

# Code of Behaviour

The Sir Robert Borden Code of Behaviour, developed in cooperation with students, parents and staff is intended to nurture the self-esteem and self-discipline of each student. Through shared responsibility of families, students and staff, Sir Robert Borden will maintain a safe and harmonious environment for learning. Together, we must endeavor to develop a positive atmosphere based upon respect for people, property and community. We maintain high expectations for our students. As a result, students shall conduct themselves in a responsible manner, be kind and courteous and respectful of the rights and property of others.

Students are responsible to the Principal for their conduct on school premises during the school day or after school hours. These expectations also extend to all school authorized activities such as field trips, performances, athletic events, dances and Co-operative Education placements. Our Code promotes appropriate behaviour and a series of realistic and effective responses or consequences or inappropriate behaviour. Students are also subject to expectations and consequences as outlined in the Education Act and other Acts and Regulations of the Ministry of Education and policies and procedures of the Ottawa Carleton District School Board.

## A. Students Respecting Borden

Expectations include:

- Respect for Social Order: Students are expected to know the rules and regulations of the school and abide by them.
- Respect for Peers: Students are expected to recognize the uniqueness of the individual and to respect the rights of other students.
- Respect for Self: Students are encouraged to gain self-awareness and self-confidence as they practice self-respect and self-control.
- Respect for Property: Students are expected to show respect for school, community and private property.

## B. Student Required Behaviour for success

Expectations include:

- Regular Attendance
- Students are expected to attend all classes and be punctual. Absenteeism should only be for illness or unavoidable appointments.
- Class Preparation and Participation: Students are expected to take an active part in learning by coming to class fully prepared to work and by participating in a co-operative manner.

## C. School Rules at Borden

Things that MOVE

If it moves (bicycle, skateboard, in-line skates etc.) it either has to stay outside or be stored in your locker ASAP. If it bounces, can be thrown, kicked or passed about it should remain in your locker. Items that move may NOT be used inside the school or they will be confiscated. Should damage be caused restitution will be required. It is the right of all SRB staff to request these items and it is expected that students will respectfully comply.

## Things that make NOISE

Cell phones, pagers and other small communication devices must not interfere with the learning process. If you need to be contacted for an emergency notify the school office. Personal music equipment (CD/tape/mp3 players etc.) may be played outside the classroom only, with the use of ear-phones.

## School Dance Policy

- Admission to dances shall be by advance ticket purchase only. No tickets will be sold at the door at the time of the dance.
- All school dances are closed; that is, only SRB students may attend.
- The current SRB Student Identification Card is the ONLY identification accepted to gain entrance. No card - no entry.
- All OCDSB policies apply including Alcohol, Drugs and Restricted Narcotics and Weapons.
- There is no access to individual lockers or to the rest of the school.
- School dances begin at 7:30 p.m. and end at 10:30 p.m. Entrance to dances ends at 8:30 p.m. Entrance past this time requires pre-arranged administration approval.
- Students who leave at any time during the dance are not readmitted. No in - out privileges.
- A minimum of two police officers will be in attendance at all times.
- Students are expected to leave school property immediately after dances.

Replacement SRB student cards may be purchased in the library up to two days before the dance.

Students involved in any alcohol or drug related incident while on school property or while involved in a school sanctioned activity will receive a one calendar year ban from all student council activities. A mandatory suspension will be imposed and additional sanctions such as loss of privilege to be involved in extra-curricular activities including field trips, ski club, etc., will be at the discretion of the administration.

## **D. Standards Required by the Board**

All policies are subject to revision by the Ottawa Carleton District School Board or through government legislation. These and other policies and procedures are on the OCDSB web site ([www.ocdsb.ca](http://www.ocdsb.ca))

### **1. Student Dress Code (Procedure PR.628.SCO)**

- Students are expected to be neat and clean and to dress in a manner appropriate to an educational institution. SRB attempts to prepare students for access to the academic world or the work place. This preparation includes student awareness and acceptance of appropriate dress. Therefore SRB has a responsibility to uphold societal standards as well as those established by the OCDSB.

Board policy dictates the following clothing as inappropriate dress:

- Sexually explicit or revealing dress;
- Dress with wording or graphics that is racist, sexist, profane or demeaning to another person;

- Dress with wording or graphics that advocates violence;
- Dress with wording or graphics that advocates the consumption of alcohol or illicit drugs;
- A dress that is recognized by the OCDSB Safe Schools Committee to be associated with gang membership. (This includes: bandannas, do-rags, flagging, showing of colours etc.)

Students are expected to follow the school dress code during all school-authorized functions. A student whose attire is deemed unacceptable will be required to change to something acceptable. Outdoor clothing would be deemed unacceptable in a classroom situation, and must be left in lockers. Hats are deemed unacceptable during assemblies.

## **2. Harassment/Abuse**

The harassment or abuse of any person within the school results in disciplinary sanctions. According to OCDSB policy, harassment is defined as engaging in offensive behaviour or conduct against another person that is known, or ought reasonably to be known, to be unwelcome with respect to an individual race, place of origin, ethnic origin, citizenship, creed, gender, sexual orientation, family status, or disability. Any individual who is concerned about an apparent incident of harassment is strongly encouraged to report the incident to a teacher, counsellor or Vice-Principal.

## **3. Visitors and Trespass to Property**

During regular school hours, SRB is a closed campus to all except parents, students and staff. ALL visitors are required to report immediately to the main office to identify themselves and their purpose for being on school property. To avoid unpleasant situations, students are asked not to invite friends or acquaintances to the school or to return to the school after regular school hours. Students are permitted in the school after hours only for school authorized activities. The Trespass to Property and Ontario Regulation - Access to School Premises will apply.

## **4. Conduct of Persons in Schools**

It is the right of each student and each staff member to a safe and orderly learning environment, free of concern about personal safety. (Safe Schools Policy P.032.SCO)

## **5. OCDSB Safe Schools**

The following terms are reason for mandatory suspension and expulsion under the Education Act.

### Mandatory Suspension

- Uttering a threat to inflict serious bodily harm on another person;
- Possessing alcohol or illegal drugs;
- Being under the influence of alcohol;
- Swearing at a teacher or another person in a position of authority;
- Committing an act of vandalism that causes extensive damage to school property.

### Mandatory Expulsion

- Possessing a weapon, including possessing a firearm;
- Using a weapon to cause or threaten bodily harm to another person;
- Committing physical assault on another person that causes bodily harm requiring treatment by a medical practitioner;
- Committing a sexual assault;
- Trafficking in weapons or illegal drugs;
- Committing a robbery;
- Giving alcohol to a minor.

It is the policy of the OCDSB to deal with suspension of students in accordance with the Education Act as amended by the Safe Schools Act, 2000 and the Regulations. The purpose of suspensions includes:

- a. cautioning students and deterring them from continuing with or repeating unacceptable behaviour;
- b. preventing other students from being exposed to or involved in dangerous and damaging activities;
- c. discipline students who have failed to respect the school code of conduct; and
- d. alert parents or guardians to serious problems with their children.

The authority to suspend is not limited to conduct on school property. A teacher may suspend a student for a maximum of one school day and may recommend to the Principal an extension if he/she believes it is warranted. A suspension for one school day or less cannot be reviewed or appealed.

### **6. Smoking**

Smoking is a serious health hazard. The OCDSB prohibits smoking throughout its facilities and property, including bus shelters, in accordance with Bill 119, Province of Ontario. (School property includes the school building, the school and Board grounds, the parking lot and in cars on the school property.) Therefore, in accordance with this policy, there is NO SMOKING on SRB property. Smoking on Board property is a discretionary reason for suspension.

### **7. Laser Pens**

By OCDSB policy, students are not permitted to have laser pens or pointers on school property. OCDSB policies include other mandatory suspension and expulsions. The Education Act and Board policy also lists discretionary reasons for suspension.

### **8. Field Trips**

Students must travel to and from school authorized activities using school-approved modes of transportation. Students are not permitted to drive themselves or other students to such activities.

### **9. Theft and Vandalism**

Vandalism and theft are criminal acts, which fit into expulsion and suspension definitions. Students are expected to demonstrate respect for the property of others by not defacing either school property or that of fellow students. Students who observe acts of vandalism or theft are encouraged to report the incident to the main office. Confidentiality is assured.