



CODE OF CONDUCT 2018-2019

At Gravenhurst High School it is expected that students and staff exhibit mutual respect for one another. Members of the GHS community will take responsibility for their behaviour and respect the rights of others.

SCHOOL ROUTINES

ATTENDANCE EXPECTATIONS:

Regular attendance is expected at school and has proven to be the basis for all students' success. The attendance policy at GHS is intended to help students achieve the best possible results from their school experience. Students are to attend school until they are 18 or have received their diploma. If you are absent from school your parent/guardian must inform the school within 24 hours of your absence at the latest.

**Please call the Attendance Line by 3:00 p.m. on the day of your child's absence:
705-687-6417**

- * Students under the age of 18 must validate their absence with a note or phone call from a parent/guardian, preferably on the day of the absence when possible.
- * Students over the age of 18 must also validate their absence. (See VP for further details).
- * Students who need to leave during the day are to have a note from home explaining the reason for the departure. Students are not to leave GHS during the day without notifying the office. Please bring the note to the office when you arrive at school in the morning and obtain an excuse slip from the office. Please note that your classroom teachers do not accept notes.
- * Students are responsible for making up missed work for any type of absence whether parent approved or excused as in the case of field trips and sporting events.
- * Parent approved extended absences require the completion of a form that details work assignments from subject teachers for completion while absent. This must be submitted to the vice-principal prior to departure. These absences MAY affect student achievement as well as a student's ability to participate in extracurricular activities (e.g. field trips).
- * Subject teachers will notify the student and parent/guardian when attendance is affecting the student's grade.

TRUANCY

- * Students who are truant will face consequences outlined by their subject teacher and/or administration.
- * If a student is truant on the day of an activity (ie dance, sporting event) the student is denied the opportunity to participate.
- * If a student accumulates 15 or more unexplained absences /truancies the student is denied the opportunity to participate in school events (dances, field trips, sports events etc.) for the remainder of the semester.
- * Truant on the day of a test/evaluation results in a zero for that evaluation.

LATE TO CLASS

- * First late the student will be required to make up the minutes either between classes, at lunch or after school with the teacher. The student will be cautioned by teacher.
- * Second late will be treated the same as the first.
- * Third late will be treated the same as the first. Teacher calls home to notify parents.
- * Fourth, fifth, sixth late, etc. student assigned an office detention.

SUSPENSIONS

- * If a student is suspended (1 or more days) the student may be denied the opportunity to participate in all co-curricular events for the next 20 school days (1 calendar month).
- * If a student is suspended for drug or alcohol related issues the student may be denied the opportunity to participate in all co-curricular events for the next 40 school days (2 calendar months). A restorative circle may be offered to students in lieu of a co-curricular suspension.
- * A second suspension for drug or alcohol related issues will result in the loss of all co-curricular opportunities for the remainder of the school year.
- * A third suspension for drug or alcohol related issues will result in the loss of all co-curricular opportunities for the remainder of the student's career at GHS.

DRESS CODE

Students in the Trillium Lakelands District School Board are expected to dress in a manner which indicates a respect for the purpose of education. Specifically at Gravenhurst High School:

- * Hats and hoods are to be removed upon entry to Gravenhurst High School. Exceptions will be made on the basis of cultural and/or religious beliefs.
- * Students must wear clothing that is not revealing (i.e. clothing must adequately cover the chest area, all aspects of the buttocks (both top and bottom), the midriff area and rib cage).
- * All tops need to have straps which cannot be transparent.
- * Offensive language and/or graphics on clothing, backpacks, jewellery or on one's body are not acceptable. (For example: racial slurs, alcohol/drug promotion, sexual innuendos, gang or gang related paraphernalia, etc.)
- * Refrain from wearing or displaying clothing or other items that promote or perpetuate stereotypes, biases and/or false generalizations about individuals, cultures or traditions.

CONDUCT IN THE BUILDING

- * Food, candy and beverages (with the exception of water) are to be consumed only in the cafeteria. Open food and drinks are not permitted in the hallways or classrooms.
- * GHS is a hand-holding school only. Students should only engage in appropriate displays of friendship and affection. Be courteous to those around you!
- * Students who have a scheduled spare should spend their time in a positive and productive manner. This time may be spent in the library, cafeteria, academic resource room, guidance (with permission) or other approved learning space.
- * Students must not sit in the halls or in the stairwells. Unimpeded, safe passage is a fire regulation and a courtesy to others in the school.

SCHOOL EQUIPMENT

Students are to show respect for school property and are responsible for loss or damage to school property including books and equipment. Lockers are the property of the TLDSB and their use by students is a privilege, not a right. The school issued lock is a Dudley lock (which is the recommended lock). All locks however must have the combination and serial number registered with the GHS office. Lockers may be searched at any time by the administration of the school. Inappropriate or offensive material is not allowed for display on/inside lockers. Any items displayed inside a locker must be attached by a magnet – i.e. no tape, stickers, decals etc.

PLAGIARISM

An important part of the secondary school experience is the writing of essays and research papers. Information or ideas taken from another source must be properly acknowledged; failure to do so is plagiarism or literary **theft**. Plagiarism is a serious offense. Individual subject teachers will outline the desired format to be used for referencing material as well as the consequences for ignoring this requirement (which may result in a zero on the assignment.)

SMOKING

Smoking is not permitted on school property or in bus loading zones (as marked by signs).

*As per the Ministry of Education, vaping is considered smoking.

PERSONAL DEVICES (Cell phones, iPODs, MP3, Pagers, Blackberries, digital cameras, etc.)

- * Students are permitted to use personal devices in the guidance office, library (if you are on a spare) cafeteria and the hallways during all breaks.
- * Cell phones cannot be used to send or receive text messages or calls during class time in classrooms and the library, the ARR, or main office.
- * Students must have the teacher's approval to use their personal devices for educational purposes (calculator, calendar, computer, MP3 player).
- * Use of a personal device as a camera or as a recording device on school property or within the confines of GHS, is strictly forbidden unless specifically directed by a staff member to do so.

Misuse of a Personal Device will result in:

1st Offence: Teacher will caution student.

2nd Offense: Teacher will request the phone and return it at the end of class OR the student will bring the phone to the office. The phone will be held until the end of the day.

3rd Offence: Student immediately referred to VP. Phone will be held until the end of the day.

COMPUTER/TECHNOLOGY USE AT GHS

(See TLDSB policy BU – 3036 - AP)

GHS is committed to providing access to the Internet in order to enrich educational opportunities. In this regard, the TLDSB Wide Area Network (WAN) may be used for educational purposes only. Users must observe standards of courtesy and behaviour consistent with the practices and policies of TLDSB when sending or publishing messages or other information on the Internet. Students are to use their assigned logins and are to protect that login. No beverages or food are to be near computer stations.

SCHOOL ACTIVITIES OFF CAMPUS OR AFTER REGULAR SCHOOL HOURS

School activities outside the school and/or after regular school hours are regarded as an extension of the school day. If you are a bus student your school day begins at the bus stop close to your home until you are off the bus stop and on your way home. The expectation for behaviour will therefore be governed by this Code of Conduct.

TLDSB EXPECTATIONS

STUDENTS ARE TO:

- * come to school prepared, on time, and ready to learn;
- * attend classes punctually and regularly;
- * be diligent in attempting to master such studies as are part of the program in which the student is enrolled;
- * show respect for himself or herself, for others, and for those in authority;
- * refrain from bringing anything to school that may compromise the safety of others;
- * follow the established rules and take responsibility for his or her own actions;
- * accept such discipline as would be exercised by a kind and judicious parent;
- * adhere to the TLDSB Information and Communication Technology - Acceptable Use Policy (BU-3035 and BU-3036);
- * use cellular phones and electronic devices only in times and locations as determined by school policy;
- * turn off cell phones (including camera, MP3, or other accessories) or other personal handheld devices, and keep them appropriately stored during class times;
- * show respect for school property, returning borrowed items in timely fashion and reimbursing school for replacement costs;
- * be personally responsible for their own devices and any activity and content on those devices or the internet accessed by their passwords;
- * be accountable for the content of any memory storage devices (i.e. USB memory sticks) and use them with the knowledge that staff has a right to request to see the content;
- * alert a staff member if they have knowledge of harmful or harassment types of behaviours targeting any of their classmates via the use of electronic devices or internet sites;
- * be accountable for off-school property behaviour using internet sites or electronic devices which have a negative impact on the school environment. (TLDSB Policy OP-6021)

SAFETY

ALL MEMBERS OF THE SCHOOL COMMUNITY MUST NOT:

- * engage in bullying behaviours;
- * commit sexual assault;
- * traffic weapons or illegal or restricted drugs;
- * give alcohol or illegal or restricted drugs to a minor;
- * commit robbery;
- * be in possession of any weapon, including firearms, knives or any other weapon;
- * use any object to threaten or intimidate another person;
- * cause injury to any person with an object intentionally or recklessly;
- * be in possession of, or be under the influence of, or provide others with alcohol or illegal drugs;
- * inflict or encourage others to inflict bodily harm on another person;
- * engage in hate propaganda and other forms of behaviour motivated by hate or bias;
- * commit an act of vandalism that causes damage to school property or to property located on the premises of the school;
- * create a disturbance in a school or on school property which interrupts or disquiets the proceedings of the school or class or otherwise disrupts the operation of a school or the learning environment.
- * engage in any behaviour that would be considered as conduct injurious to the moral tone of the school

RESPECT, CIVILITY, AND RESPONSIBLE CITIZENSHIP

ALL STUDENTS AND SCHOOL COMMUNITY MEMBERS MUST:

- * respect and comply with all applicable federal, provincial, and municipal laws;
- * demonstrate honesty and integrity;
- * respect differences in people, their ideas, and their opinions;
- * treat one another with dignity and respect at all times, and especially when there is disagreement;
- * respect and treat others fairly, regardless of, for example, race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, gender, sexual orientation, age, or disability; respect the rights of others;
- * show proper care and regard for school property and the property of others;
- * take appropriate measures to help those in need;
- * seek assistance from a member of the school staff, if necessary, to resolve conflict peacefully;
- * respect all members of the school community, especially persons in positions of authority;
- * respect the needs of others to work in an environment that is conducive to learning and teaching;
- * not swear at a teacher or at another person in a position of authority.

PROGRESSIVE DISCIPLINE

TLDSB supports the use of progressive discipline, an approach that makes use of a continuum of interventions, supports, and consequences, building on strategies that promote positive behaviour. The range of interventions, supports, and consequences used by GHS will be clear and developmentally appropriate, and will include learning opportunities for pupils in order to reinforce positive behaviours and help students make good choices.

AN ARRAY OF PROGRESSIVE INTERVENTIONS MAY INCLUDE:

- * detentions;
- * withdrawal of privileges;
- * withdrawal from class;
- * meeting with the pupil's parent(s)/guardian(s), pupil and principal;
- * referral to a community agency for anger management or substance abuse, counselling/intervention;
- * restitution for damages;
- * restorative practices;
- * support circle with staff/student/admin;
- * transfer with support.

THE INFRACTIONS FOR WHICH A SUSPENSION MAY BE CONSIDERED BY THE PRINCIPAL INCLUDE:

- * uttering a threat to inflict serious bodily harm on another person;
- * possessing alcohol or restricted drugs;
- * being under the influence of alcohol;
- * swearing at a teacher or at another person in a position of authority;
- * committing an act of vandalism that causes extensive damage to school property at the pupil's school or to property located on the premises of the pupil's school;
- * bullying;
- * any act considered by the principal to be injurious to the moral tone of the school;

- * any act considered by the principal to be injurious to the physical or mental well-being of any member of the school community;
- * or any act considered by the principal to be contrary to the Board or School Code of Conduct;

STUDENT INFRACTIONS FOR WHICH A CONSEQUENCE OF SUSPENSION PENDING EXPULSION MUST BE CONSIDERED:

- * possessing a weapon, including possessing a firearm;
- * using a weapon to cause or to threaten bodily harm to another person;
- * committing physical assault on another person that causes bodily harm requiring treatment by a medical practitioner;
- * committing sexual assault;
- * trafficking in weapons or illegal or restricted drugs;
- * committing robbery;
- * giving alcohol or illegal or restricted drugs to a minor;
- * an act considered by the principal to be significantly injurious to the moral tone of the school and/or to the physical or mental well-being of others;
- * a pattern of behaviour that is so inappropriate that the pupil's continued presence is injurious to the effective learning and/or working environment of others;
- * activities engaged in by the pupil on or off school property that cause the pupil's continuing presence in the school to create an unacceptable risk to the physical or mental well-being of other person(s) in the school or Board;
- * activities engaged in by the pupil on or off school property that have caused extensive damage to the property of the Board or to goods that are/were on Board property;
- * the pupil has demonstrated through a pattern of behaviour that he/she has not prospered by the instruction available to him or her and that he/she is persistently resistant to making changes in behaviour which would enable him or her to prosper;
- * any act considered by the principal to be a serious violation of the Board or school Code of Conduct; or
- * the pupil has engaged in conduct which is so refractory as to demonstrate that the pupil is unwilling to respect or respond to authority and/or to respect the rights or dignity of other members of the school community, despite having been given a reasonable opportunity to do so.

RESTORATIVE PRACTICES

The community of Gravenhurst High School encourages all GHS staff, all students and all parents to utilize a restorative approach when a conflict arises or when the best choice of words or actions are not taken

When things go wrong, we need to ask...

What happened?
 What were you thinking about when you did this?
 What have you thought about since?
 Who has been affected by what you have done? In what way?
 What do you think you need to do to make things right?

For someone who has been harmed
 What did you think when you realized what had happened?
 What impact has this incident had on you and others?
 What has been the hardest thing for you?
 What do you think need to happen to make things right?

As part of the progressive discipline approach, the administration of Gravenhurst High School may use healing circles to resolve conflict between students and between staff and students.

