



**Procedures 8.04
Category: Students**

Student Conduct

BACKGROUND & RATIONALE

The *School Act, Section 12*, clearly states expectations for student conduct. The CAPE Charter Board accepts its responsibility to maintain an acceptable standard of student behaviour in the school. The CAPE Charter Board believes that student behaviour must support a safe and caring school environment within which each child and student may pursue their personal and academic goals.

PROCEDURE

1. CAPE adheres to a discipline policy that is based on counselling principles, offering every child/student the opportunity to engage in the resolution of issues, take responsibility for ill-advised decisions, and affect change. It is hoped that children/students will:
 - 1.1 develop as far as possible the capacity for intelligent self-discipline;
 - 1.2 adhere to clearly understood and reasonable limits for student behaviour;
 - 1.3 accept that the maintenance of effective student behaviour is the responsibility of students with support from staff and parents;
 - 1.4 respect peers, staff and all other adults within the CAPE community so that everyone can engage in meaningful learning experiences;
 - 1.5 understand that no one child/student's inappropriate behaviour will be allowed to undermine the meaningful learning experiences of others.
 - 1.6 understand that no one child/student's inappropriate behaviour will be allowed to endanger the safety of others.
2. The Superintendent is responsible for the development of appropriate, fair, and equitable procedures to ensure an acceptable standard of student behaviour.
3. The Principal or designate is responsible for the implementation of these procedures to ensure an acceptable standard of student behaviour.
4. Teachers and support staff will adhere with CAPE's discipline principles and procedures as outlined in the Administrative Manual, section 8, and the Staff Handbook.

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5. The administration will ensure that CAPE's discipline policy and procedures are clearly and visibly accessible to parents and students via the website, the school planner, and any other available means.
6. The administration will ensure as much as possible that opportunities are provided to parents and students to better understand CAPE's discipline policy and procedures.
7. The Director of Student Services is charged with the delivery of counselling services to children/students as part of the CAPE discipline plan.
8. Student behaviour will be addressed using the 1-2-3 Magic program as defined in the Staff Handbook and the Student Planner.
9. Behaviours such as bullying, physical aggression, and verbal abuse will be addressed through in-school and out-of-school suspension as defined in the Staff Handbook and the Student Planner and, as a last resort, expulsion as defined in Policy 8.08 Student Suspension and Expulsion.
10. Parents, as partners in the education of the child/student and integral to the learning environment, must be involved throughout the discipline process.
11. The Director of Student Services is charged with referrals to external services, if required.
12. The discipline process must take into account the student's age, maturity, and individual circumstances.
13. The discipline process must take into account the impact of negative behaviours on other students, staff and others within the environment.
14. The site administration is charged with providing students, staff and others who are impacted by the inappropriate behaviour of a specific student with appropriate and timely supports.

References:

School Act, Section 8, 12, 13, 15, 16, 24, 25 and 60.

Guide to Education

CAPE charter

Policy 8.04 Student Conduct

CAPE Student Code of Conduct

Adopted: January 29, 2014

Revised: March 27, 2018

Motion: #2014-1-29-8

Motion: #2018-03-27-7