



Saint Francis
international school

St. Francis Middle School Behavior Code

Students are encouraged to maintain high standards of academic and personal behavior with respect toward other students, staff members, and private and public property. In order for students to reach their potential, classrooms and schools must be free of disruptive behavior.

Parent/s must be familiar with and supportive of school standards and work closely with the school staff. Whenever possible, a teacher will ask parent/s for help in correcting a problem. If the situation continues or is serious, the teacher will seek assistance from the principal or principal's designee.

St. Francis does not discriminate on the basis of race, gender, economic status, handicapping condition, national origin, or any other personal characteristics in regard to disciplinary actions against students.

Rules and regulations apply to school grounds and premises before, during and after school hours; anytime school buildings or grounds are used by a school group and off school grounds at any school event.

The school administrator will determine the level of the consequence based on such factors as the age of the student, number of prior offences, and the severity of the offence.

Rules

1. **Attendance**

Students are required to attend school daily. A note from the student's parent/guardian stating the reason for the absence, the dates of the absence and a valid signature is due within three school days of the absence.

**Make-up work for excused and unexcused students is provided at the discretion of the teacher/s. SEE HOMEWORK POLICY.*

Students must not be tardy for class, they must follow the schedule, and remain within the school grounds.

2. **Profanity and Swearing**

Students will not use profane or obscene language or gestures at each other or at any staff member. Derogatory written materials that convey an offensive, obscene, threatening or demeaning message are also prohibited.

3. **Uniform**

Students are required to wear the St. Francis uniform as stated in the handbook.

4. **Personal Property**

Students are not able to use any object that has no educational purpose and may distract from teaching and learning. (Eg. cell phones, headphones)

**Items will be confiscated and may be returned to parents at the discretion of the principal/designee.*

5. **Disruption**

No student may disrupt class, school or a school event. Disruption may include chronic talking, horseplay, teasing, lack of supplies and leaving without permission.

Serious Misconduct

6. **Use of Violence**

St. Francis will not tolerate using violence as a solution to solving problems. A student will not cause or attempt to cause physical injury to other students or staff members by fighting, shoving or kicking, or throwing objects.

7. **Bullying-Verbal or Religious Harassment, Threatening or Intimidation**

Students are in violation of this policy if they cause, instigate or threaten to cause physical injury or harass another person. Any type of bullying, be it acts or gestures, verbal or written, or any behaviour committed against another student or group of students with the intent to harass, ridicule, humiliate, intimidate, or harm the other student/s violates the rule.

7. **Insubordination/ Disrespect**

Students are expected to obey all reasonable requests of a staff member or adult in authority during the time the student is in school or participating in a school activity. Students will not behave in a disrespectful manner towards staff or an adult in authority, this includes walking away, talking back and inappropriate gestures.

8. **Possession of a Dangerous Object**

Possession of a knife, pellet gun, fireworks, any object that can be reasonably considered a weapon or dangerous will be confiscated. Possession and/or use of tobacco products and matches/lighters will also be confiscated.

9. **Vandalism- Damage/Destruction of School/Private Property**

No student will cause damage, vandalise school property, or the property of others. The family will be held financially responsible for damages.

10. **Theft**

No student shall have stolen property in his or her possession. Stealing means taking or withholding someone else's property without permission, or extorting or taking the property by deception. Students and staff at St. Francis have the right to be sure that their personal property will be safe while they are in school. However, we cannot insure, or be held responsible for, loss of personal property.

**When there is a reasonable suspicion that a student is in possession of a prohibited or stolen object, in respect of the privacy code, the whole class will be asked to empty out bags and personal property onto a desk for inspection.*

11. **Trespassing**

Students will not enter any school property or into school facilities without proper authority. Trespassing into any student or staff folders, work or computer files is also inappropriate.

12. **Academic Dishonesty - see policy**

Discipline Consequences

Middle school is a time when students should be assuming increasing responsibility for their own choices. This includes accepting the consequences of poor choices.

Before being assigned formal disciplinary consequences, the student will be informed of the consequences and they will be explained to the student. **Parents will be notified as soon as possible of any serious misconduct.**

Minimum and maximum levels of disciplinary consequences are listed. It is intended that discipline be progressive in nature and move to a more serious consequence with each violation.

Behavior Slip

Students will receive a behavior slip that coincides with the 12 school rules stated above and this **must** be taken home and returned with a **parent signature the following day**. After five(5) behavior slips the parent will be notified and the child will receive **one day suspension** from school.

**Note: Three Homework Slips equals one Behaviour Slip.*

Detentions

In the case of receiving a behaviour slip the student will also attend an immediate lunchtime detention.

Serious Misconduct

In the case of serious misconduct, the consequences may not be progressive in nature but reflect the seriousness of the situation.

School administration may require one or any combination of the following:

- Student meeting with the teacher(s) or principal
- Parental conference with the school staff
- Loss of privileges (school trips, Sports Day)
- A decision will then be made as to whether the student completes:
 - In-school suspension
 - Out-of-school suspension
 - Exclusion
 - Expulsion