



## Kwalikum Secondary School



### CODE OF CONDUCT

The Kwalikum Secondary School Code of Conduct has been developed in collaboration with staff, students, and parents and guardians to maintain a safe, caring, and orderly school environment, as per the Ministry of Education and Childcare guidelines, and in support of Qualicum School District policy, and the laws of BC and Canada. As well, it reflects Sections 7 and 8 of the BC Human Rights Code, which protects the rights of all individuals from discrimination based on race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression, and age.

We are a community that celebrates and values diversity and inclusivity of our members.

**Everyone working, learning, or visiting the school is expected to:**

Respect Others by:	Respect Ourselves by:	Respect this Place by:
<ul style="list-style-type: none"><li>✓ Using language that is not offensive, racist or discriminatory</li><li>✓ Treating others with dignity</li><li>✓ Respecting others' privacy, in person and online</li><li>✓ Using technology and media safely and appropriately, for educational purposes only</li><li>✓ Following the guidance of school staff.</li><li>✓ Being an upstander vs a bystander</li><li>✓ Understanding that discrimination and racism will not be tolerated in our school.</li><li>✓ Respecting others personal belongings</li></ul>	<ul style="list-style-type: none"><li>✓ Attending school regularly and having my absences excused</li><li>✓ Ensuring we get enough sleep and proper nutrition</li><li>✓ Prioritizing our attendance and engagement in classes</li><li>✓ Prioritizing our mental health</li><li>✓ Focusing on our learning</li><li>✓ Following district policies around vaping, smoking, and substance use to protect our growing bodies and brains</li><li>✓ Wearing helmets and proper footwear</li><li>✓ Acknowledging when we need connections with a trusted adult for advice, support or help</li></ul>	<ul style="list-style-type: none"><li>✓ Using school materials, library books and devices with care</li><li>✓ Keeping our classrooms, shared spaces, bathrooms, parking lot, and community clean free from litter and vandalism</li><li>✓ Moving safely when using skateboards, scooters, bikes, and any other wheeled method of transport</li><li>✓ Being aware that we are members of the community and represent KSS positively in town and the surrounding areas.</li><li>✓ Treating nature with respect and care</li><li>✓ Drive and park with care</li></ul>

#### **When we make mistakes we:**

Take responsibility. Make amends to whomever was harmed. Solve conflicts peacefully.  
Learn through our mistakes.

#### **Behaviours We Do Not Accept:**

Vaping/smoking on school property; vandalism; any form of bullying, racism or discrimination; any form of harassment, threatening or violent behaviours, theft, the possession of weapons, including replica weapons; the possession or use of drugs, alcohol or paraphernalia.

**Safe Reporting:**

The Board of Education for the Qualicum School District will take reasonable steps to prevent retaliation by a person against a student who has made a complaint of a breach of the Code of Conduct.

**Responsibility to Inform Other Parties:**

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

**Range of Responses to Unacceptable Behaviour:**

Supporting students' academic, social-emotional and physical development. Whenever possible, we strive to focus on responses that are **restorative rather than punitive**.

Responses will take into consideration the student's **age, maturity, and special needs**. Special considerations may apply to students with special needs who are unable to comply with a code of conduct due to having a disability of an intellectual, physical, sensory, emotional, or behavioural nature.

**Distraction Free Learning Environment:**

Kwalikum Secondary school recognizes the impact personal digital devices (any device that can be used to communicate or access the internet) have on focused learning environments and online safety for students. Use of personal digital devices is restricted during instructional time at Kwalikum Secondary.

Devices may only be used at teacher request for instructional purposes, for student accessibility and accommodation needs, or for medical and health needs. At all other times, the devices must be put away out of sight in a secure location. An educative and progressive response plan will be developed to support students who struggle with meeting the expectations of digital device use.

The school is not responsible for lost, stolen, or damaged personal digital devices. Students are encouraged to keep their belongings secure and use them responsibly.

**Suspension**

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 be 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.

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 Administrative Procedure which states an educational program must be provided.