



SECTION:	Student Management and Welfare	APPROVAL DATE:
SUBSECTION:	Discipline	October 1, 2001
POLICY NAME:	Code of Conduct	LAST REVISED:
POLICY NUMBER:	P.SMW.E.3	October 1, 2001

The Wellington Catholic District School Board believes that all students, staff, parents, volunteers and visitors have the right to be safe in their school community. It supports the adoption of a Board and School Code of Conduct founded on Catholic values and the standards of behaviour established by the Ministry of Education. It believes that the adoption of a Code of Conduct will further promote responsibility, civility, and the pursuit of academic excellence.

1. GENERAL

- 1.1 All students, staff, parents and guardians, visitors and volunteers are subject to the provisions established within the Provincial, Board and School Code of Conduct. It is expected that the established standards of behaviour will be complied with while on school and Board property, on school buses, and at school authorized events or activities.
- 1.2 In unique circumstances, the discretionary consequences detailed in the Code of Conduct may be extended to include serious infractions committed outside of regular school hours or occurring beyond Board/school property. This may occur when the safety of a student is at risk or when, in the opinion of the principal, a student's conduct in the community adversely affects the tone of the school.
- 1.3 It is the responsibility of the Board to inform students and parents of the Provincial Code of Conduct and the Board Code of Conduct.
- 1.4 It is the responsibility of the Superintendent of Education to administer this policy and the responsibility of the principal or supervisor to implement the policy in all school sites and workplaces including school buses, and at school authorized events or activities.
- 1.5 The Board, through its senior administration and principals, will cooperate fully with police and community agencies in administering this policy.
- 1.6 The Board Code of Conduct will be reviewed at least once every three years by the Board. This review will be completed in partnership with administrators, school staff, parents, parish priests, volunteers, community members, Catholic School Councils and where appropriate, student representatives.
- 1.7 This policy shall be administered in conjunction with all federal, provincial and municipal legislation including the Criminal Code of Canada, the Education Act, the Provincial Code of Conduct and other relevant Board policies including, Violence Free Schools, Pupil Suspension, Pupil Expulsion, Alcohol and Drugs, Antiracism and Ethnocultural Equity, Volunteers in Schools, Community Use of Schools, and Transportation.

2. PURPOSE

- 2.1 To enhance the mission of our Catholic schools and enable all to work in harmony as a community of believers committed to putting the values of our faith into practice in the daily life of the school, the home, and in all of society.
- 2.2 To ensure that all members of the school community, especially individuals in positions of authority, are treated with respect and dignity.
- 2.3 To promote responsible citizenship by encouraging appropriate participation in the civic and spiritual life of the school community where all persons are aware of their rights, and accept responsibility for protecting their rights and the rights of others.
- 2.4 To maintain and foster the development of a learning environment where conflict and difference can be addressed in a manner characterized by respect, civility and gospel values.
- 2.5 To create a school wide climate characterized by mutual respect where disruptive behaviour, disrespect, aggressive, violent behaviour, and bullying is not tolerated.
- 2.6 To promote the safety of all individuals within the school community through the use of non-violent means to resolve conflict.
- 2.7 To discourage the use of alcohol and illegal drugs by working cooperatively with police and community agencies to promote prevention strategies, and respond to members of the school community who are in possession of illegal drugs or alcohol.

3. STANDARDS OF BEHAVIOUR FOR ALL SCHOOL MEMBERS

3.1 Respect, Civility, and Responsible Citizenship

All school members must:

- respect and comply with all applicable federal, provincial and municipal laws;
- demonstrate honesty and integrity;
- respect differences in people, their ideas and opinions;
- treat one another with dignity and respect at all times especially in times of conflict;
- respect and treat others fairly, regardless of their race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, gender, sexual orientation, 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;
- respect persons who are in positions of authority;
- respect the need of others to work in an environment of learning and teaching.

3.2 Physical Safety

All school members must:

- not be in possession of any weapon as defined within the Criminal Code of Canada (Appendix A)
- not use any object to threaten or intimidate another person;
- not cause injury to any person with an object;
- not be in possession of, or under the influence of, or provide others with alcohol or illegal drugs;
- not inflict, or encourage others to inflict, bodily harm on another person;
- seek staff assistance, if necessary, to resolve conflict peacefully.

3.3 Additional Expectations for members of the Wellington Catholic District School Board community:

All school members are expected to:

- act morally and legally as a person formed in, and/or respectful of Catholic traditions;
- participate in the spiritual life of the school;
- accept accountability for one's actions;
- respect the environment and use resources wisely;
- contribute to the common good;

- adhere to the rules established within the School Code of Conduct;
- fulfill expected academic obligations;
- dress appropriately and in accordance with established school standards;
- use respectful language free from profanity;
- work cooperatively with staff and other students.

4. SCHOOL CODE OF CONDUCT

- 4.1 The principal, in partnership with staff, students, Catholic School Council, parents and school community will ensure that a School Code of Conduct is communicated annually in both elementary and secondary panels.
- 4.2 In developing the School Code of Conduct, the principal will ensure that it reflects the Mission Statement of the Board, Catholic teaching, pertinent Board policy, and the provincial Code of Conduct.
- 4.3 The principal, in conjunction with the Catholic School Council, after seeking input from staff, parents, students and the school community, will review the code of conduct once every three years.
- 4.4 The School Code of Conduct will clearly distinguish between acceptable and unacceptable behaviour. It will ensure that the climate of the school promotes learning and allows for the effective and uninterrupted instruction of all students.
- 4.5 Discipline will be fair, constructive, and progressive. The School Code of Conduct will promote the development of self discipline within students by establishing consistent and fair rules, as well as appropriate consequences that reflect the age and developmental level of the student.
- 4.6 In implementing the School Code of Conduct,
- the principal and staff will utilize both Board and school resources to assist students in acquiring life skills such as conflict resolution, anger management, and communication skills. When possible peer mediation and/or peer counseling will be employed.
 - the principal and staff will use discretion and sensitivity when dealing with unique factors that may affect student behaviour, however, all students will be held accountable for their actions. When disciplinary action is required appropriate documentation of the incident will occur.
 - The principal and staff will ensure that contact is made with the parent or legal guardian of a student under the age of eighteen early in the disciplinary process. The principal or staff designate will maintain contact with the parent or guardian and involve them in a plan to improve the student's behaviour.

5. MANDATORY CONSEQUENCES

- 5.1 Police will be involved, as indicated by the Police-School Protocol, and the student will be immediately suspended and proceed to an expulsion hearing for the following:
- possession of a weapon as defined within the Criminal Code of Canada;
 - trafficking in drugs or weapons;
 - robbery;
 - extortion;
 - use of a weapon to cause bodily harm, or to threaten serious harm;
 - physical assault causing bodily harm requiring professional medical treatment;
 - sexual assault;
 - providing alcohol to minors;
 - acts of vandalism causing extreme damage to school property or property located on school premises.
- 5.2 A student will be immediately suspended and police will be notified for:
- 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.

- 5.3 A student will be immediately suspended:
- for swearing at a teacher, or other person in authority;
 - for being in possession of alcohol;
 - for being under the influence of alcohol or drugs;
 - following an order from the Medical Officer of Health under Immunization of School Pupils Act.

6. DISCRETIONARY CONSEQUENCES

- 6.1 A student may be immediately suspended and proceed to an expulsion hearing for the following:
- engaging in activities, including the use of electronic communication, that cause the student's presence in school to be injurious to the physical and/or emotional well being of other people or persons in the school.
 - the student has demonstrated through the habitual neglect of duty or persistent truancy that he or she has not prospered from the instruction made available to him or her.
 - the student's pattern of behaviour is so unmanageable that the student's presence is injurious to the effective learning environment of others.
- 6.2 A student may be suspended for:
- habitual absenteeism without cause;
 - persistent opposition to authority;
 - habitual neglect of duty;
 - the use of profane or improper language;
 - conduct injurious to the moral tone of the school or the physical or emotional well being of others in the school;
 - the willful destruction of school property;
 - bullying, intimidation, harassment, or verbal abuse;
 - smoking on school property.
- 6.3 A suspended student under the age of sixteen shall not be sent home until regular dismissal time unless alternate arrangements have been made with the parent or legal guardian.