

LAKEVIEW PUBLIC SCHOOL - CODE OF CONDUCT

	Be Safe	Be Responsible	Be Respectful
ROUTINES	<ul style="list-style-type: none"> • arrive at 8:35 -8:50 a.m. when teacher is on duty • arrive for sports team practice for scheduled time → check board → all rides arranged ahead of time • all visitors must report to the office to follow Safe School Policy • “No Body Contact” rule or “Hands Off” rule in effect at all times 	<ul style="list-style-type: none"> • follow instructions and class routines • ask for extra help when needed • arrive on time • listen and allow others to stay on task • attend school regularly • hand in assignments on time • complete missed assignments • use the “DeBug Strategies” and talk it out • only use internet with teacher supervision and permission 	<ul style="list-style-type: none"> • cooperate with staff and other students • follow the “Golden Rule” - treat others as you would like to be treated • positive attitude to learning and good sportsmanship • use appropriate language and be polite
HALLWAY	<ul style="list-style-type: none"> • when travelling halls stay to the right • two lines single file • walk along sides of hallway only, leaving centre free for teacher supervision • fire drills: one line out exit door - no talking • walk, do not run in the hallways • line up in single file outside classroom • no heelies 	<ul style="list-style-type: none"> • be prepared to move to next class with all necessary materials • if working in the hallways - do not block flow of traffic • stay on task - avoid distracting others 	<ul style="list-style-type: none"> • take off hats and caps when entering school • move quietly down hallways - the noise distracts the students in classrooms that are not moving

<p>LUNCHTIME ROUTINES</p>	<ul style="list-style-type: none"> • eat lunch quietly at desk - do not walk around and eat • wait for bell to sound at 11:55 before being dismissed by supervisor • eat your own lunch - some students have allergies to food • obey playground equipment safety rules • bring a healthy lunch • if leaving the school, follow the safety rules at the crosswalk 	<ul style="list-style-type: none"> • eat lunch right away so you have time to finish eating • talking and playing is for the recess part of lunch break • put garbage in the correct bin - recycle when possible • rinse out milk containers • clean up the area where you ate 	<ul style="list-style-type: none"> • listen to teachers and lunch supervisors • treat lunch supervisors with the same respect as all staff • let your friend eat their lunch first then talk and play outside
<p>PLAYGROUND</p>	<ul style="list-style-type: none"> • play games in appropriate area • play with your own age group • “Hands Off” - no play fighting or wrestling • stones, sticks, snow stay on the ground • play safely on equipment • teachers carry walkie talkies on duty • bikes are to be walked on school property and helmets must be worn • no sliding on ice • no throwing snowballs 	<ul style="list-style-type: none"> • use of “DeBug” strategies • use the garbage cans outside & inside • use appropriate language with students and staff 	<ul style="list-style-type: none"> • treat others the way you would like to be treated • use your words - not hands or feet to solve problems • listen to the teachers and supervisors

Playground Consistency Plan - Outdoor Equipment

Slides

- Go down feet first and move away immediately.
- The person at the top of the slide should wait until the first student is clear of the slide - i.e. one at a time.
- No climbing up the slide.
- No toys, stones, etc. to be placed on the slide.
- Only primary students on the spiral slide.
- Play/stay in designated playground
- Do not stop at the top and obstruct others from using the slide.

Climbers

- No climbing on the top of the structure.
- Students may swing from the top using their hands only.
- No hanging upside down.

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ENTRY	<ul style="list-style-type: none"> • doorways must be clear at all times - clear for emergencies • walk single file down the hallway side that is the same as your classroom • all teachers should be at their doors • line up with class - hands off - face the direction your feet are going 	<ul style="list-style-type: none"> • enter in a calm, quiet manner • remember backpack and clothing you brought to school when you enter • “Hands Off” rule in line • when bell rings, stop playing and quickly line up • toys, bikes, rollerblades and scooters are brought to school at your own risk 	<ul style="list-style-type: none"> • ask to hold the door - we need helpers! • remove hat or cap at the door • join the line one at a time
EXIT	<ul style="list-style-type: none"> • walk safely to the exit doors - do not run! • wait for the bell to ring before exiting • walk single file • bikes exit onto path from bike racks 	<ul style="list-style-type: none"> • keep moving and meet your friend outside at dismissal time • food wrappers are put in garbage cans at exit door • have backpack prepared with agenda, homework and belongings 	<ul style="list-style-type: none"> • keep our yard clean! • share the school equipment • draw up a class schedule to share equipment
INDOOR RECESS	<ul style="list-style-type: none"> • activities and board games at your desk or at carpet • no outdoor activities in the classroom • teacher/lunch room monitor permission only to leave the room • stay inside classroom 	<ul style="list-style-type: none"> • use games and activities according to rules of play • clean up all parts of games and return to shelf or proper place 	<ul style="list-style-type: none"> • share and clean up games and activities • use indoor voices always in the classroom

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	Students Must Demonstrate	Reasons for Expected Behaviour	Consequences
	<ul style="list-style-type: none"> Safe behaviour free from fighting, threat, intimidation, or harmful objects 	<ul style="list-style-type: none"> to create a safe, inviting, educational environment, protected from harm to learn responsible self-disciplined BEHAVIOUR to be willing to make positive contributions to the school and their peers to promote positive conflict resolution and open communication to promote compliance and respect for the law 	<ul style="list-style-type: none"> counselling by school staff contact with parents participate in social skills programs with DSBN personnel office/home time out if the situation is not resolved with the above consequences, it may be necessary for out-of-school suspension <ul style="list-style-type: none"> - police involvement - expulsion from school
	<ul style="list-style-type: none"> Appropriate language 	<ul style="list-style-type: none"> to ensure future success, students must learn to use appropriate language so that they may present themselves as positive, productive individuals 	<ul style="list-style-type: none"> counselling by school staff contact with parents detentions, office/home time out external suspension
DRESS CODE	<ul style="list-style-type: none"> a neat and clean appearance appropriate attire (no straps less than 3 fingers wide; short tops; shorts/skirts shorter than extended arm; clothing with inappropriate messages, no sleepwear or slippers) low riding pants, shorts and skirts are to be worn above the hip points and in such a fashion that undergarments are not revealed no studded jewellery (necklaces, bracelets) or belts hats off in the school appropriate gym attire & footwear proper indoor shoes when weather is wet or snowy 	<ul style="list-style-type: none"> to promote a positive self image to encourage a style of dress appropriate to a school environment 	<ul style="list-style-type: none"> counselling by school staff change of clothing contact with parents students will be sent home

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CONSEQUENCES:

Each school is unique in terms of resource help available, space available, bussing routines, and various schedules. Team work will be necessary to come up with fair, workable consequences. Further to this, the range of consequences is dependent on the frequency and severity of a child's misconduct. While fairness is critical, each child has to be considered as an individual for an effective consequence for one may not work with another. The following range of consequences is intended to protect the rights and safety of all students.

1. Verbal Reprimand

The first consequences of misbehaviour is nearly always a verbal reprimand. This will be given firmly, quietly and clearly.

2. Detention

The student will be asked to compensate through the performance of a specific task or through the serving of a prescribed amount of time.

A. Room detention will be served with the classroom teacher.

B. Office detentions will be served in the detention room supervised by administration or staff. Students serving an office detention must be recorded in the detention binder.

3. Parental Involvement

May take the form of a phone call, an interview or a letter home. Incident reports/Lunch reports/Bus reports sent home.

4. Interview

With teacher, vice-principal or principal. May be informal or formal depending on circumstances. Purpose may be to inform, educate or warn the individual concerned.

5. Restitution

May take the form of work or remuneration depending on the severity of the damage or loss.

6. Removal of Services and Privileges

This consequence involves the removal of services, provided by the school or Board, as a result of student abuse of privileges. Privileges such as lunch at school, bus transportation, extra-curricular activities, and access to playground may be taken away.

7. Withdrawal from a Classroom Setting

Where specific unacceptable behaviour is deemed to have a negative impact upon the classroom learning environment, the student is withdrawn to an alternate location to complete his or her assignments.

8. Confiscate

Take from students items or substances that are not permitted on school property. (Parents are welcome to pick up these confiscated items or substances and take them home.)

9. Suspension

This is a further step which can be taken by the principal. The suspension of a student will be for a fixed period not to exceed 20 school days. The parents will be notified in

writing.

According to the Education Act of Ontario, Regulation 262... “A Principal may suspend a pupil because of...

- persistent school truancy
- persistent opposition to authority
- habitual neglect of duty
- wilful destruction of school property
- the use of profane or improper language
- conduct injurious to the moral tone of the school, or
- conduct injurious to the physical or mental well-being of others in the school

Fighting, Aggressive Behaviour, Profane/Improper Language: *Explanation:*

1. Students must support the “**Hands Off**” rule (which includes any fighting, kicking, aggressive body contact, rough play, etc.).
2. Bullying, physical/sexual/verbal harassment, and threats in any form (verbal/written/e-mail) will not be tolerated.
3. Inappropriate gestures towards others will not be tolerated.

Immediate Suspension will be the minimum penalty faced by a student for:

- uttering a threat to inflict serious bodily harm;
- possession of illegal drugs;
- acts of vandalism causing extensive damage to school property or property located on school premises.

In these instances, police will be involved, as required, and conditions to return to school will be specified in accordance with school board policies.

A student will be immediately suspended for:

swearing at a teacher, or other person in authority;
being in possession of alcohol;
being under the influence of alcohol;
possession of a weapon, including, but not limited to firearms.