



Kwalikum Secondary School

Code of Conduct: Responsibilities of Students

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

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

It is every member of our school community's responsibility to know and understand our Code of Conduct.

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.
- Students are expected to be in class during class time unless permission is granted by the classroom teacher for them to work elsewhere

LATES

- Be on time for every class.

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 their own time.

RESPECT FOR PERSONS

- It is vitally important that we extend and demonstrate respect for all members of our school community in all our communications and interactions.
- Referring to Policy 8007, *Towards a Scent Considerate School/Workplace Environment*: 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.

ZERO TOLERANCE

- For the use and/or possession of drugs, alcohol and tobacco products including e-cigarettes and vaporizers.
- For the possession of weapons, including replica weapons.

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 Board Policy 5056 - Internet Access and Network Citizenship. Cell phone and electronic use during instructional time is at the discretion of the classroom teacher.
- Images, visual and auditory recording are 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 tests/exams.

KSS Dress Code

The School District Policy 7000, refers to Safe and Caring School Communities. Dress guidelines are intended to incorporate individual choice; however, these are tempered by a responsibility to recognize that KSS is a learning and working environment, in which there is an expectation of reasonableness and appropriateness. Clothing should be comfortable and allow a student to participate safely in activities such as physical education, science experiments and/or shop projects. Clothing should demonstrate a respect for the school community. Clothing should meet standards of suitability that are typical of an office workplace. Articles of clothing that promote alcohol or drugs, that display offensive language or images, or encourage sexism, racism or bigotry are not acceptable at KSS. Clothing bearing direct or indirect messages or graphics referring to gang culture, sex or pornography, weapons or violence will not be permitted.

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

Non-Smoking Policy

LEGISLATION

Provincial Government Legislation dictates that smoking or the use of vapour products are not permitted in schools or on school property. Administration procedure is to ensure that all school district facilities, vehicles and grounds are smoke free 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 administrative procedure and its regulations shall result in appropriate discipline.

SCHOOL RULE

No smoking or the use of vapour products are permitted on or near school property, this includes electronic cigarettes and vaporizers, by anyone at any time, in accordance with legislation 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.7002): 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 7000 and Administrative Procedures)
- 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 7000 and Administrative Procedures)
- 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 7000 and Administrative Procedures)

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.

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