



# Mountainview Montessori Code of Conduct

*"In our Montessori school we learn together peacefully and responsibly by caring for each other and the world"*

This Code of Conduct is established for everyone's protection, safety, and well-being. At Mountainview Montessori we expect each person to strive towards excellence in learning, listen to others, demonstrate safety, and show respect towards other and property. While the code specifically addresses student behaviour, all members of the learning community are expected to conduct themselves in a manner that reflects tolerance, dignity, and respect. Our code is in accordance with the Provincial Standards for Code of Conduct.

*Student Expectations-* Each student is expected to:

1. Show personal responsibility for learning.
  - Listen attentively and follow instructions.
  - Complete assigned work to the best of their ability.
  - Strive for excellence in their studies.
  - Be prepared for learning by being prompt, having the right materials, and taking care of their physical needs (rest, exercise and nutrition).
  
2. Enable all to learn.
  - Work and move appropriately around the classroom and school.
  - Allow others to speak without interruptions or noise.
  - Accept and respect the contributions of others.
  - Be helpful and supportive of the efforts of others.

### 3. Demonstrate Safety.

- Play in designated areas and use equipment appropriately.
- Move in and around the school in a safe manner.
- Adhere to school district expectations when utilizing technology and the internet.
- Remain on school property unless specific permission is obtained to leave.
- Ensure that the school environment is violence free by avoiding involvement in or condoning any form of violence or bullying (including cyber-bullying).
- Ensuring an environment free from abuse in any form (verbal, physical, sexual).
- Ensuring an environment free from 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, physical or mental disability, sexual orientation, gender identity or age.
- Refraining from any retribution against a person who has reported incidents.
- Avoid taking part in or condoning any form of threatening, marginalization or discriminating behaviour.
- Not use or possess any weapon or replica weapon, intoxicating or illicit substances.
- Report the presence of unauthorized persons on school property to an authorized adult.

### 4. Show respect toward others and property.

- Treat others in a way that you would like to be treated.
- Be mindful of others' feelings and respect their personal space.
- Show respect and proper regard for all adults.
- Use language that is kind, caring and respectful. Avoid harassing, swearing, racist or objectionable language. This includes language and symbols on clothing.
- Wear clothing that allows one to fully participate in all school activities. No profanity or inappropriate slogans printed on clothing.
- Refrain from theft, vandalism, graffiti and other inappropriate behaviours towards the property of others.
- Show care of personal belongings.

### *Electronics/Computer Use*

School computers and other electronic devices are only to be used for school/education related activities. They are not permitted for social networking, 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. Recording of visual images or audio is not permissible at school unless permission has been received by the classroom teacher with respect to a classroom project.

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. Misuse of district technology services will lead to suspension of user privileges and possible disciplinary or legal action (for further details please see the **Internet/WIFI Access** section above).

School Phone/Personal Digital Devices:

School Phone:

Parents are requested to convey personal messages to their child prior to leaving for school in the morning. Students will be allowed to use school phones in emergency situations only, with the permission of a staff member. Play dates should be arranged before school.

Personal Digital Devices

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.

### *Consequences and Discipline*

Consequences will be applied in a fair and consistent manner, and will take into account the age, maturity and special needs (e.g. intellectual, physical, sensory, emotional or behavioural disability) of the student. 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:

- Review of expectations or redirection
- Time-out
- Think sheet
- Loss of privileges
- School service
- Contact with parents
- Counselling support
- Child Care worker support
- Meeting with parents
- Payment for damages, other restitution
- Enrolment in Steps to Success- alternative to suspension program
- Short term (in-school or at home) suspensions up to 5 days
- Involvement of support services (Agencies, medical assessments, police etc.)
- Long term suspension over 5 days

- Consultation with police and/or fire department
- Expulsion

When there is evidence of student use, possession, or trafficking of drugs (including alcohol) or other illegal substances and/or weapons, the student may be suspended and/or expelled from the school and all schools under the jurisdiction of this school board. A serious breach of suitable behaviour may result in a suspension for the first offence. The SAFE AND CARING SCHOOLS POLICY (#9410.2) provides specific direction for unacceptable behaviours, including contact of outside agencies for serious breaches of the Code of Conduct.

### *References*

This Elementary Code of Conduct has been structured to align with, and adhere to the standards outlined in:

The School Act 85 (1.1); 168 (2) (s.1); Provincial Standards Ministerial Order 276/07 (m276/07), effective October 17, 2007.

BC Human Rights Code, as depicted in Surrey Schools Anti-Discrimination and Human Rights Policy No.10900; and Regulation No. 10900.1

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/>

Surrey Schools – Safe and Caring School Handbook – policies, procedures and guidelines for schools found on <http://www.surreyschools.ca> 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.

*At Mountainview Montessori we...See 2 Cs:*

*Caring for living things*

*Caring for non-living things*