

Roles and Responsibilities of Staff:

- Establish and maintain a positive, caring, and inclusive learning environment.
- Provide learning opportunities for all students.
- Keep students, parents/guardians and administration informed about student progress, assessment practices, attendance and behavior.
- Show common courtesy and respect to all.
- Treat all students, parents/guardians and staff members fairly and consistently.
- Assist students in resolving conflicts peacefully.
- Implement proactive and reactive intervention strategies through PBIS.
- Support students when they are establishing and leading student-based activities and organizations that promote gender equity, antiracism and anti-homophobia, or awareness, understanding and respect for people who are disabled by barriers.
- Be aware that bullying will not be tolerated and report incidents of bullying to the principal as soon as reasonably possible.

The Winnipeg School Division and Lord Nelson School will not accept:

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| - Physical aggression | - Property Damage/Theft |
| - Verbal aggression | - Alcohol/Drug Possession |
| - Defiance/Disrespect | - Weapon Possession |
| - Disruption | - Smoking |

Proactive Strategies:

- The most critical step to building a safe, caring, respectful and productive learning environment is establishing a positive school climate where students and adults have strong, positive relationships and students understand what is expected of them as learners in the school.
- The key components to promoting a positive school climate through the use of PBIS supports are:
 - o Communication, teaching and modelling of the positive behaviors students are to exhibit in the classroom and other parts of the school throughout the day.
 - o Ensuring classroom structures and procedures maximize student engagement.

Roles and Responsibilities of Parent/Guardians:

- Ensure their child(ren) attend school and classes regularly and punctually, have all necessary supplies, and have completed all assigned homework.
- Help their child(ren) develop positive attitudes toward learning and respect for peers, staff and school property.
- Show an active interest in their child(ren’s) school work, progress and behavior.
- Communicate regularly with the school and advocate for their child(ren’s) success.
- Contact the school promptly to report their child(ren’s) absence or late arrival.
- Attend school events, support the school and stay in contact with school staff.
- Understand that the playground is not supervised after dismissal unless students are involved in supervised extra-curricular activities.
- Show common courtesy and respect to all.
- Encourage their child(ren) to report bullying behavior to school staff or initiate contact with the appropriate staff member.
- Encourage a peaceful resolution of conflict.
- Follow the established procedures for dealing with concerns or issues:
 - o Begin by contacting your child’s teacher.
 - o If the concern is not resolved, contact the principal.
 - o If a resolution is not found or you are not satisfied with the principal’s response, then contact the Chief Superintendent. If the issue is still not resolved, contact the Board of Trustees.
- Review the Code of Conduct and the school’s expectations for student behavior and conduct with their child(ren) and sign agreement on an annual basis at the beginning of each year.



The Winnipeg School Division
And
Lord Nelson School

Code of Conduct

For students, staff, parents/guardians and community

The purpose of the Code of Conduct is to promote a healthy caring and inclusive school culture where high levels of achievement occur within a positive school environment. We believe that everyone has the right to be treated with dignity and respect in a safe, caring and inclusive learning environment.

This standard of behavior shall apply to all members of the school community including students, staff, parents/guardians, board members, volunteers and visitors.



P.B.I.S. at Lord Nelson School

We are a PBIS school! PBIS stands for “Positive Behavioural Interventions and Supports”. There are three main components of PBIS. They are teaching appropriate behaviour in all settings; interventions when behaviour expectations are not met; and recognizing students when behaviour expectations are met.

PBIS is a team based school-wide design for discipline which includes all students and all staff in all settings. It is a program that can be upgraded as we go along to better meet the needs of our student population by using the results of surveys completed by students, parents and staff and the analysis of discipline.

Please review the “behaviour expectations” for our students in each of our common areas with your children at home. When we work together, our success is better! Thanks for your support!

Beliefs	Assemblies	Computer Lab	Hallway	Entering, Exiting and Lining Up	Lunch Time	Office	Hardtop	Library
Be Respectful	-Sit cross legged -Sit on your “bottom” -Respect personal space -Clap politely	-Listen to adult in charge -Use indoor voices -Raise hand for questions -Take care of equipment -Ask permission to print	-Use indoor voices -Listen for instructions -Do your task and return to your class	-Remove your hat -Line up quietly and quickly	-Listen to adult in charge -Use indoor voices	-Greet the adult and tell why you are there -Wait patiently at the counter	-Wait your turn -Look after and share equipment -Put your litter in the garbage can -Recycle when you can	-Use indoor voices -Take care of books and equipment -Use shelf markers -Clean up after yourself
Be Safe	-Stay with your Classroom Teacher	-Sanitize hands -Walk to your chair -Push chair in when you are done and clean up	-Carry a hall pass -Walk on the correct side -Stay in line and accept your place -Keep your hands and feet to yourself -Look forward	-Keep hands and feet to yourself -Stand in a single file line -Respect personal space -Look forward	-Keep hands and feet to yourself -Stay seated while eating your own food -Wear the appropriate outdoor clothing	-Return promptly to class	-Follow fair play rules -Use care going to and from the field	-Listen to adult in charge
Be the Best You Can Be	-Listen actively to the speaker(s) -Look at the speaker(s) -Learn something new	-Use internet safely -Stay seated and do your work -Use technology for school tasks	-Be patient in line -Return to your classroom quickly	-Listen for and follow instructions -Hold on to equipment	-Clean up when done -Recycle and compost your waste -Use manners	-Use your manners, “Please”, “Thank-you”, and “May I”	-Include others in play -Be a problem solver	-Choose a “good fit” book -Learn something new

Beliefs	Outdoor Classroom	Play Structure	To and From School	Using The Stairs	Washrooms	Water Fountains	Field
Be Respectful	-Take care of the plants -Stay on the pathways and grassy areas -Use the recycling bins and garbage cans	-Wait for your turn -Respect personal space	-Line up at patrol crossing -Stand behind the crossing guards/patrols	-Use the correct side of the stairs -Line up and walk quietly	-Use indoor voices -Respect privacy -Flush Toilet	-Keep your body to yourself -Take turns -Tell the office if the fountain needs attention	-Follow game rules -Use respectful words to solve problems -Respect others’ equipment -Return equipment -Line up when the 1 st bell rings
Be Safe	-Sit on the seats of the benches -Follow adult instructions	-Follow play structure rules (blue part to spin; hands only on monkey bars; feet first on slide) -Listen to adults	-Walk on sidewalk -Cross with crossing guards/patrols -Get in and out of vehicle on the curb side and walk to the corner to cross with crossing guards/patrols	-Walk in a single file line using every stair -Respect personal space -Hold the handrail	-Take a hall pass; sign out -Wash your hands with soap (ABC Song)	-Touch only the water with your mouth -Line up along the wall	-Keep your hands and feet to yourself -Be aware of others -Ask adult for help if you need it
Be the Best You Can Be	-Appreciate the beauty of the gardens	-Include others in play -Be a problem solver -Put litter in the garbage can and recycle when you can	-Listen to crossing guards/patrols’ instructions	-Be alert -Look forward	-Keep washroom clean -Visit washroom only when necessary	-Quench your thirst	-Think of others -Wait your turn -Include others in play