



STUDENT CONDUCT/CODES OF CONDUCT

Background

School cultures are shaped by the values and attitudes of the people they involve: school staff, supporting organizations and agencies, students, parents, and the wider community. In a safe, caring, and orderly school community the deep, personal commitment of its members to create and maintain a respectful, welcoming, and nurturing environment is explicitly stated. Incidents of bullying, harassment or intimidation and other types of serious misconduct are addressed quickly, effectively and in ways that restore or strengthen relationships.

The District endorses a set of desirable personal and interpersonal character traits that incorporate universal values, including respect, integrity, empathy, compassion, independence, cooperation, and responsibility. It is expected that all individuals, adults, and students, will treat each other with respect and courtesy, and conduct themselves in a manner that will promote safety and security for all within District schools and programs.

The District shall use the Provincial Standards for Codes of Conduct Order (Ministerial Order 276/07) to develop consistent and coherent practices and ensure school climates are as positive as possible.

Fundamental to maintaining schools that cultivate excellent conduct is the adherence of individuals to the principles which foster a caring, nurturing, and compassionate community.

Procedures

1. Foundation Principles for Codes of Conduct

Although no two schools are identical and may have their own set of rules and Codes of Conduct there are certain notions or foundation principles that must be in place for all school groupings and situations. The District promotes practices, processes, and guidelines to ensure all individuals are welcome and included. The District believes that Codes of Conduct are to be based on the following principles:

- 1.1. The responsibility for student conduct is shared among students, staff, and parents.
- 1.2. Students, staff, and parents have a responsibility to respect the rights and dignity of others.
- 1.3. Students have a responsibility to become actively and productively involved in their own academic learning and social growth.

Administrative Procedure 350

- 1.4. School staffs are responsible for planning and building a positive school climate; one in which structure, support, and encouragement shall assist students to develop a sense of self-discipline, responsibility, and awareness of the feelings of others.
- 1.5. Parents are responsible for establishing positive growth and learning atmosphere in the home.
- 1.6. Parents are responsible to know school procedures associated with their child's school or program and to encourage their child to understand and respect these procedures.
- 1.7. Parents are responsible for supporting the school in the enactment of conduct procedures.

Requirements

2. District Codes of Conduct Requirements to be followed by all Schools and Programs
 - 2.1. The Superintendent will ensure that each Principal or Supervisor, in consultation with staff, parents, and when appropriate, students, establishes a Code of Conduct for their school. This Code of Conduct should encourage and support positive behaviour among all members of the learning community. Each Principal will ensure that the following requirements are included in their school Code of Conduct:
 - 2.1.1. A reference to the prohibited grounds of discrimination set out in section 7 and 8 of the Human Rights Code, RSBC 1996, c. 210.

Students shall not discriminate against others on the basis of race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression, or age of that person or class of persons, or for any other reason set out in the Human Rights Code of British Columbia, nor shall a student publish or display anything that would indicate an intention to discriminate against another, or expose them to contempt or ridicule, on the basis of any such grounds.
 - 2.1.2. One or more statements that convey clearly and concisely how students are expected to conduct themselves at school and while attending any school function at any location.
 - 2.1.3. One or more statements that convey clearly and concisely what is considered to be unacceptable behaviour including bullying, cyberbullying, harassment, intimidation, threatening or violent behaviours while at school, at a school-related activity or in other circumstances where engaging in the activity will have an impact on the school environment.
 - 2.1.4. At least one statement to explain that special considerations may apply to students with special needs who are unable to comply with expectations due



Administrative Procedure 350

to having a disability of an intellectual, physical, sensory, emotional, or behavioural nature.

- 2.1.5. One or more statements that outline a progress of expectations held for students as they become older, more mature, and move through successive grades.
- 2.1.6. One or more statements that reflect the restrictions and appropriate use of cell phone and other handheld devices, as outlined in **Administrative Procedure 145 – Personal Digital Devices (PDDs)**.

3. Communicating Codes of Conduct:

- 3.1. The District acknowledges that Codes of Conduct can only positively impact school and District cultures when communicated consistently on an annual basis. To achieve this, Codes of Conduct will be communicated in the following ways:
 - 3.1.1. Codes of Conduct will be displayed prominently in school and District facilities where both visitors and regular occupants can read them.
 - 3.1.2. At the beginning of the school year, the District and its schools will ensure that Codes of Conduct are communicated and reviewed with the school community and made available to the public on the District and school websites.
 - 3.1.3. Codes of Conduct will be reinforced throughout the year by school staff at school events, through school newsletters, and other communications.
 - 3.1.4. Employees are encouraged to incorporate the active teaching of conduct expectations into regular classroom learning activities wherever possible.

4. Conduct Responsibilities, Obligations and Consequences

- 4.1. All students in the District are expected to:
 - 4.1.1. Be aware of and obey their school Codes of Conduct while at school, on the way to and from school, in transit to and from and, while attending any school function, and on the premises or in the vicinity of any District School;
 - 4.1.2. Attend classes punctually and regularly unless excused from attendance for illness, or for other reasons which may create a serious hardship; or absences have been approved by the school for other educational purposes, or alternate methods of program delivery;
 - 4.1.3. Ensure that personal digital devices are stored in silent mode during instructional time, unless otherwise directed by school staff;
 - 4.1.4. Not leave school without school permission;
 - 4.1.5. Work cooperatively and diligently at their assigned studies and any home assignments;

Administrative Procedure 350

- 4.1.6. Respect the rights, dignity and diversity of others including but not limited to: race, sexual orientation, gender identity, ability, religion, culture and socio-economic status;
 - 4.1.7. Respect the legitimate authority of the school staff;
 - 4.1.8. Respect the physical school facilities;
 - 4.1.9. Always behave in a safe and responsible manner;
 - 4.1.10. Not use, possess, or distribute alcohol or illegal drugs, or be under the influence of same;
 - 4.1.11. Not threaten, assault, bully, intimidate, humiliate, belittle, or denigrate students or staff by any means including through social media or any other action.
 - 4.1.12. Not be in the possession of weapons of any kind, including replica and ceremonial weapons while on the school grounds.
- 4.2 It is the responsibility of the Principal to ensure all students at the school conform to the school's rules, its Code of Conduct, and the administrative procedures of the District.
- 4.3 Any disciplining of students will be timely, fair, judicious, and done so in a responsible manner, with consequences for unacceptable behaviour that takes into account the age, maturity, and special needs of the student, if any.
- 4.4 Accurate records are to be kept of significant infractions of school rules and related disciplinary consequences.
- 4.5 A student who is threatened, intimidated, or verbally, physically, or sexually assaulted will be encouraged to notify a teacher or the Principal.
- 4.6 When a student violates school rules to a significant extent and has not responded to corrective measures, the student's parents will be informed. The student may be subject to an incremental series of disciplinary consequences culminating in suspension from school.
- 4.7 Where a student is 16 years of age or older and repeatedly fails to comply with the code of conduct, rules, and policies of the school, or has failed to apply themselves to their studies as set out in Section 85 of the *School Act*, the District is empowered to refuse further school service to the student.
- 5 Safe Schools
- 5.1 The District acknowledges its role in providing secure learning environments which are safe from threats, violence, intimidation, and the use of weapons. Acts involving the aforementioned are of particular concern to the District because of the physical danger and/or emotional damage that can ensue.

Administrative Procedure 350

- 5.2 All forms of aggression by students, both physical and verbal, including name calling, discrimination, intimidation, and sexual violence are unacceptable. The District expects principals to investigate and act to prevent further aggression.
- 5.2.6 This applies to students while they are:
- 5.2.6.1 Attending school.
 - 5.2.6.2 In transit to and from school.
 - 5.2.6.3 Attending a school function, regardless of location.
 - 5.2.6.4 In the community.
- 5.3 Principals, Vice-Principals, or any other person authorized by the District may invoke Section 177 of the *School Act* to prohibit any person from school property who disturbs or interrupts the proceedings of the school or any official school sponsored function or activity.
- 5.4 Principals, Vice-Principals, or any other person authorized by the Board will confiscate any weapon found in the possession of a student, contact parents, and may involve the RCMP when acts involving weapons, violence and/or intimidation occur.
- 5.5 Where a breach of a school's Code of Conduct amounts to a violation of the law, the District, and the school will cooperate with the police and other appropriate authorities.
- 5.6 The Board expects all significant incidents threatening safety and security will be dealt with expediently as set out in the Violent Threat Risk Assessment (VTRA) Protocol.
- 5.7 Serious infractions or those resulting in suspensions of ten days or more may be dealt with, in a restorative justice manner, when possible, by the Drugs/Discipline Committee, VTRA Community Team Committee or Superintendent.

References: Sections 20, 22, 23, 65, 85, 168, 177 *School Act*
Provincial Standards for Codes of Conduct Order 267/07
Freedom of information and Protection of Privacy Act
Human Rights Code
Canadian Charter of Rights and Freedoms
Canadian Human Rights Act
Criminal Code of Canada

Adopted: April 19, 2016
Reviewed: February 14, 2024
Revised: June 12, 2024