

# **Guide to the Code of Conduct of Oakville School of Classical Ballet as developed from the Ontario Provincial Code of Conduct**

## **Introduction**

A positive school climate and a safe learning and teaching environment are essential if students are to succeed in school. A positive school climate means everyone feels they are welcome and respected.

All students, parents, teachers and staff have the right to be safe, and feel safe, in their school community. With this right comes the responsibility for everyone to be accountable for their actions and contribute to a positive school climate.

If any abuse of this policy is observed by, or brought to the attention of the staff, the matter will be dealt with in an appropriate manner.

## **Why is there a provincial code of conduct?**

Ontario's provincial code of conduct sets clear standards of behaviour for individual school boards to follow, so that they can develop their own codes of conduct. The standards of behaviour in school board codes of conduct must be consistent with the requirements outlined in the provincial code of conduct.

## **Who is included in the code and where does it apply?**

The provincial code of conduct (<http://www.edu.gov.on.ca/eng/safeschools/code.html>) applies not only to students, but to everyone involved in the school system, including parents or guardians, volunteers, teachers and other staff members. The code applies whether on school property, at school-authorized events or activities, or in other circumstances that could have an effect on the school climate.

## **Fundamental beliefs**

- Everyone has a responsibility to promote a safe environment.
- Everyone should be aware of their rights, as active and engaged citizens. More importantly, everyone should also accept responsibility for protecting their rights and the rights of others. Responsible citizenship involves taking part in the civic life of the school.
- All members of the school community are to be treated with respect and dignity, especially those in positions of authority.

- Everyone has a responsibility to resolve conflicts in a way that is civil and respectful. Insults, hurtful acts and a lack of respect for others disrupt learning and teaching in a school community.
- Everyone is expected to resolve conflicts without using violence. Physical aggression is not a responsible way to deal with other people. No one should use an object to injure another person, or even threaten to use an object to injure another person. This is unacceptable and puts everyone's safety at risk.

## **Standards of Behaviour**

### **Respect, civility and responsible citizenship**

All school members must:

- respect and follow all applicable laws
- demonstrate honesty and integrity
- respect differences in people
- treat one another with dignity and respect at all times, especially when there is disagreement
- respect and treat others fairly, regardless of race, ancestry, place of origin, colour, ethnic origin, religion, gender, sexual orientation, age or disability
- respect the rights of others
- show care and respect for school property and the property of others
- take the proper steps to help those in need
- respect all members of the school community, especially those in a position of authority
- respect the need of others to work in an environment that encourages learning and teaching
- seek help from school staff, if necessary, to resolve conflict peacefully
- not swear at a teacher or at another person in a position of authority.

## Safety

School community members must not:

- engage in any form of bullying, whether it is in person or through technology, like email or cell phones
- commit sexual assault
- traffic weapons or illegal drugs
- commit robbery
- give alcohol to anyone under the legal drinking age
- be in possession of a weapon, including firearms
- use any object to threaten or intimidate another person
- injure anyone with an object
- be in possession or under the influence of alcohol or illegal drugs, or give them to anyone else
- inflict or encourage others to inflict bodily harm
- engage in hate propaganda or other types of behaviour caused by hate or bias
- commit an act of vandalism that causes extensive damage to school property

## Roles and Responsibilities

**School staff** provide direction to the school to ensure opportunity, excellence and accountability in the dance education system.

**The School principal** must:

- establish a process that clearly communicates the provincial code of conduct to all parents, students, staff and members of the school to gain their commitment and support
- ensure an effective approach to intervene and respond to all violations that relate to the standards for respect, civility, responsible citizenship and physical safety
- provide opportunities for all staff to gain the knowledge, skills and attitudes they need to develop and maintain academic excellence and safe learning and teaching environments.

**The School Principal takes** a leadership role in the daily operation of the school.

The School Staff follow this leadership by:

- demonstrating care for the school and commitment to academic excellence in a safe teaching and learning environment
- holding everyone under their authority responsible for their behaviour and actions
- empowering students to be positive leaders in the school and community
- communicating regularly and meaningfully with all members of the school.

**Teachers and school staff**, under the leadership of their principal, help maintain order in the school and are expected to hold everyone to the highest standard of respectful and responsible behaviour.

As role models, staff will uphold these high standards when they:

- help students work to their full potential and develop their self-worth
- empower students to be positive leaders in their classroom, school and community
- communicate regularly with parents on important issues
- maintain consistent standards of behaviour for all students
- show respect for all students, staff, parents, volunteers and members of the school

**Students** are to be treated with respect and dignity. In return, they must demonstrate respect for themselves, for others and for the responsibilities of citizenship through acceptable behaviour.

Respect and responsibility are demonstrated when a student:

- comes to classes prepared, on time, ready to learn, and dressed in appropriate uniform.
- shows respect for himself/herself, for others and for those in authority
- refrains from bringing anything to school that may put the safety of others at risk
- follows the established rules and takes responsibility for his/her own actions.

**Parents** play an important role in the dance education of their children and can support the efforts of school staff in maintaining a safe and respectful learning environment for all students.

Parents fulfill this responsibility when they:

- show an active interest in their child's work and progress in dance classes
- communicate regularly with the school
- make sure their child is neat, properly dressed and prepared for classes
- ensure that their child attends classes regularly and on time
- inform the school promptly about their child's absence or late arrival
- become familiar with the provincial code of conduct, the School's code of conduct and studio rules.

Parents must not drop off students at the school earlier than ½ hour before classes begin, and students must be picked up promptly after their class ends.

Registration forms must be fully completed as shown in Mandatory Sections, for example Home Address, Home Phone, email address etc.