

## **ESPS CODE OF CONDUCT**

The OCDSB believes that it is the right of each student and staff member to work in a safe and orderly environment, free of concern about personal safety. Elgin Street Public School encourages conflict resolution, self-discipline, positive attitudes and pride in our school. Physical, verbal, written and psychological abuse, bullying and/or discrimination on the basis of race, culture, religion, gender, sexual orientation or any other attribute is unacceptable.

All students, parents, teachers and staff have the right to be safe, and feel safe, in their school community.

### **ESPS students fulfill their role with respect to the ESPS Code of conduct when they:**

- Respect themselves, others, the school and the environment
- Demonstrate responsibility and self-discipline in school work and behaviour.
- Demonstrate honesty and integrity in all matters
- Respect, honor and live up to the OCDSB Character Education Traits
- Speak and act kindly, politely and respectfully to everyone in, on or around the school premises including Jack Purcell Community Centre, on school buses, on field trips or during extra-curricular activities
- Arrive on time for class, ready to work, with the required materials and completed homework
- Work diligently in class and contribute to the learning environment.
- Respect the rights of others to work in an environment that supports learning and teaching
- Respect school property and the property of others
- Resolve conflict peacefully or seek assistance from a staff member
- Take responsibility for their own actions
- Act in a safe manner at all times (e.g., walking in the hallway, quietly on the right side in single file, using equipment safely, discouraging any unsafe behaviours in their peers and seeking immediate staff assistance if required, etc....)

### **ESPS Staff fulfill their role with respect to the ESPS Code of conduct when they:**

- Help students work to their full potential and develop their sense of self-worth;
- Empower students to be positive leaders in their classrooms, school and community;
- Communicate regularly, timely and meaningfully with students and parents/guardians;
- Maintain consistent standards of behaviour for all students;
- Demonstrate respect for all students, staff, parents/guardians, volunteers, and the members of the school community; and
- Prepare students for the full responsibilities of citizenship;
- Respect the rights and property of all members of the school community

## **ESPS Parents/Guardians fulfill their role with respect to the ESPS Code of conduct when they:**

- Show an active interest in their child's school work and progress;
- Communicate regularly, timely and meaningfully with the school;
- Help their child be neat, appropriately dressed, organized, and prepared for school;
- Ensure that their child attends school regularly and on time;
- Promptly report to the school their child's absence or late arrival;
- Encourage and assist their child in following the rules of behaviour;
- Assist school staff in dealing with disciplinary issues involving their child
- Demonstrate respect for all students, staff, other parents, volunteers, and all other members of the school community; and
- Are engaged in the initiatives that foster a positive, safe school environment.
- Respect the rights and property of all members of the school community

## **Consequences**

Most incidents are of a minor nature and can be addressed on the spot with reminders of appropriate behaviour. More major problems will occur from time to time and will need to be dealt with effectively so that learning does occur. The overriding objective of our discipline protocol is not punitive, but is to help students develop self-discipline and respect for themselves and others. When it is necessary to take some kind of disciplinary action with a student we try to be reasonable, consistent and fair.

A progressive discipline continuum of intervention and restorative practices will be used to address inappropriate behaviour and to foster a positive and inclusive school climate that supports academic achievement and responsible citizenship for all students

## **Discipline issues will be dealt with on an individual basis. The following options may be considered (but are not limited to) as we attempt to correct misbehaviour and encourage students to develop into responsible citizens:**

- Verbal warning/discussion
- Reviewing the class/school's expectations
- Discussing the situation with the student and suggesting strategies for better results in the future
- Conducting a Peace Circle with affected parties
- Re-teaching the expected behaviour and giving the opportunity for the student to show the correct behaviour
- Assigning a "Time out" or detention (in classroom or office) for the student to self-reflect
- Requiring the student to complete a reflection form
- Writing an apology letter
- Community service/restitution activity
- Removal of student from classroom
- Withdrawal of privileges
- Requesting a student-student/student-teacher/student-parent-guardian conference
- Contacting the parent(s)/ guardian(s) to request a meeting at school
- Suspension or Expulsion (refer to OCDSB *Safe Schools: Reasons for Suspensions and Expulsions* on the web).