

<b>Adopted</b>	<b>February 18, 1998</b>
<b>Revision Date</b>	<b>November 16, 2015</b>
<b>Review Year</b>	<b>2020</b>

**Background/Purpose:**

Effective student discipline is at the foundation of our program.

**Definitions:**

- a. Personal harassment is defined as any behaviour that has as its intent or effect to alarm, provoke, intimidate, or belittle a person. It can include, but is not limited to, the following:
  - i. unwanted physical contact
  - ii. unwelcome remarks or compromising invitations
  - iii. verbal abuse or display of suggestive material
  - iv. inappropriate gestures
  - v. threats of physical harm
  
- b. Suspensions are defined as exclusions of up to five school days from regular student activities (classes, school, riding on a school bus, or extra-curricular activities). A suspended student may be reinstated by the Principal within five days.
  
- c. Expulsions are defined as exclusions from regular student activities for more than ten school days.

**Policy Statement:**

An orderly, respectful, and studious environment allows for the fulfillment of our learning objectives. Furthermore, we believe that effective teaching and supervision alleviates the vast majority of discipline concerns. To be effective our policy must be simple, fair to those concerned, fully communicated to our stakeholders, and fully enforced.

**Guidelines:**

Our expectations for student behaviour are those found *The Education Act*: A student shall conduct himself or herself so as to reasonably comply with the following code of conduct:

- a. Be diligent in pursuing the student’s studies
- b. Attend school regularly and punctually
- c. Cooperate fully with everyone authorized by the board to provide education programs and other services
- d. Comply with the rules of the school
- e. Account to the student’s teachers for the student’s conduct
- f. Respect the rights of others

**General Provisions**

Expectations for School and Classroom Discipline Practices: It is expected that school and classroom discipline practices in general will be based on the following:

- a. Treatment of individuals which is consistently typical of that which would be practiced by a kind, firm, and judicious parent.

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- b. Procedures which are fair, objective, consistent, and reasonable.
- c. Avoidance of threats and other measures that can be regarded as excessive.
- d. Early detection of attendance concerns and other potential discipline problems and early action to resolve them without resorting to severe punitive measures.
- e. Early and ongoing communication with parents throughout the entire process of dealing with discipline problems.
- f. Recommendation for counseling services when deemed appropriate.
- g. Concentration upon the development of positive school practices and effective teaching as a means of encouraging appropriate student behaviour and maintaining school order.
- h. Prompt action to resolve discipline problems, especially those that may lead to a suspension.
- i. Decisions regarding the use of disciplinary measures should be made on consideration of the following:
  - i. Effect of the student's behaviour upon other students, the staff, and the school.
  - ii. Nature of the action or incident that calls for disciplinary measures.
  - iii. Student's previous conduct.
  - iv. Student's age and maturity.
  - v. Impact of proposed action on the student's future behaviour.
  - vi. Previous disciplinary actions.

#### Expulsions

Expulsion procedures *as set out in the Administrative Regulation* are to be consistent with the *Education Act*.

- a. Expulsion will only be used when:
  - i. It is deemed that other means of corrective action including consultation with parents and suspensions have failed to achieve orderly and appropriate student behaviour.
  - or*
  - ii. The student's continued presence in the school is deemed to seriously threaten or disrupt the orderly functioning of the school or the student's presence is deemed to be a danger to persons or property.
- b. Expulsion procedures must ensure that the rules of natural justice and due process are followed, including a right to request a review of the Board's decision to the Minister.
- c. The seriousness of misbehaviour may warrant immediate suspension or a recommendation to the Board for expulsion on the first offense.

#### Accountability:

*Monitored on a five year cycle in accordance with the Board of Directors annual work plan.*

#### References:

*Education Act*  
*AR 6040 Student Discipline*