

## DISCIPLINARY PROCEDURE PHILOSOPHY

Chinook’s Edge School Division has the responsibility to see that an appropriate educational program is available to each student in our schools. Rules and regulations are established to ensure a proper climate in which students may pursue their studies. School personnel have been charged by the Board to carry out these rules in a friendly, firm and fair manner in order to safeguard each student's right to the finest education we can provide. The Board further feels that good standards of student conduct are necessary for effective learning to occur, for the safety of others, and for the smooth operation of the school. (APM 3-09) School discipline is a shared responsibility. Students, parents, teachers, and administrators all share in this endeavor and responsibility. Students and parents will be aware that this booklet only describes the major areas of unacceptable behavior. At anytime, students may be disciplined and/or counseled by teachers, administrators or other staff members regarding their behavior and/or referred to other authorities in special circumstances.

Our goals are to keep in line with our 4 general areas that define our values. Caring, Communication, Professionalism, and Knowledgeable. Our staff will consider these areas and work to develop attitudes and skills that further help our students and school environment progress.

## INFRACTIONS

In accordance with the rules and policies laid out in the Alberta School Act and with consideration of policies developed by Chinook’s Edge School Division, a discipline committee comprised of the administration, teachers and students has met to determine school discipline policies. It is intended that all discipline policies are in compliance with all District guidelines. Zero Tolerance Infractions are those that are severe enough to warrant removal from school and recommendations for expulsion to the School Board. These include drug offenses, violence, and other offenses that put the safety of students, teachers and the school environment at risk. Hazing, bullying, or any forms of intimidation are considered Zero Tolerance Offenses. ***The list of disciplinary infractions and consequences follows and are by no means an exhaustive list.***

<b>H.J. Cody High School Discipline Plan</b>			
<i>Students are expected to conduct themselves in a manner conducive to learning and teaching. This chart is a list of infractions. You will note that repeat offenders affect a progressively more serious disciplinary response than the initial violation. In most instances, continued violations of the same offense will result in a possible involuntary transfer to an alternative school program or recommendation for expulsion. Every attempt will be made to follow the chart displayed below. However, the administration does reserve the right to objectively determine consequences based upon the seriousness of a particular infraction and the previous discipline record of the student who commits the offense.</i>			
	<b>Infraction</b>	<b>Minimum Penalty</b>	<b>Maximum Penalty</b>
2.1	Skipping Class	Detention, 1-3 day ISS (In-school Suspension), Parent contact	1-3 OSS (Out of School Suspension), Parent Conference, recommendation for expulsion
2.2	Damage property: Vandalism to school or personal property	1-3 days ISS, restitution and possible referral to RCMP	5 days OSS, restitution, recommendation for expulsion, referral to RCMP
2.3	Disrespect, disruption, willful defiance, refusal to obey	1-3 days ISS, Parent contact	1-5 days OSS, Parent Conference, recommendation for expulsion
2.4	Use of inappropriate Language at school	Corrective warning, 1-3 day ISS, Parent contact	1-5 days OSS, Parent conference, recommendation of expulsion
2.5	Disturbing the class	Corrective warning, 1 day period suspension, 1-3 day ISS, parent contact	1-5 days OSS, possible removal from class, parent conference.

2.6	Dress Code Violations	Corrective warning , Parent contact, change/removal of objectionable items/clothing.	1-5 OSS, Parent conference
2.7	Parking/Driving Infractions	Loss of parking privileges, parent contact, referral to RCMP or By-Law for citation	Loss of parking privileges for remainder of year, 1-5 days suspension, referral to RCMP for citation
2.8	Drug Paraphernalia: Possessed, offered, arranged, or negotiated to sell	3-5 days OSS, attendance to AADAC, possible alternative placement, and referral to RCMP.	5 days OSS, recommendation for expulsion, and referral to RCMP
2.9	Failure to report to Principal or VP when sent by Teachers	1 -3 days ISS, parent contact	1-5 days OSS, recommendation for expulsion
2.10	Failure to serve assigned discipline (detentions, ISS)	Corrective warning, 1-3 day OSS	3-5 days OSS
2.11	False Fire Alarm	5 days OSS and referral to RCMP	5 days OSS, recommendation for expulsion, and referral to RCMP
2.12	Forgery / Altering Notes / Impersonations / Lying	1-3 days ISS, parent contact	3-5 days OSS, Parent conference
2.13	Graffiti / Tagging: Significant or Permanent Damage	3-5 days OSS, restitution	5 days OSS, recommendation for expulsion, restitution, and referral to RCMP
2.14	Harassment, threats, bullying or intimidation against a pupil or group of pupils	1-3 days ISS, Parent contact	3-5 days OSS, recommendation for expulsion, and referral to RCMP
2.15	Harassment, threats or intimidation of a complaining witness	3-5 days suspension, Parent contact and referral to RCMP	5 days OSS, recommendation for expulsion, and referral to RCMP
2.16	Hate Crimes / Violence: Caused, attempted to cause, threatened to cause, or participated in an act of Hate Violence	5 days OSS and referral to RCMP	5 days OSS, recommendation for expulsion, and referral to RCMP
2.17	Hazing	1-3 days ISS, parent contact	3-5 days OSS, recommendation for expulsion, and referral to RCMP
2.18	Littering	Corrective warning , 1-3 days ISS, parent contact	1-5 days OSS, parent contact, referral to RCMP
2.19	Obscenity, Profanity, or Vulgarity	1-3 day ISS, parent contact	3-5 days OSS, parent conference, recommendation for expulsion
2.20	Inappropriately Out of Class	Corrective warning , 1-3 day ISS, parent contact	1-5 days OSS, parent conference