



Raymer Elementary School

"Take Care of Yourself, Others, and Our School"

Code of Conduct

A Code of Conduct helps create a safe as well as welcoming learning environment within schools. The code is applicable not only on school premises but also on school buses, school trips and all events organized by the school.

Raymer upholds and promotes the BC Human Rights Code – respecting the right of all those in accordance with the law – prohibiting discrimination based on race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, gender, gender identity and expression or sexual orientation – in its school environment.

At Raymer Elementary School, we recognize that each child and situation is unique and we will always strive to ensure that our school creates a climate of mutual respect, cooperation, and academic excellence. The code of conduct at Raymer Elementary School is based on the following balance of rights and responsibilities.

School Rights and Responsibilities:

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*
- *discrimination in any form including race, colour, gender, religious beliefs, sexual orientation, ancestry or national origin*
- *retribution against a person who has reported incidents*



And ... Do not tolerate the presence of:

- *theft and vandalism*
- *intoxicating or banned substances*
- *weapons or replica (toy) weapons and explosives*
- *intruders or trespassers - All visitors to the school must first report to the office*

Rights	Responsibilities
Students have the right to learn.	Students have the responsibility to actively participate and be responsible learners. Some examples include: <ul style="list-style-type: none"> • <i>always trying their best and supporting others</i> • <i>being on time and ready to work</i> • <i>staying focussed and not distracting others</i>

	<ul style="list-style-type: none"> • <i>completing assignments and using a planner</i> • <i>being a team player - collaborator</i>
Students have the right to be respected.	<p>Students have the responsibility to respect others (not to bully, tease, pick on, or harass others).</p> <p>Some examples include:</p> <ul style="list-style-type: none"> • <i>being polite and waiting your turn</i> • <i>using kind words and appropriate volume</i> • <i>using good listening skills</i> • <i>being honest and telling the truth</i> • <i>respect others' personal space</i>
Students have the right to be safe.	<p>Students have the responsibility to behave in a safe manner and to protect the safety of others.</p> <p>Some examples include:</p> <ul style="list-style-type: none"> • <i>walking calmly; no running in the hallways</i> • <i>staying in the designated areas</i> • <i>playing games safely and fairly</i> • <i>washing hands</i> • <i>showing sportsmanship</i> • <i>appropriate washroom behaviour</i> • <i>reporting dangerous situations to staff</i> • <i>keeping your hands and feet to yourself</i>
Students have the right to privacy and security of personal space.	<p>Students have the responsibility to respect the property and privacy of others (students, staff and community).</p> <p>Some examples include:</p> <ul style="list-style-type: none"> • <i>not touching other people's property without permission</i> • <i>respecting personal boundaries</i> • <i>asking before photographing/recording someone</i>
Students have the right to use student equipment and property.	<p>Students have the responsibility to use the equipment and property according to all applicable rules and with care and respect.</p> <p>Some examples include:</p> <ul style="list-style-type: none"> • <i>cleaning up after yourself</i> • <i>asking before borrowing</i> • <i>returning materials promptly and neatly</i> • <i>using the garbage cans</i> • <i>reporting vandalism or property damage to an adult supervisor</i>

Misuse of Technology:

We recognize that many students often use social media networks, cell phones and other devices to communicate with family and friends and/or for learning at school under the direction of the teacher. These are helpful communication tools; however, these tools also present inherent risks to the safety and well-being of students if the technology is used inappropriately. If students choose to use social media networks, cell phones, iPods, laptops, tablets or other related technology equipment, they must abide by the school's Code of Conduct and School District 23's policy for *Student Use of Electronic and Social Media Communication (Board Policy 486)*. If at any point, students' use of technology interferes with or distracts from the learning of others, schools may intervene and issue consequences in relation to the outlined school code of conduct and district policy. Schools will also not be held responsible for any items brought to school by students that are misplaced, lost, stolen, or broken.

Inappropriate Behaviours:

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

- *interfering with the learning of others*
- *pushing and shoving in line ups*
- *rudeness, swearing*
- *fighting (or play fighting)*
- *lack of respect for others including teasing*
- *throwing objects (rocks, sticks, pine cones, snowballs etc.)*
- *defiant behaviour, insolence*
- *running in the halls*
- *public displays of affection in a romantic or sexual nature*
- *unauthorized leaving of the school grounds*
- *littering*
- *vandalizing school property*
- *misconduct using social media*

Forms of unacceptable conduct cited above are only some examples and not an all-inclusive list.

Consequences:

Students are expected to take responsibility for their behaviour. Consequences will be applied in a fair and consistent manner, respecting individual rights, responsibilities, age, and maturity; and will be restorative rather than punitive in nature.

Inappropriate behaviour has the following possible consequences:

- *warning/review of the expectations and problem solving discussion*
- *review of the expectations, time-out, written assignment and/or loss of privileges*
- *restorative acts to give back to the school community*
- *parents are notified*
- *meeting with parents*
- *short-term (in-school or at home) suspension up to 5 days*
- *long-term suspension (over 5 days) or referral to district program*

- *Indefinite suspensions (in excess of ten school days). Indefinite suspensions are referred to the Board's District Suspension Review Committee"*
- *consultation with police and/or fire department*

Students are expected to abide by the school code of conduct when travelling to and from the school. Accordingly, students may be disciplined for violations which occur off of school property and outside of instructional hours if such violations adversely affect students or the operation of any school.

Major Infractions:

Students involved in major infractions (i.e. smoking, fighting, drugs, alcohol, vandalism, and overt or repeated defiance) will be dealt with by the administration. Parents will be contacted and informed of the disciplinary procedures. A suspension may occur as a result of a major violation. The RCMP will be contacted if the incident is against the law and an indefinite suspension may result. Such incidents will be dealt with in accordance with School Board Policy and Regulations on Discipline. In a report of something illegal or dangerous, the school reserves the right to search a student, locker, vehicle and belongings.

Notification:

As circumstances warrant, administrators have a responsibility to advise other parties following a behaviour incident:

- *parent of a student exhibiting major behaviours*
- *parent of a student on the receiving end*
- *District staff including Directors, Safe Schools Team Members and Superintendent of Schools*
- *Ministerial agencies and/or School Liaison Officers (Police)*

Raymer Elementary School's Code of Conduct has been structured to align with and adhere to the standards outlined in:

- *The School Act 85(1.1) 168 (2) (s.1) Provincial Standards Ministerial Order 276/07, effective October 17, 2007*
- *BC Human Rights Code, (SD 23 Policy 450 and Regulation No. 450 - Discrimination Toward and by Students)*
- *SD 23 Policy 455 and Regulation 455 - Discipline*
- *SD 23 Policy 486 - Student Use of Electronic and Social Media Communication*
- *BC Ministry of Education: Safe, Caring and Orderly Schools A Guide (Nov. 2008) and Developing and Reviewing Codes of Conduct: A Companion (Aug. 2007), both found at <http://www.bced.gov.bc.ca/sco/>*



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