

Christ the Teacher Catholic Schools

ADMINISTRATIVE PROCEDURES

SECTION:	300 - STUDENTS	CODE:	AP 345
PROCEDURE:	STUDENT DISCIPLINE GUIDING PRINCIPLES		

BACKGROUND

The Division recognizes that the goals of this procedure are to support the school staff in maintaining a safe, caring and effective learning environment, and to assist students in developing self-discipline and behaviours that contribute to such an environment. Discipline in the Division is to be based on Christian values and reconciliation.

Student discipline is not to be judgmental, arbitrary, confusing or coercive. Rather, it shows individuals what they have done wrong; it gives them ownership for the problem; it provides a process for solving the issue they have created; and it leaves their dignity intact. The goal is to be to instruct, teach, guide and help children develop self-discipline so that learning can be maximized for all students.

The Director/designate expects schools to develop guidelines for the conduct of students which:

- ♦ Will not infringe upon constitutionally protected rights;
- ♦ Will be clearly described, and
- ♦ Will be publicized to all students and their parent(s) or guardian(s).

The Director/designate expects students, in keeping with their level of maturity, to:

- ♦ Act with due regard for the supervisory authority of staff;
- ♦ To respect the rights of other students; and
- ♦ To respect all individuals and their property.

The Director/designate expects all staff members to share the responsibility for supervising the behaviour of students and for seeing they abide by the established rules of conduct.

The Director believes students have rights within the schools as long as they do not infringe upon the rights of others in the school.

The Director expects students to be responsible for their behaviour that impacts upon the school environment regardless of where it happens.

PROCEDURES

1. The Principal is responsible for administering the general discipline of the school. He/she shall ensure that the school has developed a school discipline policy, code of conduct, and a safe school action plan. School handbooks shall publish the expectations for behaviour and the discipline procedures established for use within the school.
2. School Disciplinary Actions
 - 2.1 Each teacher is responsible for maintaining discipline in the classroom and school. In some cases, the Principal may provide assistance. The following provisions shall apply with regard to disciplinary actions of teachers:
 - 2.1.1 The attitude towards maintenance of discipline must be positive rather than negative.
 - 2.1.2 Consequences must support the dignity of the student and be relevant to the unacceptable behaviour (natural consequence). Consequences that take involve the taking away of curricular classes, recesses, or excursions should only be implemented in consultation with the school principal.
 - 2.1.3 Mass punishment of a whole class for the misdemeanor of a few students is to be avoided.
 - 2.1.4 Acceptable disciplinary consequences for the school shall be formulated by the staff and Principal.
 - 2.1.5 The use of corporal punishment by system staff is not permitted.
 - 2.1.6 Good discipline often depends upon the ability to check unacceptable behaviour in its early stages before it becomes a serious problem.
 - 2.1.7 Disciplinary problems are to be dealt with in an objective, professional manner that considers the needs of the individual child, and each infraction is to be considered a learning situation to be handled intelligently and patiently.
 - 2.1.8 The child is to be treated in a kind and just manner. Teachers are to be guided by a spirit of charity and understanding. Verbal attacks upon students, including name calling, use of sarcasm, unfavourable personal references, attempts to belittle the students, or threatening to send students to the Principal do nothing to raise the self-worth of all parties involved and, therefore, shall not be employed.
 - 2.1.9 When the teacher or students are angry or upset, judgment is often impaired and focusing on issues is more difficult. It is advisable to provide a “cooling off” period between the commission of the offense and the imposition of punishment.
 - 2.1.10 The school staffs are not to act as the disciplinary agent for the home.
 - 2.1.11 In cases of dispute regarding disciplinary measures, the ultimate procedure is within the statutes of the Criminal Code of Canada.
 - 2.1.12 Physical restraint of students shall only be used as a last result, where someone’s safety is at risk, and other less intrusive interventions that may have been appropriate have been first considered or tried. Physical restraint

of students shall be done in accordance with AP 347 – *Physical Restraint of Students*.

- 2.1.13 Removal from the classroom of a student where conduct continues to be detrimental to the work of the class (after the student has been given reasonable warning that the behaviour is unacceptable) is justified.
- 2.1.14 Teachers are to avoid getting into power struggles with students. Though dignity and authority of the teacher must be upheld, it must be remembered that recognizing the dignity of students is equally important. The teachers will find that a quietly worded statement to a student is likely to be more effective than strongly voiced commands in securing his/her compliance.
- 2.1.15 The right to detain students for disciplinary purposes is not questioned. However, the exercise of that right in an arbitrary or inflexible fashion that prevents a student from meeting other legitimate and important commitments cannot be supported.
- 2.2 Teachers may temporarily remove from their classroom a student whose conduct continues to be detrimental to the work of the class after the student has been given reasonable warning. The exclusion is to be used temporarily to provide a “cooling off period’ if necessary and is to be followed with an individual conference with the student in order to secure the desired behaviour.
- 2.3 A student removed from the classroom by a teacher may be reinstated at any time by the Principal. Arrangements for appropriate supervision shall be made when the student is removed from the classroom.

Reference: Sections 148, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 175, 231 Education Act
Criminal Code

Cross-Reference: Board Policy 13 – Appeals and Hearings Regarding Student Matters

Date Issued: November 21, 2007

Date Revised: May 27, 2016