**SCHOOL CODE OF CONDUCT**

The A.G. Bell Code of Conduct was created to help our students to ensure that our school is a safe and productive place to learn for everyone. Students will review the Code of Conduct with their family so that we all understand the school expectations and procedures.

A school is a place that teaches me to be responsible, to be respectful, to be a good citizen, and to excel academically.

The Ontario Schools Code of Conduct gives clear standards of behaviour for everyone involved in schools in Ontario - students, staff, parents, volunteers, and other visitors. The standards apply on school property, on school buses, or at other school events or activities.

As a student of Alexander Graham Bell Public School, students are committing to the behaviour expectations outlined in the following Code of Conduct. Students are aware of the reasons for these expectations and the possible consequences for not following the code.

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| **Expected Behaviour** | **Reasons for Expected Behaviour** | **Consequences for Misbehaviour** |
| **(1) Preparation for Class**  I will be prepared for class so that I don’t waste class time. That means I will come to class with all my books, workbooks, my completed assignments, and any other materials I need for school. | It’s important for me to learn to be prepared. Everything I do is important. | If I consistently forget my materials, I will be reminded by my teachers of the importance of being prepared.  My parents will be involved to help me improve, and I may be required to finish my incomplete work after school. |
| **(2) Punctuality**  I will be on time for school each day and on time for each of my classes.  There are times when I have a good reason to be late and these times will be excused. | I need to develop a sense of responsibility.  I need to show courtesy towards my peers and my teachers by being on time. I don’t want to disrupt my own or others’ instructional time.  I need to learn that punctuality is a good habit to develop. I will be expected to be on time when I have a job in the future. | If I am frequently late, a letter or a phone call will be made to my parents. My parents will be asked to help me to be on time for school.  If I continue to be late, I may be referred to an attendance counsellor.  I will have to make up the time for which I was late. |

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| **(3) Regular Attendance**  I will attend school regularly.  If I am feeling ill or need to leave school for an appointment, I will report to the office, and my parents will be notified and arrangements will be made to pick me up.  If I am absent, my parents must inform the school to report my absence. | | I need to be in attendance at school regularly so I can be successful.  My parents are interested in my attendance as well as in my successes at school.  It is important for me to come to school regularly so I can learn to be responsible. | If I am frequently absent, a letter or a phone call will be made to my parents.  My parents will be asked to help me attend school regularly.  If I continue to be absent, I will be referred to an attendance counselor who will try to help me solve the problem. | | |
| **(4) Respect for Self and Others**  I will treat everyone the way I want to be treated, with dignity and respect, especially when I disagree with them.  I treat everyone with respect and fairly no matter what race, religion, gender, age, sexual orientation, or disability. | | By practising courtesy, cooperation, and consideration, I develop positive feelings about myself.  I feel accepted, respected, trusted, and encouraged to do my best. I want to be the best I can be! | If I don’t practise respect, I will be counseled about making the right choices. I will be involved in deciding what the consequences should be.  If I am involved in a hate-motivated or gang-related incident, I may be suspended or expelled from school. | | |
| **(5) Respect for Authority**  I will follow the rules of the school and the expectations of my teachers in the classrooms, the hallways, the lunchroom, the yard, the school bus, and on the walk to and from school as well as on school trips and at sports events where I am representing the school.  I will use appropriate language, gestures, and behaviour at all times. | | The Education Act gives teachers the right to impose certain requirements on me to be successful academically and socially.  The teaching staff, secretaries, custodians, volunteers, and lunchroom supervisors all work hard to make my year successful. They all deserve my courtesy and respect for what they do for me. | I will be given a reminder.  My teacher will counsel me or a note will be sent home to my parents informing them of concerns.  The principal or vice-principal will discuss the problems and concerns with me. If the problem continues, my parents will be contacted, and Durham D.S.B.’s Progressive Discipline policy will be followed. | | |
| **(6) Respect for Property**  I will treat the school grounds, the building, and everything in the school with the same respect I have for my own property.  I will use the computer appropriately, following the Internet Contract I signed at the beginning of the year.  I will keep my locker neat and tidy, free from graffiti and inappropriate photos or signs. I will not damage the doors or shelves. I will use magnets (not tape) to hang anything appropriate in my locker. | | Custodians are hired to maintain the school building, keep it in good repair, and to keep it tidy, but are not responsible for cleaning up messes that I make deliberately.  Textbooks are the property of the school, and are loaned to me to use during the school year.  Textbooks are very expensive, so I need to be careful with them so they can be used by others.  Lockers are the property of the school, and are loaned to me to use during the school year. | I will be expected to clean up after myself if I litter school property.  If I lose damage or destroy school property, I will have to pay the cost to replace or repair it. Also, I may be suspended and/or the police may be called.  The principal or vice-principal has the authority, with reasonable suspicion, to search my locker. Durham D.S.B’s Progressive Discipline policy will be followed (including suspension and/or expulsion) for anything seized from my locker. | | |
| **(7) Dress Code**  I will dress appropriately for the season. I will remove my hat when I enter the school or portable.  I will wear shoes that are comfortable, safe and appropriate for the weather.  Any sayings, slogans or images on shirts will be positive in nature and reflect the values of the school community.  My clothing will cover my midriff when I raise my arms above my head and cover my shoulders with sufficient material (straps should be 3 fingers wide). My shorts or skirts will be longer than the tips of my fingers when at my side. My undergarments will always be covered. | By dressing appropriately and practising good personal hygiene at school, I show that I respect myself and others.  I will need to follow a dress code when I hold a job in the future. | | | Teachers, the principal, and vice-principal have the right to decide if my clothing is appropriate for school.  If I dress inappropriately, I will be asked to change my clothing. If I need to be sent home to change, my parents will be notified. Any time I miss will be made up after school or other convenient time.  If my shirt is inappropriate, I may be asked to turn it inside out.  If I continue to dress inappropriately, my parents will be notified, and I may be suspended. |
| **8) Behaviour in School and on the School Yard**  I will help to make the school yard a safe place for everyone. I will avoid dangerous activities such as play fighting and throwing objects like hard balls, ice, snow, sticks rocks, etc.  I will obey the “hands off” rule at all times.  I will not bully, harass, or threaten others with my words or my actions. I will not participate in behaviour that is repeated, persistent or intended to cause fear, distress or harm to someone’s body, feelings, self- esteem or reputation.  I will not bring to school any dangerous objects such as lighters, matches, laser pointers, needles, firecrackers, knives (& weapons of any kind), etc.  I will not bring roller blades, skateboards, scooters, or roller shoes to school.  I realize that it is strongly recommended that all electronic equipment such as cell phones, cameras, personal music devices and electronic games that I bring to school and that unless instructed by the teacher, they are not to be visible during instructional time.  I will not bring anything to school that could be considered inappropriate or offensive. | Everyone has the right to be safe and happy at school. By playing safely, I allow the supervisors to keep everyone safe.  Sometimes, people frighten, bully, or threaten others with their words or actions. Most people find this behaviour mean and terrible. This behaviour will not be tolerated at AG Bell.  I cannot respect myself if I do not respect the rights and feelings of others first.  I realize that many objects can be dangerous to others on the playground and should not be brought to school. I understand that this assists the school to maintain a safe environment which is conductive to learning.  I am aware that when valuable personal items are brought to school, the safety of these items cannot be guaranteed. I will not use these items inside or outside the school unless instructed by the teacher | | | I will be consequenced by my teachers, or by the principal or vice-principal.  My parents may be notified.  The consequences may be a detention, an assignment, an alternate activity, or a suspension or expulsion from school. Durham D.S.B.’s Progressive Discipline policy will be followed.  I may be suspended from school if I fight on school property, or on my way to and from school.  I realize that if I use electronic devices inappropriately at school that they may be confiscated and returned to me at the end of the day. If I continue to use them inappropriately, my parents may be contacted and I will be asked not to bring them to school anymore. |

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| **(9) Smoking**  I will not bring cigarettes, matches, or lighters to school.  Smoking is banned on school property, on field trips, and on buses, at all times, by students and adults. | It is illegal for people under the age of 18 to smoke cigarettes.  No one is allowed to smoke on the Durham D.S.B. property at any time. | If I bring cigarettes or matches to school, my parents will be contacted and I may be suspended.  Any banned substances I bring to school will be taken from me. |
| **(10) Alcohol and Drug Use**  The Durham District School Board (or your school name), does not tolerate the use or abuse of alcohol, illegal drugs and/or intoxicants within its jurisdiction and I will not use them. | Misusing alcohol, drugs or intoxicants keeps me from learning and it is ILLEGAL. | If I come to school under the influence of alcohol or drugs, I will be automatically suspended and the police will be called. |

**STANDARDS OF BEHAVIOUR (*Ontario Schools Code of Conduct)***

**CONSEQUENCES *(Durham District School Board)***

**Students who do not comply with the standards of behaviour outlined in the Code of Conduct will be dealt with in a judicious and considerate manner following the Board’s Progressive Discipline document. Actions will vary depending on the circumstances of each individual case. Consequences may include:**

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| 1. **caution by teacher, support staff, administrator or adult supervisor;** 2. **temporary removal from class, activity or event;** 3. **problem-solving exercise;** | 1. **parental contact;** 2. **counselling** 3. **community/school service;** 4. **loss of privileges;** 5. **detention;** 6. **restitution;** | **10. suspension;**  **11. expulsion** |
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|  |  | **suspension;** |

The Durham District School Board and Alexander Graham Bell Public School support the provincial standards of behaviour which include respect, civility, responsible citizenship and physical safety. Discipline at Alexander Graham Bell P.S. involves teaching students to be respectful and responsible in school. Our focus is to help students resolve the issue, learn from the experience, and develop skills to make positive and appropriate choices. We help students understand expectations and take responsibility for their behaviour. Our disciple uses logical and realistic consequences. It is our belief that students who experience logical and realistic consequences learn that they have positive control over their lives. They make decisions and solve problems.

**Suspension**

**(Ontario School Code of Conduct**

Dependant on the mitigating factors defined in Ontario Regulation 427/07, a student may be suspended if the student commits any of the following infractions while he or she is at school. Inappropriate behaviour in the community, where there is a direct link to the school, may also result in a suspension.

* Possessing or dispensing controlled or intoxicating substances that are not prescribed for medical purposes;
* Being under the influence of illegal, controlled or intoxicating substances that are not prescribed for medical purposes;
* Smoking on school property;
* Vandalism, destruction, damage to school property or to the property of others located on or in school premises;
* Stealing property;
* Intimidation, extortion, verbal aggression and bullying;
* Misuse or misappropriation of school property or services, including computers and other technology systems;
* Hate motivated incidents;
* Gang related activity;
* Possession of dangerous objects or substances, including for example laser pointers; gloves with studs on knuckles; or any other item deemed by the principal/vice-principal to be unsafe or a hazard to persons or property in the school;
* Committing physical assault on another student;
* Engaging in or encouraging a fight;
* Conduct that constitutes opposition to authority;
* Poor attendance that warrants disciplinary action;
* Conduct that is disruptive to the conduct of the class or school;
* Engaging in conduct that is detrimental to the moral of the school;
* Clothing/apparel that is inappropriate, offensive or violates the school dress code;
* Engaging in unauthorized gambling of games of chance;
* Uttering a threat to inflict serious bodily harm;
* Possession of illegal drugs;
* Acts of vandalism causing extensive damage to school property or property located on school premises;
* Swearing at a teacher, or other person in authority;
* Being in possession of alcohol;
* Being under the influence of alcohol;

Bill 2012 retains the requirement for principals to issue mandatory suspensions in response to specific situations. Specifically principals must suspend students who:

* Possess a weapon
* Use a weapon to threaten bodily harm
* Commit a physical assault
* Commit a sexual assault
* Traffic in weapons or illegal drugs
* Commit robbery
* Give alcohol to a minor

**ROLES AND RESPONSIBILITIES (Ontario Schools Code of Conduct)**

The Durham District School Board and Alexander Graham Bell accept the provincial direction regarding individual roles and responsibilities. In addition to school staff, students and parents, other members of the public, who interact with members of the school community while present in or on school property or premises, have a responsibility to respect others in the school and to conduct themselves accordingly.

**Principals**, under the direction of their school board, take a leadership role in the daily operation of a school. They provide this leadership by:

* demonstrating care and commitment to academic excellence and a safe teaching and learning environment;
* holding everyone, under their authority, accountable for their behaviour and actions;
* communicating regularly and meaningfully with all members of their school community.

**Teachers and School Staff**, under the leadership of their principal, maintain order in the school and are expected to hold everyone to the highest standard of respectful and responsible behaviour. As role models, staff upholds these high standards when they:

* help students work to their full potential and develop their self-worth;
* communicate regularly and meaningfully with parents;
* maintain consistent standards of behaviour for all students;
* demonstrate respect for all students, staff and parents;
* prepare students for the full responsibilities of citizenship.

**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, others and for those in authority;
* refrains from bringing anything to school that may compromise the safety of others;
* follows the established rules and takes responsibility for his or her own action.

**Parents** play an important role in the education of their children and have a responsibility to support the efforts of school staff in maintaining a safe and respectful learning environment for all students. Parents fulfill this responsibility 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;
* become familiar with the Code of Conduct and school rules;
* encourage and assist their child in following the rules of behaviour;
* assist school staff in dealing with discipline issues.

**Police and Community Members** are essential partners in making our schools and communities safer. Community members need to support and respect the rules of their local schools. Police investigate incidents in accordance with the protocol developed with the local school board. These protocols are based on a provincial model developed by the Ministry of the Solicitor General and the Ministry of Education.

**Personal Electronic Devices**

The use of personal electronic devices during instructional time will be permitted under the following circumstances:

* For educational purposes, as directed by the educator in collaboration with administration
* For health and medical purposes
* To support students with special education needs

It is the practice of the Durham District School Board that the use of personal electronic devices is prohibited during the school-day on school property. Unless deemed appropriate by the school administration for educational purposes and permission is granted by staff, a student who brings a personal electronic device to school, should turn it off and keep it out of sight.

Personal electronic devices may be utilized off school property or in designated areas and during times assigned by the school. Personal electronic devices that are used inappropriately inside of schools during the normal school day are disruptive to the teaching and learning environment. The privacy and personal dignity of others could be violated by the inappropriate use of personal electronic devices to text message, social network, and/or share digital media. In addition, activities such as personal communication, game playing and social media use during class time may distract students from the teaching and learning unless it is part of the teacher’s lesson.