

# Student Rights and Responsibilities 2018–2019

## Daly Grove School

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## Our Commitment to High Quality Learning Environments

At Edmonton Public Schools, we are deeply committed to the success and well-being of our students. Each student is entitled to a welcoming, inclusive, safe and healthy learning environment that supports high-quality learning, respects diversity, and nurtures a sense of belonging and a positive sense of self.

As a District, we have established clear behaviour expectations for all students, from Kindergarten to Grade 12. The expectations are outlined in the District's Student Behaviour and Conduct Policy which was developed in consultation with students, parents, staff and community members. The policy outlines the rights and responsibilities of students, our expectations for student conduct, and the potential responses when students demonstrate unacceptable behaviour.

Parental involvement in public education plays a vital role in promoting positive student behaviour. We are pleased that our ongoing partnership with families continues to make a difference for our schools and students.

By working together, we will ensure our students learn the importance of good character and conduct, and our schools will remain safe and secure places to learn and thrive.



Michelle Draper

Board Chair

## Student Success and Safety—Our Highest Priorities

It is our shared responsibility to ensure that each student can learn and realize their potential within a safe and caring learning environment. In addition to teaching the necessary learning outcomes, our schools are places where students can develop the character and skills needed to become responsible, respectful, compassionate and successful citizens.

School staff use Board Policy [HG.BP—Student Behaviour and Conduct](#) as the basis for creating this **Student Rights and Responsibilities** document. This document is designed to communicate expectations, and balances the overarching rights and responsibilities that are communicated in our policy with the unique context of each school. The expectations and processes outlined in this document are implemented by principals in collaboration with school staff, parents and local communities.

Ensuring each student can thrive in a safe, productive and welcoming learning environment is essential to our work in improving student achievement and high school completion rates. By working together to promote positive attitudes and responsible, respectful behaviour in our schools, we believe students will receive the greatest benefit during their educational journey.



Darrel Robertson

Superintendent of Schools

## Supporting Student Success

Members of the Edmonton Public Schools community, including students, parents, staff and Trustees, have a shared responsibility to help students be successful in school. Safety and well-being is fundamental to our students thriving as learners, and experiencing success and fulfillment both at school and in their lives. This *Student Rights and Responsibilities* document has been created to communicate clear expectations for how our students are expected to behave in order to ensure they become the best students and citizens they can be.

### Parents support their child's success and positive behaviour by:

- taking an active role in their child's personal and academic success
- reviewing expectations outlined in this document with their child
- helping them to attend school regularly and to develop the skills required to meet the school's expectations
- encouraging and modelling collaborative, positive and respectful relationships with others in the school community
- working collaboratively with the school to resolve student conduct issues
- reporting to the school any circumstances which may impact student safety

### Students are responsible for their behaviour and effort, and are expected to:

- contribute to the development of a welcoming, caring, respectful and safe learning environment
- learn, practice and demonstrate positive personal and interpersonal skills and attributes
- use their abilities and talents to gain maximum learning benefit from their school experience
- attend school regularly and punctually
- be responsible for behaviour which impacts others in the school, whether or not the behaviour occurs within the school building or during the school day or by electronic means

### School staff will help your child succeed by:

- providing a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging
- ensuring that students and parents understand the school's expectations for student behaviour
- establishing supports and processes at the school to proactively guide positive student behaviour
- helping students develop and practice the skills and attributes to meet these expectations
- working with students, parents and other school staff to address behaviour concerns, including implementing appropriate responses to inappropriate student behaviour

To support a shared understanding of the language and intent of this document, refer to the [glossary](#) for a definition of terms.

## Our Belief and Commitment

### At Daly Grove School:

Our goal is for all children to become responsible and self-disciplined members of their community. We teach social behaviors appropriate to various situations and effective problem solving strategies allowing students to take responsibility for their actions. Children are taught many strategies for conflict resolution. This is essential in building self-respect, respect for others, accountability and responsibility.

Daly Grove has guiding principles enabling us to create a positive learning community for everyone. These include:

- Be a learner; be responsible, co-operative and contribute.
- Respect yourself, your right to learn and your property.
- Respect others, their right to learn and their property.

Accept responsibility for your actions, and take the necessary steps to correct inappropriate behaviors.

## Rights and Responsibilities

Our school District recognizes the following fundamental rights and responsibilities:

All students have the right to be treated with dignity, respect and fairness by other staff and students.

All members of the Edmonton Public Schools community, including students, parents, staff and Trustees have a role and a shared responsibility to create and support welcoming, caring, respectful and safe learning environments.

Students and parents have a right to be informed about District and school expectations for student behaviour. To support this right, all schools' Student Rights and Responsibilities documents will be posted on SchoolZone and on school websites.

All members of our school community are expected to respect diversity and refrain from demonstrating any form of discrimination on the basis of race, religious beliefs, colour, gender, gender identity, gender expression, physical disability, mental disability, ancestry, place of origin, marital status, source of income, family status or sexual orientation.

These rights and responsibilities are communicated in the *Alberta Human Rights Act* and the *School Act* and are reinforced in District policies and regulations including [AE.BP—Welcoming, Inclusive, Safe and Healthy Learning and Working Environments](#), [HG.BP—Student Behaviour and Conduct](#), HG.AR—Student Behaviour and Conduct (live link will be added upon approval of revised regulation), and [HFA.AR—Sexual Orientation and Gender Identity](#) which are available to the public.

## Student Behaviour Expectations

To ensure that Daly Grove School is a positive learning environment for everyone, all students are expected to comply with expectations set by our school District, as well as school rules which are in place for the benefit of all members of our school community.

Through Board Policy HG.BP—Student Behaviour and Conduct, the Board expects that students behave in accordance with Section 12 of the *School Act*. Section 12 states that students will conduct themselves so as to reasonably comply with the following Code of Conduct:

- be diligent in pursuing the student's studies;
- attend school regularly and punctually;
- co-operate fully with everyone authorized by the Board to provide education programs and other services;
- comply with rules of the school;
- account to the student's teachers for the student's conduct;
- respect the rights of others;
- ensure the student's conduct contributes to a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging;
- refrain from, report and not tolerate bullying or bullying behaviour directed toward others in the school, whether or not it occurs within the school building, during the school day or by electronic means; and
- positively contribute to the student's school and community.

Furthermore, students are expected to:

- resolve conflict or seek assistance to resolve conflict in a peaceful, safe, and non-threatening manner that is conducive to learning and growth. Strategies for addressing conflict between students may include counselling, mediation, or forms of restorative practice;
- use school and personal technology appropriately and ethically; and
- ensure that they conduct themselves with academic integrity and refrain from and report all incidents of academic misconduct including, but not limited to, cheating and plagiarizing.

### Student Dress Code

At Edmonton Public Schools, students are expected to dress in a manner that reflects a positive sense of self within a welcoming, inclusive, safe and healthy learning environment. School expectations for student attire take into account a student's right to fairness, dignity and respect and will not discriminate against students based on race, gender, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, socio-economic status, or body type.

Dress code expectations will be implemented in a manner that empowers students to make decisions that promote a positive sense of self and contribute to a respectful learning environment.

**Regular Attendance—It's the Law**

Regular attendance is strongly linked to student academic success and a student's sense of belonging at school. The *School Act* reminds parents and students that students are expected to attend school and be punctual every day. Students are only considered to be excused from attending school if they must be away due to:

- sickness or other unavoidable cause
- the day being recognized as a religious holiday by the religious denomination that the child belongs to
- suspension or expulsion
- an exemption from compulsory attendance granted by the Board for a defined period of time

**Student Behaviour Expectations at Daly Grove School:**

**Students are asked to participate proactively inside the school:**

- Contribute to and follow your class' mission statement
- Wear your inside shoes inside and your outside shoes outside
- Keep your hands to yourself
- Be respectful of learning happening as you move throughout the school
- Use only your assigned exit/entrance doors
- Stay at school unless you have permission
- Listen to all adults who work at our school
- Use encouraging words and respectful language instead of teasing or hurtful words
- Solve conflict in a peaceful and non-threatening way
- Dress appropriately for school in your "work" clothes ready to learn
- Leave any objects that are weapons at home even if they are toys
- Clean up after yourself
- Keep your electronics, cell phones at home
- Listen to announcement at start and end of breaks for messages phoned into the office
- Trading cards, fidget toys need to stay at home
- Refrain from bringing large sums of money or other valuables to school
- Be responsible and inform staff of incidents in a timely manner

**Students are asked to participate proactively if staying at school over the lunch break:**

- Cell phone rules remain the same
- Be respectful of our lunch supervisors
- Use your time to eat your lunch
- Clean up after yourself

**Students can be asked to participate proactively outside the school:**

- Use encouraging words and respectful language instead of teasing words or hurtful words
- Include others
- Think before you act
- Listen to all supervisors with an orange vest
- Take turns and make fair teams
- Follow the rules of the game
- Respect playground and school equipment and use them properly
- Stay in-bounds (students need to be seen at all times by the supervisors)
- Follow the rules for swings and spider web at playground
- Respond promptly to bells – finish games and be in the line-up at your door when you hear the first bell
- Head toward the school when you hear the three whistle blasts at the playground
- Line up at the assigned door
- Enter the school when you have permission
- Skateboards, hee-ies, roller blades & sleds need to stay at home
- Bicycles must be locked and not ridden during school hours. For the safety of all students, bikes must not be ridden on school grounds. Students are to dismount and walk their bikes to the racks. Bicycle racks are off limits during the school day.
- Be responsible and inform staff of incidents in a timely manner

**Agenda Expectations****Student Responsibilities:**

- Make sure assignments/activities are written in their agenda book
- Take agenda book home at the end of the school day
- Complete the assigned or incomplete work by the due date
- Ask the teacher for clarification if they don't understand the expectations
- Make sure the agenda book is returned the next day

## Electronic Use Policy

- We believe that technology can be a powerful tool to enhance learning, enabling students to obtain information and to collaborate with others across the school, the District and the world in purposeful educational activities. Students have access to a wireless technology through Chrome Books and iPads. Students will be expected to use computer technology, while at school, under set guidelines and conditions and will be held accountable for their behaviours and actions. Inappropriate use of technology is unacceptable and will result in appropriate consequences. This may include a withdrawal of computer technology access privileges.
- Students will review and sign an Acceptable Use of Technology agreement that will be kept in the classroom for the duration of the school year.
- Students will be expected to model the qualities of good digital citizenship by following standards of acceptable use and ethical practices when using either school-owned technology or their own personal electronic devices. During school time, their own personal electronic devices (cell phones) are to be turned off and stored in backpacks. Cell phones should not be accessed during school times. Students are solely responsible for the security of these items and do so at their own-risk. Parents, please do not text or phone your child during the school day.
- Students are required to keep passwords and log-in information confidential.
- Students are not allowed to take pictures nor videos of other students without their permission.
- If you need to contact your child during the school day, please call the office and if your child needs to contact you, in an emergency, they may use the phone located in the office.

## Unacceptable Behaviour

Any behaviour which disrupts the educational atmosphere of the school or which interferes with the rights of others to learn, to be respected or to feel safe is unacceptable. Edmonton Public Schools' policy on student behaviour and conduct outlines the following:

Students are accountable for their behaviour whether or not it occurs on school property or within the school day. When behaviour that occurs off school property, or outside of regular school hours, threatens the safety or well-being of individuals within the school community or disrupts the learning environment, school administrators may apply consequences for the behaviour.

Examples of unacceptable behaviour include, but are not limited to:

1. behaviours that interfere with the learning of others and/or the school environment
2. behaviours that create unsafe conditions
3. acts of bullying, harassment, threats, or intimidations whether it be in person, indirectly, or by electronic means
4. physical violence
5. retribution against any person who has intervened to prevent or report bullying or any other incident or safety concern
6. possession, use or distribution of substances restricted by federal, provincial, municipal, District or school authorities
7. any illegal activity such as:
  - a. possession, use or distribution of illegal substances
  - b. possession of a weapon or use of a weapon (or replica) to threaten, intimidate or harm others
  - c. possession, use, display, or distribution of offensive messages, videos or images
  - d. theft or possession of stolen property
8. any breach of rules and expectations established by District administrative regulations or a school-based code of conduct
9. failure to comply with Section 12 of the *School Act*.

**Bullying and Conflict**

Bullying is defined in the *School Act* as repeated and hostile or demeaning behaviour by an individual in the school community where the behaviour is intended to cause harm, fear or distress to one or more other individuals in the school community, including psychological harm or harm to an individual's reputation. Bullying also includes the distribution of an intimate image of another person knowing that the person depicted in the image did not consent to the distribution, or being reckless as to whether or not that person consented to the distribution.

Bullying can take different forms:

- physical (e.g., pushing, hitting)
- verbal (e.g., name-calling, threats)
- social (e.g., exclusion, rumours)
- electronic (e.g., using technology to harass or threaten)

Conflict occurs when there is a breakdown in relationships between individuals that results from a disagreement or misunderstanding. While conflicts may require adult intervention, they are considered to be a natural part of how students learn to navigate relationships.

All students are expected to refrain from, report and not tolerate bullying or bullying behaviour directed toward others in the school, whether or not it occurs within the school building, during the school day or by electronic means. Students are also expected to resolve conflict or seek assistance to resolve conflict in a peaceful, safe, and non-threatening manner that is conducive to learning and growth. School staff can help address conflict between students using strategies that may include counselling, mediation, consequences and/or forms of restorative practice.

## School Responses to Unacceptable Behaviour

If students fail to meet classroom, school or District expectations, a range of responses or consequences may be put in place to address unacceptable behaviour. Edmonton Public Schools' policy outlines the following:

Unacceptable behaviour may be grounds for disciplinary action which provides the student with an opportunity for critical learning and reflection in the areas of personal accountability and responsibility, the development of empathy, as well as communication, conflict resolution, and social skills development.

The specific circumstances of the situation and of the student are taken into account when determining appropriate responses to unacceptable behaviour.

When a student engages in unacceptable behaviour, consequences may include, but are not limited to:

- temporary assignment of a student to an alternate supervised area within the school
- temporary assignment of a student to an alternate learning location
- short term removal of privileges
- interventions such as positive behaviour supports, contracts, counselling, restorative practices
- replacement or reimbursement for loss of or damage to property
- in-school or out-of-school suspension
- referral to Attendance Board
- recommendation for expulsion

Students are expected to cooperate with investigations by school administration. When contemplating and conducting a reasonable search of student property (including electronic devices), school administration must balance a student's reduced expectation of privacy in relation to school matters, with the need to provide a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging for students and staff.

At Daly Grove School, we are committed to ensuring that our school is a safe and productive learning environment. Where necessary, interventions or disciplinary action may be used to address unacceptable behaviour by students.

At Daly Grove School, we work in partnership with our parents to support students to behave in a manner that allows everyone to ensure that students learn in a safe and respectful environment. Expectations for student conduct are discussed with students. Strategies to assist students with behaviour are posted throughout the school. Students who choose to act in a way that interferes with the learning of others, that is unsafe or disrespectful to people or to property, will be held accountable. Consequences for unacceptable conduct range from a verbal reprimand, withdrawal of recess/lunch privileges, in-school suspension, and, in some cases, out-of-school suspension. Parents will be notified by a teacher or administrator if their child is involved in serious and/or ongoing misbehavior.

Inappropriate behavior can be categorized into minor and major misconducts.

## Minor Misconducts

Minor misconducts will be handled on the spot by a staff member. Staff will work with students to recognize inappropriate behaviors and assist them with developing appropriate problem solving techniques. Minor misconducts include, but are not limited to:

- disruptive behavior and conflict in the classroom
- using a cell phone during instructional time
- misuse of school equipment
- littering
- name calling and teasing

## Major Misconducts

Major misconducts are behaviors that interfere with the orderly functioning of the school or threatening the safety, well-being or dignity of others. Examples include, but are not limited to:

- repetitive/chronic minor misconducts
- defiance toward school staff
- physical/verbal aggression
- theft
- throwing things at others
- leaving school grounds without permission
- harassment and/or bullying
- vandalism

Major misconducts could result in one or more of the following:

- interventions such as positive behaviour supports, contracts, counselling
- removal from the classroom for a period of time
- short term removal of privileges
- in-school suspension
- out-of-school suspension
- financial restitution or replacement in the case of damaged property

Edmonton Public Schools is helping to shape the future in every one of our classrooms. We're focused on ensuring each student learns to their full potential and develops the ability, passion and imagination to pursue their dreams and contribute to their community.

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