

# Henderson Elementary School: Code of Conduct

451 East 53<sup>rd</sup> Avenue,  
Vancouver, B.C. V5X 1J3  
Phone: 604-713-4837 Fax: 604-713-4839

*John Henderson citizens are . . .*

*Safe, Fair and Kind*

## Mission Statement

**Our mission at John Henderson Elementary School is to encourage students to respect themselves and others and to strive to do their personal best in all ways.**

**The purpose of the Code of Conduct is to help provide a safe, supportive, stimulating learning environment that will allow all students to be successful.**

### Be Safe

- walk inside the school, keep to the right in the halls
- go outside to run and play running games
- stay on the school grounds
- play in the play areas (not in the washrooms or hallways)
- keep hands and feet to yourself
- follow classroom rules
- report strangers
- leave valuables or harmful items at home
- ask an adult if you need help or can't solve a problem

### Be Fair

- take turns and use good manners
- speak politely at all times (no swearing or foul language)
- listen when you are spoken to
- use inside voices
- do your best
- use words to solve problems
- take care of others
- respect yourself, others, belongings and school spaces

### Be Kind

- smile
- encourage others to try hard
- be friendly
- include others in play
- be helpful to your teachers and others
- think before you speak . . . are your words helpful or hurtful?
- Remind others to be kind
- stand up for what is right
- do not use "put downs", ethnic, racist, sexist or homophobic remarks

**All staff, students, parents and visitors are expected to be kind, safe, respectful and responsible. These expectations apply to behaviour at school, during school organized/sponsored activities, and behaviour beyond these times (including on line behaviour) that negatively impacts the safe, caring or orderly environment of the school, and/or student learning.**

## Consequences for "Breaking the Code"

### Level 1

- Staff member speaks directly to the child to problem solve the situation
- Student may be assigned a short time out, or a consequence fitting the indiscretion and the age/maturity of student(s)
- classroom teacher is informed

### Level 2

- administrator may be informed
- student may complete reflection sheet or write a letter of apology. Parents to sign and return.
- a consequence appropriate to the indiscretion, age & maturity of the student is assigned

### Level 3

- administrator is informed
- parent/guardian is contacted
- further consequences are considered

### Level 4

- STUDENT SUSPENSION AND EXCLUSION POLICY

**School Act Policy:** If there is a violation of a very serious nature suspension will be immediate. Parents/Guardians are contacted by phone/ letter. Associate Superintendent /other officials informed.

## Student Suspension & Exclusion Policy

In accordance with the School act, the Vancouver School Board Trustees authorize the Principal to suspend a student from attendance at school for five days or fewer.

- because a student is wilfully disobedient to a teacher or to any other employee of the Board carrying out responsibilities approved by the Board; or
- because the behaviour of the child has a harmful effect on others, e.g. name calling or physical fighting, acts of bullying; or
- vandalism to school, student or staff property

The authority to suspend students is given to the Principal and the Vice Principal.

The parent or guardian will be asked to return with their child to discuss the behaviour and the commitment to improve behaviour.

The school will treat seriously behaviour or communication that discriminates based on race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex or sexual orientation (prohibited on the grounds set out in the BC Human Rights Code). Special considerations may apply to students with special needs if they are unable to comply because of a physical, intellectual, sensory, emotional or behavioural disability.

## How Families Can Help

- Discuss the school's Code of Conduct with your child.
- Inform the school of any personal crises that may influence your child's behaviour.
- Develop a respectful relationship with your child's teacher and other school staff. We have many volunteer opportunities.
- Help your child to understand that we expect him/her to live up to the Code of Conduct at school, on line, and when participating in school sponsored activities.
- Help your child to be as independent and responsible as possible for their actions, their words, their belongings and their school work.
- Ensure that your child gets adequate rest.
- Make sure that your child is on time for school.
- Talk to your child's teacher or call the school if you have any concerns.

Henderson staff recognizes their shared responsibility to create and maintain a safe, caring and orderly environment. Because safety is paramount, it is the responsibility of all members of our school community (staff, students, parents) to ensure that our actions protect our own learning and the learning of others, create safe conditions, respect the need for order and calm, demonstrate fair and kind treatment of one another, and bring pride to our school.

The school promotes the values expressed in the BC Human Rights Code respecting the rights of all individuals in accordance with the law (prohibiting discrimination based on race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex or sexual orientation) in respect of discriminatory publication and discrimination in accommodation, service and facility in the school environment.

## Who you can call for information:

- **FIRST CALL YOUR CHILD'S TEACHER**
- the principal or Vice Principal
- School/ Area Counsellor
- School Administrative Assistants
- Police Liaison Officer
- School Nurse
- Multi Cultural Liaison Workers

School Phone #  
604-713-4837