

CODE OF CONDUCT

Expected Behaviour	Consequences
<p>All students are to conduct themselves in a courteous and considerate manner and follow established school rules and routines. This includes all school functions and field trips.</p> <p>Regulation 298 of the Education Act states that students must be courteous to fellow pupils and obedient to teachers.</p> <p>The Ministry of Education Code of Conduct is available at:</p> <p>http://www.edu.gov.on.ca/eng/document/brochure/conduct/conduct.html</p>	<p>Failure to meet the expected behaviours requires firm and fair discipline. Regular discipline should be consistent, progressive and respect due process. This school and its teachers have been granted the authority under the Education Act to impose certain requirements on students for academic diligence and proper behaviour. The following consequences may occur as a part of the regular discipline process at Arthur Voaden Secondary School:</p> <ol style="list-style-type: none"><li data-bbox="894 957 1110 1010">1. Interview with the student/parents.<li data-bbox="894 1016 1094 1068">2. Loss of student privileges.<li data-bbox="894 1075 1101 1136">3. Exclusion of the student from class.<li data-bbox="894 1142 1166 1194">4. Involvement of student services.<li data-bbox="894 1201 1122 1253">5. Referral to special services<li data-bbox="894 1260 1101 1295">6. Suspensions or expulsions.

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<p>Alcohol and Drug Abuse: All students will refrain from having in their possession and/or being under the influence of alcohol or any illegal drug while on school property, on school buses, or during any part of an official school field trip or school event, including athletic team trips and school or club excursions.</p>	<p>Where suspicion exists that a student is under the influence of or in possession of alcohol or any illegal drug, the procedure outlined in the Procedures of the TVDSB Safe School Policy will be followed:</p> <ul style="list-style-type: none"> • parental contact • suspension shall occur • police shall be contacted • recommendation for expulsion may result
<p>Attendance and Classroom Work: Students are expected to attend all classes every day. A note or a phone call to the attendance line from the student's parent/guardian is expected for any absence. Students should be prepared for classes with all necessary materials. Students are expected to complete all assignments.</p>	<p>Progressive disciplinary procedures will be followed for truancy and lack of effort such as: counseling, contact with parents, suspensions, and removal from class/school.</p>
<p>Bags/Knapsacks: Bags/knapsacks are to be brought into class only at the discretion of the classroom teacher. They may pose a safety concern.</p>	<p>Students may be asked to return the bag to their locker. Repeat offences will be dealt with in a progressive manner by the teacher and the VP.</p>
<p>Bus Behaviour: Students are to follow the rules established by their bus driver and may only ride the bus they are assigned. Students must bring their bus tags with them to ride the bus.</p>	<p>Students may lose the privilege of riding the bus or be suspended from the bus for a period of time. Students may also be suspended from school for infractions that take place on the bus.</p>

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<p>Cell Phones: Cell phones are only to be used in the classroom at the teacher's discretion. Teachers have the right to determine when electronic devices may be used in class. They are not to be used during O Canada or during exams and tests or in the change rooms. Cell phone text messaging may be used in the hallways and cafeteria. Using a cell phone is not an excuse to be late for class. Cell phones should be turned off during instructional times. If students cannot put electronic devices in their pockets, devices may be left in lockers.</p>	<p>If students use their cell phones during instructional time, or they are using their cell phone after they have been told not to by the classroom teacher, they will be sent to the office to speak with the Vice Principal and will receive a consequence for opposition to authority which may include: detention, keeping the cell phone until a parent/guardian picks it up, an in-school or out of school suspension.</p>
<p>Community Responsibilities: Students are expected to stay off the road in front of and behind the school and off all private properties surrounding the school. Students should also be mindful of their language and behaviour while outside the school. Littering and loud and/or offensive music are not allowed in the areas around the school.</p>	<p>Progressive discipline will be followed such as: warnings, suspensions or police involvement.</p>
<p>Dances: Students and guests who attend AVSS dances will follow school rules and the AVSS dance code as outlined in the Guest Application Form. Guest applications must be submitted by noon 2 days before a school dance. Typically, only one guest per student will be allowed.</p>	<p>Regular disciplinary procedures will be taken depending on the incident. Any student found to be in possession of, or under the influence of, illicit drugs and or alcohol shall be banned from attending any dances for the remainder of the year.</p>

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<p>Destruction of Property / Theft: Damage to property or the theft of property in the school environment (including school grounds and buses) is unacceptable.</p>	<p>Consequences may include:</p> <ul style="list-style-type: none"> • parental contact • search of bag/locker • payment of damages or losses • suspension • police contacted <p>Students who cause minor damage to school property may be required to assist custodians in cleaning up any damage.</p>
<p>Dress Code: Students are to dress in a business-casual like manner showing cleanliness, neatness and respect for oneself and others. The school reserves the right to determine appropriate dress for the school setting.</p> <p>Guidelines for Dress:</p> <ul style="list-style-type: none"> • Outdoor clothing (coat) is to be left in lockers. • Clothing worn in shops, labs, or other specialized situations must not pose a safety hazard. • Clothing that is suggestive, skimpy, or revealing is not appropriate for a school or business environment. • Clothing that hides the face, has inappropriate language or graphics including drug, alcohol or tobacco promotion, or is associated as gang-wear, is not permitted. • Sunglasses are not to be worn inside the school 	<p>Students will be asked to find suitable clothing before being admitted to class. They may be offered clothing from the school's clothing room. Students may be sent home to change or have their parents/guardians contacted.</p> <p>Failure to follow the appropriate dress code will result in disciplinary action.</p>

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<p>Field Trips: Field trips are a privilege. Only students who have met the course expectations and demonstrated appropriate behavior and attendance will be allowed to participate. All students will conduct themselves in an acceptable manner at all times.</p>	<p>Students who fail to conduct themselves in an appropriate manner will be subject to regular disciplinary action.</p>
<p>Fighting: All students are expected to resolve conflict in a non-violent manner.</p>	<p>Consequences may include:</p> <ul style="list-style-type: none"> • parental contact • police contact • suspension • conflict mediation • documentation and filing of a Violent Incident Form
<p>Food and Beverages: Students may take food out of the cafeteria but must deposit all waste in the trash/recycling cans. Food and beverages are only allowed in classrooms subject to teacher approval.</p>	<p>Students who do not follow school rules or teacher instructions may have their food/beverage confiscated. Persistent non-compliance may lead to detentions, a ban from the cafeteria, or a suspension. Students who do not clean up their garbage may be required to assist the custodian with school clean-up.</p>
<p>Study Period: Students on an authorized study period must be in the library, in the cafeteria or out of the school during instructional times.</p> <p>Students are not permitted in the halls while on study period or during instructional time.</p>	<p>Students in the halls will be directed to the cafeteria or library.</p> <p>Opposition to following school policy may result in suspensions.</p>

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<p>Hats: Hats are only permitted in the classroom at the teacher's discretion.</p>	<p>If students wear their hats in class after being repeatedly asked by the teacher to remove it, they will be sent to the office to speak with the Vice Principal and will receive a consequence for opposition to authority which may include; keeping the hat until a parent/guardian picks it up, an in-school or out of school suspension.</p>
<p>Harassment/Bullying: The school environment will have an atmosphere of respect, trust and acceptance. Physical, verbal (oral or written), sexual or psychological abuse; bullying, including cyber-bullying; or discrimination on the basis of race, culture, religion, gender, language, disability, sexual orientation, or any other attribute is unacceptable and will not be tolerated. Bullying incidences may be reported to:</p> <ul style="list-style-type: none"> - Anonymous reporting link on the school web site - Special phone number through main school line - Administration and other staff 	<p>TVDSB Safe Schools Policy Procedures will be followed including possible:</p> <ul style="list-style-type: none"> • Parental contact • Suspension • Police contact • Safe school incident reporting form <p>Students may be encouraged to take part in conflict mediation, peer mediation, and/or other attempts to teach conflict resolution strategies.</p>
<p>Identifying Yourself: All students must provide their proper name to any staff member. Students must also provide their timetable information to any staff member upon request.</p>	<p>Opposition to follow teachers' instructions may result in suspension.</p>

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<p>Intimate Displays: Friendship and positive relationships are encouraged at school. Intimate displays of affection are not acceptable.</p>	<p>Students will be counseled to show more respect. Persistent failure to address requests for change will be considered an opposition to authority and may result in suspension.</p>
<p>Lockers: All students will be assigned their own locker. Students are not to share a locker and must not share their combination with anyone. Students should use combination locks for their locker. Combinations are to be registered through the main office. All students will maintain and use their lockers in an appropriate manner. Lockers are school property. The school administration has the right to examine the contents of any locker at any time. Students shall not write on or in their lockers.</p>	<p>Ontario regulation 298 states: "A student shall show respect for school property".</p> <p>Locker abuse or vandalism will result in disciplinary action that may include:</p> <ul style="list-style-type: none"> • parental contact • suspension • police involvement
<p>Lates: Students are to be on time for class.</p>	<p>Progressive disciplinary procedures will be followed such as: counselling, suspensions, and removal from class/school.</p>
<p>Materials that are Inappropriate: Material that is sexually explicit, racist, sexist, and/or glorifies violence is not allowed in school (digital or hard copy).</p>	<p>Consequences may include:</p> <ul style="list-style-type: none"> • counselling • parental contact • confiscation of materials • suspension • police contact

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<p>Parking: There is limited available student parking on school property. Students who bring bicycles should lock them to the bike racks located in the south end of the school next to the music room. Note: this area is under video surveillance.</p>	<p>Students who park in unauthorized parking areas may be towed.</p>
<p>Smoking: Students, staff, and visitors are prohibited from smoking or vaping on school board property and within 20 metres from any point of the perimeter of any school board property. This includes the smoking or holding of lighted tobacco or cannabis (marijuana), and includes a ban on the use of e-cigarettes and electronic smoking devices. Students and staff that have a legal medical document authorizing them to use medical cannabis will be able to do so on school board property but only in a non-smoking or non-vaping form. Students, staff, and visitors are also prohibited from using shisha, smokeless tobacco, and/or cannabis products (unless medically prescribed) and all related accessories. This code of conduct is in effect 24 hours a day, 7 days a week, and on school buses, or during any part of an official school field trip, including athletic team trips and school club excursions.</p>	<p>Students will be warned at the beginning of each semester over the P.A. system and/or via assemblies.</p> <p>Failure to comply with this code of conduct may result in internal student discipline (e.g. warning, notification to parents/ guardians, withdrawal of privilege, suspension, etc.) and/or charges and fines issued by an Officer of a Provincial Enforcement Agency.</p>

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<p>Technological Devices: Capturing digital or film images without the permission of the administration or a teacher is prohibited. Streaming or electronically sharing digital images or film is strictly prohibited.</p> <p>Laser pointers are strictly prohibited at all times.</p> <p>Electronic devices are to be used in class at the teacher's discretion. Teachers have the right to determine when students are allowed to use electronic devices.</p>	<p>If students are caught using their device without permission, that device may be confiscated and stored in the Vice Principal's office for the day and the student will receive a consequence for opposition to authority. Repeat offence may include, keeping the device until a parent/guardian picks it up, or an in-school or out of school suspension.</p> <p>Refusal to hand over the device will result in a suspension.</p>
<p>Trespassing: Individuals who are not AVSS students will be asked to leave the school property unless they are an invited or approved guest. Guest passes are available in the main office at the discretion of the administration.</p>	<p>A trespassing letter may be issued after an initial warning. Police involvement and charges may result.</p>
<p>Weapons (Possession of, or Threat to Use): A "weapon" is defined in the Criminal Code as anything used or intended for use in causing death or injury to persons, whether designed for such purposes of threatening or intimidating any person. No weapons whatsoever are to be brought to school or school events. This includes knives, replica weapons, air guns, BB guns, etc.</p>	<p>Consequences include:</p> <ul style="list-style-type: none"> • parental contact • confiscation of the weapon • suspension or recommendation for expulsion • completion and filing of a Violent Incident Form • police involvement

SAFE SCHOOL CODE OF CONDUCT

Maintaining our Code of Conduct is the shared responsibility of all members of our school community— students, teachers and parents.

Together we can ensure a safe and orderly environment in which students can work toward reaching their highest possible level of academic and personal achievement.

A safe and secure learning/working environment will be achieved through proactive prevention and intervention strategies where all students and staff understand, value, and respect the diversity of others and the importance of self-worth.

School learning environments are to be safe, orderly, nurturing, positive and respectful.

Such learning environments are to be peaceful and welcoming for all. They must be free of negative factors such as abuse, bullying, discrimination, intimidation, hateful words and deeds and physical violence in any form.

They must demonstrate respect for social justice and human rights and promote the values needed to develop responsible members of a democratic society.

COMPUTER AND NETWORK ACCESS

To gain access to the school's computer network students must

- Complete and submit the Computer Usage Agreement Form
- Log in using a username (student number@govdbs.ca).
- Password (9 digit student number – this can be changed later)

USE OF THE INTERNET

Students may have several projects which will include the use of the Internet. With access to computers and people all over the world also comes the availability of material that is not consistent with educational goals. The Thames Valley District School Board focuses on supervision and student awareness, supplemented by Internet filtering of potentially inappropriate materials. On board-owned devices, warning pages appear for potentially inappropriate sites, and these sites are blocked on personal devices using the wireless network. On a global network it is impossible to control all materials, and an industrious, determined student can uncover controversial information. We believe that the value of the information and interaction available on this worldwide network, when combined with supervision and student awareness, makes the Internet a benefit to a student's educational experience.

Students are expected to use the school's Internet access in support of educational goals. The school's Code of Conduct outlines expectations for students, including behaviour with respect to use of computers.

Unacceptable use includes, but is not limited to: (i) activities which may damage equipment (ii) downloading, copying or transmitting any material which is in violation of any Federal or Provincial regulation such as copyrighted material; threatening or obscene material; hateful, racist or discriminatory material and (iii) any breach of security on local and remote sites including use or attempted use of another user's account; unlawful entry or attempted entry into any network system; any attempt to gain unauthorized access to view, alter, copy, share or destroy data and the creation and/or willful transmission of computer viruses or virus hoaxes. Inappropriate use could result in denial of computer privileges, suspension and/or legal action.