

**VIRDEN JUNIOR HIGH
CODE OF CONDUCT 2014 - 2015**

Welcome To
Virdden Junior High

Saints

V - VIRDEN

J - JUNIOR

H - HIGH

R - RESPECT YOURSELF, OTHERS, AND PROPERTY

U - USE YOUR TIME WISELY

L - LEARN ALL YOU CAN EACH DAY

E - EXPRESS AND EXPAND WHO YOU ARE

S - STOP AND THINK

VIRDEN JUNIOR HIGH SCHOOL
CODE OF CONDUCT
2014 - 2015
“Disciplining With Respect”

Virden Junior High Mission Statement (2014 – 2015)

“VJH RULES”

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Program Benefits:

- a. Clear Expectations – students clear on acceptable and unacceptable behavior
- b. Ownership of and responsibility for student behavior is established
- c. A team effort is in effect; administrators, staff, students, and parents
- d. Promotes a safe environment where student rights / person / and property are protected.
- e. An expectation that we will always be looking for ways to improve all aspects of this plan

Shareholder Responsibilities:

- “All stakeholders are expected to behave in a respectful manner towards others.”
- “It is the expectation that all community members will comply with the Virden Junior High School’s Code of Conduct.”
- “Discriminating unreasonably by any stakeholder on the basis of any characteristic set out in subsection 9(2) of The Human Rights Code is unacceptable.”

A. Students: As major shareholders the students will:

1. Realize they choose their behavior and are aware of the consequences.
2. Realize that there are expectations to be met.
3. Realize they must be punctual, cooperative, understanding in all areas of the school operation.
4. Realize that to receive respect you must also show respect.
5. Realize that assignments are to be done neatly, completely and on time.
6. Realize that bullying, cyberbullying, or abusing physically, sexually, or psychologically – orally, in writing or otherwise is unacceptable.
7. Realize that any gang involvement or gang related activities are unacceptable.
8. Realize that they must adhere to the divisional policies in regards to: weapons, drugs and alcohol use, cell phone/paging device/electronics, cyberbullying, Threatening / High Risk Behaviour

B. Teachers/Educational Assistants/Administrative Assistants/Custodial Staff will:

1. Formulate a plan that best suits the needs of the school environment.
2. Develop a teamwork approach.
3. Be consistent and clear with respect to expectations.
4. Be consistent and clear with respect to consequences for inappropriate behavior.
5. Be positive, consistent, considerate in administration of the policy.
6. Communicate with students, parents and administration.
7. Relate to the personal side of discipline, guidance and help.
8. Realize that bullying, cyberbullying or abusing physically, sexually, or psychologically – orally, in writing or otherwise is unacceptable.
9. Realize that they must adhere to the divisional Internet Acceptable Use Policy

C. Parents/Guardians will:

1. Support the child's need to complete schoolwork.
2. Support the child's need to attend school regularly.
3. Attend parent/teacher interviews.
4. Meet with teacher and/or administrators to discuss child's progress.
5. Be a support system to the teachers.
6. Sign documents as necessary.
7. Use confidentiality.
8. Realize that bullying, cyberbullying or abusing physically, sexually, or psychologically – orally, in writing or otherwise is unacceptable.

D. Administrators will:

1. Keep parents informed of students progress or concern.
2. Assist teachers with respect to referral to outside agencies.
3. Arrange for the supervision of in-school suspensions.
4. Be involved in implementing suspensions.
5. Prepare/approve letters to be sent home.
6. Meet with parent/child/teacher as per established procedure.
7. Receive responding phone calls.
8. Inform all stakeholders when there are revisions to this document

E. Trustees/Senior Administration will:

1. Provide guidance and support to school administrators and staff.
2. Work as a team with school administrators and staff.
3. Be involved in and support decisions re: "serious" offenses.
4. Be objective and mindful of others situations with respect to decisions.
5. Be involved in the positive reward times.

Implementation of the Policy:

- a. As the entire school community has been a part of this planning process, our first goal is to review the statement with all stakeholders, and introduce it to any new members. This will be done at the school during our first days, as we review school and classroom expectations.

Together students and staff will determine the behavioral expectations in each environment, and make sure they are clear, all of which will have our five mission statement benchmarks as the basis for these expectations.

All families will receive a copy of this document and be asked to review it with all VJH Stakeholders, sign it and return to VJH. It is at this time we would invite any conversation, clarification or feedback in order to enhance the process for everyone.

- b. As with academics, the behavioral expectations will increase for each student as they progress through our building. However, like our academics, students will make mistakes, and it is at these times that we want to implement the steps below to prevent a repetition of these inappropriate behaviors.

1. The following steps will be taken for inappropriate behaviors which do not threaten the “physical or emotional well being” of those involved:

1st demonstration of a specific inappropriate behavior: (ex. Not using class time effectively)

Staff and student(s) will discuss the issue:

- reviewing the appropriate expectations
- discussing factors / influences
- reviewing consequences if repeated

2nd demonstration of repeated inappropriate behavior: (ex. Still not using class time effectively)

Staff and student meet to discuss consequences:

- discussing factors / influences
- when consequence will occur
- reviewing consequences if repeated

3rd demonstration of repeated inappropriate behavior: (ex. Still not using class time effectively)

Staff and student meet to discuss actions:

- notify parent (e-mail or phone call)
- notify principal (e-mail or conversation)
- detention

4th demonstration of repeated inappropriate behavior: (ex Still not using class time effectively)

Student is forwarded to the office:

- consequences determined
- parents / staff notified
- documented in Maplewood
- referral to outside agencies if required

2. The following steps will be taken for inappropriate behaviors which **do** threaten the physical or emotional well being of those involved. (these behaviors may included but are not restricted to: bullying / harassing / theft / defiance)

1st demonstration of a specific inappropriate behavior: (ex: bullying a fellow student on the playground)

Student is forwarded to the office:

- consequences determined
- parents / staff notified
- documented in Maplewood
- referral to outside agencies if required

3. For any of the following inappropriate behaviors Virden Junior High will refer to the Fort La Bosse Divisional policies when responding.

- a. Possession or use of weapons (JICl)
- b. Drugs and alcohol use (JICH)
- c. Cell phone/paging device/electronics (JICJ),
- d. Cyberbullying (JICFB),
- e. Threatening / High Risk Behavior (JLDBB)
- f. Bullying another student (JIC)
- g. Discriminating unreasonably on the basis of character set. (JIC)
- h. Gang Involvement (JIC)

4. VTRA – Violence, Risk & Threat Assessment

Fort la Bosse School Division is committed to working together with our communities to prepare students for the future by providing quality education & fostering lifelong learning in caring environments while making the best possible use of resources.

To accomplish this, our students and communities must be safe places in which to learn and grow. Division policy includes VTRA policy (JLDBB, JLDBB-R, JLDBB-E) outlining the steps to be taken in the event of a serious risk or threat. The policy in its entirety may be found on the division web site at <http://www.flbsd.mb.ca>.

Fair Notice:

Students, parents, and staff will be provided with information about policy, procedures, and protocol so that “fair notice” is given that violence or threats of violence will not be tolerated. Administrators will make the information available on an annual basis.

Reporting:

All staff and students or any member of the school community having knowledge of high-risk student behaviour or having reasonable grounds to believe there is a potential for high-risk or violent behaviour should promptly report the information to the school principal and/or his/her designates. Students who seek adult support for worrisome behaviour are not ratting or snitching”.

Note:

1. These policies can be reviewed at: (<http://www.flbsd.mb.ca/policies.html#sectionj>)
or
by contacting Mr. Thiessen at the school.
2. All suspensions – both in-school and out of school have administration involved and parent contact by administrator via signed letter, which is to be returned to the school with parental signature.
3. Out of school / in-school suspensions letters will be copied and sent to the school division's superintendent's office.

Appeal Procedure:

As outlined in Fort La Bosse "Student Discipline Policy" – (JK-R)

The above procedural steps are required in order to maintain a positive, safe learning environment for everyone at Virden Junior High, however we want to celebrate the many positive behaviors that occur everyday at VJH. The following are some specific strategies implemented to help encourage the repetition and growth of such positive behaviors.

1. Positive Verbal reinforcement from others

- It always feel good – to hears "thanks" or "great job".

2. In – class Celebrations

- Individual classes enjoy a fun activity as a result of positive behavior (example – free class)

3. Excellence Assemblies (4 or 5 per year)

- We will recognize the efforts of those students who are giving us their best!

4. Celebration Activities (4 or 5 per year)

- All students have demonstrated positive behavior leading up to the activity are eligible to attend. (example – Gym Blast)

5. School Activities (ongoing throughout the year)

- VJH provides a number of extra activities throughout the course of the year to enable all students to expand their abilities. (example – inter-school sports / special guests / year end trips)

Conclusion:

Virден Junior High has traditionally maintained a high standard of discipline and it is intended that this plan will ensure the continuation of this tradition.

If there are any concerns or questions please forward them to the appropriate person, as the only way to solve an issue is to discuss the issue.

Remember:

Three key words that all stakeholders must keep in mind as we work towards our high standard of discipline:

“RESPECT, STOP, and THINK”

Definitions:

*As defined by Manitoba Education and Advanced Learning — Provincial Code of Conduct

Bullying: Bullying is behaviour that is intended to cause, or should be known to cause, fear, intimidation, humiliation, distress or other forms of harm to another person's body, feelings, self-esteem, reputation, or property. It is also behaviour that is intended to create, or should be known to create, a negative school environment for another person.

Bullying takes place in a context of a real or perceived power imbalance between the people involved and is typically (but need not be) repeated behaviour.

It may be direct (face to face) or indirect (through others); it may take place through any form of expression, including written, verbal, physical, or any form of electronic communication (referred to as cyberbullying), including social media, text messages, instant messages, websites, or e-mail.

Cyberbullying: Cyberbullying is bullying by means of any form of electronic communication, including social media, text messaging, instant messaging, websites, or e-mail.