
HORIZON SCHOOL DIVISION NO. 67**POLICY HANDBOOK**

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| Policy Code: | IFC |
| Policy Title: | Student Conduct |
| Cross Reference: | IE, IFCH, IFCI, IFCL, IFCL, IG, IGD |
| Legal Reference: | <i>Education Act</i> , S.31,33,36,27 |
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POLICY

THE BOARD OF TRUSTEES OF HORIZON SCHOOL DIVISION BELIEVES THAT A STANDARD OF CONDUCT MUST BE ESTABLISHED THAT WILL HELP STUDENTS ACHIEVE MAXIMUM DEVELOPMENT OF INDIVIDUAL KNOWLEDGE, SKILLS AND COMPETENCE AND ASSIST THEM IN LEARNING BEHAVIOR PATTERNS WHICH WILL ENABLE THEM TO BE RESPONSIBLE, CONTRIBUTING MEMBERS OF SOCIETY.

GUIDELINES

1. The Board will assure that no rules shall infringe upon constitutionally protected rights.
2. The Board and school policies will result in a welcoming, caring, respectful, safe, and healthy learning environment.
3. Acceptance of individual responsibility for abiding by school expectations will increase with the age and maturity of the student.
4. Each school shall develop a student code of conduct in harmony with the *Education Act* and this policy and make them available to students and parents.
 - 4.1. The code of conduct for a school shall be developed by the school principal or designate following input from school staff, school council and students (where appropriate).
5. Staff are expected to supervise and assist students in abiding by these standards of conduct.
6. The code of conduct shall apply:
 - 6.1. on school property at any time;
 - 6.2. during school hours;
 - 6.3. at any time and at any place during activities associated with the school, e.g. during co and extra-curricular activities, bussing, or;
 - 6.4. at any time or place, provided school administration deems the behaviour or incident to be injurious to the physical or mental well-being of others in the school or occurs by electronic means.

REGULATIONS

1. Students will not discriminate, which is defined as the negative differential treatment of a person or group on the basis of the prohibited grounds of discrimination set out in the *Canadian and Alberta Human Rights Act*; mainly, race, religious beliefs, colour, gender, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation.

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2. The jurisdiction adopts the intent of Section 31 of the *Education Act* and additional expectations as the foundation for standards of student conduct in the jurisdiction. At minimum, the jurisdiction expects that a student shall:
 - 2.1. attend school regularly and punctually;
 - 2.2. be ready to learn and actively engage in and diligently pursue the student’s education;
 - 2.3. ensure that the student’s conduct contributes to a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging;
 - 2.4. respect the rights of others in the school;
 - 2.5. refrain from, report and not tolerate bullying or bullying behaviour directed toward others in the school, whether or not it occurs within the school building, during the school day or by electronic means;
 - 2.6. comply with the rules of the school and the policies of the board;
 - 2.7. co-operate with everyone authorized by the board to provide education programs and other services;
 - 2.8. be accountable to his/her teachers and other school staff for his/her conduct;
 - 2.9. positively contribute to his/her school and community;
 - 2.10. account to school staff and bus drivers for their conduct;
 - 2.11. dress safely and appropriately for all school-sponsored activities.

3. Consistent with Section 36 and 37 of the *Education Act*, a student may be suspended or expelled from school if, in the opinion of the teacher, the Principal or the Board, the conduct of a student does not comply with Section 31 and/or 33 of the *Education Act*, whether or not the conduct occurs within the school building or during the school day, is injurious to the physical or mental well-being of others in the school or occurs by electronic means.
 - 3.1. Student suspension and expulsion is dealt with in Policy IGD Suspension and Expulsion of Students

4. Parents play a vital role in developing student behaviour and conduct. It is the jurisdiction’s expectation that parents shall:
 - 4.1. review the school’s code of conduct with their child(ren);
 - 4.2. act as the primary guide and decision-maker with respect to the child’s education;
 - 4.3. take an active role in the child’s educational success, including assisting the child in complying with section 2 above;
 - 4.4. ensure that the child attends school regularly;
 - 4.5. ensure that the parent’s conduct contributes to a welcoming, caring, respectful and safe learning environment;
 - 4.6. cooperate and collaborate with school staff to support the delivery of specialized supports and services to the child;
 - 4.7. encourage, foster and advance collaborative, positive and respectful relationships with teachers, principals, other school staff and professionals providing supports and services in the school; and
 - 4.8. engage in the child’s school community.

5. The school bus is an extension of the school. As such student conduct should reflect school expectations. Given that the school bus is a unique environment, the following code of conduct applies.
 - 5.1. The bus driver is in full charge of the bus and students must obey his or her directions promptly and respectfully.
 - 5.2. Parents are responsible for the proper conduct of their child(ren) prior to boarding at the beginning of the day, and at the time of departure from the school bus at the end of the day.
 - 5.3. Students/parents should try to inform the driver when absence is expected from school.
 - 5.4. Students must remain seated during the entire trip. Designated seats may be assigned for which students will be held responsible.

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- 5.5. Students are expected to be on time and waiting at their designated stop prior to the arrival of the bus. Frequent lates may result in students being left, but only after the bus driver has warned the students/parents that the bus will not continue to wait.
- 5.6. Unnecessary conversation with the driver is prohibited.
- 5.7. Students shall not extend or throw anything out of bus windows.
- 5.8. Students shall pass in front of the bus at stopping points if they have to cross the roadway.
- 5.9. Students shall not be permitted to bring objects into the bus which may cause injury or damage to any part of the bus and its occupants. Special circumstances may be allowed subject to prior approval from the bus driver. Restitution will be expected for any willful damage.
- 5.10. Students are prohibited from playing electronic audio equipment on a bus if it is audible to anyone other than the student.
- 5.11. For students with special needs, the parent and school administration shall inform the bus driver of special circumstances and/or concerns prior to the student's initial use of the bus.