

Code of Conduct



We believe that all members of the River Heights School Community have the right to be treated with respect and equality in a safe and caring learning environment. Each member of our school community has the responsibility to demonstrate the River Heights character traits:

- | | |
|--------------------|---------------------|
| FAIRNESS | COURAGE |
| CARING | PERSEVERANCE |
| FRIENDSHIP | ACCEPTANCE |
| RESPECT | HONESTY |
| CITIZENSHIP | |

This means that **each** of us has an important role to play in creating the River Heights School that we want for our students, their parents and our staff.

All school and classroom rules are linked to the character traits above and to the rights and responsibilities outlined on the following pages.

I have reviewed the Code of Conduct with my child:

Student Name: _____

Parent Signature: _____

River Heights Students have a right:

- ◇ to be treated with respect
- ◇ to a quality education
- ◇ to a safe environment
- ◇ to speak and be listened to

River Heights Students have a responsibility:

- ◇ to respect the school rules
- ◇ to listen to others
- ◇ to come to school each day prepared and ready to learn
- ◇ to safely and properly use school equipment and learning materials
- ◇ to care for personal belongings
- ◇ to treat others respectfully
- ◇ to show respect for themselves

River Heights Staff Members have a right:

- ◇ to be treated with respect and courtesy
- ◇ to teach in a safe and positive environment
- ◇ to receive the support of students, their parents and the community as partners in providing quality learning

River Heights Staff... have a responsibility:

- ◇ to treat students respectfully and equitably
- ◇ to maintain a safe, positive, learning environment
- ◇ to work hard to give each student a real opportunity to reach their full potential
- ◇ to communicate regularly with their stakeholders

River Heights Parents have a right:

- ◇ to a welcoming environment where they are treated respectfully
- ◇ to present their concerns and have them addressed
- ◇ to have their child well educated
- ◇ to a school environment where their child is safe

River Heights Parents have a responsibility:

- ◇ to report to the office upon their arrival, sign in and out, and wear a visitor badge while in the school
- ◇ to report their concerns to the appropriate person - beginning with the classroom teacher
- ◇ to support and encourage: their child's regular and prompt attendance; their child's learning at home; *and* fair standards of behaviour in a school
- ◇ to be aware of the school policies and procedures

River Heights Community members have a right:

- ◇ to use school property in accordance with signed contracts

River Heights Community members have a responsibility:

- ◇ to report to the office upon their arrival and sign in and out during school hours (and report to a custodian after hours)
- ◇ to treat all public and private property with respect (cleaning up, reporting broken items...)
- ◇ to follow school policies and procedures

We Build Each Student's Tomorrow Every Day!

PROBLEM SOLVING - USE YOUR 'WITS'

Students are asked to use their WITS while problem solving any conflicts that happen in school. WITS stands for:

W – Walk Away
I – Ignore
T – Talk It Out
S – Seek Help

Seeking help should be a solution only after the other strategies have been tried or if there is a really big conflict or if a situation is not safe.

SCHOOL RULES

School rules are designed to keep a safe and organized learning environment. The rules need to be linked to the Code of Conduct. School rules can change with time and circumstances but some specific River Heights rules are mentioned below:

YARD AND HALLWAY RULES

- Walk quietly through the halls.
- Keep hallway walking lanes clear
- Hands off (unless your hands are for helping)
- Rocks, stones, sand and snowballs are to remain on the ground. Balls or any objects intended for throwing must be approved by a teacher.
- Safe behaviour on the climber equipment is expected
- Stay within the yard boundaries during recess and lunch
- Ask a staff member about retrieving any balls from the parking lot or off the property. Students are not to enter the parking lot.
- Ask permission to go into the building to use the washroom, to get a drink or to go to the office
- Food is to be eaten inside the building unless there is a special situation
- Only safe equipment is allowed at recess (toys provided, softer sports balls, etc)
- do not ride bicycles or scooters on school property

CLASSROOM RULES

Classroom Rules are determined by the teacher with ideas from the students.

LUNCHROOM RULES

- Use quiet indoor voices.
- Stay seated in your assigned seating area.
- Raise your hand for questions or for permission.
- Do not throw anything.
- Tidy up your eating area.
- Place all garbage in your lunch bag or in the trash *as you leave*.
- Wait patiently until you are dismissed by a teacher.
- Do not go back to your classroom in the middle of lunch without teacher permission.
- Report any unsafe activities to the teacher.
- Be polite. Use words like please and thank you.

BUS RULES

- Always wait inside your bus section on the pavement. No running games or physical games.
- Board the bus promptly in single file without crowding or pushing.
- Proceed directly to your seat and remain seated with feet in front and not in the aisle.
- Remain quiet and talk in a normal quiet voice. Avoid disturbances or anything that may distract the driver
- Only open windows with the driver's or teacher's permission. Always keep hands, heads and arms inside the bus.
- Never throw anything in or out of the bus
- Passengers must not consume any type of food or beverage without direct permission while on the bus.

ASSEMBLY AUDIENCE RULES

- Enter the gym smoothly and quietly – whispers only...
- Sit in two straight lines by your teacher
- Everyone does the Peace and Quiet sign or the 'Community Clap' to start or restart the assembly
- Pay attention. No talking when someone is introducing or performing.
- Clap respectfully. Don't hoot and holler. Laugh with people not at people.
- Sing our school song with pride. The song ends the assembly.
- Rate your class audience manners when you get back to class. (Level 1 to Level 4)

CONSEQUENCES

Students will face consequences for persistent and significant violations. Consequences are usually progressive, which means that repeated violations would be dealt with more seriously.

Examples of consequences:

- student is redirected
- student is counselled, warned...
- a short term consequence is given
- parents are contacted for follow up
- student is referred to the office
- student works in an alternative setting at school
- student works in an alternative setting at home...

Some students may require a ***special behaviour plan*** to ensure their safety and dignity and the safety and dignity of others. Parents would have input into such a plan and parents would be more involved in supporting short-term and long term solutions in these cases.

DRESS CODE

As a primary school, River Heights Dress Code issues are not as frequent but it is important to note that all community members are bound by the dress code (staff, parents, older students visiting etc)

- Underwear, undergarments and midriffs should not be showing. Clothes should not be revealing or exposing.
- Shorts, skirts, and dresses are to be reasonable in length,
- No muscle type shirts and spaghetti strap tank tops or tops that are revealing or exposing.
- Offensive sayings and or pictures on any clothing should not be worn i.e. beer/alcohol slogans, smoking, drugs, violence, sexual, racial, use of profanity, gangster rap, weapons.
- Hats, visors, bandana and similar head gear are not to be worn inside the school without special permission.
- People in violation of the dress code may be asked to go home to change, or to find a workable alternative at school.