



DEPARTMENT OF EDUCATION

POLICY 703 - APPENDIX D

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**Provincial  
Student Code of Conduct  
Guidelines**

The *Provincial Student Code of Conduct* reflects the values and behaviours that will help New Brunswick schools be positive, caring and safe places to learn and work. The foundation of any Student Code of Conduct is good citizenship. In addition to the Positive Learning and Working Environment Plans developed by each school, the Code will help foster an environment where all students feel welcome, wanted and have a sense of belonging.

### Application

All schools are required to have a Student Code of Conduct in place. New Brunswick's public schools should be commended for recognizing early on the importance of establishing and implementing a Student Code of Conduct, as many schools already have one in place.

The purpose of the *Provincial Student Code of Conduct* is not to undermine the efforts of our schools but rather to:

- Emphasize the importance of having and respecting a Student Code of Conduct;
- Lend provincial support to schools in their efforts to create a safe and positive learning and working environment; and
- Serve as a guideline for schools as they develop and/or review their own Student Code of Conduct.

**A Student Code of Conduct applies to all students.** This means students at school, on school buses, coming to and from school, at school-sponsored events, whenever a student is representing the school, in all communications related to school events and in all interactions among students and between students and school staff. The Code applies to student behaviour online and in electronic communications (for example, posting pictures and chat room participation) and other instances that could have an impact on the school climate.

Students play a critical role in developing their school's Code of Conduct. They need to be part of the development process in order to facilitate the incorporation of the Code's standards into the school environment. This is why the *Provincial Student Code of Conduct* was developed in consultation with various student groups across New Brunswick.

In addition to having a Code in place for students, it is important that the school promote their Code of Conduct so that all students, parents and school community partners are aware of its standards.

### PROVINCIAL STUDENT CODE OF CONDUCT

As a student,  
I am responsible for my own behaviour to the best of my abilities.

- I will be responsible for my own personal choices.
- I will respect others' differences, ideas and opinions and treat everyone fairly.
- I will not tolerate bullying of any kind and I will report bullying when I have knowledge of it.
- I will do whatever I can to help those around me who may be struggling.
- I will respect the school's rules.
- I will attend my classes, do my homework, and be prepared and on time.
- I will behave in a way that is empathetic, responsible and civil to those around me.
- I will resolve my conflicts in a constructive manner.
- I will treat school property and the property of others with respect.

I will respect myself.  
I will respect others.  
I will respect my environment.

**Implementing a Student Code of Conduct – a collective responsibility**

**All members of the school community have the right to learn and work in a safe, orderly, productive, respectful and harassment-free environment.**

**All members of the school community are responsible for supporting and modelling the standards established in this Code.**

Students are expected to be respectful and engaged in their school community. Nothing is expected of a student that is not also expected of others in the school community. Teachers and school staff, led by the principal, and members of the school community should model good behaviour and the values of the Code in school and wherever students are present (including on the school bus).

**As a student,**

- ✓ I will follow my school's Student Code of Conduct.
- ✓ I will encourage my friends to respect my school's Student Code of Conduct.
- ✓ I will behave in an acceptable manner when I am a guest or a visitor at other schools.

**As a parent,**

- ✓ I will teach my children how to behave civilly.
- ✓ I will ensure that my children come to school ready to learn.
- ✓ I will learn the school rules, including the Student Code of Conduct, and reinforce these rules with my children.
- ✓ I will collaborate with the school by supporting the standards of this code and the measures taken by the school to reinforce positive behaviour.
- ✓ I will communicate reasonably with school personnel.
- ✓ I will encourage and demonstrate appropriate behaviours within the school community.

**As a teacher,**

- ✓ I will teach the Student Code of Conduct.
- ✓ I will encourage responsible behaviour.

- ✓ I will model appropriate behaviour within the school community.
- ✓ I will maintain order and discipline within my classroom and encourage a positive learning and working environment.
- ✓ I will have clear and appropriate expectations, based on the [Education Act](#) and relevant policies, with regard to student behaviour.
- ✓ I will communicate these expectations to students, parents and the school community.

**As a school principal,**

- ✓ I will ensure that measures are taken to create and maintain a safe, positive and effective learning and working environment, consistent with the [Education Act](#) and relevant policies.
- ✓ I will communicate these measures throughout the school community.
- ✓ I will maintain order and discipline at my school and work to cultivate a positive learning and working environment.
- ✓ I will provide leadership at all times, especially when problems arise.

**As a member of the school personnel,**

- ✓ I will collaborate with other school staff to encourage a safe and positive learning and working environment.
- ✓ I will encourage students to behave responsibly and appropriately.
- ✓ I will participate in the efforts of my school to implement a Student Code of Conduct.

**As a member of the school community,**

- ✓ I will support my local school in its efforts to create a safe and positive learning and working environment.
- ✓ I will work with my school to promote and support a safe and positive learning and working environment by becoming familiar with school rules.
- ✓ I will cooperate with the school's efforts to implement the Student Code of Conduct.

**As a superintendent,**

- ✓ I will support a positive learning and working environment in my school district and its individual schools.

- ✓ I will encourage all parents and members of the school community to interact positively with teachers and school personnel.
- ✓ I will encourage all partners to become familiar with school rules and the Student Code of Conduct.

**As a District Education Council member,**

- ✓ I will support the Positive Learning and Working Environment through the development of policy.
- ✓ I will ensure provincial and district policies are implemented effectively.

**As the Minister of Education,**

- ✓ I will demonstrate and encourage appropriate and responsible behaviour.
- ✓ I will provide provincial leadership for the public school system and provide oversight on all provincial policies, programs and services.
- ✓ I will encourage all students, parents, teachers, principals, and other members of the school community to act in a way that promotes the values of empathy, respect and good citizenship.
- ✓ I will support the implementation of Positive Learning and Working Environment Plans.

**Student Code of Conduct – In Context****How will schools use this Student Code of Conduct?**

The *Provincial Student Code of Conduct* enhances our continued efforts toward achieving a safe and positive learning and working environment in our schools. It complements the work undertaken by individual schools on their own Student Codes of Conduct. Normally, the Code of Conduct is part of a school's Positive Learning and Working Environment Plan, which outlines standards for appropriate behaviours expected in school and describes how the school will deal with inappropriate behaviours.

In the spirit of sharing best practices, the *Provincial Student Code of Conduct* has been developed based on work done at the school and district level in New Brunswick and research from other jurisdictions. If your school already has a Student Code of Conduct, you should take this opportunity to review your Code to ensure that it is consistent with the *Provincial Student Code of Conduct*. Schools without a student Code of Conduct should use the *Provincial Code* as a starting point for their own Codes.

Principals are responsible for developing their school's own student Code of Conduct with input from students and the school community. The Code should be based on the standards of behaviour outlined here and be consistent with [Policy 703](#). It should also reflect the school's unique characteristics and local circumstances. Each school should review its Code of Conduct on a regular basis to ensure its continued relevancy and effectiveness. The review process should seek input from the school community. Finally, each school should take steps to promote and communicate its Code of Conduct to all students, parents, teachers, and members of the school community.

### What can your school do to encourage appropriate behaviour?

By ensuring an atmosphere of collaboration, of support and belonging, teachers, administrators and members of the school personnel promote an environment where everyone will choose behaviours that are appropriate.

Appropriate behaviours must be nurtured, encouraged and applauded. The celebration of successes reinforces the positive behaviours demonstrated by students. However, in order for the Student Code of Conduct to be well understood by students, it must be taught and communicated. Teachers, with the leadership of the principal and the support of all the members of the school community, must promote the values of the Code, give concrete examples of the behaviours expected in school and clearly communicate the interventions and consequences to students.

### What can your school do to address inappropriate behaviour?

The *Provincial Student Code of Conduct*, as an appendix to [Policy 703](#), outlines the behaviours we would like to see exemplified in schools. The policy defines behaviour that is not acceptable in New Brunswick schools and sets out standards of behaviour for partners in the school community, including students, in order to create and maintain a positive environment.

### Managing behaviours

Most of the time, inappropriate behaviour will be minor in nature, but, in some instances, will take place on a recurring basis. A number of these minor issues may be lessened through communication and cooperation with the student, and the student's parents, when appropriate.

When the disruptive behaviour is substantial and persistent, a review of the behaviour should take place to assist with the development of a plan of intervention. The cooperation of parents is essential in ensuring the intervention is effective. Students whose parents are involved in their school life and in resolving discipline issues are more likely to be successful at overcoming those issues.

Some students with exceptionalities may behave in challenging ways that are beyond the student's control or understanding. These behaviours could simply represent the student's attempt to communicate with others. Where this appears to be the case, such students may not be subject to the typical consequences established by the school. Referring to the student's individual education plan will provide direction. The behaviour may indicate that additional consideration of the supports provided to the student is required. However, inappropriate behaviour exhibited by students with exceptionalities, which is clearly not related to the exceptionality, is subject to the routine interventions or consequences.

Teachers and administrators are generally well trained in responding to behavioural issues through a range of strategies used to teach positive behaviours and prevent and manage disruptive behaviours. Appropriate, pre-determined consequences and interventions must be put in place at the school level to address non-compliance. Consequences and interventions should be identified through staff, student and parent input into the Positive Learning and Working Environment Plan.

Appropriate consequences should:

- be age-appropriate;
- reflect the severity and frequency of the misbehaviour;
- contain educational value;
- be mindful of the student's age, developmental stage and any exceptionalities, and
- be logical in relation to the behaviour.

When inappropriate behaviour occurs, the consequences, interventions and re-entry plan for the student into the classroom should be determined in collaboration with the student in question, the teacher and relevant school personnel, where appropriate, in relation to the specific situation at hand.

The following are some examples of consequences or interventions:

- Verbal warning
- Behaviour contract
- Conference with student and parent/guardian
- Withdrawal of privileges
- Restitution/Restorative justice
- Reflection sheet
- Letter of apology
- Confiscation of prohibited material
- Detention/Period of reflection
- Service learning (requiring a student to spend time performing duties at school)
- Suspension in accordance with the *Education Act*<sup>1</sup>
- Restriction of ICT privileges

Educators use their discretion and professional judgement when intervening to correct inappropriate behaviour.

The following disciplinary measures are unacceptable:

- ✍ corporal punishment
- ✍ ridicule/sarcasm
- ✍ misuse of collective punishment
- ✍ assignment of additional academic work (that is not expected of other students, with the specific aim of punishing the student in question)

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<sup>1</sup> Where a student has been suspended in accordance with the *Education Act*, a parent may appeal this suspension. See sections 39 through 43(7) of [Regulation 97-150](#).

**Are there other provincial policies related to acceptable behaviour within the school community?**

Policy 701 Policy for the Protection of Pupils sets out standards of behaviour for teachers and other adults in the school system, to ensure that students are protected from non-professional conduct by adults.

Policy 311 Information and Communication Technologies (ICT) Use defines standards for the appropriate use of ICT in the school system (including cyberbullying).

The *Provincial Student Code of Conduct* is supported by the [Education Act](#) and its Regulations. It has been developed with respect to the New Brunswick Human Rights Commission's Guideline on Accommodating Students with a Disability.

For a copy of these policies and others, please visit

<http://www2.gnb.ca/content/gnb/en/departments/education/k12/content/policies.html>