

CODE OF CONDUCT

Discrimination, as set out in the BC Human Rights Code, in respect of discriminatory publication and discrimination in accommodation, service and facility in the school environment will not be tolerated.

EFFECTIVE SCHOOL DISCIPLINE

At Don Titus we are striving to create a positive learning environment and effective school discipline. Our research supported initiatives focus on 4 key areas:

1. Clear rules with input from all affected parties, clearly and continuously communicated.
 - At Don Titus we have our rules posted for school-wide behavior in the parent / student handbook, in classrooms and in our hallways. We remind students of important rules frequently with announcements, at our weekly Monday morning assemblies and also in our classrooms by individual classroom teachers. We do periodic reviews of our expectations for student behavior with input from students, staff and parents.
2. Clear consequences with input from all affected parties, clearly and continuously communicated.
 - These are communicated as in number 1 above.
3. Teaching of social skills and stress reduction, conflict resolution, problem solving skills and strategies.
 - We use various resources to teach these, some of which are: Focus on Bullying, Second Step, Skills for Growing and Skills for Adolescence. These resources / programs are often used to deliver your child's Personal Planning subject curriculum. Student social skills and strategies are further developed through our buddy classes (older students helping younger ones) and our monthly activities focus. Restorative justice to restore relationships between specific students or a student and staff member is an important practice at our school. We also provide some of our students with extra support through programs that are run through our school counselor.
4. Having a significant adult or adults in the lives of each student.
 - Our modeling as teachers and as support staff is extremely important to appropriate student behavior showing that we care for kids.

We recognize that behaviour is related to understanding age and maturity, our discipline / consequences reflect this through rising expectations.

STUDENT DISCIPLINE

Don Titus School is a community of learners. Our school motto is: Learning Together. It is important that the members of our community abide by a code of conduct that allows us to operate effectively. A primary function of the school is to provide a safe and respectful learning climate. Consequentially, behaviour that disturbs that climate must be considered inappropriate.

(A) STUDENTS IN THE SCHOOL HAVE CERTAIN RIGHTS AND MATCHING RESPONSIBILITIES

Student rights are:

1. to learn
2. to be respected
3. to have a clean and safe environment
4. to have privacy and personal space.

Student responsibilities are:

1. to work to the best of their abilities
2. to respect the rights of others
3. to maintain a clean and safe classroom, school and playground environment
4. to be kind to others (physically or emotionally)
5. to develop and maintain good study habits

We want our students to understand that responsibility for their behaviour is theirs. While inappropriate behaviour will be dealt with by the staff, students will be encouraged to think through the consequences of their actions and with help, generate more acceptable solutions to their misbehaviour.

(B) CLASSROOM BEHAVIOUR

A list of classroom rules formed with input from students will be posted and discussed in every classroom. Consequences of misbehaviour should be established and may be posted as well. Each teacher will decide whether or when behaviour is inappropriate. Should classroom behaviour be deemed inappropriate, the following steps will be used:

Step 1: teacher-student conference to resolve inappropriate behaviour

Step 2: teacher-student-parent conference to resolve inappropriate behaviour

Step 3: teacher-parent-student-principal conference

The outcome of this Step 3 conference may be:

a) Behavioural or work contract or student assigned to another class for a determined period of time

AND/OR

b) An in-school suspension

AND/OR

c) An at-home suspension for a 1-5 days, determined by the principal.

Considerations:

- (1) Parents of students showing behaviour problems will be contacted promptly.
- (2) Major ingredients of successful classroom and school discipline policies are fairness and consistency.
- (3) All rules should have a logical consequence if not adhered to.
- (4) Staff members may recommend students suspension; the school principal has the authority to enact this.
- (5) Repeated student misbehaviour following the teacher-parent-student-principal conference will result in a second such conference with a school-based resource team with consequences similar to Step 3 above with the expectation that any consequences imposed will be more severe than any earlier consequences.

We are very pleased with the behavior of our students and consider it a privilege to have them in our school. Students are involved along with the staff & PAC in setting/reviewing school policies and practices. Students are reminded of expectations through weekly assemblies, intercom announcements, class discussions and newsletters.

(C) MINOR OFFENSES in class, in the school or school yard include such things as: running in the hallways, chewing gum, inappropriate use of playground sports equipment or snowballs, wearing outside shoes inside, bugging other students, loitering in the mudrooms, wearing hats inside, a poor attitude towards others, not wearing shoes, rough housing, inappropriate clothing, poor lunchroom behaviour, and being out of designated playground areas.

Minor Offenses will be dealt with as follows:

- consistent reminders by staff involved
- consistent consequences by staff involved
- consequences are restorative in nature

(D) MAJOR OFFENCES include: fighting, dangerous behaviour, abusive or foul language, disrespect to staff, students or other adults at the school, leaving school grounds without permission, vandalism, stealing, bullying, other.

Major Offenses will be dealt with as follows:

- the student will be sent to the principal to explain his/her behaviour
- his/her misbehaviour will be recorded and the consequence noted.
- in most cases parents will be contacted by phone.

Major offenses consequences:

- fighting, disrespect or serious bullying may result in a 1-5 day suspension.
- leaving school grounds without permission will result in a loss of lunch leaving privileges for senior students.
- other consequences will be tailored to the offense but will involve the loss of privileges and may include up to a 5 day suspension (in and/or out of school).
- all out of school suspensions require homework to be completed and a meeting with the principal as conditions of return.
- repetitions of major offenses will involve progressively more serious consequences and will involve meetings with a school based resource team and with the entire staff to assist a student with his/her behaviour.

Notwithstanding the above, the principal reserves the right to deal with major misbehaviour as she deems appropriate.

Whenever possible and appropriate, consequences for breaches of a code are restorative in nature rather than punitive.

SPECIAL NOTES:

- 1. There is a belief among some students that school rules apply only on school property. That is not so. They apply to the time going to and from school as well as when students are taking part in any school event (field trip, sport event, etc).*
- 2. The board will take all reasonable steps to prevent retaliation against a student who has made a complaint of a breach of a code of conduct.*
- 3. School officials may have a responsibility to advise other parties of serious breaches of the code of conduct.*

SUSPENSIONS

In accordance with District Policy students may be dismissed for up to FIVE days and/or be required to appear before the Superintendent of Schools or delegate to re-enter school.

School policy requires students who are suspended to be assigned schoolwork for their time out of school, which must be completed satisfactorily before they return to class.

APPEAL PROCEDURES

Parents have the right to appeal suspension decisions, as per School District Policy. Please contact the School District Office in Dawson Creek for more information.

PARENT ADVOCACY SERVICE

This is a service for parents who are having any issues with the school system. The District Parents Advisory Council offers the assistance of a trained volunteer parent to help you figure out your options. This is a free service for parents in School District #59. Call the Parent Advocacy line at 719-0440 or 1-866-719-0440 and leave a message.

Don Titus Bullying Prevention Policy

Everyone at Don Titus Elementary School is committed to making our school a safe and caring place for all students. We will treat each other with respect, and we will refuse to tolerate bullying in any form at our school.

Our school defines bullying as follows:

Bullying is unfair and one-sided. It happens when someone repeatedly hurts, frightens, threatens, or leaves someone out on purpose.

Examples of bullying include:

- Hurting someone physically by hitting, kicking, tripping or pushing.
- Stealing or damaging another person's things.
- Ganging up on someone.
- Teasing someone in a hurtful way.
- Using put-downs, such as being insulting of someone's race or making fun of someone for being a boy or a girl.
- Threatening someone, their friends or possessions.
- Touching or showing private body parts.
- Spreading rumors about someone.
- Leaving someone out on purpose or trying to get other kids not to play with someone.

Staff at our school will do the following things to prevent bullying and help children feel safe at school:

- Closely supervise students in all areas of the school and playground.
- Encourage students to use supervisors when needed, and know when it's needed.
- Encourage students to deal with issues when they happen, not several days later.
- Watch for signs of bullying and stop it when it happens.
- Teach the Focus on Bullying Prevention Program (defining, preventing & dealing with bullying) to all students in grades K-7.
- Respond quickly and sensitively to bullying reports.
- Take seriously parents' concerns about bullying.
- Look into all reported bullying incidents.
- Maintain a system to record bullying playground incidents.
- Clearly & continuously communicate our school rules.
- Assign consequences for bullying based on the school discipline code.
- Provide a significant school adult in the life of each child.
- Provide immediate consequences for retaliation against students who report bullying.
- Employ strategies to remediate and support those who are aggressors and victims.

Students at our school will do the following things to prevent bullying:

- Treat each other respectfully,
- Refuse to bully others.
- Refuse to let others be bullied.
- Refuse to watch, laugh, or join in when someone is being bullied.
- Try to include everyone in play, especially those who are often left out.
- Report bullying to an adult.

BULLYING BEHAVIOURS

	Forms of Bullying Behaviour	
Behavioural Category		
Physical Aggression	<ul style="list-style-type: none"> • pushing • shoving • spitting • kicking • hitting 	<ul style="list-style-type: none"> • threatening with a weapon • defacing property • stealing
Verbal Aggression	<ul style="list-style-type: none"> • mocking • name calling • giving dirty looks • teasing 	<ul style="list-style-type: none"> • intimidating telephone calls • racist, sexist or homophobic taunting • daring another to do something dangerous • verbal threats against property • verbal threats of violence or inflicting bodily harm • coercion • extortion
Social Alienation	<ul style="list-style-type: none"> • gossiping • embarrassing • setting up a student to look foolish • spreading rumours • excluding from group 	<ul style="list-style-type: none"> • inciting hatred • racist, sexist or homophobic alienation • setting up someone to take the blame • public humiliation • malicious rumour spreading

SMOKING, DRINKING, AND DRUG ABUSE

These are regarded as serious offenses and will be dealt with severely. The school community in cooperation with the RCMP has established a 2 block radius around each Chetwynd School as a Drug Free Zone. The school's policy on drugs, established in consultation with the School Board and Don Titus PAC is as follows:

Infraction: A

(1st Offense)

Suspicion of possession of a controlled substance on school property, or at an off campus school event.

Definition:

A lack of legal evidence to proceed with charges, yet a high probability exists that a student had participated in an illegal drug activity (alcohol or drugs).

Consequences:

Parent notification.

(2nd Offense)

Suspicion of possession of a controlled substance on school property, or at an off campus school event.

A lack of legal evidence to proceed with charges, yet a high probability exists that a student had participated in an illegal drug activity (alcohol or drugs).

Parent notification.
Parent requested to pick up child.
RCMP phoned.

Infraction: B

(1st Offense)

Possession or use of illegal drugs on school property or at an off campus school function, or attending school while under the influence of a controlled substance.

Definition:

Evidence includes:
Being "under the influence" of a controlled substance.
Being identified as consuming or having consumed a controlled substance. (alcohol or drugs).
Admission to consuming.
Found to be in possession of a controlled substance on their person or property.

Consequences:

Parent notification.
RCMP called & to pick student up.
5 day suspension (1st offense).
Drug & alcohol counseling required.
In school program also offered.
May include a loss of privilege to attend specified school events and participate with sporting teams.

(2nd Offense)

Possession or use of illegal drugs on school property or at an off campus school function, or attending school while under the influence of a controlled substance.

Being "under the influence" of a controlled substance.
Being identified as consuming or having consumed a controlled substance (alcohol or drugs).
Admission to consuming.
Found to be in possession of a controlled substance on their person or property.

Parent notification.
RCMP called to pick student up.
Indefinite suspension, min.10 days recommended (2nd offense)
Drug & alcohol counseling required. In school program also offered.
Loss of privilege to attend specified school events and participate with sporting teams for the remainder of the year.

Infraction: C

Trafficking of a controlled substance on or near school property, of at an off campus school event.

Definition:

Selling or distributing alcohol or drugs.

Consequences:

Parent notification.
RCMP called to pick student up.
Indefinite suspension (minimum 10 days).
Drug & alcohol counseling required.
In school program also offered.
Loss of privilege to attend specified school events and participate with sporting teams for the remainder of the year.

VANDALISM

Vandalism of any degree is viewed by the school and Board of Trustees as a very serious offense. Subject to the policy of the School Board parents will be advised of the damage and billed for replacement or repair cost incurred.