

## **Good Shepherd Elementary School CODE OF CONDUCT 2021- 2022**

Good Shepherd School has based its Code of Conduct on three important values: respect, responsibility, and ready to learn. Our common goal is to help our students grow into confident, responsible, open minded, productive individuals who are ready to contribute to an ever-changing culturally diverse society.

Students who do not abide by the Code of Conduct regulations will have consequences appropriate to their actions.

### **RESPECT**

- I respect myself and others.
- I respect my environment: all school property and class materials.
- I respect the Riverside School Board Code of Conduct.
- I respect the class rules.
- I respect bus rules.
- I respect the school's dress code.
- I come to school on time every day.
- I act safely and calmly.
- I walk quietly in the hallways and bathrooms.
- When the bell rings, I stop playing and quietly line up.
- I always use polite and appropriate language and gestures.

### **DRESS CODE**

Although Good Shepherd does not have a uniform or colour code, students will be required to dress in a manner that reflects respect and a place of learning. While we respect the rights of parents and children to express themselves through their clothing, we must reserve the right to have the final say regarding the appropriateness of any clothing worn to school. All clothing and accessories must be free from anything that promotes violence/gangs, profanity, drugs, alcohol, and sex. (No inappropriate graphics /language will be permitted). Shirts/ tops must cover the torso completely and meet the accompanying bottom (skirt, leggings, shorts or pants). The appropriate length for skirts and shorts is no shorter than 3 inches/7.62 cm above the knee. Shoulders should be covered and size must be appropriate (not provocatively tight or have spaghetti straps). Shoes: no flashing lights on running shoes, flip-flops or high heels for safety reasons.

### **SAFETY**

- I remain on school property (in schoolyard, office, Technician/ Oasis room) always supervised.
- I play safely.
- I leave snow, ice, rocks, branches and wood chips on the ground.
- I solve conflicts without using verbal or physical violence (pushing, hitting, kicking, etc.).
- I refrain from using any inappropriate physical contact (hands to yourself).
- The school reserves the right to ban any object it deems unsafe.
- All parents volunteering or visiting the school will report to the office and sign in.
- I will respect Good Shepherd's NUT-SENSITIVE environment in order to protect others with severe ALLERGIES.
- I will eat healthy foods (No chocolate, energy drinks/ soft drinks). I EAT only my own lunch and will not share food.

<b>CONFLICT</b>	<b>BULLYING</b>
Equal power (friends)	Imbalance of power
Happens occasionally	Repeated negative actions
Accidental	Purposeful
Equal emotional reaction	Strong emotional reaction Victim
Not seeking power or attention	Seeking control/power
Remorse/takes responsibility	No remorse/blame victim
Effort made to solve the problem	No effort made to solve problem

### **Bullying**

- Harassment, bullying, intimidation, threats, violence are not accepted.
- If you witness or are a victim of an act of bullying, you need to inform an adult that you trust.
- Respect the guidelines according to the Good Shepherd Anti-bullying, Anti-violence plan.

## **DISCIPLINARY MEASURES TO THE SEVERITY OR REPETITIVE NATURE**

### **Minor Incidents**

- Discussion with the adult who witnesses or is told of the incident. Adult can decide no further follow-up is required. The parents will be notified with a written or verbal communication. A report goes to the Principal.
- Supervision of the perpetrator during free time; i.e. must be shadowed by a supervisor during recess and at lunch time.
- Detention of the perpetrator during free time shadowed by a supervisor during recess and or lunch time or sent to the Technician's room/Mindful Oasis; during this time there is a discussion with the supervising staff member about the incident and how to better deal with similar situations should they occur. The student, signed by a staff member and the student's parents, will fill out a reflection sheet. As well, parents are informed of the detention. Detention with daycare technician during daycare hours.

### **Moderate Incidents**

- Perpetrator is immediately sent to the office or other designated area i.e Technician Room or Daycare Technician (during Daycare hours).
- Loss of privileges (Lunch Hour, recess).
- Supervision of the perpetrator during free time; i.e. must be shadowed by a supervisor during recess and at lunch time. Gradually earns back free time (e.g. 5 minutes each day).
- Withdrawn from activity.
- Detention of the perpetrator (Technician's room/ Mindful Oasis: during which time there is a discussion with supervising staff member about the incident and how to better deal with similar situations should they occur. Reflection sheet is filled out by the student, signed by staff member and the student's parents. Reparations
- In-school suspension or out of school suspension.

- Re-integration plan is discussed with the parents and the staff member(s) involved and then applied (prevention in Technician/Oasis room during free time or during class time depending on the incident.

### **Severe Incidents**

- In-school suspension.
- Out-of-school suspension with re-entry meeting with parents and students. A plan is developed for the student and agreed to by all involved. Teachers and staff implicated are informed of the plan.
- Preventative measures are put into place to support the successful schedule and or gradual re-entry to school and classroom. The same applies to free time, recess and/ or lunch recess.
- Recommendation to move the student to another school or to expel from the Board if considered compulsory. .
- Involvement of the Police if deemed necessary.
- Any other disciplinary measures which are appropriate for the situation.

**I have discussed the points of the Good Shepherd Code of Conduct with my parents and I will do my best to follow them.**

**Student's Signature:** \_\_\_\_\_

**Parents' Signature:** \_\_\_\_\_.

## **STUDENT ILLNESS**

If your child is well enough to attend school, then he/she is well enough to take Physical Education and Health class and go outside for recess and lunch hour. If there is a medical reason why your child is not able to participate in Physical Education, please send a doctor's note to school.

## **REPORTING ABSENCES**

If your child is going to be absent from school, please use the on line system on the Moziak Portal <https://portailparents.ca>

## **GOLD BOOK**

We want students to be proud of the success and strive to do their best every day. One way of encouraging our students is by recognizing their efforts is giving them an opportunity to sign the GOLD BOOK at the office. Teachers and support staff are aware that every child is different and that every child needs, to be rewarded for their individual efforts. Students sign the God Book for an achievement when the teacher feels that special recognition is deserved. This also gives the principal a chance to congratulate the student personally.

## **MEDICATION**

All medications (in original prescription bottles with the child's name) that are to be taken during the school day require a form filled by and signed by parents. The CLSC guidelines indicate that over the counter medication should not be sent to school. All Medication must be kept at the office

## **PERMISSION for outings around the school**

I authorize my child \_\_\_\_\_ to accompany his/her class on outdoor activities around the school with his/her teacher during the 2020-2021 school year.

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **GUIDELINES FOR INTERNET**

1. Good Shepherd is fortunate to have classrooms well equipped that enable students to have access to on-line resources and interactive lessons using computers, Ipads, and smartboards. Students are obliged to use these appropriately and should conduct themselves responsibly, ethically and politely while on-line.
2. Inappropriate use of the Internet is prohibited. Viewing of obscene or illegal materials or indulging in activities in support of such activities is also prohibited.
3. Students should not allow themselves to become involved in activities or discussions which are illegal or ill-suited and that might include opening themselves to people wishing to make inappropriate contacts with students.

Appropriate etiquette of Internet use includes:

- respect for the rights of others
  - prompt removal of electronic mail
  - moderate information storage
  - acceptance of responsibility to use the Internet wisely.
4. The student and parent will not hold the teacher, school or School Board liable for any materials retrieved from the Internet; or any misplaced, lost, or broken items brought to school by students.
  5. Abuse of the acceptable use guidelines will lead to loss of the student's access to the Internet.



### **SCHOOL CLOSURE**

In case of an emergency school/Daycare closures, e.g.: snow storms, power failure, etc. please consult the Riverside School Board website or listen to:

98.5FM, 92.5FM (The Beat), 96.9 FM (CKOI), 105.7FM (Rhythm FM), 800 AM (CJAD), 95.9 FM (Virgin), 97.7 FM (CHOM), 88.5FM (CBC), Global TV, TVA, CTV

## **SECURITY ON THE BUS**

### **BE ALERT! – DON'T TAKE CHANCES**

Although school bus transportation is a privilege and not a right, the school board will provide transportation services to eligible students.

Here are some guidelines to help parents and students to benefit safely of the services:

### **SCHOOL BUS RULES**

Children who are bussed to school should be familiar with the bus rules and routine. They should know the correct places to get on and off the bus and what to do if the bus is late or fails to come. Behaviour on the bus is taught at school but is a great help if this teaching is reinforced at home. The following is a listing of official bus rules. Please help your child to familiarize him/herself with them.



1. Children must be at the bus-stop on time.
2. Children should only get on the bus they are assigned to.
3. Children and parents should respect the authority of the bus driver.
4. The driver must not be distracted by students conversing with him/her or by students misbehaving.
5. Children must be respectful of all others on the bus.
6. Swearing, discriminatory remarks, spitting, name-calling, fighting and all other inappropriate behaviour will not be tolerated.
7. The bus driver will report all inappropriate behaviour to the principal.
8. Children may not eat or drink on the bus.
9. Children should not bring inappropriate materials onto the school bus and must follow the rules concerning the carrying and storage of equipment.
10. Children are to stay well clear of a moving bus and wait until it comes to a full stop before approaching.
11. Children are to line up in a single file when boarding the bus.
12. Children must not push or shove at any time.
13. After getting on the bus, children should move to their assigned seat and remain seated until the bus comes to a complete stop and it is time to get off the bus.
14. Children must not lean or extend their head or arms out of the bus windows.
15. Throwing objects from the bus is strictly forbidden.
16. Children are never to tamper with emergency exits other than in an actual emergency.

### **CHILDREN WHO DO NOT RESPECT THE SCHOOL BUS RULES CAN EXPECT ONE OR MORE OF THE FOLLOWING CONSEQUENCES.**

- Discussion with the child
- Written note to the parents
- If the behaviour persists after being spoken to, bus transportation will be suspended and the child's parents will have to provide transportation to and from school.
- Children and their parents will be responsible for any costs to repair or replace any damage to a school bus due to inappropriate behavior.