

Dr. C.F. Cannon Public School's Code of Conduct

This Code of Conduct is a requirement of the Ministry of Education and reflects the policies, regulations and procedures of the Durham District School Board.

At Dr. C.F. Cannon Public School all students, parents/guardians and staff have the right to be safe, and feel safe, in their school community. With this right comes the responsibility to contribute to a positive school environment and be law-abiding citizens and to be accountable for actions that put at risk the safety of others or oneself.

Our school promotes and fosters responsibility, respect, civility and academic excellence in a safe learning and teaching environment. We foster a climate and endorse recognition, acceptance and sensitivity towards ethnocultural diversity.

Students are to be treated with respect and dignity. In return, they must demonstrate respect for themselves, for others and for the responsibilities of citizenship through acceptable behaviour.

Respect and responsibility are demonstrated when a student:

- comes to school prepared, on time and ready to learn;
- shows respect for themselves, others and for those in authority;
- refrains from bringing anything to school that may compromise the safety of others;
- follows the established rules and takes responsibility for his or her own actions.

Parents and guardians play an important role in the education of their children and have a responsibility to support the efforts of school staff in maintaining a safe and respectful learning environment for all students. Parents and guardians fulfill this responsibility when they:

- show an active interest in their child's school work and progress;
- communicate regularly with the school;
- help their child be neat, appropriately dressed and prepared for school;
- ensure that their child attends school regularly and on time;
- promptly report to the school their child's absence or late arrival;
- become familiar with the Code of Conduct and school rules;
- encourage and assist their child in following the rules of behaviour;
- assist school staff in dealing with discipline issues;
- demonstrate respect for all students, staff and parents/guardians.

Standards of Behaviour: Respect, Civility and Responsible Citizenship

The provincial standards of behaviour apply to all individuals involved in the publicly funded school system: students, parents, guardians, volunteers, teachers and other staff members - whether they are on school property, on school buses or at school authorized events or activities.

In alignment with the *Standards of Behaviour* as outlined in the *Ontario Schools Code of Conduct*, at Dr. C.F. Cannon Public School, all school members must:

- respect and comply with all applicable federal, provincial and municipal laws;
- demonstrate honesty and integrity;
- respect the differences in people, their ideas and opinions;
- treat one another with dignity and respect at all times, and especially when there is a disagreement;
- respect and treat others fairly, regardless of their race, ancestry, place of origin, colour,

- ethnic origin, citizenship, religion, gender, sexual orientation, age or disability;
- respect the rights of others;
- show proper care and regard for school property and the property of others;
- take appropriate measures to help those in need;
- seek assistance from a member of the school staff, if necessary, to resolve conflict peacefully;
- respect all members of the school community, especially persons in position of authority;
- respect the need of others to work in an environment that is conducive to learning and teaching;
- not swear at a teacher or at another person in a position of authority.

Personal Electronic Devices

All school members must:

- abide by the practice of the Durham District School Board that the use of personal electronic devices (cellular phones, smart phones, portable digital media players and recorders and gaming systems, etc.) is prohibited during the school-day on school property;
- have personal electronic devices that are brought to school turned off and out of sight,
- be aware that the school and the Durham District School Board cannot assume liability for stolen personal electronic devices;
- respect the privacy and personal dignity of others that could be violated by the inappropriate use of personal electronic devices to text message, social network, and/or share digital media;
- not communicate through personal electronic devices during class time as it interferes with teaching and learning;
- have school authority approval for the use of specific technology for purposeful instruction;
- never use cameras, filming and/or recording devices in washrooms and/or change rooms, such use is strictly prohibited.

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.

Personal electronic devices that are used inappropriately inside of schools during the normal school day are disruptive to the teaching and learning environment. Activities such as personal communication, game playing and social media use during class time may distract students from the teaching and learning unless it is part of the teacher's lesson.

On-line activity by staff, students and parents/guardians that is directly or indirectly related to the school should comply with the School Code of Conduct, in particular that a school is a place that promotes responsibility, respect, civility and safety in the teaching and learning environment

Co-curricular programs, such as field trips and after-school events, are an extension of the classroom, and the expectations for the use of personal electronic devices apply. Staff may approve the use of this technology for purposes of education and communication.

The use of personal electronic devices during instructional time will be permitted under the following circumstances:

- For educational purposes, as directed by the educator in collaboration with administration
- For health and medical purposes

- To support students with special education needs

Physical Safety-Weapons, Alcohol and Drugs, and Aggression

All school members must:

- not be in possession of any weapon, including but not limited to firearms;
- not use any object to threaten or intimidate another person;
- not cause injury to any person with an object;
- not be in the possession of, or under the influence of, or provide others with alcohol, illegal drugs and/or intoxicants;
- not engage in bullying behaviours;
- not commit sexual assaults;
- not inflict or encourage others to inflict bodily harm on another person;
- seek staff assistance, if necessary, to resolve conflict peacefully

Consequences

The *Ontario Schools Code of Conduct* sets clear provincial standards of behaviour. It specifies the mandatory consequences for students' actions that do not comply with these standards. A progressive discipline approach will be used to address issues of student conduct. When inappropriate behaviour occurs Dr. C.F. Cannon Public School will utilize a range of interventions, supports and consequences that are developmentally appropriate, that include opportunities for students to learn from mistakes, and that focus on improving behaviour. Actions will vary depending on the circumstances of each individual case. Mitigating factors are always considered before determining consequences.

Consequences may include:

- caution by teacher, support staff, administrator or adult supervisor;
- temporary removal from class, activity or event;
- problem-solving exercise;
- parental or guardian contact;
- counselling;
- peer mediation and conflict resolution programs;
- community/school service;
- loss of privileges;
- detention;
- behaviour contracts;
- restorative practices;
- support and responsibility agreements;
- restitution;
- suspension;
- expulsion.

Our code of conduct represents our highest aspirations for all of our students. All staff members share the same high expectations for student behaviour. By ensuring that our students consistently behave in accordance with the Code of Conduct, our goal is to improve learning and achievement while protecting safety for everyone in our school community. Our approach to school discipline is based on clear expectations, effective teaching of the desired behaviours and consistent support from all adults. We commit to teaching and modelling the behavioural expectations through our annual 'Cannon Camp' training camp in September, January and March.

When staff, students and families work together, a positive and productive learning environment is created at Dr. C. F. Cannon. The Code of Conduct establishes the level of behaviour expected for all, so

that we have a school where success and achievement are reached through co-operation, courtesy and respect.

We see all members of our school community as leaders.

As such, we expect all to “lead by good example.”

Staff will...	Students will...	Parents/Guardians will...
Promote positive discipline through consistent modelling and teaching of high behavioural expectations	<i>‘Own it, Fix it, Learn from it, Move On’</i>	Reinforce the expectations of the school code of conduct
Implement Bias-aware Progressive Discipline	Participate in restorative work when in conflict with another student or staff member	Communicate regularly with school staff on matters of behaviour and progressive discipline
	Be <i>upstanders</i> by recognizing when something is wrong and acting to make it right. When an upstander sees or hears about someone being bullied, they speak up.	

Bias-aware Progressive Discipline Approach

Progressive Discipline Approach has two aspects – promoting positive behaviour and addressing inappropriate behaviour. Durham District School Board in compliance with the ministry have developed “a continuum of prevention programs, interventions, supports and consequences to address inappropriate student behaviour and to build upon strategies that foster positive behaviours.” (Ontario Ministry of Education 2009g, p.3).

Restorative Practices & Zones of Regulation

Dr. C.F. Cannon uses restorative practices to assist students to build positive problem solving approaches. In restorative practice the focus is on the harmful effects of offending, and the objective is to restore relationships. Offenders are required to meet those affected, to take responsibility for their actions, and to make amends.

Zones of Regulation is a school wide program that assists students to identify their own and others emotions by categorizing them as colours, green, blue, yellow or red. The Zones vocabulary helps student to understand how their behaviour impacts themselves and others. Strategies assist students to understand how to self-regulate their emotions to remain calm and focused on learning.

Harassment

Harassment is a violation of the right of freedom from discrimination guaranteed in the Ontario Human Rights code. Harassment is defined by the code as “a course of vexatious comment or conduct that is known or ought reasonably to be known to be unwelcome.”

Such conduct includes but is not limited to:

- Behaviour towards another individual or group of individuals designed to coerce, control, gain power over another individual, humiliate or intimidate
- Unwelcome verbal or physical conduct

- Behaviour which may be offensive, embarrassing, humiliating or patronizing and which denies an individual dignity and respect
- The refusal to stop unwelcome behaviour when requested
- Vandalism of personal property on ground of discrimination

Bullying

DEFINITION OF BULLYING

“*bullying*” means aggressive and typically repeated behaviour by a pupil where,

- (a) the behaviour is intended by the pupil to have the effect of, or the pupil ought to know that the behaviour would likely have the effect of,
- (i) causing harm, fear or distress to another individual, including physical, psychological, social or academic harm, harm to the individual’s reputation or harm to the individual’s property,
 - (ii) creating a negative environment at a school for another individual, and
- (b) the behaviour occurs in a context where there is a real or perceived power imbalance between the pupil and the individual based on factors such as size, strength, age, intelligence, peer group power, economic status, social status, religion, ethnic origin, sexual orientation, family circumstances, gender, gender identity, gender expression, race, disability or the receipt of special education;

Cyber-bullying

For the purposes of the definition of “bullying”, bullying includes bullying by electronic means (commonly known as cyber-bullying), including:

- Sending mean and sometimes threatening emails or text messages.
- Electronically spreading gossip, secrets or rumours about another person that will damage that person’s reputation.
- Breaking into an email account and sending hurtful materials to others under an assumed identity.
- Creating blogs or websites that have stories, cartoons, pictures or jokes ridiculing others.
- Creating polling websites where visitors are asked to rate individuals’ attributes in a negative manner.
- Taking an embarrassing photo of someone with a digital camera and emailing that photo to others.
- Engaging someone in instant messaging, tricking them into revealing personal information and then forwarding that information to others.
- Using someone else’s password in order to change their profile to reflect sexual, racist and other content that may offend others.
- Posting false or hurtful messages on online bulletin boards or in chat rooms.

The most common places where cyberbullying occurs are:

- Social Media, such as Facebook, Instagram, Snapchat, and Twitter
- SMS (Short Message Service) also known as Text Message sent through devices
- Instant Message (via devices, email provider services, apps, online game chats and social media messaging features)
- Email

Aggressive behaviour may be intentional or unintentional, direct or indirect. It can take many forms, including physical, verbal, and social. If aggressive behaviour is physical, it may include hitting, pushing,

slapping, and tripping. If it is verbal, it may include name calling, mocking, insults, threats, and sexist, racist, homophobic, or transphobic comments. If it is social, or relational aggression, it can be more subtle and may involve such behaviours as gossiping, spreading rumours, excluding others from a group, humiliating others with public gestures or graffiti, and shunning or ignoring. Social aggression may also occur through the use of technology (e.g., spreading rumours, images, or hurtful comments through the use of e-mail, cell phones, text messaging, websites, social networking, or other technology).

Harm, can be experienced in a number of ways, including physical, mental, emotional, and psychological.

Kiss-n-Ride

Dr. C.F. Cannon has a dedicated driveway to promote proper entrance and exit to maximize student safety.

Parents who are dropping off students, are asked to follow the Kiss-n-Ride area to the front of the school. Students may then be dropped off safely and walk to their supervised play area.

- Parents who need to stop or are going into the school are asked to find a parking place and not stop in the Kiss-n-Ride designated area.
- No parking or stopping is allowed in the Fire Zone. Remember “safety over convenience” is the motto for dropping off and picking up students safely from school.

COMMUNICATION—LET’S TALK

Teachers are always happy to meet with families. However, ‘dropping by’ the classroom before or after school is not always convenient. The teacher may already have an appointment, may be assisting students, or supervising or coaching an extracurricular activity. Every parent/guardian deserves the teacher’s full attention and an adequate amount of time to discuss their child’s progress. Please make an appointment with the teacher. All visitors must sign-in at the Main Office so that the teacher is aware of your arrival. This year with COVID – 19 restrictions most meetings will be virtual.