



# Okanagan Falls Elementary School Science Focus School

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## CODE OF CONDUCT

The goal of Okanagan Falls Elementary School is to encourage and nurture self-discipline within children as they grow and develop. Students should practice cooperation and respect for self, others and the environment through their understanding of their rights and responsibilities as a student.

- For a school to have an effective method of bringing about positive change in student behaviour:
- expectations and consequences must be clearly stated, fair, reasonable and consistent
  - inappropriate behaviour should be seen as a learning process for the student
  - staff and students must work together to focus on a safe, caring and orderly school environment

The students of Okanagan Falls Elementary School are to be made aware of their rights and responsibilities as a student and to be aware of the school Code of Conduct.

- Students also have the following **rights**:
- to learn and participate in an educational program
  - to hear and be heard
  - to be treated fairly and consistently
  - to expect their own personal space.
  - to work and play in a safe learning environment

- Students also have the following **responsibilities**:
- to attend school regularly and be on time
  - to strive to do their best work
  - to work in ways that don't disturb others
  - to listen and try to understand the ideas of others
  - to think before they act
  - to help others to be safe
  - to be aware of emergency procedures
  - to respect other people's right to privacy
  - to respect other people's feelings

The Okanagan Falls Elementary utilizes Effective Behavioural Support (EBS) which is a systems approach to educating all students whereby positive behaviours are explained, taught, modeled, and practiced. It is a proactive instructional approach to school-wide discipline to teach and encourage expected behaviour and to establish positive school climates. A rubric of school-wide expectations is posted in each classroom.

Students demonstrating positive behaviours are reinforced with POSI slips and the homeroom teacher collects these slips. Students have opportunities for prizes at the end of each month through classroom draws and school-wide draws at Recognition Assemblies.

The BC *Human Rights Code* prohibits discriminatory publication and discrimination in accommodation, service and facility in the school environment. For more information about Codes of Conduct, refer to the District Discipline Policy F3 Student Conduct and Discipline ([www.sds53.bc.ca](http://www.sds53.bc.ca)) and BC Ministry of Education, Governance and Legislation Branch E-85 October 15, 2009, Authority: *School Act*, sections 85(1.1) 168 (2) (s.1) Ministerial Order 276/07 (M276/07), effective October 17, 2007. ([www.bced.gov.bc.ca](http://www.bced.gov.bc.ca))

| Responsibilities |   | Rights  |  |
|------------------|---|---|--|
| Everywhere       | Recycle<br>Ask before you borrow<br>Clean up after yourself<br>Return what you borrow<br>Keep lockers and closets tidy<br>Look but don't touch displays | Be kind<br>Be helpful<br>Be polite<br>Walk quietly<br>Respect the privacy of others | Be prepared<br>Behonest<br>Be safe<br>Raise hand to ask a question<br>Listen silently to the teacher                         |
| Classroom        | Share<br>Be positive<br>Let others work without interruption  | Be heard<br>Be cooperative<br>Hands off<br>Be polite                                | Learn in a positive and safe school<br>Be heard<br>Be safe<br>Raise hand to ask a question<br>Listen silently to the teacher |
| Hallways         | Share<br>Use equipment appropriately<br>Line up politely  | Be heard<br>Be cooperative<br>Hands off<br>Be polite                                | Learn in a positive and safe school<br>Be heard<br>Be safe<br>Raise hand to ask a question<br>Listen silently to the teacher |
| Washroom         | Share<br>Use equipment appropriately<br>Line up politely  | Be heard<br>Be cooperative<br>Hands off<br>Be polite                                | Learn in a positive and safe school<br>Be heard<br>Be safe<br>Raise hand to ask a question<br>Listen silently to the teacher |
| Playground       | Share<br>Use equipment appropriately<br>Line up politely  | Be heard<br>Be cooperative<br>Hands off<br>Be polite                                | Learn in a positive and safe school<br>Be heard<br>Be safe<br>Raise hand to ask a question<br>Listen silently to the teacher |
| Bus              | Share<br>Use equipment appropriately<br>Line up politely  | Be heard<br>Be cooperative<br>Hands off<br>Be polite                                | Learn in a positive and safe school<br>Be heard<br>Be safe<br>Raise hand to ask a question<br>Listen silently to the teacher |

## School Rules

- a) "Hands-off" policy is in effect at all times.
- b) Dress appropriately:
  - Tight shorts are not acceptable school wear
  - Clothing with alcohol logos or with sexist / racist / inappropriate language or messages is not acceptable
  - Hats are not to be worn in the school building
  - Open-armed tops, fishnet shirts, tops exposing bare midriff or back and spaghetti straps are not to be worn.
- c) Students are not permitted to leave the school grounds at any time during school hours unless they go home for lunch, have written permission from home, or are on a supervised activity.
- d) Shoes must be worn inside and outside at all times.
- e) Front door is for visitors / parents. Students should use other entry doors.
- f) Students should eat lunch at their desks and remain in the classroom until the second lunch bell.
- g) Lunch hour and recess are to be spent outside unless an "IN DAY" is announced.
- h) Stop and listen when spoken to, always use polite language.
- i) Game Boys, iPods, MP3 Players should not be brought to school.
- j) Cell phones should not be brought to school but, if necessary, they are to be left in student's back pack and are for emergency use only.
- k) Know and obey the school, playground, and classroom rules.

## Playground Rules

- a) Students are expected to treat each other and the playground with respect.
- b) "Hands-off" policy is in effect at all times
- c) Rough play, fighting, coarse language, and vulgar language are not acceptable.
- d) Students are expected to stay within the boundaries of school property.
- e) Use the playground equipment in a safe manner.
- f) Roller blades, skateboards, heellies should not be brought to school during the school day.

## Bus Rules

- a) Enter the school bus in single file – don't push.
- b) Get seated quickly and stay seated.
- c) Never throw things on or off the bus.
- d) Keep the aisle clear.
- e) Do not be noisy as it distracts the driver.
- f) Leave the school bus carefully.
- g) Always obey the school bus driver.

## School-wide Discipline Plan

### Level 1 Behaviours

(Adult on site)

Teasing  
Unsafe conduct  
Hands on  
Swearing  
Lateness  
Homework not done  
Talking loudly in class/out of turn  
Inappropriate personal equipment at school  
Lack of respect for others, environment, property  
Assembly/audience behaviour

### Level 2 Behaviours

(Adult on site- Office referral if chronic)

Repetitive Level 1 behaviours  
Disrespecting teachers' belongings  
Non-compliance with teacher request  
Inappropriate Internet sites  
Bullying  
Disrespecting other students  
Cheating  
Inappropriate representation for school on field trips/athletics

### Level 3 Behaviours

(Immediate Office Referral)

Chronic behaviours  
Sexual behaviour  
Serious theft  
Fire alarm  
Serious harassment  
Truancy  
Vandalism  
Swearing at staff  
Matches/fire  
Weapons  
Drugs and/or alcohol  
Blatant defiance  
Violence, fighting, threats  
Off grounds without permission  
Inappropriate internet sites

The staff member witnessing the event will deal with infractions under Level 1 and 2 behaviours and he/she will take appropriate discipline measures. Teachers will decide when a child should be referred to the office for numerous minor infractions. If a serious violation occurs, the consequences are more severe: in-school suspension, out-of-school suspension, or referral to the District Discipline Committee.

## Consequences of Misbehaviour

Should the Code of Conduct not be followed, one or more of the following consequences may be applied taking into account the student's age, maturity and special needs, if any,

Time-out  
Referral to the Office  
Phone call to parents  
Temporary loss of recess or lunch breaks  
Rectifying the situation, restitution  
Parent meeting  
Loss of "trip" privileges  
Restricted school hours  
In-school suspension  
Police contact  
Walking with a supervisor  
Writing about the incident  
Letter to parents  
Temporary loss of playground privileges  
Referral to School-Based Team  
Replacement of damaged property  
Loss of Bus privileges  
Referral / action by District Discipline Committee  
Out-of-school suspension  
Actions directed by the Criminal Code