



Iron Ridge Junior Campus

School Code of Conduct

Statement of Purpose

At Iron Ridge Junior Campus we value a positive and responsive learning environment that optimizes student learning and success. Iron Ridge Junior Campus is committed to providing an environment free from bullying, harassment, discrimination and violence. With the combined responsibility of all of the school's stakeholders; school trustees, school staff, students, parents, and community partners, a safe, caring, respectful and inclusive learning environment is possible to achieve.

The *School Code of Conduct* is intended to establish and maintain an appropriate balance between individual and collective rights, freedoms, and responsibilities in the school community. Our purpose is to promote student learning, growth and understanding as well as ensure that students possess a strong connection to their schools as welcoming, caring, respectful and safe places focused on their individual success. This *School Code of Conduct* will be reviewed annually and publicly available on the school's website.

Iron Ridge Junior Campus A Great Place to Learn!

Our Community

Students - Campus Staff - Parents - Community Members

IRJC Mission

All learners are empowered to succeed.

IRJC Vision

The academic potential of each student is tremendous. IRJC believes that one of the greatest predictors of life success is educational success. Therefore, the IRJC community is committed to overcoming any barrier, which may conflict with the achievement of this success.

The community of IRJC will work collaboratively to ensure each student's educational success by:

ü Establishing, achieving and sustaining common academic purposes and clear learning goals;



- ü Researching and implementing effective strategies for improving student achievement on a continuing basis;
- ü Monitoring each student's progress by using on-going and authentic assessment;
- ü Committing to the well-being of all students; and
- ü Creating serious learning environments while instilling virtues.

Message from the Iron Ridge Junior Campus Administration Team

On behalf of the entire staff of Iron Ridge Junior Campus, we would like to welcome each of you to a new school year. A very special welcome is extended to those families who are new to our school and to the community. You will find us a friendly, caring, and hard working group of people.

At IRJC we believe in excellence: excellence in scholastics, excellence in athletics, excellence in the fine arts, and excellence in citizenship. The academic potential of each student is tremendous. IRJC believes that one of the greatest predictors of life success is educational success. Therefore, the IRJC community is committed to overcoming any barrier, which may conflict with the achievement of this success.

At IRJC we believe that by providing a positive and supportive learning environment, our students can achieve academic, personal, and social growth.

Every person at IRJC has the right to feel safe and be safe. We work very hard to ensure this happens. In doing so, we are better able to focus on our two main activities: teaching and learning. Generally if students do their best, allow those around them to do the same, and treat others with respect and dignity, this will be a successful year.

For students and parents, you will also find that this booklet provides a description of behavioral expectations and operational procedures for IRJC. Parents are asked to read through the booklet and to monitor their child's progress and of course contact the school with any concerns.

Further information about our school, our programs, and our staff will be featured in newsletters throughout the year. Our newsletters are intended to be a good communication tool between the school and each family. Our newsletters are available on the website and hard copies can be picked up at the main office.

The education of children is a cooperative effort involving school, home and community. We invite you to become involved in your child's education and to take an active role in this process. Our School Council is another way in which we encourage you to become involved.



Information about School Council meetings will be included in our September newsletter and on our school website. If you have comments or concerns, please feel free to contact your child's teacher or the administration team to discuss any item.

The staff at Iron Ridge Junior Campus looks forward to an exciting year ahead!

Nolan Krauss, Principal

Holly Tomyn, Assistant Principal

Irene Allen, Assistant Principal

Statement Regarding the Alberta Human Rights Act (AHRA)

In accordance with Wolf Creek Board Policy 22 all schools within Wolf Creek School Division No. 72, an attitude of respect for each other is fostered and nurtured amongst all members of the broadly based school community and members of the general public who may attend at schools, or school supported or sponsored functions. Acceptable behaviors must be consistent with the avoidance of discrimination, as discrimination is defined by the Alberta Human Rights Act. AHRA prohibits discrimination on the basis of an individual's race, color, ancestry, place of origin, religious beliefs, gender, physical disability, mental disability, marital status, family status, source of income or sexual orientation. Discrimination or bullying of any form, including but not limited to the use of electronic media, at any school or school supported or sponsored functions is not acceptable.

Responsibilities of Students, Parents and Staff

Student Conduct Expectations:

The *School Code of Conduct* establishes expectations, interventions and possible consequences for student behaviour. Students will be held accountable for unacceptable behaviour and conduct that occurs both inside and outside of the school building or school day, if the conduct negatively affects a member of the school or interferes with the school environment. Behavior may include use of electronic means (e.g. social media).

Students have a responsibility to respect the rights and dignity of others and to become actively and productively involved in their own academic learning and social growth. Students are valued and contributing members of their school community and accept the responsibility for their behaviour while at school, at school sponsored activities, or while engaging in other non-school activities that have a direct influence on maintaining a welcoming, caring, respectful, and safe learning environment in the school. While school staff are not able to control what students do outside of school, when the behaviour has impact on the school environment, there may be



consequences or interventions for inappropriate behaviour. Students shall comply with the *School Code of Conduct* and the requirements of section 12 of the *School Act* as outlined below:

Acceptable Behaviour:

In accordance with Section 12 of the *School Act* and *the School Code of Conduct*, students have the responsibility to:

- be ready to learn, and actively engage in, and diligently pursue your education;
- attend school regularly and punctually;
- cooperate fully with everyone authorized by the Board of Education;
- know and comply with the rules of your school;
- be accountable to your teachers and other staff for your behaviours;
- respect yourself and the rights of others in the school by demonstrating appreciation of diversity of all school members regardless of their race, culture, ethnicity, religion, creed, sexual orientation, gender, gender identity, gender expression, physical disability or mental disability, mental illness, age, socioeconomic status, or appearance;
- ensure your conduct contributes to a welcoming, caring, respectful, inclusive and safe learning environment that fosters a sense of belonging with others in your school;
- refrain from, report and discourage 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;
- inform an adult you trust in a timely manner of incidents of bullying, harassment, intimidation or other safety concerns in the school;
- always demonstrate behaviours that positively contribute to and honour your school and community.

Unacceptable Behaviour:

1. Only students with special permission may be in the school before 8:00 a.m. or after 3:00 p.m.
No bike riding, skateboarding, longboarding, rollerblading, running shoes with wheels or scooter riding on the school grounds at any time. Students are to store their skateboards and roller blades between 8:00 a.m. and 2:25 p.m. in the bins provided or in their lockers. Bikes and scooters **are to be locked** and stored in the outdoor bike and scooter racks. The school does not assume responsibility for stolen or damaged bikes, scooters, etc.
2. Eating sunflower seeds, **energy drinks/energy candy** and chewing gum is NOT permitted.
3. No snowballs at any time.
4. Students are not to wear coats, caps, toques, etc., in school.
5. Students may not use backpacks, carrying bags or purses between classes; backpacks, carrying bags and purses are to be stored in lockers throughout the school day.



6. Students shall restrict use of lockers to before school, break, lunch hour and after school only (or with teacher's permission).
7. Students are reminded that lockers are the property of Wolf Creek School Division and are subject to search at any time. Students will be held responsible for the contents held in their locker.
8. Student use of the office student phone is a privilege (not to be abused), to be used during non-classroom time only.
9. Vending machines are only to be used during scheduled times:
 - Grades 7 - 9: 12:00pm – 12:33pm
10. All students in grades 7 - 9 must have the classroom hallway pass with them at all times when outside the classroom.
11. Students are to refrain from embracing, kissing, and other over displays of affection which may be interpreted by others as undue familiarity and improper decorum in a school setting. Consequences may range from verbal warning to detention or suspension.
12. Alcohol and Illegal Drugs - All persons associated with IRJC, regardless of age, will not use, be under the influence of, possess or distribute drugs (illegal or legal), drug paraphernalia or alcohol during the time school is in session or during any school-sponsored activities. Student behavior and/or smell and/or an admission will be used to determine usage. Any amount of use or possession, regardless of how small, will be cause for a minimum three-day school suspension. Brazen use, or particularly distribution, of alcohol or drugs will result in a hearing with the discipline committee of Wolf Creek School Division #72. At this time the Principal may recommend an expulsion. Students are reminded that lockers are the property of Wolf Creek School Division and are subject to search at any time. Students will be held responsible for the contents held in their locker.
13. Tobacco/Smoking/Vaping - The school does not allow the use or possession of any smoking products, smokeless products and/or vapour/e-cigarettes (this includes but is not limited to: cigarettes, cigars etc., smokeless products such as chewing tobacco as well as vapor cigarettes/e-cigarettes etc.). Students may not use or be in possession of any of these products at any time during the school day or during school-sponsored activities. The possession of any tobacco products, smokeless tobacco products and/or vapor products and e-cigarettes is prohibited and will result in confiscation of the product(s) as well as a suspension. Possession of any smoking paraphernalia such as: lighters, matches, e-cigarette/vapor cigarette chargers etc. is also prohibited and may also result in a suspension. This policy applies to both the building, the outside property as well as any vehicle parked on school property and any school sponsored activity. This policy applies to students, staff and visitors.

Additionally, The Prevention of Youth Tobacco Act (Government of Alberta legislation effective April 1, 2003) states:

No person under the age of 18 years may:



(a) possess, or (b) smoke or otherwise consume tobacco products in a public place. A person in violation of the above is guilty of an offence and liable to a fine of not more than \$115.00. If a Peace Officer believes a student has committed an offence under this Act, the Peace Officer may seize any tobacco products related to that offence. Students caught in possession of or consuming tobacco products on school property will: (a) have the product(s) confiscated; (b) be subject to school disciplinary measures which may include: suspension; referral to the School Resource Officer (The Prevention of Youth Tobacco Act); and/or referral to an AADAC Counselor.

14. Possession and/or Use of a Weapon - For effective education to occur, school must be a safe place, therefore, under no circumstances shall any person have possession of, or use, a weapon or use any object as a weapon while on school grounds or at any school function.

Minor Offences will be “mediated” by a staff member and the student themselves.

Major Offences may include:

- when a pupil is guilty of open opposition to authority
- when a pupil is guilty of willful disobedience
- for habitual neglect of duty
- for the use of improper or profane language
- other conduct injurious to the moral tone or well-being of the school.
- ongoing behaviours that interfere with the learning of others and/or the school environment or that create unsafe conditions;
- acts of bullying, harassment, or intimidation/discrimination;
- acts of violence, physical aggression or threatening behavior;
- retribution against any person in the school who has intervened to prevent or report bullying, harassment, or stop an incident that might cause harm to others;
- illegal activity such as: possession or use of weapons; possession or use of alcohol, drugs or other forms of intoxicants; possession or use of tobacco or tobacco products
- theft or damage of property.

Major Offences may result in the suspension and/or expulsion of students as per section 24 of the Alberta School Act which states:

- (1) In this section, “suspend” has the meaning given to it in the rules made by the applicable board.

A student may be suspended or expelled:

- a. If in the opinion of the teacher, the principal, or the board, as the case may be, the conduct of the student does not comply with section 12 of the Alberta School Act,
- b. Or for any other reason the teacher, the principal or the board, as the case may be, considers appropriate.
- c. The student’s conduct, whether or not the conduct occurs within the school building or during the school day, is injurious to the physical or mental well-being of others in the school.



Consequences of unacceptable behaviour will take into account the student's age, maturity and/or individual circumstances. Support will be provided for any students who are impacted by inappropriate behaviour as well as for students who engage in inappropriate behaviour. Although the code of conduct will address issues such as consequences for unacceptable behaviour, the primary focus of the *School Code of Conduct* is to help students learn how to communicate effectively, resolve conflict, tolerance, understanding, develop empathy and become positive citizens both within and outside of the school community.

School Supports and Interventions

Sample description:

- Using proactive and preventative approaches to reduce the occurrence of unacceptable behaviour and maintain environments that are welcoming, caring, respectful, safe and are conducive to teaching and learning.
- When responding to unacceptable behaviour, first consideration will be given to the safety and security of students, staff, and other members of the school community;
- Students feel safe, important and trusted and have the opportunity to develop, assume and maintain responsibility and self-motivation;
- There is a joint effort to learn and a feeling of mutual respect among staff, students and parents;
- Appropriate behaviour is consistently encouraged and reinforced, thus increasing social emotional competencies including self-awareness, self-management, social awareness, relationship skills, and responsible decision-making;
- On-going and timely communication exists between staff and parents to encourage and provide the opportunity for active and constructive parental involvement in the education of their children.

A pyramid of supports addresses how Iron Ridge Junior Campus creates a safe and caring environment and positive school climate in which structure, support and encouragement is provided to assist the student in understanding the importance of education, and developing a sense of self-discipline and responsibility while making a positive contribution to society.

Iron Ridge Junior Campus Pyramid of Interventions

Parent(s)/Guardian(s) Conduct Expectations:

Parent(s) and guardian(s) are partners with respect to their child(ren)'s education. Section 16.2 of the School Act states a parent of a student has the responsibility:



- a. to take an active role in the student's educational success, including assisting the student in complying with Section 12,
- b. to ensure the parent's conduct contributes to a welcoming, caring, respectful and safe learning environment,
- c. to cooperate and collaborate with school staff to support the delivery of specialized supports and services to the student,
- d. to encourage, foster, and advance collaborate, positive and respectful relationships with teachers, principals, other school staff and professionals providing supports and services in the schools, and
- e. to engage in the student's school community.

Staff Conduct Expectations:

Staff members are partners in the education of the students. WCPS staff have various codes of conduct that they must comply with that stipulate standards of professional practise expected to be demonstrated by teachers and support staff.

Definitions that Pertain to the School Code of Conduct

Bullying: According to Alberta Education (2015) bullying is a repeated and hostile or demeaning behaviour intended to cause harm, fear or distress, including psychological harm or harm to a person's reputation. It often involves an imbalance of social or physical power.

Bullying behaviours are a form of aggression and can be:

- Physical – For example: poking, elbowing, hitting
- Verbal – For example: name calling, insults, racist, sexist or homophobic comments, put-downs or threats
- Social – For example: gossiping, spreading rumours, excluding someone from the group, isolating, ganging up
- Cyber – For example: social or verbal bullying through the use of email, text messages or social media.



Discrimination: The denial of individual rights and freedoms in a manner which contravenes the *Canadian Charter of Rights and Freedoms* and/or the *Alberta Human Rights Act (AHRA)* (2015). Discrimination on the basis of race, religious beliefs, colour, gender, gender identity, gender expression, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation of that person or class of persons is prohibited.

Harassment: Harassment occurs when someone is subjected to unwelcome verbal or physical conduct. Harassment is a form of discrimination that is prohibited in Alberta under the *Alberta Human Rights Act* when it is based on one or more of the following grounds: race, religious beliefs, colour, gender, physical or mental disability, age, ancestry, place of origin, marital status, source of income, family status, sexual orientation.

Respect: To show regard or consideration for others.

Responsibilities of Wolf Creek Public Schools

Wolf Creek Public Schools has the responsibility to ensure the safety and well-being of all school stakeholders by adhering to the:

- [Alberta School Act](#)
- [Alberta Human Rights Act](#)
- Wolf Creek Public Schools Administrative Procedures
 - [Administrative Procedure 105: Safe and Caring Schools](#)
 - [Administrative Procedure 106: Protocols for Schools Dealing With Threat and Risk Assessment](#)
 - [Administrative Procedure 308: Sexual Orientation and Gender Identity](#)
- [Teacher Professional Code of Conduct](#)

References

[*School Act, Alberta Education \(June 2015\)*](#)

[*Alberta Human Rights Act \(2015\)*](#)

[*Alberta Human Rights Commission \(2017\)*](#)

[*What is Bullying?*](#)