

**Edith Cavell Elementary**  
**Code of Conduct**



(Date Reviewed June 28, 2023)

**Statement of Purpose**

Edith Cavell Elementary is committed to uphold a safe, inclusive, equitable, welcoming, nurturing, and healthy school environment.

- Promote clear behavioural expectations of respectful and responsible citizenship that lead to a culture of safety, caring and respect amongst everyone in the school and programs and at all school-events and activities
- The School Code of Conduct applies at school, during school-organized or sponsored activities, on school buses, and any behaviour even if outside of school or school hours, (including on-line behaviour), that negatively impacts the safe, caring, or orderly environment of the school, and/or student learning.

**Take care of yourself**

**Take care of others**

**Take care of this place**

**Racism will not be tolerated in our school**

**Conduct Expectations**

- **Acceptable Conduct**
  - Respecting self, others, and the school
  - Contributing to a safe, caring, positive, inclusive, and peaceful environment
  - Seeking to prevent violence and potentially violent situations, and demonstrating social responsibility by reporting such situations
  - Engaging in purposeful learning activities



At Cavell, we follow the BC Human Rights Code. Students and staff will not discriminate against others for any reason including race, religion, colour, ancestry, place of birth, marital status, family status, age, sex or sexual orientation, gender identity, or physical or mental disability, or any other reason set out in the Human Rights Code of BC.

- Our right to free speech comes with a responsibility to treat others with tolerance and respect
- Our right to personal security comes with a responsibility to ensure we do not infringe verbally or physically on the security of others
- Our right to be treated equally, comes with a responsibility to proactively support the equal treatment of others without racial, gender-based or religious discrimination.

Cavell's Code of Conduct sets the tone of respect and kindness for all members of our school community, including students, parents, and staff. All activities at Cavell Elementary School are conducted in a climate planned to emphasize the values of courtesy and respect for both people and property. Appropriate behaviour is expected of all students and visitors both inside and outside.

**Take care of yourself**

**Take care of others**

**Take care of this place**

**Take care of yourself means ...**

- Make safe/responsible decisions
- Practice good healthy habits
- Follow the rules of the school
- Use appropriate words to express your feelings and to solve problems peacefully
- Do your best to be a good learner
- Be organized and prepared for school

**Take care of others means ...**

- Be inclusive, welcoming
- Treat others as you want to be treated
- Care about the feelings of others and help others who are hurt or need help
- Treat others with respect

**Take care of this place means ...**

- Be proud of our school grounds/buildings by helping to keep them clean
- Treat all school equipment and materials with care
- Respect public and private property
- Reduce, re-use, recycle, compost

- **Unacceptable Conduct**

“Students shall not discriminate against others on the basis of Indigenous identity, race, religion, colour, ancestry, place of origin, marital status, family status, age, sex or sexual orientation, gender identity/expression, or physical or mental disability, or for any other reason set out in the Human Rights Code of British Columbia, nor shall a student publish or display anything that would indicate an intention to discriminate against another, or expose them to contempt or ridicule, on the basis of any such grounds.”

**Racism and discrimination will not be tolerated in our school.**

- Behaviours that interfere with the learning of other, interfere with an orderly environment, or create an unsafe environment
- Acts of bullying, harassment, intimidation, or physical violence
- Illegal acts, such as possession, use or distribution of illegal or restricted substances
- Theft or damage to property

**Parents and Caregivers: Here’s How You Can Help**

- Talk to your child about this Code of Conduct
- Encourage your child to talk about their problems or issues
- Talk to your child’s teacher right away if there is a problem
- Support your child in their schoolwork
- Help your child to solve problems peacefully
- Encourage your child to take responsibility for their behaviour, work, and belongings

**Cell Phone Policy**

Cell phones and personal devices off and out of sight upon arrival and during school hours. Cell phones and personal devices only to be used during instruction time when authorized by a Cavell staff member.

**What Happens if There is a Problem at School?**

Students can talk to any adult that works at Cavell such as a Teacher, Principal, Student Support Worker or Supervision Aide. It is very important students talk to an adult if there is a problem so that the school can work with students to help resolve issue.

- **Rising Expectations**

Students are expected to learn and mature as they move through successive grades, and as such the expectations progress towards increasing personal responsibility and self-discipline, as well as increasing consequences for inappropriate conduct/unacceptable behavior.

- **Retaliation Prevention**

All reasonable steps will be taken to prevent retaliation against a student who has made a complaint of a breach of a code of conduct.

**Consequences**

- Disciplinary action, wherever possible, is restorative rather than merely punitive. The school will treat seriously any behaviour that discriminates based on Indigenous identity, race, religion, colour, ancestry, place of origin, marital status, family status, age, sex or sexual orientation, gender identity/expression, or physical or mental disability.

- Repetitive or severe unacceptable behaviour may result in increased severity of subsequent disciplinary action. The age and maturity of students are considered when determining appropriate consequences.
- Special considerations may apply to students with special/diverse needs if these students are unable to comply with a code of conduct due to having a disability/challenge of an intellectual, physical, sensory, emotional, or behavioural nature.
- Responses to unacceptable conduct are consistent and fair.
- Students, as often as possible, are encouraged to participate in the development of meaningful consequences for violations of the established code of conduct.

### **What Happens if a Student Does Not Follow the Code of Conduct?**

We may need to do some problem solving or have consequences. We focus on consequences that are restorative, not punitive. This means we help students:

- Think about how they acted
- Understand how they may have hurt others
- Think of ways to act in a less hurtful way in the future

### **If students have consequences, they may:**

- Talk with teachers, other school staff, and people they may have hurt
- Have a meeting with their parents and staff together
- Have a timeout at recess or lunch (if the behaviour keeps happening)
- Be suspended from school (students will be removed from their class or their school for a short time)

### **Whenever we have consequences for a student, we always think about:**

- The age and maturity of the student
- What the student did
- How many times they did it

We also consider whether the student has any special needs that make it hard for them to follow the Code of Conduct.

In cases where there is a serious breach of the Code of Conduct, we may have to speak with other people or groups about what happened.

Note: Behaviours (both acceptable and unacceptable) cited in the code of conduct are examples only and not an all-inclusive list.

- **Notifications**

The principal or designate has a responsibility to inform other parties of serious breaches of the code of conduct. These parties include:

- Parent(s) of student offender(s) and parent(s) of student victim(s) – in every instance
- School district officials
- Police and/or other agencies, as required by law
- School community, when deemed necessary, to reassure members that school officials are taking appropriate action

- **Suspensions**

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:

- a) 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;
- b) because the behaviour of the student breaches the District Code of Conduct or other policy and/or has a harmful effect on others or the learning environment of the school;
- c) because the student has failed to comply with the School Code of Conduct.

Suspensions over five days are made in consultation with the appropriate Director of Instruction as per [District Student Code of Conduct, AP 350](#).

As per AP 350 7.7 an educational program must be provided.

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**Take care of others**

**Take care of this place**