

## Consequences range from:

- Informal conference
- Phone call to Parent / Guardian
- Formal conference with Parent / Guardian
- Privileges being removed
- Detentions (this applies to Grade 7 and Grade 8 students only).
- In-school suspension - student will work in a designated area away from other students for one to three days. Parents will be notified..
- Out of school suspension - suspension from school is a serious consequence as set by Division Policy JGD. It may occur as a result of repeated non-compliance or inability to conform to school rules. The maximum single suspension is as follows:
  - A) Principal - up to one week. More than one week requires Superintendent's approval
  - B) Superintendent - up to six weeks. In all cases of suspension, the Parent(s) / Guardian(s) are notified.
- Expulsion - in accordance with School Division Policy. This measure will be recommended only in extreme circumstances or after all other attempts at intervention have proven unsuccessful in changing behaviour.
- The creation of an Individual Student behaviour plan.

If Parents / Guardians wish to appeal disciplinary decisions, or if they have any questions or concerns please speak to the person who disciplined your child.

If not satisfied please contact the school administration, and if still not satisfied, contact the district Superintendent.



## Lates & Absences

- Parents / Guardians must call the school if a student will be late or absent.
- Should the school not receive notification of an absence the Parent / Guardian will be called by the school.
- Students who arrive late must report to the office to indicate their arrival.
- Students who need to leave the school early (ie. Dentist appointment) are required to bring a note from their parent / guardian to the teacher.
- Parents must report to the office to pick up their son / daughter.

## End of the Day Dismissal

Students should go directly home at dismissal times unless previous arrangements have been made with Parent / Guardian.

Students remaining on school property after 3:15pm will be sent to the After School Program.

## Parent Run Lunch Program

Students are expected to:

- Treat all students and adult supervisors with respect.
- Use proper table manners
- Remain seated until it is time to go out for recess.
- Eat at school unless they have written permission from the parent / guardian to leave the school grounds (this applies to Grade 7 and 8 students only).

When a student does not follow the Lunch Program rules parents / guardians will be notified by phone or in writing by the Lunch Program Coordinator.

Depending on the severity of the situation a student may be removed from the Lunch Program.

Winnipeg School Division



**ÉCOLE  
SACRÉ-COEUR**

A Code of Conduct

For a safe, caring and respectful school for  
Students, Staff, Parents / Guardians and  
Community.

We believe that everyone has the right to be  
treated with dignity and respect.

TEL: 204-775-2574

## Positive Behaviour at École Sacré-Coeur

Students will be made aware of the school and the division Codes of Conduct. Parents / Guardians are encouraged to discuss these codes with their son / daughter to help create and maintain a safe respectful and productive school environment. In addition each teacher will develop with students a set of classroom expectations.

Throughout the school year, students are reminded and encouraged to follow these codes in order to create and maintain a positive learning environment.

### School Division Expectations

- Be polite and respectful and cooperative to all regardless of race, religion, gender, age or sexual orientation. Abusive language and aggressive behaviour are unacceptable at all times.
- Solve conflicts peacefully through discussion or by seeking help. Bullying or abusing another person verbally, physically, sexually or psychologically will not be tolerated.
- Students must adhere to school division policies respecting appropriate use of email and internet. Cyber-bullying will not be tolerated.
- Respect school property and the property of others.
- Possession of weapons is prohibited on school property.
- Using, possessing or being under the influence of alcohol or illicit drugs at school is unacceptable.
- Gang involvement, gang symbols and gang paraphernalia will not be tolerated on school property.

## Citizenship

At École Sacré-Coeur students are expected to:

1. Be on time for school and equipped with the necessary materials.
2. Do their best and be responsible for completing assignments and handing them in on time.
3. Be courteous and helpful to each other, to staff and to visitors in the building.
4. Behave in a way that is respectful, responsible and allows everyone to be safe.
5. Follow the school rules and individual classroom expectations.
6. Students are discouraged from bringing cell phones to school. If students bring a cell phone it is to be turned off and stored in their backpacks or lockers during the school hours.

### School Responsibilities

In order to maintain a healthy and productive learning environment all students must accept responsibility for their actions.

#### Respect Yourself

- Use polite language
- Play safely
- Dress appropriately for the school day

#### Respect Others

- Listen to the person who is speaking
- Keep your hands and your feet to yourself
- Follow directions from all adults at school

#### Respect Your School

- Help keep your school clean
- Practice good citizenship

The school responsibilities aim to ensure safety, responsibility and respect for all. Failure to follow these basic rules will result in the following consequences which are not always applied in the order which they appear.

- Warning
- Teacher / Student conference
- Teacher / Student / Principal conference
- Phone call home by Teacher or Principal

### Consequences

The goals of consequences are:

- To make students accountable for their actions
- To help the student learn from experience
- To implement and support school rules and school division policies

Consequences are based on individual needs, the degree of the problem and the ability of the person to understand and handle the consequence.

Effective discipline of students hinges on cooperation between the school and the parent /guardian.

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### **Winnipeg School Division**

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