

FLEETWOOD PARK CODE OF CONDUCT 2022-2023

STATEMENT OF PURPOSE

This Code of Conduct is designed to provide guidelines for appropriate student behavior while under the jurisdiction of the school, while at any school-sponsored function or were engaging in any activity that will have an impact on a Safe, Caring and Orderly School environment. Students have a responsibility to respect the rights and dignity of others and to become actively involved in their own academic learning and social growth.

BEHAVIOUR EXPECTATIONS

Includes acceptable and unacceptable behavior while at school, attending school related activities (both on and off school grounds) or in any other circumstances where engaging in the activity will have an impact on the school environment. There will be rising expectations of behaviour as students mature. It is important to note that the acceptable and unacceptable behaviours that follow are not all-inclusive lists.

Acceptable Behaviour:

Respect Yourself and Others	Respect the Environment	Respect Learning
Conduct yourself in a kind and accepting manner.	Use garbage, recycling and organics bins appropriately.	Listen to and consider the ideas of others.
Dress appropriately. **	Use all equipment with care. Report vandalism.	Refrain from using drugs and alcohol.
Follow the direction of school staff.	Clean up after yourself.	Attend all classes.
Respect the personal space of others. Move/act safely: "Look Up".	No food/drink in gym, Dance Studio, labs and Learning Commons. *	Be on time.
Respect the personal property of others.	Take care of your school.	Respect academic honesty. Report unsafe situations. Do not disturb classes or interrupt the learning of others.
Use polite language.	Use computers appropriately.	

* Except water bottles in Gymnasium/Dance Studio.

**Inappropriate clothing or computer gaming includes anything that depicts violence, weapons, drugs and alcohol, racism or discrimination.

Unacceptable Behaviour

Students must understand that serious breaches of the Code of Conduct will lead to serious consequences. Incidents that negatively impact the safety and well-being of oneself or of others will neither be ignored nor treated lightly.

CONSEQUENCES

Consequences will be applied to unacceptable conduct in accordance with School District 's Safe & Caring Schools Disciplinary Guide.

Consequences will take into account the age, maturity and special needs (e.g. intellectual, physical, sensory, emotional or behavioural disability), severity and frequency of actions. Consequences will be progressive and will focus on being restorative rather than punitive in nature.

Depending upon these and other factors, one or more of the following actions may be taken:

- conference with the student, notification of parent/guardian
- conference with student, parent/guardian, administration
- assigned duties/community service before school, at lunch, after school
- restoration/replacement /payment of damaged property
- assigned detention time
- in-school suspension
- out-of-school suspension (under 5 days)
- out-of-school suspension (over 5 days)
- suspension to the School Board for review of placement within School District

Notification:

School administration will advise parties as follows:

- Parent /guardian of student exhibiting major behavior problem – every instance.
- Parent/guardian of student victim – every instance.
- School Board officials will be contacted as required by School District Policy (i.e. Level 1, 11 and 111 Suspensions)
- Police and other agencies as required by law
- School staff and school community as deemed appropriate by the school administration and/or District administration.

SAFE & CARING SCHOOLS ARE – FREE FROM ACTS OF:

- o Bullying (including cyber-bullying)
- o Harassment, threat, intimidation and marginalization
- o Violence in any form
- o Abuse in any form (verbal, physical, sexual)
- o Intolerance and discrimination in any form, i.e. based on an individual or group's race, colour, ancestry, place of origin, political belief, religion, marital status, family status, physical disability, mental illness, sex, sexual orientation, or age.
- o Retribution against a person who has reported incidents

DO NOT TOLERATE THE PRESENCE OF:

- o Intoxicating or banned substances (including alcohol, cigarettes, and drugs)
- o Theft and vandalism (or damage to personal property)
- o Weapons or replica (toy) weapons (including laser pointers); explosives (including fireworks) and pepper or other obnoxious sprays.
- o Intruders or trespassers (all visitors must first report to the office)
- o Inappropriate clothing or unacceptable slogans imprinted on clothing
- o Smoking on school and other district property

MISUSE OF ELECTRONIC DEVICES/COMPUTERS:

- o School computers and other electronic devices are only to be used for school/education related activities. They are not permitted for social networking, inappropriate gaming, illegal, obscene or inappropriate purposes. Inappropriate use includes, but is not limited to, attempts to vandalize, gain unauthorized access to data or another person's account or resources, and sharing of data without personal or parental consent as appropriate.
- o Recording of visual images is not permissible at school unless permission has been received by the classroom teacher with respect to a classroom project.
- o Students are to be aware that they may be subject to discipline (or, if applicable, confiscation of personal property) for misuse of any technology, if it negatively impacts the school environment.
- o Misuse of district technology services will lead to suspension of user privileges and possible disciplinary or legal action.

OTHER

A safe school environment is critical for the success and well-being of our students and staff. It promotes the development of positive interpersonal interactions among students, employees, parents and the community and it is essential in order for learning to occur.

If you see or know that an incident has occurred or is about to occur, please notify the school staff immediately. You may also anonymously report this information through the Surrey School District's 'Protecting Surrey Schools Together' (PSST) website at www.psst-bc.ca

REFERENCES

- This Secondary Code of Conduct has been structured to align with, and adhere to the standards outlined in:
- o The School Act 85 (1.1); 168 (2) (s.1); Provincial Standards Ministerial Order 276/07 (m276/07), effective October 17, 2007.
 - o BC Human Rights Code, as depicted in Surrey Schools Anti-Discrimination and Human Rights Policy No.10900; and Regulation No. 10900.1
 - o BC Ministry of Education: Safe, Caring and Orderly Schools, A Guide (November 2008) and Developing and Reviewing Code of Conduct: A Companion (August 2007), both found at <http://www.bced.gov.bc.ca/sco/>
 - o Surrey Schools – Safe and Caring School Handbook – policies, procedures and guidelines for schools found on <http://www.surreyschools.ca>
 - o Ministerial Order No.M 208: (a) a reference to each of the prohibited grounds of discrimination set out in section 7 (*discriminatory publication*) and section 8 (*discrimination in accommodation, service and facility*) of the *Human Rights Code*, RSBC 1996, c. 210;

ATTENDANCE

At Fleetwood Park, it is understood that there is a clear relationship between regular attendance and school achievement. Our attendance policies and procedures encourage you to attend regularly and ensure that students are accountable to both teachers and parents for absences.

A close reporting of attendance is an important feature of this school. Cooperation is necessary in keeping records accurate and will prevent students from running into problems. Please be well aware of the following points:

1. It is a student's responsibility to attend classes regularly except where illness prevents it, or where other unavoidable causes make attendance impractical. Where possible, **medical, dental, and other appointments should be scheduled outside of class time.**

2. Students who are going to be absent are requested to **have a parent phone the school (604-597-2301) before 8:25 A.M.** on the day of absence, or to bring a note from home to the office the next morning. Sometimes teachers will specifically request a note, especially when assignments are due or tests are to be written.
Whenever students bring a note, it must be taken first to the office where the secretary will record and initial it. The note will then be returned to the student to show to teachers.

3. Should students need to miss a class for a field trip, it is their responsibility to ask permission from all their teachers.

4. Daily attendance is monitored by subject teachers. Truancy or irregular attendance can result in:
 - a) losing original activity, assignment, and assessment opportunities
 - b) having to make up the time missed
 - c) being placed on attendance contract
 - d) in-school suspension
 - e) being asked to withdraw from school, or
 - f) other appropriate action.

5. Vacations during the school year – As extended absences seriously affect the teaching, learning and evaluation process, we strongly discourage parents from taking students on vacations during the school term. However, when this is absolutely necessary, we request that students and their parents discuss the matter well in advance with the teachers concerned. Students must also pick up and complete a "Student Long-Term Absence Form" from the office at least one week before leaving. Students must understand that there are logical consequences of missing important schoolwork.

6. Please be aware that extended unexcused absences can result in de-registration. If you anticipate an extended absence, please complete an Extended Absences form (available in the office).

ACADEMIC INTEGRITY

Cheating occurs when a person deliberately uses another person's work (written, electronic or visual) and presents it as their own with the intent to deceive. Cheating also occurs when a person allows their work to be used in this way.

Plagiarism involves using other people's words, works and/or ideas without proper acknowledgement.

Both cheating and plagiarism are dishonest, unethical and violate the value of learning and the integrity of our school community. Any form of cheating or plagiarism, including assisting others to cheat or plagiarize, will not be tolerated.

Examples of cheating and plagiarism include:

- Borrowing, sharing and/or copying assignments.
- Submitting someone else's work as your own.
- Using ideas or words from books, magazines, song lyrics, internet or other resources **without giving credit to the source**.
- Using unauthorized notes, books or other materials during a test.
- Obtaining and/or providing unauthorized information prior to or during a test -- verbally, visually or through unauthorized use of books, notes and other materials.
- Use of internet translators to complete assignments, unless authorized by a teacher.

We are confident that our Fleetwood Park Dragons will always demonstrate integrity and personal responsibility for their learning.

We are very proud of the excellence in all forms of learning that occurs every day at Fleetwood Park Secondary.