

## Section 5: Code of Conduct

As a student of Lakeside Public School, I am committing to the behaviour expectations outlined in the following Code of Conduct. I am aware of the reasons for these expectations and the possible consequences of not following the Code.

Expectations	Rationale/Reason	Consequences
<p><b><u>1. Preparation for Class</u></b></p> <p>I will be prepared for class. That means I will come to class with all of my books, workbooks, completed assignments, agenda and/or ChromeBook and any other material I need for school.</p>	<p>It's important for me to learn to be prepared.</p> <p>Everything I do is important!</p>	<p>If I consistently forget my things:</p> <ul style="list-style-type: none"> <li>• I will be reminded by my teachers of the importance of being prepared.</li> <li>• I may be given an opportunity, given the circumstances, to complete my work.</li> <li>• My parents/guardians may be involved in helping me to improve.</li> </ul>
<p><b><u>2. Punctuality</u></b></p> <p>I will be on time for school each day and on time for each of my classes.</p>	<p>I need to develop a sense of responsibility.</p> <p>I need to show courtesy towards my peers and my teachers by being on time.</p> <p>I need to be sure I am not disrupting my own, or others' instructional time.</p> <p>I need to learn that punctuality is a good habit to develop.</p> <p>I will be expected to be on time when I have a job in the future.</p>	<p>There are times when I have a good reason to be late and these times will be excused.</p> <p>If I am frequently late, a letter or a phone call may be made to my parents.</p> <p>My parents/guardians will be asked to help me be on time for school.</p>
<p><b><u>3. Regular Attendance</u></b></p> <p>I will attend school regularly.</p> <p>If I am ill at school, my parents/guardians will be notified and arrangements will be made to pick me up.</p> <p>The school is unable to give me medication without a completed and signed medication form from my doctor.</p> <p>If I am absent, my parents must call the school to report my absence using the Safe Arrival Line.</p>	<p>I need to be in attendance at school regularly so I can be successful.</p> <p>My parents/guardians are interested in my attendance as well as in my success at school.</p> <p>It is important for me to come to school regularly so I can learn to be responsible.</p>	<p>If I am frequently absent, a letter or a phone call may be made to my parents/guardians, who will be asked to help me attend school regularly.</p> <p>If I continue to be absent, I will be referred to an attendance counsellor who will visit my home and try to help me solve the problem.</p> <p>If I skip school, my parents will be notified, and if necessary the attendance counsellor or the police may also be notified. Further consequences may be given by administration.</p>

Expectations	Rationale/Reason	Consequences
<p><b><u>4. Behaviour in the School Yard and in the School</u></b></p> <p>I will help to make the school yard a safe place for everyone.</p> <p>I will avoid dangerous activities such as play fighting and throwing unsafe objects such as hard balls, snow, sticks, rocks, etc.</p> <p>I will obey the “hands off” rule at ALL times.</p> <p>I will be courteous and considerate when I deal with others.</p> <p>I will not bully, harass, or threaten others, with my words or my actions.</p> <p>I realize that dangerous objects, such as fire crackers, knives, needles, etc. are not permitted on school property.</p> <p>Rollerblades/skateboards/scooters may be brought to school but <b>not</b> used on school property. These items must be walked on school property and locked outside at the designated areas.</p> <p>I will stay on school property at all times during school hours.</p> <p>I will stay off of our neighbours’ property and not throw objects into our neighbours’ yards.</p>	<p>Everyone has the right to be safe and happy at school. By playing safely, I will make it easier for the supervisors to ensure everyone is safe.</p> <p>It is important to respect myself and others and to be a good neighbour in the community. Sometimes, people frighten, bully, or threaten others with their words or actions. This behaviour will not be tolerated.</p> <p>I cannot respect myself if I do not respect the rights and feeling of others first.</p>	<p>I will be given consequences by school staff, teachers, or by the school administration.</p> <p>The consequences will align with the Durham District School Board and Lakeside Public School philosophy of progressive discipline.</p>
<p><b><u>5. Respect for Self and Others</u></b></p> <p>I will treat everyone the way I want to be treated, with dignity and respect.</p> <p>I will treat everyone fairly and with respect no matter what race, religion, gender, sexual orientation, age or disability.</p> <p>I will demonstrate consideration, co-operation, and courtesy in all activities and relationships while in the classrooms, hallways, yard, field trips, competitions etc. where I am representing my school.</p>	<p>By practising respect, I develop positive feelings about myself and others.</p> <p>I feel accepted, respected, trusted, and encouraged to do my best.</p> <p>I want to be the best I can be!</p>	<p>Our Progressive Discipline Policy will be used. Some consequences I may be involved in are:</p> <ul style="list-style-type: none"> <li>• conference with me or others</li> <li>• removal from yard/classroom</li> <li>• communication with parents</li> <li>• office time</li> <li>• repayment or task-oriented service to compensate for loss or damage (natural consequences)</li> </ul>

Expectations	Rationale/Reason	Consequences
<p><b>6. <u>Respect for Peers</u></b></p> <p>I will be considerate, courteous, cooperative, and use common sense in all my activities and relationships.</p> <p>I will not bully, intimidate or harass my friends/peers with my words or my actions at any time.</p> <p>All school members will respect the need of others to work in an environment of learning and teaching.</p>	<p>This will ensure everyone’s physical, social, emotional and mental well-being.</p> <p>Everyone in the school has the right to be treated with dignity and respect.</p> <p>Every child has the right to an education and a safe environment for learning. The Durham District School Board and Lakeside Public School support the provincial standards of behaviour which include respect, civility, responsible citizenship, and physical safety.</p>	<p>Any student or member of the community who is disrespectful to peers will be counselled or warned about their behaviour.</p> <p>If I harass, intimidate, or bully other students my consequences will be applied according to our Progressive Discipline Model.</p>
<p><b>7. <u>Dress Code</u></b></p> <p>I will dress appropriately for the season, in clothes that are clean and neat.</p> <p>Appropriate dress is a type of dress code that defines standards of dress that meet the school community’s expectations of modesty and decency and promotes a safe and respectful learning environment.</p> <p>My clothing will be appropriate for the day’s activities but not in a manner that would be offensive to others. Clothing should not display inappropriate slogans or symbols that provoke or offend others.</p> <p>My top will meet my pants or skirt at all times, even when my arms are up.</p> <p>All parts of my undergarments will be covered at all times, both top and bottom.</p> <p>Appropriate footwear gym, extra-curricular sports and activities.</p>	<p>By dressing appropriately and practising good personal hygiene at school, I show that I respect myself and others.</p> <p>I will need to follow a dress code when I hold a job in the future.</p>	<p>Teachers and administrators will exercise discretion in ensuring all students are dressed appropriately.</p> <p>If I dress inappropriately, I will be asked to change my clothing. If I need to be sent home to change, my parents/guardians will be notified.</p> <p>If my t-shirt is inappropriate, I may be asked to turn it inside out or be provided with a clean alternative shirt until I can change my top.</p>
<p><b>8. <u>Smoking</u></b></p> <p>Bringing cigarettes, vaping materials, matches, or lighters on school property, on field trips and on buses at all times, by students and adults is prohibited.</p>	<p>Smoking and vaping is prohibited by the SFOA and School Code of Conduct. An adult cannot smoke or vape within 20 metres of school property.</p> <p>It is illegal for people under the age of 18 years old to smoke.</p>	<p>If I bring cigarettes, vaping materials, lighters, or matches to school, my parents will be contacted and appropriate action will be taken in accordance with the Progressive Discipline Model.</p>

Expectations	Rationale/Reason	Consequences
<p><b><u>9. Alcohol or Drug Use</u></b></p> <p>I will not use or abuse alcohol, illegal drugs and/or intoxicants.</p>	<p>This behaviour keeps me from learning and is illegal.</p>	<p>Lakeside P.S. does not tolerate the use or abuse of alcohol, illegal drugs, and/or intoxicants and will respond accordingly as per Board Policy and Regulation.</p>
<p><b><u>10. Laser Pointers</u></b></p> <p>I will not bring laser pointers onto school property at any time.</p>	<p>Laser pointers can permanently damage someone’s eyes.</p>	<p>The DDSB has banned the use of laser pointers in its schools. If this item is confiscated, it will not be returned to a student—a parent will need to come to the school to collect it. According to the Code of Conduct, students who possess and/or use a laser pointer will be <b>suspended</b> from school.</p>
<p><b><u>11. Respect for Authority</u></b></p> <p>I will follow the rules of the school and the expectations of my teachers in the classrooms, the hallways, the lunchroom, the yard, the school bus, and on the walk to and from school.</p> <p>I will also follow the rules and expectations in all situations outside school such as school trips and sports events where I am representing the school.</p> <p>I will use appropriate language, gestures, and behaviour at all times.</p>	<p>The Education Act gives teachers the right to impose certain requirements on me to be successful academically and socially.</p> <p>The teaching staff, secretaries, custodians and lunchroom supervisors all work hard to make my year happy and successful. They all deserve my courtesy and respect for what they do for me.</p>	<p>In accordance with our Progressive Discipline Model:</p> <ul style="list-style-type: none"> <li>• I will be given a reminder.</li> <li>• My teacher will counsel me and/or contact my parents/guardians informing them of concerns.</li> <li>• The administration will discuss the problems and concerns with me. If the problem continues, my parents/guardians will be contacted and I may be suspended.</li> <li>• If I continue to oppose authority, I may be expelled.</li> </ul>

Expectations	Rationale/Reason	Consequences
<p><b><u>12. Respect for Property</u></b></p> <p>I will treat the school grounds, the building and everything in the school with the same respect I have for my own personal property.</p> <p>I will use the garbage and recycling containers placed throughout the school and in the vicinity outside the school.</p> <p>I will keep my workspace neat and tidy, free from graffiti and inappropriate photos or signs.</p> <p>I will use the computer appropriately, following the DDSB Computer Use Agreement and my Digital License Agreement.</p>	<p>The school is the property of the community.</p> <p>Custodians maintain the school building, keep it in good repair and keep it tidy but are not responsible for cleaning up messes that I make deliberately.</p> <p>Technology and books are the property of the school and are loaned to me to use during the school year.</p> <p>These items are very expensive so I need to be careful with them so they can be used by myself and other students in the future.</p>	<p>I will be expected to clean up after myself if I litter.</p> <p>If I damage, destroy, or lose school property, repayment could take the form of cost replacement or task-oriented service for recovery of lost items or damaged property.</p> <p>If I misuse or abuse school property or services, including school technology (ChromeBooks, laptops, iPads), I may be suspended.</p>
<p><b><u>13. Appropriate Use of Technology</u></b></p> <p>It is the practice of the Durham District School Board that the use of electronic devices is prohibited during the school-day on school property. Unless deemed appropriate by the school administration for educational purposes and permission is granted by staff, a student who brings a personal electronic device to school, should turn it off and keep it out of sight. Personal electronic devices may be utilized off school property or in designated areas and during times assigned by the school.</p>	<p>Personal electronic devices that are used inappropriately during the school day are disruptive to the teacher and learning environment. The privacy and personal dignity of others could be violated by the inappropriate use of personal electronic devices to text message, social network, and/or share digital media. In addition, 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.</p> <p>On-line activity by staff, students and parents/guardians that is directly or indirectly related to the school should comply with 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.</p>	<p>Students who do not abide by their Digital Citizenship agreement will experience the following progressive consequences:</p> <p>Step 1: Student will have a conversation with teacher and administration and a warning will be given. Parents/guardians will be contacted</p> <p>Step 2: Loss of device for the day – locked safely in the office until the end of the school day. Parents/Guardians will be contacted.</p> <p>Step 3: Loss of device until a parent/guardian can arrange to pick it up in person. Parent/Guardian will be contacted.</p> <p><i>*Please note that any damage to DDSB issued ChromeBooks are the responsibility of the parent/guardian.</i></p>

<b>Expectations</b>	<b>Rationale/Reason</b>	<b>Consequences</b>
<p><b><u>14. Photos, Video and Audio Recording</u></b></p> <p>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 DDSB (or school) and/or where proper consents have been obtained, as may be appropriate.</p>	<p>In keeping with the Education Act and the Municipal Freedom of Information and Protection of Privacy Act, unauthorized video or audio recording on school grounds for any purpose is prohibited. Further, the taking of photos, filming, or recording while at school or at a school-related activity, is prohibited unless approved by DDSB staff for educational purposes. In particular, filming and/or recording is strictly prohibited in washrooms and change rooms. However, this is not intended to prohibit sanctioned recording of activities at events open to the general public.</p>	<p>As deemed appropriate by the Durham District School Board.</p>