

Student Expectations

Responsible behaviour is made up of five essential elements—honesty, compassion/respect, fairness, accountability, and courage. Being responsible means making the right choices. It means identifying and accepting the consequences—good or bad—of decisions made by the student. Ultimately, it means considering how a student's actions will affect people and situations around them. We want our students to appreciate the importance of being responsible. We also want them to develop the habits and strength to act this way in their everyday lives.

Section 12 of the School Act of Alberta (the law that governs how schools operate in Alberta) states:

"A student shall conduct himself or herself so as to reasonably comply with the following code of conduct:

- a) be diligent in pursuing their duties*
- b) attend school regularly and punctually*
- c) cooperate fully with everyone authorized by the board to provide education programs and services, in accordance with this act*
- d) understand and comply with the rules of the school*
- e) be accountable for their conduct and behavior*
- f) respect the rights of others."*

DISCIPLINE CYCLE

The vast majority of our students are not involved in any misbehaviour. However, in cases where students need correction and direction the following levels will be followed:

- (1) The vast majority of correction is handled as a conversation between a staff member and a student engaging in a dialogue that is solution focused and designed to get the student to self-correct the behaviour and not to do it again.
- (2) If the situation is referred to the office, the school's administration determines if it is best handled as a counselling solution by our Child Development Advisor or by the Assistant Principal or Principal. Here the strategy is to:
 - (i) Engage in conversation to understand what has happened
 - (ii) Listen to students involved
 - (iii) Consult witnesses as appropriate or necessary

Discipline resolution is focused on solutions and not punishment. The student is encouraged to take charge and change the behaviour. For more serious or repeat offences disciplinary measures such as suspensions in or out of school are used.

SUSPENSIONS AND/OR EXPULSIONS

Failure of any MCMS student to act within these expectations could result in disciplinary action up to and including suspension or in severe cases expulsion.

In-school suspensions are held on site and students work on learning supplied by classroom teachers. Students will be expected to complete any work missed and stay on top of their studies while on out-of-school suspensions.

Following any in-school or out-of-school suspension a re-instatement meeting will be required with the grade-level administrator before the student will be allowed to return to class.

Expulsion refers to the removal/banning of a student from school for an extensive period of time due to a student persistently violating school expectations, or for a single offense of appropriate severity in extreme cases.

RVS Student Code of Conduct

<http://www.rockyview.ab.ca/families/codeofconduct>

BANNED ITEMS

Students are not allowed to possess illegal or dangerous items at school or on the school grounds. These items include: lighters, matches, laser pens, tobacco, alcohol, drugs or weapons or any items assessed by administration to be dangerous. These items will be confiscated, and disciplinary action may follow.

HARASSMENT

Personal harassment is any behaviour that has as its intent or effect to alarm, annoy, or belittle a person. Sexual harassment is any unwelcome behaviour, which is sexual in nature. Harassment may occur in person-to-person contact or through the internet.

Harassment can include, but is not limited to the following:

- (a) unwanted physical contact
- (b) unwelcome remarks
- (c) compromising invitation
- (d) verbal abuse
- (e) display of suggestive pictures
- (f) inappropriate use of the internet or websites degrading others at school or the reputation of the school causing a disruption in the learning environment.

This kind of behaviour is taken very seriously and suspension is likely for these actions.

STUDENT DRESS

MCMS is a learning and business environment. All members of the school community are expected to meet reasonable standards of dress in keeping with the atmosphere of the school.

The following guidelines should assist you:

1. Images and messages on clothing cannot be offensive. Clothing will not promote alcohol, drugs, violence, racism, sexism or any form of intolerance.
2. Excessive skin exposure is not appropriate in a learning environment. Tank tops, muscle shirts, and shirts that bare midriffs may not be worn. Underwear should not be visible.
3. Hats and headgear are not permitted during normal school hours unless for religious reasons.

Please note that any student who is unsuitably dressed will be required to change into acceptable clothing or return home to change prior to re-admittance to the school.

SKATEBOARDS/BICYCLES/SCOOTERS/ROLLERBLADES/HEELIES

MCMS cannot assume responsibility for bicycles parked on the school grounds. Bicycles brought to school must be parked in the racks provided and should be locked. Students are not permitted to ride on school grounds during operational hours. Students will need to store their items in their lockers provided space is available. Students will not be allowed to store these items in the office (or anywhere else in the school) if they do not fit in their lockers.

COMPUTER ACCESS AND INTERNET USE

Students may use the computer labs, learning commons computers and those located in pods around the building provided they have permission and are supervised by staff. Student and parent must sign the “**Appropriate Use**” agreement for use of the Internet at school before a student is allowed to use a computer. These forms are sent home at the beginning of the school year. If these forms are not signed, no Internet use is allowed. Any violation of this agreement or damaging of equipment will result in loss of computer privileges. Students may also utilize their own electronic devices with teacher approval. Parents will be charged costs for repairs and replacement for any damaged equipment or software. Students are not allowed to download any software or install any programs on school computers.

ELECTRONIC DEVICE POLICY

In its official policy (IFCL), RVS supports the appropriate use of electronic devices. It also recognizes that inappropriate use of electronic devices can negatively affect a safe and caring learning environment. To support this board policy and to recognize the integrity of the learning environment, MCMS electronic device policy is adopted to encompass the following:

A learning environment is considered to be any classroom, the library, break out room or any other space that a staff member has deemed to be the space of instruction. Any device that is negatively affecting the learning of students or is disrupting the learning of others should not be used and may be confiscated.

During class time, phones may only be used when the teacher has given specific permission to do so. Students are to be conscious of where, when and how they use devices as different situations call for different etiquette regarding use. Staff members will encourage proper use of learning technology but reserve the right to ask students to put away or power off devices or confiscate any device if disruptive.

The use of any electronic device in our learning setting is intended for academic purposes.

PERSONALLY OWNED DEVICES (PODS)

Rocky View Schools invites and encourages students to bring laptops to school. Students unable to provide their own devices will have access to school-supplied laptops through a daily sign-out system.

[RVS Personally Owned Devices \(PODS\)](http://www.rockyview.ab.ca/techsupports/pods/personally-owned-devices-pods)

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LOCKERS

Students are assigned lockers. Students must use school locks and keep combinations secret. The office manages locks and lockers. Students are expected to keep lockers tidy and to clean them inside and out at the end of the school year. The school reserves the right to search lockers when necessary. The procedure involves the student and administration being present and is only done with reasonable and probable grounds.

LUNCH TIME ROUTINES

MCMS is a closed campus for all students. Students living in bussed attendance areas are not allowed to leave at lunch unless their parent/guardian picks them up and signs them out. Students who live within the walk-in attendance area may have the privilege of staying for lunch. Walk-in students may also go home for lunch if written notification is provided by their parent/guardian at the beginning of the school year. Those notifications will be kept in the office.