



# Code of Conduct

Date Approved: 2019

Projected Review Date: 2023

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## PURPOSE:

Hamilton-Wentworth District School Board (HWDSB) recognizes that it is the responsibility of all individuals to contribute to a positive school climate that is inclusive and accepting of all students and staff, and that promotes the prevention of bullying and harassment. The HWDSB Code of Conduct Policy sets out the expectations for behavior consistent with the Provincial Code of Conduct.

The Code of Conduct Policy applies to persons on school or board property, on school buses, at school-related events or activities, or in other circumstances that could have an impact on school climate. Any person who enters into an agreement, or uses school board property (third party), must follow standards consistent with the Provincial Code of Conduct and with HWDSB's Code of Conduct Policy.

## GUIDING PRINCIPLES:

HWDSB is committed to:

- Schools which promote responsibility, respect, civility and academic excellence in a safe learning and teaching environment.
- Fostering positive school climates where all members feel safe, included and accepted.
- *Standards of Behaviour* as defined in the policy for all members of the school community (parents, students, school staff, visitors, volunteers).
- Relationships founded in mutual acceptance and inclusion, fostering a culture of respect when modeled by all.
- Prevention and early intervention strategies to address inappropriate behavior.

## INTENDED OUTCOMES:

### Positive School Climate:

- Promote responsible citizenship by encouraging appropriate participation in the civic life (physical and digital) of the school community
- Prevent bullying in schools
- Promote the safety of people in schools
- Discourage the use of alcohol, illegal drugs, tobacco and non-medical cannabis use
- Promote the responsible use of digital devices during instructional time for learning purposes (as directed by the educator) and/or for health related reasons

### Relationships:

- Ensure that all members of the school board community are treated with respect and dignity
- Maintain an environment where conflict and difference can be addressed in a manner characterized by respect and civility
- Encourage the use of non-violent means to resolve conflict



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## RESPONSIBILITY:

Director of Education  
 Members of Executive Council  
 School Administrators

## TERMINOLOGY:

*School climate:* may be defined as the sum total of all of the personal relationships within a school. These relationships must be founded in mutual acceptance, inclusion, respect, responsibility and civility, and must be modeled by all. A positive school climate exists when all members of the school community feel safe, included and accepted, and actively promotes positive behaviours and interactions.

## STANDARDS OF BEHAVIOUR

*Respect, Civility and Responsible Citizenship:* All members of the school community must recognize that a whole school approach is required, and that everyone including trustees, Board employees, students, parents/guardians, Home and School, School Council, visitors, volunteers, contractors, community members on school premises, while on school buses, at school related events or activities, or in any other circumstances that could have an impact on the climate of the school must:

- respect and comply with all applicable federal, provincial, and municipal laws
- comply with the Equity and Inclusion Policy and other Board policies
- demonstrate honesty and integrity
- respect differences in people, their ideas, and their opinions
- treat one another with dignity and respect at all times, and especially when there is disagreement
- respect and treat others fairly, regardless of, for example, race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, gender, sexual orientation, age, creed, sex, gender identity, gender expression, marital status, family status or disability
- respect the rights of others
- show proper care and regard for school property and the property of others
- take appropriate measures to help those in need;
- seek assistance from a member of the school staff, if necessary, to resolve conflict peacefully
- respect all members of the school community, especially persons in positions of authority
- respect the need of others to work in an environment that is conducive to learning and teaching
- not swear at a teacher or at another person in a position of authority
- follow standards consistent with the Provincial Code of Conduct
- promote the prevention of bullying



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*Safety:* All members of the school community must not:

- engage in any bullying behaviours including the use of any physical, verbal, electronic, written, or other means of bullying
- engage in any hateful behaviours (physical, verbal, electronic, written) that are based on racist, anti-Semitic, Islamophobic, sexist, homophobic, transphobic and other hateful ideologies.
- engage in gender-based violence and incidents based on homophobia, transphobia or biphobia
- commit sexual assault
- traffic weapons or illegal drugs
- give drugs, alcohol or cannabis to a minor
- commit robbery
- be in possession of any weapon, including firearms
- use any object to threaten or intimidate another person
- cause injury to any person with an object
- be in possession of, or be under the influence of, or provide others with alcohol, illegal drugs and cannabis (unless the individual has been authorized to use cannabis for medical purposes)
- provide others with alcohol, illegal drugs or cannabis (unless the recipient is an individual who has been authorized to use cannabis for medical purposes)
- inflict or encourage others to inflict bodily harm on another person
- engage in propaganda and other forms of behaviour motivated by hate or bias,
- commit an act of vandalism that causes extensive damage to school property or to property located on the premises of the school.

Violations of the Code of Conduct shall be addressed through other relevant Hamilton-Wentworth District School Board Policies, Procedures and provincial legislation.

## ACTION REQUIRED:

Implement the following Procedures:

- Code of Conduct
- Progressive Discipline and Promoting Positive Student Behaviour

Communication of HWDSB Code of Conduct (Annually)



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## PROGRESS INDICATORS:

Intended Outcome	Assessment
Positive School Climate	Elementary and Secondary Positive Culture and Well-Being Surveys Staff Voice Survey Suspension and Expulsion data
Relationships	Elementary and Secondary Positive Culture and Well-Being Surveys Staff Voice Survey Parent Voice Survey Community Engagement Report Card Suspension and Expulsion data

## REFERENCES:

### Government Documents Part XIII

of the Education Act

Accepting Schools Act (Bill 13), 2012

Policy/Program Memorandum 128, (October 17, 2018)

An Act to Amend the Education Act (Progressive Discipline and School Safety), 2007 Ont. Reg. 472/07

Safe Schools: Creating a Positive School Climate

Caring and Safe Schools in Ontario: Supporting Students with Special Education Needs

Through Progressive Discipline K-12

Ontario's Equity and Inclusive Education Strategy, 2009

Ontario's Education Equity Action Plan, 2017

Ontario First Nation, Metis and Inuit Education Policy Framework, 2007

English Language Learners: ESL and ELD Programs and Services, 2007

Trespass Act

Access to School Premises – Ontario Regulation 474/00

OCT Standards of Teaching

Ontario Human Rights Code

Ontario Criminal Code

Provincial Code of Conduct

All applicable curriculum guidelines

### HWDSB Policies

21<sup>st</sup> Century Learning

Bullying Prevention and Intervention

Community Engagement

Educational Excursions Policy



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- Equity and Inclusion
- Workplace Violence and Harassment Prevention Procurement
- Staff Progressive Discipline
- Student Behaviour and Discipline
- Use of Board Facilities
- Volunteer Policy