

PRSS Code of Conduct

To function effectively as a school community, it is necessary to adhere strictly to the Code of Conduct. The Code of Conduct for our school is developed by the Safe and Accepting Schools Team which has representation from staff members, students, and the school community. The school's Code of Conduct is governed by the Ontario Schools Code of Conduct and follows the applicable policies, regulations, and procedures of the Durham District School Board. The Code of Conduct is designed to provide a framework to ensure that the school is a safe, productive learning environment for all. We ask families to review this Code of Conduct so that all parties are familiar with school expectations and procedures. The Code of Conduct is subject to change at any time, based on directions from the Ministry of Education or the Durham District School Board.

GENERAL CONDUCT

Expectations	Principle / Rationale	Process / Practice
<p><u>Appropriate and Respectful Behavior:</u></p> <ul style="list-style-type: none"> -Students will be courteous and show respect towards everyone including fellow students, invited guests, supply teachers, support staff etc. -Students will comply with school rules, policies and procedures and people in authority in the school. - Students must identify themselves and/or report to the office when requested by any school staff member (teacher, admin, support staff). - Students are expected to follow all staff members' instructions. - Students are expected to remain seated until the bell rings at the end of class and are not to line up at the door. - Students should refrain from inappropriate displays of affection, gambling, use of profane or improper language and conduct detrimental to the moral tone of the school or the physical and mental well-being of others. 	<ul style="list-style-type: none"> -The rules, policies and procedures are designed to create a safe and positive environment for learning. -Cooperation with school staff is required for the safe and orderly operation of the school. 	<p>Disrespectful and/or inappropriate behavior will be met with progressive discipline. This may result in:</p> <ul style="list-style-type: none"> -counseling by a teacher -referral to a Vice-Principal or Principal -parent notification -detentions -exclusion from class, class excursions, and/or activities -restorative conferences and/or suspension <p>Students will be suspended for not identifying themselves, ignoring or walking away from a staff member, or for not reporting to the office when requested.</p>

Expectations	Principle / Rationale	Process / Practice
<p><u>Conflict (Physical and Verbal):</u></p> <ul style="list-style-type: none"> - Students who are experiencing difficulty are expected to bring their concerns to the attention of staff so that staff can help resolve the issues <i>before</i> they escalate. - Students are expected to report concerns about conflicts to the office. -Students involved in disruptive conflict (such as verbal abuse, harassment, threats, profanity) will be referred to the office. -Bullying will not be tolerated. -Students who are asked to leave the classroom by a teacher MUST report to the office immediately. -Students who are directed to the office by any staff member must do so without question. -Fighting or play fighting will not be tolerated. 	<ul style="list-style-type: none"> -Conflicts in a school setting disrupt the school and community and create an unsafe and unwelcome environment for learning. -Verbal and physical abuse is unacceptable conduct both in the school and in the community. -DDSB has a policy on bullying. <div data-bbox="797 680 1203 793" style="text-align: center;">  </div>	<ul style="list-style-type: none"> -Students must contact a teacher, counsellor, or administrator immediately. -Students encouraging conflict will face progressive discipline. -Any refusal to immediately clear an area of conflict will result in consequences. - Students involved in conflict will have an interview with vice-principal/principal and are subject to progressive discipline (warning, detention or suspension). -Any physical conflict will result in consequences for those involved.
<p><u>Good Neighbour Policy:</u></p> <ul style="list-style-type: none"> -Students should be respectful of our community and personal property of our neighbours. -Students should not loiter, use inappropriate language and make proper use of waste disposal for their garbage. -Students should refrain from trespassing on the property of all elementary and secondary schools during the school day. 	<ul style="list-style-type: none"> -As part of the community, our students should respect our neighbours desire to enjoy clean, quiet and safe surroundings. 	<ul style="list-style-type: none"> -Offsite behavior which has a negative impact on the school (including Cyber bullying and conflict on Social Media) may result in progressive discipline and/or legal consequences.
<p><u>Litter, Graffiti, and Tagging:</u></p> <ul style="list-style-type: none"> -Students are expected to do their part to ensure litter gets recycled, or thrown into the garbage. - When asked to pick up litter, even it is not their own, students are expected to cooperate with the staff request. -Students are expected to respect all school property by not being involved in any kind of vandalism. This includes writing/drawing on walls, lockers or other school property, including school buses. -Tagging is often associated with criminal activity and is not permitted on any surface at school. -Students have a responsibility to contact the office or Crimestoppers if they are aware of someone who is vandalizing or tagging the school. 	<ul style="list-style-type: none"> -Respect for the school and for school property is an expectation of each member of our school community. 	<ul style="list-style-type: none"> -Students littering on school grounds or adjacent areas such as the forest and neighbours' properties may be assigned community service. -Students involved in vandalism will be subject to progressive discipline. They may be suspended or subject to criminal charges. - School consequences will be assigned, charges may be laid, and/or restitution will be required for tagging on any surface.

Expectations	Principle / Rationale	Process / Practice
<p><u>Prohibited Items:</u> Items that affect the safety and feeling of safety of staff members and/or students are not permitted at school. In addition, items that distract from the primary purpose of school learning – are also not permitted.</p> <p>-Weapons of any kind, laser pointers, water guns, cap guns, toy guns, firecrackers, party snappers, finger boards, etc. are not to be brought to school.</p> <p>-Alcohol and drugs not prescribed for medicinal purposes are not to be brought to school nor can anyone be under the influence of alcohol and/or drugs not prescribed for medicinal purposes while at school.</p> <p>-Bouncing, kicking, or throwing balls, including hackey-sack is not permitted inside the building except in the gym under the supervision of a staff member.</p> <p>-Skateboards, scooters, roller blades, hoverboards or any other item deemed to present a potential safety concern to any student are not to be used anywhere on school property.</p> <p>-Equipment must be carried on the school property and stored in the student’s locker, so the equipment must fit in the student’s locker.</p>	<p>-All staff and students have the right to a safe and comfortable environment.</p> <p>-Student safety and property damage are a primary concern.</p> <p>-Compliance with Provincial and Federal law.</p> <p>-Student safety, school board liability and property damage.</p> <p>-Some items cause disruptions and are vulnerable to theft and inappropriate use.</p>	<p>-Rollerblades, skateboards and scooters will be confiscated.</p> <p>-Parents/Guardians will be notified</p> <p>-Persistent infringements of these expectations may result in consequences including detentions and/or suspension.</p> <div data-bbox="1127 688 1403 961" style="text-align: center;"> </div>
<p><u>Smoking, Alcohol, Drugs and Intoxicating Substances:</u></p> <p>-Smoking is not permitted on school property at any time. Smoking includes the carrying or holding of lighted cigars, cigarettes, pipes or any other lighted or electronic device. Examples may include but are not limited to E-cigarettes, herbal cigarettes, chew, snuff, and snus.</p> <p>-Students are not permitted to smoke during class time or between classes.</p> <p>- Students who are of legal age to smoke may do so off school property outside of scheduled class time only (i.e., before school, at lunch, and after school). They must be respectful of the health of anyone nearby, and are not to block sidewalks, pathways, or driveways.</p> <p>-Alcohol and drugs not prescribed for medicinal purposes are not to be brought to school nor can anyone be under the influence of alcohol and/or drugs not prescribed for medicinal purposes while at school.</p>	<p>-The <i>Smoke-Free Ontario Act</i> prohibits smoking and the supplying/ selling of tobacco products to anyone under the age of 19 years anywhere on school property 24 hours a day, 7 days a week.</p> <p>-The use of alcohol by a minor or the use of illicit drugs is a criminal offence.</p> <p>-The DDSB Substance Abuse Policy applies to students on school property or in activities under the jurisdiction of the DDSB.</p>	<p>- When a smoking infraction occurs, the school sends an incident report to the Tobacco Enforcement Officer who may impose a fine or issue a court summons.</p> <p>-The Tobacco Enforcement Officer has the authority to come on to school premises without any prior warning and to issue a ticket or court summons to any member of the community who commits an infraction.</p> <p>-A student involved with alcohol / illegal drug use or possession will be subject to a suspension.</p> <p>-Police will be involved.</p>

Expectations	Principle / Rationale	Process / Practice
<p><u>Equity and Inclusion:</u> Students are expected to respect differences in others and to treat one another with dignity, fairness and respect.</p> <p>-Any behavior which insults, degrades, harasses or discriminates another based on the following: dimensions of diversity and their intersections: ancestry, culture, dis/ability, ethnicity, gender, gender identity, language, race, religion, sex, sexual orientation, and socio-economic status, will not be tolerated..</p> <p>-Students and staff are expected to report any inappropriate behavior which disrupts the social harmony of the school.</p>	<p>-Students and Staff are committed to embracing diverse social realities, while maintaining positive, safe and inclusive environments for all students and staff. These are principles of equity and inclusive education as outlined in the DDSB Equity and Inclusive Education Policy 4107.</p>	<p>-Students will be subject to progressive discipline. Consequences will vary from counselling to suspension and expulsion.</p> <p>-Parents and guardians will be contacted.</p>
<p><u>Throwing Objects (Including Snowballs):</u></p> <p>The throwing or tossing of <i>any</i> object is not acceptable.</p> <p>Any object (snowball, water bottle, pencil, etc. can be considered dangerous when thrown.</p>	<p>Students and staff have a right to a safe and comfortable environment.</p>	<p>Misconduct will result in progressive discipline and possible legal consequences.</p>
<p><u>Violent Incidents:</u> -Acts or threats of aggression, intimidation and violence will not be tolerated.</p> <p>-All incidents of aggression, intimidation, and violence must be reported to staff and/or administration. -Students must cooperate fully with all school investigations.</p>	<p>-Students are expected to demonstrate respect for themselves, for others and for the responsibilities of citizenship through acceptable behavior.</p> <p>-Students and members of the community have a responsibility to help maintain a safe environment and prevent intimidation and violence in schools.</p> <p>-Our community is a safe place because students do bring issues forward and they are investigated and handled appropriately.</p>	<p>-While most consequences are instrumental, a single act of this type can result in immediate suspension and may proceed to an expulsion.</p> <p>- Inappropriate behavior at school, or in the community where there is a direct link to the school, will result in disciplinary procedures. See the Ontario Schools Code of Conduct.</p> <p>Fair Notice and Process that a Community Threat Assessment and Intervention Protocol may be established in extenuating circumstances. (See School website for further information.)</p>

Attendance and Lates:

Expectations	Rationale / Principle	Process / Practice
<p>Attendance: Students are expected to attend ALL classes or school sanctioned events. (If a student is on a school trip or team event during a test or presentation, the student must have made prior arrangements with the teacher.</p> <p>Students are expected to be in attendance for final exams.</p> <p>Every effort must be made not to ensure that students attend school during the summative evaluation period.</p>	<p>-Attendance and school performance are directly linked.</p> <p>-Development of critical thinking skills, group interactions and good work habits depend upon regular attendance of all students</p> <p>-Regular attendance is an indication of responsibility and a healthy work ethic.</p> <p>-Some class activities cannot be replicated or have absolute deadlines</p>	<p>-Attendance is taken each period of the day.</p> <p>Parents contacted by an automated telephone message and email for each unexcused absence.</p> <p>-Unexcused absences are followed up by an interview with a VP</p> <p>-Detentions for each class missed</p> <p>-Persistent truancy may result in suspension from school.</p> <p>-A missed test or assignment may result in a mark of zero where arrangements have not been made in advance to complete them.</p> <p>-Misrepresentation, (i.e. forgery, impersonation) will lead to disciplinary action.</p>
<p>Lates :</p> <p>Students are expected to be on time for homeroom, for each class and for all school functions.</p> <p>Sleeping in is not an acceptable excuse for lateness and/or missing classes.</p>	<p>Lateness disrupts students and teachers, Lateness has a direct negative impact on student achievement. Punctuality is expected in career and personal relationships. Punctuality shows consideration for others.</p>	<p>Students who are late without a valid reason will be issued an "unexcused late".</p> <p>5 lates = Detention 8 lates = Parent Contact + Detention 10 lates = Parent Contact + In-school Suspension 12 lates = Parent contact + Suspension</p>

Personal Electronic Devices (PEDs) / Cell Phones /Music or Gaming Devices / Other:

Expectation	Rationale / Reason	Process/ Practice
<p>PEDs may be used in the cafeteria and hallways before school, at lunch and after school only.</p> <p>PEDs may NOT be used during class time unless permitted by the teacher as a learning tool.</p> <p>Outlets in classrooms are only to be used for the purposes of educational activities. Students are not to be charging their PEDs during class time.</p> <p>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.</p> <p>Unauthorized video or audio recording of any students or school staff for any purpose is prohibited unless approved by the school and/or where proper consents have been obtained.</p>	<ul style="list-style-type: none"> • PEDs used inappropriately during class time are disruptive to the teaching and learning environment. • The privacy and personal dignity of others could be violated by PEDs to text message, social network, and/or share digital media. • Inappropriate comments made on social media can lead to conflict and in some instances may be considered cyberbullying. • DDSB policy. 	<ul style="list-style-type: none"> • Devices used inappropriately will be confiscated by teachers / Administrators. • Students will be subject to progressive discipline and/or legal consequences. <p>The school will not be held responsible for lost items that have been confiscated as a result of students' failing to comply with the policy.</p>

DRESS CODE:

Expectations	Rationale	Process / Practice
<p>While on school property or during school events, students will dress in a manner which is appropriate for the workplace/ classroom.</p> <p>Shirts: Clothing must have adequate coverage. Low-cut, revealing tops are not permitted; no bare mid-ribs; muscle shirts; back is to be covered; no see-through clothing.</p> <p>Undergarments: are to be hidden from view.</p> <p>Shorts / Skirts: must be at mid-thigh or longer.</p> <p>Hats/Headgear/Sunglasses: No hats with brims, visor or hoods may be worn in the building. Headgear which does not conceal an individual's identity are permitted. Sunglasses are not permitted</p> <p>Suggestive/ Offensive Clothing: Any clothing that is determined to be suggestive or offensive or otherwise inappropriate is not allowed (<i>i.e. clothing that depicts or promotes racism, sexism, violence, tobacco, alcohol, illegal drugs, gang activity etc.</i>) is not allowed.</p> <p>Uniforms: Students taking Physical Education, Hospitality and Technical classes must have the approved clothing to participate in class.</p> <p>Shoes: Students must wear shoes at all times. Open toed shoes, sandals, flip flops are not permitted in most technical courses.</p> <p>Outerwear: Coats, backpacks, jackets, umbrellas and other "outerwear" is to be stored in students' lockers and not to be brought to class.</p> <p>Accessories: Inappropriate accessories (e.g. wallet chains, spikes, studs, chains and pendants of excessive weight worn as jewellery, pointed metal studs on clothing) is not permitted.</p>	<p>For reasons of health, safety and school tone, staff and students must be appropriately dressed.</p> <ul style="list-style-type: none"> • Our school community is inclusive and respectful of a broad range of cultures and beliefs. • Assists in the identification of visitors and trespassers. • All students and staff have a right to a safe and comfortable working environment. 	<p>Students will be asked to change before returning to class.</p> <p>In the event that students do not have a change of clothes, attire will be provided.</p> <p>Some students may be sent home to acquire appropriate clothing.</p> <p>Persistent violation of the dress code will result in progressive discipline.</p>

Pine Ridge Secondary School DRESS CODE:

