

School Discipline Code, Procedures and Consequences

The following code and procedures are generally applied when serious behaviour issues arise. The Principal may, in extraordinary circumstances, choose an alternate procedure or punishment, based on consultation with one or more of the following – the Superintendent, the School Council, affected victims or parents/guardians, intervening staff members, or other affected parties. Students with a defined Behaviour Plan may have unique discipline procedures and consequences defined.

Offence, Consequence and Procedure

1. Physical and/or verbal intimidation of other students:

1st offence – Immediate punishment (home contact).

2nd offence – As above with possible suspension.

3rd offence – Up to a three day suspension.

4th offence – Matter to be referred to School Council.

2. Swearing at other students:

To be treated in the same manner as physical/verbal intimidation of another student.

3. Physical violence with injury:

Cases of action where injury was intentional will be treated in the same manner as physical/verbal intimidation of another student but starting at the level of a 2nd offence.

4. Sexual Abuse by Students:

In the event of a student sexually abusing another student the incident will be dealt with on an individual basis with the Principal and School Council determining the appropriate disciplinary actions, including the option of immediate and/or indefinite suspension. In all cases, the B. C. Ministry of Social Services will be contacted as required by law. The parents/guardians of all students involved will be notified and kept informed throughout the review procedure. Confidentiality will be ensured.

5. Disruptive behaviour within the classroom:

In order to prevent disruptive behaviour from becoming a chronic problem with any one student, parents/guardians will be contacted by the classroom

teacher when a developing pattern of negative behaviour is recognized. A Behaviour Plan will be developed with specific behaviour objectives specified for students with chronically poor behaviour. Continued disruptive behaviour may lead to suspension and ultimately to expulsion.

6. Leaving school without permission (including the use of a forged note):

1st offence – Warning of suspension, immediate punishment (home contact).

2nd offence – Up to a three day suspension.

3rd offence – Parent/guardian conference plus possible expulsion.

7. Gross insubordination (including refusal to obey reasonable request of any teacher, and verbal abuse of a teacher):

1st offence – Immediate punishment, warning of suspension (home contact).

2nd offence – Up to a three day suspension.

3rd offence – Longer suspension or possibility of expulsion.

8. Physical violence to staff (includes actual or attempted physical contact, throwing object, spitting, etc.)

1st offence – Immediate suspension (3 – 5 days).

2nd offence – Expulsion.

9. Major theft:

1st offence – Parents/guardians notified, immediate punishment with restitution encouraged.

2nd offence – Up to a five day suspension.

3rd offence – Parent/guardian and child to meet before School Council at which time corresponding action will be taken according to discretion of Council.

10. Minor theft:

1st offence – Parents/guardians notified, immediate punishment with restitution encouraged.

2nd offence – Up to a five day suspension.

3rd offence – Parent/guardian and child to meet before School Council at which time corresponding action will be taken at the discretion of Council.

11. Defacing of school in one form or another:

1st offence – Immediate punishment and responsibility for cost of cleaning or repair (home contact).

2nd offence – Up to a five day suspension.

3rd offence – Refer the matter to School Council.

12. Serious damage to school:

This would be considered vandalism and would be handled by the police. School disciplinary action also to be taken.

13. Use of drugs or alcohol:

1st offence – Parent/guardian notified immediately, followed by two weeks suspension. Professional counseling will be encouraged.

2nd offence – Immediate expulsion.

14. Promotion of drugs or alcohol:

Parents/guardians and police notified, and immediate expulsion.

15. Possession or use of cigarettes and/or snuff

1st offence – Confiscation of goods, immediate punishment (home contact).

2nd offence – Up to a five day suspension.

3rd offence – Expulsion.

16. Possession of pornographic material:

To be treated in the same manner as possession of cigarettes/snuff.

17. Misbehaviour on the bus:

Punishment for misbehaviour is under the control of the transportation authority.

Record Keeping and Reporting Discipline Issues

1. A record of every offense will be made in the discipline binder. A copy of all disciplinary related notes to parents/guardians will be kept on file by the Principal.
2. A written explanation of the offense will be sent home for the parents/guardians to sign and return. This will be kept on file. In some cases a call home may be made. The discussion will be summarized and added to the discipline book. In any case, the parents/guardians will be informed of any disciplinary action taken with regards to their child.
3. Parents/guardians will be notified in writing of an expulsion. They will also have the right to meet with the School Council to discuss the matter.
4. Parents/guardians have the right to see their child's portion of the discipline binder at anytime. The Principal, School Council, and the child's teacher and other teaching staff members as appropriate are the only other persons given access to the discipline binder.
5. As with all decisions taken by the school, the parents/guardians have the right to discuss these decisions with the School Council.
6. The discipline book will be kept on file with the Principal after the current school year.
7. Immediate punishment can be a physical activity such as yard chores, a denial of privileges, writing lines, writing essays, or something similar to one of the above.
8. Suspensions are when the child is not allowed to attend their classroom or school for a given number of school days. A written explanation of the days involved will always be sent home with the child. In-school suspensions can be used at the discretion of the Principal. An in-school suspension places the student in the office or other part of the School away from his or her classroom, working on classroom assignments and/or other discipline instruments (i.e.: lines, essays, services projects, etc.).
9. Expulsion is when the child is no longer allowed to attend the school for that school year. The child may be allowed to attend the following year, with the approval of the Principal and School Council.
10. Physical, corporal, or demeaning punishments are forbidden under all circumstances and can result in Principal/ teacher suspension or dismissal.