

Code of Conduct

STATEMENT OF PURPOSE

The purpose of the Code of Conduct is to establish and maintain a safe, caring and orderly environment for purposeful learning at École Selkirk Junior High School. School boards and schools are entrusted through the School Act with authority to establish codes of conduct. A Code of Conduct has been developed by the Lord Selkirk School Division and is available online as well as being attached to this document. This document is given to all students at the beginning of the year. It is the responsibility of every student to respect the rights and dignity of others in learning environments free from discrimination as set out in the Manitoba Human Rights Code (issues related to gender, race, religion and sexual orientation). It is also the responsibility of every student to be productive and actively involved in his or her academic and social growth.

STUDENT RESPONSIBILITIES:

All students are expected to follow the Code of Conduct in order to create and maintain a school environment that is orderly and purposeful and allows for maximum learning. Students are expected to behave in a way that ensures learning without interruption and safety. Although we encourage, teach and model self-control and self-discipline, conduct by any student that adversely affects a school's climate or operation, including disruption of the learning environment, shall be considered a breach of the Code of Conduct, warranting appropriate intervention that may include suspension.

At ESJH, students have the right to:

- **be safe at school and a responsibility to ensure that there is no physical or verbal abuse.**
- **be respected and a responsibility to show respect to myself, others and my surroundings**
- **learn and a responsibility to attend classes, follow school and classroom rules and complete assignments.**

Academic Honesty

Students are expected to demonstrate integrity, ethical conduct, and academic honesty in all assessments, research, and class work and homework assignments. Students must understand that the tests/exams they complete and the assignments they submit as evidence of learning must be their own work and that cheating and plagiarism will not be tolerated. Aspects of academic dishonesty include copying other's work, using cheat notes, misrepresenting circumstances to obtain extensions, and submitting or representing someone else's work as one's own. Consequences will be determined by the Administration of the school and parents will be involved.

Acceptable Conduct:

Acceptable conduct is conduct that:

- Respects self, others and the learning environment
- Puts forth the best effort into school work and makes effective use of class time.
- Makes the school a safe, caring and orderly place
- Engages a student in purposeful learning experiences as directed by the teacher
- Informs a staff member of incidents of bullying, harassment and/or intimidation
- Acts in a manner that brings credit to the school

Being Prepared for Class is important and involves consistently:

- having books, completed assignments and materials with you for each class
- bringing gym clothing to class and participating in gym.
- being rested and free from the influence of substances that could negatively affect your performance at school.
- being in class on time.

Unacceptable Conduct:

- Behaviours that interfere with the learning of others or with the learning environment and/or create an unsafe environment including:
 - Damage to property
 - Abusing another individual physically, sexually or psychologically, verbally, in writing, or otherwise
 - Discriminating unreasonably on the basis of any characteristic set out in subsection 9(2) of *The Human Rights Code*.
 - Acts of bullying/cyber bullying, harassment and/or intimidation
 - Retribution against a person who has reported incidents
 - Using, possessing, or being under the influence of alcohol or illicit drugs at school, on school property or school sponsored events
 - Gang involvement will not be tolerated on school sites
 - Possessing a weapon, as “weapon” is defined in section 2 of the *Criminal Code* (Canada)
 - Not adhering to school policies respecting the appropriate use of
 - The internet, including social media, text messaging, instant messaging, websites, and email; and
 - Digital cameras, cell phones, and other electronic or personal communication devices identified in the code of conduct or the policies of the school board.

Consequences:

1. Staff members will address behaviour of a minor nature as soon as it occurs. Students will be made aware of how their actions were inappropriate and discuss how a better choice could have been made. A discussion with the student about an appropriate consequence or restitution will be done at this time.

2. More serious offences include:

- Behaviour that interferes with or threatens the orderly functioning of the school or adversely affects the well-being of others.
- Behaviour that is injurious to the safety and/or dignity of any student(s) or staff member.
 - This includes physical abuse, open opposition to authority, stealing, vandalism and continuous disruptive behaviour. The severity, frequency and repetition of unacceptable behaviour will be considered in determining appropriate disciplinary action.
 - Responses to unacceptable conduct are consistent and fair and take into account what is best for the student and the school body as a whole. Students, as often as possible, are encouraged to participate in the development of meaningful consequences for violations to the code of conduct. For major offences consequences may involve in-school or out of school suspensions.

Consequences for serious offences will result in disciplinary action including loss of privileges, detentions, and in-school and out-of-school suspension at the discretion of administration who will investigate the situation taking into account many variables. Parents will be contacted and will be invited to be involved in the restorative process.

Smoking, Illicit Drugs and Alcohol

The Lord Selkirk School Division is committed to the promotion of environments that are healthy and safe for the students and staff of the Division. Efforts are focused on encouraging healthy lifestyles, through policy, instructional programs, modeling and procedures at Division schools.

Smoking is not allowed:

1. In Division buildings or vehicles (24 hours a day, 7 days a week)
 2. During school or Division sponsored activities
 3. On Division Property
- There will be consequences for those who do not follow this policy.

Drugs/Alcohol

Students must be free of the influence of substances that could affect their performance at school. The following are all covered under the Divisional drug/alcohol guidelines:

- Suspected use
- Under the influence
- In possession of drugs, alcohol, paraphernalia

CONSEQUENCES:

- 1) Immediate five-day suspension from school.
- 2) Mandatory referral to Addictions Foundation of Manitoba.
- 3) Possible R.C.M.P. involvement.

Subsequent offenses carry more serious consequences including:

- 1) Meeting with the Superintendent's Office.
- 2) Further suspension of up to 5 weeks at the discretion of the Superintendent's office.
- 3) Possible loss of participation of school-related activities.
- 4) Possible expulsion from school at the discretion of the Board.

Trafficking, distribution of drugs, alcohol and paraphernalia

- 1) Possibility of an indefinite suspension with recommendation for expulsion from school.
- 2) R.C.M.P. involvement
- 3) Parental contact

According to Lord Selkirk School Division policy, drug offences will accumulate over the entire period that a student is in a particular grade level section: K-6, 7-9, and 10-12. All suspected use or incidents of drugs or alcohol will be investigated.

There are three categories:**1. Suspected Use of Drugs/Alcohol:****Possible Actions:**

- Referral to Administrator/Counselor/AFM
- Parental contact
- Review policy/regulations with parent
- Removal from school.

2. Under the Influence/Use of/Possession/Purchasing of Drugs or Alcohol:**First Offence:**

- Immediate 5-day suspension
- Parental contact
- Immediate removal from school
- RCMP contact
- Mandatory referral to Addictions Foundation of Manitoba
- Must make arrangements for drug/alcohol assessment before re-entry to school
- Loss of participation in school related activities during suspension.

Second Offence:

- Immediate 5-day suspension
- Parental contact
- Immediate removal from school
- RCMP contact
- Mandatory meeting of student and parents with Superintendent's Department
- Further suspension of up to 6 weeks at the discretion of the Superintendent
- Loss of participation in school related activities during suspension.

Third Offence:

- Immediate 5-day suspension
- Parental contact
- Immediate removal from school
- RCMP contact
- Further suspension of up to 6 weeks at the discretion of the Superintendent
- Referral to the Board for expulsion, suspension and/or alternative education placement/plan.

3. Trafficking/Distribution of Drugs or Alcohol:

- Parent contact
- Immediate removal from school
- RCMP involvement
- Indefinite suspension with recommendation for expulsion from school.
- Referral to Addictions Foundation of Manitoba.
- A student expelled must meet with the Board in order to justify possible reinstatement.
- Pupils 18 years of age or older are required to complete an Access To Pupil Information Consent form in order to allow disclosure of personal information to parents/guardians.