



CODE OF CONDUCT

We believe that all people have the right to emotional and physical safety and that these rights are accompanied by responsibilities. We believe that ultimately true discipline is self-discipline and to achieve that goal, responsibility is with the students, the staff, and the parents.

Students

In order to be respectful, responsible and accountable, students will:

- Comply with the Code of Conduct
- Attend school regularly and be on time
- Be prepared for classes by bringing their required materials and completed assignments
- Complete all work missed due to absence
- Treat all others in the school and community with dignity and respect
- Resolve their problems without violence or aggression
- Show respect for school property and the personal property of others
- Dress appropriately in a manner suitable for a learning atmosphere
- Refrain from the use of drugs, alcohol or any controlled substances
- Adhere to school policies respecting appropriate use of e-mail, the Internet, and social media

Staff

In order to be respectful, responsible and accountable, staff will:

- Treat all members of the school and community with courtesy, respect and fairness
- Communicate information about student progress, attendance and behaviour to students, parents and administration
- Be punctual for all classes and commitments
- Clearly state course objectives and use a variety of teaching and assessment strategies in lessons and assignments that are academically appropriate
- Teach the Manitoba Curriculum diligently and deliver the programs and services approved by the Hanover School Division with emphasis on the divisional Deeper Learning Plan.
- Provide a positive learning environment which is orderly, safe and supportive
- Be fair and consistent in their treatment of students

Parents/Guardians

In order to be respectful, responsible and accountable, parents/guardians will:

- Encourage their child to:
 - Work to the best of their ability
 - Understand the importance of education
 - Respect the rights of fellow students and staff
 - Respect the property of others
 - Dress appropriately
- Maintain regular and open communication with their child and with staff regarding school matters
- Ensure that their child attends school and is punctual
- Attend school events and meetings and provide constructive feedback to support the school
- Provide school supplies needed for student learning
- Support the school in promoting a safe, secure, non-threatening learning environment and support the Hanover School Division's policies on discipline

Divisional Policy and Public Schools Act

Appropriate behaviours include but are not limited to respect for self and others, empathy, cooperation, courtesy, responsibility and honesty. Responses to inappropriate behaviours occur with consideration for individual needs and circumstances. Effective behaviour management strategies will promote self-discipline, will be proactive, based on fair and equitable treatment, consider developmental differences, support constructive behaviour change, and consider the safety and welfare of the school and community.

Divisional Policies:

Disciplinary consequences of violating the Code of Conduct are subject to the following policies of the Hanover School Division:

- JF - Code of Behaviour
- JFA - Student Discipline
- JFB - Student Substance Use/Abuse

Interested members of our school community may access copies of the above policies from the Hanover School Division website or from school administration.

Appeal Process

The process for appealing disciplinary decisions begins with the school administration. Further appeal is possible to the HSD Board of Trustees. Refer to HSD Policy #A-9f.

Expectations Derived from the Public Schools Act:

- Students and staff must behave in a respectful manner and comply with the NCI Code of Conduct
- The following behaviours are unacceptable:
 - The bullying of any person, or abusing physically, sexually, or psychologically - verbally, in writing, electronically or otherwise
 - Discriminating on the basis of any characteristic set out in subsection 9(2) of the Human Rights Code
 - Using, possessing or being under the influence of alcohol or illicit drugs at school
- The following will not be tolerated on school sites:
 - Gang involvement
 - Possessing a weapon, as "weapon" is defined in Section 2 of the Criminal Code of Canada
- Students and staff must adhere to school policies respecting appropriate use of email and online content, including the prohibition of accessing, uploading, downloading or distributing material that the school has determined to be objectionable

	Expectation	Response to Behaviour
Electronic Devices	Students are expected to use electronic devices in a mature and respectful manner, without disruption to learning.	Students will be reminded of the expectation. If the inappropriate behaviour persists, teachers may confiscate the electronic device and a referral may be made to Administration.
Food and Beverages	Students are expected to consume food and beverages during appropriate times in designated areas.	Students will be reminded of the expectation. If the inappropriate behaviour persists, teachers may confiscate the food and beverage and a referral may be made to Administration.
Offensive Language	Students are expected to use language appropriate for a learning environment.	Students will be reminded of the expectation. If the inappropriate behaviour persists, teachers may suspend from their class for up to two days, or recommend a one day suspension from school. Offensive language directed at an individual may result in a suspension from school by Administration.
Academic Dishonesty	Students are expected to turn in work that is entirely their own. Students are responsible for knowing the expectations regarding academic dishonesty as set out by their teachers.	Students found to be academically dishonest may: <ul style="list-style-type: none"> ● Be reprimanded ● Have to re-submit the assignment ● Be required to complete a different test or assessment ● Fail the course ● Be suspended from school
Attendance	Students are expected to be on time for their classes and attend school every day. Parents are expected to contact the school at (204)388-4731 when their child will be absent.	Students who do not attend school every day are subject to the school attendance policy
Dress Code	Students are expected to wear clothing that respects student safety, health and the maintenance of an atmosphere suitable for a learning environment.	Students who wear clothing that is provocative or unacceptable for a learning environment will be asked to change or cover up the clothing.
Smoking/Vaping	Students are not allowed to smoke or vape in the school or on school property.	Students will be reminded of the expectation. If the inappropriate behaviour persists, referral to Administration will occur and a suspension may result
Defiance/ Insubordination	Students are expected to interact in a respectful manner and comply with direction of all staff members.	Students will be reminded of the expectation. If students are in disagreement with a staff member, the student will be asked to comply and to discuss the matter when the time is suitable for both parties. Students whose behaviours are disrespectful will receive the opportunity for restitution. If defiance &/or disrespect continues, a suspension may result.
Theft and Vandalism	Students are expected to respect the properties of all students, staff and the community.	Students found to be disrespectful of other’s property may: <ul style="list-style-type: none"> ● Require restitution ● Be suspended ● Require the intervention of the local police service
Drugs and Alcohol	Students are not allowed to use drugs, alcohol or any controlled substances in the school or on school property.	Students suspected of being under the influence will be referred to Administration and will be suspended for up to five days. The suspension may be extended by the Superintendent’s Department. Referral to the divisional AFM Counsellor will also occur.
Bullying/Violence/ Discrimination/ Hazing	Students are expected to exhibit positive student behaviour which promotes student responsibility, inclusion, self-discipline and respect for others.	Students found to be engaged in any form of physical, social, or emotional aggression that uses gestures or spoken or written language to impair the emotional or physical well-being of a student or staff member will be suspended for up to five days. The suspension may be extended by the Superintendent's Department and the local police service may be notified.

Responses to behaviour can vary depending on the circumstances, and will take into account the needs, the developmental stage, and age of the individual involved. Under normal circumstances, consequences will be moderate, but consistently applied and could range from the following: informal interview, support personnel involvement, parental involvement, formal interview, withdraw from classroom setting, removal of privileges, detention, restitution, involvement of other agencies, behavioural/performance contracts, suspensions, withdrawal from a course.

