

# Roblin Elementary School

K - 8

Mountain View School Division

330 King Street

PO Box 699

Roblin, Manitoba R0L 1P0



Principal – Mark Rathgeber  
Vice-Principal – Jamie Galbraith  
Website: <http://www.mvsd.ca/res>

Phone: (204) 937.2585/2588  
Fax: (204) 937.2835

## ROBLIN ELEMENTARY SCHOOL STUDENT CODE OF CONDUCT (REVISED FEB. 2018)

### A. Preamble

Roblin Elementary School, in partnership with Mountain View School Division, believes that every student has the right to attend a school that maintains a safe and caring learning environment. It is expected that all students will demonstrate behaviour which models respect, positive citizenship, and self-discipline, which will enhance the growth of the whole child: emotionally, socially, academically, culturally and physically.

The Roblin Elementary School Student Code of Conduct is intended to assist students in making positive choices in regards to their behaviour. The RES Code of Conduct supports proactive strategies to improve student conduct recognizing the value of discipline and restorative practices, which foster student learning, versus punishment. Students must assume and accept responsibility for their own behaviour, as well as the consequences of their misbehaviour.

It is the expectation of the Roblin Elementary School community that the following positive behaviours will be exemplified:

- Students and staff will behave in a respectful manner and comply with the Student Code of Conduct
- The following behaviours will be considered unacceptable:
  - Abusing another student physically, sexually or psychologically, verbally, in writing or otherwise
  - Bullying another student
  - Discriminating unreasonably on the basis of any characteristic set out in subsection 9(2) of *The Human Rights Code*
  - Using, possessing, or being under the influence of alcohol, tobacco or any illicit drug
  - Gang involvement
  - Possessing a weapon, as “weapon” is defined in section 2 of the *Criminal Code* (Canada)
- Students and staff must adhere to school policies respecting the appropriate use of:
  - The internet, including social media, text messaging, instant messaging, websites, and e-mail



- Digital cameras, cell phones, and other electronic or personal communication devices identified in the Code of Conduct of the school board

## **B. Disciplinary Procedures**

Any student responsible for behaviour or conduct which contravenes the Code of Conduct is subject to disciplinary action. The Code of Conduct applies to all division and school events including the regular school day, extra-curricular and co-curricular activity, while students are traveling to and from school and all student interaction with staff and other students. All persons are expected to promptly report violations of the Code of Conduct to an authority figure. Unacceptable behaviour includes, but is not limited to the following:

- Bullying/cyberbullying
- Harassment/discrimination
- Threats to self and/or others
- Gang involvement
- Possession of a weapon
- Possession or being under the influence of alcohol, tobacco, or an illicit drug
- Inappropriate use of the internet and electronic communication

At the recommendation of the MVSD Board of Trustees, the principal is to use discretion in applying disciplinary decisions for children in early and middle years. The principal must ensure that interventions used are appropriate given the frequency and severity of the disciplinary violation and the student's age or state of development. In every situation, when selecting appropriate consequences, school staff should be sensitive to any student who has been the victim or target of unacceptable behaviour, as well as to the student who committed this behaviour. Reasonable accommodation is required for students with exceptional learning needs that affect their behaviour, taking into account the student's ability to comply with disciplinary measures. As a general rule, discipline will be progressive. A student's first violation will usually merit a lighter penalty than subsequent violations.

## **C. Consequences**

Students who are found to have violated the Code of Conduct may be subject to any appropriate consequences as determined by the principal and/or designate. This may include, but is not limited to, the following:

- Oral warning / informal discussion
- Written warning
- Notification of parents/guardians
- Detention
- Behaviour/performance contract
- Involvement of outside agencies
- Restitution
- Referral to guidance counsellor
- Suspension from transportation
- Specialized seating plan
- Removal of privileges
- In-school suspension
- Suspension from school by principal (up to 5 days)
- Suspension from school by Superintendent of Schools (up to 6 weeks)
- Expulsion

Out of school suspensions should be considered only after alternatives have been explored, including, but not limited to:

- Due process as per the RES Middle Years Student in Good Standing Policy (Appendix A – for students in grades 5 through 8)
- Counselling and/or referral to student services (e.g. social work)
- Consultation with parents and/or guardians
- Initiation of a functional behaviour analysis (school psychologist/counsellor)
- Implementation and/or review of behaviour intervention plan
- In-school suspension
- Consultation with Educational Services Coordinator or Assistant Superintendent
- Consultation with external agencies (e.g. PRHA Mental Health)

All suspensions must be reported, initially by telephone call to parents, and then, in writing to the parent/guardian and Superintendent/CEO within 24 hours of the suspension. All incidents that result in a disciplinary consequence as determined by the principal (including suspensions) must be documented in the divisional Student Information System (PowerSchool) within 48 hours of the determination of the consequence.

All school based disciplinary decisions, including suspensions, are subject to appeal under the Appeals of Disciplinary Decisions procedures in the divisional Student Code of Conduct. If the parent (or student if the pupil is 18 or older) wishes to appeal the principal's decision, the matter is to be referred to the Assistant Superintendent.

## **D. Guidelines on Consequences for Violations of the Student Code of Conduct**

### **1. Physical Aggression**

Physical aggression may include fighting, assault, physical obstruction, punching, pushing and shoving.

#### **a. Assault**

Assault may be physical or sexual in nature. It is the application of force without consent or an attempt or threat to apply force by one person on another. Consequences may include:

- Consultation with parents and/or guardians
- Referral to external agencies and/or appropriate law enforcement agency, where appropriate (e.g. RCMP, CFS)
- Placement of certain conditions on the offender as deemed necessary, including a recommendation for counselling and/or referral to student services
- Out of school suspension up to five days with recommendation to Superintendent/CEO for further consequences if warranted
- Principal to determine whether to initiate the Violence Threat Risk Assessment protocols

#### **b. Fighting**

Fighting is physical assault involving two or more persons. Consequences may include:

- Consultation with parents/guardians
- In-school suspension
- Removal of privileges
- Restitution
- Behaviour Contract
- Placement of certain conditions on the offender as deemed necessary, including a recommendation for counselling and/or referral to student services
- Out of school suspension up to three days
- For repeat offenders or for serious altercations, out of school suspension up to five days with a recommendation to the Superintendent/CEO for further disciplinary action

### **c. Less Severe Incidents of Physical Aggression**

Less severe incidents of physical aggression may include pushing or shoving. Consequences may include:

- Consultation with parents and/or guardians
- Mediation, counselling, intervention
- Documented warning
- Removal of privileges
- Restitution
- Behaviour Contract
- In-school suspension
- With no improvement in student behaviour, the principal may impose an out of school suspension for up to three days

## **2. Gang Involvement**

Gang involvement is recognized to have occurred when a group of individuals who, while acting or congregating together, displays a pattern of inappropriate behaviour which may result in violent activities or conduct injurious to the school environment. Consequences may include:

- Consultation with parents/guardians
- Out of school suspension (up to five days and a recommendation to the Superintendent/CEO for further disciplinary action if warranted)
- All gang activity to be reported to the appropriate law enforcement agency
- Placement of certain conditions on the offender as deemed necessary, including a recommendation for counselling and/or referral to student services
- Principal to initiate the Violence Threat Risk Assessment protocols

## **3. Verbal Aggression/Harassment**

Verbal aggression or harassment may include threats, intimidation, name calling, teasing, and verbal put-downs directed at an individual, consequences may include:

- Consultation with parents/guardians
- In-school suspension
- Placement of certain conditions on the offender as deemed necessary, including a recommendation for counselling and/or referral to student services
- Out of school suspension (up to two days)

- Principal to determine whether to initiate the Violence Threat Risk Assessment protocols
- For repeat offenses, or if the offence is of a serious nature (e.g. racist comments), out of school suspension up to five days and a recommendation to the Superintendent/CEO for further disciplinary action if warranted

#### **4. Bullying**

Bullying is defined as a repeated assertion of power with intent to do harm. It may be physical, verbal, social and/or electronic (Safe Schools Manitoba). Consequences may include:

- Consultation with parents/guardians
- In-school suspension
- Removal of privileges
- Restitution
- Behaviour Contract
- Out of school suspension up to three days
- Placement of certain conditions on the offender as deemed necessary, including a recommendation for counselling and/or referral to student services
- For offences of a more serious nature, or multiple offences, out of school suspension up to five days including a recommendation to the Superintendent/CEO for further disciplinary action if warranted

#### **5. Alcohol**

Alcohol violations include the consumption, possession or sale of alcohol, or being under the influence of alcohol, on school grounds or during a school event (including field trips). Consequences may include:

- Out of school suspension (up to five days with a recommendation to the Superintendent/CEO for further disciplinary action if warranted)
- Offenses involving alcohol may be reported to the appropriate law enforcement agency
- Placement of certain conditions on the offender as deemed necessary, including a recommendation for counselling (such as AFM) and/or referral to student services
- Consultation with parents/guardians

#### **6. Drugs**

Drug violations include the use, possession or trafficking of illicit drugs (not legally permitted or authorized for individual in question), or being under the influence of such drugs, on school grounds or during a school event (including field trips). Consequences may include:

- Out of school suspension (up to five days with a recommendation to the Superintendent/CEO for additional disciplinary action if warranted)
- For trafficking offenses, a recommendation to the Superintendent/CEO for further disciplinary action will be made

- For trafficking offences, the Superintendent/CEO may recommend student expulsion to the School Board
- Principals shall report offenses involving drugs to the appropriate law enforcement agency
- Placement of certain conditions on the offender as deemed necessary, including a recommendation for counselling (such as AFM) and/or referral to student services
- Parental/guardian involvement shall be immediate in all drug related offences, including suspected cases of student involvement with drugs

## **7. Weapons**

Weapons offences include the use of any object as a weapon. Any object which is a weapon or used as a weapon is strictly prohibited in Mountain View School Division schools. Weapons include any item used to intimidate or inflict harm including replicas.

Careful attention shall be given to conditions and circumstances. For instance, if a student carelessly or unknowingly brings a pocketknife to school without the intent to intimidate or inflict harm, staff will confiscate the knife and notify parents, and the principal will deem what disciplinary actions, if any, are warranted.

The use of a weapon with the intent to intimidate or injure may result in consequences that include:

- Out of school suspension of five days and a recommendation to the Superintendent/CEO for further disciplinary action
- All weapons offenses of this kind shall be reported to the appropriate law enforcement agency
- Placement of certain conditions on the offender as deemed necessary, including a recommendation for counselling and/or referral to student services
- Principal to initiate the Violence Threat Risk Assessment protocols
- The Superintendent/CEO may recommend student expulsion to the School Board
- Parental/guardian involvement shall be immediate in all weapons related offences

## **8. Explosives (Categorize as Weapons in Student Information System)**

Explosives offences include the unauthorized possession or use of a substance or chemical that may be an explosive or incendiary device.

- a. For explosives considered to be less hazardous to student and staff safety such as firecrackers, caps, etc., consequences may include:
  - Out of school suspension up to five days
  - Principal to determine whether to initiate the Violence Threat Risk Assessment protocols
  - Placement of certain conditions on the offender as deemed necessary, including further education on the dangers of incendiaries (with parental involvement)
- b. For explosives considered to be dangerous and harmful to students and staff, consequences may include:

- Out of school suspension of five days and a recommendation to the Superintendent/CEO for further disciplinary action
- Principal to initiate the Violence Threat Risk Assessment protocols
- Offence shall be reported to the appropriate law enforcement agency
- Placement of certain conditions on the offender as deemed necessary, including a recommendation for counselling and/or referral to student services
- The Superintendent/CEO may recommend student expulsion to the School Board

c. For a Bomb Threat, consequences may include:

- Out of school suspension of five days and a recommendation to the Superintendent/CEO for further disciplinary action
- Principal to initiate the Violence Threat Risk Assessment protocols
- Offence shall be reported to the appropriate law enforcement agency
- Placement of certain conditions on the offender as deemed necessary, including a recommendation for counselling and/or referral to student services
- The Superintendent/CEO may recommend student expulsion to the School Board

## **9. Theft**

Theft is the unauthorized taking, conversion or use of another's property. Consequences may include:

- Restitution
- Out of school suspension of up to five days
- At principal's discretion a report may be provided to the appropriate law enforcement agency
- Placement of certain conditions on the offender as deemed necessary, including a recommendation for counselling and/or referral to student services

## **10. Inappropriate Materials – All Categories**

For all print materials including magazines, books, papers, periodicals, publications, posters, signs, drawings and graffiti that are deemed inappropriate, consequences may include:

- Confiscation of materials
- Restitution
- Consultation with parents and/or guardians
- Out of school suspension of up to two days (only after alternative strategies and interventions have been exhausted and its deemed that the student's actions have had a significant negative impact on the school environment), unless inappropriate materials are of a serious nature (e.g. racist) in which case an out of school suspension of up to five days and a recommendation to the Superintendent/CEO for further disciplinary action if deemed warranted
- Depending on the nature of the materials, principal to determine whether to initiate the Violence Threat Risk Assessment protocols

- Placement of certain conditions on the offender as deemed necessary, including a recommendation for counselling and/or referral to student services

### **11. Inappropriate Language: Profanity, Obscenities and/or Racist Remarks**

For inappropriate language or remarks that are overheard, but not believed to be directed at an individual, consequences may include:

- Consultation with parents and/or guardians
- In-school suspension
- Out of school suspension of up to two days (only after alternative strategies and interventions have been exhausted and its deemed that the student's actions have had a significant negative impact on the school environment)
- Intervention strategies which emphasize restitution and restorative practices
- Placement of certain conditions on the offender as deemed necessary, including a recommendation for counselling and/or referral to student services

### **12. Vandalism, Wilful Damage or Destruction of Property**

Vandalism is the wilful damage or destruction of property, including deliberate damage or defacement of buildings, grounds, vehicles and/or equipment on division property regardless of ownership. Vandalism does not include accidental damage or destruction of property. Consequences may include:

- Restitution (including monetary compensation)
- Offenses involving vandalism may be reported to the appropriate law enforcement agency
- Out of school suspension of up to five days with recommendation to Superintendent/CEO for further disciplinary action if warranted
- When school property is willfully damaged or destroyed, the principal shall provide a report to the Superintendent/CEO
- Placement of certain conditions on the offender as deemed necessary, including a recommendation for counselling and/or referral to student services

### **13. Non-Compliance/Insubordination**

Non-Compliance or insubordination may include a student being disrespectful to staff, and/or oppositional behaviour that is compromising to the learning environment of others. Consequences may include:

- Consultation with parents and/or guardians
- In-school suspension
- Out of school suspension of up to two days (only after alternative strategies and interventions have been exhausted and its deemed that the student's actions have had a significant negative impact on the school environment)
- Intervention strategies which emphasize restitution and restorative practices
- Placement of certain conditions on the offender as deemed necessary, including a recommendation for counselling and/or referral to student services

### **14. Smoking**



Smoking includes the use of any product made or derived from tobacco and the use of Electronic Vaporizer Devices ("vaping") on school grounds or during a school event (including field trips). Consequences may include:

- Consultation with parents/guardians
- Out of school suspension of up to two days with recommendation to Superintendent/CEO for further disciplinary action if warranted (repeated offences) – see Smoke Free Policy 7.1 for more details
- Placement of certain conditions on the offender as deemed necessary, including a recommendation for counselling and/or further education on the health effects of tobacco use and the implementation of a tobacco cessation program

### **15. Dress Code**

Mountain View School Division expects students to make wise choices and act as responsible citizens of their school community. Certain clothing may be considered as inappropriate for school and school events.

Students dressed in clothing considered to be inappropriate for school shall be required to change and parents will be notified.

Consequences may include:

- Consultation with parents and/or guardians
- In-school suspension
- Intervention strategies (e.g. behaviour contract)

Repeated dress code violations may be considered as a Non-Compliance/ Insubordination violation.

### **16. Truancy**

Truancy includes instances when students are absent from school without a valid reason. Consequences may include:

- Consultation with parents and/or guardians
- Student referral to programming if necessary (e.g., Learning to Age 18 Program, Alternative Education)
- Removal of privileges

Appendix A: RES Student In Good Standing Policy

Appendix B: Be A Star At Roblin Elementary School (behavior matrix)

Appendix C: Active Supervision Guidelines

Appendix D: Playground Map