

FLEETWOOD PARK CODE OF CONDUCT 2024-2025

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 where 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.	Refrain from using drugs and alcohol.
Follow the direction of school staff.	Report vandalism.	Attend all classes.
Respect the personal space of others. Move/act safely: "Look Up".	Clean up after yourself.	Be on time.
Respect the personal property of others.	No food/drink in gym, Dance Studio, labs and Learning Commons. *	Respect academic honesty.
Use polite language.	Take care of your school.	Report unsafe situations.
	Use computers appropriately.	Do not disturb classes or interrupt the learning of others.

* 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.

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 7:45 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 demonstrate integrity and personal responsibility for their learning at all times.

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

Personal Digital Devices are defined as any personal electronic device that can be used to communicate or to access the internet, such as a cell phone, tablet, laptop, or smartwatch. These devices are important tools which can be used to enhance learning and prepare children for the world in which they will work and live. Personal digital devices provide support for children who rely on these tools to access learning through services such as translation, adaptations for Individual Education Plans, medical support, health needs, or to provide equity of access to resources. The classroom teacher is responsible for the learning environment in the classroom, for guiding children to use personal digital devices appropriately, and for determining when personal digital devices should be used.

The safe and responsible use of personal digital devices is expected by all Surrey School District students, employees, volunteers, parents, guardians, and community members who are on school district property or interacting with students or staff.

This includes the following:

- Those using personal digital devices need to abide by the school code of conduct as well as all Provincial and Federal laws and the British Columbia Human Rights Code. This includes not using personal digital devices to engage or participate in bullying or harassment, discrimination, or defamation of character.
- At both elementary and secondary schools, personal digital devices can be used during class time to enhance learning at the direction of the classroom teacher. These devices should be used in a way that is respectful of other's learning and does not distract others in terms of light, sound, or by other means.
- At elementary schools, it is expected that personal digital devices are to be put away during non-class time such as recess and lunch. Exceptions to this are for students who need digital devices for medical or health reasons, translation, accessibility, or other student-specific reasons.
- Personal Digital Devices should not be used during lock down procedures or drills. The use of personal digital devices during this time may impact the emergency safety response.
- Surrey School District staff and students should not be recorded, visually or audibly, for any reason without their prior consent.
- The Surrey School District is not responsible for lost, missing, or damaged personal digital devices that students choose to bring to school.