

Richmond Regional High School - Draft Code of Conduct Responsibility - Respect - Health - Safety

Richmond Regional Knights are:	Expectations related to:	What does this look like?	Why is this important?
<p style="font-size: 2em; color: purple; margin: 0;">Responsible</p> <p style="margin: 5px 0;"><i>For their choices</i></p> <p style="margin: 5px 0;"><i>For their actions</i></p> <p style="margin: 5px 0;"><i>For their own successes</i></p>	Attendance	<ul style="list-style-type: none"> I attend school regularly. My parent/guardian notifies the school of any absence. I am responsible for any work that I miss while absent. I arrive on time for school. If not, I sign in at the main office when I arrive. If I need to leave school early I sign out at the main office with guardian consent. 	<ul style="list-style-type: none"> For students to be successful and to prepare for their future. In Quebec, students have the legal right and obligation to attend school until the age of 16.
	Academic Integrity	<ul style="list-style-type: none"> I produce my own work and cite any source that I use to avoid plagiarism. I respect all assessment protocols outlined by my teachers. 	<ul style="list-style-type: none"> To allow students and staff the freedom to build new ideas, knowledge and creative works while respecting and acknowledging the work of others.
	Use of Computers and Communication Technology	<ul style="list-style-type: none"> I follow the class norms on personal devices as outlined by each teacher. I bring my <i>charged</i> chromebook to each class. I stay on task during class time and avoid distractions on my device(s). If my Chromebook is damaged or not functioning properly I will report it to IT Services or the Main Office I respect the ETSB Policy and Guidelines regarding Network and Computer Usage. 	<ul style="list-style-type: none"> To ensure technology is serving the student.
	Attire	<ul style="list-style-type: none"> I come appropriately dressed for school as per our school Dress Guidelines. 	<ul style="list-style-type: none"> For each student to have the opportunity to express themselves appropriately. For each student to learn how to express themselves in different contexts

	Organization	<ul style="list-style-type: none"> • I arrive on time for class. • I bring all necessary materials for each class. • I respect due dates and communicate with my teacher if I am unable to do so. 	<ul style="list-style-type: none"> • To prepare students to succeed.
	Personal Property	<ul style="list-style-type: none"> • I am responsible for the contents of my locker and take care of my belongings by keeping my locker locked. • I refrain from touching the personal property of others. 	<ul style="list-style-type: none"> • To respect everyone's belongings
R espectful <i>Towards self</i> <i>Towards others</i> <i>Towards their environment</i>	School property/respect for different spaces	<ul style="list-style-type: none"> • I leave school spaces and property the way I found it. • I use school property safely and appropriately. • I return all school property in a timely manner. • I eat in designated areas and clean up after myself. 	<ul style="list-style-type: none"> • To understand that a well-maintained, functioning school property contributes to a positive, welcoming and safe learning environment.
	Language and communication	<ul style="list-style-type: none"> • I express my feelings, emotions and opinions in a polite, respectful and peaceful way in person and online. • I use positive language which contributes to a more harmonious learning environment. • I recognize that hate speech, homophobia, racism and discrimination are not welcome in our community. • I avoid being judgemental of other people's appearance, beliefs or actions. 	<ul style="list-style-type: none"> • To ensure a safe and inclusive environment for all members of the school community. • To develop into a respectful & compassionate global citizen.
	Respecting personal space and body	<ul style="list-style-type: none"> • I move safely throughout the school. • I consider other people's safety in my actions and words. • I make sure I have consent before entering another's personal space 	<ul style="list-style-type: none"> • To ensure the safety and personal comfort of others • To develop an understanding of how to give and gain consent

<p>Healthy</p> <p><i>In mind In body In Spirit</i></p>	<p>Smoking/Vaping</p>	<ul style="list-style-type: none"> I respect the Provincial Tobacco Law and the ETSB No-Smoking Policy by not smoking or vaping on school property or transportation. 	<ul style="list-style-type: none"> Everyone is entitled to a smoke-free environment. Vaping/smoking or use of tobacco on school premises is illegal
	<p>Substance Abuse</p>	<ul style="list-style-type: none"> I respect the ETSB Substance Abuse Policy by not consuming or possessing drugs or alcohol on school property or transportation. I refrain from being under the influence of drugs or alcohol when at school, which means that I do not use drugs or alcohol before coming to school or during breaks. I refrain from bringing and drinking energy drinks at school. 	<ul style="list-style-type: none"> To maintain a healthy body and mind. To ensure safety and security for others and myself. The use of drugs and alcohol on school premises is prohibited
	<p>Spread of Illness</p>	<ul style="list-style-type: none"> If I am sick, I stay at home and notify the school of my absence. I wash my hands regularly. I avoid sharing food and drinks with others when sick. I respect all sanitary measures in place. 	<ul style="list-style-type: none"> To maintain a safe and healthy environment for our community.
<p>Safe</p> <p><i>To be here To be with others To be with themselves</i></p>	<p>Intimidation & Violence</p>	<ul style="list-style-type: none"> I respect the Anti-Bullying Anti-Violence policy 	<ul style="list-style-type: none"> Bill 56. To maintain a safe and healthy environment for our community.
	<p>Personal vehicles</p>	<ul style="list-style-type: none"> I submit the Permission for Private Vehicle Parking form and attend a follow-up meeting with administration. I operate my vehicle safely at all times on and off school grounds. I park in the designated student parking 	<ul style="list-style-type: none"> To ensure the safety of our community
	<p>Leaving School Grounds</p>	<ul style="list-style-type: none"> If I am in cycle 1, I will not leave campus during the day unless signed out by a parent/guardian. If I am in cycle 2. I will need to submit a Permission to Leave Campus Form if I wish to leave campus at lunch. I am expected to 	<ul style="list-style-type: none"> To maintain the safety and security of our cycle 1 students. To allow our cycle 2 students more autonomy whilst maintaining a positive relationship with the community.

		remain respectful of private property and follow other conduct expectations.	
	Emergency Procedures	<ul style="list-style-type: none"> • I participate seriously in drills for emergency procedures. • In the event of an emergency, I conduct myself according to the expectations outlined in the drills. 	<ul style="list-style-type: none"> • To maintain the safety and security of everyone

Some Possible Interventions

- Meeting with (Administration, Student Services, Community Police officers)
- Removal from class
- Student Reflections
- Contact parents
- External and Internal Suspensions: We wish to keep students in school as much as possible, however, school suspensions will be given if students do not respect the school Code of Conduct
- Detentions
- Re-entry Meetings (students and parent present)
- Mediation
- Students may be asked to change into more appropriate clothing if Dress code is not respected.
- Immediate removal from school (Parent asked to pick up the student before the end of the school day)
- Re-entry contract
- Unauthorized objects will be confiscated and may be transferred to the authorities for analysis
- Removal from Extra-Curricular activities
- Restrictions may be imposed regarding use of school property
- Alternate Service plans (Home-Services)
- Cover the cost of repair or replacement costs of items vandalized.
- Report to Youth protection
- Referral to External Agencies (Sûreté du Québec, local police, LeTandem, Le Pont, etc.)
- Safe School Analysis or Assessment Process
- Restorative Practices

[Transportation](#) : The new policy is available on the ETSB website. In the policy you will have details as to student expectations on pages 7 and 8. Also included is a copy of an incident report which also has an abbreviated version of student code of conduct.