



Saturna Island  
Elementary School

Saturna Ecological  
Education School



## Saturna School Code of Conduct 2022-2023

### Statement of Purpose

This Code of Conduct shall apply to all students during any school activity and may hold students responsible for their conduct on the way to and from school, at a school activity or in other circumstances where engaging in the activity will have an impact that adversely affects the school climate or operation, including disruption of the learning environment. Such behavior or actions shall be considered a breach of the Code of Conduct, warranting appropriate forms of intervention. The Code of Conduct recognizes that as children grow and mature, they are more able to make appropriate decisions and to be responsible for their actions.

### Communication

We believe that the *Code of Conduct* (and its implementation) is one of the cornerstones of a school-wide program developing social responsibility in students. The *Code of Conduct* will be clearly communicated to students, staff and the parent community in the following ways:

- Staff will use class time to discuss and implement the behavioural expectations outlined in the school's *Code of Conduct*.
- The modeling of socially responsible behaviour is expected of all adults in the school, both employees and volunteers.
- Paper copies of the document for various grade levels will be sent home in September to each family.

### Monitoring and Review

The *Code of Conduct* is reviewed annually by staff and the Parent Advisory Council. Revisions can be made accordingly. Office referrals are reviewed by the Principal, Vice Principal, and School-Based Team, and monitored as appropriate.

### The three main tenets of Saturna School are:

1. Be Safe - learn and follow the school rules

*Some examples include:*

- Respect personal space, try to ask before touching or hugging
- Report dangerous situations to staff

2. **Be Kind** - have a positive effect and influence on the people and the environment

*Some examples include:*

- Make encouraging, positive comments
- Act kindly and have a positive effect
- Offer help to people in need
- Work to resolve challenges as immediately as possible

3. **Be Respectful** - Respect yourself, others and the environment

Respect Yourself - be kind to yourself, and challenge yourself

*Some examples include:*

- Aim for your personal best
- Nurture a growth mindset (No put-downs)
- Be on-time, organized and ready to engage

Respect Others - be considerate of others' personal feelings and properties

*Some examples include:*

- Be polite
- Use whole body listening
- Be a friend
- Be honest
- Respect other's property

Respect the Environment - be a steward of the classroom, school, school grounds, island, and environment beyond

*Some examples include:*

- Clean up after yourself
- Reuse, recycle, compost, or use the garbage
- Take good care of materials and limit your use of resources
- Do your part - participate in leadership
- Be a caretaker
- Ask before borrowing

## Technology Use

SEEC is committed to developing and expecting a high level of digital citizenship from all students. The use of personal technology devices are permitted as outlined in the *SEEC expectations document*. Use of personal devices is a privilege. Any concerns arising will be addressed by schools staff and administration.

## Rising Expectations

The *Code of Conduct* recognizes that as children grow and mature, they are more able to make appropriate decisions and to be responsible for their actions. As students' progress through school, they are expected to:

- increase their personal responsibility and self-management
- increase consequences for unacceptable conduct.

## Unacceptable Behavior

Unacceptable behavior can consist of, but is not limited to:

- interference with the learning of others
- use of inappropriate language, swear words, or abusive language
- excluding others
- fighting (or play fighting)
- aggressive behavior toward others (verbal or physical)
- lack of respect for others, teasing
- throwing objects (rocks, stick, snowballs, etc.)
- disregard for others' personal space
- unauthorized leaving of the school grounds
- intentional littering

## Consequences

Consequences will be applied in a fair and consistent manner, respecting individual rights, responsibilities, age, and maturity. Wherever possible, disciplinary action is preventative and restorative rather than punitive. Special considerations may apply to students with special needs if these students are unable to comply with the *Code of Conduct* due to having a disability of an intellectual, physical, sensory, emotional, or behavioral nature.

Examples of potential consequences:

- review of expectations and a timeout
- a “do over” opportunity
- review of expectations, written assignment and/or loss of privileges
- parents are informed
- meeting with the parents
- short-term, in-school suspension
- long-term, in-school (or out of school) suspension or referral to/support from alternative programs. Consultation with the police and/or fire department

## Safe & Caring School Environments:

Are Free From Acts Of:

- bullying, cyber-bullying, harassment, and marginalization
- threat and intimidation
- violence in any form
- abuse in any form
- discrimination in any form based on race, gender, physical and intellectual disability, religious beliefs, sexual orientation, ancestry or national origin as set out in section 7 (*Discriminatory Publication*) and section 8 (*Discrimination in accommodation, service and facility*) of the *Human Rights Code, RSBC 1996, c 210*
- retribution against a person who has reported incidents

#### Or Misuse Of:

- Cyberspace/Cell Phones/Electronic Devices/Computers - students are to be aware that they may be subject to discipline (or, if applicable, confiscation of personal property) for misuse of technology if it negatively impacts on the school environment

#### Do Not Tolerate the Presence Of:

- Non-compliance with staff instructions and directive
- theft and vandalism
- intoxicating or banned substances
- **weapons or replica (toy) weapons or explosives**
- intruders or trespassers - all visitors to the school must first report to the office

***Forms of unacceptable conduct cited above are only some examples and not an all-inclusive list.***

#### Notification:

As circumstances warrant, administrators have a responsibility to advise other parties following a behavior(al) incident:

- Parent of student exhibiting major behaviors (in every instance)
- Parent of student on the receiving end (in every instance)
- Superintendent, Safe Schools team member and/or District Staff
- Ministerial agencies and/or School Liaison Officer (RCMP)

