

Richmond Regional High School - Code of Conduct

Responsibility - Respect - Health - Safety

Richmond Regional Knights are:	Expectations related to:	What does this look like?	Why is this important?
Responsible <i>For their choices</i> <i>For their actions</i> <i>For their own successes</i>	Attendance	<ul style="list-style-type: none"> • I attend school regularly. • My parent/guardian notifies the school of any absence. • I am responsible for any work that I miss while absent. • I arrive on time for school. If not, I sign in at the main office when I arrive. • If I need to leave school early I sign out at the main office. 	<ul style="list-style-type: none"> • For students to be successful and to prepare for their future. • In Quebec, students have the legal right and obligation to attend school until the age of 16.
	Academic Integrity	<ul style="list-style-type: none"> • I produce my own work and cite any source that I use to avoid plagiarism. • I respect all exam protocols and do not cheat 	<ul style="list-style-type: none"> • To allow students and staff the freedom to build new ideas, knowledge and creative works while respecting and acknowledging the work of others.
	Use of Computers and Communication Technology	<ul style="list-style-type: none"> • I follow the school's Cell Phone/ Personal Devices Policy. • I bring my <i>charged</i> Chromebook to each class. • I stay on task during class time and avoid distractions on my device(s). • If my Chromebook is damaged or not functioning properly, I will report it to IT Services or the Main Office • I respect the ETSB Policy and Guidelines regarding Network and Computer Usage. 	<ul style="list-style-type: none"> • To ensure technology is serving the student.
	Attire	<ul style="list-style-type: none"> • I come appropriately dressed for school as per our school Dress Guidelines. 	<ul style="list-style-type: none"> • For each student to have the opportunity to express themselves appropriately. • For each student to learn how to express themselves in different contexts

	Organization	<ul style="list-style-type: none"> • I arrive on time for class. • I bring all necessary materials for each class. 	<ul style="list-style-type: none"> • To prepare students to succeed.
	Personal Property	<ul style="list-style-type: none"> • I take care of my belongings by keeping my locker locked • I refrain from touching the personal property of others. 	<ul style="list-style-type: none"> • To respect everyone's belongings
R espectful <i>Towards self</i> <i>Towards others</i> <i>Towards their environment</i>	School property/respect for different spaces	<ul style="list-style-type: none"> • I leave school spaces and property the way I found it. • I return all school property in a timely manner • I eat in designated areas and clean up after myself. 	<ul style="list-style-type: none"> • To understand that a well-maintained, functioning school property contributes to a positive, welcoming and safe learning environment.
	Language and communication	<ul style="list-style-type: none"> • I express my feelings, emotions and opinions in a polite, respectful and peaceful way in person and online. • I use positive language which contributes to a more harmonious learning environment. • I recognize that hate speech, homophobia, racism and discrimination are not welcome in our community. • I avoid being judgemental of other people's appearance, beliefs or actions. 	<ul style="list-style-type: none"> • To ensure a safe and inclusive environment for all members of the school community. • To develop into a respectful & compassionate global citizen.
	Respecting personal space and body	<ul style="list-style-type: none"> • I move safely throughout the school. • I consider other people's safety in my actions and words. • I make sure I have consent before entering another's personal space 	<ul style="list-style-type: none"> • To ensure the safety and personal comfort of others • To develop an understanding of how to give and gain consent
H ealthy <i>In mind</i> <i>In body</i> <i>In Spirit</i>	Smoking/Vaping	<ul style="list-style-type: none"> • I respect the Provincial Tobacco Law and the ETSB No-Smoking Policy by not smoking or vaping on school property or transportation. 	<ul style="list-style-type: none"> • Everyone is entitled to a smoke-free environment. • Vaping/smoking or use of tobacco on school premises is illegal

	Substance Abuse	<ul style="list-style-type: none"> • I respect the ETSB Substance Abuse Policy by not consuming or possessing drugs or alcohol on school property or transportation. • I refrain from being under the influence of drugs or alcohol when at school, which means that I do not use drugs or alcohol before coming to school or during breaks. • I refrain from bringing and drinking energy drinks at school. 	<ul style="list-style-type: none"> • To maintain a healthy body and mind. • To ensure safety and security for others and myself. • The use of drugs and alcohol on school premises is prohibited
	Spread of Illness	<ul style="list-style-type: none"> • If I am sick, I stay at home and notify the school of my absence. • I wash my hands regularly • I avoid sharing food and drinks with others when sick. • I respect all sanitary measures in place 	<ul style="list-style-type: none"> • To maintain a safe and healthy environment for our community.
Safe <i>To be here</i> <i>To be with others</i> <i>To be with themselves</i>	Intimidation & Violence	<ul style="list-style-type: none"> • I respect the Anti-Bullying Anti-Violence policy 	<ul style="list-style-type: none"> • Bill 56.. • To maintain a safe and healthy environment for our community.
	Personal vehicles	<ul style="list-style-type: none"> • I submit the Permission for Private Vehicle Parking form and attend a follow-up meeting with administration. • I operate my vehicle safely at all times on and off school grounds. • I park in the designated student parking 	<ul style="list-style-type: none"> • To ensure the safety of our community
	Leaving School Grounds	<ul style="list-style-type: none"> • If I am in cycle 1, I will not leave campus during the day unless signed out by a parent/guardian. • If I am in cycle 2. I will need to submit a Permission to Leave Campus Form if I wish to leave campus at lunch. I am expected to remain respectful of private property and follow other conduct expectations. 	<ul style="list-style-type: none"> • To maintain the safety and security of our cycle 1 students. To allow our cycle 2 students more autonomy whilst maintaining a positive relationship with the community.

	Emergency Procedures	<ul style="list-style-type: none"> • I participate in drills for emergency procedures • In the event of an emergency, I conduct myself according to the expectations outlined in the drills. 	<ul style="list-style-type: none"> • To maintain the safety and security of everyone
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Some Possible Interventions

- Meeting with (Administration, Student Services, Community Police officers)
- Removal from class
- Student Reflections
- Contact parents
- External and Internal Suspensions: We wish to keep students in school as much as possible, however, school suspensions will be given if students do not respect the school Code of Conduct
- Detentions
- Re-entry Meetings (students and parent present)
- Mediation
- Students may be asked to change into more appropriate clothing if Dress code is not respected.
- Immediate removal from school (Parent asked to pick up the student before the end of the school day)
- Re-entry contract
- Unauthorized objects will be confiscated and may be transferred to the authorities for analysis
- Removal from Extra-Curricular activities
- Restrictions may be imposed regarding use of school property
- Alternate Service plans (Home-Services)
- Cover the cost of repair or replacement costs of items vandalized.
- Report to Youth protection
- Referral to External Agencies (Sûreté du Québec, local police, LeTandem, Le Pont, etc.)
- Safe School Analysis or Assessment Process
- Restorative Practices

[Transportation](#) : The new policy is available on the ETSB website. In the policy you will have details as to student expectations on pages 7 and 8. Also included is a copy of an incident report which also has an abbreviated version of student code of conduct.