

SOUTH RUTLAND ELEMENTARY
A SCHOOL OF POSSIBILITIES

CODE OF CONDUCT

OUR SHARED COMMITMENT: Every student deserves to feel safe, respected, included and ready to discover what is possible.

This document was updated: August 2026

The purpose of a school's Code of Conduct is to outline guidelines for appropriate student behaviour. This helps to ensure a safe, happy and orderly learning environment.

We expect all students to be positive school citizens and to Stay Safe, Take Responsibility, Act Respectfully and be Ready to Learn. We expect all members of our school community to take personal responsibility for their behaviour.

Where the Code Applies

- In all areas inside our school building and school yard
- When online (e.g., Facebook, Twitter)
- In the school neighbourhood on the way to and from school
- During play times before, during and after school
- During school-organized events and field trips
- At any time when school staff and their property are targeted

Rights & Responsibilities

STUDENTS HAVE THE RIGHT TO:	STUDENTS HAVE THE RESPONSIBILITY TO:
✓ Fair and respectful treatment at school ✓ Opportunities to learn at school ✓ That personal property is safe from theft or harm	✓ Do their best at all times ✓ Encourage others to make positive choices ✓ Treat others and property with respect ✓ Behave well
STAFF HAVE THE RIGHT TO EXPECT:	STAFF HAVE THE RESPONSIBILITY TO:
✓ Respect, courtesy and consistent effort from students ✓ Support from parents/guardians as it relates to their children's learning at school ✓ That school and personal property is safe from theft or damage	✓ Treat students and their families with fairness and respect ✓ Provide the best possible learning situation for students ✓ Be positive role models for students

We invite parents/guardians to support these rights and responsibilities to ensure that children remain safe at school and experience school success.

A POSITIVE EXPERIENCE FOR ALL Each responsible student contributes to the well-being and success of everyone at South Rutland Elementary.

Celebrating Diversity

South Rutland Elementary School upholds and promotes the BC Human Rights Code, respecting the rights of all those in our school environment in accordance with the law.

We prohibit discrimination based on race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression, age or class.

School-Wide Expectations

	Hallways & Classrooms	School Yard	Washrooms & Change Rooms	Eating Time	Assemblies & Performances	Gym	Computer Lab	Library & Maker Space	Off-Site Activities & Field Trips
Stay Safe	✓ Keep right ✓ Face forward ✓ Walk at all times	✓ Off your "wheels" on the school yard ✓ Use wheels in the Wheel Zone only at lunch ✓ Use equipment with care ✓ Don't climb fences or goal posts or sit on gates ✓ Hands off others	✓ Flush ✓ Wash your hands ✓ No food in washroom ✓ Use these spaces properly; they are not play spaces ✓ Avoid crowding or bumping	✓ Stay seated while eating ✓ Wash hands before and after eating ✓ Avoid high-risk foods when a classmate has severe allergies	✓ Check personal space when sitting or standing	✓ Enter and leave with care ✓ Follow freeze signals ✓ Follow game rules ✓ Avoid crowding	✓ Surf safely ✓ Keep passwords private ✓ Show safe online behaviour ✓ Hands off settings ✓ Walk in the Lab	✓ Walk at all times	✓ No food/drinks on the bus ✓ Keep hands and feet to yourself ✓ Remain seated ✓ Keep hands/heads inside windows ✓ Obey the driver
Take Responsibility	✓ Walk in a line if you are in a group ✓ Hands at your sides ✓ Avoid touching others ✓ Use the hallway for travel, not play	✓ Return borrowed equipment ✓ Play fairly; take turns and follow rules ✓ Break only what you make (leaf/snow forts) ✓ Check with staff before leaving grounds ✓ Sticks, rocks, sand and snow stay on the ground	✓ Do not touch lights ✓ Use spaces appropriately ✓ Tell staff about emergencies	✓ Bring healthy foods ✓ Eat at your own desk ✓ Use an inside voice and good manners ✓ Avoid candy and gum	✓ Participate politely ✓ Enter calmly and give attention ✓ Bring nothing distracting ✓ Stand to ask questions clearly	✓ Participate actively ✓ Wear proper gym strip ✓ Use encouraging words ✓ No food/drinks	✓ Show digital citizenship ✓ No food/drinks ✓ Save work often ✓ Organize documents ✓ Log off ✓ Work quietly	✓ No food/drinks ✓ Sign out resources ✓ Care for materials/equipment ✓ Push in your chair	✓ Follow the Code of Conduct ✓ Show Rocket P.O.W.E.R. in our community
Act Respectfully	✓ Hands off lockers, displays and posters ✓ Voice at "level zero" ✓ Keep floors clean	✓ Keep our yard litter free ✓ Respect neighbours' property ✓ Care for school trees ✓ Follow supervising staff directions ✓ No vandalism	✓ Give others privacy ✓ Use two pumps of soap and two pumps of paper towel ✓ Keep floors clean ✓ No vandalism	✓ Throw away trash ✓ Recycle drink containers ✓ Follow Student Supervisor directions	✓ Stay focused ✓ Show appreciation with applause	✓ Care for equipment ✓ Follow staff directions ✓ Help with clean-up	✓ Keep workstations neat ✓ Care for equipment ✓ Use messaging with care ✓ Print only with permission	✓ Work, create or read without disturbing others ✓ Follow staff directions ✓ Clean up materials	✓ Follow directions and respect leaders ✓ No littering or property damage
Ready to Learn	✓ Go directly to where you are going	✓ Come inside when entrance bells ring	✓ Use two minutes and return to class quickly and quietly	✓ Clean your desk/trash when warning bell rings	✓ Come prepared to learn/enjoy ✓ Obey the quiet signal	✓ Arrive on time and get ready quickly	✓ Sign the District Network Account and Internet Agreement	✓ Return borrowed resources on time	✓ Return signed permission forms on time

Dress Code

South Rutland Staff along with the Parent Advisory Council considers the classroom as a "place of learning". Appropriate will be defined here as right and correct for the school setting and functions, conducive to learning, not distracting from or disruptive to the learning process, intimidating to others, make any other student or adult in the building uncomfortable. Students are expected to refrain from dress styles which promote, imitate or celebrate violence, intimidation, racism, sexism, hatred towards others, gang association, sex, or alcohol/drug use. Clothes should not display language, which is sexual, explicit, defamatory or offensive to any members of the school community. In addition, footwear must be worn at all times for health and safety reasons. Students or visitors to WAT who do not meet the dress code will be respectfully required to change into appropriate attire or asked to leave the property.

Student Use of Electronic Devices

AT SRE, there is no requirement or need for students to bring a cell phone or personal digital device to school.

The school has a student phone for emergency use, and we are happy to pass on messages when parents call. We understand that some families wish to provide their children with cell phones or other devices for emergency use. In these cases, use must be in accordance with Central Okanagan Public Schools' updated restrictions for cell phones and personal digital devices and Policy 486: Student Use of Electronic and Social Media Communication.

The school is not responsible for lost, missing or damaged personal digital devices that students choose to bring to school.

Updated Restrictions for Cell Phones and Personal Digital Devices

In accordance with requirements from the Ministry of Education and Child Care, schools across the district updated their Student Code of Conduct to include restricted use of cell phones and personal digital devices during school hours, effective July 1, 2024.

Responsible Student Use

Student use of personal digital devices, school technology and district networks at school is for educational purposes. Students must follow the school's Code of Conduct and procedures, as well as Central Okanagan Public Schools Policy 486.

- Secure, power off and store personal digital devices during instructional and non-instructional time at elementary schools unless instructed by the principal or school staff.
- Use personal digital devices during instructional time only for instructional purposes and digital literacy skills as directed by the principal or school staff.
- Do not use personal digital devices in areas where privacy is expected, such as restrooms and change rooms.
- Personal digital devices may be used to support accessibility, accommodations, and medical and health needs.
- Always take precautions to ensure online safety, privacy and security.
- Treat others with respect and kindness when using digital devices and district network services.
- Use digital devices and district network services responsibly and with academic integrity.

Schools will ensure equitable and developmentally appropriate access to technology to meet curricular requirements. Students are not required to have their own personal digital device or cellphone at school.

Use of personal digital devices, school technology and district networks is a privilege. Staff may revoke access because of inappropriate student conduct. Violations may result in restorative processes or disciplinary action, including suspension and police intervention.

Educators will continue teaching responsible and respectful technology use. Parents/caregivers are asked to discuss these restrictions with their child. To contact a child during the school day, call the school office.

Responding to Behaviour

At South Rutland Elementary, mistakes and challenges are opportunities for learning and growth. When a student's behaviour does not meet school expectations, staff will respond in a way that is fair, respectful and appropriate to the situation.

Our goal is to:

- Maintain a safe and welcoming learning environment.
- Help students understand the impact of their choices.
- Repair harm and restore relationships whenever possible.
- Teach and practice more positive ways of responding.
- Provide additional support when a student needs it.

Responses will consider the student's age, individual needs, circumstances, previous behaviour and the seriousness of the incident. Responses may become more significant when concerning behaviour is repeated or when safety is at risk. Special considerations may apply for students with disabilities or diverse needs.

We will take reasonable steps to protect students who report concerns and to prevent retaliation. Families will be included when their partnership would help support the student's success.

Level 1: Reminder and Redirection

These behaviours may briefly interrupt learning or affect the positive and orderly environment of the school. Students will usually need a reminder, redirection or an opportunity to practice the expected behaviour.

EXAMPLES	POSSIBLE RESPONSES
• Incomplete homework • Tardiness • Teasing • Inappropriate language • Disruption of learning • Unsafe conduct • Dishonesty • Dress code infraction • Inappropriate manners • Minor vandalism • Misuse of washroom • Inappropriate tone of voice • Bringing inappropriate items to school • Inappropriate physical contact	• Firm reminder from a staff member; items may be confiscated and returned later • Short time-out with supervising staff • School service

Repeated incidents may be addressed at the next level.

Level 2: Additional Support and Restoration

These behaviours have a greater impact on learning, relationships, property or safety. Students may need additional support to understand the impact of their choices, repair any harm and develop a plan for making more positive choices.

EXAMPLES	POSSIBLE RESPONSES
• Dishonesty, lying or stealing • Cheating • Bullying • Inappropriate computer use • Defiance to authority • Unsafe or dangerous conduct • Graffiti • Sexually explicit comments • Throwing snowballs or rocks • Swearing at others • Non-compliance with staff requests • Unsafe conduct on field trips • Misbehaviour during safety drills • Bringing dangerous items to school	• Items confiscated and returned to parent/guardian • Detention or extended time-out at the office • Meeting with principal and documentation • Parent/guardian contacted • Restorative justice, including compensating a victim or paying for damage • Behaviour lesson with principal or school counsellor

Repeated incidents may be addressed at the next level.

Level 3: Significant or Safety-Related Concerns

These behaviours cause, or have the potential to cause, significant harm to people, property or the safety of the school community. A more substantial response may be required to ensure safety, address the impact of the behaviour and provide appropriate support and accountability.

EXAMPLES	POSSIBLE RESPONSES
• Fighting or physical violence • Discrimination • Repeated incidents of bullying • Truancy • Major theft or vandalism • Use or possession of a weapon • Blatant defiance or swearing at staff • Use of drugs or alcohol • Damage to staff property • Fire lighting or misuse of fire equipment	• Restorative justice, including compensating a victim or paying for damage • In-school suspension • One- to ten-day definite suspension away from school • Indefinite suspension, which may result in expulsion • Notification of other agencies, such as the RCMP

Repeated incidents may be addressed at the next level.

Contact & Appeals

A copy of the Code of Conduct is provided in the student agenda and is also available on the school website. If you have a concern about a decision related to school discipline, please contact Mr. Ryan Wakefield, Principal, for information about the School District's Appeals Policy.

Ryan Wakefield, Principal | ryan.wakefield@sd23.bc.ca

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YOU ARE LOVED. YOU ARE VALUABLE. YOU ARE CREATED TO DO GREAT THINGS.