

“In one Spirit, we are all baptized into one Body.” (1 Corinthians 12:13)

Code of Conduct

Our Code of Conduct complies with the School Act.

We are a caring, safe, welcoming and respectful community. We are committed to living as a people of God in the world. This is achieved through:

- an appropriate balance between individual and collective rights, freedoms and responsibilities in the school community;
- clear expectations for student behavior while at school, at a school – related activity or while engaging in an activity that may have an impact on others in the school.

We affirm that pursuant to the *Alberta Human Rights Act* and the *Canadian Charter of Rights and Freedoms*, students and staff members are protected from discrimination. More specifically, discrimination refers to any conduct that serves to deny or discriminate against any person or class of persons regarding any goods, services, accommodation or facilities that are customarily available to the public, and the denial or discrimination is based on race, religious beliefs, colour, gender, physical disability, mental disability, ancestry, place of origin, marital status, source of income, family status or sexual orientation. Discrimination on these grounds is strictly prohibited.

We affirm that the rights set out in the *Alberta Human Rights Act* and the *Canadian Charter of Rights and Freedoms* are afforded to all students and staff members within Holy Cross Académie Internationale.

We share an awareness and appreciation of the diverse racial and cultural composition of

society and that the richness of life in Alberta is enhanced by sharing that diversity.

We nurture in learners the understanding that we are part of a larger community and that our actions have an impact on others. Behavior greatly affects the quality of our environment. We are responsible for our own behavior that is modeled from the teachings of Jesus Christ.

As a disciple of Jesus Christ, our school philosophy and approach to discipline is based on the spirit of Jesus’ teachings. Students and teachers at Holy Cross seek a peaceful environment where all can question, learn, experience and grow to their full potential.

Expectations

The Code of Conduct sets out behavioural expectations for students, including those behaviours that are consistently promoted and modeled by all in the school community – staff, students, and parents. These expectations are found at the school, in the parent handbook, and on our website. The Code of Conduct is reviewed with students periodically throughout the school year.

The Code of Conduct is developed by the school community and is based on input from students, parents and school staff, is reflective of the expectations of students as addressed in legislation and district policies, is communicated in writing to all members of the school community on an annual basis and is reviewed and adapted as necessary on an annual basis by members of the school community.

Creating this environment requires the co-operation, full attention and best efforts of all members of the school community working together. Parents are expected to ensure that their conduct contributes to a welcoming, caring, respectful, and safe learning environment.

Acceptable Behaviours

At Holy Cross Académie Internationale students will:

Be Respectful

- be honest and truthful
- find out about other people's feelings
- accept others' differences
- care for other people's belongings and public property
- listen attentively when required
- use polite language and behavior
- wear appropriate clothing and footwear as per school policy
- cooperate with school staff
- use cellphones only before and after school hours

Be Leaders

- be welcoming of others
- practice positive comments
- be cheerful
- be team players
- look for ways to improve our school
- be a positive ambassador for our school
- resolve conflicts in a peaceful manner

Be Safe

- walk quietly in hallways
- play safely in the playground (bullying, play-fighting, snowballs are not allowed)
- use equipment properly
- stay on school property
- stay away from parking lot
- report any injuries, problems, conflicts or dangerous behaviour to adult supervisors right away
- listen to class monitors during lunch (PYP)
- stay in designated areas

On the Bus:

- respect the bus drivers
- remain seated
- wait for bus to stop before moving

- talk quietly
- obey the rules as set by the driver

Be Organized

- attend school regularly and punctually
- monitor and complete assignments, and complete them on time
- have school materials ready
- use agenda daily
- be ready to learn and actively engage in your education

Conflict Resolution and Reconciliation

When individuals are involved in conflict, they are encouraged to discuss it together as soon as possible to find a solution. When needed, they will seek the help of a mediator. The mediator explores with individuals how to adapt or respond to a situation, with consideration to age, maturity and individual circumstances.

The dignity of each person will be respected by:

- identifying the inappropriate behavior
- describing its effects upon the situation
- giving the individual the opportunity to provide input into the reconciliation process

This process requires practice for individuals to become proficient in asserting their needs as well as apologizing and forgiving one another. All cases are treated individually. Confidentiality is stressed to protect privacy.

Bullying

Bullying is defined 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."

At Holy Cross Académie Internationale students will:

- refrain from, report and refuse to tolerate bullying or bullying behavior, that happens at the school, 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

Students may report bullying by:

- telling a parent or guardian
- telling an adult at the school
- calling the Kids' Help Line:
(1-800-668-6868)

Unacceptable behaviour

Students will be held accountable for conduct that occurs within the school building, during the school day, or by electronic means.

Examples of unacceptable behaviors may include:

- behaviors that interfere with the learning of others
- behaviors that interfere with the school environment or that create unsafe conditions
- acts of bullying, harassment or intimidation
- physical violence
- retribution against any person in the school who has intervened to prevent or report bullying or any other incident or safety concern
- illegal activities such as:
 - possession, use or distribution of illegal or restricted substances
 - possession or use of weapons
 - theft or damage to property

Consequences for unacceptable behaviour take into account age, maturity and individual circumstances. Any special needs that the student has – whether they are physical,

behavioural, communicational, mental health, trauma, etc. – are considered. Holy Cross Académie Internationale avoids a 'one size fits all' approach as this is inconsistent with Section 12 of the School Act.

Consequences may include:

- mentoring
- restorative processes
- regular check-ins with teachers or counsellors
- counselling (e.g. STAY Advisor)
- parent conferences
- student reflection
- behavioral contracts
- review of privileges
- bus suspensions
- in and out of school suspensions
- recommendations for expulsion

A severe breach of conduct will result in a suspension in accordance with Section 24 of the School Act.

A continuum of supports may be provided to students who are impacted by inappropriate behaviour as well as for students who engage in inappropriate behaviour.

These may include:

- YMCA Alternative Suspension Program
- wrap-around services including Multidisciplinary Team (behavioral therapists, etc.), Inclusive Support Team (Family School Liaison Worker, etc.), Regional Collaborative Service Delivery (Mental Health Therapists, etc.).