



## Learner Code of Conduct

At École Glenrosa Middle School we expect inclusion, value equity, promote leadership, and strive to meet the needs of our diverse learners. We thrive on the boundless energy and unique needs of early adolescents. We recognize that each student and situation is unique. We strive to ensure that our school is a safe and caring space where all member of our learning community can work and learn together.

### PURPOSE OF THE CODE OF CONDUCT:

This code is based on the principles of respect, rights, and responsibilities and exists to:

- Provide a foundation for the development and maintenance of a safe, caring and orderly environment for school members,
- Strike an appropriate balance among individual and collective rights, freedoms, and responsibilities,
- Outline and clarify expectations for students while at school, going to and from school, and at any school function or activity at any location.

### BC HUMAN RIGHTS CODE

École Glenroda Middle School promotes the values expressed in the BC Human Rights Code respecting the rights of all individuals in accordance with the law. All participants in school business, activities, or events shall conduct themselves in a manner that does not contravene the BC Human Rights Code and its basic principles of respect and fairness. No person shall discriminate against another based on race, colour, ancestry, place of origin, religion, marital status, physical and mental disability, sex or sexual orientation within the school environment and within the school system and its related function though publication, or in accommodation, service or facility. The school will treat seriously any behavior that contravenes the grounds set out in the BC Human Rights Code.

### WHO DOES THE CODE OF CONDUCT APPLY TO?

In reference to **Board Policies 455 and 455R**, the purpose of the Code of Conduct is to maintain a safe, caring, and orderly environment for learners and their learning. The Code of Conduct applies to any learner:

1. on school property
2. in attendance at school or ant school-sponsored activity
3. whose behavior, at any time or place, including to and from school as well as on line, has a negative impact on the school environment and/or learning

### VIOLATIONS OF THE CODE OF CONDUCT

We recognize that most members of our school community conduct themselves in a positive and respectful manner. Violations of the Code of Conduct will occur, and when these infrequent violations occur, parents/guardians will be contacted. Minor violations may be addressed differently, including meetings with learners, school staff, and parents/guardians.



The Code of Conduct is grounded in the following Rights and Responsibilities.

RIGHTS	RESPONSIBILITIES
<p><b>Learners have the right to learn</b></p>	<p><b>Learners have the responsibility to actively participate and be responsible learners:</b></p> <ul style="list-style-type: none"> <li>*attend class consistently</li> <li>*coming prepared for class and ready to learn</li> <li>*complete learning tasks</li> <li>*seek help if needed</li> <li>*focusing on learning and not distracting others</li> </ul>
<p><b>Learners have the right to be respected</b></p>	<p><b>Learners have the responsibility to respect themselves, others, and the school community:</b></p> <ul style="list-style-type: none"> <li>*being polite and listening actively to others</li> <li>*being kind and inclusive</li> <li>*accepting and respecting differences</li> <li>*being honest and trustworthy</li> <li>*promptly reporting incidences of bullying, harassment or intimidation to a trusting adult</li> </ul>
<p><b>Learners have the right to be safe</b></p>	<p><b>Students have the responsibly to be safe and protect the safety of others</b></p> <ul style="list-style-type: none"> <li>*moving the building in a calm and careful manner</li> <li>*staying in designated areas</li> <li>*participating and playing safely</li> <li>*reporting dangerous situations to staff, including possession of banned items and substances</li> </ul>
<p><b>Learners have the right to privacy and security of personal space</b></p>	<p><b>Learners have the responsibility to respect the property and privacy of other students, staff, and community members</b></p> <ul style="list-style-type: none"> <li>*respecting the property of others (lockers, phones)</li> <li>*respecting personal boundaries</li> <li>*asking before photographing/recording someone</li> </ul>
<p><b>Learners have the right to use learning tools, equipment and property</b></p>	<p><b>Leaners have the right to use equipment and property in accordance with all applicable rules, and with care</b></p> <ul style="list-style-type: none"> <li>*asking before borrowing items</li> <li>*cleaning and returning borrowed items</li> <li>*respecting spaces, furniture and equipment</li> </ul>



## CLOSED CAMPUS

All middle schools in Central Okanagan Public Schools are close campuses. After arriving at school, learners are expected to remain on campus for the remainder of the school day, unless signed out by a parent through the school office. **Learners are not permitted to go to surrounding properties, stores etc. under any circumstance.**

## DRESS CODE

The way we dress can communicate the respect we show to others and to the school as a place for working and learning. The purpose of the GMS dress code is to clarify what clothing is reasonable for learners and staff to provide a positive school climate. Learners are asked to avoid dress styles which promote, imitate or celebrate violence, intimidation, racism, sexism, hatred towards others, gang association, sex or alcohol/drug use. Hats can be worn in the school, and by teacher discretion, may or may not be worn during class time. If clothing is determined by staff to be inappropriate, learners may be asked to change. This expectation applies to all learners. Footwear must be worn at all times for health and safety reasons.

## Responsible Student Use of Personal Technology Devices, School Technology, and District Networks

The purpose of using network services and digital technologies while in educational settings is to engage in responsible educational activities. Therefore, the use of personal technology devices, school technologies, and district network services requires students to abide by the school's Code of Conduct and procedures, as well as Central Okanagan Public Schools Policy 486: Student Use of Network Services and Digital Technologies.

Some examples of responsible use with district and personal devices include the following:

- **Act responsibly** when accessing technology and district networks, including the Internet in their school.
- Use technology equipment and property according to all applicable rules and with **care and respect**.
- Engage in **appropriate use** as directed by school staff.
- Respect the **safety and privacy of self and others** and do not provide personal contact information about themselves or other students.
- Treat others with **respect and kindness** when using digital devices and network services.
- Respect **resource limits** of the network services and do not engage in activities that jeopardize the integrity, security or performance of the network.
- Understand the importance of **privacy and security** and take all reasonable precautions when accessing network services and digital technologies.

The use of Personal Technology Devices, School Technology, and District Networks is a privilege and usage may be revoked at any time for inappropriate conduct. Schools will not be held responsible for any misplaced, lost, stolen, or broken items brought to school by students. Use of network services and digital technologies which violate the terms outlined in policy and/or the School's Code of Conduct may result in serious consequences including definite or indefinite suspensions and/or police intervention.



## Cell Phones and Devices

We recognize that many students often use social media networks, cell phones, and other devices to communicate with family and friends. These tools can be helpful. They can also present inherent risks to the safety and well-being of learners if the technology is used inappropriately. **It is not a requirement that learners have cell phones at GMS.**

**Cell Phones should not be visible during instructional time, in any classroom.** We encourage learners to leave their cell phones and devices in their back packs or lockers throughout the day. Schools will not be held responsible for any misplaced, lost, stolen, or broken items, including cell phones and devices. Teachers may invite students to use their cell phones for educational purposes, but school based devices will be available as an alternative.

**Students can be asked to turn over their cell phones** in cases where the cell phone is a distraction to themselves or others, or when the cell phone is being misused. When necessary, cell phones will be safely stored at the office and released to students or parents at the end of the school day.

## Personal Property and Lockers

Learners may be assigned a locker. Learner locks and lockers remain the property of the school and the school retains access to the lockers throughout the year. Locker can be opened and searched when deemed necessary by school administrators. Personal locks are not to be used. In order to ensure learner' belongings are safe, lock combinations must be shared.

Learners should not bring unnecessary items, valuables, or large amounts of money to school. The school is not responsible for lost or stolen items.

## Bikes / Scooters / Skateboards

Learners are not to be on their skateboards, scooters, or bikes on GMS property. Unsafe and/or improper use may result in a learner being asked to not bring their skateboard, scooter, or bike to school permanently. While travelling to and from school, we recommend the use of appropriate protective equipment including a helmet. We ask that parents/guardians please have a discussion with your child about traffic safety.

Scooters and bikes should be secured with a good lock in the racks located at the front of the school. Skateboards may be stored in lockers or the classroom at the teacher's discretion. We do not have alternative storage inside the building for bikes, scooters, or skateboards. The school cannot be responsible for lost, misplaced, or stolen property stored in various unsecured areas around the school.

## Social Behaviors and Relationships

It is not appropriate for students to engage in overt romantic or sexual behaviors.

## Discipline Procedures



In the event of a violation of our Code of Conduct, the staff will endeavor to act consistently by:

- communicating with all individuals involved;
- determining all of the facts; and
- treating learners with fairness and respect.

School Staff recognize that each incident is unique and must be approached with respect to context. Behavior expectations increase with age and grade level. Consequences for violations of the code of conduct may vary from Grades 6 to 9. Whenever possible, the learner, with the assistance of the administrator, teacher, behaviour intervention teacher, counselor, and/or parent/guardian, will be involved in solving the problem.

Where appropriate, special considerations may apply to learners with special needs who violate the Code of Conduct. The Code of Conduct (including consequences) will be applied to them in a manner that reflects their intellectual, physical, sensory, emotional or behavioural abilities.

## OFFENCES AND Disciplinary Action

Minor violations of the Code of Conduct will be used as opportunities for learning. Students may be engaged in a variety of ways, including collaborative problem solving, meetings with learners, staff, and parents, detentions, school service and other consequences that are intended to be restorative in nature.

**More serious violations of the Code of Conduct (detailed below) may lead to a definite/indefinite in/out of school suspension, a Restorative Justice referral and/or RCMP involvement.**

A suspension is the removal of a student's right to attend regular class instruction sessions:

- **Definite** – up to ten school days, or
- **Indefinite** - in excess of ten school days

Disciplinary Action intended to promote the development of pro-social behaviours. Whenever possible and appropriate, consequences will be restorative in nature rather than punitive. The use of consequences are governed by the following principles:

- Consequences will be appropriate to the student's stage of development,
- Consequences will reflect the intensity, frequency and/or duration of the inappropriate behaviour,
- Consequences will make sense to the student as much as possible, and
- Consequences will be appropriately timed.

# ÉCOLE GLENROSA MIDDLE SCHOOL



The principal has a right under the School Act to discharge discipline from the time a student leaves home to go to school until such time as the student returns home at the conclusion of the school day. However, the principal's and the district's authority also extend beyond the normal 'home-to-home' rule when the behaviour of a student off school premises or after school hours adversely affects the operation of a school.

## Safe and Caring School Environments

### Are free from acts of:

- Bullying, cyber-bullying, harassment, and marginalization
- Threat and intimidation
- Violence and abuse in any form
- Discrimination in any form, including race, colour, gender, gender identity and expression, religious beliefs, sexual orientation, ancestry or national origin
- Retribution against a person who has reported an incident

### Do not tolerate the presence of:

- Theft and vandalism
- Intoxicating or banned substances
- Weapons or replica weapons and explosives
- Intruders or trespassers (all visitor must first report to the office)



Examples of Major Offences (not limited to)	Possible Consequences
<ul style="list-style-type: none"> <li>• Repeated minor violations of the code of conduct</li> <li>• Willful disobedience</li> <li>• Power struggle with an adult</li> <li>• Inappropriate touching or language</li> <li>• Leaving our closed campus without permission</li> <li>• Tampering with the property of others</li> <li>• Pain or injury to another person (teasing, tripping, kicking, intimidation, pushing, swearing)</li> <li>• Lying</li> <li>• Inappropriate use of electronic and social media communication as outlined in Policy 486</li> </ul>	<ul style="list-style-type: none"> <li>• Collaborative problem solving with staff, learner, parents</li> <li>○ School/community service</li> <li>○ Behavioral contracts</li> <li>○ Behavioral and/or counselling support/assignments</li> <li>○ Disciplinary work station - detention</li> <li>○ In-school/out-of-school definite suspension</li> </ul>

Examples of Serious Offences (not limited to)	Possible Consequences
<ul style="list-style-type: none"> <li>○ Repeated major offenses</li> <li>○ Ongoing truancy</li> <li>○ Use/possession of weapons</li> <li>○ Defiance</li> <li>○ Uttering threats</li> <li>○ Smoking and vaping</li> <li>○ Bullying/cyberbullying</li> <li>○ Sexual harassment</li> <li>○ Vandalism</li> <li>○ Violet behaviour (Assault, fighting)</li> <li>○ Theft</li> <li>○ Use/possession of alcohol or drugs</li> <li>○ Bomb threat</li> </ul>	<ul style="list-style-type: none"> <li>• Any major offence consequences (above)</li> <li>• In-school/out-of-school definite suspension</li> <li>• Indefinite suspension</li> <li>• Legal intervention (RCMP, Restorative Justice)</li> </ul>

**The GMS 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)
- Central Okanagan School District Policy 455 and Regulation 455 – Discipline
- Central Okanagan School District 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/>