

NOEL BOOTH ELEMENTARY SCHOOL

CODE OF CONDUCT

*"Working together to empower children to achieve their full potential
in a safe, caring environment."*

Statement of Purpose

We value:

Cooperation with all members of our community

Achievement to do and be the best you can with the abilities you have

Respect each other and self

Empathy to develop an understanding of other's perspective through effective listening

Safety to always act in ways that preserve the integrity, self-esteem, and feelings of others

At Noel Booth School we have established the acronym "CARES" which encompasses our school's values. These values were established during a consultative process with our and by our community. They are reinforced and reviewed regularly with students, parents, and staff.

A goal at Noel Booth Elementary School, stated in our school mission statement, is to create a safe, caring environment where children can achieve their full potential. Home and school are involved in a partnership arming students with sound principles and self-discipline preparing them to become outstanding contributing citizens. To that end students, staff and parents within our community are actively involved in the development of our Code of Conduct. Our intention is to create a school climate where students are free from harm, where clear expectations of acceptable behaviour are held and met, and where all members of our school community feel they belong.

Students, parents and staff are subject to our code of conduct while at school. This includes traveling to and from school as well as attendance at all school sponsored games and functions.

Conduct Expectations

We believe that the school and the home must work together as partners to ensure student success. Our school takes pride in establishing, teaching and revisiting school expectations in order to maintain a positive school climate. Severity and frequency of unacceptable conduct as well as the age and maturity of students is considered in determining appropriate disciplinary action.

It is the responsibility of each student to:

- Tell the truth at all times
- Be courteous, polite and exhibit good sportsmanship
- Speak respectfully to teachers, adults and fellow students
- Respect the rights and property of others
- Follow the instructions of all adult supervisors
- Exhibit positive work habits and participate in class, striving to do your best
- Dress appropriately and follow the school dress code
- Treat school property (furniture, building, grounds, textbooks, etc.) with care

Consequences and Notification

We understand that there are times when we need to deal with incidents of unacceptable conduct. We appreciate that the age and maturity of students should be considered in determining appropriate disciplinary action. On occasion, school officials may have a responsibility to advise other parties of serious breaches of conduct. It is unacceptable for students to:

- bully, intimidate or threaten others
- be physically aggressive
- insult or disrespect others
- endanger the safety of others
- disrupt the learning environment
- use of foul language or swearing
- use or be in possession of alcohol or illegal drugs

These are examples of unacceptable behaviours and not an all-inclusive list.

"Working together to empower children to achieve their full potential in a safe, caring environment."

~ Noel Booth Elementary School

NOEL BOOTH ELEMENTARY SCHOOL GUIDELINES

A high standard of behavior is expected from our students. It is important to impress on our students that common sense in behavior, courtesy and manners is expected at all times.

In addition to the previous statements, several other rules must be stated in order for a school to run smoothly and efficiently.

1. HALLS a) eating in halls or washrooms is not permitted
 b) running or pushing is not permitted

2. CLASSROOMS a) play suitable games on rainy days
 b) keep your room and desk tidy
 c) wear proper footwear (no socks or rubber boots in classroom)
 d) students must be in their desks and ready to begin their studies at the final bell, i.e. 9:00, 10:45 a.m., 12:45 p.m.

3. OTHER ROOMS a) teachers only in supply rooms – no students
 b) students must have teacher's permission before entering the medical/teacher work room, equipment room
 c) medical supplies must not be taken by students
 d) no loitering in washrooms
 e) gym is out of bounds to students unless accompanied by a teacher (with the exception of equipment room monitors)
 f) for P.E. classes in the gym, students must wear only designated footwear.

4. GROUNDS a) keep the school and playgrounds clean, throwing all lunch wrappers, peeling, apple cores and other garbage into wastebaskets.
 b) rough games, where clothes may be torn, are not permitted
 c) pupils are not allowed near the cars
 d) do not interfere with other's games

- e) a note from home must be brought to the classroom teacher before pupils leave the school grounds during school hour
5. PLAY EQUIPMENT a) play equipment should be brought back by the person taking it out of the room or equipment box.
b) balls should not be thrown against the buildings
6. TRAFFIC a) roller blades may be worn to and from school grounds only
b) bicycles and skateboards must be walked to and from the roadway
c) keep bicycles in the racks, not against walls or on the grounds
d) bicycle area is out of bounds during the school day
e) students must stay in the designated "waiting area" until the vehicle in which they are riding is parked
7. BELLS a) these signals are to be obeyed promptly
c) pupils arriving before 8:45 a.m. will play outside until the bell at 8:55 a.m.
d) pupils are not permitted to wait in the halls before or after school
e) use recess to have a snack, use the washrooms, and get some outdoor exercise
f) at the warning bells (10:45 a.m. and 12:40 p.m.) students should stop their games

RULES IN GENERAL

1. Gum chewing in school is prohibited.
3. Show courtesy to all school visitors.
4. The piano is out of bounds to students unless permission is received.
5. Complete silence during a fire drill or earthquake drill is expected - listen to your teacher's instruction.
6. Please check with the teacher on duty when you experience difficulty: Do not come to the staffroom.
7. The telephone is to be used only for emergency calls.
8. Use extreme caution when walking to and from parents' cars.

9. The front door of the building is for the use of teachers, parents and visitors.

**BE A GOOD CITIZEN!
KNOW YOUR SCHOOL RULES.**

STUDENT RESPONSIBILITIES

Pupils, parents, and school personnel strive to provide an educational environment, which will hopefully fulfill the goals and objectives, stated for our school. In order to more easily realize this environment, individuals are asked to observe three basic guidelines: (1) the use of common sense, (2) that the rights and privileges of others be respected and honored and, (3) that property, ones own and that of others, be respected and appreciated at all times.

To further the above objectives, the following code of conduct is presented and shall be implemented at all levels:

BOYS AND GIRLS are responsible for:

1. Attending school every day on time.
2. Coming in from recess and noon playtime as soon as the bell rings.
3. Having the necessary books, paper and writing instruments ready for each class.
4. Making every effort to do their work well.
5. Respecting the rights of others:
 - a) to be able to come to school and return home without being hurt or bothered in any way.
 - b) to be able to use the classroom and library without being disturbed by other children.
 - c) to play without being hit by rocks, ropes, sticks, snowballs or other dangerous objects.
 - d) to be able to play and work where offensive language is not used.
 - e) to be able to come to school without fear of having personal objects, lunches and money misplaced by other children.
6. Taking care of personal cleanliness and appearance.

7. Observing school rules implies:
 - a) Sharing all play equipment.
 - b) Returning all equipment borrowed from the gym.
 - c) Eating lunch in the classroom and not in the halls or playground.
 - d) Avoiding the chewing of gum or the wearing of hats in the school.
 - e) Not scratching or marring furniture, books, buildings or school equipment.
 - f) Settling quarrels by talking with the playground teacher, classroom teacher, Vice-principal, or Principal
 - g) Walking, rather than running in school halls, classrooms, library, and washrooms.
 - h) Using only friendly names when talking to others.
 - i) Leaving personal toys and items at home unless an arrangement has been made with your teacher.
8. Completing all assignments (in school and/or at home).
9. Dress Code at Noel Booth:

We are a choice school emphasizing traditional values and behaviours and have an expectation that all students adhere to the following dress code:

- clothing should be worn so that no midriffs are showing when standing or sitting
- tops should have wide shoulder straps (no spaghetti straps or tube tops)
- necklines should be modest (front and back)
- students are not to wear short shorts and no short skirts
- hats are not to be worn inside the school
- logos on t-shirts are not to be offensive in any way

PARENTS should be responsible for:

1. insisting on the regular and punctual attendance of your children according to the law.

2. becoming acquainted with the rules and regulations of Noel Booth Elementary/Ecole Elementaire Noel Booth.
3. requiring that your children conduct themselves in an orderly manner while in school or about the school grounds.
4. responding promptly and co-operatively when informed by school staff that your child is misbehaving or showing attendance problems.
5. encouraging your child to work neatly and to work to the best of his/her ability.
6. communicating with the teacher and respecting their concerns or goals for their children.
7. providing additional experiences outside the school environment, such as visits to places of interest or reading to the younger ones.
8. participating in school functions.
9. monitoring your child's attire to ensure that he/she is following the outlines of our school dress code.

SCHOOL STAFF are responsible for:

1. providing flexible curricula and alternative programs.
2. providing an educational environment that is conducive to learning.
3. providing special services and programs for children with special individual needs.
4. respecting personal worth, dignity and needs of each student.
5. keeping parents adequately informed of the performance of each child.
6. devising and distributing to parents and to students, reasonable rules and regulations governing student behavior and attendance.