



Bowser Elementary School

CODE OF CONDUCT 2026-27 (Revised May 2026)

The Bowser Elementary School Code of Conduct was created by staff, students, and parents/guardians working together. Its purpose is to help keep our school safe, caring, and organized. It follows the rules and guidelines from the Ministry of Education and Childcare, Qualicum School District, and the laws of British Columbia and Canada.

Our school also follows the BC Human Rights Code, which says ***“everyone should be treated fairly and with respect. No one should be treated unfairly because of their race, skin colour, family background, religion, family situation, disability, gender, sexual orientation, gender identity, or age.”***

At Bowser Elementary School, we celebrate and respect the differences that make every person special.

We Care About Others by:	We Care About Ourselves by:	We Care About this Place by:
<ul style="list-style-type: none"> ✓ Treating others the way we wish to be treated in all areas of our school community (inside, playground, field trips, school bus, and in the neighborhood). ✓ Respecting others’ privacy and personal space, in person and online, and using technology appropriately. ✓ Following classroom teacher “expectations” regarding <u>cell phone use</u> during class times or in common areas during school hours. Absolutely no cell phone use at break times or unsupervised during school hours. ✓ Understanding that discrimination and racism will not be tolerated. 	<ul style="list-style-type: none"> ✓ Taking care of our bodies with enough sleep, healthy food, exercise and hygiene. ✓ Coming to school dressed for the weather and staying home when we are sick. ✓ Staying on school grounds unless supervised by staff or guardian. ✓ Trying our best in all school activities to the best of our abilities. ✓ Communicating clam and respectfully with school staff when we are upset. 	<ul style="list-style-type: none"> ✓ Keeping our classrooms & shared spaces clean and organized. ✓ Using all school materials, supplies, books and electronic devices with care & respect. ✓ Using bathrooms properly, keeping them clean, and washing our hands frequently. ✓ Always moving safely and quietly around the school (no running, pushing, yelling) ✓ Treating our school grounds, and other outside community spaces with respect and care (no littering, harming plants/trees, damaging school property, etc)

When we make mistakes, we try to solve them by:

Following a **“restorative process”** (circle) for solving most problems, encourage students to take responsibility & apologizing for their actions, make amends to whomever was harmed, solve conflicts peacefully, and learn from our mistakes.

Behaviours that we do not accept:

We do not allow bullying, violence, weapons, threats, or harassment at school at any time. This rule applies to everyone, no matter their race, skin colour, family background, religion, family situation, disability, gender, sexual orientation, or age.

All reported incidents will be investigated following Board Policy #700 and #700AP. If the incident is confirmed, it will be written on an Incident Report Form and discussed at Health & Safety meetings. Parents/Guardians of those involved will be contacted and will meet with the Principal to review the Code of Conduct and/or Board policies.

Students will first be given chances to solve the problem using restorative practices (circle), such as talking things through and repairing harm. If the problem continues, students may receive an In-School or Out of School Suspensions (O.S.S.) following Board Policy rules.

Date Reviewed: May 11, 2026

Safe Reporting:

The Board of Education for the Qualicum School District will take all reasonable steps to prevent retaliation by a person against any student who has made a complaint regarding an incident or event of a breach of the BES Code of Conduct.

Responsibility to Inform Other Parties:

School officials may have the responsibility to advise other parties/agencies of serious breaches of the BES Code of Conduct, including legal guardians, school district officials, RCMP, and MCFD.

Distraction Free Environment:

Using cell phones and/or other devices for **instructional purposes** are at each classroom teacher discretion. Use of cell phone or other devices for non-educational purposes while on school grounds is prohibited at all times, unless with permission from school admin.

Range of Responses to Unacceptable Behaviour:

- Supporting students' academic, social-emotional and physical development. Whenever possible, we strive will focus on responses that are **restorative rather than punitive**.
- Responses will take into consideration the student's **age, maturity, and special needs**.
- The school will ensure the **safety of all students comes first** and will be diligent in addressing these individual issues (i.e. needs to state that however these are factors these students behaviours will still be addressed to ensure safety of all students).
- In application of our BES Code of Conduct, special considerations 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**. We strive to work with students with special considerations.
- School officials have the right and responsibility to advise other parties/agencies of serious breaches of the Code of Conduct (i.e. parents, school district officials, RCMP, MCFD).

Suspensions

Although all student infractions will at first follow a restorative process in resolution, in accordance with the School Act, Sec. 85(2)(ii) and (d) the Board authorizes the Principal or designate of any school in the district to suspend a student from attendance at school for up to five days. Suspensions may occur for the following reasons:

a. because a student is willfully and repeatedly disrespectful to a teacher or to any other employee of the Board carrying out responsibilities approved by the Board.

b. because the behaviour of the student breaches the District Code of Conduct or policy and/or has a harmful effect on others or the learning environment of the school.

c. because the student has failed to comply with the School Code of Conduct and/or the restorative practices outlined in the resolution process.

Suspensions over five days are made in consultation with the Director of Instruction as per Board Policy 701: Student Discipline and Section 4 of its attendant Administrative Procedure which states an educational program must be provided.