

**Student Behavior and Discipline
Policy 5210
December 9, 2003
Revision: October 16, 2012**

The Board of Education (the Board) believes that all children have a right to receive an education in a safe and positive learning environment. The Board affirms that appropriate behavior is essential to the operation of effective schools and to the development of responsible, self-disciplined young people.

The School Act requires every student to comply with the School Code of Conduct and with the District Code of Conduct and policies of the Board.

The Board anticipates the cooperation and support of parents/guardians in the application of this policy.

Legal References: *School Act 6 (1) a, b 85 (2) c, d 85 (3) a, b
School Regulation 265/89*

District Code of Conduct

The purpose of our District Code of Conduct is to provide a safe, caring, and orderly school environment for our students.

Students in School District #81 are expected to:

1. Treat others with dignity, respect, tolerance, and courtesy.
2. Respect the rights of others to learn and work in an environment free from abuse, intimidation, harassment, bullying, cyber bullying disruption or discrimination (i.e. Discrimination on the basis of race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex or sexual orientation of that person or class of persons).
3. Act in a safe and responsible manner towards themselves, others, and other's property.
4. Comply with classroom and school standards for attendance, promptness, language, and behavior.

Consequences for misbehavior will reflect the maturity level of students and allow for special consideration for exceptional students. When it is possible to do so, our schools will focus on consequences that are restorative in nature. (Restorative: when a student can do something to restore i.e. repair or replace.)

Note: Each School's Code of Conduct includes the School District's Code of Conduct.

Guidelines

1. School Standards for Student Behavior
 - 1.1 Principals/Vice Principals are expected to develop and apply age appropriate standards for the implementation of the District Code of Conduct with input from staff, the Parent Advisory Council, and students (where appropriate).
 - 1.2 School consequences for misbehavior must be consistent with Board Policy and provisions of the School Act and Regulations.
 - 1.3 School Codes of Conduct must be communicated to students, staff, and parents/guardians at the point of entry and/or at the beginning of each school year.

2. Behavioral Interventions
 - 2.1 Student behavioral interventions will reinforce appropriate, and discourage inappropriate, behavior.
 - 2.2 Appropriate interventions may include:
 - a. a student conference;
 - b. short term removal from class;
 - c. parent conference/contact;
 - d. in-school detention;
 - e. in-school suspension;
 - f. a restorative consequence;
 - g. referral for school based student services;
 - h. counseling for the student;
 - i. course or program modification; or
 - j. referral to District staff for programs or services.
 - 2.3 Parents/guardians are to be apprised regarding interventions d through j above, or for repetitive interventions.

3. Student Home Suspensions
 - 3.1 Home suspension is to be used only when other forms of intervention have been unsuccessful or when a significant breach of the school standards has occurred.
 - 3.2 Short term home suspensions are to be administered as follows:
 - 3.2.1 Principals/Vice Principals are authorized to suspend a student for up to five (5) school days.
 - a. Teachers will provide assignments for students.
 - b. Parents/guardians are to be contacted verbally with written confirmation of the suspension to follow.

- c. A copy of the suspension letter is to be sent to the School District Office.
 - 3.3 Longer term (5+ days) suspensions for significant violations of the School Code of Conduct are to be administered as follows:
 - 3.31 Principals/Vice Principals will suspend a student indefinitely with immediate referral to the Discipline Review Committee (DRC).
 - a. Principals/Vice Principals are required to prepare an appropriately documented report for the Discipline Review Committee.
 - b. Study materials are to be provided to the student.
 - c. Parents/Guardians are to be contacted verbally and written confirmation is to follow.
 - d. A copy of the suspension letter is to be sent to the School Board Office.
 - 4. Significant violations of the School Code of Conduct
 - 4.1 Student violations of the School Code of Conduct that threaten the safety or health of others constitute criminal acts and are serious infractions. These include but are not limited to:
 - 4.11 violent behavior, assault, intimidation, harassment, or possession of weapons.
 - 4.12 possession, exchange, or being under the influence of alcohol or illegal drugs.
 - 4.2 When these types of infractions occur on school property or at school functions on or off the school grounds, they shall be immediately addressed.
 - 4.21 Students will be suspended and referred to the Discipline Review Committee.
 - 4.22 If there is evidence that a student under school supervision is in possession of or trafficking an illicit drug, or has violated a federal or provincial statute, the Principal/Vice Principal shall notify the RCMP.
 - 4.23 If a student uses a weapon to threaten another person, the RCMP shall be notified.
 - 5. If a student threatens to bring a weapon to school or suggests that he/she has access to a weapon (or even wishes they have access to a weapon) so that they could harm another person, the RCMP shall be notified.
 - 6. Students 16 years of age or older
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- 5.1 When a student 16 years of age or older, after a reasonable period of time, has refused to comply with the School Code of Conduct and/or failed to apply him/herself to his/her studies, the Principal/Vice Principal will issue an indefinite suspension and refer the matter to the Discipline Review Committee.
 - 5.2 The Discipline Review Committee may refuse to offer an educational program to a student 16 years of age or older in accordance with Section 85 (2) c, d 85 (3) a, b of the School Act.
6. Discipline Review Committee
 - 6.1 Membership
 - 6.11 The Discipline Review Committee shall be comprised of the following:
 - Three Principals/Vice Principals not directly involved with the incident or offending student.
 - A designated Chairperson from one of the three Principals/Vice Principals.
 - 6.12 Members of this committee shall not participate in any subsequent appeal process regarding a Discipline Review Committee decision to the Board of Education.
 - 6.2 Purpose of the Hearing
 - 6.21 To review information on the suspension of a student.
 - 6.22 To ensure that both the school and student have an opportunity to present information regarding the nature and circumstances of the case, relevant background information, and the impact of the behavior requiring discipline.
 - 6.23 To allow both the school and student to ask and answer questions that the Discipline Review Committee may have regarding the incident.
 - 6.24 To make decisions regarding the student's future educational program.
 - 6.3 Presentations to the Committee
 - 6.31 The Discipline Review Committee Chairperson will advise the parents/guardians and students of the time and date of the meeting with the District Discipline Review Committee.
 - 6.32 The incident is not to be discussed with any Committee member prior to the meeting.

- 6.33 The presenting Principal/Vice Principal will introduce the parents/guardians and student to the Committee Chairperson. The Chairperson will introduce Committee members.
- 6.34 The Chairperson will outline the purpose of the meeting. All information that is distributed or given at the meeting is to be viewed or heard for the first time at the hearing.
- 6.35 A Principal/Vice Principal will present the school's version of the incident leading to the suspension. The Principal/Vice Principal shall provide a written statement for this purpose.
- 6.36 The student or parent/guardian will provide his/her version of circumstances that took place at the school or school activity leading to the student's suspension.
- 6.37 Committee members will ask questions of either party at the meeting. The student, presenting Principal/Vice Principal, and parent/guardians may also ask questions.
- 6.38 The parents/guardians, student, and presenting Principal/Vice Principal will then be excused from the meeting. The Committee will review information that was presented at the meeting and make a decision.

6.4 Scope of the Committee

The Discipline Review Committee is authorized to do the following:

- 6.41 suspend a student for up to an additional 20 days beyond any suspension that may have been imposed by the Principal/Vice Principal;
- 6.42 impose conditions which must be met before a student is permitted to return to school; and/or
- 6.43 reassign a student to a program;
- 6.44 direct that a student's educational program be delivered at home or through distance learning;
- 6.45 refuse to offer an educational program to any student who has reached the age of 16 and to stipulate if, when, and under what conditions such student may be re-admitted to an educational program.

6.5 Disposition

- 6.51 The Discipline Review Committee Chairperson will advise the presenting Principal/Vice Principal and the parents/guardians of the decision within 48 hours. A letter is also forwarded by the Discipline Review Committee Chairperson, formalizing the Committee's decision.
 - 6.52 The presenting Principal/Vice Principal will inform school staff of the return date of the student and other relevant information.
 - 6.53 The Board of Education is advised of the disposition of the student's case, names withheld.
- 6.6 Appeal
- 6.61 In all cases, the student and parent/guardians have access to the formal Appeal process outlined in Board By-Law No. 1.