

Our Bellwood P.S. Code of Conduct

The Bellwood Code of Conduct was created to help our students ensure that our school is a safe and productive place to learn for everyone. It reflects the high expectations of an exemplary school, and its Mission Statement. The ideals and principles outlined reflect a safe school ideology and daily practice. Logical consequences and restitution are inherent features of its design and implementation.

I will review the Code of Conduct with my family so that we all understand the school expectations and procedures.

A school is a place that teaches me to be responsible, to be respectful, to be a good citizen and to excel academically. I have the right to be safe and to feel safe in my school community. However, I also need to be a law-abiding citizen and accept responsibility for my actions that put myself or others in danger.

The Ontario Schools Code of Conduct gives clear standards of behaviour for everyone involved in schools in Ontario - students, staff, parents, volunteers and other visitors. The standards apply on school property, on school buses and at other school events or activities.

The following few pages outline the expected behaviours for students at Bellwood P.S. It also outlines the reasons for the expected behaviours as well as the consequences if I do not meet the expectations. We at Bellwood are committed to the Durham District School Board Progressive Discipline Model.


A progressive discipline approach provides a framework for accountability and for consistent progressive discipline. The progressive discipline approach also assists in communicating concerns, strategies and consequences.



It is important that our parents are informed and involved at the different progressive stages. Parents are partners in dealing with behaviour. I must also understand the consequences in order to take responsibility and be accountable for my behaviour.


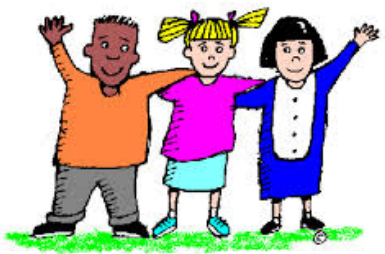
It is expected that I will sit down with my parent(s) and we will go over the school agenda together.

Let's start!

As a student of Bellwood P.S., I am committing to the behaviour expectations outlined in the following Code of Conduct. I am aware of the reasons for these expectations and the possible consequences for not following the code.

Expectation	Rationale/Reason	Consequences
<p><u>1. Respect for Self and Others</u></p> <p>I will treat everyone the way I want to be treated, with dignity and respect.</p> <p>I will treat everyone fairly and with respect no matter what race, religion, gender, sexual orientation, age or disability.</p> <p>I will demonstrate consideration, co-operation and courtesy in all activities and relationships while in the classrooms, hallways, yard, field trips, competitions etc., where I am representing my school.</p>	<p>By practicing the 3R's, I develop positive feelings about myself and others.</p> <p>I feel accepted, respected, trusted and encouraged to do my best. I want to be the best I can be!</p>	<p>Our Progressive Discipline Policy will be used.</p> <p>Some consequences I may be involved in are:</p> <ul style="list-style-type: none"> -conference with me or others -removal from yard/classroom -communication with parents -office "time-out" -repair or pay, for any loss or damage
<p><u>2. Respect for Peers</u></p> <p>I will be considerate, courteous, cooperative and use common sense in all my activities and relationships.</p> <p>I will not bully, intimidate or harass my friends with my words or my actions in person or by using technology at any time.</p> <p>All school members will respect the need of others to work in an environment of learning and teaching.</p>	<p>Everyone in the school has the right to be treated with dignity and respect.</p> <p>Every child has the right to an education and a safe environment for learning. The Durham District School Board and Bellwood Public School support the provincial standards of behaviour which include respect, civility, responsible citizenship and physical safety.</p>	<p>Any student or member of the community who is disrespectful to peers will be warned about their behavior, and reminded of expected behaviours.</p> <p>If I harass, intimidate or bully other students my consequences will be applied according to our Progressive Discipline Model.</p>
<p><u>3. Respect for Property</u></p> <p>I will treat the school grounds, the building and everything in the school with the same high level of respect I have for my own personal property.</p> <p>I will use the refuse and recycling containers placed throughout the school and in the vicinity outside the school.</p> <p>I will keep my locker and/or desk neat and tidy, free from graffiti and inappropriate photos or signs.</p> <p>I will use the computer appropriately, following the Information Technology Contract that I sign at the beginning of the year.</p>	<p>The school is the property of the community.</p> <p>Custodians maintain the school building, keep it in good repair and keep it tidy but are not responsible for cleaning up messes that I make deliberately.</p> <p>Textbooks are the property of the school and are loaned to me to use during the school year.</p> <p>Textbooks are very expensive and the cost keeps rising, so I need to be careful with them so they can be used by other students in the future.</p>	<p>I will be expected to clean up after myself if I litter.</p> <p>If I damage, destroy, or lose school property, I might be expected to repair or pay, for any loss or damage</p> <p>If I misuse or abuse school property or services, including computers, I may be suspended.</p> 

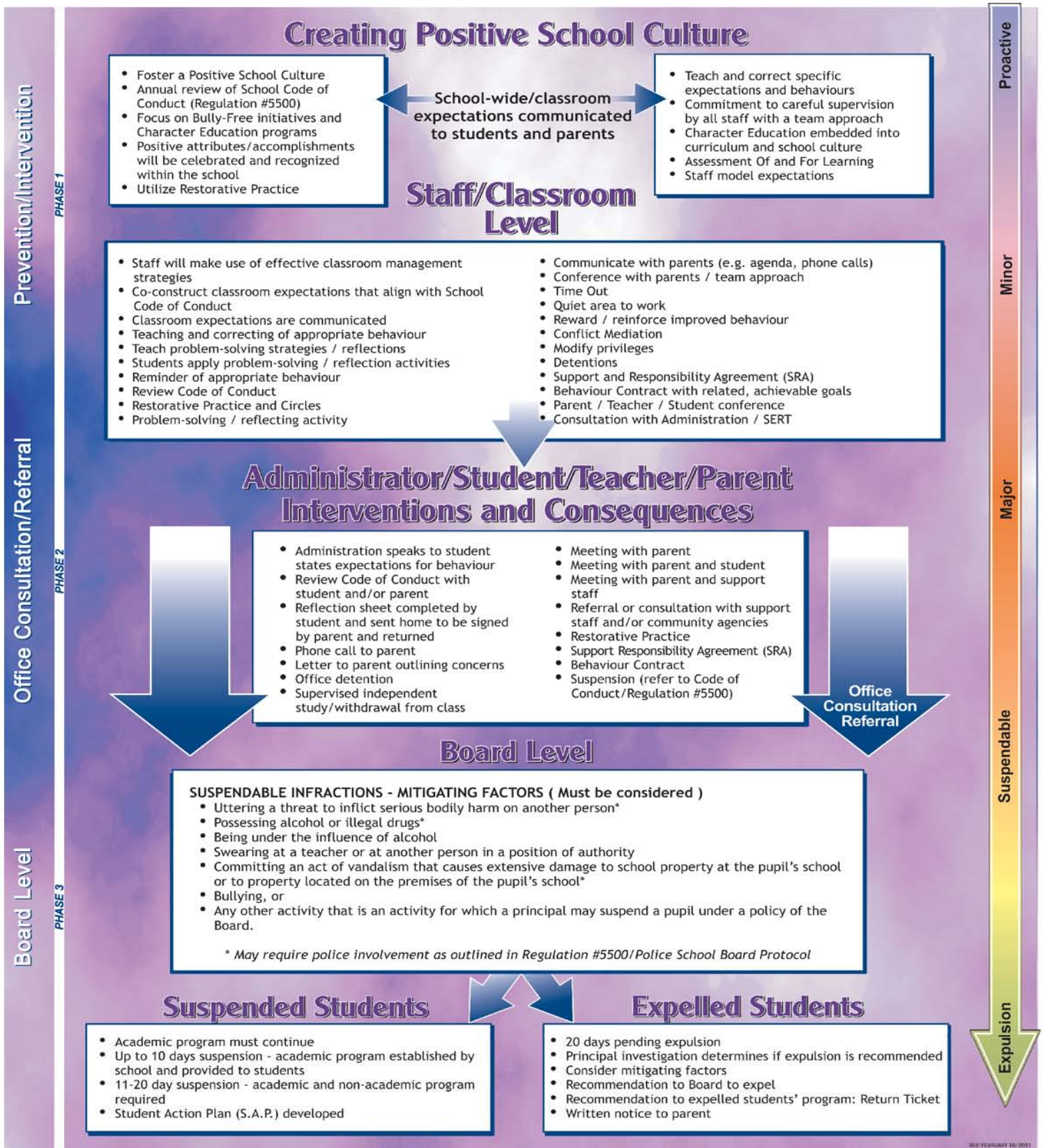
Expectation	Rationale/Reason	Consequences
<p><u>4. Respect for Authority</u></p> <p>I will follow the rules of the school and the expectations of my teachers in the classrooms, the hallways, the lunchroom, the yard, the school bus, and on the walk to and from school.</p> <p>I will also follow the rules and expectations in all situations outside school such as school trips, sports events where I am representing the school.</p> <p>I will use appropriate language, gestures and behaviour at all times.</p>	<p>The Education Act gives teachers the right to impose certain requirements on me to be successful academically and socially.</p> <p>The teaching staff, secretaries, custodians and lunchroom supervisors all work hard to make my year happy and successful. They all deserve my courtesy and respect for what they do for me.</p>	<p>In accordance with our Progressive Discipline Model:</p> <p>I will be given a reminder.</p> <p>My teacher will counsel me and/or contact my parents informing them of concerns.</p> <p>The Administration will discuss the problems and concerns with me. If the problem continues, my parents will be contacted and I may be suspended.</p> <p>If I continue to oppose authority, I may be expelled.</p>
<p><u>5. Regular Attendance</u></p> <p>I will attend school regularly.</p> <p>If I am feeling ill or need to leave the school during the day for an appointment, I will report to the office.</p> <p>If I am ill at school, my parents will be notified and arrangements will be made to pick me up.</p> <p>The school is unable to give me medication without a signed <u>doctor's</u> note.</p> <p>If I am absent my parents are asked to call the school to report my absence. There is an answering machine at the school which my parent can leave a message on after hours.(905) 436-0098</p>	<p>I need to be in attendance at school regularly so I can be successful.</p> <p>My parents are interested in my attendance as well as in my success at school.</p> <p>It is important for me to come to school regularly so I can learn to be responsible.</p> 	<p>If I am frequently absent, a letter or a phone call may be made to my parents.</p> <p>My parents will be asked to help me attend school regularly.</p> <p>If I continue to be absent, I will be referred to an attendance counsellor who will visit my home and try to help me solve the problem.</p> <p>If I skip school, my parents will be notified, and if necessary the attendance counsellor or the police may also be notified. Further consequences may be given by Administration.</p>
<p><u>6. Preparation for Class</u></p> <p>I will be prepared for class. That means I will come to class with all my books, workbooks, my completed assignments, agenda and any other materials I need for school.</p>	<p>It's important for me to learn to be prepared.</p> <p>Everything I do is important!</p>	<p>If I consistently forget my materials, ...I will be reminded by my teachers of the importance of being prepared.</p> <p>...I may be given an opportunity, given the circumstances, to complete my work.</p> <p>...my parents may be involved in helping me to improve.</p>
<p><u>7. Punctuality</u></p> <p>I will be on time for school each day and on time for each of my classes.</p> 	<p>I need to develop a sense of responsibility and show courtesy towards my peers and my teachers by being on time.</p> <p>I need to be sure I am not wasting or disrupting my own or others instructional time.</p> <p>I need to learn that punctuality is a good habit to develop. I will be expected to be on time when I have a job in the future.</p>	<p>There are times when I have a good reason to be late and these times will be excused.</p> <p>If I am frequently late, a letter or a phone call may be made to my parents. My parents will be asked to help me to be on time for school.</p> <p>If I continue to be late, I will be referred to an attendance counsellor who will visit my home and try to help me solve the problem.</p> <p>At times it may be necessary for me to make up the time for which I was late.</p>

Expectation	Rationale/Reason	Consequences
<p><u>8. Behaviour in the School Yard and in the School</u></p> <p>I will help to make the school yard a safe place for everyone. I will avoid dangerous activities such as play fighting, throwing unsafe objects such as hard balls, snow, sticks, rocks, etc.</p> <p>I will obey the “hands off” rule at all times.</p> <p>I will be courteous and considerate when I deal with others.</p> <p>I will not bully, harass or threaten others, with my words or my actions.</p> <p>I realize that dangerous objects, such as firecrackers, knives, needles, etc. are not permitted on school property.</p> <p>I will stay on school property at all times during school hours.</p> <p>I will stay off our school neighbours’ properties.</p>	<p>Everyone has the right to be safe and happy at school. By playing safely, I will make it easier for the supervisors to keep everyone safe.</p> <p>It’s important to respect myself and others and to be a good neighbour in the community. Sometimes, people frighten, bully or threaten others with their words or their actions. Most people find this behaviour mean and unacceptable - this behaviour will not be tolerated. People who bully others are often people who do not really think highly of themselves.</p> <p>I cannot respect myself if I do not respect the rights and feelings of others first.</p>	<p>I will be consequenced by a supervisor, teacher or by the Administration.</p> <p>The consequence will align with the Durham District School Board and Bellwood philosophies of Progressive Discipline.</p> 
<p><u>9. Dress Code</u></p> <p>I will dress appropriately for the season, in clothes that are clean and neat.</p> <p>I will remove my hat when I enter the school.</p> <p>My clothing will be appropriate for the day’s activities but not in a manner that would be offensive to others. (ie clothing should not display inappropriate slogans or symbols that provoke or offend others.)</p> <p>My top will meet my pants or skirt at all times, even when my arms are up. I realize that halter tops, tank tops or muscle shirts that are low cut and revealing are unacceptable at school. Tops which expose the midriff are not to be worn to school. “Spaghetti straps” must be a minimum of two, adult fingers in width.</p> <p>All parts of my undergarments will be covered at all times, both top and bottom.</p>	<p>By dressing appropriately and practicing good personal hygiene at school, I show that I respect myself and others.</p> <p>I will likely need to follow a dress code when I hold a job in the future.</p> <p>Inappropriate clothing can be distracting to the learning environment.</p> 	<p>Teachers and Administrators will exercise discretion in ensuring all students are dressed appropriately.</p> <p>If I dress inappropriately, I will be asked to change my clothing. If I need to be sent home to change, my parents will be notified.</p> <p>If my T-shirt is inappropriate, I may be asked to turn it inside out or be provided with a clean alternative shirt until I can change my top.</p>

Progressive Discipline

NOVEMBER 2010

Prevention/Intervention: **ELEMENTARY** Schools



Suspension:

Suspension means that I am not allowed to attend school for a period of time. I can be suspended for any of the following while I am on or off school property if there is a direct link to the school.

Suspension and a call to police may occur if I:

- A. Inflict or threaten to inflict serious bodily harm to someone
- B. Am in possession of illegal drugs
- C. Commit an act of vandalism causing extensive damage to school property on school premises

I may also receive an immediate suspension if I:

- D. Swear at a teacher or other person in authority
- E. Am in possession of alcohol
- F. Am under the influence of alcohol

Expulsion:

An expulsion means that I am no longer allowed to return to my school. I may receive an expulsion and the police may be called if I;

- A. Bring a weapon to school, including a gun or a knife
- B. Use a weapon to threaten or hurt another person
- C. Hit another person causing them to require treatment by a doctor, nurse, paramedic or dentist.
- D. Assault someone sexually
- E. Sell weapons or drugs at school
- F. Commit robbery
- G. Give alcohol to someone under the age of 19 years of age.

I may also be expelled from school for:

- H. Threatening someone with either my words or my actions
- I. Using an object as a weapon
- J. Consistently behaving in a way that leads my Administration to believe that I am a physical or emotional danger to others in the school, or that my behaviour is harming the reputation of the school.

Safety



SCHOOL BUS RULES

While riding on a school bus **I will:**

- remain seated
- speak at a normal volume
- behave as I would at school
- not eat or drink

While waiting for a school bus **I will:**

- stay in the waiting area
- not enter the parking lot
- wait in line for permission to board

Riding a school bus is a **privilege, not a right**. If I do not exhibit appropriate behaviour while waiting for or riding a school bus I will be disciplined and may lose busing privileges.

BICYCLE and SCOOTER RULES

I am permitted to ride my bicycle to school if I comply with these rules:

- wear a helmet
- walk (don't ride) bicycles on school property and on nearby sidewalks
- *never* ride through a parking lot
- lock bicycles to the bike rack
- stay out of the bike rack area except when arriving at or leaving school.

ENTRY AND EXIT DOORS

Students must use designated entry and exit points only. Students are not to enter or leave using the front main doors. Please start your visit in the office as is the usual practice.

Health

LIFE - THREATENING ALLERGIES

Several of Bellwood's students have severe allergies to nuts, peanuts and/or eggs. Exposure to these products can have serious consequences - including death. To protect these students at school, the following measures are in place:

- our school has a practice and tradition of respecting allergies to nuts, peanuts, bananas, fish and eggs and we ask that these items **not** be brought into the school
- allergic students are permitted to eat only the lunches and snacks prepared in their homes or provided by school personnel;
- allergic students are known to all staff and medication is readily accessible.



MEDICATION

School personnel may administer medication to students **only if a “Request for Administration of Medication” form, signed by both parent and doctor, is on file.**

ILLNESS

Students will be cared for at the office until such time as parents or designates are able to take them home. To protect the health of the school population, students who are ill must not return to school until they have recovered.

Religious Accommodations

The Durham District School Board and Bellwood Public School follow the Guidelines and *Procedures for the Accommodation of Religious Requirements Practices and Observances*. This document has been produced in compliance with requirements of Ontario's Equity and Inclusive Education Strategy within the contexts of the *Canadian Charter of Rights and Freedoms* and the *Ontario Human Rights Code*. This document assists us in creating and maintaining equitable and inclusive environments within our schools and facilities, and guides the process of providing religious accommodations as the need arises. The document is available for viewing at <http://ddsb.durham.edu.on.ca/DDSBmain.htm> (highlight programs on the left panel, then Equity and Inclusive Education, then Guidelines) or you may ask to review a copy at your child's school.

If you anticipate that you or your family might require religious accommodation at any point during the school year we ask that you inform the administration at your child's school as early as possible, preferably at the start of the school year. Areas that you might consider include, but are not limited to, the following:

- Observation of major religious holy days and celebrations
- Accommodation in, or exemption from, specific areas of the curriculum or other school activities
- Religious attire
- Modesty requirements in physical education
- School opening and closing exercises
- Prayer
- Dietary requirements

You are also welcome to speak to your school administration about unanticipated religious accommodation needs as they arise.

School Rules

ON THE PLAYGROUND

I will:

- stay in my designated area
- leave sticks, stones etc. on the ground
- stay on the paved and gravelled areas, when the fields are wet or muddy
- I will not bully, harass or threaten others, with my words or my actions.

ENTERING THE BUILDING

I will:

- line up with my class when the bell rings,
- remove hat before entering
- enter in a quiet and orderly manner
- remove boots/shoes before entering class
- put on indoor shoes

IN THE HALLS

I will:

- stay to the right of the blue line
- walk in an orderly fashion
- speak quietly
- walk appropriately up & down the stairs

IF I STAY AT SCHOOL FOR LUNCH

I will:

- remain in my classroom
- remain in my seat until dismissed
- use washrooms on my way outside
- remain on school property unless I have a note from my parent/guardian
- ask the supervisor for permission if I need to go back into the building

If I do not comply with these rules I will be disciplined, and may lose the privilege of staying at school for lunch.

Health

LIFE - THREATENING ALLERGIES

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Acceptable and Safe Use Procedure for Computing And Information Technology Facilities and Resources

The Durham District School Board is pleased to provide you with access to a variety of computing and information technology facilities and resources. These facilities and resources are provided for educational purposes, not for public access. They will help you to achieve your learning outcomes, research requirements, and assist with career preparation.

I will review this procedure with my parent/guardian. Procedures and rules regarding the use of the facilities and resources must be followed.

Acceptable Use

- I will use the computing and technology facilities as instructed by my teachers.
- I may use the Internet when a teacher is present or I have special permission to do so.
- I will only use the computing and technology facilities for recreational purposes when I have permission from my teacher.
- I will never use the computing and technology facilities for illegal or money-making purposes.
- I may copy another person's work if I acknowledge it in a reference note.
- I will not download and sell materials which are owned by someone else.
- I will follow the school rules when using and downloading any files and software.
- I will keep my password secret.

Safe Use

- I will never give out personal information about myself or others on the Internet without my teacher's instruction. This includes my address, telephone number, picture, baby-sitter, route taken to school, or parents' hours of work.
- I will only use my first name if I am working with a project where I talk to other people.
- I will inform my teacher immediately if I find materials and sites I should not see.
- I will inform my teacher immediately if I am ever uncomfortable or frightened on the Internet (because a user is not using acceptable behaviour).

Appropriate Use

- I will be polite. I will only use language that is acceptable in my school.
- I will send messages that contain words or information I would write on a classroom blackboard.
- I will not use the computing and technology facilities in any ways that will harm the system or another person's work.
- I will not go into another person's private mail or files.

Reliability

- I understand that the teachers and technicians try to ensure that the computer and technology facilities work. However, I understand that the computer and technology facilities may be unavailable sometimes.
- I understand that information found on the Internet may be false, and I must learn to evaluate the information that I find.

Abuse/Misuse of the System

- I understand that I must follow the rules and procedures in our code of Behaviour and those given by my teacher. If I do not follow these rules, I may have my computer privileges taken away and have to visit the principal to review my actions.

My actions are bound by my school's Student Code of Behaviour.

The taking of photos, filming or recording, or the broadcasting of live audio and/or video, while at school or at a school related activity, is prohibited unless approved by the DDSB (or school), and/or where proper consents have been obtained, as may be appropriate