



## **CODE OF CONDUCT**

With the **CHARACTER ALWAYS** initiative as a foundation and the Board and Provincial **CODE OF CONDUCT** as the basis, it is the policy of Gananoque Intermediate and Secondary School, to promote and support respect, civility, responsible citizenship, and to provide the framework for policies related to student discipline, bullying prevention, student and staff safety, respectful working and learning environments, and workplace harassment.

### **PURPOSE OF THE CODE**

- To ensure that all members of the school community are treated with respect and civility.
- To promote responsible citizenship by encouraging appropriate participation in the civic life of the school community.
- To maintain an environment where conflict and difference can be addressed in a manner characterized by respect and civility.
- To encourage the use of non-violent means to resolve conflict.
- To promote the safety of people in the schools.
- To discourage the use of alcohol and illegal drugs.

The Gananoque Intermediate & Secondary School **CODE OF CONDUCT** will be reviewed annually.

### **STANDARDS OF BEHAVIOUR**

#### *A. Respect, Civility, and Responsible Citizenship*

All members of the school community must:

- Demonstrate respect, honesty, and integrity
- Respect differences in people, their ideas and their opinions
- Treat one another with dignity and respect at all times, and especially when there is disagreement
- Respect and treat others fairly, regardless of, for example, race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, gender, sexual orientation, socio-economic status, age, or disability
- Respect the rights of others
- Show proper care and regard for school property and the property of others
- Take appropriate measures to help those in need
- Seek assistance from a member of the school staff, if necessary, to resolve conflict peacefully
- Respect the privacy, dignity and safety of others by maintaining appropriate use of cell phones and electronic devices
- Refrain from taking phones, cameras or any other electronic devices into washrooms or changerooms
- Respect all members of the school community
- Respect the need of others to work in an environment that is conducive to learning and teaching
- Use respectful and appropriate language at all times with all people in the school community especially when addressing those in a position of authority



## **B. Safety**

All members of the school community must not:

- Engage in bullying behaviours, including cyber-bullying
- Commit sexual assault
- Traffic weapons or illegal drugs
- Give alcohol to a minor
- Commit robbery
- Be in possession of any weapon, including firearms
- Use any object to threaten or intimidate another person
- Cause injury to any person with an object
- Be in possession of, or under the influence of, or provide others with alcohol or illegal drugs
- Inflict or encourage others to inflict bodily harm on another person
- Engage in hate propaganda and other forms of behaviour motivated by hate or bias
- Commit an act of vandalism that causes extensive damage to school property located on the premises of a school
- Use inappropriate or obscene language

## **ROLES AND RESPONSIBILITIES**

### **A. Principal**

The Principal provides leadership in the daily operation of a school by:

- Demonstrating care for the school community and a commitment to academic excellence in a safe teaching and learning environment;
- Holding everyone under their authority accountable for his or her behaviour and actions;
- Modeling appropriate behaviour in line with this document;
- Empowering students to be positive leaders in the school and community;
- Communicating regularly and meaningfully with all members of their school community.

### **B. Teachers and Other School Staff Members**

Under the leadership of the Principal, teachers and other school staff members maintain order in the school and are expected to hold everyone to the highest standard of respectful and responsible behaviour. As role models, teachers and school staff uphold these high standards when they:

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



### **C. Students**

Students are treated with respect and dignity. In return, they must demonstrate respect for themselves, for others, and for the responsibilities of citizenship through acceptable behaviour. Respect and responsibility are demonstrated when a student:

- Comes to school prepared, on time, and ready to learn;
- Shows respect for himself or herself, and for others;
- Shows respect for the physical property of the school (building, computers, books, desks, etc.)
- Refrains from bringing anything to school that may compromise the physical, emotional and/or psychological safety of others;
- Refrains from taking or posting photos of, or comments about, other students or staff without consent;
- Follows the established rules and takes responsibility for his or her actions;
- Refrains from using tobacco products or nicotine delivery devices in the school;
- Refrains from promoting violence, discrimination or hate.

### **D. Parents**

Parents play an important role in the education of their children, and can support the efforts of school staff in maintaining a safe and respectful learning environment for all students. Parents fulfill their role when they:

- Show an active interest in their child's school work and progress;
- Communicate regularly with the school;
- Help their child be neat, appropriately dressed, and prepared for school;
- Ensure that their child attends school regularly and arrives on time;
- Promptly reports to the school their child's absence or late arrival;
- Follow school procedure for withdrawing their child from school on any day;
- Show they are familiar with the provincial **CODE OF CONDUCT**, the Board's **CODE OF CONDUCT**, and school rules;
- Encourage and assist their child in following the rules of behaviour as outlined by the school;
- Assist school staff in dealing with disciplinary issues involving their child.

### **E. Community Partners and the Police**

Gananoque Intermediate & Secondary School is committed to enhancing and developing partnerships with community agencies and members of the community by establishing protocols which establish clear linkages and formalize the relationship between the school and its partners.

The police play an essential role in making Gananoque and our community safe. The police investigate incidents with the protocol developed with the Upper Canada District School Board. This protocol is based on a provincial model developed by the Ministry of the Solicitor General and the Ministry of Education.