonging, and have opportunities to relate to one another in positive, supportive ways. All aspects of school life embrace and reflect diversity. The school is an inviting place for students, staff, parents and visitors.

### **RESPECT FOR SELF AND OTHERS:**

- I have the right to learn in a respectful environment and be treated with courtesy and respect.
- I have the responsibility to treat all individuals with courtesy and respect regardless of their differences.

#### **Why?**

Every person should feel valued, be treated respectfully and be free of harassment. Therefore, I will not engage in behaviours such as rudeness, intimidation, bullying, fighting, or inappropriate physical displays of affection.

### **POSITIVE, SUPPORTIVE LEARNING ENVIRONMENT:**

- I have the right to a positive and supportive learning environment.
- I have the responsibility to demonstrate a commitment to my learning.

#### **Why?**

A positive, supportive learning environment is necessary for success. Therefore, I will actively engage in the learning process, come to class on time prepared to learn, complete all class and homework assignments, and use my school agenda.

### **APPROPRIATE LANGUAGE:**

- I have the right to be spoken to respectfully.
- I have the responsibility to speak politely and use language and tone of voice that is respectful to all members of the school community.

#### **Why?**

Being able to use appropriate and tasteful language is a valuable life skill. When language is offensive to others, hurt feelings may lead to further conflict. Therefore, I will not engage in name calling, yelling, swearing, or crude, rude or obscene language, whether it is spoken, written, implied or gestured.

### **RESPECT FOR SCHOOL, PUBLIC AND PRIVATE PROPERTY:**

I have the right to a clean and well-maintained school-learning environment.

I have the responsibility to respect school property, as well as the property of staff, students and the people who live in our neighborhood.

#### **Why?**

Taking care of the school and its surroundings demonstrates pride in the school. A clean school offers a healthy and pleasant place to work. Therefore, I will use garbage cans and recycling bins appropriately. All students and staff should feel that their personal belongings are safe at school. Therefore, I will respect school property and other people's belongings, and I will be accountable for any willful damage.

### **C) ORDERLY**

An orderly school is one in which members of the school community are informed about, and exercise their rights and responsibilities as school citizens. Expectations about acceptable behaviour, respect and decorum are generally understood. Responses to violations are based consistently on sound principles and are appropriate to the context.

#### **ATTENDANCE:**

- I have the right to attend school without excessive disruptions.
- I have the responsibility to attend all my classes and be punctual.

#### **Why?**

Success comes through respect, responsibility, honesty, trust and fairness. The most basic level of student responsibility is attending school. Therefore, I will be present and on time to the best of my ability, and I will bring in a note from my parent/guardian if I have been sick at home. I will also sign in or out if I am late to school or leaving early.