

Canadian Martyrs Catholic School Code of Conduct

| EXPECTED STUDENT BEHAVIOUR | REASONS FOR EXPECTED BEHAVIOUR | STUDENT RESPONSIBILITIES | PARENT RESPONSIBILITIES | SCHOOL RESPONSIBILITIES | RANGE OF CONSEQUENCES |
|---|---|---|---|---|--|
| <p><u>Regular Attendance</u></p> <p>You are expected to attend school regularly.</p> <p>You are not permitted to leave the school grounds during the day without parental consent.</p> <p>You are not permitted to leave without notifying the administration.</p> | <p>Good attendance is essential if you are to be successful in school.</p> <p>Your parents are vitally interested in your academic success and therefore, in your attendance at school.</p> <p>Communication from home is essential if you are absent to ensure us that nothing happened to you on the way to school.</p> <p>There is a legal requirement to attend school at this level.</p> | <p>Attend school.</p> <p>Assume responsibility for school assignments missed when absent.</p> <p>Report to the office if you do not feel well at school.</p> <p>If you have to leave school during the day, you will need a note signed by a parent, or a phone call to excuse you from school.</p> | <p>Ensure that your child gets proper rest and nutrition.</p> <p>Dress your child according to seasonal weather.</p> <p>Care for your child at home when fever or other signs of illness are evident.</p> <p>Phone the school if your child is to be absent. Please call before 8:45 a.m.</p> <p>Listen to radio stations for reports of inclement weather and school and transportation cancellation.</p> | <p>Keep accurate attendance records.</p> <p>Determine reasons for absences.</p> <p>Notify parents when a child becomes ill.</p> <p>Notify parents if we suspect truancy.</p> <p>Report frequent absence to the parent.</p> <p>Report frequent absence to the Principal.</p> | <p>If you are absent from school without permission, your parents will be notified and you may be required to make up time.</p> <p>If truancy persists, you will be referred to the Principal.</p> <p>Failure to comply with this expectation will result in consequences as outlined in the Range of consequences on p. 16.</p> |

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| <p><u>Punctuality</u></p> <p>You are expected to be on time for school and classes.</p> | <p>Punctuality is a good habit, which will be expected of you both on the job and in your personal relationships.</p> <p>Punctuality shows respect and consideration for others.</p> <p>If you are late for class, you inconvenience the teacher and your classmates.</p> <p>Being late for class may result in missing essential information.</p> <p>Children are unsupervised when late. (No one to walk with, no crossing guards.)</p> | <p>Be on time for school and for classes.</p> <p>Don't fool around going to school.</p> <p>When late, report to the office before going to class.</p> | <p>Ensure that your child leaves for school with sufficient time to be punctual.</p> <p>Encourage punctuality.</p> <p>For your child's safety, phone the school if your child will be late.</p> | <p>Record lateness.</p> <p>Report frequent lateness to the parent.</p> <p>Report frequent lateness to the Principal.</p> <p>Admit students to class when late.</p> | <p>Sometimes lateness, infrequent and unavoidable, can be excused. (Rather the child be late than absent.)</p> <p>If you are repeatedly late, you will be required to make up time.</p> <p>If you continue to be late, your parents will be notified of your tardiness and asked to assist the school in helping you to achieve the habit of punctuality.</p> <p>Failure to comply with this expectation will result in consequences as outlined in the Range of Consequences p. 16.</p> |

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| <p><u>Respect for Authority</u></p> <p>You are expected to comply with the rules listed in the school Student Code of Conduct.</p> <p>You are expected to follow the safety rules established by your school bus driver.</p> <p>You are expected to respect all staff, and any other person working in the school or at school-sponsored activities.</p> | <p>It is necessary to provide an orderly learning environment.</p> <p>Throughout your life, you will have to respect the authority of people who, because of their position, have been given the right and responsibility to impose that authority.</p> <p>The school and your teachers have the authority, under the Education Act, to impose certain requirements on you for academic diligence and proper behaviour.</p> <p>All individuals deserve courtesy, consideration and respect.</p> | <p>Respect teachers, staff and all other persons.</p> <p>Obey the bus driver while travelling on a school bus.</p> <p>Obey the rules of the school as outlined in the Student Code of Conduct.</p> | <p>Encourage your child to respect the rights of fellow students, staff and others.</p> <p>Provide an appropriate role model.</p> <p>Communicate and work co-operatively with the school.</p> <p>Encourage respect for all figures of authority in society, e.g., police.</p> <p>Review the School Code of Conduct with your children.</p> | <p>Approach the education of the student in a just and fair manner.</p> <p>Provide an appropriate role model.</p> <p>Parents are promptly notified about behaviour problems on the bus.</p> <p>The Principal and teachers will hold everyone accountable for their behaviour and actions.</p> | <p>Failure to comply with this expectation will result in consequences as outlined in the Range of Consequences p. 16.</p> <p>A pattern of progressive consequences involving suspensions from school bus privileges is enforced.</p> |

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| <p><u>Respect for Self and Others</u></p> <p>You are expected to demonstrate Catholic values in helping others in the school community.</p> <p>You must treat everyone with respect and dignity and value all persons for their gender, race, cultural and religious heritage.</p> <p>You are expected to use language that is appropriate to the dignity of all persons in school.</p> <p>Coarse, profane or vulgar language and gestures or taking God's name in vain are unacceptable.</p> | <p>Every person has the right to expect a school environment that is free from fear, harassment, injury, distractions and prejudice.</p> <p>Each person has the right to develop physically, intellectually, emotionally, spiritually and socially.</p> <p>A student who is clean in person, language, and habits, diligent in study, co-operative and courteous, demonstrates self-respect and respect for others.</p> <p>Respect for others is a trait that makes it possible for students to get along with peers and others.</p> | <p>Respect the right of staff and fellow students to a school environment which is free from fear, harassment, injury, distractions and prejudice.</p> <p>Be respectful and courteous to other people.</p> <p>Keep hands and feet to self ("Hands Off" policy).</p> <p>Be clean in person, language and habits.</p> | <p>Encourage your child to respect the rights of fellow students, staff and others.</p> <p>Encourage self-respect.</p> <p>Provide a home environment that helps a child be clean in person, language and habits.</p> <p>Teach your child to be respectful and courteous to others consistent with values promoted by the Catholic school.</p> | <p>Respect the fundamental rights of all people.</p> <p>Exercise such discipline, as would a kind, firm and judicious parent.</p> <p>Model respect and courtesy to others consistent with values promoted by the Catholic school system.</p> <p>The Principal and teachers shall hold everyone accountable for their behaviour and actions.</p> | <p>The use of profane or improper language is a suspendible offence.</p> <p>Failure to comply with this expectation will result in consequences as outlined in the Range of Consequences p. 16.</p> |

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| <p><u>Safety</u></p> <p>You are expected to conduct yourself in such a manner as to promote safe use of building and property.</p> <p>You are expected to:</p> <p>(i) avoid out of bound areas;</p> <p>(ii) refrain from rough play;</p> <p>(iii) keep your hands and feet to yourself.</p> <p>You are expected to walk bicycles on the school grounds.</p> <p>You are expected not to use skate-boards or in-line skates on the school site.</p> | <p>Students have a right to learn in a safe and orderly environment.</p> | <p>Care for and store personal property so that it poses no hazard to anyone else.</p> <p>Play in designated areas.</p> <p>Do not play games of physical contact or games which pose a risk or injury to fellow students, staff or visitors.</p> <p>Make proper use of equipment.</p> <p>Report unsafe conditions and situations to a teacher.</p> <p>Keep valuables at home.</p> <p>Keep skate-boards at home.</p> | <p>Provide personal property which is easily and safely stored.</p> <p>Encourage consideration for the safety of self and others.</p> <p>Review with the student the “Hands Off” policy of the school.</p> <p>Review with your child safety notices sent home from school.</p> <p>Drive safely on school property.</p> | <p>Designate out of bounds areas.</p> <p>Provide for adequate supervision of the school site during the school day.</p> <p>Teach and review the “Hands Off” policy with students.</p> <p>Designate playground areas to students as appropriate for age, size and type of activities according to seasonal conditions.</p> <p>Impose limits on activities found to be potentially unsafe.</p> <p>Report unsafe situations/ conditions to the Principal.</p> <p>The Principal and teachers shall hold everyone accountable for their behaviour and actions.</p> | <p>You may be refused use of equipment, facilities and access to play with fellow students where behaviour is actually or potentially unsafe.</p> <p>Parents will be contacted by phone or, in writing, concerning rough play.</p> <p>Repeated instances of rough play or unsafe conduct may result in suspension from school.</p> <p>Expect to pay for damage to property due to unsafe behaviour.</p> <p>Failure to comply with this expectation will result in consequences as outlined in the Range of Consequences p. 16.</p> |

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| <p><u>Respect for Property</u></p> <p>You are expected to take care of your personal property and to leave personal property of others alone.</p> <p>In order to keep the building and grounds clean, you are expected to eat in the designated lunch area and place all litter in garbage and recycling containers provided.</p> <p>You are expected to use the school grounds, buildings, lockers, furniture, equipment and supplies with care and for their intended purposes.</p> <p>School buses, used either for daily travel or for school field trips, are to be treated with the same care as other school property.</p> | <p>The cost of maintaining school buildings, buses and supplies is assumed by the taxpayer. Vandalism increases this cost.</p> <p>School custodians maintain the school building, keep it in good repair and keep it tidy. It is a waste of their service to be cleaning up messes deliberately made by students.</p> <p>We need a clean, safe environment in which to learn.</p> <p>Students do not like having their personal property tampered with by others. It costs money to have things cleaned, replaced or repaired.</p> <p>Library books, school books and materials are expensive to replace.</p> | <p>Take care of the building, its facilities and all its equipment.</p> <p>Do not litter.</p> <p>Respect the property of the school and of fellow students.</p> <p>Take care of school textbooks, library books, school furniture and consumable materials.</p> <p>Store your clothes/property in the appropriate places.</p> | <p>Promote the value of respect for public and personal property.</p> <p>Make restitution for damage to property. Allow this consequence to affect your child in some way.</p> <p>Provide good models of behaviour and attitude.</p> | <p>Provide the student with a clean, safe learning environment.</p> <p>Promote the value of public and private property.</p> <p>Provide containers for litter and recycling.</p> <p>Collect the replacement cost for lost or damaged textbooks, library books or school equipment.</p> <p>The Principal and teachers shall hold everyone accountable for their behaviour and actions.</p> | <p>Students who damage school or personal property are expected to make restitution.</p> <p>Destruction of school property may result in suspension and possible police action.</p> <p>Students who litter are expected to pick up garbage.</p> <p>Failure to comply with this expectation will result in consequences as outlined in the Range of Consequences p. 16.</p> <p>Vandalism causing extensive damage to school property or property located on school premises results in a mandatory suspension and possible Police involvement.</p> |

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| <p><u>Preparation for Class and In-Class Conduct</u></p> <p>You are expected to:</p> <p>(a) be prepared for each class;</p> <p>(b) have the notebooks, textbooks and materials that your teachers have indicated are necessary;</p> <p>(c) have assigned homework completed on due dates;</p> <p>(d) be prepared to put forth an honest effort.</p> <p>You are expected to conduct yourself according to class rules and teacher instructions and to fully participate.</p> <p>You must not plagiarize, cheat, copy or knowingly present the language, ideas or thoughts of another person as your own work.</p> | <p>It is essential that you be well prepared so that your attention, the class attention and the teacher's attention can be focussed on the lesson.</p> <p>Well-prepared students generally achieve better results.</p> <p>It is reasonable to set limits on talking and movement in the classroom in order to achieve the academic goals of the lesson.</p> | <p>Prepare for each class.</p> <p>Have appropriate change of clothing.</p> <p>Have the notebooks, textbooks and materials that your teachers have indicated are necessary.</p> <p>Have any assigned homework completed.</p> <p>Hand in assignments on their due dates.</p> <p>Be prepared for tests.</p> <p>Work diligently at your programs.</p> <p>Give an honest effort.</p> <p>Follow expectations for class as outlined by the teacher.</p> | <p>Promote a positive attitude towards school by supporting and encouraging your child's academic progress and social development.</p> <p>Provide an appropriate place and time for work and study at home.</p> <p>Demonstrate an active/ positive interest in the work your child does at home and at school.</p> <p>Discuss daily events at school with your children, including tests, projects, assignments and special events.</p> <p>Read to your children.</p> <p>Encourage daily preparation for each class.</p> <p>Be aware of the homework expectations as set by your child's teacher.</p> <p>Provide help to a child doing homework without doing the work yourself.</p> <p>Promptly contact the teacher directly with any concern.</p> | <p>Supply the necessary materials.</p> <p>Provide clear, concise expectations.</p> <p>Encourage excellence.</p> <p>Assist students in developing good study and organizational habits.</p> <p>Set reasonable expectations for completion of work.</p> <p>Promptly communicate expectations and concerns to parents.</p> | <p>When work is not completed as expected the teacher may:</p> <p>(a) contact parents;</p> <p>(b) set a parent/ teacher/ student conference;</p> <p>(c) curtail privileges in order to make time to complete work;</p> <p>(d) arrange to detain the student during or after the school day to finish work.</p> <p>Academic dishonesty may result in a grade of zero.</p> <p>Failure to comply with this expectation will result in consequences as outlined in the Range of Consequences, p. 16.</p> |

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| <p><u>School Dress</u></p> <p>You are expected to wear clothing appropriate to the season and the activity.</p> <p>You are expected to be neat, clean and modest in dress.</p> <p>Appropriate footwear must be worn at all times.</p> <p>You are expected to dress according to the school Dress Code.</p> | <p>Students should wear appropriate seasonal clothing to prevent illness. Students who become sick miss school. Absenteeism is detrimental to your education. We would like to have happy, healthy students.</p> <p>Dressing appropriately promotes a positive learning environment and reflects attention to the values promoted by the Catholic school.</p> <p>In the event of a fire drill or real evacuation, footwear is essential to safety.</p> | <p>Wear proper seasonal clothing to school.</p> <p>Be responsible for your clothing. Do not lose it.</p> <p>Retrieve your lost articles from the Lost and Found box.</p> <p>Dress in a neat, clean and modest manner.</p> | <p>Provide proper seasonal clothing for your child.</p> <p>Label your child's clothing to facilitate return of lost items.</p> <p>Encourage your child to care for his/her clothing.</p> <p>Support the school in maintaining the expected standard of neatness, cleanliness and modesty in student attire.</p> | <p>Provide appropriate role models of dress.</p> <p>Inform students of proper seasonal dress and school standards of neatness, cleanliness and modesty.</p> <p>Be aware of and enforce the requirements of the Risk Management Policy and Procedures.</p> | <p>If the child does not have appropriate clothing, parents will be contacted.</p> <p>Students may be excluded from activities for which they are not appropriately dressed.</p> <p>Failure to comply with this expectation will result in consequences as outlined in the Range of Consequences p. 16.</p> |

DRESS CODE GUIDELINES

- Clothing with inappropriate* logos, sayings and pictures is not acceptable at school.
- Tank tops, halter-tops, cut off shorts and torn jeans are not to be worn to school.
- No bare midriffs.
- Physical education clothing should provide appropriate coverage for comfortable, modest safe movement during activities. Clothing which is either too baggy or too tight is not recommended.
- Shorts should cover to mid thigh when seated.

***Inappropriate** refers to logos, sayings and pictures that address/display: sexual content, substance abuse, violence, profanity or inappropriate references to nationality, race or gender.

