



# **Tecumseh Annex Elementary School Code of Conduct**

*Reviewed September 2021*

## **Code of Conduct**

Tecumseh Annex's School Code of Conduct has been created to maintain a safe, caring and orderly school environment. The Purpose of the Code of Conduct is:

- 1) To encourage the development of socially responsible behaviour.
- 2) To foster a safe, respectful and welcoming learning environment for all students, staff and parents.
- 3) To clearly communicate behavioural expectations to the school community.

Tecumseh Annex supports and promotes the values expressed within the BC Human Rights Code. As a community, we respect the rights of all individuals in accordance with the law and prohibit discrimination based on race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex or sexual orientation. Racism will not be tolerated in our school.

The Code of Conduct applies to all members of the school community at school, traveling to and from the school, at any school-related activity at any location, and at any circumstance/activity that will have an impact on the school environment.

If parents and or guardians have concerns regarding violations of the Code of Conduct that relate to their child, they should address these concerns with the classroom teacher and/ or administration.

## **School Wide Discipline System for Addressing Behavioural Concerns:**

Most minor inappropriate behaviours will be addressed by the classroom teacher or intervening adult in the environmental context where the behaviour occurred. The purpose of the intervention is to re-teach the expectation and/ or missing social skill. In matters concerning safety or ongoing disruption of the learning environment, the administration will become immediately involved. In determining appropriate disciplinary action, school administration consider the severity and frequency of the conduct as well as the age and maturity of the students. As students grow and develop, more is expected of them in terms of peaceful problem solving and respecting the feelings of others. Special considerations may apply to students with special needs, if they are unable to comply with a Code of Conduct due to having a disability that may be of an intellectual, physical, sensory, emotional or behavioral nature.

Some examples of unacceptable conduct include, but are not limited to:

- Interfering with the learning of others
- Disrespecting others (name calling, swearing, teasing)
- Bullying, harassment, intimidation or threats
- Racist, homophobic or sexist comments/behaviour
- Stealing
- Vandalism (wilful destruction of property)
- Using physical violence
- Accessing inappropriate sites on the Internet
- Saying mean things about others in person or via e-mails or blogs
- Playing pranks on others

In accordance with the School Act, Sec. 85(2)(ii) and (d), the Board authorizes the Principal or designate of any school in the district to suspend a student from attendance at school for up to five days.

Suspensions may be for the following reasons:

1. because a student is willfully and repeatedly disrespectful to a teacher or to any other employee of the Board carrying out responsibilities approved by the Board.
2. because the behaviour of the student breaches the District Code of Conduct or policy and/or has a harmful effect on others or the learning environment of the school.
3. because the student has failed to comply with the School Code of Conduct.

Suspensions greater than five days are made in consultation with the appropriate Director of Instruction as per the District Student Code of Conduct, [AP 350](#). As per AP 350 6.7.1 an educational program must be provided.

Please note: It may be necessary to contact others outside of the school such as district staff, police and Ministerial Agencies for support.

### **Bullying Policy and Definition:**

At Tecumseh Annex we believe that all students and staff have the right to work and attend school in a safe, caring and responsible environment. This environment is characterized by a positive relationship between students, staff and parents.

It is recognized that bullying by anyone (adult or child) has a negative effect on the school climate and therefore is not tolerated at Tecumseh Annex.

Bullying and harassment are defined as:

Comments or conduct that are unwelcome and often creates an intimidating, demeaning or hostile environment. Bullying is a type of harassment.

Bullying can be confused with conflict that happens between students; however, bullying is a repeated action, and/or includes a power imbalance.

Bullying can include (but may not be limited to) the following:

- Physical Bullying: Hitting; kicking; tripping; pinching; pushing or damaging property.
- Verbal Bullying: Name Calling - insults; teasing; intimidation; homophobic or racist remarks or verbal abuse.
- Social/Emotional or Relational Bullying: Behavioural actions designed to harm a child's reputation or cause humiliation like: lying; spreading rumors; negative facial gestures; playing mean jokes to embarrass or humiliate a child; mimicking a child in a mean way; or encouraging social exclusion of a child.
- Cyber Bullying: Taunting or humiliation through social media sites/internet; cruel websites targeting specific youth; humiliating others while playing online games; verbal or emotional bullying through chat rooms, instant messages or texting; posting photos/videos of other youth on the internet.

\*If a student engages in any of the above-mentioned behaviours the school wide discipline system will be followed, and the appropriate level of intervention will be instituted.

### **Electronic Device Policy:**

As a school we believe that technology is an important tool for enhancing learning and we expect students to use technology tools in a **responsible and respectful manner**. Considering how these technologies impact upon students' levels of physical activity, interactive play, and social interactions, the following policy for personal technological devices has been established:

- a. iPads, iPods, tablets, and other personal technological devices are permitted at school only with permission of the classroom teacher. However, students bring these items at their own risk as we cannot guarantee their safety and will not accept responsibility for loss or damage.
- b. Students can only use these devices during instructional time with teacher permission.
- c. At no time should students post, publish, or text information about other students or staff on the Internet without the consent of a teacher.
- d. All use of electronic devices must be consistent with the general guidelines of our Code of Conduct.

## **Physical Violence and Weapons Policy:**

At Tecumseh Annex we believe that members of the school community are expected to use non-violent means to resolve conflict. We teach and model a 'hands and feet to self' policy. Physically aggressive behaviour is not a responsible way to interact with others and will be responded to appropriately.

The possession, use of or threatened use of any object to injure another person or self is strictly prohibited.

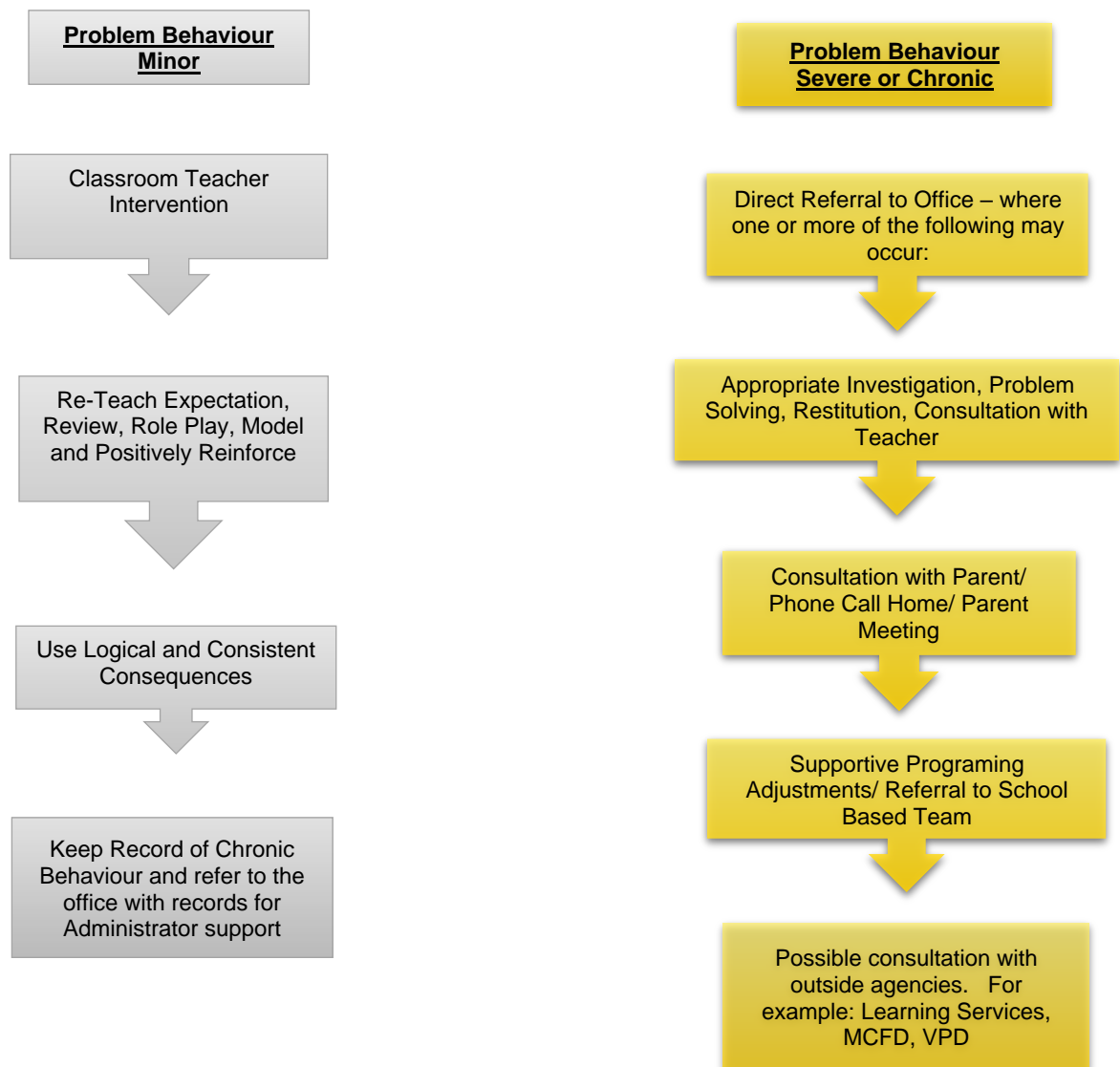
## **Illegal Drugs and Alcohol Policy:**

Alcohol and banned substances are addictive and present a health hazard. The possession of, or under the influence of, alcohol or illegal drugs is strictly prohibited by staff, students and visitors to our school.

## **Reporting Violations of Code of Conduct:**

At Tecumseh Annex we encourage all students to seek help from adults if he or she encounters a problem that he or she is unable to solve. We also encourage students to be active witnesses and to seek advice from adults if they feel another child is being treated in a manner that is contrary to our Code of Conduct. In order to foster an environment where students feel safe to report to staff, the school will take all reasonable steps to prevent retaliation against a student who has made a complaint of a breach of the Code of Conduct.

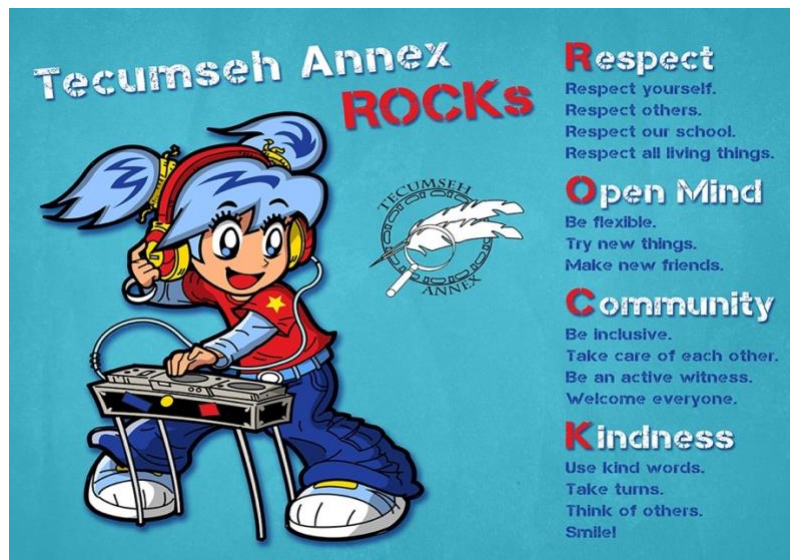
The following flow chart describes the process for supporting problem behaviours:



## **Tecumseh Annex R.O.C.K.S!**

At Tecumseh Annex we believe that character development through the teaching of positive social skills is paramount to the success of every student. Students are encouraged to learn to **R.O.C.K.** with Respect, an Open Mind, Community and Kindness.

In the pursuit of the development of these skills students are encouraged to apply pro-social skills in all locations and are explicitly taught the following:



## **At Tecumseh Annex it is our responsibility to R.O.C.K.!**

These are some examples of R.O.C.K. Behaviour:

	<b>Respect</b>	<b>Open Mind</b>	<b>Community</b>	<b>Kindness</b>
Playground	Hands and feet to self. One at a time. Walk on the equipment. Running is for the woodchips!	Be flexible. Try new things. Make new friends. Walk away from problems. Choose something new. Be a risk taker.	Be inclusive. Take care of each other. Be an active witness. Welcome everyone.	Take turns. Use kind words. Smile!
Lunch Room	Respect other's needs for safety (allergies, body space) Use quiet voices. Speak with an empty mouth. Listen to adults' requests. Eat all of your lunch. Show your parents & guardians that you can open and eat all your food yourself!	Try all your food. Sit beside different people. Learning about new foods.	Clean up after yourselves. Be helpful. Make space. Remember to say 'thank you'!	Use encouraging words. Let others go first.
Hallways	Use walking feet. Use quiet voices. Walk on the right. Respect body space. Look and enjoy – respect the displays!	Be aware of the needs of others.	Look out for each other. Take a quick turn when there is a line up (water fountain, sinks, washrooms)	Say hello. Hold the door open for someone. Smile!
Washrooms	Respect privacy – one person per stall. Close the door. Wash your hands. Use quiet voices. Use a washroom pass.		Clean up after yourself. Compost organics and paper towel. Flush! Take a buddy.	Look out for one another. Help students in need. Wait for your buddy patiently.