

# STUDENT CODE OF CONDUCT

The Phoenix Education Foundation (hereafter called Phoenix) has high expectations 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

**Student:** means a resident student who is entitled to have access to an education program under section 3 and who is a resident student as determined under section 4.

**Bullying:** means repeated and hostile or demeaning behaviour by an individual in the school community where the behaviour is intended to cause harm, fear or distress to one or more other individuals in the school community, including psychological harm or harm to an individual's reputation. Bullying can take different forms including:

- Physical – pushing, hitting
- Verbal – name calling, threats
- Social – exclusion, rumours
- Cyber – using digital technology to harass, demean or threaten

**Discrimination:** means an action or a decision that treats a person or a group negatively for reasons such as race, religious beliefs, colour, gender, gender identity, gender expression, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation.

**Diversity:** means the full range of uniqueness within humanity. Dimensions of diversity include but are not limited to those identified in the discrimination definition as well as the following:

- culture and linguistic diversity
- family composition
- language
- physical attributes
- socio-economic status

**Expulsion:** means the removal of a student from school, one or more class periods, courses or education programs or from riding in a school bus, for a period of more than 10 instructional days.

**Harassment:** means any behaviour or pattern of repeated behaviour that disparages, humiliates or harms another person, or denies an individual's dignity and respect and is demeaning or humiliating to another person.

**Suspension:** means the removal of a student from school, from one or more class periods, courses or education programs or from riding in a school bus, up to and including 10 instructional days or less.

## References

This policy references the Education Act and the Private Schools Regulation.

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

### **1. Expectation of Student Behavior**

Students are expected to:

- a. Be accountable for;
  - i. punctuality;
  - ii. their work habits, assignments and homework;
  - iii. textbooks and equipment;
- b. Respect
  - i. Phoenix's authority
  - ii. others and their property
  - iii. diversity
  - iv. 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. 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;

### **2. 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. while they engage in any electronic communication;
- c. at Phoenix facilities;
- d. while traveling to and from Phoenix activities;
- e. beyond the hours of Phoenix operations, if the behavior or conduct detrimentally affects the governance, climate, or efficiency of Phoenix

### **3. Unacceptable Behavior**

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.

Unacceptable behaviour:

- 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.

**Some examples of unacceptable behavior include:**

- i. possession of or active contact with a weapon on a person or personal belongings such as jacket or backpack or in a locker or desk;
- ii. 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.
- iii. 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.
- iv. using loud/or offensive language, swearing, cursing, using profane language or displaying temper.
- v. use of technology such as computers, cameras, cell phones for purposes that are illegal, unethical, immoral or inappropriate;
- vi. distribution or display of offensive messages, gestures or pictures;
- vii. theft;
- viii. willful damage to Phoenix' or others' property;
- ix. 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;
- x. 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;
- xi. extortion
- xii. failure to complete or comply with any of the student responsibilities as outlined in the Education Act.
- xiii. defamatory, offensive or derogatory comments regarding any of the students, parents, staff or the school on Facebook or other social sites;
- xiv. encouraging others to participate in unacceptable conduct

#### **4. Consequences for Breaching the Student Code of Conduct**

- a. 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.
- b. 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.
- c. Consequences may include one or more of the following:
  - i. a warning letter from the Principal or Administration staff;
  - ii. suspension from attending programs, classes, field trips, etc;
  - iii. expulsion;

- iv. reporting of the student to appropriate Agencies such as Social Services, police, the Alberta Education Attendance Board and so on;
- v. 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 contact or activity which breaches these rules. The school will also expect that any student removes such comments immediately.
- vi. legal action.

## **5. Support for Impacted Students and Staff**

- a. All students and staff that are directly impacted by conduct which breaches the Student Code of Conduct (including students who engage in inappropriate behaviour) will be supported by the Phoenix Education 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:
  - i. the Phoenix Care program;
  - ii. appropriate support agencies

## **6. ECS Programs**

The ECS program is not a mandatory educational program in Alberta and doesn't fall under the Education 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 21 (5) of the Education Act:

*Unless otherwise stated, if a child referred to in subsection (1) 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 this Act.*

Date Reviewed: March 2021, March 2023