



Code of Conduct

We provide a positive atmosphere of respect. Our code of conduct encourages cooperation and citizenship that promotes academic excellence in a safe learning environment.

Respect each other and all adults Treat and speak to others politely at all times, using encouraging words. Respect and take care of your environment. This includes school property and supplies, the school yard and school bus.

Play Safely Walk slowly and talk quietly in the halls. Be aware of others around you, and make way for younger students and staff.

Be responsible Arrive at school on time. Be prepared for each class by studying and organizing work. Ask for permission from your teacher before leaving the classroom. Use self-control at all times (physically and verbally).

Digital Citizenship

Please assist us in promoting responsible online habits. Supervise your child's internet activity at all times.

Cell Phones and Cameras

Cell phones and cameras are not permitted at school, on the school bus, or on field trips unless special permission has been given. Devices brought to school without permission will be confiscated and returned to parents upon their request.

Inappropriate Behaviors

- Disruption in class
- Rude or inappropriate remarks directed towards others
- Profane language (swearing)
- Conflict, violent aggression, bullying, name-calling, pushing or rough play
- Destruction of property (school, self, others)
- Racial slurs (insulting someone because they are of another culture or religion)

Inappropriate Behaviors may lead to any of these consequences

- Mediation (by peers, teacher or principal)
- Time Out
- Loss of privileges (recess or special activities)
- Warning letter and call home
- Consultation with parents and/ professionals
- Suspension (following proper procedures)
- Clean, repair or replacement of damaged property

Discipline procedure

Disciplinary measures are based on individual circumstances and the severity of behaviour and are at the

discretion of the administration in collaboration with the parents of the child(ren) involved.

Misconduct is addressed through:

- Conflict resolution
- Warning
- Written reflection on behaviour signed by parent
- Detention
- Loss of privileges (recess, outdoor play, extra-curricular activities, daycare, bus)
- Call to parent or notice in the agenda to contact a teacher
- Restitution for lost or damaged property by payment or service

Staff Intervention

- Student supervision during free time and/or class transitions
- Parent conference with teacher and principal
- Parent conference with school professionals to develop a success plan
- Referral for anger management
- In-school suspension
- Suspension from school
- Transfer to another school
- Expulsion

Transportation and Bus Conduct

Parents of students eligible for transportation and who have registered in our school will receive by mail in late August, a bus pass showing the route, stop and the schedule. Students registering at the beginning of the school year will receive a temporary bus pass from the school until their official one comes in the mail. Parents of children not eligible for busing may apply for courtesy busing, which is only granted if there is room on the bus at a cost to the parents of \$175. For more information please call the school board transportation department at 514-422-3001.

Bus drivers will issue Bus Behavior Reports to any child not following the rules. Possible consequences include warnings to parents, suspension of services for a specific period of time and finally, termination of bus services. Please keep in mind that **bus transportation is a service of the school board and it is not a right**. All school rules and bus safety rules stated below will apply while students are being transported by any vehicles under the jurisdiction of the school board.

- Be at the bus stop 10 minutes before the scheduled stop time.
- Wait for the bus to come to a complete stop before boarding the bus in an orderly fashion
- Find your assigned seat quickly without disturbing other students
- Keep the aisle clear of body parts and other objects such as school bags
- Remain seated at all times
- Do not eat, drink or leave trash on the bus
- Always listen to the driver's instructions and be polite and respectful
- Never put your head, arms or any other object out of the window
- Know where the emergency exits are and do not tamper with them
- Wait for the bus to come to a complete stop before getting up to leave the bus in an orderly fashion
- Walk a safe distance from the bus so the driver can see you are out of danger
- If you need to cross in front of the bus have an adult help