



# École Willows School Code of Conduct



At École Willows School we respect ourselves, each other and the world around us. Our Code of Conduct exists to provide clear guidelines and boundaries for maintaining a safe, caring and orderly environment for purposeful learning. We believe that all students have the right to receive an education in a healthy, caring and safe environment and that with these rights parallel responsibilities exist. We expect all members of the Willows community to demonstrate personal understanding of their rights and their responsibilities while at school, expectations while at school or while involved in school functions or activities at any location.

As a student at École Willows School:

1. You have the right to learn.

You have the responsibility:

- to attend school regularly and be on time
- to participate in the learning opportunities in the classroom and in the school and to complete homework assignments as expected
- to listen attentively and work quietly so as not to disturb others

2. You have the right to be educated in an environment that is respectful.

You have the responsibility:

- to respect that others have diverse opinions that may differ from your own
- to appreciate diversity and acknowledge differences between people
- to treat others with respect and dignity. Teasing or bullying by either words or actions is not acceptable.
- to move about the classroom and halls in a safe, quiet and respectful way
- to use language that is polite, courteous and supportive of others Foul (swearing), racist, sexist or abusive language is not acceptable in verbal, written or graphic form

3. You have the right to be safe in a comfortable and clean environment.

You have the responsibility

- to act in a safe manner and respect boundaries in all related school activities and on the playground
- to act responsibly during fire, earthquake, and lockdown drills
- to follow the instructions of school personnel
- to remain on the grounds during school hours unless given permission to leave
- not to bring weapons of any type (including toys or replicas) to school
- not to using threats, intimidation or bullying in any form and to report any incidents of threats, intimidation or bullying to a trustable adult as soon as possible.
- to ensure that no illegal and/or mood altering substances are brought to school
- to solve conflicts using peaceful strategies that do no hurt other people physically or emotionally
- to eat lunch using proper manners, sitting down, talking quietly and cleaning up when finished
- to use the garbage cans in the school/playground -to recycle when possible

4. You have the right to privacy and your own personal space.

You have the responsibility

- to respect others right to privacy and the personal property of others (not touching or taking their things)
- to follow Willows School *Hands Off* Policy by keeping your hands and feet to yourself

Acceptable Conduct:

- Respecting self, others and the school
- Helping to make the school a healthy, safe and caring place
- Informing a teacher, supervisor, or other trustable adult, in a timely manner (in advance if possible) of incidents of bullying, harassment or intimidation
- Engaging in purposeful learning activities in a timely manner
- Acting in a manner that brings credit to both you and your school

Unacceptable Conduct:

- Behaviours that interfere with: the learning of others, an orderly environment or those that create unsafe conditions.
- Acts of: bullying, harassment or intimidation, physical violence, retribution against a person who has reported incidents
- Illegal acts such as: possession, use or distribution of illegal or restricted substances, possession or use of weapons (including replicas or toys), theft or damage to property

Rising Expectations for Students of École Willows School

As you become older, more mature and move through successive grades the expectation is that you will demonstrate increasing personal responsibility and self-discipline. To parallel this increase in expectation regarding personal responsibility, there will progressive and increasing consequences for inappropriate behaviour.

Consequences – When unacceptable conduct is exhibited actions will be taken under the School Act and Policies of Greater Victoria School Board. In general:

- Responses to unacceptable conduct consistent and fair
- Disciplinary action, whenever possible, is preventative and restorative, rather than merely punitive
- Students, as often as possible, are encouraged to participate in the development of meaningful consequences for violations of the established code of conduct

Communication and Notification- For serious breaches of the Code of Conduct the following will be notified as indicated below, by administration:

- Parents of student offender(s) – in every instance
- Parents of student victims (s) – in every instance
- School district officials – as required by School District policy
- Police and/or other agencies – as required by law
- All parents – when deemed to be important to reassure members of the school community that school officials are aware of a serious situation or incident and are taking appropriate action to address it