

# CODE OF CONDUCT 2019-2020 · Turner Fenton Secondary School

## OUR COMMITMENT

Turner Fenton Secondary School recognizes that students achieve their best when they feel safe, nurtured, welcomed, respected and included. We are committed to providing a healthy climate for learning and working to support student success. For learning to be successful, schools must be free of negative factors such as bullying, discrimination and other harmful behaviours including physical violence in any form.

In the Peel District School Board, we understand that equity and excellence go hand-in-hand. One of the core goals in our strategic plan, the *Report Card for Student Success*, is the following:

"Achieve equity for students and staff—we provide equity of access and opportunity for students and staff to learn, work and develop in an environment that is nurturing, engaging, respectful and inclusive."

One of the Peel Board's projects is the implementation of six core character attributes. The attributes are taught in school, but they are also the basis of the board's working relationships – they help to create a positive climate for learning and working.

We want our staff and students to be:

- **Caring** – showing compassion and kindness towards others
- **Cooperative** – working collaboratively with others for a common purpose
- **Honest** – being truthful, trustworthy and sincere in our speech and actions
- **Inclusive** – treating everyone fairly and equitably
- **Respectful** – treating others, ourselves and the environment with high regard and value
- **Responsible** – being accountable and reliable in our actions and commitments

We believe that parents, the school and community must all work together to help students learn to become responsible members of society, being sensitive to the diversity, cultures and special needs of individual students. We must clearly demonstrate respect for social justice and human rights and promote the values needed to develop responsible members of a democratic society.

The Code of Conduct for Turner Fenton Secondary School aligns with and supports Ontario's Equity and Inclusive Education Strategy, the Peel Board's Human Rights policy and the Equity and Inclusive Education policy.

## OUR CODE OF CONDUCT

The Turner Fenton Secondary School Code of Conduct applies to all members of the school community including students, parents, guardians, volunteers, visitors and school staff, whether they are on school property, on school buses, at school-authorized events or activities, or in any other situation that may impact the school climate.

All members of the school community have a responsibility to respect and honour the school Code of Conduct, to demonstrate age and developmentally appropriate social behaviour and to take responsibility for their own actions.

## OUR RESPONSIBILITIES

*All members of the school community are expected to:*

- demonstrate honesty and integrity
- treat one another with dignity, respect and fairness, regardless of race, ancestry, place of origin, colour, ethnicity, creed, citizenship, religion, gender, gender identity, sexual orientation, age, ability, socioeconomic status, or any other attribute
- take appropriate action to help those in need, seeking assistance to resolve conflict constructively and respectfully
- show proper care and regard for school property and the property of others

*Parent and guardian responsibilities include:*

- taking an active role in their son/daughter's education by ensuring that he/she is prepared for learning, including punctual and regular attendance, promptly reporting authorized absences and late arrivals, and communicating regularly with the school
- reviewing the school Code of Conduct with their son/daughter and helping him/her follow school rules
- helping their child understand that it is not appropriate to tease or bully others
- monitoring their child's internet use, technology use and taking responsibility for his/her behaviour when accessing electronic resources from home

*Student responsibilities include:*

- demonstrating a commitment to learning through punctual and regular attendance, being prepared and ready to learn
- practising honesty and integrity including, but not limited to, not participating in or encouraging plagiarism, misrepresentation of original work, use of unauthorized aids, theft of evaluation instruments, or false representation of identity
- following school rules and taking responsibility for his/her own actions
- refraining from bringing anything to school, or using anything inappropriately, that may risk the safety of themselves or others
- showing proper care and regard for school and community property, as well as only visiting other schools for school-related and authorized activities

*Staff responsibilities include:*

- helping students achieve to the best of their ability, developing self-worth, and being responsible citizens
- maintaining order in the school and holding everyone to the highest standard of respectful and responsible behaviour
- communicating regularly and meaningfully with parents/guardians
- establishing a range of clear, fair and developmentally appropriate interventions, supports, direct skill instruction and consequences for unacceptable behaviour including but not limited to homophobia, gender-based violence, sexual harassment and inappropriate sexual behaviour
- responding to and reporting behaviours which may have a negative impact on school climate

## **BULLYING PREVENTION AND INTERVENTION**

We are teaching students to identify and deal with bullying behaviour and to stop this behaviour from happening.

Bullying is typically a form of repeated, persistent and aggressive behaviour directed at an individual or individuals that is intended to cause (or should be known to cause) fear, distress and/or harm to another person's body, feelings, self-esteem or reputation. Bullying occurs in a context where there is a real or perceived power imbalance.

When someone experiences or observes bullying behaviour, he/she is expected to report it to a teacher, teaching assistant or school administrator immediately. Bullying behaviour will be dealt with using a progressive discipline approach.

## **PROGRESSIVE DISCIPLINE**

Turner Fenton Secondary School encourages, supports and recognizes acceptable behaviour in our students through a variety of positive practices. Progressive discipline is an approach that makes use of a continuum of interventions, supports and consequences, building upon strategies that promote positive behaviours.

We encourage students to take responsibility for their behaviour and to accept the consequences of their actions. A progressive discipline approach is used to deal with inappropriate behaviour. This may include: verbal reminders, review of expectations, contact with parent(s)/guardian(s), written reflections, volunteer services to the school community, conflict mediation and resolution, peer mentoring, referral for support services and/or an opportunity for restoration and repair.

We recognize that each student is a unique individual and that every situation that requires disciplinary action has its own set of extenuating circumstances. All factors that may have affected the student's behaviour will be considered before progressive discipline is applied. Students who behave inappropriately will receive an age and developmentally appropriate consequence. For a student with special education or disability-related needs, all progressive discipline approaches will be consistent with his/her Individual Education Plan and his/her demonstrated abilities.

### ***Suspension and expulsion***

Turner Fenton Secondary School also supports the use of suspension and expulsion for serious incidents as outlined in the Peel District School Board's Safe Schools Policy.

Before considering whether to impose a suspension or make a recommendation for an expulsion, a principal considers mitigating and other factors.

### **The behaviours for which a principal will consider suspending a student include:**

- swearing (written or verbal) at a teacher or at another person in a position of authority
- bullying, including cyber-bullying
- uttering a threat to inflict serious bodily harm on another person
- committing an act of vandalism that causes extensive damage to school property
- possessing alcohol or restricted drugs
- being under the influence of alcohol
- committing any act, considered by the principal to:
  - have a negative impact on the moral tone of the school
  - have a negative impact on the physical or mental well-being of one or more school community members
  - be contrary to the school or Peel Board Code of Conduct

### **Incidents for which a principal will consider recommending to the Board's Discipline Committee that a student be expelled include:**

- physically assaulting another person causing bodily harm that requires medical treatment
- possessing a weapon or using a weapon to cause or to threaten bodily harm to another person
- trafficking in restricted drugs or weapons
- giving alcohol to a minor
- committing robbery
- committing sexual assault
- behaviour that:
  - is significantly detrimental to the school climate and/or to the physical or mental well-being of others
  - causes extensive damage to school property
  - causes his/her continued presence at the school to pose an unacceptable risk to other members of the school community

- is a pattern of behaviour so inappropriate that the student's continued presence is detrimental to the effective learning or working environment of others
- demonstrates a persistent resistance to changes in behaviour that would enable him/her to be successful
- is a serious violation of the school or Peel Board Code of Conduct

Students who are suspended or expelled will be given an opportunity to continue their education through educational programs offered by the school board.

### **DRUGS**

The school recognizes the benefits of a smoke-free environment for all persons. By law, smoking, including the use of vaporizers and e-cigarettes, is not permitted at Turner Fenton Secondary School, on any other board property, on school buses or while attending any school-related event or activity. School property includes cars that are on school grounds and all lands to the edge of the sidewalk or street. The *no smoking* rule will be enforced within these areas.

Providing tobacco products, vaporizers or e-cigarettes to anyone under 19 years of age is illegal.

Alcohol and restricted drugs may be addictive and represent a health hazard. Possessing, using, trafficking in, or providing others with restricted drugs and/or alcohol will not be condoned at Turner Fenton Secondary School, on Peel Board property or at any school-related event or activity at any time. Drug-related paraphernalia that can be used for substance abuse are not permitted on school property. There is a \$365 fine for any student sharing or selling to anyone under the age of 19.

### **WEAPONS**

Possessing or displaying weapons of any kind, real, toy or replica, and all other objects that could inflict or threaten bodily harm will not be accepted at Turner Fenton Secondary School on any Peel Board property, or at any school-related event or activity at any time.

### **DRESS CODE**

The Peel District School Board supports all schools in their expectations of appropriate student dress. This policy has been developed in accordance with Ontario Regulation 298 s.23(I)(f), s.302(5) of the *Education Act* and the Ontario Human Rights Code with consideration to the Board's Human Rights policy (Policy 51) and the Equity and Inclusive Education policy (Policy 54).

The Peel District School Board supports the requirement that students shall at all times wear appropriate dress that promotes a safe, respectful and inclusive, learning and teaching environment, in accordance with the Peel District School Board's Code of Conduct and School Dress Codes.

Inappropriate dress includes any clothing or personal possession that has representations and/or language that depict violence, profanity, discriminatory, hateful, or sexually explicit images or sentiments. In addition, dress or logos that demean or threaten an identifiable individual or group are prohibited.

### **USE OF TECHNOLOGY**

Students will demonstrate appropriate online conduct and manners and refrain from improper/unethical use of technology, including computer hacking and cyber-bullying. The internet must not be used for any purpose that is contrary to the intent of the Turner Fenton Secondary School Code of Conduct. This applies to school, work and home internet use.

Cell phones may not be used for any communication or for taking photographs at school unless permission is granted by a school official. No portable speakers should be used in the school building, including the hallways. Portable speakers will only be allowed for school use with permission of staff and with direct staff supervision.

Posting school-related photographs or images on the internet (including social network sites) without permission of a school official violates the Turner Fenton Secondary School's Code of Conduct

### **BUS TRAVEL**

Students are expected to follow the standards of behaviour outlined in the Code of Conduct while they are on the school bus.

#### ***Students are required to:***

- be at their bus stop at least five minutes before their pick-up time
- go directly to their seats and stay seated
- follow the bus driver's instructions and behave appropriately at all times

#### ***Students may not:***

- consume food and drinks on the bus
- fight, swear or cause excessive noise on the bus
- engage in activities that may endanger the safety of themselves or others

### **LOCKERS/LOCK USE**

1. The assigned locker is for the use of the person below **only**. Should any other person open or store items in the locker for **any** length of time, your use privilege may be terminated immediately.
2. Only combination locks may be used to secure the locker. Key access locks will be cut off. Your combination and serial number must be registered with the south hall main office.
3. You may not trade lockers without permission from your vice principal.
4. The principal or vice-principals may assign you to another locker at any time. No reason need be given for this reassignment.
5. The principal, vice principals or designate may open your locker at any time.

6. Locker problems should be brought to the attention of your vice-principal immediately.
7. The locker and it's contents should be kept clean at all times.
8. Illegal substances, weapons and other items not permitted on Peel Board property will not be kept in the locker.
9. Students may only be at their locker during times posted for hall access. Students are expected to leave an "out of bounds" hallway area immediately when requested to do so by a teacher.

### Code of Conduct – Possible Consequences

PROBLEM	POSSIBLE CONSEQUENCES May include but not be limited to:	
Cameras, including cell phone cameras: unauthorized taking of pictures	<ul style="list-style-type: none"> <li>▪ Confiscation of equipment</li> </ul>	<ul style="list-style-type: none"> <li>▪ Suspension</li> <li>▪ Detention</li> </ul>
Technology misuse	<ul style="list-style-type: none"> <li>▪ Loss of use of computer and technology in school</li> </ul>	<ul style="list-style-type: none"> <li>▪ Suspension and/or expulsion</li> <li>▪ Financial restitution</li> <li>▪ Removal from computer class</li> </ul>
Consuming food or drink in unauthorized areas, littering	<ul style="list-style-type: none"> <li>▪ Return to authorized area</li> <li>▪ Confiscation of food or drink</li> </ul>	<ul style="list-style-type: none"> <li>▪ Garbage and cleanup duty</li> <li>▪ Detention, suspension</li> </ul>
Drugs, alcohol	<ul style="list-style-type: none"> <li>▪ Suspension</li> <li>▪ Expulsion</li> </ul>	<ul style="list-style-type: none"> <li>▪ Police involvement</li> <li>▪ Court and fines</li> </ul>
Excessive absences, skipping, truancy	<ul style="list-style-type: none"> <li>▪ Detention</li> <li>▪ Possible failure or loss of credit</li> <li>▪ Zero on missed test, quiz</li> </ul>	<ul style="list-style-type: none"> <li>▪ Daily report or contract initiated by VP</li> <li>▪ Parent interview with VP</li> <li>▪ Suspension, court involvement</li> <li>▪ Parental contact and/or special report by teacher</li> </ul>
Failure to identify self when requested	<ul style="list-style-type: none"> <li>▪ Detention</li> </ul>	<ul style="list-style-type: none"> <li>▪ Suspension</li> </ul>
False fire alarms	<ul style="list-style-type: none"> <li>▪ Suspension</li> <li>▪ Expulsion</li> </ul>	<ul style="list-style-type: none"> <li>▪ Police involvement</li> <li>▪ Court and fines</li> </ul>
Gambling: playing cards, dice, or anything else that relates to gambling	<ul style="list-style-type: none"> <li>▪ Confiscation</li> <li>▪ Detention</li> </ul>	<ul style="list-style-type: none"> <li>▪ Suspension</li> </ul>
Inappropriate behaviour, including harassment and physical, verbal (oral or written), sexual or psychological abuse; bullying, threatening or intimidation; or discrimination on the basis of race, faith, gender, socio-economic status, ability, age, sexual orientation, or any other attribute that is deemed unacceptable	<ul style="list-style-type: none"> <li>▪ Parental contact/ involvement</li> <li>▪ Detention</li> <li>▪ Confiscation of inappropriate items</li> </ul>	<ul style="list-style-type: none"> <li>▪ Police involvement</li> <li>▪ Removal from course and/or school</li> <li>▪ Restricted schooling and community service</li> <li>▪ Expulsion</li> <li>▪ Restitution</li> <li>▪ Suspension</li> </ul>
Inappropriate clothing: Clothing should be appropriate for a school learning environment. The following are absolutely restricted: bandanas, camouflage clothing, clothing that is revealing or showing undergarments	<ul style="list-style-type: none"> <li>▪ Sent home to change</li> <li>▪ Confiscation</li> </ul>	<ul style="list-style-type: none"> <li>▪ Detention</li> <li>▪ Suspension</li> </ul>
Late for school/class	<ul style="list-style-type: none"> <li>▪ Time to be made up with teacher(s) concerned.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Detention, suspension</li> </ul>
Loitering, accessing unauthorized areas	<ul style="list-style-type: none"> <li>▪ Detention or community service</li> </ul>	<ul style="list-style-type: none"> <li>▪ Suspension</li> <li>▪ Restricted schooling</li> </ul>
Pagers, laser pointers, cellular phones, other restricted devices, personal listening devices used in class	<ul style="list-style-type: none"> <li>▪ Detention</li> <li>▪ Confiscation</li> </ul>	<ul style="list-style-type: none"> <li>▪ Suspension</li> </ul>
Plagiarism, lying, cheating, misrepresentation of original work, theft of evaluation instruments, use of unauthorized aids, false representation of identity (including electronic theft)	<ul style="list-style-type: none"> <li>▪ Resubmission of student's own original work</li> </ul>	<ul style="list-style-type: none"> <li>▪ Detention</li> <li>▪ Suspension and/or loss of credit</li> <li>▪ Mark of zero</li> <li>▪ Parental contact</li> </ul>
Skateboarding on school property (Skateboarding is not allowed on school property).	<ul style="list-style-type: none"> <li>▪ Confiscation</li> <li>▪ Detention</li> </ul>	<ul style="list-style-type: none"> <li>▪ Suspension</li> </ul>
Smoking on school property including the use of vaporizers and e-cigarettes.	<ul style="list-style-type: none"> <li>▪ Written warning</li> <li>▪ Suspension</li> </ul>	<ul style="list-style-type: none"> <li>▪ Cleanup duty</li> <li>▪ Court/ fines issued by City of Mississauga</li> </ul>
Speeding or reckless driving on school property	<ul style="list-style-type: none"> <li>▪ Suspension</li> </ul>	<ul style="list-style-type: none"> <li>▪ Police involvement</li> <li>▪ Loss of vehicle privileges on school property</li> </ul>
Theft of personal property of staff or students on school property	<ul style="list-style-type: none"> <li>▪ Replacement costs</li> <li>▪ Suspension</li> </ul>	<ul style="list-style-type: none"> <li>▪ Expulsion</li> <li>▪ Police involvement</li> </ul>
Trespassing (or in the company of a trespasser)	<ul style="list-style-type: none"> <li>▪ Warning</li> <li>▪ Legal letter</li> </ul>	<ul style="list-style-type: none"> <li>▪ Suspension</li> <li>▪ Police involvement</li> </ul>
Vandalism, outstanding or damaged items including the school building and property	<ul style="list-style-type: none"> <li>▪ Replacement costs</li> <li>▪ Detention</li> </ul>	<ul style="list-style-type: none"> <li>▪ Suspension</li> <li>▪ Police involvement</li> </ul>
Weapons	<ul style="list-style-type: none"> <li>▪ Suspension</li> <li>▪ Expulsion</li> </ul>	<ul style="list-style-type: none"> <li>▪ Police involvement</li> <li>▪ Court and fines</li> </ul>