

POLICY COMMITTEE AGENDA



May 14, 2024 – 6:00 p.m.

WELCOME AND ACKNOWLEDGEMENT

This meeting is being held on the traditional and unceded territory of the Secwépemc People.

1. April 9, 2024, Committee Report
2. Policy 390 – Safe and Caring School Communities
 - a. AP - Safe and Caring School Communities – School Codes of Conduct (to review)
3. Future Meeting Dates:

MEETING	DATE	TIME	LOCATION
Policy Committee	May 14, 2024	5:00 p.m.	Board Office
Policy Committee	June 11, 2024	5:00 p.m.	Board Office

“Learning, Growing, and Belonging Together”

TO: Policy Committee

FROM: Chris van der Mark, Superintendent

DATE: May 14, 2024

RE: Policy/AP 390 Safe and Caring School Communities

ISSUE

In February, the Ministry indicated a requirement for districts to update their policies and or Administrative Procedures with regard to Codes of Conduct, specifically as the applied to cell phones and digital devices. The revised Order included:

Further to section 6 (d.1), the statements about restricting the use of personal digital devices at school must address the following matters:

- (a) restrictions on the use of personal digital devices at school, including during hours of instruction;
- (b) use of personal digital devices for instructional purposes and digital literacy;
- (c) use of personal digital devices that is appropriate to a student's age and developmental stage;
- (d) accessibility and accommodation needs;
- (e) medical and health needs;
- (f) equity to support learning outcomes.

BACKGROUND

All schools have been required to develop and communicate codes of conduct in accordance with the Provincial Standards for Codes of Conduct Order. These are required to be updated yearly. While the district does have an AP for the acceptable use of technology (AP 620), it has not been explicitly connected to school codes of conduct. Moreover, while schools may have had practices to restrict cell phone use or other digital devices, these have not been consistent or embedded without the guidelines and expectations of the school codes of conduct.

While outright banning of such devices has been tried in other jurisdictions, it has largely been unsuccessful. Appropriate restrictions and education are considered a more measured and successful approach that will ultimately help our student be safer in their use of technology while also being more aware of its broader uses and risks.

“Learning, Growing, and Belonging Together”

DISCUSSION

The significant change to the policy includes the specific reference to AP 620 and the newly created AP 390 Safe and Caring School Communities - School Codes of Conduct.

This AP has been created to provide schools with a clear model for expectations while still allowing flexibility for school context.

Conduct expectations now include specific reference to digital devices (3.13 - 3.13.5), including an extension to potential consequences, specific to this issue. It should be noted that this level of specificity has been provided as schools occasionally deal with frustrated parents who do not believe the school can impound such devices. They can and always have been able to. We are simply being more explicit.

The AP has been previewed by school-based administration, who have also reviewed the policy and AP with staff, parents and (where applicable) students.

There has been very limited feedback on this revision from the public. The one public response was specific to a request for the SD standardized practice more clearly due to concerns that may arise due to the perceived school-based autonomy. Discussions with school-based admin indicate a more prescriptive approach will likely be more difficult and time-consuming to enforce.

It should be noted, that as an AP, adjustments may be made as needed without any bearing on the policy.

The final AP will be required to be in place by August.

RECOMMENDATION

THAT the Board of Education leave revised Policy 390 and new AP 390 out for consultation for additional feedback.

RATIONALE:

The Board of Education strives to develop positive and inclusive school cultures and is committed to fostering optimal environments for learning. A key part of this work includes fostering school connectedness and developing protocols for preventing and intervening in instances of bullying, and other worrisome behaviours.

PROCESS:

1. The Superintendent will ensure that each Principal, in consultation with staff, parents and, when appropriate, students, establishes a code of conduct for his/her school that is consistent with the District Student Code of Conduct, and which reflects the provincial standards.
2. The school's Code of Conduct and a summary of the district's administrative procedures or policies on Student Suspension (AP 320), Illicit Substances (Policy 311), and use of digital devices (AP 620) shall be communicated to all students annually.
3. Under the Freedom of Information and Privacy Protection Act and/or other relevant legislation, it may be necessary to advise other parties of serious breaches of the District Student Code of Conduct

2. School Environment

The Board believes that acceptable behaviours and conduct are fostered in a positive climate in which:

- 2.1 all students feel safe, valued, and trusted, and have the opportunity to develop, assume and maintain responsibility and self-motivation.
- 2.2 all students feel supported without fear of retaliation in reporting unsafe conditions, actions, or potential incidents.
- 2.3 there is a joint effort to learn and a feeling of mutual respect among staff, students, and parents; \
- 2.4 appropriate behaviour is taught, encouraged, modelled, practiced, and acknowledged, thereby increasing student self-respect and positive social behaviours.
- 2.5 disciplinary action, wherever possible, is preventative and restorative, rather than solely punitive.
- 2.6 expectations for student behaviour increase as they become older and more mature.

- 2.7 disciplinary action is considerate of students with special needs if these students are unable to fully comply with the code of conduct due to a diagnosed disability of an intellectual, physical, sensory, emotional, or behavioural nature.

3. Conduct Expectations

- 3.1 The Board believes that acceptable student conduct, based on respect for oneself, respect for others, and respect for property is essential to the development of responsible citizens. To this end, students are expected to:
- 3.2 be aware of and obey all school rules.
- 3.3 respect the rights of all persons within the school including peers, staff, parents, and volunteers.
- 3.4 refrain from lying, cheating, and stealing.
- 3.5 attend classes punctually and regularly.
- 3.6 work cooperatively and diligently at their studies and home assignments.
- 3.7 respect the legitimate authority of the school staff.
- 3.8 respect all school property, including buildings and equipment.
- 3.8.1 respect the diversity of our school community.
- 3.9 behave safely and responsibly at all times.
- 3.10 refrain from any behaviour that would threaten, harass, bully*, intimidate, assault, or discriminate against, in any way, any person within the school community on or off school property (*Bullying includes but is not limited to physical or verbal intimidation, verbal harassment and cyberbullying).
- 3.11 refrain from being in possession of or under the influence of drugs and/or alcohol in all school facilities or on school grounds or at school-sponsored functions and activities:
- 3.12 refrain from being in possession of weapons of any kind in school or at school activities.
- 3.13 refrain from inappropriate computer usage and/or multi-media devices in accordance with Board AP 620 (cell phones, cameras, tablets, etc.)
- 3.13.1 Schools are required to include specific guidelines with regards to the acceptable use of digital devices, including locations and time of day
- 3.13.2 Schools will set an appropriate range of classroom strategies for restricting the use of digital devices. These may include:
- Caddy or “apartment”
 - Basket

- Device face down and in sight
- Devices not out or visible
- Other

3.13.3 Elementary and Secondary schools may differ, and it is expected elementary schools may be more restrictive due to limited productive use opportunities.

3.13.4 Secondary schools will not allow digital devices in classes such as PE or shops (or others as determined by the school) unless a part of a student's learning plan.

3.13.5 Students are not permitted to leave the classroom with their phone/device during class time and are not permitted to have them in bathrooms.

The Board believes that any breach of Code of Conduct behaviours or expectations would be considered unacceptable. Students are encouraged to inform a responsible adult when becoming aware of any infraction of the Code of Conduct.

4. Consequences

4.1 Students will be disciplined in a timely and fair manner and such discipline shall be in accordance with AP 320 – Student Suspensions.

4.1.1 Students who fail to adhere to the school and classroom guidelines for digital devices as per 3.13 may:

- Have their device taken away
- Be prohibited from having a device on school property.
- Be suspended in accordance with AP 320—Student Suspensions

4.2 Students, while attending school, school-sponsored functions, and activities, shall be subject to the District Code of Conduct as well as the school's Code of Conduct. Students may be subject to discipline under the school and/or District Code of Conduct for any conduct which has the effect of negatively impacting the school environment, whether that conduct occurs on or off School District property, at a school-sponsored function or activity, or elsewhere.

4.3 Serious breaches of conduct that threaten the safety and welfare of others will be referred directly to an indefinite suspension including a review from a representative of the Superintendent.

BOARD OF EDUCATION

POLICY 390 SAFE AND CARING SCHOOL COMMUNITIES



The Board of Education strives to develop positive and inclusive school cultures and is committed to fostering optimal environments for learning. A key part of this work includes fostering school connectedness and developing protocols for preventing and intervening in instances of bullying, and other worrisome behaviours.

The Superintendent (**or designate**) will ensure the following to address efforts to achieve safe and caring schools:

1. A District Safe School Coordinator is appointed, and teams are established as required to proactively support students and address safety concerns.
2. Each school develops and implements a code of conduct in accordance with the **Provincial Standards for Codes of Conduct Order**.
 - a. School staff are responsible for consistently supporting and applying the District's and School's Code of Conduct and establishing a positive climate in which structure, support and encouragement assist students in developing a sense of self-discipline and responsibility. School staff is required to inform volunteers and the school community about the Code of Conduct and its expectations.
 - b. Students are responsible for respecting the rights and dignity of others in learning environments free from discrimination as set out in the **BC Human Rights Code** and becoming actively and productively involved in their own academic learning and social growth.
 - c. **Each school will have clear procedures, under their Code of Conduct, related to the acceptable use of digital technology in accordance with the school district's acceptable use AP 620 and AP 390 Safe and Caring School Communities - School Codes of Conduct**
 - d. Parents/Caregivers and all other adults working with students are responsible for knowing and supporting the District's and School's Code of Conduct and encouraging students to understand and follow these Codes of Conduct.
3. The District makes the provincial online reporting tool for bullying and worrisome conduct available on the district and school websites.
4. The District coordinates the development and implementation of a community violence threat risk assessment protocol.

Related Legislation: [Provincial Standards for Codes of Conduct Order \(M276/07\) School Act Part 2, Div. 1, Section 6.](#)

Related Contract Article: Nil

Adopted: February 2022

Amended: **XXXX**