

Code of Conduct

A. Statement of Purpose

- To assist in the growth and development of the whole student – one who attains academic proficiency, healthy social awareness, and physical skills based upon appropriate developmental expectations
- To establish and maintain safe, caring, and orderly online and face-to-face environments for purposeful learning
- To establish and maintain an appropriate balance between individual and collective rights, freedoms and responsibilities
- To articulate and publish expectations for student behaviour while at school, going to and from school and while representing the school in the community
- Island ConnectEd K-12 promotes the values expressed in the *BC Human Rights Code*. It is expected that:
 - We respect the rights of all individuals in accordance with the law.
 - We prohibit discrimination based on race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental ability, gender or gender orientation.

B. Conduct Expectations

Island ConnectEd K-12 believes that all students, staff, and volunteers should be provided a safe, secure, and welcoming learning and working environment. All students are expected to take personal responsibility for their behaviour. As students grow, mature and move through successive grades, the expectations for them to assume more responsibility will increase. These expectations apply to behaviour at school, during school organized and sponsored activities, and behaviour beyond these times (including online behaviour) that may impact the safe, caring, or orderly environment of the school and/or student learning.

Expected Conduct

Members of the Island ConnectEd School Community are expected to:

- As a safety requirement, during school hours, Island ConnectEd students are to only be on the school grounds of schools in which they are enrolled
- As a safety requirement, all visitors must report to the office. If bringing a visitor onsite and/or recognizing a non-school member, please assist with this expectation by directing them to the office.
- Accept responsibility for their own learning and actions
- Respect self, others, the school, the school grounds, our local community and our online community
- Help to make the school a safe, caring, and orderly place
- Demonstrate commitment to learning by working diligently on school learning activities and home assignments
- Practice academic honesty and personal integrity by not participating in lying, plagiarism or cheating
- When on-site, dress in a manner which reflects purpose and propriety in compliance with the school dress code and which aligns with the knowledge that Island ConnectEd is a K-12 school comprised of students of various ages
- Respect the rights, dignity and diversity of others, such diversity including but not limited to race, ethnicity, gender, age, physical and/or mental ability, culture, ancestry, language, religious beliefs, sexual orientation and socio-economic background
- Refrain from any acts of discrimination in accordance with the *BC Human Rights Code*
- Respect all property belonging to others including that belonging to the school or the District, and refrain from any acts of theft, vandalism or graffiti
- Conduct themselves in a safe and responsible manner when going to and from school, in classes, in schools, on school grounds, on field trips and during extra-curricular activities
- Use respectful language and refrain from being obscene or profane while at school, at school events or on school property
- Neither participate in nor condone, provoke, encourage or make a spectacle of any form of violence
- Seek to prevent unhealthy situations by reporting to an adult, in a timely manner, incidents of bullying, harassment, intimidation, violence and illegal activities
- Refrain from possession, use or trafficking of any illegal or restricted drugs, alcohol or substances while at school, at school events or on school property

- Refrain from inappropriate use of computers, cellular phones, cameras and/or other communication devices
- Adhere to supervising teacher's expectations around the use of electronics
- Acknowledge that during school and PAC organized events, all students, staff, and parent's behaviour is reflective of the whole

Unacceptable Conduct

The following points are examples only and are not an all-inclusive list.

- Behaviours and communications that:
 - Create unsafe or unhealthy conditions (i.e. smoking tobacco or e-cigarettes)
 - Jeopardize the safety of others and/or interfere with teaching and learning
 - Discriminates based on race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex or sexual orientation (prohibited grounds set out in the *BC Human Rights Code*)
- Acts of:
 - Harassment, intimidation, bullying (verbal, physical or cyber)
 - Physical violence
 - Retribution against a person who has reported makes a complaint or provides information regarding violations of the student code of conduct
- Illegal acts:
 - Theft of or damage/vandalism to property
 - Possession, consumption/use, sale or distribution of illegal or restricted substances
 - Possession or use of weapons (both real or imitations)

Bullying

- Acts of bullying and harassment will not be tolerated.
- Bullying is defined as an intentional action on the part of an individual which causes emotional or physical distress to a victim. Bullying implies a power difference between one individual and the other. It may involve a single incident or a series of incidents.

Bullying takes four main forms:

- **Physical bullying** - involves hitting the victim in some way or taking/damaging a victim's property
- **Verbal bullying** – using words to hurt or humiliate others
- **Relational bullying** – trying to convince their peers to exclude or reject a certain person or people and cut the victims off from their social connections
- **Cyber bullying** - includes taunting or humiliation through social media sites or the Internet, cruel websites targeting specific youth, humiliating others while playing online games, verbal or emotional bullying through chat rooms, instant message or texting, posting photos of other youth on rating websites, etc.
- "Bystanders are the supporting cast who aid and abet the bully through acts of omission and commission. It is important that kids recognize that they are all responsible for helping to create a safe, caring, respectful and bully-free environment." (Barbara Coloroso, *The Bully, The Bullied and The Bystander*)
- Bystanders will have consequences if they don't accept the responsibility of reporting incidences to teachers or supervisors.

C. Philosophy of Interventions and Disciplinary Actions

- Appropriate interventions and disciplinary actions, whenever possible, will have an educative, preventive and/or restorative focus and purpose

The goal for the student is:

- to take ownership for his/her choices
- to reflect on the options that could have been chosen
- to fix any damage that may have occurred if possible
- to prevent the problem from reoccurring
- to have direct involvement so that the consequences are purposeful and meaningful

Note: The process is intended to strengthen both the victim and offender

- Intervention is to be appropriate to the age and circumstances of the student and the nature of the misconduct
- More serious and/or repeated misconduct may result in an intervention at the level of the school administration
- Appropriate interventions that are educative, preventive and/or restorative in focus and purpose, and which seeks to be consistent and equitable may in some cases vary from student to student where the misconduct appears to be similar. Interventions may vary according to the needs of the student, the needs of the school or situation and the nature of previous interventions.
- Students with identifiable special needs might be unable to comply with a code of conduct due to having a disability of an intellectual, physical, sensory, emotional or behavioural nature. Such students may require special consideration in the selection of appropriate forms of intervention to ensure that they are not subject to disciplinary or intervention measures as a direct or indirect consequence of having a special need.
- Serious and/or repeated misconduct may result in suspension from the school site

D. Process of Consequences

Students unable to meet the school's stated expectations or abide by the school's rules will be subject to consistent and logical consequences as outlined below:

- **Minor Infractions of the Code of Conduct**
Discussion between student and staff member. Minor indiscretions are handled by staff; consequences will vary from situation to situation but will aim to be both natural and logical. Parents are often informed.
- **Repeated Minor Offenses or More Severe Offense**
Behavioural Referral Forms are issued for repeated major offenses (i.e. bullying, fighting, physical abuse of others, defiance of authority, disrespectful language/behaviour, etc.) and continual non-compliance of school expectations. The teacher may contact the parents to inform them of the pattern and to discuss possible remedies. Students are referred to the Principal. Parents are informed. Repeated and/or more severe offenses may result in a suspension from the school site and a request for a parent-school meeting.
- **Major Offenses or Continued Inability to Respect the Code of Conduct**
Parents are contacted for serious incidents of misbehaviour or if minor incidents persist. Depending on the severity or frequency of the misbehavior, or when the behaviour is judged to have a harmful effect on the safety of the other pupils or staff members, students may receive a number of consequential strategies. These strategies may include but are not limited to: Restorative Justice, Counselling, Drug & Alcohol Counselling/Education, School-Based Team (SBT) Recommendations, out of school suspension,

referral to our School Liaison RCMP Officer, referral to other community agency/intervention programs or VIHA (Vancouver Island Health Authority) Youth & Family Addiction Services, and School/District expulsion when warranted.

Important Notes:

- **Suspension:** During an out-of-school suspension, Island ConnectEd students are not permitted to be on any school district property and are not permitted to participate in any school activities. Students may continue to access their online coursework and work towards completion of their academic studies. Suspension should not exceed five (5) school days, unless consultation with the Assistant Superintendent's Office has occurred.
- **Drug Trafficking:** Where there are reasonable grounds to conclude that a student is in possession of a substance for the purpose of selling, supplying or making available at school functions or while under the jurisdiction of the school, the principal will suspend the student immediately, inform the parents, and report the incident to the Assistant Superintendent's Office.

E. Notification

In cases of serious or ongoing breaches of the Code of Conduct, the school will advise other parties, including:

- Parent/guardians of student offender(s) - in every instance.
- Parents/Guardians of victim(s) - in every instance.
- School District Officials - as required by School District Policy
- Police and or other agencies - as required by law (*This step is related to serious infractions.*)
- All parents/guardians – when it is deemed to be important to reassure members of the school community that school officials are aware of a serious situation or incident and are taking appropriate action to address it.

F. Discrimination Free

Our school's Code of Conduct is also guided by the *BC Human Rights Code* and specifically includes the following guidelines:

- Discriminatory Publication
 - A person must not publish, issue or display, or cause to be published, issued or displayed, any statement, publication, notice, sign, symbol, emblem or other representation that
 - a) Indicates discrimination or an intention to discriminate against a person or a group or class of persons, or
 - b) Is likely to expose a person or a group or class of persons to hatred or contempt because of the race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex, sexual orientation or age of that person or that group or class of persons.
- Discrimination in accommodation, service and facility
 - A person must not, without a bona fide and reasonable justification,
 - (a) Deny to a person or class of persons any accommodation, service or facility customarily available to the public, or
 - (b) Discriminate against a person or class of persons regarding any accommodation, service or facility customarily available to the public because of the race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex or sexual orientation of that person or class of persons.

It requires the efforts of the entire school community (parents, staff and students) to keep our school's learning environment healthy and safe. Thanks for your assistance in this regard.