

Argyle Public School

Revised Code of Conduct

2019-2020



Please review with your child(ren) and return the signed, back page to the school by Friday September 20, 2019.

Thank you.

Rationale:

The purpose of the Argyle Public School's Code of Conduct is:

1. To ensure that all members of the school community, are treated with respect and dignity.
2. To promote responsible citizenship by encouraging appropriate participation in the school community.
3. To maintain an environment where conflict and difference can be addressed in a manner characterized by respect and civility.
4. To encourage the use of non-violent means to resolve conflict.
5. To promote the safety and well-being of people in the schools.
6. To prevent bullying in schools.

Argyle Public School Centre will continue to take steps and enact procedures that build resiliency, enhance the safety and well-being of all individuals in its school and promote clear standards of behavior. The School Board's Code of Conduct and Argyle's Code of Conduct will reflect the requirements outlined in Policy/Program Memorandum No. 128 (December 5, 2012). The Ontario standards of behavior apply to all individuals (principals, teachers, other school staff, students, parents/guardians, volunteers, community groups, partners, etc.) involved in the schools and activities of the Near North District School Board. These standards of behavior apply to students whether they are on school property, on school buses, travelling to and from school, at school-authorized events or activities, or in other circumstances that could have an impact on the school climate.

STANDARDS OF BEHAVIOUR

Respect, Civility, and Responsible Citizenship

All members of the school community must:

- respect and comply with all applicable federal, provincial, and municipal laws;
- demonstrate honesty and integrity;
- respect differences in people, their ideas, and their opinions;
- treat one another with dignity and respect at all times, and especially when there is disagreement;
- respect and treat others fairly, regardless of, for example, race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, gender, gender expression, sexual orientation, identification, age, or disability;
- respect the rights of others;
- show proper care and regard for school property and the property of others;
- take appropriate measures to help those in need;
- seek assistance from a member of the school staff if necessary, to resolve conflict peacefully;
- respect all members of the school community;
- respect the need of others to learn and work in an environment that is conducive to learning and working;
- not swear at another person

Safety

All members of the school community must not:

- engage in bullying behaviours;
- commit assault, including sexual assault;
- traffic in weapons or drugs;
- give alcohol to a minor;
- commit robbery;
- be in possession of any weapon, including firearms;
- use any object to threaten or intimidate another person;
- cause injury to any person with an object;
- be in possession of, or be under the influence of, or provide others with alcohol or drugs;
- inflict or encourage others to inflict bodily harm on another person;
- engage in hate propaganda and other forms of behavior motivated by hate or bias;
- commit an act of vandalism that causes extensive damage to school property or to property located on the premise of the school.

CODE OF CONDUCT FOR ALL PERSONS IN SCHOOLS

Roles and Responsibilities

Near North District School Board

The Near North District School Board will provide direction to schools to ensure opportunity, academic excellence, and accountability in the education system. The Near North District School Board will:

- develop policies that set out how their schools will implement and enforce the provincial Code of Conduct and all other rules that they develop that are related to the provincial standards that promote and support respect, civility, responsible citizenship, and safety;
- establish a process that clearly communicates the provincial Code of Conduct and school board codes of conduct to all parents, students, principals, teachers, other school staff, and members of the school community in order to obtain their commitment and support;
- update this Administrative Guideline as required by pertinent legislation;
- seek input from school councils, their Parent Involvement Committees, and their Special Education Advisory Committee;
- develop effective intervention strategies and respond to all infractions related to the standards for respect, civility, responsible citizenship, and safety;
- provide opportunities for all of the staff to acquire the knowledge, skills, and attitudes necessary to develop and maintain academic excellence in a safe learning and teaching environment.

Wherever possible, boards should collaborate to provide coordinated prevention and intervention programs and services and should endeavour to share effective practices.

Principals

Under the direction of the Near North District School Board, principals take a leadership role in the daily operation of a school. They provide this leadership by:

- demonstrating care for the school community and a commitment to academic excellence in a safe, inclusive and accepting teaching and learning environment;
- holding everyone under their authority accountable for his or her behavior and actions;
- empowering students and staff to be positive leaders in their school and community;
- communicating regularly and meaningfully with all members of their school community;
- reviewing the Code of Conduct on an annual basis with School Council, Safe Schools Committee and staff and students where appropriate;
- at the beginning of each school year, the Code of Conduct must be communicated to all members of the elementary and secondary school communities (e.g. paper copy, school website, parent council, Synervice, staff meetings, assemblies, review sections during daily announcements, teacher/student review, posted in the school, etc.);
- ensuring that progressive discipline procedures are maintained.

Teachers and Other School Staff

Under the leadership of their principals, teachers and other school staff members maintain order in the school and are expected to hold everyone in the highest standards of respectful and responsible behavior. As role models, teachers and school staff uphold these high standards when they:

- help students work to their full potential and develop their sense of self-worth;
- empower students to be positive leaders in their classroom, school, and community;
- communicate regularly and meaningfully with parents;
- maintain consistent standards of behaviour for all students;
- demonstrate respect for all students, staff, parents, volunteers, and other members of the school community;
- Prepare students for the full responsibilities of citizenship by expecting them to adhere to the standards of behaviour of respect, civility, and responsible citizenship.

Students

Students are to be treated with respect and dignity. In return, they must demonstrate respect for themselves, for others, and for the responsibilities of citizenship through acceptable behaviour. Respect and responsibility are demonstrated when a student:

- comes to school prepared, on time, and ready to learn;
- shows respect for themselves and for others;
- refrains from bringing anything to school that may compromise the safety and well-being of others;
- follows the established rules and takes responsibility for his or her own actions;

- the principal communicates the Code of Conduct to the students with the expectation of the students following the Code of Conduct.

Parents/ Guardians

Parents play an important role in the education of their children and can support the efforts of school staff in maintaining a safe, inclusive, accepting and respectful learning environment for all students. Parents fulfill their role when they:

- show an active interest in their child's school work and progress;
- communicate regularly with the school;
- help their child be neat, appropriately dressed, and prepared for school;
- ensure that their child attends school regularly and on time;
- promptly report to the school their child's absence or late arrival;
- show that they are familiar with the provincial Code of Conduct, the board's code of conduct, and school rules;
- encourage and assist their child in following the rules of behaviour;
- assist school staff in dealing with disciplinary issues involving their child.

Community Partners and the Police

Through outreach, partnerships already in place may be enhanced and new partnerships with community agencies and members of the community may also be created. Community agencies are resources that boards can use to deliver prevention or interventions programs. Protocols are effective ways of establishing linkages between boards and community agencies and of formalizing the relationship between them. These partnerships must respect all applicable collective agreements.

The police play an essential role in making our schools and communities safer. The police investigate incidents in accordance with the protocol developed with the local school board. These protocols are based on a provincial model that was revised in 2016 by the Ministry of Community Safety and Correctional Services and the Ministry of Education.

APPROPRIATE DRESS CODE

Under the Safe Schools Act, 2000, sub-section 302(5) each school is required to have a dress code. Phelps Central Public School has established a dress code with a purpose to work towards a safer and more respectful learning and teaching environment. We encourage our students, staff and visitors to dress in an appropriate manner, which assists in working towards this goal.

We define appropriate dress (also reflected in Board Policy) as being the following:

1. Tops and bottoms must overlap.
2. No underwear should be showing.
3. No hats or bandanas are to be worn in the school (unless otherwise specified by a special event)
4. Hooded sweatshirts must be worn with the hood down.

5. No inappropriate messages on articles and clothing or visible inappropriate tattoos. (Examples: alcohol promotions, sexual innuendo or comments, references to drugs or violence)
6. See through clothing or clothing cutouts are not appropriate.
7. Bathing suits and pajamas are not appropriate for the regular school day (unless otherwise specified by a special event)
8. Accessories and jewelry cannot be distracting or perceived as weapons.

For the added safety of students, proper footwear should be worn at all times. Students are required to have indoor shoes with non-marking soles.

ACCESS TO SCHOOL PREMISES

Persons who are on school premises without being authorized by the provincial regulation, "Access to School Premises," have committed an offence and can be charged under the Education Act (s. 305).

Persons who are permitted on school premises include:

- students enrolled in the school,
- parents/guardians of students enrolled in the school,
- persons employed or retained by the Board,
- persons engaged in lawful purposes (e.g., deliveries, voting and other purposes authorized by the Board), and
- persons invited by the principal to the premises for a purpose or an event who are on the premises for that purpose or event.

Authority to be on school premises does not entitle a person to have access to all areas of the school premises. The Principal shall inform groups or individuals using the school about the specific school restrictions and/or permissions.

Despite being an authorized person to be on school premises, if, in the judgement of the principal, that authorized person's presence is considered to be detrimental to the safety or well-being of another person on the premises, the authorized person may be asked to leave the premises. This does not apply to a student enrolled in the school or to a student attending a program for suspended or expelled students that is located on the school premises.

Visitors, including parents, will be required to report their presence on the premises by reporting to the school office. A person is not permitted to remain on school premises if that person fails to report as required. This does not apply to a student enrolled in the school or to a student attending a program for suspended or expelled students that is located on the school premises.

SCHOOL-SPECIFIC SAFETY RULES

Bus Arrival - Morning

1. After leaving the bus or walking to school, remain in school yard.
2. Remain outside the school until the bell rings unless given permission by the duty teacher.
3. Enter by your assigned door.

Bus Departure - Afternoon

1. Line up quietly and wait calmly with your class.
2. When directed by the teacher, exit by your assigned door and go directly home if you are a walker or riding a bike.
3. If riding a bus walk directly to the bus loading area behind the supervising adult and get on your bus.
4. Those students attending day care walk to the day care entrance.
5. Parents waiting for students should remain in the foyer until classes are dismissed.

Lunch

1. Sit at your assigned place to eat.
2. Remain in the classroom until dismissed unless permission is given by a supervising adult.
3. Electronic devices will not be allowed to be used during lunch.
4. Dispose of your own garbage or recycling and clean up if you have a spill.

Playground

1. Play within the boundaries.
2. Make sure that wherever you are on the yard, you can see the teacher on duty.
3. Remain outside the school until the bell rings unless given permission by an adult on duty.
4. No mini sticks or regular hockey sticks are allowed on the playground.
5. Remember there is NO hitting, kicking or pushing. NO BODY CONTACT.
6. Keep away from stray animals.
7. Make sure that scarves and loose strings on clothing are tucked in, tied or removed.
8. Leave sand, stones, snow and ice on the ground.
9. Bicycles stay in the bicycle rack for the day, NO rollerblades, skateboards or scooters on the playground.
10. When you need help to solve a problem, see one of the adults on duty immediately.
11. When you hear the bell, stop all games and carry equipment to the school and into the school.
14. Walk into the school quickly and quietly.

Help one another to remember to use appropriate language at all times (no bullying, no teasing, no swearing).

Play safely and have fun!

Personal Electronic Devices

The Code of Conduct has been revised to reflect the revisions of the Provincial Code of Conduct as outlined in Policy/Program Memorandum No. 128 (August 29, 2019), to include a restriction on the use of personal mobile devices during instructional time.

The use of personal mobile devices during instructional time is permitted under the following circumstances:

- For educational purposes, as directed by an educator
- For health and medical purposes
- To support special education needs

The Near North District School Board has a duty under the Ontario Human Rights Code to provide appropriate accommodations to students and employees of the board, including educators. If a student or other person employed by the board requires the use of a personal mobile device as an accommodation under the Human Rights Code, the Near North District School Board is obligated to allow such accommodation.

Specifically,

Cell phones are to be turned off upon entering the school and are not to be used for texting or calling while at school without permission. Students are requested to call home on a school phone with prior permission from staff. Digital photographing of other students is not permitted at school, on the school bus, or at school-related activities for student use, (it is impossible to protect our student's privacy once a photo has been taken). To protect the privacy of students at Argyle Public School, parents are requested to only take/post/transmit, pictures of their own children at school events. As mentioned above, personal devices may only be brought to school and used during instructional time if use is educational, and under the supervision of an educator, for health and medical purposes, and to support special education needs.

CODE OF CONDUCT ON SCHOOL BUSES**A student shall:**

- follow the driver's directions;
- be courteous and respectful at all times;
- ride only the bus assigned;
- be picked up and left off at the same designated location on a daily basis;
- keep books, lunchboxes and bulky items on his/her lap;
- leave windows closed, unless the driver has given permission to open them;
- keep arms and head inside the bus at all times;
- not litter, nor throw anything inside the bus or out of the window;
- not eat or drink on the bus;
- remain seated while the bus is in motion;
- whenever possible, leave the last row of seats empty;
- be held responsible for damage done to the bus due to improper behaviour.

A student shall be aware that serious or repeated misconduct will be recorded and that such conduct may result in the loss of provision of transportation. Upon receipt of a Student Misconduct Form:

1st report - Parents are notified in writing

2nd report - Bus privileges may be suspended for 1 day

3rd report - Parents are notified in writing that bus privileges may be suspended for a specified number of day(s), depending on the severity of the infraction.

SERIOUS INCIDENT - parents are notified in writing that bus privileges are suspended for a specified number of days.

STUDENT PICK UP:

Your child's safety is important to us. To ensure their safety, students must be picked up by a parent or other designated adult, if they are leaving school during the day for any other reason. Parents or a designated adult must sign the child out at the office when picking them up during the school day. At the end of the school day parents are welcome to wait in the front lobby until that time. Anyone who is proceeding beyond the front lobby is requested to sign in at the office and receive a Visitor Badge. Please notify the office or the classroom teacher, early in the day, if your child is being picked up by someone who does not pick them up on a regular basis.

If you are visiting the school, dropping off or picking up your child during the school day or for after school activities please do not park at the front of the school. This area is an emergency route.

Code of Conduct for the 2019-2020 school year

** Please return this signed page to the school by Friday September 20, 2019.*

**I have read the Code of Conduct for Argyle Pubic School with my child.
We understand the Code of Conduct and are aware of the policies outlined.**

Student Name: _____

Grade: _____

Teacher: _____

Student Signature

Date

Parent/Guardian Signature

Date