**BOARD CODE OF CONDUCT SCHOOL COUNCIL MEETING Feb. 4, 2020**

**What parents need to know: Referencing the TDSB PR585 October 30/2019**

6.2. Practices

According to the ***Education Act***, the purpose of the Provincial Code of Conduct are:

 To ensure that all members of the school community, especially people in positions of authority, are treated with respect and dignity;

 To promote responsible citizenship by encouraging appropriate participation in the civic life of the school community;

 To maintain an environment where conflict and difference can be addressed in a manner characterized by respect and civility;

 To encourage the use of non-violent means to resolve conflict;

 To promote the safety of people in schools;

 To discourage the use of alcohol and illegal drugs; to discourage the use of alcohol, illegal drugs and, except by a medical cannabis user, cannabis; and

 To prevent bullying in schools.

**Roles and Responsibilities-Under the Provincial and Board Code of Conduct**

(a) Principals

Principals have a duty to maintain proper order and discipline within the school. As part of their responsibility, principals, in consultation with their Caring and Safe Schools Team, will develop school codes of conduct for their schools. School codes of conduct must be consistent with the Board Code of Conduct.

Under the provisions of the Education Act, principals have the authority to suspend students and to refer expulsions to a Discipline Committee of the Board (PR697).

Principals will take a leadership role in the daily operation of the school by

 demonstrating care for the school community and a commitment to student achievement and well-being in a safe, inclusive, and accepting learning environment

 holding everyone under their authority accountable for their own behaviour and actions;

 empowering students to be positive leaders in their school and community;

 communicating regularly and meaningfully with all members of their school community; and

 providing an example of respect and civility for all members of the school community.

**(b) Teachers and Support Staff Members:**

Under the leadership of their principals, teachers and other school staff, members are to maintain a positive learning environment and are expected to hold everyone to the highest standard of respectful and responsible behaviour. As role models, teachers and support staff will uphold these high standards when they:

 help students work to their full potential and develop their sense of self-worth;

 empower students to be positive leaders in their classroom, school, and community;

 communicate regularly and meaningfully with parents;

 maintain consistent standards of behaviour for all students;

 demonstrate respect for one another, all students, staff, parents, volunteers, and other members of the school community;

 prepare students for the full responsibilities of citizenship.

Teachers and support staff will also assist principals in maintaining close co-operation with the school community and in establishing and maintaining consistent disciplinary practices in the school. In addition, teachers and support staff will assist the principals by reporting incidents that may lead to a suspension, by responding to all incidents and when necessary assisting the principal in conducting investigations.

**Under the Provincial Code of Conduct, all members of the school community must:**

**Standards of Behaviour:**

(a) Respect, Civility, and Responsible Citizenship

respect and comply with all applicable federal, provincial, and municipal laws;

 demonstrate honesty and integrity;

 respect differences in people, their ideas, and their opinions;

 treat one another with dignity and respect at all times, and especially when there is disagreement;

 respect and treat others fairly and promote a positive school climate that is inclusive and accepting of all pupils, including of any race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, marital status, family status 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;

 seek assistance from a member of the school staff, if necessary, to resolve conflict peacefully;

 respect all members of the school community, especially persons in positions of authority;

 respect the need of others to work in an environment that is conducive to learning and teaching, including by ensuring that personal mobile devices1 are only used during instructional time for education purposes, as directed by an educator, for health and medical reasons and to support special education needs; and

 not swear at a teacher or at another person in a position of authority.

**(b) Safety**

Under the Provincial Code of Conduct, all members of the school community must not:

 engage in bullying behaviours including cyberbullying;

 commit sexual assault;

 traffic in weapons or illegal drugs;

 give alcohol or cannabis to a minor;

 commit robbery;

 be in possession of any weapon, including firearms;

 commit sexual assault;

 traffic in weapons or illegal drugs;

 give alcohol or cannabis to a minor;

 commit robbery;

 be in possession of any weapon, including firearms;

use any object to threaten or intimidate another person;

 cause injury to any person with an object;

 be in possession of, or be under the influence of alcohol, cannabis (unless the individual has been authorized to use cannabis for medical purposes), and illegal drugs;

 provide others with alcohol, illegal drugs or cannabis (unless the recipient is an individual who has been authorized to use cannabis for medical purposes);

 inflict or encourage others to inflict bodily harm on another person;

 engage in hate propaganda and other forms of behaviour motivated by hate or bias;

 commit an act of vandalism that causes extensive damage to school property or to property located on the premises of the school.

**(c) Students**

Students are to be treated with respect and dignity. In return, they will demonstrate respect for themselves, for others, and for the responsibilities of citizenship by

 coming to school prepared, on time, and ready to learn;

 showing respect for themselves, for others, and for those in authority;

 refraining from bringing anything to school that may compromise the safety of others;

 following the established rules and taking responsibility for their own actions.

**Students will also:**

 exercise self-discipline;

accept such discipline as would be exercised by a kind, firm and judicious parent;

 be courteous to fellow pupils and obedient and courteous of teachers;

 show respect for school property;

 understand and comply with their school’s and /or Board’s code of conduct.'

**(d) Parents**

Parents play an important role in the education of their children and can support the efforts of school staff in maintaining a safe and respectful learning environment for all students. Parents fulfill their role when they:

 are engaged in their child’s school work and progress;

 show respect for the Principal and school staff;

 communicate regularly with the school;

 help their child to be appropriately dressed and prepared for school;

 ensure that their child attends school regularly and on time;

 promptly report to the school their child’s absence or late arrival;

 become familiar with the provincial Code of Conduct, and if applicable, the schools Code of Conduct

 encourage and assist their child in following the rules of behaviour;

 assist school staff in dealing with disciplinary issues involving their child.

**School Codes of Conduct**

(a) Schools will develop codes of conduct that promote and support respect, civility, responsible citizenship, and safety in accordance with the Board Code of Conduct, operational procedures and provincial legislation and guidelines;

(b) School codes of conduct will set out clearly what is acceptable and unacceptable behaviour for all members of the school community;

(c) School codes of conduct will outline the appropriate use of electronic communications or media devices;

(d) Schools will seek input from school councils, parents, students, staff members, and the members of the school community;

(e) School codes of conduct will be communicated to all members of the school including those members whose first language is not English; and

(f) Schools will review their codes of conduct regularly and involve students, staff, parents, school councils and community members.

**Highland Code of Conduct**

**STUDENT BEHAVIOUR**

*“At Highland Middle School we believe that everyone is entitled to a safe, secure and stimulating learning environment, where respect for self, others, property, and the environment is as important as academic learning.”*

An important aim of the school is to help students develop self-discipline so that they can become productive, mature and responsible members of society. This Code of Behaviour has been developed by staff, students and parents in partnership, with the expectation that the general rules for the school are understood and followed. It reflects the Code of Behaviour established by the Toronto District School Board.

# To achieve optimum success, students are expected to:

* attend and be punctual
* prepare for and participate in the learning process
* respect the rights of others

# To ensure a secure, healthy, and clean facility, students are expected to:

* take responsibility for the security of their own property including all personal communication devices and money
* show care and respect for the property of the Board and of others
* observe the TDSB policy of a smoke-free environment

# Progressive Discipline

Highland is committed to the belief that individuals are responsible for their behaviour and must be prepared to accept the consequence(s) for their actions. Consequences for infractions of the Code of Behaviour may include any of the following:

* Discussion with a teacher, member of the support staff, vice-principal or principal
* Attendance/performance/behaviour contracts
* Time Out
* Reflection Sheet
* Parental contact and involvement in applying an appropriate remedy
* Loss of privilege to participate in specified school activities
* Peer mediation
* Individual or group counselling
* Detention
* Restitution for damage or stolen property
* Community service
* Restorative practice

# General School Rules

* Keep hands, feet and body to yourself
* Use all forms of technology appropriately at all times
* No running in the hallways
* Food and beverages should only be consumed in the cafeteria unless you have received permission to do so in another location
* Students should only be at the lockers at the specified times or with a hall pass
* All individuals must adhere to the Code of Conduct
* Do not touch or take things that do not belong to you
* Leave nature (e.g., snow, pinecones, mud) on the ground
* All individuals must adhere to the TDSB’s anti-bullying policies
* No chewing gum
* Backpacks must be kept in lockers at all times

# Electronic Devices Policy

* If students bring their electronic device to school, the school will not be responsible for any lost or stolen electronic device.
* Devices should not be visible, powered-on or used by individuals during class instructional time.
* NO devices including headphones are to be turned on or visible and in use.
* Respectful usage of devices is permitted before school, lunch and after school.
* The taking of pictures without permission is not permitted.
* Devices include iPods, MP3 and media devices, Smartphones, Tablets, Laptops.
* Inappropriate use of electronics will be confiscated by the office and returned to a parent/guardian.

# Dress Code Policy

* Clothing should be appropriate for the school environment and should reflect the positive learning tone of the school
* Outerwear (e.g., jackets, coats) is to be kept in lockers and not worn during the school day in the building
* Clothing must cover all parts of any undergarment, midriff, navel, back, and cleavage areas
* See-through or extremely tight-fitting clothing is not appropriate for the school environment
* Shorts and skirts must extend down the length of your arm to the tip of your thumb or be a modest length at staff discretion
* Slogans, language and pictures on clothing and accessories should reflect the positive tone of the school and should not be offensive to any group in the greater community

**Highland Code of Conduct-Contract-In student school agendas:**

 At Highland we believe that every student has the right to come to school each day and

 experience a positive day of learning. Our student population comes from many countries,

 encompasses a variety of different cultures and religions, and speaks a number of different

 languages. We believe that every student can experience success, make positive friendships,

 and develop life skills to support them in the future.

Highland students are expected to demonstrate respect for themselves and for all who attend, work or visit here. Politeness, consideration of others, co-operation and good citizenship are the cornerstones of conduct here at Highland. All students are responsible for their own behaviour, regardless of the actions of others. We assist our students with this responsibility by making problem-solving strategies an important part of our curriculum. The home form teacher, the guidance counsellor, subject teachers and administrators all assist students and act as their advocates. Parents are expected to take an active role to establish the partnership with our school that will support our students as we work and learn together.

Each student is expected to contribute to a positive learning environment in the school. Students help to create this environment by taking responsibility for their own learning, contributing positively in their classes and by not interfering with other students’ right to learn. Students should attend class every day, arrive on time and come prepared with the appropriate learning materials. Every student needs to make the commitment to learn to be a self-directed focussed learner and at the same time, respect the rights of others. Students are also expected to respect the TDSB On-line Code of Conduct with regard to use of all technology and personal communication devices.

It is the responsibility of the school to provide a safe and secure learning environment for our students. The Highland Code of Conduct clearly establishes this expectation. Thoughtless or destructive actions will be addressed wherever possible as opportunities for positive learning and the student supported in order to make good decisions. Students must be aware however that conduct that is in contravention to the Toronto District School Board policy and the Highland Code of Conduct will result in appropriate consequences as outlined in the Progressive Discipline section of the Code of Conduct.

**Having a problem with another student? Need help to resolve conflict at home or in the community? Are you being bullied by someone and afraid to report?**

**Talk to your home form teacher, the subject teacher, our guidance counsellor or an aduadministrator. They can help!**

I, of Class agree to give my best effort to adhere to and respect the behaviour expectations outlined in the Highland Code of Conduct and the TDSB On-line Code of Conduct.

(Student Signature) (Parent Signature)