

Katherine Therrien School Student Code of Conduct Policy

The students, parents and staff of Katherine Therrien Catholic School must work together to create a safe, welcoming, caring and respectful learning environment. The Student Code of Conduct Policy is based on input from students, parents and school staff. It is reflective of the expectations, as addressed in legislation and district policies, and is communicated in writing to all members of the school community on an annual basis.

We feel that it is important for all families and students to be appropriately informed of our Conduct Policy. For this reason, we invite you to review and discuss this policy as a family. In order to acknowledge receipt of this information, please complete this section, detach it and promptly return it to your child’s teacher.

I have read and discussed this information with my child:

CHILD’s NAME	Grade
PARENT/GUARDIAN Signature	Date

If in paper form, detach, sign and return this portion of the Conduct Policy to your child’s teacher.

Electronically, please sign and email back to your child’s teacher.

STUDENT CODE OF CONDUCT

SHARED RESPONSIBILITIES OF STUDENTS, STAFF AND PARENTS

Our primary goal, at all times, is to ensure the safety and well-being of all students, staff, volunteers and guests at Katherine Therrien Catholic School. We affirm that the rights set out in the *Alberta Human Rights Act* and the *Canadian Charter of Rights and Freedoms* are afforded to all students and staff members within Katherine Therrien. We strive to create an environment which nurtures the growth of the ‘whole’ child, academically, emotionally, physically, socially and spiritually. As a community of learners, the students, staff and parents of Katherine Therrien Catholic School share a responsibility to create a safe, welcoming, caring and respectful learning environment. It is essential that we work together in order to model and encourage our Christian values of love, peace, dignity and respect.

As children grow and develop, they may occasionally make poor choices or become involved in negative situations. In keeping with the Education Act, our Student Code of Conduct Policy is not a ‘one size fits all’ policy. Rather, it seeks to respect the uniqueness and dignity of each child and to encourage children to learn from their mistakes. As partners in education, parents need to be informed of these incidents so that they too can enter into dialogue with their child/children and be positively involved in the learning process.

DEFINING APPROPRIATE CONDUCT

According to the Education Act – Part 3, Division 1, Section 31, a student, as a partner in education, has the responsibility to:

- a) attend school regularly and punctually,
- b) be ready to learn and actively engage in and diligently pursue the student’s education,
- c) ensure that the student’s conduct contributes to a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging,
- d) respect the rights of others in the school,
- e) refrain from, report and not tolerate bullying or bullying behaviour directed toward others in the school, whether or not it occurs within the school building, during the school day or by electronic means,
- f) comply with the rules of the school and the policies of the board,
- g) co-operate with everyone authorized by the board to provide education programs and other services,
- h) be accountable to the student’s teachers and other school staff for the student’s conduct, and

- i) positively contribute to the student’s school and community.

In addition to these, at Katherine Therrien Catholic School a student should:

- ♦ take responsibility for his/her own actions/behaviour
- ♦ in the event of bullying, tell the bully to stop/not be a bystander, do not respond to words/actions, keep copies of any related communications
- ♦ Immediately report incidences of bullying, including by electronic means, to staff and parents through dialogue and/or in writing
- ♦ demonstrate respect for self, others and school property
- ♦ strive to consistently apply his/her best effort
- ♦ work and play cooperatively

According to the Education Act—Part 3, Division 1, Section 32, a parent has the prior right to choose the kind of education that shall be provided to the parent’s child, and as a partner in education, has the responsibility to:

- a) act as the primary guide and decision-maker with respect to the child’s education,
- b) take an active role in the child’s educational success, including assisting the child in complying with section 31,
- c) ensure that the child attends school regularly,
- d) ensure that the parent’s conduct contributes to a welcoming, caring, respectful and safe learning environment,
- e) co-operate and collaborate with school staff to support the delivery of supports and services to the child,
- f) encourage, foster and advance collaborative, positive and respectful relationships with teachers, principals, other school staff and professionals providing supports and services in the school, and
- g) engage in the child’s school community.

***We affirm that pursuant to the Alberta Human Rights Act and the Canadian Charter of Rights and Freedoms, students and staff members are protected from discrimination. More specifically, discrimination refers to any conduct that serves to deny or discriminate against any person or class of persons regarding any goods, services, accommodation or facilities that are customarily available to the public, and the denial or discrimination is based on race, religious beliefs, colour, gender, physical disability, mental disability, ancestry, place of origin, marital status, source of income, family status or sexual orientation.**

Together, staff and parents should work cooperatively to:

- ♦ provide a safe, caring and supportive learning environment

- provide clear expectations and appropriate consequences for inappropriate behaviour
- model appropriate behaviours
- maintain a model of supportive, open and respectful communication
- encourage punctuality and regular attendance
- monitor the progress of the child/children
- review this conduct policy with the child/children to ensure understanding and compliance

PARENT CONTACT

If a student engages in inappropriate conduct or is implicated in a significant incident, parent contact will be made by the child's classroom teacher or by an administrator. The child's teacher may wish to contact parents in writing and/or by phone. Should a member of the administrative team be involved in the process, communication may be made by means of a Conduct Form, Behavior Plan and/or a phone call.

ENCOURAGING and SUPPORTING APPROPRIATE CONDUCT

As a Catholic school, we make an effort to teach and reinforce behaviours consistent with our faith. In every instance, the child will be asked to identify and assume responsibility for his/her behaviour. Oftentimes, a student will be asked to reflect upon his/her conduct in writing and to suggest steps towards improvement and growth. Dialogue/written communication between classroom teachers/administration and parents will ensue as required. Additionally, supports from classroom teachers/administration and school-based Multidisciplinary Team (MDT) members will be accessed for students engaging in inappropriate behavior, as well as for those students who are impacted by the inappropriate behaviors of others.

At all times, students at Katherine Therrien are instructed and encouraged to "...let your light shine before others, so that they may see your good works ..." (Matthew 5:16) and to follow Christ's example by imitating God in the way they live their lives, abiding in "What Would Jesus Do" (WWJD) (Ephesians 5:1-2). **Intervention strategies, preventative procedures, and/or consequences will take into consideration unique student attributes such as age, maturity and individual circumstances.**

A minor offence may include, but not restricted to:

- *impolite manners
- *disruptive behaviour
- *incomplete homework
- *unsafe/rough play
- *tardiness to and from school or within the school day
- *disrespectful conduct, including inappropriate or offensive language

*inappropriate dress (beachwear, offensive graphics/language, inappropriate make-up)

In such instances, the student may be asked to take time away from a given activity, work in a less distracting location, complete unfinished work, write a written apology, complete a Conduct Report, etc.

A major offence may include, but not restricted to:

- *bullying (within the school, during the day, or by electronic means)
- *open opposition to authority
- *vandalism
- *willful disobedience
- *habitual neglect of responsibilities
- * inappropriate or offensive language used toward another student and/or staff
- *stealing (including electronic information such as passwords, etc.)
- *use of inappropriate language/gestures
- *fighting, with or without the use of an external physical object

In such instances, the student will speak with an administrator. Major offences will generally result in an in-school or out-of-school suspension. In-school suspensions may range from a one-hour period to a full-day. An out-of-school suspension may range from one to five days. During the suspension, the student may lose lunchroom and extra-curricular privileges and will be responsible for any work missed. Students, with support from classroom teachers, administration, and other school supports will generate a Behaviour Plan to support positive and productive behavior. In accordance with section 36 of the Education Act, the administrator will determine the length and nature of the in-school or out-of-school suspension based on the severity and/or frequency of any breach of conduct.

The Katherine Therrien Catholic School Student Code of Conduct applies at all times. This includes within the school (instructional time, recesses, lunch-hour), during all school related activities (extra-curricular activities, field trips, arrival/dismissal, while waiting for and riding the school bus) or by electronic means (during or outside school hours).

** The Student Code of Conduct is reviewed and adjusted by staff, students and School Council each spring. It is reviewed with students at the beginning of each school year, as well as throughout the year. Parents are asked to read, sign and return a portion of the policy at the onset of the year as well as retain the reminder of this brochure for reference.*

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2022-2023



God Calls Us Each By Name

"Let your light shine forth."

Matthew 5:16