

Princess Margaret Public School

Code of Conduct

INTRODUCTION:

At Princess Margaret Public School, we are committed to promoting a school environment conducive to effective learning/teaching and mutual respect, wherein individual/group needs, rights and responsibilities are recognized. At Princess Margaret Public School, our goals are:

- ▶ to maintain the best possible CARE, WELFARE, SAFETY and SECURITY for all students, staff and visitors within our school environment.
- ▶ to develop citizens who think critically, make appropriate decisions/choices, behave responsibly, respectfully and strive towards academic excellence in a safe and supportive learning environment.

Student Rights

Students have the right to:

- ▶ be treated with fairness, respect and dignity.
- ▶ equitable educational opportunities (academic, social/behavioural/emotional and physical).
- ▶ learn in a safe and secure school environment.
- ▶ learn in an atmosphere free of intimidation, verbal, physical, sexual, ethnic, religious or racial harassment.

Student Responsibilities

Students have the responsibility to:

- ▶ attend class regularly, be punctual, prepared and ready to learn.
- ▶ behave in a responsible and courteous manner that is respectful to themselves, all staff, parents/guardians, volunteers, guests, crossing guards, school supervisors and fellow students at Princess Margaret Public School or at any school authorized events/activities.
- ▶ be respectful of school, personal and community property.
- ▶ ensure that all school correspondence to his/her parent and/or guardian reaches home and correspondence is returned to school, if necessary.
- ▶ follow appropriate hygiene and personal habits.
- ▶ be environmentally conscientious (Reduce, Reuse, Recycle) in our school community.
- ▶ follow this Princess Margaret Public School Code of Conduct and be responsible and accountable for his/her own actions.
- ▶ refrain from bringing anything to school that may compromise the safety of others
- ▶ use non-violent means to resolve conflict. Seek staff assistance, if necessary, to resolve conflict peacefully.
- ▶ report unsafe situations, events or bullying that may interfere with his/her safety while at school or on the way to and from school .

Parent/Guardian Rights

Parents/guardians have the right to:

- ▶ expect that their child(ren) will be safe and secure at school or other related school activities.
- ▶ be welcomed and encouraged to become involved in a wide variety of school activities and the School Council .
- ▶ communication regarding their child(ren)'s academic, social/behavioural/emotional and physical performance.
- ▶ be informed of programs, events, activities and issues at school.
- ▶ be welcomed at the school and encouraged to openly discuss the policy and procedures of our school.

Parent/Guardian Responsibilities

Parents/guardians have the responsibility to:

- ▶ discuss with their child(ren) and support the Princess Margaret Public School Code of Conduct.
- ▶ send their children to school with the proper nutrition, personal hygiene, clothing and equipment so that students can participate actively in all school programs.
- ▶ ensure that their child(ren) attend school regularly and punctually and promptly notify the school if their child(ren) are going to be late or absent.
- ▶ ensure that school newsletters and information sheets are read and shared with their child(ren) and return permission forms, if requested.
- ▶ cooperate and support the efforts of school staff in maintaining a safe and respectful learning environment for all students.
- ▶ report unsafe situations, bullying or events that may interfere with a child's safety at school or on the way to and from school, also damaged playground equipment, hazardous materials, etc.
- ▶ follow and obey the clear expectations of our parking facilities, signage and City of Niagara Falls traffic by laws.

Teacher/Support Staff Rights

Teachers and Support Staff have the right to:

- ▶ expect and receive support, respect and cooperation from the school community.
- ▶ open communication/ dialogue with students, parents and/or guardians.
- ▶ expect that students attend class regularly, punctually and be prepared (example: complete homework assignments, wear proper physical education attire as required by the teacher, and bring the necessary materials/tools).

Teacher / Support Staff Responsibilities

Teachers and Support Staff have the responsibility to:

- ▶ develop, teach, assess and evaluate programs designed to meet students' needs reflecting "The Ontario Curriculum".
- ▶ provide a pleasant, inviting, friendly, safe and positive environment conducive to learning and communicate the belief that each student is a valued and respected member of our school community.
- ▶ communicate to parents/guardians regularly and meaningfully on issues related to their child's academic, social and behavioural progress.
- ▶ follow appropriate health and safety measures.
- ▶ provide a trustworthy environment for students and parents/guardians to express their concerns.
- ▶ maintain consistent and fair standards of behavior of all students.
- ▶ encourage and motivate all children to actively participate in all aspects of school life.
- ▶ support each child in their efforts to use strategies that will help them solve conflicts and be responsible decision makers.
- ▶ report unsafe situations, bullying or events that may interfere with a child's safety at school or on the way to and from school, also damaged playground equipment, hazardous materials, etc.

Expectations

The following provide clear expectations about appropriate standards of conduct:

Bicycles, In line Skates, Roller Shoes, Skateboards, Scooters

- ▶ Students riding their bicycle to school must wear a proper helmet and walk with their bicycle while using crosswalks with the crossing guard.
- ▶ Students must walk their bicycles while on school property, to the designated bicycle racks.
- ▶ Students are not to play or loiter in the vicinity of the bicycle racks anytime during the school day.
- ▶ In-line skates, scooters, roller shoes and skateboards are not permitted while on school property or anywhere in the building.

Care of School Property

- ▶ Students are expected to take care of school property such as textbooks, library resources, playground/computer equipment, furniture, and sports equipment/uniforms. Defacing school property with graffiti in any school area (including washroom/change room) is prohibited.
- ▶ Students are expected to be respectful of the property of others.

Prohibited Items

- ▶ Certain products will not be allowed on school property due to the toxic and or potentially destructive/disruptive nature (example: toxic correction fluid, chewing gum).

- ▶ Activated cell phones/pagers.
- ▶ Snow sleds, lacrosse sticks and balls, golf balls, regular size hockey sticks.
- ▶ MP3/CD players/digital cameras are not allowed unless indicated as part of an education program directed by a teacher.
- ▶ The Principal has the right to prohibit any other items that are potentially destructive/disruptive to the school environment.

Any loss, theft or damage incurred at the school is solely the responsibility of the owner.

Weapons

- ▶ Items which are prohibited because of their real and/or potential danger to self or others include, but are not limited to: flammable materials (matches, firecrackers, lighters); knives; hard balls; guns (cap, airgun (real or replicas), BB guns), laser instruments.
- ▶ Any object used to threaten or intimidate another person.

Playground Behavior

- ▶ Follow the “There are no excuses for hurting anyone.” expectation.
- ▶ Play safely in the designated playground area and on equipment.
- ▶ Use assigned entry and exit doors.
- ▶ Climbing fences, trees or any part of the building is not permitted.
- ▶ Students are to ask permission from the teacher /supervisor on outside supervision to enter the building during all Fitness Breaks and before the morning entry bell.
- ▶ No food or drink is permitted outside during Fitness Breaks.

Appropriate Dress/Attire

- ▶ Hats or head-coverings (bandanas, head bands, kerchiefs, wave caps, hoods, visors, etc.) are to be removed before entering the school or participating in indoor field trips and/or indoor activities. Head dresses or head coverings worn for religious or medical purposes are exempt.
- ▶ Metal spike studded collars, wrist bands etc., "hardware" chains, and unusual piercings, are not to be worn at the school, or on school sponsored field trips.
- ▶ Halter-tops, tube tops, tank tops (excluding school athletic team uniforms that are worn in game and/or practice situations), muscle shirts, see-through or mesh tops (unless worn with an undershirt) are not to be worn at school.
- ▶ Blouses, shirts or tops that reveal bare backs, midriffs or undergarments or that have spaghetti straps or revealing necklines are not to be worn at school, during class activities or on field trips.
- ▶ Shorts and skirts are to be of a length that is appropriate to a school environment and activity, and that do not reveal undergarments in the normal range of movement. Low riding pants, shorts or skirts are to be worn above the hip points and in such a fashion that undergarments are not revealed. The legs of the pants should rest on the top of the shoes and are not of a length that allows students to walk on them (for safety reasons).
- ▶ All clothes are to be clean and in good repair, free from holes and tears.

- ▶ Footwear appropriate to the subject area or activity must be worn at all times.
- ▶ Clothing which advertises or promotes alcoholic beverages, drugs, violence or racism or that displays obscene, distasteful or hurtful messages are not to be worn in school or in any of its activities or field trips.
- ▶ No "gang" associated clothing, symbol or paraphernalia is to be worn or displayed in the school, in school activities, on field trips or on school property.
- ▶ Students are expected to dress appropriately for the weather. All outdoor use coats and jackets are to be placed in student lockers until the student leaves the school.

Student dress at any outside-of-school sanctioned functions/activities will follow the same dress code.

Fighting, Aggressive Behavior, Profane/Improper Language

- ▶ Bullying, physical/ sexual/verbal harassment/threatening is forbidden on school property.
- ▶ Inappropriate remarks, swearing gestures, jokes, insults, innuendoes about gender, disabilities, religion, racial or ethnic background, color of skin, place of birth, citizenship or ancestry are not permitted.
- ▶ Princess Margaret Public School abides by the “No Body Contact” rule.

Snowballing

- ▶ Princess Margaret Public School abides by the “No Excuses” guide since the potential danger for serious injury is too great to allow snowballing of any kind on school property or on the way to and from school.
- ▶ Snowballing is very broadly defined, including the following: (throwing snowballs, ‘ice’ balls, chunks of ice, ‘washing’ faces or ‘burying’ students with snow, kicking snow at others, etc.).
- ▶ Sliding on ice patches is not permitted.

Conduct during Bus/Taxi Transportation

- ▶ Be respectful to the bus driver (and abide by his/her rules) and his/her authority.
- ▶ Keep windows closed unless the driver gives permission to open them.
- ▶ Do not throw objects either in the bus or out the window.
- ▶ Talk quietly (noise can be a hazardous distraction to the driver) always using appropriate language.
- ▶ Keep aisles clear.
- ▶ Harassment/intimidation/bullying will not be tolerated.
- ▶ Eating or drinking is not permitted on the bus.
- ▶ Remain in your seat at all times.

Report from the bus/taxi driver may result in loss of bus/taxi transportation privileges for a pre-determined time.

Nutrition/Fitness Break Procedures

- ▶ All students, with the exception of those who regularly go home for lunch during the second Nutrition/Fitness Break, will remain on school property from the time of arrival in the morning until dismissal. A dated note signed by parent/guardian is necessary for EACH time a student is given permission to eat off of school property during the second Nutrition Break.
- ▶ Students will share the responsibility for keeping lunch facilities clean, use appropriate manners, keep their voices at a conversation level and recycle appropriate materials.
- ▶ All students are expected to remain in their seats in the designated eating area during Nutrition Break.
- ▶ All students are expected to obey and be respectful toward the Lunch Supervisors who are on duty.
- ▶ Students are not permitted inside the school prior to school or during Fitness Breaks, without the permission of a teacher/supervisor who is on outside supervision duty.
- ▶ Food products/beverages are not allowed on the playground.

Progressive Discipline

Each classroom teacher, together with the students, develop a list of classroom expectations, rules, routines and procedures. All minor offences, involving the neglect of attention to classroom expectations or rules, will be handled by the classroom teacher or designate, using either the Classroom Action Plan /Physical Education Action Plan or other strategies.

Princess Margaret Public School uses the progressive discipline approach which makes use of a range of interventions, supports and consequences that are developmentally appropriate.

Progressive discipline may include early and ongoing intervention strategies such as:

- ▶ referral to the In School Team
- ▶ verbal reminders/cuing with the student
- ▶ consultation or referral to support staff (Youth Counselor)
- ▶ review of expectations with the student (addressing inappropriate behaviour)
- ▶ informal/ formal discussion with the Teacher, Principal providing opportunities for students to learn from their choices he/she made

Progressive discipline may also include a range of interventions, supports and consequences when inappropriate behaviours have occurred with a focus on improving the behaviour such as:

- ▶ contact with the parent/guardian for parental awareness and involvement
- ▶ referral to a community agency for anger management or counseling
- ▶ removal of privileges (class trip, access to school Nutrition Break facilities, busing, etc.)
- ▶ unsafe or disrespectful behaviour that warrants a formal Discipline
- ▶ restitution (replace lost/damaged school textbooks, sports uniforms, equipment, library resources, property damage)
- ▶ temporary time out from the classroom
- ▶ withdrawal of extra-curricular activities (example: sports team etc.)
- ▶ behaviour contract

Out of school suspension, (whether at a school related activity or off school property where

engaging in the activity will have an impact on the school climate at Princess Margaret Public School) shall be considered if it is believed that the students has engaged in any of the following activities :

- ▶ Uttering a threat to inflict serious bodily harm on another person.
- ▶ Possessing alcohol or illegal drugs.
- ▶ Being under the influence of alcohol.
- ▶ Committing an act of vandalism that causes extensive damage to school property at Princess Margaret Public or to property located on the premises of Princess Margaret Public School
- ▶ Swearing at a teacher or at another person in a position of authority.
- ▶ Bullying and/or Cyberbullying.**
- ▶ Persistent opposition to authority.
- ▶ Any act considered by the principal to be injurious to the moral tone of the school.
- ▶ Any act considered by the principal to be injurious to the physical or mental well-being of members of the school community.
- ▶ Any act considered by the principal to be contrary to the DSBN Code of Student Behaviour or the Princess Margaret Public School Code of Conduct.
- ▶ Any other activity that is an activity for which a principal may suspend a pupil under the policy of the board.

**Bullying is typically a form of repeated, persistent, aggressive behaviour that is directed at an individual/s that is intended to cause (or should be known to cause) fear, distress and or harm to another person's body, self-esteem, or reputation. Bullying occurs in a context where there is real or perceived power imbalance. Some areas of difference may be size, strength, age, intelligence, economic status, social status, religion, ethnicity, disability, need for special education, sexual orientation, family circumstances, gender or race. Bullying can be physical (hitting, pushing, tripping), verbal (name calling, mocking, or making sexist, racist or homophobic comments); or social (excluding others from a group, spreading gossip or rumours). It may also occur through the use of technology (spreading rumours, images, or hurtful comments through the use of e-mail, MSN, Facebook, cellphones, text messaging, Internet websites, or other technology).