

# Fallingbrook Public School Code of Conduct



## SCHOOL SAFETY

Fallingbrook P.S. has developed a Code of Conduct that governs behaviour of all members of the school community. This Code is based on the Durham District School Board Code of Conduct, the Whitby Area Schools Code of Conduct, and the Ontario Code of Conduct.

Fallingbrook 's Code of Conduct is designed to provide a framework to ensure that school is a safe, productive learning environment for all. ***We ask families to review this Code of Conduct so that all parties are familiar with the school expectations and procedures.***

Students, parents, guardians, visitors, teachers, and other staff have the right to be safe and feel safe, in Fallingbrook 's school community. With this right comes the responsibility to contribute to a positive school climate, be law-abiding citizens and demonstrate accountability for their actions.

It is expected that our kids will be outstanding representatives of Fallingbrook P.S. whether they are inside or outside of the school walls. Behaviour on school sponsored activities and trips are bound to the school's code of conduct.

When staff, students and families work together, a positive and productive learning environment is established at Fallingbrook where goals are set and achieved. The Code of Conduct established the level of behaviour expected for all, so that we have the best possible school where success and achievement are reached through cooperation, courtesy and respect.

## SCHOOL CODE OF CONDUCT

Please review this Code of Conduct at the beginning of the school year and keep it in a safe place where it can be referenced as necessary.

1. All participants involved in the publicly funded school system - students, parents or guardians, volunteers, teachers and other staff members - are included in the Ontario Schools Code of Conduct whether they are on school property, on school buses or at school-authorized events or activities.
2. All members of the school community are to be treated with respect and dignity, especially persons in a position of authority.
3. The taking of photos, filming or recording, or the broadcasting of live audio and/or video, while at school or at a school related activity, is prohibited unless approved by the DDSB (or school), and/or where proper consents have been obtained, as may be appropriate.

4. Members of the school community are expected to use non-violent means to resolve conflict. Physically aggressive behaviour is not a responsible way to interact with others.
5. The possession, use or threatened use of any object to injure another person, endangers the safety of oneself and others.
6. Alcohol, illegal drugs and other intoxicants are addictive and present a health hazard. Ontario schools will work cooperatively with police, drug and alcohol agencies to promote prevention strategies and, where necessary, respond to school members who are in possession of, or under the influence of, alcohol, illegal drugs or intoxicants. (As well, smoking in school buildings and on school property is prohibited by law.)
7. Insults, disrespect and other hurtful acts disrupt learning and teaching in a school community. Members of the school community have a responsibility to maintain an environment where conflict and differences can be addressed in a manner that shows respect and civility.
8. Recognition and sensitivity toward ethno-cultural diversity are expectations of the school community.
9. All modes of transportation are an extension of the classroom, therefore the school's established code of conduct fully applies to any and all behaviours that occur during the riding of a school bus, including the following:
  - Respect other people's property and belongings while waiting for the school bus
  - treat the driver with respect and follow his or her instructions
  - Be courteous and respectful to others on the bus at all times
  - Act appropriately in a manner that does not endanger the safety of themselves or others including, but not limited to:
    - i. Not engaging in any activity that interferes with the safe operation of the bus
    - ii. Remaining seated at all times, facing forward while the bus is in motion
    - iii. Keeping hands, arms, feet, head and belongings inside the vehicle until you have exited at your stop
    - iv. Avoiding distracting or speaking to the bus driver except in the case of emergency
    - v. Refraining from inappropriate behavior on the bus, e.g. throwing items, swearing, fighting, bullying, eating or drinking
    - vi. Not bringing alcohol, drugs or weapons onto the school bus
    - vii. Not touching safety equipment or emergency exits unless there is an emergency
    - viii. No eating or drinking on the bus
10. The locker is the property of the Durham District School Board, and is not the property of the student. Lockers must only be used to store school related materials and authorized personal items. Students are responsible for the contents of their lockers. Lockers are to be treated with respect, and the inside of the locker must be kept free of inappropriate graffiti, postings or pictures. Illegal or unsafe items stored in lockers may lead to school consequences based on Bias-Aware Progressive Discipline. In addition, following Procedure: Police/School Board Protocol, the police may be contacted.

<p><b>YOU SHOW RESPECT FOR YOURSELF WHEN YOU</b></p> <ul style="list-style-type: none"> <li>• keep yourself CLEAN</li> <li>• dress properly for school</li> <li>• follow a healthy lifestyle</li> <li>• resist negative peer pressure</li> <li>• watch out for your own safety</li> </ul>	<p><b>YOU ARE RESPONSIBLE FOR</b></p> <ul style="list-style-type: none"> <li>• understanding the dress code</li> <li>• your own actions</li> <li>• knowing and setting your own limits</li> <li>• maintaining a positive attitude</li> <li>• Ownership of personal actions</li> </ul>
<p><b>YOU SHOW RESPECT FOR OTHERS WHEN YOU</b></p> <ul style="list-style-type: none"> <li>• accept individual differences</li> <li>• honour personal space and privacy</li> <li>• value others' opinions and beliefs</li> <li>• contribute to a violence, harassment and free environment</li> <li>• play safely and fairly</li> </ul>	<p><b>YOU ARE RESPONSIBLE FOR</b></p> <ul style="list-style-type: none"> <li>• knowing the school rules</li> <li>• being respectful and considerate</li> <li>• being polite to everyone</li> <li>• resolving conflicts peacefully</li> <li>• managing your own anger</li> <li>• reporting trespassers to the office</li> </ul>
<p><b>YOU SHOW RESPECT FOR LEARNING WHEN YOU</b></p> <ul style="list-style-type: none"> <li>• strive to do your best</li> <li>• uphold the rights of everyone, including yourself, to have an uninterrupted learning environment</li> <li>• ask for help when you need it</li> <li>• hand in only your own work</li> </ul>	<p><b>YOU ARE RESPONSIBLE FOR</b></p> <ul style="list-style-type: none"> <li>• Your own daily attendance</li> <li>• being prepared for class</li> <li>• completing homework on time</li> <li>• Handing in assignments on time</li> <li>• participating in class activities</li> <li>• managing your behaviour</li> </ul>
<p><b>YOU SHOW RESPECT FOR PROPERTY WHEN YOU</b></p> <ul style="list-style-type: none"> <li>• take pride in our school and grounds</li> <li>• keep the school and grounds free of litter and graffiti</li> <li>• report vandalism, theft and stolen property</li> </ul>	<p><b>YOU ARE RESPONSIBLE FOR</b></p> <ul style="list-style-type: none"> <li>• returning books and other school material in good condition</li> <li>• treating school property and grounds with respect</li> <li>• using computers and the internet properly</li> <li>• Eating/Drinking only in designated areas</li> </ul>
<p><b>YOU SHOW RESPECT FOR LANGUAGE WHEN YOU</b></p> <ul style="list-style-type: none"> <li>• speak politely and respectfully</li> <li>• DO NOT swear, mock, harass, threaten, gossip, bully or use sexist or racist language</li> </ul>	<p><b>YOU ARE RESPONSIBLE FOR</b></p> <ul style="list-style-type: none"> <li>• knowing what language is appropriate to a school setting</li> <li>• your TONE OF VOICE</li> <li>• understanding when joking and kidding go too far</li> </ul>

Administration have the authority, with reasonable suspicion, to search personal property and lockers. The right to search helps school administration provide a safe and secure learning environment.

Principals have the right to seize contraband material. Illegal contraband will be held by an Administrator for evidence in disciplinary proceedings and may be turned over to a police officer.

The parent/guardian of a minor student or the student, if the student is 18 years of age or older, shall be notified by the school administration if illegal or unsafe items are removed from his or her locker.

### THE ONTARIO CODE OF CONDUCT

- All members of the school community are to be treated with respect and dignity, especially persons in positions of authority.
- Responsible citizenship involves appropriate participation in the civic life of the school community. Active and engaged citizens are aware of their rights, but more importantly, they accept responsibility for protecting their rights and the rights of others.
- Members of the school community are expected to use non-violent means to resolve conflict. Physically aggressive behaviour is not a responsible way to interact with others.
- The possession, use or threatened use of any object to injure another person endangers the safety of oneself and others.
- Alcohol and illegal drugs are addictive and present a health hazard. Ontario schools will work cooperatively with police, drug and alcohol agencies to promote prevention strategies and, where necessary, respond to school members who are in possession of, or under the influence of, alcohol, illegal drugs and/or intoxicants.
- Insults, disrespect, and other hurtful acts disrupt learning and teaching in a school community. Members of the school community have a responsibility to maintain an environment where conflict and difference can be addressed in a manner characterized by respect and civility.
- Recognition and acceptance of, and sensitivity toward, diversity are expectations of and within the school community.

### ROLES AND RESPONSIBILITIES

**Principals, under the direction of their school board, take a leadership role in the daily operation of a school. They provide this leadership by:**

- demonstrating care and commitment to academic excellence and a safe teaching and learning environment;
- holding everyone, under their authority, accountable for their behaviour and actions;
- communicating regularly and meaningfully with all members of their school community.

**Teachers and School staff, under the leadership of their principals, maintain order in the school and are expected to hold everyone to the highest standard of respectful and**

**responsible behaviour. As role models, staff uphold these high standards when they:**

- help students work to their full potential and develop their self-worth;
- communicate regularly and meaningfully with parents;
- maintain consistent standards of behaviour for all students;
- demonstrate respect for all students, staff and parents;
- prepare students for the full responsibilities of citizenship.

**Students are to be treated with respect and dignity. In return, they must demonstrate respect for themselves, for others and for the responsibilities of citizenship through acceptable behaviour. Respect and responsibility are demonstrated when a student:**

- comes to school prepared, on time and ready to learn;
- shows respect for themselves, for others and for those in authority;
- refrains from bringing anything to school that may compromise the safety of others;
- follows the established rules and takes responsibility for his or her own actions.

**Parents play an important role in the education of their children and have a responsibility to support the efforts of school staff in maintaining a safe and respectful learning environment for all students. Parents fulfill this responsibility when they:**

- show an active interest in their child's school work and progress;
- communicate regularly with the school;
- help their child be neat, appropriately dressed and prepared for school;
- ensure that their child attends school regularly and on time;
- promptly report to the school their child's absence or late arrival;
- become familiar with the Code of Conduct and school rules;
- encourage and assist their child in following the rules of behaviour;
- assist school staff in dealing with disciplinary issues;
- demonstrate respect for all students, staff and parents.

In addition the Durham District School Board recognizes that:

Other members of the public, who interact with members of the school community while present in or on school property or premises, have a responsibility to respect others in the school and to conduct themselves accordingly.

## **STANDARDS OF BEHAVIOUR**

All school Codes of Conduct shall include the Ontario and Durham District School Board Standards of Behaviour and must comply with all federal, provincial and municipal laws and Regulations.

### **Ontario Standards of Behaviour**

Respect, civility and responsible citizenship

All school members must:

- respect and comply with all applicable federal, provincial and municipal laws;
- demonstrate honesty and integrity;
- respect differences in people, their ideas and opinions;
- treat one another with dignity and respect at all times, and especially when there is disagreement;
- respect and treat others fairly, regardless of their race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, gender, sexual orientation, age or disability;
- respect the rights of others;
- show proper care and regard for school property and the property of others;
- take appropriate measures to help those in need;
- respect persons who are in a position of authority;
- respect the need of others to work in an environment of learning and teaching.

### **Physical Safety**

Weapons - All school members must:

- not be in possession of any weapon, including but not limited to firearms;
- not use any object to threaten or intimidate another person;
- not cause injury to any person with an object.

Alcohol and Drugs - All school members must:

- not be in possession of, or under the influence of, or provide others with, alcohol, illegal drugs and/or intoxicants

Physical Aggression - All school members must:

- not inflict or encourage others to inflict bodily harm on another person;
- seek staff assistance, if necessary, to resolve conflict peacefully.

## **CONSEQUENCES**

Where behaviour is persistent or the incident is of a serious nature, suspension may result.

The purpose of a suspension is to exclude the student from the learning environment. In situations where consideration for expulsion is appropriate the principal, after completing an investigation, may recommend expulsion of the student to the Board.

## **SUSPENSIONS, EXPULSIONS, MITIGATING AND OTHER FACTORS**

### **Suspension**

Suspension is a consequence imposed upon a student whereby he or she is prohibited from attending at his or her school and from engaging in all school-related activities for a defined period of time.

### **Expulsion**

Expulsion is a consequence imposed upon a student, by the Board, for an activity that is determined to warrant that the student be excluded from his or her school, or from all schools in the Board, and from engaging in all school-related activities, for an undefined period of time.

### **Mitigating Factors**

1. the student does not have the ability to control his or her behaviour;
2. the student does not have the ability to understand the foreseeable consequences of his or her behaviour; or
3. the student's continuing presence in the school does not create an unacceptable risk to the safety of any person.

### **Other Factors**

The following criteria shall also be taken into account if they would mitigate the seriousness of the activity for which the pupil may be or is being suspended or expelled:

1. the pupil's history;
2. whether a progressive discipline approach has been used with the pupil;
3. whether the activity for which the pupil may be or is being suspended or expelled was related to any harassment of the pupil because of his or her race, ethnic origin, religion, disability, gender or sexual orientation or to any other harassment;
4. how the suspension or expulsion would affect the pupil's ongoing education;
5. the age of the pupil; or
6. in the case of a pupil for whom an individual education plan has been developed:
  - i) whether the behaviour was a manifestation of a disability identified in the pupil's individual education plan,
  - ii) - whether appropriate individualized accommodation has been provided, and
  - iii) - whether the suspension or expulsion is likely to result in an aggravation or worsening of the pupil's behaviour or conduct.

### **Circumstances Leading To Possible Suspension**

A Principal shall consider whether to suspend a pupil if he or she believes that the pupil has engaged in any of the following activities while at school, at a school-related activity or in other circumstances where engaging in the activity will have an impact on the school

climate:

1. uttering a threat to inflict serious bodily harm on another person\*;
2. possessing alcohol or illegal drugs\*;
3. being under the influence of alcohol;
4. swearing at a teacher or at another person in a position of authority;
5. committing an act of vandalism that causes extensive damage to school property at the pupil's school or to property located on the premises of the pupil's school\*;
6. bullying;

***The Ministry has released a definition for bullying. "Bullying is typically a form of repeated, persistent, aggressive behaviour that is directed at an individual(s) that is intended to cause (or should be known to cause) fear, distress and/or harm to another person's body, feelings, self-esteem, or reputation. Bullying occurs in a context where there is a real or perceived power imbalance."***

7. any other activity that is an activity for which a principal may suspend a pupil under a policy of the Board. Other suspendable infractions including but not limited to:
  - a. possessing or dispensing controlled or intoxicating substances that are not prescribed for medical purposes;
  - b. being under the influence of illegal, controlled or intoxicating substances that are not prescribed for medical purposes;
  - c. smoking on school property;
  - d. committing vandalism, destruction, damage to school property or to the property of others located on or in school premises;
  - e. stealing property;
  - f. engaging in intimidation, extortion\*, harassment\*, or verbal aggression;
  - g. misusing or misappropriating school property or services, including computers and other technology systems;
  - h. engaging in hate motivated incidents\*;
  - i. engaging in gang related activity\*;
  - j. possessing dangerous objects or substances, including for example laser pointers; gloves with studs on knuckles; or any other item deemed by the principal to be unsafe or a hazard to persons or property in the school;
  - k. committing physical assault on another person\*;
  - l. engaging in or encouraging a fight;
  - m. engaging in conduct that constitutes opposition to authority;
  - n. demonstrating poor attendance that warrants disciplinary action;
  - o. engaging in behaviour that is disruptive to the learning environment of the class or school;
  - p. engaging in conduct that is detrimental to the moral tone of the school;
  - q. wearing clothing/apparel that is inappropriate, offensive or violates the school Dress Code;
  - r. engaging in unauthorized gambling or games of chance;
  - s. engaging in another activity that, under the Code of Conduct of the school, is one for which a suspension is warranted.

*\* may require police involvement as outlined in the Police/School Board Protocol.*



In considering whether to suspend a pupil for engaging in an activity described above, a Principal shall take into account the mitigating factors, as well as the other factors.

If a Principal decides to suspend a pupil for engaging in an activity described above, the Principal shall suspend the pupil from his or her school and from engaging in all school related activities.

A suspension shall be for no less than one school day and no more than 20 school days and, in considering how long the suspension should be, a Principal shall take into account the mitigating factors, as well as the other factors.

### **Circumstances Leading to a Suspension, Investigation, and Possible Expulsion**

A Principal shall suspend a pupil if he or she believes that the pupil has engaged in any of the following activities while at school, at a school-related activity or in other circumstances where engaging in the activity will have an impact on the school climate:

1. possessing a weapon, including possessing a firearm\*;
2. using a weapon to cause or to threaten bodily harm to another person\*;
3. committing physical assault on another person that causes bodily harm requiring treatment by a medical practitioner\*;
4. committing sexual assault\*;
5. trafficking in weapons or in illegal drugs\*;
6. committing robbery\*;
7. giving alcohol to a minor\*,
8. any other activity that, under a policy of a board, is an activity for which a Principal must suspend a pupil and conduct an investigation to determine whether to recommend to the board that the pupil be expelled. Other suspendable infractions including but not limited to:
  - a. hate motivated violence\*;
  - b. gang related violence\*;
  - c. trafficking in controlled or intoxicating substances not prescribed or dispensed for medical purposes\*;
  - d. uttering threats or threatening conduct intended to intimidate\*;
  - e. engaging in harassment\*;
  - f. ongoing conduct that is so refractory (persistent) that the student's presence in the school or classroom is considered by the principal to effect a danger or possibility of harm, physical or emotional, to others in the school or to the reputation of the school.

*\*require police involvement as outlined in the Police/School Board Protocol.*

A pupil who is suspended under this section is suspended from his or her school and from

engaging in all school-related activities. A Principal may suspend a pupil as above for up to 20 school days and, in considering how long the suspension should be, the Principal shall take into account the mitigating factors, as well as other factors.

When a pupil is suspended leading to a possible expulsion the Principal, in consultation with his or her Area Superintendent, shall conduct an investigation to determine whether to recommend to the Board that the pupil be expelled. The Principal's investigation shall begin promptly following the suspension. When a Principal suspends a pupil leading to a possible expulsion, the pupil shall be assigned to a program for suspended pupils, as established by the Board.

### **SCHOOL DRESS CODE:**

#### **Appropriate Dress Students must wear:**

- Clothing which includes both a top and bottom layer
- Footwear Students may wear;
- Any clothing that supports a human rights related need or accommodation
- Clothing (tops) that expose arms, shoulders, stomach, midriff, neckline, cleavage, and straps but will cover nipples
  - Clothing (bottoms) that expose legs, knees, thighs, hips and expose waistbands but will cover groin and buttocks
- Any headwear that does not obscure the face, subject to human rights related needs and accommodations

#### **Inappropriate Dress Students may not wear:**

- Clothing that promotes /symbolizes illegal activity (including gang activity) or drugs or alcohol or their use
- Clothing that promotes, symbolizes or incites hate, discrimination, bias, prejudice, profanity, pornography, incites harassment or bullying, threatens harm to the safety of self or others or that includes offensive (e.g. sexist, racist, homophobic, anti-indigenous, anti-Black, anti-Semitic, Islamophobic, etc.) images or language
- Clothing (tops) that exposes nipples • Clothing (bottoms) that expose groin and/or buttocks
  - Clothing (mask/scarf) that obscures the face (unless required to meet human rights related needs or accommodations)
- Undergarments as outerwear
- Transparent clothing that fully exposes undergarments
- Swimwear unless required for curricular or co-curricular approved activities

Health and Safety Dress Code Requirements Students must comply with Health and Safety requirements for specific courses and/or co-curricular programs. Specialized dress requirements including personal protective/safety equipment occur in many classes/programs including science, physical education, technology and cooperative education. Parents, guardians, and students must be informed well in advance, and individual needs will be accommodated by the school short of undue hardship. In some special circumstances students may be required (or choose) to wear personal safety clothing (e.g. surgical mask) for medical reasons.

Communication between the student, parents, and guardians and administration must occur for these situations. For some special events, the school may allow students to wear a costume. The costume must not promote racial, gender, cultural or other negative stereotypes based on Human Rights Code grounds. Students still need to comply with the dress code requirement.

