



# NORMA ROSE POINT ELEMENTARY SCHOOL

## Norma Rose Point Elementary School

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### **NORMA ROSE POINT'S COMPREHENSIVE CODE OF CONDUCT** (revised June 19, 2024)

#### Comprehensive Code of Conduct

All student codes of conduct are created in alignment with VSB [AP 350-District Code of Conduct](#).

#### **Statement of Purpose**

Norma Rose Point School's Code of Conduct is designed to encourage students to respect themselves and others and to strive to do their personal best in all ways. These expectations apply to behaviour at school, during school organized or sponsored activities, and behaviour beyond these times (including on-line behaviour) that impacts the safe, caring or orderly environment of the school and/or student learning. Its purpose is to ensure a safe and orderly environment in which students are able to learn and teachers are able to facilitate that learning without interference.

Norma Rose Point School promotes the values expressed in the **BC Human Rights Code** respecting the rights of all individuals in accordance with the law – prohibiting discrimination based on race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex or sexual orientation – in respect of discriminatory publication and discrimination in accommodation, service and facility in the school environment. **Racism will not be tolerated in our school.**

It is expected that as children mature and move through the grades, they will:

- Be given more responsibility for demonstrating acceptable behaviour and self-discipline; consequences for not following the Code of Conduct will be appropriate for the age and maturity of the student
- Special considerations may apply to students with special/diverse needs if these students are unable to comply with expectations due to having a disability/challenge of an intellectual, physical, sensory, emotional or behavioural nature
- Act as appropriate role models
- Be given additional opportunities in the areas of student leadership and service

Norma Rose Point School citizens ...

- take PRIDE,
- are ACCOUNTABLE,
- STAND UP and SPEAK OUT against injustice, and
- are INCLUSIVE and WELCOMING.

**NORMA ROSE POINT'S COMPREHENSIVE CODE OF CONDUCT**

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

Expected behaviour of Norma Rose Point School students:

- In the classroom and library...
  - Be on time, prepared for class and on task
  - Listen and speak to others with respect
  - Treat all staff and guests with respect by listening
  - Follow directions and speak through kindness
  - Your teacher should always know where you are
  - Respect one's own and others' property
  - Respect and follow the Annual Use of Technology agreement
- During lunch time...
  - Eat nutritious food and clean up after yourself
  - Do not bring food or other products that are unsafe for other students
  - Get lots of exercise
  - Use please and thank you
  - Stay seated while eating
  - Use quiet voices
- On the playground...
  - Include others in your play. Make sure no one feels left out.
  - Play safely
  - Care about the feelings of others
  - Give people their space if they need it
  - Work to solve problems peacefully
  - Take responsibility for your actions
  - Stay on school grounds and in designated areas
  - Keep hands, feet and unkind words to yourself
  - Solve problems by talking and/or seeking help
  - Stand up against behaviour that is unsafe, disrespectful or bullying
- In the washroom...
  - You are there to go to the washroom
  - Flush the toilet, wash your hands and turn off the taps
  - Throw paper towels in the garbage only
  - Do not write on walls or stalls

- Report problems to an adult
- Everywhere...
  - Demonstrate respectful behaviour
  - Be proud of your school and community
  - Treat all equipment and materials with care
  - Always respect other people's property
  - Respect and accept all individuals no matter their race, colour, ancestry, etc. (see BC Human Rights Code at the top of this document)

... always remember, you are representing Norma Rose Point School...

- 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

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

- 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 for failing to comply with behavioural expectations:*

When students demonstrate behaviour that is not in keeping with the ideas described above, a disciplinary response that is based on learning and restoration (making amends) is implemented.

- 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.

#### Level 1: When a child breaks the Code of Conduct

At times, kids make mistakes; it's a natural part of the learning process. At these times, we aim to acknowledge and learn from these mistakes.

Some examples include, but are not limited to:

- Interfering with the learning of others
- Creating unsafe conditions (running in halls, rough-housing, throwing snowballs, riding bicycles, skateboards, scooters or in-line skates on school property)
- Disrespecting others (name calling, using inappropriate language, teasing)
- Not respecting property (littering, ripping or writing on someone else's work or school property)

Most of these choices are minor and could be solved with the teacher and student(s) and may involve a small class group or class meeting. A review of caring and respectful qualities may be part of the restorative plan along with a decision – made with the student and the teacher – about appropriate restorative action (apology, act that gives back to the individual/school).

#### Level 2: When a child repeatedly breaks the Code of Conduct

We believe that choices are an important part in a child's development, and, regrettably, at times children make poor choices. When a student at Norma Rose Point School presents a repeated pattern of poor choices we find it necessary to proceed to Level 2 interventions. At this point, a discussion takes place with the student, teacher and Principal. Caring and respectful qualities are reviewed with the student so they can assess their mistakes. A collaborative decision will be made about appropriate restorative action and the student may complete a plan which is sent home. The teacher or Principal may also request a meeting with the parents (or vice versa).

#### Level 3: When a child breaks the Code of Conduct in a serious way

Norma Rose Point School values children in the highest regard. Our desire is to educate the whole child. At times, children face conflicts for which they are not equipped or emotionally capable of effectively dealing with. A thoughtful conversation presents opportunities for children to learn how to deal with conflict in their lives. It is often during these instances of conflict that children act out in ways that are inappropriate, unsafe or unacceptable.

Some examples include, but are not limited to:

- Bullying, harassment, intimidation or threats

- Ignoring others who bully, harass, intimidate or threaten rather than seeking help
- Racist, homophobic or sexist comments/behaviour
- Theft
- Non-compliance; willful disrespect
- Very unsafe behaviour (leaving school grounds/class)
- Vandalism/ destruction of property
- Using physical violence
- Accessing inappropriate sites online
- Making inappropriate, unsafe, threatening comments about others in person or online (e.g. blogs, emails, chats, etc)
- Playing pranks on others

Restitution may take place by way of communication between the teacher(s), parent(s), student and Principal to plan for the next level of intervention in order for the student to be successful in school. A decision will be made about the appropriate restorative action; the student will complete a plan which will be sent home for parents to acknowledge.

### Serious breaches of the Code of Conduct

Choices that are made by students, such as weapon offences, violent behaviour causing injury to another person, lighting fires, stealing, vandalizing property or a major disruption in a classroom or school event, may result in an in-school or out-of-school suspension of up to five days. The authority to suspend students is given to the principal of the school. Please note that if there is a violation of a very serious nature, suspension will be immediate. In such circumstances, a letter will be placed in the student's file. A conference with the student, parent(s), teacher(s) and Principal, and School Liaison Officer if appropriate, is required before the student can return to school. It may be necessary to make additional contacts such as district staff or other community agencies.

### 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 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 Policy. (<http://www.vsb.bc.ca/district-policy/jgd-r-district-student-code-conduct-regulation>)

\*All consequences are intended to teach students more appropriate behaviour and are restorative rather than punitive wherever possible.

\*The severity and frequency of unacceptable behaviour as well as the age and maturity of students is considered in determining appropriate disciplinary action.

\*Special considerations may apply if a student is unable to comply with the expectations due to having a disability of an intellectual, physical, sensory, emotional or behavioural nature.

\*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.

**NOTIFICATION:**

1. As circumstances warrant, any or all of the following may be notified...
  - Classroom Teacher/Staff
  - Principal or Vice-Principal
  - Counselor/Youth and Family Worker
  - Parents and/or Guardians
  - District Staff
  - Ministerial Agencies

As outlined in the District Code of Conduct, effective July 1, 2024,

**Personal Digital Device Usage**

To foster a safe and focused learning environment for students, the use of personal digital devices, that distract from learning, such as cell phones, tablets and electronic devices, are restricted during school hours and on school property. Educators and school staff will continue to model digital citizenship in the classroom and avoid the use of personal digital devices for non-instructional purposes.

Personal digital devices are restricted for the instructional day. This includes class time, recess and lunch during school hours of 9:00am to 3:00pm. Personal digital devices must be turned off or placed on silent mode and out of sight for the entire school day.

The use of personal devices is permitted under the following circumstances:

- For educational purposes, as directed by the educator in the classroom.
- For health and medical purposes as outlined in an Individual Education Plan or Student Safety Plan.
- To support special or diverse educational needs, such as assistive technology related to Individual Education Plans or Student Support Plans.

The expectation is that students will follow the direction of the educators. Students who repeatedly do not follow the personal digital device policy may be asked to store their personal digital devices with an administrator for the remainder of the day.

The Vancouver School Board is not responsible for the loss, damage, or disappearance of personal digital devices that students decide to bring to school.

*A regular review of the school's Code of Conduct guidelines for personal digital devices are essential to ensure their effectiveness and relevance in addressing current issues and meeting the evolving needs of students, teachers, and parents. Adjustments to the Code of Conduct may be necessary to ensure that school guidelines remain relevant and effective in promoting a conducive learning environment.*

*Changes may be prompted by emerging incidents that highlight the need for enhanced measures to protect student well-being and privacy.*

**WHO YOU CAN CALL FOR HELP:**

2. Call the school at (604) 713-5950
  - a. Your child's teacher
  - b. Principal
  - c. Vice Principal
  - d. School Counselor