



## CODE OF CONDUCT POLICY

### STATEMENT OF POLICY

300 – Schools/Students

Policy No 302.6.2

Adopted Date: June 26, 2001

Latest Reviewed/Revised Date: February 25, 2020

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, the Board is committed to promoting, supporting, and sustaining safe, inclusive and accepting learning and teaching environments, so that all students can reach their full potential and become living witnesses of Christ. A positive school climate exists when all members of the school community feel safe, included and accepted and actively promotes positive behaviours and interactions.

Standards of behaviour for all members of the school community promote and support respect, civility, responsible citizenship and safety, along with justice, integrity and accountability consistent with Gospel values. Students, parents/guardians, staff, trustees, volunteers, visitors and especially persons in positions of authority, are to be treated with respect and dignity at all Niagara Catholic schools/sites, Board/school-related activities or events.

The standards of behaviour apply to students whether they are on school property, in a virtual learning environment, on school buses, at school-related events or activities, in before-and-after school programs, or in other circumstances that could have an impact on school climate. The same standards also apply to all individuals, Principals, Vice-Principals, administrators, teachers, support staff, parents/guardians, school bus drivers, volunteers and member of various community groups.

Principals must communicate the Board Code of Conduct to their staff, students, Catholic School Councils and parents/guardians to address what is acceptable behaviour and what is unacceptable behaviour for all members of the school community on an annual basis.

The Board Code of Conduct will be posted on the Board and school websites.

The Director of Education will issue Administrative Procedures for the implementation of this policy.

#### References

- [Accessibility for Ontarians with Disabilities Act 2005](#)
- [Bill 13, Accepting Schools Act, 2012](#)
- [Child, Youth and Family Services Act 2017](#)
- [Education Act, Sections 301, 302,303](#)
- [Municipal Freedom of Information and Protection of Privacy Act](#)
- [Ontario Human Rights Code](#)
- [Policy/Program Memorandum 120: Reporting Violent Incidents to the Ministry of Education](#)
- [Policy/Program Memorandum 128: The Provincial Code of Conduct and School Board Codes of Conduct-Issued August 29, 2019](#)
- [Policy/Program Memorandum 144: Bullying Prevention and Intervention-Issued October 17, 2018](#)
- [Policy/Program Memorandum 145: Progressive Discipline and Promoting Positive Student Behaviour –Issued October 17, 2018](#)
- [Regulation 472/07: Behaviour, Discipline and Safety of Pupils](#)
- [Smoke-Free Ontario Act 2017](#)
- [Supporting Students Who Identify as Transgender in our Catholic Schools: Institute for Catholic Education 2019](#)
  
- **Niagara Catholic District School Board Policies/Procedures:**
  - [Access to Board Premises Policy \(302.6.3\)](#)

- [\*Bullying Prevention and Intervention Policy \(302.6.8\)\*](#)
- [\*Catholic School Councils Policy \(800.1\)\*](#)
- [\*Complaint Resolution Policy \(800.3\)\*](#)
- [\*Dress Code-Secondary Uniform Policy-Safe Schools \(302.6.6\)\*](#)
- [\*Electronic Communications System Policy \(Students\) \(301.5\)\*](#)
- [\*Elementary Standardized Dress Code Policy-Safe Schools \(302.6.10\)\*](#)
- [\*Employee Workplace Harassment Policy \(201.7\)\*](#)
- [\*Equity and Inclusive Education Policy \(100.10\)\*](#)
- [\*Ontario Student Record Policy \(301.7\)\*](#)
- [\*Opening and Closing Exercises Policy-Safe Schools \(302.6.1\)\*](#)
- [\*Privacy Policy \(600.6\)\*](#)
- [\*Progressive Discipline Policy-Safe Schools \(302.6.9\)\*](#)
- [\*Records and Information Management Policy \(600.2\)\*](#)
- [\*Safe Arrival Policy \(302.6\)\*](#)
- [\*Safe Physical Intervention with Students Policy \(301.8\)\*](#)
- [\*Safe Schools Policy \(302.6\)\*](#)
- [\*Student Expulsion Policy \(302.6.5\)\*](#)
- [\*Student Suspension Policy \(302.6.4\)\*](#)
- [\*Student Transportation Policy \(500.2\)\*](#)
- [\*Volunteers in Catholic Schools Policy \(800.9\)\*](#)
- [\*Pope Francis Centre Alternative Learning Manual: Niagara Catholic Fresh Start Program\*](#)
- [\*Privacy Breach Procedure\*](#)
- [\*Protocol between Niagara Catholic District School Board and Family and Children's Services Niagara\*](#)
- [\*Protocol Between the Niagara Regional Police Service and the Niagara Catholic District School Board-Revised 2019\*](#)



## THE PROVINCIAL CODE OF CONDUCT

The Provincial Code of Conduct sets clear standards of behaviour for school boards providing a framework for Code of Conduct in all Niagara Catholic schools/sites.

The Provincial Code of Conduct also sets clear standards on the use of mobile devices during instructional time. The use of personal mobile devices during instructional time is permitted under the following circumstances:

- for educational purposes, as directed by an educator
- for health and medical purposes
- to support special education needs

School boards have a duty under the Ontario Human Rights Code to provide appropriate accommodations to students and employees of the board, including educators. If a student or other person employed by the board requires the use of a personal mobile device as an accommodation under the Human Rights Code, school boards are obligated to allow such accommodation.

## PURPOSE OF THE PROVINCIAL CODE OF CONDUCT

The Purposes of the Provincial Code of Conduct are as follows:

1. To ensure that all members of the school community, especially persons in positions of authority are treated with respect and dignity.
2. To promote responsible citizenship by encouraging appropriate participation in the civic life of the school community.
3. To maintain an environment where conflict and difference can be addressed in a manner characterized by respect and civility.
4. To encourage the use of non-violent means to resolve conflict.
5. To promote the safety of people in the schools.
6. To discourage the use of alcohol, illegal drugs and except by a medical cannabis user, cannabis.
7. To prevent bullying in schools.

## STANDARDS OF BEHAVIOUR

### **Respect, Civility and Responsible Citizenship**

Responsible citizenship involves appropriate participation in the civic life of the school community. Active and engaged citizens are aware of their rights, but more importantly, they accept responsibility for protecting their rights and the rights of others.

All members of the school community must:

- respect and comply with all applicable federal, provincial and municipal laws;
- demonstrate honesty and integrity;
- respect differences in people, their ideas and opinions;
- treat one another with dignity and respect at all times, and especially when there is disagreement;

- treat one another in a Christ-like manner with dignity and respect at all times, regardless of one's age, marital status, family status, disability, race, ancestry, place of origin, colour, ethnicity, citizenship, religion, sex, sexual orientation, gender, gender expression and/or identity, always respecting and upholding the values and teachings of our Catholic faith.
- respect the rights of others;
- show proper care and regard for school property and the property of others;
- take appropriate measures to help those in need;
- seek assistance from a member of the school staff, if necessary, to resolve conflict peacefully;
- respect all members of the school community, especially persons in positions of authority;
- respect the need of others to work in an environment that is conducive to learning and teaching, including by ensuring that personal mobile devices are only used during instructional time for the educational and other permitted purposes;
- not swear at a teacher or at another person in a position of authority;
- make a reasonable effort to protect personal information in their custody or under their control, and to immediately notify and contain a privacy breach through prompt, reasonable and coordinated effort as outlined in the Privacy Breach Procedure.

## Safety

All members of the school community must not:

- engage in bullying behaviours, including cyberbullying;
- commit sexual assault;
- traffic in weapons, or illegal drugs;
- give alcohol, illegal drugs, or cannabis to a minor;
- commit robbery;
- be in possession of any weapon, including firearms;
- use any object to threaten or intimidate another person;
- cause injury to any person with an object;
- be in possession of, or under the influence of, alcohol, illegal drugs, or cannabis (unless the individual has been authorized to use cannabis for medical purposes);
- provide others with alcohol, illegal drugs, or cannabis (unless the recipient is an individual who has been authorized to use cannabis for medical purposes);
- inflict or encourage others to inflict bodily harm on another person;
- engage in hate propaganda and other forms of behaviour motivated by hate or bias;
- commit an act of vandalism that causes extensive damage to school property or to property located on the premises of the school.

## ROLES AND RESPONSIBILITIES

### School Boards

School boards provide direction to their schools to promote student achievement and well-being; and to ensure opportunity, academic excellence, and accountability in the education system. It is the responsibility of school boards to:

- develop policies that set out how their schools will implement and enforce the provincial Code of Conduct and all other rules that they develop that are related to the provincial standards that promote and support respect, civility, responsible citizenship, and safety;
- establish a process that clearly communicates the provincial Code of Conduct, and the Board Code of Conduct to all parents/guardians, students, principals, teachers, staff members, and members of the school community in order to obtain their commitment and support;
- review these policies regularly with students, staff, parents/guardians, volunteers and the community;
- seek input from Catholic School Councils, the Niagara Catholic Parent Involvement Committee, the Special Education Advisory Committee, and the Indigenous Education Advisory Committee
- develop effective intervention strategies and respond to all infractions related to the standards for respect, civility, responsible citizenship and safety in conjunction with the Board Progressive Discipline Policy (302.6.9);

- provide opportunities for all staff to acquire the knowledge, skills and attitudes necessary to promote student achievement and well-being in a safe, inclusive and accepting learning environment.

### **Principals**

Principals, with the support of their Family of Schools' Superintendent take a leadership role in the daily operation of a school.

They provide this leadership by:

- demonstrating care for the school community and a commitment to student achievement and well-being in a safe, inclusive and accepting learning environment;
- holding everyone under their authority accountable for their behaviour and actions;
- empowering students to be positive leaders in their school and community;
- communicating regularly and meaningfully with all members of their school community.

### **Teachers and Other School Staff**

Under the leadership of their Principals, teachers and other school staff maintain a positive learning environment and are expected to hold everyone to the highest standard of respectful and responsible behaviour.

As role models, teachers and other school staff uphold these high standards when they:

- help students work to their full potential and develop their sense of self-worth;
- empower students to be positive leaders in their classroom, school, and community;
- communicate regularly and meaningfully with parents/guardians;
- maintain consistent standards of behaviour for all students;
- demonstrate respect for one another, all students, staff, parents/guardians, volunteers, and the other members of the school community;
- prepare students for the full responsibilities of citizenship.

### **Students**

Students are to be treated with respect and dignity. In return, they must demonstrate respect for themselves, for others and for the responsibilities of citizenship through acceptable behaviour.

Respect and responsibility are demonstrated when students:

- come to school prepared, on time, and ready to learn;
- show respect for themselves, for others and for those in authority;
- refrain from bringing anything to school that may compromise the safety of others;
- follow the established rules and takes responsibility for their own actions.

### **Parents/Guardians**

Parents/guardians play an important role in the education of their children/students, and can support the efforts of school staff in maintaining a safe, inclusive, accepting, and respectful learning environment for all students.

Parents/Guardians fulfill their role when they:

- are engaged in their child's/student's school work and progress;
- communicate regularly with the school;
- help their child/student be appropriately dressed and prepared for school;
- ensure that their child/student attends school regularly and on time;
- promptly report to the school their child's/student's absence or late arrival;
- become familiar with the provincial Code of Conduct, and the Board Code of Conduct;
- encourage and assist their child/student in following the rules of behaviour;
- assist and support school staff in dealing with disciplinary issues involving their child/student.

## **COMMUNITY PARTNERS**

If the Niagara Catholic District School Board enters into an agreement with another person organization or entity other than a board, respecting the use of a school, property or buildings operated by the Board, the

Board must include in the agreement a requirement that the person, organization or entity will uphold the standards that are consistent with the provincial, and Board Codes of Conduct.

**POLICE/SCHOOL BOARD PROTOCOL**

In partnership with the Niagara Regional Police Service, the Niagara Catholic District School Board has a Police/School Board Protocol to support the greater safety and protection of students, teachers, Principals, staff and volunteers in schools.

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