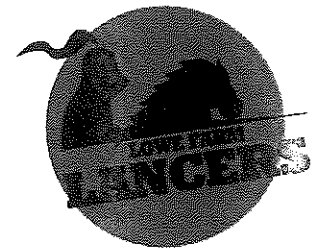




## Red River Valley Lowe Farm School CODE OF CONDUCT



We all work together to make our school a safe, positive, and respectful place for each child to learn. In positive school environments, people feel welcomed, valued, and safe. They treat each other with respect.

Lowe Farm School is committed to fostering a learning and work environment in which all individuals are treated with respect and dignity.

The Red River Valley School Division confirms the disciplinary authority of the principal over the conduct of students while they are at school, on school grounds, at school sponsored activities, on school buses, and conduct towards one another to and from school. The Division also confirms the disciplinary authority of the principal to address unacceptable student conduct including bullying, cyberbullying and abuse of a student by another.

The school code of conduct (See RRVSD Policy School Code of Conduct) follows the Provincial Code of Conduct, a ministerial directive intended to expand upon existing legislation and regulation. The school code of conduct provides a reference for parents/guardians, staff and students in determining acceptable behaviour.

The primary purpose of discipline is to bring about improvement of behaviour. This is accomplished by establishing a set of clearly understood expectations that are fair and reasonable along with a series of consequences for those who choose not to follow the expectations.

Unacceptable behaviour includes but is not limited to:

- Abusing another student physically, sexually or psychologically, verbally, in writing or otherwise including:
  - Bullying another student
  - Harassment/Discriminating unreasonably on the basis of any characteristic set out in subsection 9(2) of *The Human Rights Code*
  - possessing, or being under the influence of alcohol and/or illicit drugs at school
- Inappropriate use of technology including: (See RRVSD Policy Appropriate Use of Technology)
  - Cyberbullying
  - The inappropriate use of the Internet, including social media, text messaging, instant messaging, websites and email
  - digital cameras, cellphones, and other electronic or personal communication devices and electronic communication

- The following will not be tolerated:
  - Gang involvement
  - Possession of a weapon (as defined in section 2 of the Criminal Code (Canada))

“Weapon” means anything used, designed to be used or intended for use  
 (a) in causing death or injury to any person, or  
 (b) for the purpose of threatening or intimidating any person  
 and, without restricting the generality of the foregoing, includes a firearm;

Interventions and consequences may be applied as appropriate to the context, but they need not be applied in the order they appear in this document. The principal maintains authority to determine which consequence is appropriate in a given situation.

## **Rights and Responsibilities regarding Student Discipline**

### **Students**

#### *Rights*

- To be accompanied by a parent or other adult to assist and make representations to the school board before a decision is made to expel.

#### *Responsibilities*

- To attend school and classes regularly and punctually.
- To comply with school and school division discipline and behaviour management policies.
- To behave in a respectful manner and comply with the school code of conduct.
- To complete assignments and other related work required by teachers or other employees of the school division.
- To treat with respect school property and the property of others who are employed at or attending the school.
- To assume responsibility if he or she destroys, damages, loses, or converts by an intentional or negligent act school or division property.

### **Parents**

#### *Rights*

- To be informed regularly of the attendance, behaviour, and academic achievement of his or her child in school.
- To be informed of the discipline and behaviour management policies of the school or school division or school district, and to be consulted before the policies are established or revised.
- To accompany his or her child and assist him or her to make representations to the school board regarding a suspension of more than five days or before a decision is made to expel the child.

#### *Responsibilities*

- To cooperate fully with teachers and other school/division employees to ensure their child complies with school/division discipline and behaviour management policies and the school’s code of conduct.

- To take all reasonable measures to ensure the child attends school regularly. To assume responsibility with the child where school/division property is damaged, lost, or converted by the intentional or negligent act of that child.

(Note: Teachers and students whose personal property is damaged or lost may bring action under *The Parental Responsibility Act*).

### **Responsibilities and Authority of Teachers**

- To maintain order and discipline among students attending or participating in activities that are sponsored or approved by the school, whether inside or outside the school.
- To behave in a respectful manner and comply with the school code of conduct.
- To ensure that the interventions and responses used or implemented in carrying out duties to maintain order and discipline in school are appropriate, given the frequency and severity of the disciplinary violation, and take into account the student's state of development.
- To report to the principal unacceptable student conduct while at school or at a prescribed school-approved activity as soon as reasonably possible\*.
- To report to the principal as soon as reasonably possible that a student may have engaged in cyberbullying or been negatively affected by cyberbullying, whether it occurs during school hours or not\*.
- To seize or cause to be seized and take possession of any offensive/dangerous weapon brought to school by a student and hand over same to the principal.
- To suspend a student from the classroom for up to two days when a student engages in disruptive behaviour and suspension is the consequence for that behaviour under school policy or the school code of conduct.
- To promptly document and report a student suspension to the principal.

*\*The duty to report to the principal also applies to employees of a school board, school division, or school district and persons who have care and charge of one or more pupils during a prescribed school-approved activity.*

### **Responsibilities and Authority of Principals**

- To establish, in consultation with the school's advisory committee, a school code of conduct for students and staff, and to review that code of conduct at least annually.
- To ensure that a school's discipline and behaviour management policies, including disciplinary consequences for violations of the school's code of conduct, are consistent with any Ministerial directives concerning appropriate disciplinary consequences for unacceptable behaviour.
- To supervise buildings and grounds during school hours, including safety, repairs, cleanliness, et cetera.
- To remove, or cause to be removed, persons from school premises who are causing a disturbance or interruption, trespassing, or who are present for a purpose not reasonably associated with the normal functioning of the school.

- To provide disciplinary authority over the conduct of each student of a school from the time the student arrives at the school until the student departs for the day, except during any period that the student is absent from school at the request of his or her parent or guardian.
- To provide disciplinary authority over students on their way to and from school, in terms of their conduct towards one another, while travelling to and from school on school division transportation, and while on school-prescribed activities.
- To ensure that the interventions and responses used or implemented in carrying out duties to maintain order and discipline in school, are appropriate, given the frequency and severity of the disciplinary violation, and take into account the student's state of development.
- To notify parents, as soon as reasonably possible, if the principal believes that a student has been harmed as a result of the unacceptable conduct.
- To suspend a student for up to one week for engaging in conduct that the principal considers injurious to the school environment.
- To inform the student's parent or legal guardian of the suspension and the reasons for the suspension.
- To give the school board or designate, within 24 hours of a student being suspended, a written report setting out the pupil's name, the period of suspension, and a description of the disruptive behaviour for which the pupil was suspended.
- To keep a record of each suspension of a student.
- To develop categories of the reasons for which a student may be suspended, and to ensure that each suspension is accordingly categorized and that the total number of students suspended and the duration of suspensions are tabulated.
- To ensure that educational programming is available to a student who has been suspended for more than five days.

In the following sections this Code of Conduct addresses other school and Red River Valley School Division policies concerning student behaviour and use of school property.

- (i) **School Bus Conduct:** The Public Schools Act states that, "The Principal has disciplinary authority over all pupils of his school in their conduct towards one another on their way to and from school." To maintain safety in the transporting of students on buses, the Board requires that each student shall conduct himself in a quiet orderly fashion. Ultimately, the student is under the delegated disciplinary authority of the Principal while on the school bus; however, the school bus driver is responsible for maintaining reasonable discipline on his/her bus at all times. The driver shall report serious misconduct by a student to the Principal. The Principal will take disciplinary action as set out in School Division Policy (see RRVSD Policy Student Conduct on School Bus) and the Public Schools Act including the suspension of a student's privilege to school transportation.
- (ii) **Student use of Phones:** Each classroom is equipped with a phone. Students may only make phone calls with the permission of their teacher or the Principal. Parents who wish to contact their children during a recess or lunch break for non-urgent

matters may call the school at 204-746-8068. Students will **NOT** be called to the telephone during class time except for an emergency.

- (iii) **Student Dress:** Students are to be dressed in an appropriate manner. Lewd or questionable clothing is not to be worn at school or at school sponsored events. This includes vulgar T-shirts, etc. Midriffs and upper thighs must be covered. Sleeveless tops should have at least 2 finger width straps. Hats can be worn outside. Hoods on hoodies should also be down in the school. Religious head coverings are exempt from this requirement. Gang colors and gang related insignia are prohibited. (See RRVSD Policy Gang colors & Related Insignia) Students are expected to have appropriate clothing as requested by the Phys. Ed teacher for athletics. It is the responsibility of the parent/guardian to see that their child is dressed appropriately for the weather conditions of the day.
- (iv) **Library:** Library use by students is suspended. Once reinstated students may use the library facilities only when it is supervised. Library use is a privilege and not a right. Students may lose this privilege as a consequence of their behaviour. If overdue library books are not returned, the student will be charged the cost of replacing the books.
- (v) **Damage to Property:** Students & staff are expected to respect the property of the school division and ensure its proper use. Students must not write on desks, walls, or deface school property. In accordance with Section 58.5 of the Public Schools Act, if property of a school division or school is destroyed, damaged, lost, or converted by the intentional or negligent act of a child, the child, and his or her parents are jointly and severally liable to the school board for the loss.
- (vi) **Leaving School Grounds:** Students will NOT be permitted to leave school grounds during the regular school day except when they bring a note signed by a parent and are given permission by their teacher or the Principal.
- (vii) **Student Use of Technology & Personal Electronic Devices:** Student use of computers and other equipment is permitted only under the direct supervision of a teacher or other approved staff member. Personal Electronic Devices, including cell phones, are not to be used during the school day. Students are not permitted to bring electronic and gaming devices to school without teacher/administration permission.

As set out in The Safe Schools Charter section 47.1 (2) (d) students and staff must adhere to the following concerning computer etiquette. (i). Students and staff must comply to school and school division policies respecting appropriate use of electronic mail and the internet.

Acceptable use of the electronic information services requires that the use of these resources be in accordance with the following guidelines and support the educational goals of Red River Valley School Division. (See RRVSD Policy Acceptable Use of Technology - Student)

While using the divisional information systems, the student must:

- Use the electronic information system for educational purposes only.

- Not attempt to harm, modify without system administrator approval, gain unauthorized access to division systems or data, destroy software, or interfere with system security.
- Not submit, publish, display or retrieve/download any inappropriate material, including material that is defamatory, abusive, obscene, profane, gang-related, sexually threatening, racially offensive or illegal.
- Notify a system administrator if a password is lost or stolen, or if there is reason to believe that someone has obtained unauthorized access to the system.
- Not use the network in a way that would disrupt the use of the network by others, including downloading, storing, distributing, or sharing any software or digital file (such as movies, music, or text) in violation of copyright laws.
- Not use the system to make any unauthorized purchases or to conduct any non-approved business.
- Not use another's password or attempt to access another's folders, work or files.
- Not intentionally waste limited resources.
- Abide by all copyright, trademark, and license restrictions.

Cyberbullying is defined as the use of technology to bully, embarrass, threaten or harass another. It also includes the use of information and communication technology to engage in behavior that is derogatory, defamatory, degrading, illegal and/or abusive. As such, students must:

- Refrain from any behavior that may be considered cyberbullying
- Understand that e-mail should not be considered absolutely secure or private.
- Not reveal student personal information.
- Understand that computer activities may be monitored and tracked.

Failure to abide by the Acceptable use of Technology will result in consequences including loss of privileges, cost of repairs and reporting to the RCMP as appropriate.

### **(viii) LUNCH & RECESS:**

#### **Lunch:**

- Students eat lunch at their desks.
- Students must remain in their classes until the bell, at which time they will go outside for physical activity.
- Above all, students should be safe, and respect their classmates and the environment in which they eat their lunch.
- Failure to abide by these rules will result in a loss of privileges.

#### **Recess:**

- Students have the privilege to use the school playground and the outdoor equipment during the recess breaks.
- Any equipment being used must be at the supervisor's permission.
- Students are expected to respect all school property and return anything they use.
- At all times students must behave in such a way that is safe to themselves and others. All members of our school community are expected to respect themselves, each other and our school facilities.
- To ensure the safety of all students, snowball, rock and stick throwing is not permitted.
- Failure to abide by these rules will result in a loss of privileges.

**(ix) Healthy Eating:** During the morning all students will have the option to participate in a nutrition break provided by the school. If parents choose to send a snack, students should bring a healthy and high nutritional value snack. Students are strongly discouraged to consume junk food during this break. We also encourage students to bring a well-balanced lunch to school.

**(i) Allergy Aware School:** Lowe Farm School is an allergy aware school. Should a student have a serious allergy alert, the students/parents of that classroom will be contacted. The remainder of the school will exercise caution.

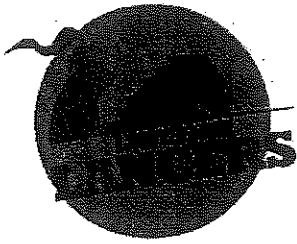
## LOWE FARM SCHOOL MATRIX

	<b>BE SAFE</b>	<b>BE RESEPECTFUL</b>	<b>WE DO OUR PERSONAL BEST</b>
<b>CLASSROOM</b>	<ul style="list-style-type: none"> <li>- Keep it clean</li> <li>- Walk</li> <li>- Keep hands and feet to self</li> <li>- Use materials safely</li> <li>- Maintain appropriate physical distancing</li> </ul>	<ul style="list-style-type: none"> <li>- Raise your hand</li> <li>- Wait your turn to speak</li> <li>- Use an inside voice</li> <li>- Use kind and appropriate language</li> <li>- Be helpful</li> <li>- Remove hats and hoods in classroom</li> <li>- Keep personal electronics and toys in your backpack</li> </ul>	<ul style="list-style-type: none"> <li>- Positive attitude</li> <li>- Come prepared</li> <li>- Be an active participant</li> <li>- Be an active listener</li> <li>- Be a role model</li> <li>- Use time productively</li> </ul>
	<b>BE SAFE</b>	<b>BE RESEPECTFUL</b>	<b>WE DO OUR PERSONAL BEST</b>
<b>HALLWAYS</b>	<ul style="list-style-type: none"> <li>- Walk</li> <li>- Physical distance</li> <li>- Keep hands and feet to self</li> </ul>	<ul style="list-style-type: none"> <li>- Use an inside voice</li> <li>- Wait until others have cleared the hallway</li> </ul>	
	<b>BE SAFE</b>	<b>BE RESEPECTFUL</b>	<b>WE DO OUR PERSONAL BEST</b>
<b>PLAYGROUND &amp; SPORTS FIELDS</b>	<ul style="list-style-type: none"> <li>- Use equipment safely</li> <li>- Use the sidewalk</li> <li>- Wear appropriate clothes for the weather</li> <li>- Stay on school property</li> <li>- Wait for busses to stop before entering the bus lane</li> </ul>	<ul style="list-style-type: none"> <li>- Share and take turns</li> <li>- Listen and speak kindly to adults and students</li> <li>- Maintain personal space</li> <li>- Clean up equipment</li> </ul>	<ul style="list-style-type: none"> <li>- Encourage and include others</li> <li>- Agree to and follow rules of games</li> <li>- Come in quickly when the bell rings</li> </ul>
	<b>BE SAFE</b>	<b>BE RESEPECTFUL</b>	<b>WE DO OUR PERSONAL BEST</b>
<b>BATHROOM</b>	<ul style="list-style-type: none"> <li>- Use it for going to the washroom</li> <li>- Wash hands with soap and water</li> </ul>	<ul style="list-style-type: none"> <li>- Turn taps off</li> <li>- Leave it clean</li> </ul>	<ul style="list-style-type: none"> <li>- Use one at a time with permission</li> <li>- Go, Flush, Wash, Dry, Leave</li> </ul>
	<b>BE SAFE</b>	<b>BE RESEPECTFUL</b>	<b>WE DO OUR PERSONAL BEST</b>
<b>OUTDOOR GYM CLASS</b>	<ul style="list-style-type: none"> <li>- Wait for an adult before beginning</li> <li>- Use gym equipment for intended purposes</li> <li>- Wear gym clothes and shoes/winter gear when required</li> </ul>	<ul style="list-style-type: none"> <li>- Ask for permission to use equipment</li> <li>- Follow rules and instructions</li> <li>- Maintain personal space</li> <li>- Respond to the whistle/stop signals</li> <li>- Put equipment away</li> <li>- Take your personal belongings with you after class, i.e. water bottle, sweater</li> </ul>	<ul style="list-style-type: none"> <li>- Be an active participant</li> <li>- Practice good sportsmanship</li> <li>- Use proper hygiene</li> </ul>
	<b>BE SAFE</b>	<b>BE RESPECTFUL</b>	<b>WE DO OUR PERSONAL BEST</b>
<b>BUSES</b>	<ul style="list-style-type: none"> <li>- Keep hands and feet to self</li> <li>- Keep aisles clear</li> <li>- Remain seated until bus stops</li> <li>- Wear your masks</li> </ul>	<ul style="list-style-type: none"> <li>- Stay in assigned seat</li> <li>- Use headphones/remove them when stopped</li> <li>- Use inside voices</li> <li>- Keep the bus clean</li> <li>- No food or drink</li> </ul>	<ul style="list-style-type: none"> <li>- Wait your turn getting on and off bus</li> <li>- Be kind and courteous</li> <li>- Get confirmation of someone at home</li> </ul>

*Lowe Farm Lancers are proud to be safe, respectful and we do our personal best!*

Revised: September 2020





## Lowe Farm School Continuum of Effective Responses to Problem Behaviour

\*Remember we are striving for a 5:1 Ratio of Positives to Corrections

When student behaviors do not match our expectations, consider:

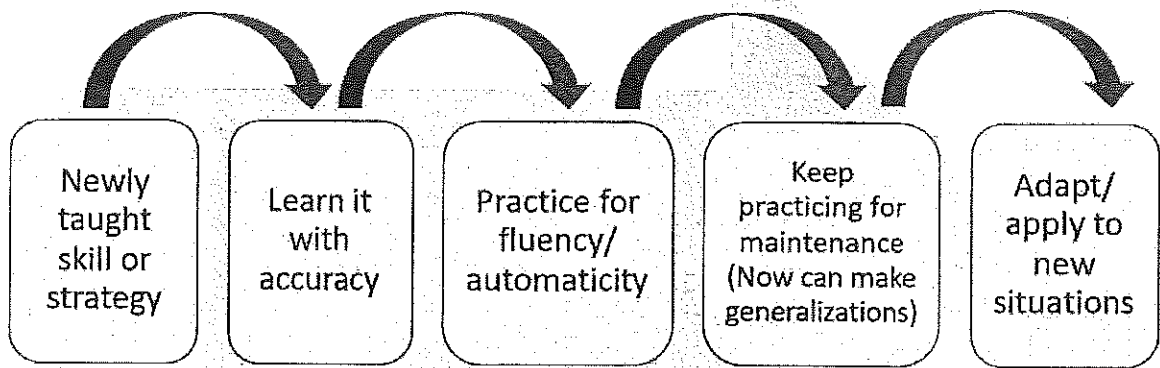
- What is the student's level of skill development?
- Is emotion management an automatic response?
- Do they need environmental supports for success?

Choose a response that supports their skill development.

	Strategy	Definition	Example
30 Second Intervention (No Referral)	Re-direction	Use of a non-verbal gesture to cue students	<p>Use eye contact.</p> <p>Increase proximity to the student.</p> <p>Touch the student's desk, paper or the student. (caution know your student)</p> <p>Point to visual, classroom matrix or school wide rules/expectations.</p> <p>Put a finger to your lips to signal "Quiet".</p> <p>Remove distractor.</p> <p>Model deep breathing to regulate.</p>
	Reminder	Use a verbal statement or prompt to remind of the positive behaviors	<p>Compliment another student for their positive behavior specifically stating the behavior. i.e. Thank you ____ for walking.</p> <p>Restate the matrix expected behavior. i.e. It's time for quiet voices.</p> <p>Provide the student with 2 acceptable choices that demonstrate the expected behavior. i.e. start independently or have help from staff</p> <p>Ask if their behavior matches the 3 school rules.</p> <p>Invite appropriate behavior. i.e. Try that again.</p>
	Appeal to Relationships	Use your relationship with the student as motivation	<p>Positively involve a student by using their name in the lesson. i.e. a Math problem or writing example</p> <p>Provide the student with an opportunity to be your helper.</p> <p>Use of "we" when redirecting or inviting appropriate behavior. i.e. We can walk quietly in the halls.</p>

Staff-Managed Referral	Re-teach	Teaching the expected behavior again	<p><b>Tell</b> the students what behaviors are expected.  <b>Show</b> the students what it should look/sound like.  <b>Practice</b> with the students.  <b>Acknowledge</b> their success.</p>
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**Skill Development Model**



## **APPROPRIATE INTERVENTIONS AND DISCIPLINARY CONSEQUENCES**

*Consequences for inappropriate behaviour should be based on individual needs, the degree of the problem and the ability of the person to understand and handle the consequences.*

*Interventions and consequences may be applied as appropriate to the context, but they need not be applied in the order they appear in this document.*

<b>Informal Discussion</b>
A teacher or administrator speaks with the student to reach an agreement regarding the student's behaviour. Parent(s) may be contacted in some circumstances. Students who are 18 years of age or older must give their consent to contact parents.
<b>Parental Involvement</b>
Contact is made with the parent/guardian(s) to discuss the student's specific behaviour and the steps that must be undertaken to change it. The contact could vary from a telephone conversation to a formal conference at the school with parent(s), student, and school personnel.
<b>School Counsellor/Resource Teacher</b>
A school counsellor and/or resource teacher meets with the student with the specific goal of developing a plan for changing attitudes and improving student behaviour. Parent(s) should be informed.
<b>Formal Interview</b>
A conference is held with the student, the teacher, and an administrator and/or school counsellor and the parent(s) to develop a plan for changing the student's behaviour.
<b>Withdrawal from Classroom Setting</b>
Where specific student conduct is deemed to have a negative impact upon the classroom learning environment, the student is withdrawn to a supervised alternate location to complete his or her assignment. Such withdrawal would normally be temporary, but when a prolonged withdrawal is recommended, parent(s) will be informed.
<b>Removal of Privileges</b>
Privileges such as access to the playground, cafeteria, library, extracurricular activities and/or bus transportation are removed under certain circumstances. Parent(s) will be informed.
<b>Detention</b>
The student is detained at the school for specific unacceptable behaviour. Should a detention extend beyond regular school hours, parent(s) will be informed.
<b>Restitution/Compensation</b>
The student and/or parent(s) are required to compensate for damages incurred to school division property by the intentional or negligent act of a child. Such compensation may be monetary in nature, but could take alternative forms such as community service.
<b>Behavioural/Performance Contract</b>
In some instances, the student is required to meet specific behavioural standards in order to avoid more severe consequences. Such expectations are developed among the school, parent(s), and the student. Outcomes are clarified in order to meet the behaviour standards agreed upon. Such an agreement is documented, with copies provided for all concerned parties.
<b>Student Services</b>
A referral may be made to school division student services personnel who can assist school personnel in the remediation of inappropriate student conduct. Such involvement may include a level of counseling or clinical supports for the student that is beyond the school's capabilities. Parental permission must be obtained for assessments and/or interventions.
<b>Outside Agency/Community Involvement</b>
A referral to an outside agency or a community resource may be necessary to address a student's behaviour. In all cases, parental permission must be obtained.

<b>Threat Assessment</b>
The school will respond to all student threats to self or others through administrative action and/or school division threat assessment protocols or critical incident preparedness plans. Outside agency and/or police involvement may be requested. Parent(s) will be informed.
<b>Police Notification</b>
Police should be notified for serious incidents that happen at school, during school-related activities in or outside school, or in other circumstances if the incident has a negative impact on the school environment. Parents will be notified unless police direct otherwise.
<b>Student Suspension</b>
<ul style="list-style-type: none"> <li>• Alternatives should be considered before suspension i.e. classroom strategies, in-school alternatives, school-wide programs, and alternative and/or off-site locations.</li> <li>• A teacher may suspend a student from the classroom for not more than two days. The teacher must immediately inform the principal of said suspension.</li> <li>• A principal may suspend a student from the school for not more than five days.</li> <li>• A superintendent may suspend a student from the school for not more than six weeks.</li> <li>• A parent and/or pupil may make a request to appear before the board to make representations about a suspension. A school board may, upon receiving such representation, confirm or modify the suspension or reinstate the pupil.</li> </ul>
<b>Student Expulsion</b>
A school board may expel from a school any student who, upon investigation by the school board, is found to be guilty of conduct injurious to the school environment.

\*\*\*Discipline or consequences to a student for misbehaviour is a confidential matter and must not be discussed with other parents/guardians.

The following are **possible consequences** for unacceptable student behavior at Lowe Farm School:

Infraction of School Code	Range of Consequences		
	1 <sup>st</sup> Offence	2 <sup>nd</sup> Offence	3 <sup>rd</sup> Offence
Bullying (including Cyber-Bullying) & Discrimination	Restitution Removal of Privileges Teacher/student/Parent Interview Principal contacts RCMP as appropriate Guidance Referral	Restitution Detention of Student Teacher/Student/Parent Interview Principal contacts RCMP as appropriate Guidance Referral	Restitution In School/ Out of School Suspension Principal/Student/Parent Interview Behaviour Contract Principal contacts RCMP as appropriate Guidance Referral
Alcohol, Illegal Substances, Illicit Drugs at School	Restitution Confiscation of substance Removal of Privileges Principal contacts Parents and/or RCMP Guidance Referral Behaviour contract 1 day In School Suspension	Restitution Confiscation of substance Removal of Privileges Principal contacts Parents and/or RCMP Guidance Involvement Outside Agency Involvement Behaviour contract 2 day Out of School Suspension	Restitution Confiscation of substance Removal of Privileges Principal contacts Parents and/or RCMP Guidance Involvement Outside Agency Involvement Behaviour contract 3 day Out of School Suspension
Gang Involvement or Gang Related Activity	Restitution Removal of Privileges Principal contacts Parents and/or RCMP Guidance Referral Behaviour contract 1 day in school suspension	Restitution Removal of Privileges Principal contacts Parents and/or RCMP Initiate Division Threat Assessment Protocol Guidance Involvement Outside Agency Involvement Behaviour contract 2 day Out of School Suspension	Restitution Removal of Privileges Principal contacts Parents and/or RCMP Threat Assessment Protocol Guidance Involvement Outside Agency Involvement Behaviour contract 3 day Out of School Suspension
Possessing A Weapon	Restitution Confiscation of weapon Principal contacts Parents and/or RCMP Guidance Referral Behaviour contract 1 day In School Suspension	Restitution Confiscation of weapon Principal contacts Parents and/or RCMP Initiate Division Threat Assessment Protocol Guidance Involvement Outside Agency Involvement Behaviour contract 2 day Out of School Suspension	Restitution Confiscation of weapon Principal contacts Parents and/or RCMP Initiate Division Threat Assessment Protocol Guidance Involvement Outside Agency Involvement Behaviour contract 3 day Out of School Suspension

Infraction of School Code	Range of Consequences		
	1 <sup>st</sup> Offence	2 <sup>nd</sup> Offence	3 <sup>rd</sup> Offence
Computer and Personal Electronic Devices Etiquette	Restitution Teacher contacts Parent	Restitution Removal of Privileges Behavioural Plan Teacher/Student/Parent interview	Restitution Suspension of Computer Privileges Principal/Student/Parent interview
Student Dress	Restitution Teacher contacts Parent Student must go home to change or cover up with school shirt.	Restitution Student must go home to change or cover up with school shirt Teacher/Student/Parent interview Removal of privileges	Restitution Student must go home to change or cover up with school shirt. Principal/Student/Parent interview Removal of privileges 1 day in school suspension Behaviour contract
Leaving School Grounds	Restitution Principal contacts Parent	Restitution Principal/Student/Parent interview Removal of privileges	Restitution Principal/Student/Parent interview Removal of privileges Behaviour Contract 1 day in school suspension
Lunch Rules	Restitution Teacher contacts Parent	Restitution Principal/Student/Parent interview Behaviour Contract Removal of privileges	Restitution Principal/Student/Parent interview Behaviour Contract Student must go home for lunch
Disrespectful Behaviour	Restitution Teacher contacts Parent	Restitution Principal/Student/Parent interview Removal of privileges 1 day in school suspension	Restitution Principal/Student/Parent interview Removal of privileges Behaviour Contract 2 day in school suspension
Bus Misconduct (See RRVSD Policy Student Conduct on School Bus)	Principal/Student interview Principal contacts Parent Suspension of Bus Privileges Recommendation to the Board for extended loss of Bus Privileges	Principal/Student interview Principal contacts Parent Suspension of Bus Privileges Recommendation to the Board for extended loss of Bus Privileges	Principal/Student interview Principal contacts Parent Suspension of Bus Privileges Recommendation to the Board for extended loss of Bus Privileges

## APPEAL PROCESS

<p><b>Appeals of Disciplinary Decisions</b></p>
<p>Students and parents must follow the school board's appeal process. Typically this involves an appeal to the teacher who made the disciplinary decision, then to the school principal if not resolved, then to the superintendent of schools if not resolved, and finally to the school board. (See RRVSD Policy Dispute Resolution) Exceptions are suspension in excess of five days and expulsion; in these cases, the appeal goes directly to the school board. (See RRVSD Policy Suspension Out of School)</p>
<p><b>Appeals of Suspension</b></p>
<p>In the case of a student who has been suspended for more than five days, the school board must permit the student and his or her parent or legal guardian to make representation to the school board about the suspension. The school board may confirm the suspension, modify it, or reinstate the student. (See RRVSD Policy Suspension Out of School)</p>
<p><b>Appeals of Expulsion</b></p>
<p>A student expulsion may be appealed to the school board. If a parent/guardian (or a student 18 years of age or older), wishes to appeal the board's decision, the school division's appeal process shall be followed. (See RRVSD Policy Expulsion of Students)</p>