

**ROLES AND RESPONSIBILITIES** (From Code of Conduct, Ontario Schools 2001)

**PRINCIPAL** - Principals, under the direction of their school Board, take a leadership role in the daily operation of a school. They provide this leadership by:

- demonstrating care and commitment to academic excellence and a safe teaching and learning environment
- holding everyone, under their authority, accountable for their behaviour and actions
- communicating regularly and meaningfully with all members of their school community

**TEACHERS** - Teachers and school staff, under the leadership of their Principal, maintain order in the school and are expected to hold everyone to the highest standard of respectful and responsible behaviour. As role models, staff uphold these high standards when they:

- help students work to their full potential and develop their self-worth
- communicate regularly and meaningfully with parents
- maintain consistent standards of behaviour for all students
- demonstrate respect for all students, staff and parents
- prepare students for the full responsibilities of citizenship

**STUDENTS** - 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, for 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 action

**PARENTS** - Parents 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 fulfil this responsibility when they:

- show an active interest in their child's schoolwork and progress
- communicate regularly with the school
- help their child be neat, appropriately dressed and prepared for school
- ensure 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 disciplinary issues

**CODE OF BEHAVIOUR**

*Every student has the right to come to school in peace and safety and has the corresponding responsibility to refrain from any behaviour which threatens the mental and/or physical safety of other students.*

This Code of Behaviour represents the behavioural expectations for the students at Sir Wilfrid Laurier Secondary School. This Code has been developed with input from students, parents and staff and with reference to the *Ontario Schools Code of Conduct (2000)* and *The Education Act*. These expectations apply to students at all school and school-related activities and Board sponsored events. The consequences listed indicate possible action that may be taken. Students who repeatedly act contrary to school rules are dealt with in a progressively stronger manner. In all cases, parent notification is one of the potential consequences if the student is under 18 years old.

THE CODE OF BEHAVIOUR		
EXPECTED BEHAVIOUR	REASON FOR EXPECTED BEHAVIOUR	POSSIBLE CONSEQUENCES
<p><b>CELL PHONES</b></p> <ul style="list-style-type: none"> <li>• All cell phones must be silent and out of sight during times highlighted by the teacher</li> <li>• No photos, video, or audio recordings will be taken of staff members or students without specific and explicit permission given by the subject.</li> </ul>	<ul style="list-style-type: none"> <li>• Every student has the right to education without disruption.</li> <li>• Every student has the responsibility not to deny other students' rights to education.</li> <li>• Cell phones have the ability to store information that may be used inappropriately.</li> <li>• Every staff member and student has the right not to be videotaped or to have their picture taken.</li> <li>• Cell phone use is not a right, but a</li> </ul>	<ul style="list-style-type: none"> <li>• Offenses will be dealt with by the Vice-Principal and/or Principal as opposition to authority.</li> </ul>

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	privilege. When/if privileges are abused, they will be withdrawn.	
<p><b>DRESS CODE</b> Students should wear clothing that is neat, clean and acceptable for a school setting. The following are not allowed to be worn in the school:</p> <ul style="list-style-type: none"> <li>▪ Clothing which displays or promotes materials or themes which are demeaning to any racial, gender, cultural or religious group, alcohol, drugs, illegal products, matters of a sexually suggestive nature, violence or any gang, or makes anyone feel uncomfortable</li> <li>▪ Appropriate footwear is required at all times except for specific activities directed by the teacher</li> <li>▪ Any dress/accessory that is recognized by the TVDSB Safe School Committee to be potentially associated with gang membership is not acceptable</li> </ul>	<ul style="list-style-type: none"> <li>• Laurier is a place of business. Students staff and students are expected to dress in a manner that promote a safe and respectful learning environment.</li> </ul>	<ul style="list-style-type: none"> <li>• Failure to comply with the request or persistent opposition to the Dress Code will be addressed by the school administration.</li> </ul>
<p><b>HALLS</b></p> <ul style="list-style-type: none"> <li>• Students should not be in the hallways during periods 1, 2, 3, and 4. Students on spares are expected to be in the cafeteria (if open), library or working on the tables surrounding the auditorium.</li> <li>• At no time should students be loitering in the stairwell.</li> </ul>	<ul style="list-style-type: none"> <li>• Laurier is a learning environment. When on a spare, students should be in an appropriate area to allow other students to maximize their learning environment.</li> </ul>	<ul style="list-style-type: none"> <li>• Persistent non-compliance will result in detentions to external suspension.</li> </ul>
<p><b>RED ZONE</b></p> <ul style="list-style-type: none"> <li>• There are two areas that are designated red zones: at the bottom of the front stairwell and at the top of the front stairwell. Students may not stand in the area between the red lines.</li> </ul>	<ul style="list-style-type: none"> <li>• Areas in the school can become very congested due to the high volume of traffic.</li> <li>• Staff, students and guests to the school need to be able to move around the school freely.</li> </ul>	<ul style="list-style-type: none"> <li>• Persistent non-compliance may be dealt with as opposition.</li> </ul>
<p><b>REGULAR ATTENDANCE</b></p> <ul style="list-style-type: none"> <li>• (All students should refer to and abide by the Student Attendance and Late Policy outlined in this Student Planner and posted in every classroom).</li> </ul>	<ul style="list-style-type: none"> <li>• You are expected to attend daily unless prevented by illness or other emergency. Good attendance is essential for a student's success.</li> <li>• The school does not approve of absences for such things as haircuts, studying for other courses, early vacation, part- time jobs, etc.</li> </ul>	<ul style="list-style-type: none"> <li>• See attendance and late policy</li> </ul>
<p><b>PUNCTUALITY</b></p> <ul style="list-style-type: none"> <li>• Students must arrive for class on time.</li> <li>• Walking friends to class is not considered an acceptable reason for being late to class.</li> <li>• Students arriving after the bell are considered late.</li> </ul>	<ul style="list-style-type: none"> <li>• Punctuality shows consideration for other people's feelings. When you are late for class, you disrupt the lesson and inconvenience the teacher and class.</li> <li>• Walking music will begin shortly after 8:10 am to signal students still in the halls to move to first period class. Once the National Anthem begins students are considered late for period 1.</li> <li>• Students coming late to school after</li> </ul>	<ul style="list-style-type: none"> <li>• See attendance and late policy.</li> </ul>

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	more than 30 minutes with parental permission and a note are to sign in at the Main Office.	
<b>RESPECT FOR AUTHORITY</b> <ul style="list-style-type: none"> <li>Students are expected to follow the rules of the school and the directions of any staff member. When asked to do something by a staff member, you are expected to do it courteously and co-operatively.</li> <li>You are expected to give your name in a courteous manner when asked by any staff member.</li> </ul>	<ul style="list-style-type: none"> <li>Throughout life, one must respect the authority of those whose position gives them the right and responsibility to impose that authority.</li> <li>Your teachers and other school staff have been granted authority under the Education Act, to require academic diligence and proper behaviour from you.</li> <li>The teaching, secretarial, custodial and cafeteria staffs all work diligently to make your high school years happy. They deserve courtesy and respect.</li> </ul>	<ul style="list-style-type: none"> <li>Opposition to authority in class, cafeteria, and halls may result in a student being sent to the office. You are expected to report to the office when sent. Refusal to go to the office will result in detentions to external suspension.</li> <li>Refusal to give your name when asked will result in suspension.</li> <li>Swearing at a teacher, secretary, custodian, other employee or volunteer of the Board may result in disciplinary consequences.</li> </ul>
<b>RESPECT FOR OTHERS</b> <ul style="list-style-type: none"> <li>You are expected to be courteous and considerate in your dealings with other students. The following behaviours are NOT acceptable: - physical, verbal (oral or written), sexual or psychological abuse</li> <li>Bullying (including cyber bullying), intimidation</li> <li>Swearing and other inappropriate language</li> <li>Discrimination on the basis of race, culture, language, religion, gender, disability, sexual orientation, or any other personal attribute</li> <li>Horseplay in the halls, classes, and school property; throwing snowballs</li> </ul>	<ul style="list-style-type: none"> <li>Every student has the right to come to school in peace and safety and has a corresponding responsibility to refrain from any behaviour which threatens the mental and/or physical wellbeing of another student. Laurier S.S. must be a violence-free school.</li> <li>Harassment is illegal and will not be tolerated. Unwanted, uninvited remarks, gestures, sounds or actions that make one feel unsafe, degraded or uncomfortable are unacceptable at all time.</li> <li>Respect for others and appropriate language are skills needed to resolve difference with others.</li> </ul>	<ul style="list-style-type: none"> <li>Depending on the nature of the behaviour, the consequences will include detentions to suspensions. Threats to inflict serious bodily harm will result in a mandatory suspension and police involvement.</li> <li>Parents for students under 18 will be involved in all cases.</li> <li>Sexual harassment is illegal. Suspension can result and police may be involved if behaviour persists. Scuffling, poking, pushing and other such horseplay, including throwing snowballs, may result in detentions to suspensions.</li> <li>Swearing in the halls will result in detentions to suspensions.</li> </ul>