

CODE OF CONDUCT

Objectives

Bethune is a community of learners and all members of the Bethune community should demonstrate **respect** for the learning process and for the safety, rights, opinions and feelings of others, and for the property entrusted to them. The purpose of this Code is to establish standards of conduct consistent with the values of mutual respect, support and encouragement.

- Respect for the Learning Process
- Respect for Self and Others
- Respect for Safety
- Respect for Property
- Enforcement and Jurisdiction

Please refer to the Consequences for Inappropriate Student Behaviour Chart for details of behaviour that may result in suspensions or expulsions.

1. Respect for the Learning Process

- a. All students are expected to follow the leadership, directions, and instructions of all teaching, administrative, and support staff.
- b. Students are expected to attend classes regularly and punctually, complete homework and assignments in a timely manner, respect the dates for evaluations and presentations, be prepared for class with the required books and equipment, and communicate with their teachers if they are unable to fulfill their academic obligations.
- c. Students who are absent for tests or evaluations may be asked to provide a doctor's note to be allowed the opportunity to make up the test or evaluation.
- d. Teachers have the right to establish norms of acceptable behaviour within their classes. These various rules, policies, and procedures help to create an orderly and collegial atmosphere for learning and must be respected.
- e. Cell phones and other electronic and communication devices, including games, personal photographic or video imaging devices or any related accessory, are not to be used in the classroom without specific direction from the classroom teacher. A memory stick, calculator, electronic translator, or laptop may be used for school purposes only, but may not be integrated into another electronic device. The school is not responsible for lost or stolen items.
- f. The use of personal electronic devices in the cafeteria and commons is permitted, provided that it does not distract from student learning or school activities, and provided that users demonstrate respect and consideration for others. Students are not to use personal electronic devices during assemblies, presentations, performances, games, team/club meetings, and while walking in the hallways.
- g. Students are not permitted to text message or phone other students while they are in class.
- h. Students are expected to correspond with others in a respectful manner. Bullying and harassment policies at Bethune also apply to social media.
- i. Students are expected to respect other people's right to privacy: students are not permitted to record, photograph, post, and/or distribute images/information/video without the permission of the person(s) being filmed.
- j. The Library is available for research, study or reading. The Library is a quiet zone; students are expected to follow this request at all times. Student cards are required to sign out books. No food or drinks are allowed in the Library.
- k. Students must submit their own work with proper acknowledgement of sources. Cheating and plagiarism will not be tolerated; *students will receive a mark of zero.*
- l. The TDSB has a computer use policy (included in this agenda). This policy makes students aware of the rights, responsibilities, rules, and consequences of misuse of computer and computer-related technology in the school.
- m. Students are expected to take vacations during regular school breaks and not during scheduled class, culminating unit/activity or examination times. A vacation is not considered a legitimate reason to miss school, and students who miss a formal evaluation (summative or exam) will receive a mark of zero. Students who take a vacation at other times in the school year are responsible for all work missed. Students must submit a completed Parent Authorization Excusal Form to the office and make alternate arrangements for missed tests or assignments in advance of the departure. As per Ministry of Education requirements any student who misses 15 consecutive days will be demitted from school. Upon return, the student will need to re-register for school.

2. Respect for Self & Others

- a. Students must not be in possession of, or provide others with alcohol, cannabis, illegal drugs, drug paraphernalia or any controlled substance. Drugs, drug paraphernalia, and alcohol are prohibited at school and at all school functions and all school-sanctioned events such as field trips and dances. Students under the influence of drugs and/or alcohol will be suspended.
- b. Appropriate language is expected from students at all times, both in and out of the classroom. Students are expected to treat everyone in a courteous and respectful manner.
- c. Privacy laws prohibit someone from filming or taking photographs anywhere on school property without the permission of the staff and students who are being filmed.
- d. The Province of Ontario laws and Toronto District School Board policy bans smoking and vaping on school property at all times. This law is enforced by the school and by Toronto Public Health. *Fines of \$305 to \$5000 will be imposed by Tobacco Enforcement. Students under 16 will be required to appear in court with parents.*

3. Respect for Safety

- a. Everyone has the right to feel safe and secure. Violence, threats of violence, verbal or physical aggression, and intimidation have no place at Bethune.
- b. The Bethune environment must be free of weapons at all times. Students are prohibited from possessing weapons or replicas of weapons on school property and during all school-sponsored events. Carrying a concealed weapon is a criminal offence.
- c. Bethune is committed to protecting staff and students from discrimination and harassment. Harassment is often, but not always, persistent, ongoing conduct or communication in any form, of attitudes, beliefs, or actions towards an individual or group which might reasonably be known to be unwelcome. A single act or expression can constitute harassment. Types of harassment include any practices or behaviours, whether intentional or not, which have a negative effect on an individual or group because of their racial identity, ancestry, citizenship and/or citizenship status, creed beliefs, cultural or religious identity, disability, ethnicity, body size/type or body maturity, sex assigned at birth, gender identity or expression, sexual orientation, place of origin, household income, or any other grounds covered under the Ontario Human Rights Commission.
- d. Bullying of any type is not acceptable at Bethune. Bullying includes such student behaviours as physical assaults, unwanted sexual touching and assault, intimidation, threats, coercion, relationship bullying, exclusion, rejection, gossip, spreading rumours, name calling, and cyber bullying. The creation and/or distribution of any communication (electronic or hardcopy) that serves to offend, threaten, ridicule or defame the character of any member of the Bethune community is considered bullying and/or harassment.
- e. Tampering with safety equipment is contrary to school rules. Activating a fire alarm when there is not a fire is a serious federal offence.
- f. A person that enters another school property who is not a student at that school is trespassing. Bethune students may not visit friends at other schools nor can others visit Bethune students without checking in at the Main Office.
- g. Students who bring automobiles to school must drive slowly through the parking areas. Unsafe driving will result in parking privileges being removed. All students must register their car in the office and display a parking pass in order to park in the designated student parking area.

4. Respect for Property

- a. Members of the Bethune community should respect the privacy and property of each other and of the greater community. Students are asked to leave valuables at home as the school is not responsible for any personal property. Students are reminded to not leave valuables in change room areas.
- b. Vandalism, graffiti and littering degrade the environment. Students are expected to accept responsibility for the upkeep of desks, lockers, textbooks and equipment and to refrain from defacing the building, grounds and neighbourhood.
- c. Graffiti and vandalism may result in suspension and criminal charges.
- d. Posters, advertisements, and signs may only be posted after being approved by a member of administration and only in specifically designated areas. All posters, advertisements, and signs must be removed directly after the event by those students responsible for their posting.
- e. Students who cause damage to school property, whether intentional or as a result of "horseplay", will be required to reimburse the school for the replacement cost of the property or for the administrative costs of restoration.
- f. Lockers are the property of TDSB and can be opened without warning at the discretion of school officials. Students are not permitted to share lockers or use a locker other than the one that has been assigned to them.
- g. Outdoor coats and jackets are not allowed in classrooms. Students should put them in their locker at the beginning of the day. Students should take with them all books and materials for morning or afternoon classes.
- h. The entire building is out of bounds at the end of the school day except when students are supervised by a teacher. Halls adjacent to classrooms are out of bounds during teaching periods.
- i. All eating is restricted to the cafeteria, main hallway and Commons. No food or drink is permitted in the Library or the classroom hallways. Students are expected to dispose of all waste in an appropriate manner and leave the areas clean.
- j. The halls are to be clear during class time. Students who have a spare period may be in the Library or Commons area, or the Cafeteria (when it is open).
- k. Personal sports equipment is not to be used on school property.

5. Enforcement and Jurisdiction

The Education Act and the Toronto District School Board have established disciplinary procedures which may be implemented and used to enforce the Bethune Code of Conduct. A student who breaches the code of conduct will face consequences that may include VP interviews, detentions, community service, parent interviews, suspension of privileges such as field trips, teams, and clubs, restitution, suspension from school, expulsion, and police involvement.

AMENDMENTS TO THE "CODE OF CONDUCT"

Should issues relating to a positive, safe and secure environment arise, this may be revised at any time during the school year by administration, staff, students, and parents working in partnership with the School Council.