

# Ryley School Code of Conduct

## **1. Statement of Purpose**

Ryley School operates on the belief that all students have the right to learn. To do so means that each student works towards creating a climate that is positive and productive. No student has the right to choose behavior that infringes on the rights of others.

We believe that home, school, and community must share the responsibility for teaching students appropriate behavior. By working together we can establish and maintain a welcoming, caring, respectful, and safe learning environment for all students and school staff.

Ryley School has adopted a school wide discipline policy/code of conduct to establish and publish expectations for student behavior while at school, at a school related event, or while engaging in an activity that may have an impact on others in the school. Most students behave responsibly most of the time. Some students, however, may err in their judgement of what is acceptable behavior. The school wide discipline policy is designed to teach students that they have chosen to behave inappropriately and to teach them that there are more acceptable alternatives to choose from.

## **2. A Statement Regarding the Alberta Human Rights Act**

Whereas it is recognized in Alberta as a fundamental principle and as a matter of public policy that all persons are equal in: dignity, rights and responsibilities, without regard to race, religious beliefs, colour, gender, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation.

### 3. Statement of Acceptable Behaviours Matrix

	All Areas	Learning Areas	Common Areas	Out of Building	Transportation
		Classrooms, Gym, Shop, Science and Home Ec. Labs	Learning Commons, Hallways, Lunch Rooms	Extra-curricular activities, school grounds, Field Trips, Online Activity	Bus, private vehicles
<b>Leadership</b>	<ul style="list-style-type: none"> <li>• Be honest, kind, and helpful</li> <li>• Help keep the area clean</li> <li>• Encourage others to do/be their best</li> <li>• Report bullying</li> <li>• Maintain a positive attitude</li> </ul>	<ul style="list-style-type: none"> <li>• Take initiative</li> <li>• Encourage others to be involved</li> <li>• Promote the learning of new things</li> </ul>	<ul style="list-style-type: none"> <li>• Be a positive example</li> <li>• Invite participation</li> <li>• Include everybody</li> <li>• Encourage and support others</li> <li>• Report damage/ inappropriate use of school technology and equipment</li> </ul>	<ul style="list-style-type: none"> <li>• Lead by example</li> <li>• Represent the school in a positive way</li> </ul>	<ul style="list-style-type: none"> <li>• Help the bus driver when needed</li> <li>• Assist younger students cross safely</li> </ul>
<b>Respect</b>	<ul style="list-style-type: none"> <li>• Communicate appropriately</li> <li>• Maintaining a mild scent environment</li> <li>• Celebrate each other's success</li> <li>• Keep your hands to yourself</li> <li>• Treat other's property with care</li> <li>• Listen and follow instruction</li> <li>• Refer to everyone by their preferred names</li> </ul>	<ul style="list-style-type: none"> <li>• Be mindful of others learning</li> <li>• Take care of and return classroom materials</li> </ul>	<ul style="list-style-type: none"> <li>• Treat school technology, furniture and equipment with care</li> <li>• Be aware of other's personal space</li> </ul>	<ul style="list-style-type: none"> <li>• Engage with others in a caring manner in person and online</li> <li>• Follow supervisor's expectations</li> </ul>	<ul style="list-style-type: none"> <li>• Follow driver's rules and instructions</li> <li>• Demonstrate courteous behavior</li> <li>• Care for the bus</li> </ul>
<b>Responsibility</b>	<ul style="list-style-type: none"> <li>• Dress appropriately</li> <li>• Maintain a safe environment</li> <li>• Be where you are supposed to be</li> <li>• Demonstrate digital citizenship</li> <li>• Use areas for their intended purpose</li> </ul>	<ul style="list-style-type: none"> <li>• Be Active and engaged in your learning</li> <li>• Challenge yourself in learning</li> <li>• Showing up on time</li> <li>• Have assignments completed on time</li> <li>• Hand in your best work</li> <li>• Come prepared ready to learn</li> </ul>	<ul style="list-style-type: none"> <li>• Keep areas tidy</li> <li>• Return materials to their proper place</li> <li>• Use technology appropriately</li> <li>• Sign out school technology</li> <li>• Wipe or remove dirty footwear</li> </ul>	<ul style="list-style-type: none"> <li>• Practice sportsmanship</li> <li>• Follow the Athletic/Coaching Policies</li> </ul>	<ul style="list-style-type: none"> <li>• Follow all bus rules</li> <li>• Inform drivers of absence</li> <li>• Submit all necessary travel forms</li> <li>• Practice safe school zone driving</li> <li>• Dress appropriately for the weather</li> </ul>

## 4. Statements Regarding Consequences of Unacceptable Behaviour

We encourage and reinforce positive self-esteem and appropriate choices for behavior. We also promote the learning and use of positive strategies for personal growth and for resolving conflict. In the case where students display poor behaviour choices, our school discipline policy and plan will reflect three levels of discipline development as outlined below.

### Level I Behaviours

**Level I** – Behaviours are minor rule violations that will result in an immediate verbal correction with a possible consequence.

- Running in building/walkways
- Unsafe/rough play
- Littering
- Profanity
- Out of assigned area
- Unexcused tardiness
- Failure to follow classroom rules
- Disruptive behavior
- Disrespect
- Unprepared for class
- Inappropriate displays of affection
- Inappropriate clothing
- Uncooperative behaviour

### Level I Consequences

Students who engage in Level I behaviour will be asked to identify the inappropriate behaviour and describe the appropriate replacement behaviour. Students may receive a mild consequence designed to discourage the inappropriate behaviour from occurring in the future. Consequences for Level I behaviour may include but are not limited to:

- Verbal correction
- Loss of privileges
- Detention
- Time out of class
- Clean-up duty
- Apology
- Sent to office
- Refer to counsellor
- Suspended from current class

Teachers will keep anecdotal records for Level I consequences.

### Level II Behaviours

**Level II** – behaviours are more serious in nature. Level II behaviour will result in an immediate verbal correction, a logical consequence and a written assignment that is signed by a staff member, parent and student.

- Chronic Level I behaviour

## **Level II Consequences**

The incident will be documented using a Behaviour Report form, which will be sent with the student.. Consequences for Level II behaviours may include but are not limited to:

- Verbal correction
- Loss of privileges
- Detention
- Behaviour contract
- Time-out
- Clean-up duty
- Apology
- Extended school day
- Refer to counsellor

## **Level III Behaviours**

Serious fighting, harassment, and verbal abuse violate the dignity, well-being, and safety of another person. These behaviour will not be tolerated and may result in suspension from school. Other Level III behaviours may result in suspension but may also be corrected using a variety of logical consequences.

- Chronic Level II behaviour
- Stealing
- Fighting/assault/physical aggression
- Vandalism
- Possession of weapon on school grounds
- Intimidation/verbal threats
- Harassment
- Verbal abuse/directed profanity
- Disrespect toward others
- Possession/under influence of illegal substance
- Academic Dishonesty

## **Level III Consequences**

Students who engage in Level III behaviours will be referred to the administration for immediate corrective action. Teachers will fill out a Behaviour Report Form for all students exhibiting level III behaviours. After consulting with the parents and appropriate school personnel the administration will issue appropriate consequences and facilitate corrective action designed to help the student improve his/her school behaviour

# Ryley Behaviour/Office Referral Form:

Name: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Teacher: \_\_\_\_\_

Grade: 7 8 9 10 11 12

## Location:

- |                                      |                                        |
|--------------------------------------|----------------------------------------|
| <input type="checkbox"/> Classroom   | <input type="checkbox"/> Bathroom      |
| <input type="checkbox"/> Hallway     | <input type="checkbox"/> Gym           |
| <input type="checkbox"/> Library     | <input type="checkbox"/> School ground |
| <input type="checkbox"/> Other _____ |                                        |

## Level I, II Behaviour (Chronic Level I)

## Level III Behaviour:

- Running in building/walkways
- Unsafe/rough play
- Littering
- Failure to follow classroom rules
- Uncooperative behaviour
- Disruptive behaviours
- Profanity
- Out of assigned area
- Inappropriate displays of affection
- Tardiness
- Inappropriate clothing
- Disrespect of others
- Talking excessively in class
- Unprepared for class (no pencil, no calculator)
  
- Other \_\_\_\_\_

- Chronic Level I or II behaviour
- Stealing
- Fighting/assault/physical aggression
- Vandalism
- Verbal abuse/directed profanity
- Disrespect toward others
- Possession/under influence of illegal substance (Tobacco, Alcohol, Drugs, Weapons, etc)
- Harassment/Bullying
- Academic Dishonesty

## **Teacher Comments:**

### Action taken:

- verbal correction
- apology
- sent to office
- loss of privileges
- clean up
- refer to counsellor
- detention
- time out of class
- suspension from current class
  
- other \_\_\_\_\_

### Administrative Action:

- |                                                    |                                              |                                                            |                                      |                                              |
|----------------------------------------------------|----------------------------------------------|------------------------------------------------------------|--------------------------------------|----------------------------------------------|
| <input type="checkbox"/> Suspension                | <input type="checkbox"/> In                  | <input type="checkbox"/> Out                               | <input type="checkbox"/> Restitution | <input type="checkbox"/> Extended school day |
| <input type="checkbox"/> Discussion with Principal | <input type="checkbox"/> Behaviour Contract  | <input type="checkbox"/> Referral to discipline committee  |                                      |                                              |
| <input type="checkbox"/> Parent meeting            | <input type="checkbox"/> Refer to Counsellor | <input type="checkbox"/> No Administrative action required |                                      |                                              |

Comments:

Administration Signature \_\_\_\_\_ Date: \_\_\_\_\_

Student Responsibility Page

1. What did you do?
  
  
  
  
  
  
  
  
  
  
2. What could I have done differently?
  
  
  
  
  
  
  
  
  
  
3. What will you do next time you are in this situation?
  
  
  
  
  
  
  
  
  
  
4. What will you do to make it “right”?

Parent Response (If applicable)

5. Please comment on what you have put in place to help support your child in achieving the goals above?

Signature of Student

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Signature of Parent/Guardian (If required)

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