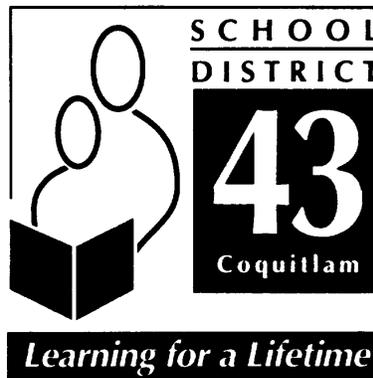


Code of Conduct 2017-2018



2017-2018

École Nestor Elementary School

School Mission:

"Our mission is to assist all children to reach their fullest potential within a safe, nurturing environment with the goal of developing responsible, caring citizens in a democratic society"

École Nestor Elementary School

Code of Conduct

I. INTRODUCTION

At Nestor, we believe that all students have the right to learn in a safe, caring and orderly learning environment. Our expectation is that students will maintain an attitude that is cooperative, courteous and respectful.

Inappropriate behavior can consist of, but is not limited to:

- Rudeness, swearing
- Fighting or play fighting
- Lack of respect for others, teasing
- Throwing objects (rocks, sticks, snowballs etc.)
- Defiant behavior
- Running in the halls
- Unauthorized leaving of school grounds
- Littering

II. CODE OF CONDUCT: KEY ELEMENTS

1. Process

All British Columbia Schools include students, parents and staff in the development and review of codes of conduct. Nestor's Code of Conduct was developed through a collaborative and communicative process that involved members of the school community: students, parents, and staff. Review discussions occur during September and May staff and PAC meetings, as well as with Grade 4/5 students in May of each year.

2. Communication

Expectations regarding acceptable conduct are made known to all students, parents and school staff, as well as to temporary staff or visitors. Protocols while acting as ambassadors of the school also are made known to students, parents, coaches and involved members of the greater community. The Nestor Code of Conduct and the associated expectations will be:

- articulated to students by their teacher
- a key part of the first week start up procedures
- clearly stated in the student planner, which is distributed to each student at the commencement of the school year
- Teachers will refer to our Code of Conduct on a continual basis
- articulated to parents by sending home a copy of *Nestor's Code of Conduct* and by posting the *Nestor's Code of Conduct* on our Sharepoint website. This information will be sent home in the fall in a newsletter insert to all families and is included in the planner insert.
- Code of Conduct is included in TOC binder for each staff member
- In addition, *Nestor's Code of Conduct* will be evident in our behavior motto: *Take care of yourself, take care of others and take care of this place*, which is featured in the daily announcements. The guiding principles are also taught and modeled throughout the school year through a series of whole-school assemblies.

3. Implementation

Behavioural expectations outlined in codes of conduct are consistently taught and actively promoted. Responses to unacceptable behaviour are based consistently on sound principles and are appropriate to the context. The elements in the *Nestor Code of Conduct* will be implemented in numerous ways throughout the school year. Strategies and structures utilized will include:

- direct classroom teaching and discussion such as Class charters and social contracts discussed and frequently reviewed
- Classroom and school-based incentive programs
- Self-regulation programs such as WITTS, classroom Mood Meter and Zones of Regulation, Check your engine and stoplight lessons
- student group work,
- monthly assemblies for recognition, Superblock Assemblies and Green Team Draws. Backpack rewards for Citizenship Draws every month.
- Leadership activities and posters mounted around the school hallways.
- office referrals by adult supervisors are followed up by reflection sheets completed with students, teachers and administrators as well as parents.
- Regular morning PA announcement that conclude with the school behaviour motto: Take care of yourself, take care of others and take care of this place. Announcements are made by Grade 5 and adult members of the school community

Monitoring and Review

Conduct is continuously monitored to ensure codes reflect current and emerging situations and are contributing to school safety. *Nestor's Code of Conduct* aligns with our school goal focus on Social Responsibility. Regular reading of book *How Full is your Bucket* by Tom Rath & Mary Reckmeyer as well as work at Superblock assemblies with self-regulation and friendship skills lessons focus for the student body.

Monitoring occurs routinely in classes through class meetings, talking circles, class charters and contracts. Review occurs within the HaCE curriculum: classroom and school-based incentives such as NHS lunchtime Safe and Sound nominations for class behavior. Collaborative discussions with PAC, students, parents, and staff will occur should and/or if this need arises.

Alignment

Codes of conduct are compatible between schools in the community and across elementary, middle and secondary levels. *Nestor's Code of Conduct* is aligned with:

- Maple Creek Middle School's Code of Conduct (more than 95% of our Grade 5's attend Maple Creek annually)
- other elementary schools in the district as well as the family of schools in our geographical area
- It is also in alignment with our District Code of Conduct.

Discussions with the members of our community of schools take place regularly throughout the school year.

Structured opportunities to discuss these issues occur during select superintendent meetings.

4. Standards

a) Statement of Purpose

École Nestor 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 Nestor's Code of Conduct:

- To establish and maintain safe, caring and orderly environments for purposeful learning (respect for self, respect for others);
- To establish and maintain appropriate balances among individual and collective rights, freedoms, and responsibilities (respect for self, respect for others);
- To clarify and publish expectations for student behaviour while at school, while going to and from school, and while attending any school function or activity at any location (respect for self, respect for others, respect for the environment).

b) Conduct Expectations **Acceptable conduct**

Be Respectful to Yourself – care about your learning and yourself, including safety.

Examples:

- Always do your best
- Make good choices
- Be on time and ready to work
- Do your homework and use your planner

Be Respectful to Others – consider others' personal feelings

Examples:

- Be polite and wait your turn
- Treat others with respect
- Use good listening skills
- Be honest and tell the truth

Be Respectful to Property – care about your school and your environment

Examples:

- Clean up after yourself
- Take good care of materials/supplies
- Ask before borrowing

Be Safe – learn and follow rules

Examples:

- Walk calmly – no running in the halls
- Stay in designated areas
- Report dangerous situations to staff
- Nestor's Code of Conduct is designed to provide guidelines for appropriate student behavior while under the jurisdiction of the school or at any school-sponsored function.
- Students shall not discriminate against others on the basis of the race, religion, sex or sexual orientation, or disability, or for any other reason set out in 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.
- Students may be subject to discipline under the school and/or District Code of Conduct for any conduct which has the effect of
 - negatively impacting the school environment, whether that conduct occurs on or off School District property, or at a school sponsored function or activity, or otherwise.

Unacceptable conduct

Inappropriate Behaviour

Can consist of, but is not limited to:

- Rudeness, swearing
- Fighting or play fighting
- Lack of respect for others, teasing
- Throwing objects (rocks, sticks, snowballs etc.)
- Defiant behavior
- Running in the halls
- Unauthorized leaving of school grounds
- Littering

Rising expectations

As students progress through their years at elementary school it is expected that the level of personal accountability will increase and that leadership skills will develop and progress, in preparation for successful middle and high school experiences.

c) Consequences

Consequences will be applied in a fair and consistent manner, respecting individual rights, responsibilities, age and maturity; they will be restorative rather than punitive in nature.

Inappropriate behavior typically has the following consequences:

- Review of expectations and a timeout
- Review of expectations, written assignment and/or loss of privileges
- Parents are informed
- Meeting with parents
- Short-term (in school or at home) suspension
- Long-term suspension (over five days)
- Consultation with Police and/or Fire Department
- Expulsion
- Special considerations may apply to the imposition of consequences on a student with special needs if the student is unable to comply with this Code of Conduct, due to a disability of an intellectual, physical, sensory, emotional or behavioral nature.
- A search by school officials of a student under their authority or a search of student property may be undertaken if the school has reasonable grounds to believe a school rule has been or will be violated, and that the evidence of that violation will be found in the location or on the person of the student being searched. Students know that their teachers and other school authorities are responsible for providing a safe learning environment and maintaining order and discipline at school. As a result, they must know that, where reasonable grounds exist, this may require searches of students, their lockers and their personal effects and the seizure of prohibited items.
- Students should also be aware that the schools may collect, use and disclose personal information about students for the purposes of investigating and addressing student misconduct, safety and maintaining order and discipline in school. Such collection and use of student information may include information that is obtained from witnesses or collected from other secondary information sources (e.g. social media). All personal information of students collected by the school will be collected in compliance with and under the authority of the Freedom of Information and Protection of Privacy Act (ss. 26(a),(b), and(c)) and the School Act. Questions about the collection, use or disclosure of

student personal information should be directed to the Associate Director of Information and Learning Technologies Stephen Whiffin, at swhiffin@sd43.bc.ca.

Safe and Caring School Environments

Are free from acts of...

- Bullying, cyber-bullying, harassment and marginalization
- Threat and intimidation
- Violence in any form
- Abuse in any form
- As per Section 8 of Human Rights Code of British Columbia, students shall not discriminate against others on the basis of the race, religion, colour, ancestry, place of origin, marital status, family status, age, sex, sexual orientation, gender identity or expression, or physical or mental disability. Furthermore, as per Section 7 of the Human Rights Code of British Columbia, no student shall publish or display anything that would indicate an intention to discriminate against another, or expose them to contempt or ridicule, on the aforementioned bases. Retribution against a person who has reported incidents
- Or misuse of...
 - Cyberspace/cell phones/electronic devices/computers – students are to be aware that they may be subject to discipline (or, if applicable, confiscation of personal property) for misuse of technology if it negatively impacts on the school environment.
- Forms of unacceptable conduct cited above are only some of the examples and not an all-inclusive list.
- Do not tolerate the presence of...
 - Theft and vandalism
 - Intoxicating or banned substances
 - Weapons or replica (toy) weapons and explosives
 - Intruders or trespassers (visitors must first report to the office)

Restorative Practice

- As a school and District, we recognize the importance of modeling respectful and responsible processes for managing conflict. Whenever possible, we try to use a restorative approach to resolving conflict and teaching pro- social behaviors.
- The fundamental premise of restorative practice is that people are happier, more cooperative, productive, and more likely to make positive changes to their lives, when those in authority do things “with them”, rather than “to them” or “for them”. (International Institute for Restorative Practices <http://www.iirp.edu/what-is-restorative-practices.php>). As a result, a focus of behavior intervention should be to help an offender recognize and repair any harm done. Furthermore, the purpose is to teach the offender moving forward, and then reinforce positive behaviors, in order to return the offender to the school community stronger, and more resilient than before the offense.
- Every effort will be made to support all students. However, if there are ongoing conduct issues after having implemented restorative interventions, more traditional discipline approaches may be used, separate or in conjunction with restorative interventions. All disciplinary decisions will be made with respect to the individual and context, and responses to conduct issues will take into consideration the student’s age, maturity, and past conduct.

a) Notification

As circumstances warrant, administration has a responsibility to advise other parties following a behavior incident:

- Parent of student exhibiting major behaviours
- Parent of student on receiving end
- Assistant Superintendent, Safe Schools Team member and/or other District staff
- Ministerial agencies and/or School Liaison Officer (Police)

This Code of Conduct has been structured to align with and adhere to the standards outlined in:

The School Act, 2007.

B.C. Human Rights Code

B.C. Ministry of Education: Safe, Caring and Orderly Schools, 2008

Developing and Reviewing Codes of Conduct: A Companion, 2007

Please sign below to acknowledge that you and your child have reviewed the Ecole Nestor Elementary Code of Conduct & School District 43 (Coquitlam) School Policies and Administrative Procedures.

I have reviewed School District No. 43 (Coquitlam)'s Board policies and discussed them with my child. (Complete copies of the above policies are available for your viewing on our Website: www.sd43.bc.ca - under "SD43 Info").

Parent/Guardian Signature

Student Signature

Date

