

# STUDENT CODE OF CONDUCT

The Phoenix Education Foundation (hereafter called Phoenix) has high expectation for standards of behavior for its organization, which includes students, parents, staff members, volunteers, and Board members. Phoenix is a caring, respectful and safe learning environment that will not tolerate any form of abuse, harassment or unacceptable behavior by anyone associated with Phoenix.

## Definition of Terms

- Parent means in respect of a student (Grades 1-12) or child enrolled in an early childhood services program, the relevant individual referred to in subsection (2) of the Education Act.
- Principal means a teacher designated as a principal by the operator, who must hold a valid teaching certificate and may not be the operator or a voting member of the board of directors.
- Student means a person who is in accordance to the School Act:
  1. Enrolled in a school or
  2. Required under section 7 to attend school but does not include a child younger than 6 years of age who is enrolled in an early childhood services program.

## References

This policy references the School Act Section 45.1 (1,2,3,5,6) and the Private Schools Regulation, Sections 12, 19, 20, 21.

The Student Code of Conduct includes:

1. Expectations of student behavior;
2. Unacceptable behavior;
3. The consequences faced by students when they are found responsible for unacceptable behavior.
4. Support for impacted students

## Expectation of Student Behavior

Students are expected to:

- a) Be accountable for;
  - 1 Punctuality;
    - Their work habits, assignments and homework;
    - Textbooks and equipment;
- b) Respect
  - 1 Phoenix's authority
    - others and their property
    - race, colour, ancestry, place of origin, religious beliefs, gender (including pregnancy, sexual harassment, and gender identity), physical disability, mental disability, family status, source of income, or sexual orientation and

- Phoenix's facilities, community property and property of other persons.
- c) Model and reinforce socially responsible and respectful behaviors so that learning can take place in a safe and caring environment;
- d) No student shall refuse to comply with a reasonable direction to do, or not to do, something that is made by a Phoenix representative.
- e) Comply with the rules of this policy;

Students may be held responsible and accountable to Phoenix and its agents for their behavior and conduct:

- a) While they are involved in Phoenix sponsored activities;
- b) At Phoenix facilities;
- c) While traveling to and from Phoenix activities;
- d) Beyond the hours of Phoenix operations, if the behavior or conduct detrimentally affects the governance, climate, or efficiency of Phoenix.

### Unacceptable Behavior

- a) May be observed by anyone at Phoenix, including students, other parents, staff and visitors;
- b) May be conducted in person, in writing, or via electronic means;
- c) Must be reported to a Phoenix staff member or member of the Board of Directors.

Some examples of unacceptable behavior include:

- a) Possession of or active contact with a weapon on a person or in a locker or desk;
- b) The use of physically aggressive behavior, assault, harassment, intimidation, threats, coercion or aggression towards another adult or child or threatening to do actual bodily harm to a member of school staff, visitor, fellow parent/carer or student or any other person regardless of whether or not the behaviour constitutes a criminal offence.
- c) Disruptive behaviour which interferes or threatens to interfere with the operation of a classroom, an employee's office, office area or any other area of the school grounds.
- d) Using loud/or offensive language, swearing, cursing, using profane language or displaying temper.
- e) Abusive or threatening e-mails or text/voicemail/phone messages or other written communication
- f) Distribution or display of offensive messages or pictures;
- g) Theft;
- h) Willful damage to Phoenix' or others' property;
- i) Use of, possession of, distribution of, under the influence of or any active contact with drugs, alcohol, or inhalants in the Phoenix facility or in the context of any Phoenix activity;
- j) engaging in harassment, or discrimination that is directed at one or more specific persons and that is based on any of the protected grounds under the Alberta Human Rights Code;
- k) Extortion
- l) Failure to complete or comply with any of the student responsibilities as outlined in the School Act.

- m) Defamatory, offensive or derogatory comments regarding any of the students, parents, staff or the school on Facebook or other social sites. Any concerns students may have about students, parents, staff or the school must be made through the appropriate channels by speaking to a teacher, Principal, or Administrator, so they can be dealt with fairly, appropriately and effectively for all concerned.

### Consequences for Breaching the Student Code of Conduct

Consequences for Breaching the Student Code of Conduct will be determined by the Classroom Instructors,

Principal or Administrator and are outlined in the Student Discipline Policy. At the Principal's or Administrator's discretion, taking into account the student's age, maturity level and individual circumstances, the Board of Directors may be asked to review and/or apply disciplinary action.

Consequences may include one or more of the following:

- a) A warning letter from the Principal or Administration staff;
- b) Suspension from attending programs, classes, field trips, etc;
- c) Expulsion;
- d) Reporting of the student to appropriate Agencies such as Social Services, police, the Truancy Board and so on;
- e) In the event that any student is found to be posting libellous or defamatory comments on Facebook or other social network sites, they will be reported to the appropriate 'report abuse' section of the network site. All social network sites have clear rules about the content which can be posted on the site and they provide robust mechanisms to report content or activity which breaches these rules. The school will also expect that any student removes such comments immediately.
- f) Legal action.

### Support for Impacted Students and Staff

All students and staff that are directly impacted by conduct which breaches the Student Code of Conduct will be supported by the Phoenix Foundation. In addition to in-school strategies outlined in the Student Discipline Policy and the Safe and Caring Policy, where appropriate, Phoenix may refer students and staff to:

- a) The Phoenix Care program
- b) Appropriate support agencies



## ECS Programs

The ECS program is not a mandatory educational program in Alberta and doesn't fall under the School Act. The Principal or Administrator reserves the right to apply disciplinary action, as above, to anyone for breaching the Student Code of Conduct.

As stated in Section 30 (3) of the School Act:

If a child referred to in subsection (1) (a) of the School Act attends a program under this section, the child is not, by reason of attending that program;

- a) A resident student of the board, or
- b) Entitled to any of the rights or benefits given to a student under the Student Act.

Date Reviewed: May 24, 2018

Board Chair: \_\_\_\_\_

Board Secretary: \_\_\_\_\_

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Attachment 1

Bullying can be defined as repeated and systematic harassment and attacks on others. Bullying can be perpetrated by individuals or groups. Bullying takes many forms and can include many different behaviors, such as:

- physical violence and attacks
- verbal taunts, name-calling and put-downs
- threats and intimidation
- extortion or stealing of money or possessions
- exclusion from the peer group
- racial or ethnic-based verbal abuse
- gender-based put-downs.

“A student is being bullied or victimized when he or she is exposed, repeatedly and over time to negative actions on the part of one or more other students.”