

# TAMANAWIS SECONDARY

## Code of Student Conduct

### “Tamanawis is a Safe and Peaceful School”

#### **STUDENT RESPONSIBILITIES**

Tamanawis Secondary has established a code of student conduct based upon the following:

1. A positive attitude
2. Respect for the dignity of others, their rights and property
3. Regular school attendance
4. Safety for all.

This code of conduct will apply to students going to and from school, while at school, at a school function, or at any school site. We are committed to an orderly and positive school climate at Tamanawis Secondary. We believe that such a climate is the base upon which we have efficient teaching and learning.

Our Code of Conduct is an important part of this and describes student behaviour expectations and consequences for misbehaviour. We expect that our students will:

1. Attend school regularly
2. Be on time for school/classes
3. Apply themselves seriously to their work
4. Follow general school rules/procedures
5. Follow specific classroom rules/procedures
6. Be polite/courteous with each other and staff
7. Treat school property and equipment with respect
8. Be respectful of school neighbours and school visitors
9. Not be involved in bullying, harassment or teasing/taunting
10. Will not take part in any type of retribution towards others who report inappropriate or unsafe behaviour or other incidents of concern to staff.
11. Conduct themselves in a manner which will in no way compromise the safety or well being of others.

Consequences may include detentions, school suspensions and in extreme circumstances, another appropriate educational placement. Students involved in conflicts or disrespectful behaviour may also be asked to participate in restorative processes such as mediations and restorative justice.

#### **Notification:**

As circumstances warrant, administrators have a responsibility to advise other parties following an incident:

- Parents/guardians of the student offender(s).
- Parents/guardians of the student victim(s).
- Surrey School Board officials will be contacted as required by School district Policy, (i.e. Level I, II and III Suspensions).
- Police and other agencies as required by law.
- School staff and school community as deemed appropriate by the school administration and/or District administration.

## ATTENDANCE

### ❖ Truancy

Truancy is defined as “absence from school without valid reason.” Students absent from class without permission are truant. If students cannot find their class, if they feel ill or if they plan to be dismissed early they should report directly to the office. Truancy will be dealt with in the following progressive discipline manner:

1. Upon the school discovering a truancy, the parent may be advised by phone or letter. Students will make up the time in service to the school or detentions.
2. With continued truancy, parents are informed by phone and/or mail and the student may be suspended for a period not more than five days.
3. If the student continues to be truant after steps (1) and (2) have been taken, he/she may be suspended to the School Board.

## COMPUTER/INTERNET USE/ELECTRONICS

At Tamanawis Secondary School we believe that the benefits to educators and students from the Internet in the form of information resources far exceed any disadvantages of access. However, we respect the family’s right to decide whether or not their child should have access. Access will be allowed only to those students who have returned the completed student/parent contract. All completed forms should be submitted to the library. An identification mark will be placed on the student’s Go-Card and this must be displayed when the Internet is being used.

Misuse of district technology resources will lead to suspension of user’s privileges and may lead to disciplinary and possible legal action. District technology services shall not be tampered with or used for illegal, obscene or inappropriate purposes, or in support of such activities. Inappropriate use includes, but is not limited to:

- Transmission of illegal materials including storage or duplication of pornographic material
- Transmission or posting of threatening, abusive or obscene material
- Harassment of others
- Use of abusive, vulgar, profane, obscene or other inappropriate language
- Attempts to vandalize or gain unauthorized access to data, servers or external services
- Use of another’s account or resources
- Sharing of passwords with others
- Revealing another person’s personal address, phone number, picture, or other data without personal or parental consent, as appropriate.

**\*During school hours, electronics should be out of sight and turned off. Items will be returned to parents if/when it presents itself as a problem.**

## DANCE POLICY

Students who wish to attend a Tamanawis sponsored dance must observe the following school policies:

Please be advised that A BREATHALIZER WILL BE RANDOMLY ADMINISTERED BY A SECURITY COMPANY.

Entering and Leaving the Dance:

1. Student I.D. card will be required at the door. Students involved with alcohol or drugs before or during the dance will be dealt with as follows:
  - A. Parents will be telephoned immediately and requested to come and take their student home.
  - B. Suspension
2. If a student leaves the dance, he/she will NOT BE ALLOWED to re-enter.
3. A student under suspension will not be admitted.
4. Students will be subject to inspection of their purse and/or backpack. All jackets are to be removed and checked in.
5. **No Black Soled Shoes** will be allowed into the dance.
6. Students who are found to be under the influence of drugs and/or alcohol or have been involved in violence, **WILL NOT BE ALLOWED TO ATTEND ANY OTHER DANCES OR SPECIAL EVENTS** for the remainder of the school year. **THIS INCLUDES THE GRADUATION DINNER AND DANCE.**

### ❖ Dress Regulations/Suitable Attire

Students are required to dress in an acceptable manner suited to the activity in which they are involved. Some form of footwear is essential for safety and hygiene. Items of clothing more suitable for the beach should not be worn to school. Students not showing good judgment in their clothing may be sent home to change.

#### **Inappropriate attire includes:**

- Strapless, spaghetti strap or single strap tops
- Muscle shirts
- Drug and/or alcohol designs
- Sexually explicit or suggestive designs
- Profanity
- Threatening language or violent images
- Derogatory and/or discriminating language
- Images or statements which create discomfort

#### **Clothing must cover:**

- Underwear
- Cleavage
- Bottoms
- Midriffs (front and back)
- Upper thighs

### **VISITORS (INTRUDERS)**

All visitors are required to report to the office upon arrival. Visitors with a legitimate educational purpose will be welcomed; others will be directed to leave the school property. A visitor who does not first report to the office will be considered an intruder.

Students should not invite people to visit them at school – meet them away from school grounds. **Students are not to be on or around the property of other schools during non-instructional time, including Pro-D days and PLC time.** (Instructional time is 30 minutes before the school day begins and 30 minutes after the school day formally ends). Only pre-approved visits, with legitimate educational purposes are permitted.

## **SURREY SCHOOL DISTRICT POLICIES**

The following applies to any Surrey School District student who is on school property, who is in attendance at school or at any school sponsored activity or whose conduct at any time or any place interferes with, or obstructs the operations of the school district or the safety or the welfare of students or employees.

### ❖ Alcohol/Drugs

Being under the influence of, or in possession of, drugs or alcohol are serious offences that can lead to suspension from the school. Students found supplying drugs or alcohol will be suspended to the School Board and may also be referred to legal authorities. Students found to be involved with drugs and/or alcohol will lose all dance/special events privileges. This includes the graduation dinner and dance.

### ❖ Cheating/Plagiarism

Cheating occurs when a person deliberately uses another person's work (written, electronic, or visual), and presents it as their own with the intent to deceive. Cheating also occurs when a person allows his/her work to be used in this way. Plagiarism involves using other authors' words, works and/or ideas without proper acknowledgement.

Both cheating and plagiarism are dishonest, unethical and violate the value of learning and the integrity of our school community. Any form of cheating or plagiarism, including assisting others to cheat or plagiarize, will not be tolerated.

Examples of cheating and plagiarism include:

- Using ideas or words from books, magazines, song lyrics, internet or other resources without giving credit to the source
- Submitting someone else's work as your own
- Using unauthorized notes, books or other materials during an exam
- Taking exams for others
- Obtaining/providing unauthorized information prior to or during an examination through verbal, visual or unauthorized use of books, notes and other materials
- Altering or changing answers after the exam has been submitted
- Altering or changing grades after the grades have been awarded
- Borrowing homework
- Use of internet translators to complete assignments, unless authorized by a teacher
- Submitting work completed for another course without the approval of the teacher
- Any other attempt to improve grades using means that have not been or would not be approved by your teacher.

Students found cheating will receive a "0" for the work involved and will have their parents contacted. Students will likely experience other consequences such as exclusion from consideration for Passport to Education, school-sponsored Scholarships, reference letters, recognitions which involve citizenship such as valedictorian.

#### ❖ **Firecrackers/Fireworks**

Firecrackers and/or fireworks are not permitted in or around the school building. Students bringing or using firecrackers and/or fireworks in or around the school will be suspended.

#### ❖ **Harassment/Intimidation**

Harassment involves any unwelcome or unwanted act or comment that is hurtful, degrading, humiliating or offensive to another person. This would include the act of posting comments, pictures or videos about people on **MSN** or popular online sites such as **Facebook** or **You Tube**. Sexual harassment is any unwanted and/or inappropriate comment, conduct or action of a sexual nature. Intimidation is the act of instilling fear in someone as a means of controlling that person.

Harassment and intimidation will not be tolerated. All persons who engage in this behaviour will be dealt with immediately, will be deprived of the opportunity to attend school as appropriate and may face criminal charges

#### ❖ **Personal Property At Owner's Risk (Valuables)**

The District will not accept responsibility for loss, damage or theft of any article, including clothing, school supplies, equipment, vehicles or cash not owned by the school district. The school is not responsible for personal property (e.g. ipods, mp3s, jewelry, cash, etc.) brought to or left on school district premises.

#### ❖ **Racism**

Tamanawis Secondary School endorses the concept of active and positive multiculturalism and respect for the human rights of minority groups. All expressions of racial/ethnic bias in any form will be swiftly and appropriately dealt with and any pupil committing an act of racist behaviour may be suspended from school and appropriate follow up provisions initiated.

#### ❖ **Tobacco-Free schools: It's The Law**

In the interests of the health of students, staff and all others who use or visit schools and school district facilities, changes to B.C.'s Tobacco Control Act, effective September 2, 2007, make it illegal to use tobacco on school property at any time. This includes: smoking; using tobacco, including chewing tobacco; and holding lighted tobacco.

**Ban in effect at all times:** The law makes tobacco use on school property illegal both during and outside of regular classroom hours.

**The law applies to everyone:** Students, staff, parents and the general public (including groups that rent school facilities outside of school hours) are affected by the new law.

**All school district facilities are included in the ban:** Tobacco use is not permitted on any part of a property that is owned, leased or operated by a school board, or any property that is used for the purpose of delivering educational or other learning programs.

All Surrey School District employees are responsible for ensuring the law and board policy are followed – in the best interests of everyone's health.

❖ **Theft**

When a student takes or removes the property of the school or of other persons without permission, it is considered theft. Students will be referred to school administration for disciplinary action and may also be referred to legal authorities.

❖ **Vandalism/Property Damage**

Section 10 of the School Act States: "If property of a Board is destroyed, damaged, lost or converted by the intentional or negligent act of a student, the student and the student's parents are jointly and severally liable to the Board in respect of the act of the student."

All persons who engage in this behaviour will be dealt with immediately, will be deprived of the opportunity to attend school as appropriate and may face criminal charges.

If you see or know of another person vandalizing the school please contact the school at 604-597-5234 or CRIME STOPPERS at 669-TIPS. Both numbers are a safe and confidential way to report tips about any form of criminal activity. CRIME STOPPERS may offer a cash reward of up to \$2000.00.

❖ **There will be no tolerance for Incidents Involving Violence, Aggression or Weapons**

The Board adopted a position of no tolerance for aggression, violence or threat of violence in schools. Acts of aggression, violence, and threat of violence, will not be ignored or treated lightly. All persons who engage in this behaviour will be dealt with immediately, will be deprived of the opportunity to attend school as appropriate and may face criminal charges.

Violence includes the actual or threatened use of physical, verbal or emotional power, by or against individuals or groups which results in physical and/or psychological harm, or is harmful to the social well being of an individual or group of individuals.

A weapon is any instrument designed to inflict injury or intimidate another person, or any instrument that is used in this manner. A replica weapon is any facsimile of an authentic weapon, including toys. Potential weapons include laser pointers.

All persons who arm themselves with weapons, replica weapons or potential weapons will be dealt with immediately, will be deprived the opportunity to attend school as appropriate and may face criminal charges where warranted.

If you see or know that an incident involving violence and weapons has occurred or is about to occur, please notify school staff immediately about your concerns or call the YOUTH AGAINST VIOLENCE LINE 1-800-680-4264. Tips reported are handled in a safe and confidential way.

***Students who do not follow the Code of Conduct will (face) consequences in a progressive manner. The nature of the consequences will depend upon the seriousness of the incident and will take into account the student's age, maturity and special needs, if any.***