

## **393 CODE OF CONDUCT**

### **Background**

Canadian Rockies School Division has a responsibility to ensure that students and staff are provided with welcoming, caring, respectful and safe learning environments that respect diversity, foster a sense of belonging and promote well being. CRSD is committed to providing a learning and working environment free from bullying, harassment, discrimination and violence.

The Division expects employees, students, volunteers, parents, community members or any person who visits Division facilities to conduct themselves in a manner which promotes and protects the best interests of students, staff and colleagues. The Code of Conduct is intended to establish and maintain an appropriate balance between individual and collective rights, freedoms and responsibility in the school community. It establishes expectations, interventions and possible consequences for student behaviour.

Students will be held accountable for unacceptable behaviour and conduct that occurs both inside and outside of the school building or school day, if the conduct negatively affects a member of the school or interferes with the school environment. Behaviour may include, but is not limited to, the use of electronic means (e.g. social media).

Schools will develop a Code of Conduct that will address respect, harassment, discrimination, and bullying, along with possible interventions and consequences. Schools will respond with student interventions that are logical and restorative (where appropriate and possible). Consequences of unacceptable behaviour must take into account the student's age, maturity and/or individual circumstances. Support will be provided for any students who are impacted by inappropriate behaviour, as well as for students who engage in inappropriate behaviour. Although the code of conduct will address issues such as consequences for unacceptable behaviour, the primary focus of the Code of conduct is to help students learn how to address issues or disputes, develop empathy and become positive citizens both within and outside of the school community.

The responsibilities of students, staff and parents will be outlined in each school's Code of Conduct which will be aligned with the district Code of Conduct. A review and evaluation of each school's Code of Conduct will be in consultation with the School Council and/or community and is to occur on an annual basis. Each school's Code of Conduct must be publicly available on the school website.

### **Procedures**

Responsibilities:

The development of positive student behaviour is a shared responsibility between students, staff and parents.

1. Students:

- a. Students have a responsibility to respect the rights and dignity of others and to become actively and productively involved in their own academic learning and social growth. Students are valued and contributing members of their school community and accept the responsibility for their behaviour while at school, at school sponsored activities, or while engaging in other non school activities that have a direct influence on maintaining a welcoming, caring, respectful, and safe learning environment in the school. While school staff are not able to control what students do outside of school, when the behaviour has an impact on the school environment and/or the school community, there may be consequences or interventions for inappropriate behaviour.
- b. In accordance with the Education Act students are expected to conduct themselves in accordance with the School Student Code of Conduct developed by school leadership, staff, students and community.

Examples of (but not limited to) acceptable behaviour for students include;

- i. Be ready to learn, and actively engage in, and diligently pursue your education.
- ii. Attend school regularly and punctually.
- iii. Cooperate with all school staff.
- iv. Know and comply with the rules of your school.
- v. Be accountable to your teachers and other staff for your behaviours.
- vi. Respect yourself and the rights of others in the school by demonstrating appreciation of diversity of all school members regardless of their race, religious beliefs, colour, gender, gender identity, gender expression, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation of that person or class of persons.
- vii. Ensure your conduct contributes to a welcoming, caring, respectful, inclusive and safe learning environment that fosters a sense of belonging to others in your school.
- viii. Refrain from, report and discourage 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.
- ix. Inform an adult you trust in a timely manner of incidents of bullying, harassment, intimidation or other safety concerns in the school.
- x. Always demonstrate behaviours that positively contribute to and honour your school and community.
- xi. Dress appropriately for classes and activities.
- xii. Adhere to divisional policies regarding appropriate use of technology and the CRPS transportation policy.

Examples of (but not limited to) unacceptable behaviour for students include;

- i. Behaviours that interfere with the learning of others.
  - ii. Behaviour that creates unsafe conditions.
  - iii. Acts of bullying, harassment, intimidation or discrimination.
  - iv. Acts of violence, physical aggression or threatening others.
  - v. Illegal activity.
- c. The student Code of Conduct will address how support will be provided to students impacted by inappropriate behaviour and to those students who engage in inappropriate behaviour. Support, not only punishment, will be provided to those students that engage in inappropriate behaviour.
- d. The following examples of responses may be considered in addressing inappropriate behaviour:
  - i. Mentoring
  - ii. Mediation
  - iii. Counselling
  - iv. Restorative processes
  - v. Peer support networks
  - vi. Regular check-ins with designated school staff
  - vii. Student detention
  - viii. Withdrawal of privileges
  - ix. A cooling off period
  - x. Behaviour contract
- e. The use of corporal punishment is prohibited.
- f. Appropriate physical restraint may be used by school employees in crisis situations in which a student is causing, or is likely to cause, physical harm to themselves or others as per the procedures outlined in AP 388.
- g. Suspension or expulsion of a student is deemed to be a serious punitive measure to be invoked when other measures have proven to be ineffective or when the seriousness of the behaviour warrants such actions.

## 2. Staff

- a. Under the leadership of the Principal, staff are responsible for establishing a positive classroom and school climate in which structure, support and encouragement is provided to assist the student in understanding the importance of education, and developing a sense of self-discipline and positive self esteem.
- b. Staff will use proactive and preventative approaches to reduce the occurrence of unacceptable behaviour and maintain environments that are welcoming, caring, respectful, safe and are conducive to teaching and learning.
- c. Staff will treat parents, students, and fellow staff with respect at all times.

- d. Staff will deal with all discipline matters in a calm, objective, and professional manner, reflecting individual differences and situations.
- e. Teachers are responsible for discipline (in classroom, hallways and outside learning times) and are expected to communicate expectations to students early in the school year.
- f. Staff will engage in ongoing and timely communication with other staff and parents to encourage and provide the opportunity for active and constructive parental involvement in the education of their children.
- g. Staff are required, at all times, to follow the Code of Professional Conduct for Teachers and Teacher Leaders.
- h. Staff shall at no time conduct themselves, either professionally or personally, in such a manner so as to bring the Board or its representatives or elected officials, employees, or officers into public disrepute or ridicule.
- i. Staff shall not in any way harm the reputation of the Board or the Board's students.

3. Parents/Guardians:

- a. Parents are partners with respect to their child(ren)'s education. They have a responsibility to take an active role in their child(ren)'s educational success and will support their child(ren) in complying with their responsibilities as students. Parent conduct should contribute to a welcoming, caring, respectful and safe learning environment.
- b. Parents are responsible for:
  - i. Encouraging, fostering and advancing positive and respectful relationships with teachers, principals, other school staff and professionals who provide supports and services in the school.
  - ii. Ensuring that their child attends regularly and is punctual.
  - iii. Being aware of, and supporting, the expectations from the school Code of Conduct.
  - iv. Respectfully communicating and collaborating with school staff about any concerns regarding their child's needs or the student Code of Conduct.
  - v. Encouraging the peaceful resolution of conflict.
  - vi. Supporting welcoming, safe and caring school environments by refraining from any forms of aggression, threatening behaviour, harassment or intimidation while on school property or when communicating with Canadian Rockies staff, including, but not limited to, face to face, via phone, email, and social media.
  - vii. Supporting welcoming, safe and caring school environments by refraining from entering school property while under the influence of alcohol, illicit drugs or cannabis.

## **References**

AP 356 Suspension and Expulsion  
AP 388 Behaviour Interventions  
AP 347 Use of Substances  
Education Act Sections 8, 11, 31, 32, 33, 36, 37, 41, 42, 43, 44, 52, 53, 196, 197, 222, 225  
Alberta Human Rights Act  
Code of Professional Conduct for Teachers and Teacher Leaders

## **Replacing**

AP 350 Student Discipline, Suspension and Expulsion

## **History**

Developed: June 2020  
Amended: May 2024