

SOULANGES CODE OF CONDUCT

The Code of Conduct at Soulanges has been developed to provide our students and staff with a **safe and caring school climate where learning is at the forefront.**

Our code of conduct applies to the classroom, all school activities, lunch time, extra-curricular activities, school bus transportation and school outings.

Within the classroom, the **teacher** sets the standards and rules of operation, and will inform both the parents and the administration of any child's inability to operate within these parameters.

School Rules:

By following all school and classroom rules I show respect for myself, for others, for **learning** and for my school environment.

Respect for self

- I arrive at school on time for class. I dress appropriately for school as per the school dress code.
- I wear indoor shoes at all times in the school.
- I wear appropriate footwear and clothing for physical education classes.
- I remove my hat/cap inside the school.
- I take responsibility for my actions.
- It is my responsibility if I witness violence or bullying to report it to an adult at school and to my parents.

Respect for others

- I am respectful with all members of my school community (Students, staff, volunteers, bus drivers, special guests, substitute teachers, etc.)
- I use positive, encouraging and respectful language at all times as it reflects caring for others.
- I work quietly in class and respect the work of others.
- I respect the bus safety rules and understand that if I do not follow the rules, I may be suspended from riding the bus.
- I do not throw snowballs, rocks or other objects that are dangerous to others.
- I keep my hands and feet to myself. I will not push, kick or trip anyone.
- I do not bring to school collectible cards, toys or technological devices, or items of this nature.
- I do not share food with my peers as they may have allergies.
- I respect the property of others. I ask permission to use the things that do not belong to me.
- If I have a problem, I try to solve it. If I can't solve it, I go and get an adult to help me.
- I play safely and show good sportsmanship. At all times, I do not isolate, gossip or spread rumours about others.

Respect for learning

- I respect classroom and school rules.
- I come to class prepared with all my materials. I let my parents know when I run out of materials so they can replace it.
- I put my best effort into my work.

Respect for school property

- I take care of all school property including books, furniture, equipment and the building itself. It is my responsibility to report any damage that I see.
- I am responsible to keep the school grounds clean and litter free.
- I use school equipment safely.

Parent Responsibilities

- I understand that it is important that my child attends school regularly.
- I understand that it is important for my child to get to school on time. If my child is repeatedly late, I understand that I will be asked to meet with the principal to discuss this issue.
- When my child must leave early, I inform the teacher.
- I also understand that should I choose to take a family vacation during school time, or my family has to be away for any reason, the teacher is not responsible for preparing work in advance for my child.

Homework Policy

At Soulanges, we do not assign traditional homework in Kindergarten to Grade 2. We encourage students to read daily and play outside when possible.

Grades 3 to 6 have weekly homework. Parents are kindly asked to monitor/assist children with their homework tasks. Parents should also ensure that students return homework on designated days.

DRESS CODE

Golden Rule:

Students should come to school clean and appropriately dressed. They should dress for comfort and play in mind. When making choices about what to wear, we respect individuality.

Please see basic guidelines below;

- Shirts/tops must cover the torso completely and meet with accompanying shorts, skirt or pants.
- Shorts, skirts and dresses should be long enough that so there is appropriate coverage.
- Graphics on clothing should be respectful to all.
- ***Please clearly label your child's clothing with their name as many articles get lost every year and do not get reclaimed. (Coats, footwear, sweaters, winter gear, etc)
- Please keep jewelry to a minimum as students often remove it during the day and it can get lost.

FOOTWEAR

- Students should wear closed shoes or sports sandals which hold their foot securely.
- Students have physical education almost every day and need to be able to participate safely. Flip flops are prohibited as they are unsafe footwear for school.
- Students should have **indoor and outdoor shoes**. If your child does not yet know how to tie their shoes, please send him/her to school with shoes that tie with velcro. Children are in and out all day and we want them to benefit from as much recess time as possible.
- Footwear must be worn at all times in case there is a need to evacuate the building exceptionally without warning.

During recess and lunch, all students go outside to play except when we have exceptionally severe weather conditions. **If your child is not well enough to go outdoors, then they are not well enough to come to school.** Exceptions are made when students are injured or have a medical note requiring them to stay inside.

Please monitor weather conditions and ensure your child is coming to school dressed appropriately for the weather. Teachers can choose to work in our Outdoor Classroom with students on any given day.

BUS SAFETY RULES



1. Be respectful to the driver and follow the driver's instructions.
 2. Remain seated, facing forward at all times.
 3. Keep body parts and objects inside the bus, away from windows.
 4. Safety on the bus means avoiding horseplay and teasing.
 5. Refrain from eating, drinking and littering. Swearing and spitting are prohibited.
 6. Speak using an indoor voice.
 7. Only bring your school bag and lunch box on the bus.
 8. Keep the center aisle free of objects or body parts at all times.
- *** Bus privileges may be suspended after numerous reports and/or according to the severity of the incidents.

Expectations and Consequences

Our aim is to help students take responsibility for their actions and learn from their mistakes. Students are accountable for their behaviour and action will be taken to help them understand what is acceptable. Depending on the severity and/or frequency of the problem behaviour, one or several of the following consequences may apply:

Disciplinary sanctions may include:

- Immediate intervention with the child by a staff member
- Reviewing of expectations
- Verbal reminder
- Conference with student
- Reflection time/Time out
- Loss of playtime during recess or lunch
- Walking with recess duty or noon-hour supervisor
- Phone call/written communication with parents/guardians
- Behavior report from school
- Meeting with parents
- Community service in and/or around the school
- Loss of privileges (can include extra-curricular activities, school events, field trips, etc)
- Loss of bus privileges
- Meeting with the principal
- In-school suspension
- Home suspension with a required principal/parent meeting before the student is able to return to school.
- Plan for the reintegration of a student
- Temporary increased supervision of student
- Check in with a designated staff member
- Referral to a school professional
- Behaviour contract
- Track sheet
- Referral of assistance from external sources

***Cooperation between home and school is essential to support the child in a consistent manner. We can best fulfill our mission by working together and by supporting one another. We ask that if a parent disagrees with an action taken by the school, they call or write a note using discretion so that the child can continue to build positive relationships with the adults at school.

*** All field trip and extra-curricular activities at lunchtime and after-school are a privilege even if a fee was paid for these activities. If a student is suspended from school, he/she is automatically suspended from any extra-curricular activities that take place during the time of the suspension. Additionally, **school staff may restrict students from participating in extra-curricular activities as a consequence for unacceptable behavior.**

LBPSB Code of Conduct for Parents, Guardians and Visitors (Including volunteers)

Rationale:

At the Lester B. Pearson School Board (LBPSB), we believe students, staff and parents (or guardians) are entitled to a safe and caring environment in which to learn and work.

Central to the Code of Conduct for Parents/Guardians/Visitors is the understanding by each member of the school/centre community of the behavioral expectations established by LBPSB. A willingness to accept responsibility for one's actions and conduct are fundamental to the Code of Conduct for Parents/Guardians/Visitors.

The intention of the Code of Conduct is to clearly define the expected conduct for all Parents/Guardians/Visitors when they are at LBPSB schools/centers or at school-sanctioned events. This will enable us to continue to flourish and succeed in an atmosphere of mutual respect.

Aim:

That all members of the school/centre community treat each other with respect.

Expectations

In order to support a safe and caring environment, the school/centre will not tolerate:

- Disruptive behavior which interferes or threatens to interfere with the operation of a school/centre or school/centre-sanctioned event.
- Using loud or offensive language, swearing, cursing or using profane language, in person or over the phone.
- Threatening harm or the use of physical aggression towards another adult or child.
- Harassment or intimidation of any kind.
- Abusive or threatening emails or text/voicemail/phone messages or other written communications.
- Defamatory, offensive or derogatory comments regarding the school/centre or of the students/staff/parents, at the school/centre on Social Media websites.

The above behaviours will be dealt with by the school and/or school board administration. The school and or school board reserves the right to take any necessary actions to ensure that members of the school community are not subjected to abuse

School/centre premises are private property and parents, guardians or visitors have been granted permission from the school/centre to be on their premises. However, in the case of unacceptable behavior the school/centre may ban the parent(s), guardian(s) or visitor(s) from entering the school or school board premises.

Unacceptable behavior may result in the Police being informed.