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## POLICY JK

### STUDENT DISCIPLINE

The New Frontiers School Board believes that each student is unique and has the potential for making positive contributions to society. We recognize that in order to function in society, individuals need to master certain basic skills and need to continue learning throughout life.

The Board affirms that education cannot proceed without good discipline, fairly and consistently applied. We believe that schools must provide an orderly environment in which learning is not jeopardized by disruptions and where students must:

- be accountable for their own actions and to realize that with privileges go responsibilities;
- acquire the values and attitudes necessary for responsible citizenship;
- display a positive attitude toward learning and the school environment;
- know and obey the rules, and respect the decisions of those in authority;
- demonstrate appreciation for the dignity and integrity of all;
- respect persons belonging to various cultural, social, and ethnic groups;
- develop a sense of responsibility to groups in which they participate.

#### Purpose

The purpose of this Policy is to clarify the belief that these rights are accompanied by the responsibility of each student to play an active role in supporting these goals within a collaborative educational community.

This Policy applies to all students registered in the youth sector. This Policy is based on four levels, or measures, of intervention which are intended to ensure that each student adheres to the expectations defined in the Organizational Guide JICD - *Rules of Conduct and Safety* of each school as well as the civil and criminal laws which govern our communities.

The discipline policy for students registered in the adult sector falls under the jurisdiction of the governing boards of the adult and vocational education centres. These adult sector discipline policies must address the issues of sanction and dismissal for inappropriate behavior.

#### Measures:

##### 1. Preventative Measures

The purpose of Preventative Measures is to provide expectations for appropriate behavior and assistance to those who may experience difficulty meeting these expectations:

- 1.1. In accordance with Article 76 of the Education Act, each school will review and publish Rules of Conduct and Safety which define the expected standards of behavior for its students and the sanctions which may be applied.
- 1.2. Each school will intervene to provide assistance to those students who have difficulty meeting the expected standards of behavior. Schools must implement and document a plan of action to work with the student, school personnel, parents/guardians, community, law enforcement officials, social services agencies and youth protection officers to deal with instances of misconduct.
- 1.3. The school must be able to demonstrate that every effort has been made to help the student deal with his/her misconduct before resorting to more punitive measures.
- 1.4. Students with special needs shall be specific intervention and investigation through the support and expertise of the consultants and coordinator of complementary services.

## 2. Corrective Measures

The purpose of Corrective Measures is to impose sanctions on those students who persistently exhibit inappropriate behaviors that detract from an environment which is safe, supportive and conducive to learning. Corrective measures may normally include one or a combination of:

- 2.1. Detentions – period(s) of reflective time outside of the regular schedule during which a student is detained within the school by the teacher or a school administrator.
- 2.2. Restitution – the reparation by a student and/or parent of damages caused by that student to other students' property or school and/or school board property by way of restorative actions.
- 2.3. Suspension – the removal of a student from his/her educational setting for a defined period of time in accordance with the school's Rules of Conduct and Safety. Suspensions imposed by the school administrator, are normally up to a period of five (5) school days but cannot exceed a period of ten (10) school days.
- 2.4. Reassignment – the transfer of a student to other classes or programs to prevent situations which could contribute to further behavioral problems.

## 3. Protective Measures

The purpose of Protective Measures is to re-establish an environment which is safe, supportive and conducive to learning for the student population when the behavior of other students threatens this.

### 3.1. School-Based Protective Measures:

- Reports – to the police and/or youth protection are to be submitted by the school administrator or by his/her delegate, and is required for incidents which involve suspicion by the administration that a student or group is the victim of or participant(s) in illegal activities.
- Search of personal property and locker(s) assigned to the student may be conducted by a school administrator or delegate, accompanied by a Board employee.
- Protective Suspensions – of up to but not to exceed ten (10) days will be imposed by the school administrator or delegate, where a student's behavior threatens the safety and well-being of himself or others.

### 3.2. Board-Level Protective Measures:

- When the school has exhausted all strategies and resources at its disposal in addressing a student's misconduct and more serious protective measures are required, the school administrator or delegate will prepare a detailed report and refer the case to the Director of Educational Services who will convene and chair a Discipline Board which will determine the appropriate measures to be taken.
- In the event the Inquiry Committee recommends further disciplinary action, it will immediately forward its recommendations to the Discipline Board which will respond to these recommendations as stipulated in this policy.
- The Discipline Board is an "ad hoc" committee composed of: a Secondary Administrator or an Elementary Administrator, a Teacher, a Psychologist, a Social Services Representative and the Director of Educational Services or delegate. No member of the Discipline Board can be currently providing direct services to the student under review. The teacher or staff member directly involved in the incident leading up to the inquiry board will be invited to attend and speak at the inquiry meeting.
- The Discipline Board may hold hearings, determine measures to be taken and advise the school and/or the School Board regarding its recommendations.
- Protective measures which the Discipline Board may impose include:
  - Placement: The transfer of a student to another school or center of the Board or to an external setting which can accommodate the student's needs.
  - Suspension: The removal of a student from his/her educational setting for a period of time, recommended by the school principal, which exceeds a period of ten (10) school days and is determined by the Discipline Board.
  - Expulsion: The removal of a student from a school or schools of the board in accordance with Article 242 of the Education Act. This can only be imposed by a resolution of the Council of Commissioners based on the joint recommendation of the Discipline Board and the Director General. An expulsion which is imposed for the remainder of the school year must be reviewed by the Discipline Board to recommend readmission or extension of the expulsion.

#### 4. Re-Integration Measures

The purpose of Re-Integration Measures is to provide the support for and assurance of a smooth and productive transition back to school of a student who has undergone protective and/or corrective measures. The following measures are compulsory:

- 4.1. Educational Services – must be provided during the period of suspension or expulsion of a student in accordance with Article 1 of the Education Act. This will be the provision of a combination of materials, assignments, tutorials and/or support services as determined by the needs of the student and the nature of the sanction(s) imposed.
- 4.2. Re-Entry Measures – consists of session(s) whereby the student and parent/guardian are required to meet with counseling services (school-based measures) or the school psychologist (board-level measures) during the sanction period to generate a behavior adaptation plan and a re-entry contract as conditions for the student's return to school.
- 4.3. The students and his/her parents will meet with the school principal in order to solidify the plan for re-entry and the principal will decide if re-entry is appropriate at this time and make arrangements for the plan of action to be followed up.
- 4.4. Referral(s) – to other professional services may also be needed for the assessment and treatment of the student in order to assist him/her in the re-integration process.

#### Description of Roles & Responsibilities

- The School Board - The school board holds all school personnel responsible for the maintenance of order within its schools and supports all personnel acting within the framework of this discipline policy.
- The Principal - The school principal is given the responsibility and authority to formulate building rules and regulations necessary to enforce this policy. The principal shall give direction and support to all school personnel performing their duties within the framework of this policy.
- Teachers - All teachers shall be responsible for providing a well-planned learning environment and shall have primary responsibility for student conduct, with appropriate assistance from the administration. All teachers shall enforce the Rules of Conduct and Safety.
- Parents or Legal Guardians - Parents and guardians shall be held responsible for the behavior of their children as determined by law. They are expected to cooperate with school authorities and to participate in measures in place to improve the behavior of their children.
- Students - All students shall be held individually responsible for their behavior and for knowing and obeying the Code of Student Conduct and this policy.

#### Additional information:

This Policy is linked to Policy JII – *Request for Reconsideration by Council of a Decision*, which accords students and parents/guardians all appropriate due process protections in connection with any disciplinary action.