

BROOKLYN ELEMENTARY SCHOOL – CODE OF CONDUCT *REVISED SEPT 2018*

CODE OF CONDUCT

At Brooklyn School we take great pride in promoting positive, respectful relations. We place a high value on good manners and encouraging supportive behaviours to encourage. Our Code of Conduct provides students, parents and staff with the guiding principles which will help to ensure a happy, safe and welcoming school environment for all. Discrimination based on race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression and age is prohibited and will result in consequences. It also should be known that bullying, cyberbullying, harassment, intimidation, threatening or violent behaviours while at school, at a school-related activity or in other circumstances where engaging in the activity will have an impact on the school environment will be dealt with in a serious manner. All kinds of minds are welcome here!

The Code of Conduct outlines desired behaviours in the form of positive statements. The Code of Conduct is in effect while at school, at a school-related activity, or in other circumstances where engaging in an activity will have an impact on the school environment (traveling to and from school). Breaches of the Code of Conduct will be dealt with wherever possible and appropriate with consequences that are restorative in nature rather than punitive. However, the administration reserves the right to apply suspensions should they be appropriate.

It must be understood that special circumstances may apply to students with special needs or disability of an intellectual, sensory, emotional or behavioural nature.

Brooklyn Elementary School Code of Conduct – we are Brooklyn BEARS

B	E	A	R	S
Be responsible	Everyone belongs	Act with kindness	Respect	Self-aware
<ul style="list-style-type: none"> • Clean up • Use a garbage can • Hands / feet to self • Do homework • Home reading • Best effort each day 	<ul style="list-style-type: none"> • Include others • Invite others to join a game • Be welcoming • Display willingness to work with others 	<ul style="list-style-type: none"> • Smile ☺ • Encourage others • Use kind words • Take turns • Play fair • Share • Wait patiently • Say please and thank you 	<ul style="list-style-type: none"> • Make good choices for healthy self • Get sleep • Eat well • Minimize screen time • Recycle • Wear a helmet when riding 	<ul style="list-style-type: none"> • Be safe on the road • Accept responsibility • Tell the truth • Wear appropriate clothing at school • Use calm words to solve problems

Another favourite strategy to lead children to peaceful ways to address conflict is the WITS program.

***WITS* PROGRAM**

W Walk Away

I Ignore It

T Talk it Out

S Seek Help

WITS is most effective when students assess the strategy used, and ask themselves if it is effective? (eg. Does ignoring the kicking make things better?) and if the answer is no, another strategy should be utilized (seek help, or let the kicker know that the kicking is not appreciated so he can make a change in his own behaviour)

Appendix A

BEHAVIOUR EXPECTATIONS

The behaviours cited are examples only and are not to be considered an all-inclusive list. As often as possible, students will participate in the development of meaningful consequences for his/her unacceptable behaviour(s)/violations of the Code of Conduct. Please note that a minor offense could be considered major based on the context of the behaviour. Each incident is reviewed as a unique and individual case. The following are offered as guidelines.

☛ **Please note:** it is also expected that each class will develop a set of class rules.

APPROPRIATE BEHAVIOURS (Examples)

Being respectful, thoughtful, responsible, safe
Following school and classroom rules
Cleaning up
Being a good sport
Recognizing achievement
Wearing appropriate clothing
Sharing
Working cooperatively
Playing safely on the playgrounds
Keeping my hands to myself
Showing initiative
Taking responsibility for work
Being prepared for school
Being positively assertive
Being well organized
Acting according to a good conscience

Remaining seated while eating in the classroom
Utilizing internet safely and ethically
Being respectful of technology equipment
Remembering that the bus is part of the school with the same behavioural expectations
Showing compassion and empathy
Walking safely in the halls
Being friendly, kind and helpful
Removing a hat upon entering the school
Asking my teacher for a phone pass to use the phone
Walking around the parking lot, not through it
Wearing a proper helmet when cycling, rollerblading, or skateboarding
Walking my bicycle on school grounds

UNACCEPTABLE BEHAVIOURS (MINOR)

Not following school rules
Name calling, being unkind
Swearing
Dishonesty
Repeated lateness
Going out of bounds
Being unprepared for class
Being disrespectful
Rough play

Not following instructions
Unsafe behaviour
Irresponsible behaviour
Classroom disruption
Throwing things (like pine cones)
Dating behaviours (note-passing, gossip about who's dating whom or who just broke up with whom, acting like a couple)

Examples of Consequences/Interventions

Contact parents
Verbal apology
Time out
Loss of privileges (Direct Supervision)
Warning

Written apology
Thinking Sheet or Incident Report
Problem solving
Counseling

UNACCEPTABLE BEHAVIOURS (MAJOR)

Theft
Fighting
Bullying (including verbal / physical / relational aggression)
Harassment
Vandalism
Leaving school grounds or running away from staff
Cyberbullying
Intimidation

Threatening behaviours
Violent behaviours
Abusive or inappropriate language
Defiance – refusing to do what a staff member asks you to do
Weapons
Cigarettes/e-cigs/vapes/drugs, including cannabis/alcohol at school
Repeated minor behaviours
Unsafe behaviours

Examples of Consequences/Interventions

Contact parents
Loss of privileges (including regular playtime)
Removal from situation
Problem solving
Behaviour contracts
Part-day or out-of-school program

Restitution
Counseling
Suspension (In or Out of School)
Re-entry meeting with parent, teacher, counselor, student & administration

*Please note that ‘Examples of Consequences/Interventions’ include a range of options which provide for administrator-discretion in dealing with the unacceptable behaviours. Behaviour incidents are tracked, and the office records frequency of incidents, especially those leading to a Behavioural Plan if the unacceptable behaviours persist.

Our goal as a school staff is to work proactively with students and parents to “provide a safe and caring environment” where every student can progress.

APPENDIX B

Brooklyn Elementary Dress Code

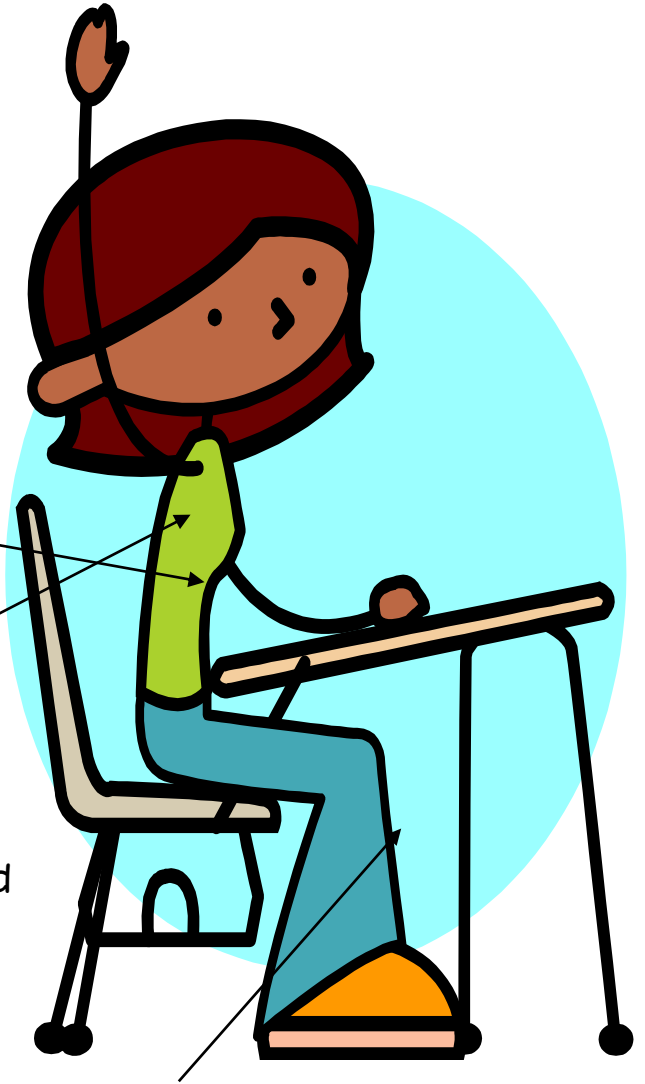
Clothing should not reveal any undergarments or private body. No inappropriate slogans or promoting the use of products that are illegal in the school setting such as tobacco, alcohol or drugs, including cannabis

Clothing should cover the stomach and back.

Shorts, skirts, skorts and dresses should be of a school-appropriate length. Underwear should not show.

Footwear must be worn at all times while at school (inside or outside). Flip flops and sandals are not appropriate for gym use.

School is your job – consider your clothing to be “business wear”.



APPENDIX C

(Primary Thinking form – truth + ownership is part of the conversation)

THINKING ABOUT MY BEHAVIOUR

Name _____ Date _____

What I did.....

My plan to fix it.....

Teacher's Signature _____

Parent/Guardian Signature _____

APPENDIX D

BROOKLYN ELEMENTARY

INTERMEDIATE THINKING FORM

STUDENT: _____

TEACHER: _____

TIME: _____

DATE: _____

Description of incident (for teacher or Principal / Vice Principal to complete):

FOR STUDENTS TO COMPLETE

What is the problem?

What I needed to be doing. Why what I was doing is a problem:

What I will do next time:

Student's Signature

Parent's Signature

Principal's Signature

