



## **Kwalikum Secondary School**

### **Code of Conduct: Responsibilities of Students**

Guiding Principles for our Code of Conduct (Ministry of Education)

**BC Human Rights** – Our school supports the values expressed in the *BC Human Rights Code* respecting the rights of all individuals in accordance with the law, prohibiting discrimination based on race, color, ancestry, place of origin, religion, marital status, family status, physical and mental disability, sex, sexual orientation, gender identity/expression, or age. School Officials may have the responsibility to advise other parties/agencies of serious breaches of the Code of Conduct (i.e.: parents, school district officials, RCMP, Ministry of Children and Family Development).

**Special Consideration** – In application of our school’s code of conduct, special consideration may apply to students with special needs if those students are unable to comply due to having a disability of an intellectual, physical, sensory, emotional, or behavioural nature.

**Prevention of Retaliation** – All reasonable steps will be taken to prevent retaliation against anyone who has reported a breach of the school’s code of conduct.

#### **COMMON COURTESY**

- Show respect for others
- Conduct yourself in a safe, orderly, and considerate manner
- Know and abide by safety rules pertaining to each school area
- Drive with caution and consideration in the school parking lot and surrounding community
- Parking in designated areas only
- Dress appropriately for the school setting
- Use acceptable and appropriate language
- Refrain from displays of affection that are not consistent with a school environment (business)

#### **ATTENDANCE**

- Attend all classes.
- Notify your teacher as far in advance as possible for unavoidable absences (e.g. field trips, extra-curricular activities).
- Make appointments outside of the school time whenever possible.
- Discuss early dismissal and absences with the teacher of the class involved.

#### **LATES**

- Be on time for every class.

#### **15 MINUTE RULE**

- Students are not allowed into the halls during the first 15 minutes, or the last 15 minutes of class except under exceptional circumstances.

**COMPLETE ALL ASSIGNMENTS (WORK HABITS)**

- Arrive in class prepared to learn, with appropriate equipment/supplies, and with homework completed.
- Make arrangements with teachers for missed work.

**ACADEMIC DISHONESTY**

- Honesty and integrity are required to ensure an accurate measure of a student's academic knowledge.
- Plagiarism and cheating are the two most significant forms of academic dishonesty.
- When a student chooses to violate academic integrity, it is a behavior infraction. As a result, the teacher, with support from administration, will find an alternative way to assess the student's knowledge. The student will be expected to make up work or re-do tests on his/her own time.

**RESPECT FOR PERSONS**

- We all come into contact with a range of people while performing our school work. These people have a diverse range of views, aspirations, expectations and behaviour. It is vitally important that we extend and demonstrate respect for others in all our communications and interactions.
- Scent Free: In regards to Board Policy 8007, the Board recognizes that health concerns may arise from exposure to scented products, therefore employees and students shall refrain from using scented products when a known condition exists with sensitivity to these products. Please refrain from spraying any product in the school.

**RESPECT FOR PROPERTY**

- Respect the school property and the property of others.

**SKATEBOARDING, ROLLERBLADING, BICYCLES AND SCOOTERS**

- For safety reasons, students are not permitted to rollerblade, skateboard, or use scooters on school grounds before, during or after school (this includes lunch and class change times), unless this equipment is required for a supervised school activity and participants are wearing appropriate safety gear. Bicycles must be ridden on the roadways and trails only.

**OBEY THE LAWS**

- Use and/or possession of drugs, weapons, replica weapons and/or alcohol are illegal.

**TRAVELING TO AND FROM SCHOOL (Including lunch and study blocks)**


- When traveling to and from school, students are expected to conduct themselves in accordance with the Code of Conduct of the school. Students, who contravene the Code of Conduct by adversely impacting the welfare of other students or the learning atmosphere, may be subject to discipline.

**ELECTRONIC DEVICES:**

- Please refer to the SD 69 "Communications Board Policy 3025" and the "Internet Access and Network Citizenship Board policy 5056 . Cell phone use during instructional time is not permitted. They need to be stored out of sight.
- Visual and auditory recording is not allowed without the express permission of the individual.
- Stand-alone calculators are required for tests as cell phones and other messaging devices are not permitted during instructional time.

## KSS Dress Code

The school Code of Conduct states that students must wear “appropriate clothing”; this means items suitable to a “working environment”. In light of changing fashions, and in order to clarify this long-standing practice at KSS, the following list can serve as a guide when discussing clothing for school. The following clothing is considered inappropriate, and therefore, should not be worn to school:

	Exposed midriffs	Low cut tops	Spaghetti-strapped tops	Lingerie tops or exposed brassieres	Low-hanging pants with underwear exposed
	Halter tops	Bathing suit tops	Backless tops	Skirts/shorts shorter than mid-thigh	Clothing /hats promoting: drugs/alcohol, gang association, racism, hate
	Tube tops	Muscle shirts	Clothing that is not clean	Clothing with vulgarity or swearing	

**Dress Code Infractions: Students will be given a formal warning and will be required to adjust their attire appropriately.**

## Non-Smoking Policy

### DISTRICT POLICY

The Board of Education of School District 69 encourages all efforts to eliminate and prevent the use of tobacco products by students and employees of the district. The goal is to assist in the creation of a smoke-free society by ensuring that all school district facilities, vehicles and grounds are smoke free (Policy 4085) in compliance with the *Tobacco Control Act of British Columbia*.



### REGULATIONS

All school district buildings, grounds, buses, and vehicles are smoke-free at all times. Smoking is not permitted at school or district sponsored events. Infractions or violations of this policy and its regulations shall result in appropriate discipline.

### SCHOOL RULE

No smoking is permitted on or near school property, this includes electronic cigarettes, by anyone at any time, in accordance with district policy and in compliance with the *Tobacco Control Act of British Columbia*.

### SUBSTANCE USE

Any student engaging in any of the following while under the jurisdiction of the school constitutes a breach of Substance Abuse Policy (No.7165): consumption of alcohol or illicit drug(s); being under the influence of alcohol or illicit drug(s); being in possession of alcohol or illicit drug(s) or drug paraphernalia

## Safe School Environment

The Board of Education:

- expects that students shall comply with rules, policies and/or codes of conduct to maintain an environment conducive to learning.
- shall consider any action of violence or intimidation on school premises to be a serious threat to the school environment and to the safety of students and staff. The Board of Education shall take appropriate action to ensure the safety of staff and students (Policy 7162)
- believes that all students, staff and volunteers should be provided a safe, secure and welcoming learning and working environment, therefore acts of bullying, intimidation, discrimination, and harassment will not be tolerated (Policy 7164)
- believes that students, staff and volunteers have the right to a safe and secure school environment.
- shall consider the possession or use of any weapon or simulated weapon by anyone on or near school premises to be a serious threat to the school environment and to the safety of students and staff. A weapon is any instrument designed to inflict injury or intimidate another person, or any instrument that is used in this manner.
- shall take appropriate action or lay charges against any individuals involved. (Policy 7163)

Where an administrator reasonably believes that a person on or near school premises is in possession or has used a weapon, the administrator shall:

- immediately notify the police and the superintendent or designate,
- make reasonable attempts to minimize the risk of injury to any person,
- ensure the weapon is removed from school premises (confiscated),
- contact parent/guardian and file an Employee Report of Injury/Incident to Employer Form.

Resultant consequences will range from school disciplinary action to charges being laid by the police depending on specific circumstances.

Members of our school community support the values expressed in the *BC Human Rights Code* respecting the rights of all individuals in accordance with law – prohibiting discrimination based on race, colour, ancestry, place of origin, religion, marital status, family status, physical and mental disability, sex or sexual orientation.

Reasonable steps will be taken to prevent retaliation against students who report breaches of the Code of Conduct. Additionally, school officials may have the responsibility to advise other parties/agencies of serious breaches of the Code of Conduct.

**KSS students are expected to conduct themselves in a reasonable and responsible manner.**

Progressive intervention and restorative practices are used to assist students in returning to responsible conduct.