

Four Winds Public School Student Conduct Policy (makes reference to Section 31 of the Education Act)

Four Winds Public School students shall be provided with a learning environment that is free from harassment, abuse and discrimination of any kind. They will be treated with fairness, dignity and respect by staff and other students. Students, while in school or participating in school sponsored activities, are expected to behave in an appropriate manner that does not interfere with the rights and privileges of other students. Both home and school must share the responsibility for acceptable student behavior. When a staff member calls or sends a note home it is very important that the parent response is, "What can I do to help improve my child's behavior?" The school is a location where there is a joint effort to learn, relate and grow. Our quality of success in educating all the children is determined by parent support and student acceptance of his/her own responsibility.

The school conduct policy and expectations will be shared with students at the beginning of the school year and revisited throughout the year. Parents/Guardians will be directed to the school website.

Four Winds Public School students are expected to:

- Attend school regularly and punctually
- Show respect for fellow students, teachers and visitors
- Show respect for school and other individual's property
- Work to the best of their abilities
- Use respectful language
- Be accountable for their conduct
- Wear appropriate clothing respectful of the school setting and weather conditions
- Utilize technology appropriately for the school setting
- Be vape, tobacco, alcohol and drug free

Student Responsibilities

- Follow the school rules and expectations
- Complete work to the best of their ability
- Follow direction in class and do assigned work
- Attend school and classes regularly and on time with appropriate materials
- Attempt to sort out peer problems in a polite manner
- Seek staff assistance if unable to solve own problems
- Demonstrate responsibility

Parent / Guardian Responsibilities

Parents/Guardians play a vital role in their child's education. No one has more influence in shaping attitudes and establishing the importance of school for children than parents/guardians. Here are a few suggestions for parents in order to help their child instill positive attitudes towards schoolwork and develop good work habits as the year progresses.

- See that your child comes to school prepared to do their best (this involves sufficient rest, nutritious food, appropriate dress and school supplies etc.).
- Ensure that your child attends school regularly and on time. Keep the office informed of any absences or late arrivals.
- Will either call, send a note or sign my child in or out of the school at the office if your child is late or leave during the school day prior to the end of the day to ensure your child's safety.
- Support your child's completion of school assignments (homework or in class) and help your child schedule a time to do homework, showing that it is an important priority and that you value its worth.

- Support the school staff in helping your child improve behavior by supporting the school's response to your child.
- Keep in touch with the classroom teacher to ensure that progress is occurring, both academically and behaviorally.
- Parents/guardians may request interviews to assist your child in changing problem behaviors.
- When children have persistent behavioral problems the parent(s)/guardian will seek appropriate assistance such as: medical assessment, Family Resource Centre, Family School Liaison workers, psychologist or other appropriate sources.
- Remember that a hug, a smile or praise can help your child. Be encouraging and supportive and success for your child will be evident.

Staff Responsibilities

- Reinforce good behavior
- Assist students who seek help to solve problems (eg: conflict resolution)
- When problems occur, a warning is issued, the problem stated and suggestions given on how to improve if needed. Consequences may be assigned.
- Staff deals with minor misbehavior and reports to the homeroom teacher who records this misbehavior.
- The homeroom teacher contacts the parents for support in correcting misbehavior.
- Repeated misbehavior by individual students is referred to administration or counseling for support.
- Be encouraging and supportive.

Administrative Responsibilities

- Deal with repeated minor offences or major offences.
- Repeated offences may require parent meeting with Administration (Vice Principal or Principal) and if helpful, with the classroom teacher or other appropriate staff member.
- Consequences will be assigned which may be study time, reflection time, removal from the classroom, or community service at the school (eg: working in younger classrooms, snow removal, cleaning).
- Severe consequences may involve parental involvement, suspension (in school or out of school) and or expulsion. Upon return from a suspension a meeting may be held between the school staff and the student.
- If a student persists with behavior problems the administration may ask the parents to seek outside help or refer the student for special programming.

Minor offences may include but is not limited to;

- Breaking school rules and expectations
- Disrespectful language
- Inappropriate toys/items at school
- Disrespectful behavior
- Inappropriate dress
- If clothing is deemed inappropriate at staff discretion, a student may be asked to change, cover up or wear school provided clothing.
- Disrespectful/unsafe playground behavior

Major offences may include but is not limited to;

- Repeated minor offences
- Disrespect or defiance towards staff
- Use or being under the influence of alcohol, drugs, vape, or tobacco on school property or at school events
- Willful damage of property
- Stealing

- Bringing weapons to school or materials which could be used as such
- Intentional physical injury
- Harassment – physical, verbal, sexual, face to face or online/cyber
- Consequences to be determined by child's history, age, and nature of offence

School Standards

Technology and Cell Phones

- For safety, privacy and maintaining a proper learning environment, the use of cellphones and personal listening devices are **not allowed**. This extends to the use of cell phones, personal cameras, iPods, and any text message devices. If any phone is seen or heard in class, the student will be asked to take their phone to the office.
- Delivered phones will be returned to students at the end of the day in the first and second instances. Should there be a third occurrence, a call will be made home requiring a parent/guardian to collect the student's phone.
- Students are still able to use their phones prior to school, during morning recess, during lunch, and after school. The restriction is in place at all other times including transition from class to class. There will be instances where the teacher deems it valuable to use a personal device and may allow temporary use during class times for strictly educational purposes. If you need to contact your child, please contact the office.
- **The school will not be held responsible for any personal electronic communication devices if lost or damaged.**
- Ultimately, school is a microcosm of wider society. Just as most workplaces have mobile phone policies in place to ensure minimal distractions during work hours, so it is in the classroom.
- All students will have access to a locker. It is recommended that students bring their own locks to keep valuables in. In addition, each classroom has a cell phone holder available for students as another option for storing their device during class.

School Attire

Four Winds Public School strives to help students become productive citizens at school, high school and/or post-secondary schooling or the workforce. As a result, students are expected to dress with modesty and appropriately for the school/work setting and weather conditions.

- Images and text are suitable for children and are respectful of others
- Clothing covers body and under garments
- Clothing allows children to participate in cold, wet, windy, and warm weather
- Both indoor and outdoor shoes

All school staff are empowered to address situations of inappropriate dress. Students may be asked to cover up, turn shirts inside out, or wear school provided clothing if it is deemed their clothing is inappropriate. The school hosts theme days and students are expected to still be considerate when choosing their clothing.

Suitable footwear should be worn according to weather conditions. All students are asked to remove outdoor footwear and place them in the racks provided. Indoor shoes are to be worn at all times while in the building. Non-marking running shoes are required in the gym.

Attendance

Success at school is increased through regular, punctual attendance. However, we realize that there may be times when appointments necessitate the student's absence during school times or when illness or unforeseen events occur. During these times we ask that students either have a note explaining their absence(s) or that parents/guardians contact the school by telephone (825-349-0021) or email fwps@sturgeon.ab.ca. The school absentee phone check will be utilized if parents