



# Mountain Meadows Elementary

## Code of Conduct 2014-2015

### School Mission:

***"At Mountain Meadows Elementary School we strive, as a community of teachers, parents and students, to promote social responsibility, lifelong learning, and academic success in a safe and caring environment."***



### Background to Our Code of Conduct

At Mountain Meadows we believe in the development, encouragement and preservation of a safe, caring and orderly school -- one in which all students can learn and develop to their own potential. Our school has adopted a Code of Conduct that we feel children are able to relate to and remember easily. It is known as the "Four Be's". It came about several years ago after considerable collaboration between teachers, students, the school principal and parents.

While we like the simplicity of the "Four Be's", we recognize that there is the need to revise and tighten up the expectations associated with each of the "Be's". As the bulleted expectations read now, divided into Classroom, Playground, Washroom & School, there is considerable repetition, causing potential confusion about what the

expectations are and how they differ depending on where you are in the school.

The current Code of Conduct is included in its entirety on the next page, and a suggested revised one is on the page that follows.

The Four  's



**BE CARING**



**BE RESPECTFUL**



**BE RESPONSIBLE**



**BE SAFE**

# What was our Code of Conduct ...



## BE RESPECTFUL

### Classroom / Library / Music Room

- Respect other peoples' property
- Use inside voices
- Let everyone share an opinion without interrupting
- Listen to teachers, adults and parents working at school
- Let other students work quietly

### Playground

- Share playground equipment
- Be respectful of people and equipment

### Washroom/Hallway/Assembly

- Be quiet in the halls and listen to your teachers
- Keep your hands and feet to yourself
- Show appreciation to presenters
- Anthem: hands at sides, stand tall, sing

### School

- Listen to everyone's opinions
- Listen to your teachers, adults and parents
- Be gracious at all times
- Show respect for other people's sportsmanship and achievements
- Be an ambassador of the school



## BE RESPONSIBLE

### Classroom / Library / Music Room

- Put things you were using back where you found them
- Keep the cloakroom, classroom and your desks clean
- Be prepared for all class activities
- Share books
- Recycle what you can
- Be your own problem-solver

## Playground

- Clean up after yourself and put litter in the garbage can
- Use equipment responsibly

## Washroom/Hallway/Assembly

- Use washrooms appropriately
- Enjoy hallway displays with your eyes only

## School

- Put your litter in the trash can
- Be a global citizen
- Report vandalism to adults in the building



## BE SAFE

### Classroom / Library / Music Room

- Keep hands and feet to yourself
- Sit on chairs properly
- Keep your feet on the floor
- If you need help, ask for help
- Move appropriately in the gym and music room

### Playground

- Keep bark mulch & gravel on the ground
- Keep hands & feet to yourself
- Follow the rules
- Walk on the stairs

### Washroom/Hallway/Assembly

- Walk on the right side
- Stay in your spot
- Follow the rules when using equipment in the gym
- Move carefully

### School

- Follow instructions / rules
- Listen to your teachers, adults and parents

## The Four 's



## BE CARING

### Classroom / Library / Music Room

- Use encouraging language (put-ups)
- Take turns on computers and on instruments
- Be gentle with books & instruments
- Be kind to everyone, including yourself
- Take care of yourself - include others

### Playground

- Take turns on equipment
- Play fair, think of others
- Help people if they are injured
- One at a time on the equipment
- Include others

### Washroom/Hallway/Assembly

- Talk nicely
- Eyes on the speaker
- Mouths quiet, hands to yourself

### School

- Play fair
- Help someone who needs help
- Do your best job
- Be on your best behavior
- Be an ambassador of the school

# What is being proposed as our new Code of Conduct ...

## The Four 's



**BE CARING**



**BE RESPECTFUL**



**BE RESPONSIBLE**



**BE SAFE**



- Be kind to everyone, including yourself
- Include others in work and play
- Use polite words and tone when speaking to others
- Play fair, take turns and think of people other than yourself
- Be a good sport and show respect for other peoples' achievements
- Listen to and consider the opinions of others
- Be your own problem-solver
- Take pride in your work and in the school
- Always try your best
- Be a global citizen
- Move carefully both inside and outside the school



***All of this can be summed up in our school motto:***

***Take care of yourself***

***Take care of others***

***Take care of this place***

## The Review Process

Children at Mountain Meadows have been included in the Code of Conduct review process through library time weekly, during which time a story has been read and there have followed some insightful conversations about many of the themes in our school's "Four Be's" Code of Conduct. Some of the book titles read to classes and discussed include:

Clark the Shark Dares to Share, By Bruce Hale

Don't Laugh at Me, by Steve Seskin & Allen Shamblin

The Worst Best Friend, by Alexis O'Neill

Ordinary Mary's Extraordinary Deed, by Emily Pearson

Glad Monster, Sad Monster – A Book about Feelings, by Ed Emberley and Anne Miranda

The Feel Good Book, by Todd Parr

Today I Feel Silly and Other Moods that Make my Day, by Jamie Lee Curtis

Peaceful Piggy Meditation, by Kerry Lee MacLean

Same, Same but Different, Jenny Sue Kostecki-Shaw



Given the unique circumstances of the spring, both from an administrative and labour perspective, there wasn't an opportunity for the degree of collaboration with parents and teachers in terms of reviewing Mountain Meadows' Code of Conduct. There was only one PAC meeting from the time the school's Acting Principal, Kate McMeiken, arrived at the school until the end of June, and it was not possible to involve teachers in the consultative process given the limitations imposed by the labour situation.

As a school, we would like to revisit the Code of Conduct review process in the fall, and involve more integrally all stakeholders in our learning community.

Included in the fall review process will be ongoing discussions about how we can more successfully integrate our Code of Conduct into the daily life of our school. By embedding the Code more closely into our daily processes at Mountain Meadows, its intended message will resonate more clearly and effectively with our students.

With the rollover of our second school goal of "enhancing students' ability to self-regulate" in the 2014-2015 school year, we can see many opportunities to tie this goal to our "Four Be's" Code of Conduct. Here are several suggested ways to do this:

- Daily PA announcements
- Monthly assemblies
- Ongoing discussions in classrooms
- Code driven theme days and projects
- Student-generated art work promoting the code

## Standards: Statement of Purpose

Mountain Meadows Elementary School promotes the values expressed in the BC Human Rights Code respecting the rights of all individuals in accordance with the law – prohibiting discrimination based on race, colour, ancestry, place of origin, religion, marital status, physical or mental disability, sex or sexual orientation – in respect of discriminatory publication and discrimination in accommodation, service and facility in the school environment.

The purpose of the Mountain Meadows Elementary Code of Conduct is to establish and maintain a safe, caring and orderly environment for purposeful learning. It is also designed to outline expectations for student behaviour while at school, while getting to and from school and while attending any school activity both on site and off. The Code of Conduct is meant to assist children in developing awareness of their roles as ethical decision-makers and moral global citizens.





## Unacceptable Behaviours

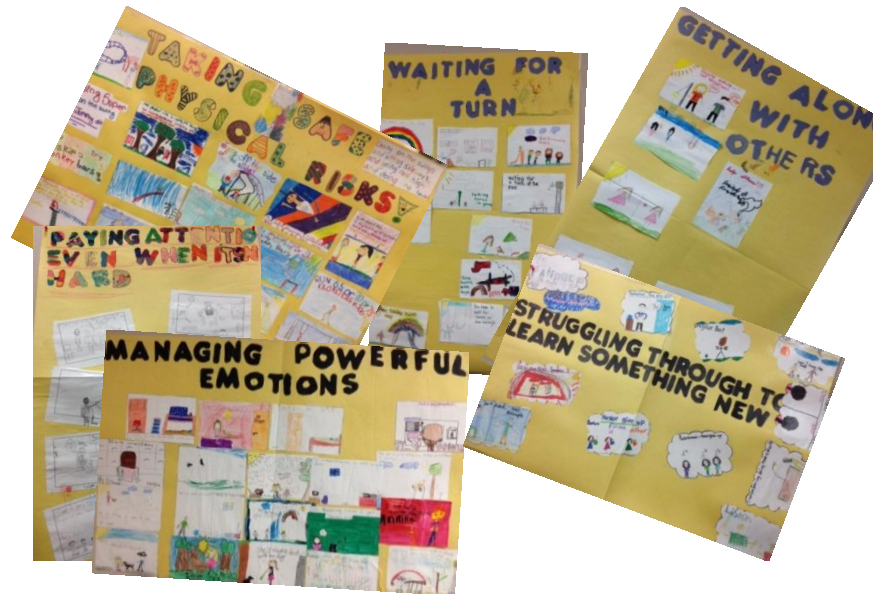
The following are behaviours that we at Mountain Meadows deem unacceptable: those that ...

- interfere with the learning of others
- interfere with an orderly environment
- create unsafe conditions
- are disrespectful to others
- involve bullying (including cyber bullying), harassment or intimidation
- involve theft or damage to property
- involve the possession, use or distribution of illegal or restricted substances or weapons
- discriminate against others on the basis of race, religion, sex or sexual orientation, or disability, as set out in the Human Rights Code of British Columbia

## Rising Expectations

As students mature and rise through the grades, they will be expected to continue to meet expectations in the Social Responsibility Performance Standards for the appropriate grade level. The expectations placed upon them will increase as they become developmentally more responsible for their actions. Older students will be expected to conduct themselves in a way that models all aspects of the Code of Conduct for younger students.

- review of expectations and a time away
- review of expectations, written assignment and/or loss of privileges
- parents are informed
- meeting with parents
- meeting with other child(ren) and the giving of an apology (verbal or written)



## Consequences

Responses to unacceptable conduct will be consistent and fair and follow clear due process. It will always be a priority to maintain the dignity of children at all costs. Determining the proper consequences will take into consideration the respecting of individual rights, responsibilities, age and maturity. Consequences will be restorative rather than punitive in nature, and they will depend on the severity and frequency of the behaviour.

These consequences will typically follow inappropriate conduct at Mountain Meadows:

- short-term (in school or at home) suspension
- long-term suspension

## Notification

School administration has a responsibility to advise other parties following a serious breach of Mountain Meadows Code of Conduct. As circumstances warrant, the following individuals will be notified following a serious behaviour incident:

- parent of student exhibiting serious misbehaviours
- parent of student on receiving end of misbehaviours
- Assistant Superintendent, Safe Schools Team member and/or other District staff
- Ministerial agencies and /or School Liaison Office (Police)