

FEBRUARY 10, 2015



CODE OF CONDUCT

MACDONALD DRIVE JUNIOR HIGH

MACDONALD DRIVE JUNIOR HIGH
110 MacDonald Drive, St. John's, NL, A1A 2J9

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Mission Statement

Macdonald Drive Junior High (MDJH) is committed to providing a safe, caring, and inclusive learning and working environment by promoting respect, responsible citizenship and academic excellence. Every member of the school community should be treated with respect and all members should behave in a courteous and considerate manner. A positive school climate exists when all members of the school community feel safe, comfortable and accepted.

A) Standards of Behaviour

The Standards of Behaviour outlined apply to all members of the school community, including students, parents and guardians, school staff, volunteers and visitors when:

-  On school property.
-  Traveling on a school bus that is under contract to the school and/or school board.
-  Participating in extra-curricular activities.
-  Participating in off-site school-sponsored activities.
-  Engaging in an activity which will have an impact on the school climate.

i) Standards of Behaviour: General

All members of the school community are expected to:

-  Respect the rights of others and treat one another with dignity and respect at all times, regardless of economic status, national or ethnic origin, religion, culture, body image, gender, sexual orientation, gender identity, age or ability.
-  Use appropriate voice and language
-  Adhere to the Macdonald Drive Junior High Dress Code. **(Appendix A)**
-  Adhere to the district safety policy.
-  Always be prepared to fully participate in all school-based activities.
-  Take appropriate measures to support those in need.
-  Respect the property of the school and others.
-  Demonstrate honesty and integrity.
-  Follow the school allergy policy.
-  Stand up against bullying behaviour (physical, verbal, social, electronic) that intentionally causes harm (physically, socially, or emotionally) to another person.
-  Prevent harm to an individual, group of people or property.
-  Respect and comply with federal, provincial and municipal laws.

ii) Standards of Behaviour: Digital Citizenship

All members of the school community are expected to:

-  Adhere to the Macdonald Drive Junior Electronics Policy. **(Appendix B)**
-  Keep personal devices in a secure place. (at home or safely stored in school).
-  Be respectful in the online environment.
-  To report any online activities that are not respectful. (to a trusted adult)
-  Tell an adult about activities which cause you to be uncomfortable.

B) Inappropriate Behaviours

The Inappropriate Behaviours outlined apply to all members of the school community, including students, parents and guardians, school staff, volunteers and visitors when:

-  On school property.
-  Traveling on a school bus that is under contract to the school and/or school board.
-  Participating in extra-curricular activities.
-  Participating in off-site school-sponsored activities.
-  Engaging in an activity which will have an impact on the school climate.

i) Inappropriate Behaviours: General

In abiding by Macdonald Drive Junior High Standards of Behaviour, all members of the school community are expected to refrain from:

-  Any behaviour that discriminates based on economic status, national or ethnic origin, religion, culture, body image, gender, sexual orientation, gender identity, age or ability.
-  Using inappropriate voice or language that is violent, profane or discriminatory.
-  Violating the Macdonald Drive Junior High Dress Code. **(Appendix A)**
-  Violating the district safety policy.
-  Being unprepared to participate in school-based activities.
-  Failing to take appropriate measures to support those in need.
-  Disrespecting the property of the school and others.
-  Failing to demonstrate honesty and integrity.
-  Knowingly violating the school allergy policy.
-  Any violent or bullying behaviour (physical, verbal, social, electronic) that intentionally causes harm (physically, socially, or emotionally) to another person.
-  Injuring an individual, group of people or property. (Injury of reputations, self-esteem, etc...)
-  Breaking federal, provincial or municipal laws.

ii) Inappropriate Behaviours: Digital Citizenship

In abiding by Macdonald Drive Junior High Standards of Behaviour, all members of the school community are expected to refrain from:

-  Neglecting to adhere to the Macdonald Drive Junior Electronics Policy. **(Appendix B)**
-  Neglecting to keep personal devices in a secure place.
-  Being disrespectful in the online environment.
-  Neglecting to report any online activities that are not respectful. (to a trusted adult)
-  Neglecting to tell an adult about activities which cause you to be uncomfortable.

C) Behavioural Modification Strategies

In abiding by Macdonald Drive Junior High Standards of Behaviour, all members of the school community are expected to use both proactive and reactive strategies to promote behaviours that are conducive to learning. In dealing with behaviours that are not conducive to learning, attending staff members should consider:

-  The level of severity of the inappropriate behaviour (**Appendix C**)
-  The appropriateness of an intervention/consequence for a behaviour (**Appendix D**)

i) Behavioural Modification Strategies: Proactive Strategies

Expected behaviours as identified in Macdonald Drive Junior High Standards of Behaviour will be encouraged and supported through the following school-wide practices:

-  The consistent communication of the Standards of Behaviour to all members of the school community using a variety of communication media.
-  The consistent modelling/application of the Standards of Behaviour by all members of the school community.
-  Choices may be offered (to students), so as to promote proactive decision-making skills.
-  The active acknowledgement of appropriate (Student) behaviours through a variety of methods.
-  The active acknowledgement of school community member accomplishments through a variety of methods.
-  The promotion of curricular, co-curricular and extra-curricular programs that promote social skill development.
-  The consideration of environmental and/or programming change.
-  The application of the pre-referral process to determine and/or meet a student's needs.
-  The consideration of the potential need for assessment by the Service Delivery Team.
-  The consideration of the potential need for counselling.
-  The consideration of the potential need for referral to district staff or outside agencies.
-  The provision of focused support for small groups and individual students.

D) Behavioural Modification Strategies

In abiding by Macdonald Drive Junior High Standards of Behaviour, all members of the school community are expected to use both proactive and reactive strategies to promote behaviours that are conducive to learning. In dealing with behaviours that are not conducive to learning, attending staff members should consider:

-  The level of severity of the inappropriate behaviour (**Appendix C**)
-  The appropriateness of an intervention/consequence for a behaviour (**Appendix D**)

i) Behavioural Modification Strategies: Reactive Strategies

In response to inappropriate student behaviour, teachers and administrators of Macdonald Drive Junior High shall utilize reactive strategy, depending on:

-  The level of the behaviour.
-  Circumstances of the behaviour:
 - the other people involved (students/staff/etc.)
 - the environment
 - precipitating factors
 - special circumstances
 - etc...
-  Past reactive strategies utilized for this student and the students resulting behaviour.
-  The frequency of the behaviour.
-  The student's exceptionality and/or Individual Education Plan (IEP).

Appendix A: Dress Code

There are many types and styles of clothing which are acceptable for school. In an effort to foster positive self-esteem and self-respect it is expected that all members of the school community wear clothing that meets with the following criteria.

1. Personal cleanliness is expected of all students.
2. All shirts are expected to cover the shoulders and midriffs.
 - a. Sleeveless tank tops, crop tops or halter tops are not acceptable.
 - b. Camisoles are not acceptable to be worn alone.
 - c. Tube-tops are not acceptable.
 - d. Low cut tops are not acceptable.
3. No undergarments of any kind are to be visible.
 - a. This includes: thongs, boxer shorts, and bras.
4. Clothing with obscene or suggestive remarks is not permitted.
5. Clothing which advertises alcohol, tobacco or illegal substances is not permitted.
6. Clothing which displays hate symbols, racist or sexist ideals is not permitted.
7. Excessively low cut or baggy pants are not permitted.
8. Pajama bottoms are not acceptable.
9. Short skirts, short shorts, and short shorts are not permitted.
10. Outside jackets and book bags are not to be brought to the classroom.

Physical Education class:

1. It is expected that all students will arrive to physical education class with:
 - a. gym sneakers with non-marking soles.
 - b. track pants, yoga pants or full coverage shorts.
 - c. a full coverage t-shirt or long sleeve shirt.

Extra-curricular and Co-curricular events are not exempt from the school dress code.

If a student insists on wearing clothing that is unacceptable according to the school dress code, parents will be contacted and arrangements will be made to ensure appropriate dress.

Appendix B: Electronics Policy

Students are permitted to bring electronic devices such as cell phones and iPods to school. The use of electronic devices must be carried out in accordance with the following criteria.

1. Electronic devices must not be seen or heard in the classroom, unless otherwise directed by the teacher
 - a. This includes ear buds or earphones.
 - b. Electronic devices must not be used at any time for the unauthorized recording of another individual.

2. If electronic devices are seen within the classroom they may be:

1st Offense - confiscated by the teacher and returned to the **student** at the end of the instructional period.

2nd Offense - placed in the office and returned to the **student** at the end of the instructional day.

3rd Offense - placed in the office and returned to a **parent/guardian** at the end of the instructional day.

Should chronic violation of the policy become an issue, offending students may not be permitted to have the electronic device in the building.

Appendix C: Inappropriate Behaviours Rating Scale

Macdonald Drive Junior High – Inappropriate Behaviours Rating Scale

	Behaviour	Level 1	Level 2	Level 3
BEHAVIOURAL RATING SCALE.	Lack of Attention to Academics	<ul style="list-style-type: none"> Late Unprepared 	<ul style="list-style-type: none"> Skipping class Incomplete assignments 	<ul style="list-style-type: none"> Skipping evaluations Work refusal
	Academic Dishonesty	<ul style="list-style-type: none"> Classwork Homework 	<ul style="list-style-type: none"> Quizzes Tests 	<ul style="list-style-type: none"> Term projects Examinations
	Dress Code Violation	<ul style="list-style-type: none"> Displaying drugs/alcohol Inappropriate language 	<ul style="list-style-type: none"> Promoting drugs/alcohol Revealing 	<ul style="list-style-type: none"> Promoting hate Promoting racism/sexism
	Electronics Policy Violation	<ul style="list-style-type: none"> Texting during instruction Earbuds in during instruction 	<ul style="list-style-type: none"> Phone on during instruction Inappropriate websites 	<ul style="list-style-type: none"> Unwanted recording Sexting
	Vandalism	<ul style="list-style-type: none"> Marking on desks Marking on textbooks 	<ul style="list-style-type: none"> Defacing peer property Defacing school property 	<ul style="list-style-type: none"> Destroying school property Destroying public property
	Inappropriate Physical Contact	<ul style="list-style-type: none"> Disrespecting personal space Horseplay 	<ul style="list-style-type: none"> Pushing/hitting Throwing items 	<ul style="list-style-type: none"> Intent to cause harm Causing harm
	Inappropriate Voice/Language	<ul style="list-style-type: none"> Screaming/shouting Non-directed profanities 	<ul style="list-style-type: none"> Verbal taunting Directed profanities 	<ul style="list-style-type: none"> Racial or sexual slurs Sexual language
	Poorly Representing School	<ul style="list-style-type: none"> In classrooms In hallways 	<ul style="list-style-type: none"> At assemblies, dances, etc... With guest speakers 	<ul style="list-style-type: none"> During fieldtrips During sporting events
	Weapons		<ul style="list-style-type: none"> Possession of matches Possession of lighters 	<ul style="list-style-type: none"> Possession of a dangerous weapon (knives, guns, etc...)
	Fighting		<ul style="list-style-type: none"> Bystander Active observer 	<ul style="list-style-type: none"> Direct participation Promoting fighting
	Bullying			<ul style="list-style-type: none"> Harassment/discrimination Promoting hate
	Sexual Behaviour			<ul style="list-style-type: none"> Non-consensual contact Consensual sexual behaviour

Appendix D: Inappropriate Behaviour Interventions /Consequences

Macdonald Drive Junior High – Interventions/Consequences

LEVELED CONSEQUENCE MATRIX	Behaviour Level	Interventions/Consequences
	Level 1	<ul style="list-style-type: none">  Verbal/non-verbal reminders  Positive Behavioural Supports  Redirection toward expected behaviour (pulling them into conversation/activity)  Peer mentor (student buddy to model behavior)  Student, teacher – problem solving meeting  Supervised breaks  Teacher detention  Home contact (phone call or email)
	Level 2	<ul style="list-style-type: none">  All level 1 interventions/consequences may be employed for level 2 behaviours.  Removal from class/activity  Behavioural tracking  Loss of privileges  Parent/guardian, student, teacher – problem solving meeting  Administrative detention  Consultation with school administrative team  Restorative justice
	Level 3	<ul style="list-style-type: none">  All level 2 interventions/consequences may be employed for level 3 behaviours.  Suspension (in-school/out of school)  Behavioural Management Plan  Removal from extra-curricular/co-curricular activities.  Parent/guardian, student, teacher, administrator – problem solving meeting  Alternate educational programming  Consultation with district personnel  Police involvement

Appendix E: Positive Behavioural Supports Matrix

Macdonald Drive Junior High – PBS Matrix

ENVIRONMENT		Respect for Self	Respect for Others	Respect for Learning
	All Settings	<ul style="list-style-type: none"> 🌱 Respect the rules 🌱 Use appropriate language 🌱 Use appropriate manners 🌱 Use appropriate voice 🌱 Follow instructions 🌱 Listen intently 🌱 Give your best effort 🌱 Follow Dress Code 🌱 Act appropriately 	<ul style="list-style-type: none"> 🌱 Respect the rules 🌱 Use appropriate language 🌱 Use appropriate manners 🌱 Use appropriate voice 🌱 Respect school property 🌱 Be kind / considerate 🌱 Respect personal space 🌱 Be positive with peers 🌱 Encourage others 	<ul style="list-style-type: none"> 🌱 Respect the rules 🌱 Use appropriate language 🌱 Use appropriate manners 🌱 Use appropriate voice 🌱 Be on time for class 🌱 Bring necessary materials 🌱 Be a good listener 🌱 Complete all homework 🌱 Limit locker visits
	Instructional Areas	<ul style="list-style-type: none"> 🌱 Participate fully 🌱 Give your best effort 	<ul style="list-style-type: none"> 🌱 Work quietly 🌱 Respect all contributions 	<ul style="list-style-type: none"> 🌱 Follow instructions 🌱 Use class time wisely
	Corridors and Hallways	<ul style="list-style-type: none"> 🌱 No eating/drinking 🌱 Keep your locker organized 	<ul style="list-style-type: none"> 🌱 Be aware of surroundings 🌱 Walk to the right 	<ul style="list-style-type: none"> 🌱 Be quiet in the halls 🌱 Be quiet in the stairwells
	Washrooms	<ul style="list-style-type: none"> 🌱 Only visit when necessary 🌱 Practice personal hygiene 	<ul style="list-style-type: none"> 🌱 Respect privacy 🌱 Clean up after yourself 	<ul style="list-style-type: none"> 🌱 Only visit when necessary 🌱 Return to class promptly
	Cafeteria	<ul style="list-style-type: none"> 🌱 Make healthy choices 🌱 Clean up after yourself 	<ul style="list-style-type: none"> 🌱 Wait your turn 🌱 Clean up after yourself 	<ul style="list-style-type: none"> 🌱 Lead by example 🌱 Do not loiter
	Assemblies	<ul style="list-style-type: none"> 🌱 Remain quiet 🌱 Focus on speaker 	<ul style="list-style-type: none"> 🌱 Maintain an aisle 🌱 Turn off electronics 	<ul style="list-style-type: none"> 🌱 Sit in designated areas 🌱 Listen intently
	Bus	<ul style="list-style-type: none"> 🌱 Travel safely 🌱 Wait in designated areas 	<ul style="list-style-type: none"> 🌱 Remain seated 🌱 Follow driver rules 	
	Extra-curricular Activities	<ul style="list-style-type: none"> 🌱 Participate fully 🌱 Avail of opportunities 	<ul style="list-style-type: none"> 🌱 Encourage participation 🌱 Respect all contributions 	<ul style="list-style-type: none"> 🌱 Share your expertise 🌱 Follow instructions
	Digital Citizenship	<ul style="list-style-type: none"> 🌱 Maintain privacy 🌱 Report misconduct 	<ul style="list-style-type: none"> 🌱 Be respectful 🌱 Report misconduct 	<ul style="list-style-type: none"> 🌱 Follow teacher directives 🌱 Authorized sites only