



DATE: March 22, 2023
TO: Board of Trustees
FROM: Shawna Warren, Superintendent
ORIGINATOR: Jonathan Konrad, Deputy Superintendent, Education Services
GOVERNANCE POLICY: [Policy 900 – Student Conduct and Discipline](#)
ADDITIONAL REFERENCE: [AP900 – Student Conduct](#)
Assurance Domain – [Student Growth & Achievement](#)
SUBJECT: Policy 900 – Student Conduct and Discipline

PURPOSE:

For approval. Motion required.

RECOMMENDED MOTION:

- a) That the Board of Trustees approve *Policy 900 – Student Conduct and Discipline* as presented at the March 22, 2023, Public Board meeting.

BACKGROUND:

Administration has reviewed and updated *Policy 900 – Student Conduct and Discipline* as part of its review of policies that fall under Education Services. *Policy 900 – Student Conduct and Discipline* is to be reviewed on an annual basis.

The Policy Committee reviewed *Policy 900 – Student Conduct and Discipline* at their March 1, 2023, committee meeting and has recommended it to the Public Board meeting for approval.

- *Policy 900 – Student Conduct and Discipline* was reviewed in November, January and March. The intent was to consider a clause that would address Personal Communication Devices. The current version has also been reviewed by the Administrative Council of Principals.

Administration is prepared to respond to questions at the March 22, 2023, Public Board meeting.

ATTACHMENT(S):

1. *Policy 900 – Student Conduct and Discipline* – Clean Copy
2. *Policy 900 – Student Conduct and Discipline* – Tracked Changes

Policy 900

Student Conduct and Discipline

1.0 POLICY

Policy 900 shall be reviewed by the Board of Trustees on an annual basis and shall be publicly available on Sturgeon Public Schools website.

The Board believes that each student and staff member has the right to learn and work in an environment that promotes: equity, diversity, inclusion and human rights.

The Board believes that to maintain a welcoming, caring, respectful and safe learning and working environment, students must attend school regularly, be punctual, diligent in their studies, and be respectful and considerate to everyone in the school community.

The Board believes that parents and guardians are partners in education and expects that they will support the schools in ensuring a welcoming, caring, respectful and safe working and learning environment.

2.0 DEFINITIONS

2.1 Bullying: Repeated and hostile or demeaning behavior by an individual in the school community where the behavior is intended to cause harm, fear or distress to one or more individuals in the school community, including psychological harm or harm to an individual's reputation.

2.2 Diversity: The presence of a wide range of human qualities and attributes within a group, organization, or society. The dimensions of diversity include, but are not limited to, ancestry, culture, ethnicity, gender, gender identity, language, physical and intellectual ability, race, religion, sexual orientation, and socio-economic status.

2.3 Discrimination is an action or a decision that treats a person or a group badly for reasons such as their race, age or disability. The Human Rights Act lists as grounds for which discrimination is prohibited: national or ethnic origin, colour, religion, age, sex, sexual orientation, gender identity or expression, marital status, family status, genetic characteristics, disability and conviction for an offence for which a pardon has been granted or in respect of which a record suspension has been ordered.

2.4 Harassment: Harassment is a form of discrimination. It includes any unwanted physical or verbal behavior that offends or humiliates you. Generally, harassment is a behavior that persists over time. Serious one-time incidents can also sometimes be considered harassment.

2.5 Illicit: all prohibited substances, which include but are not limited to, illegal drugs as defined in the Controlled Drugs and Substances Act. Examples include: Methamphetamines, Cocaine, Ecstasy and Heroin.

2.6 Restricted/Prohibited: controlled legal substances which have parameters for legal use. Examples include, but are not limited to, Tylenol 3, Benzodiazepines, Barbiturates, Cannabis, tobacco, tobacco-like products and alcohol.

3.0 GUIDELINES

3.1 Each school shall develop a Code of Student Conduct to be reviewed annually by the Superintendent or designate.

3.1.1 Principals will review the Code of Student Conduct with School Council annually.

3.1.2 Principals will review the Code of Student Conduct with students annually.

3.2 The Board believes that students must comply with school rules set out in the school's code of student conduct.

3.3 The Board prohibits bullying, harassing, discriminatory, and violent behaviors and expects allegations of such behavior to be investigated in a timely and respectful manner.

3.4 Attendance

3.4.1 The Board believes that regular attendance is a significant contributing factor to student learning and therefore that students enrolled in school should attend on a regular basis.

3.4.2 The Board believes that, although student attendance is primarily the responsibility of the student and the parent/guardian, the school has a responsibility to encourage student attendance.

3.5 Personal Communication Devices

3.5.1 The Board recognizes that there is an appropriate educational purpose for the use of technology in the classroom provided that it is used to achieve the learner outcomes in the Alberta Programs of Study and allows students to participate in learner activities chosen by the teacher.

3.5.2 Each school shall develop a plan for the safe and effective use of a Personal Communication Device (PCD) while in class or at school and articulate this plan in the Code of Student Conduct.

3.6 Illicit, Prohibited and Restricted Substances

3.6.1 The possession, distribution and/or use of illicit, prohibited and restricted substances are forbidden.

3.6.2 The Board believes that the Division, in co-operation with families, community and law enforcement agencies, has a responsibility to:

3.6.2.1 Ensure all division schools, grounds and school sponsored events are designated smoke, vape and tobacco free environments.

3.6.2.2 Educate students regarding illicit, prohibited and restricted substance abuse.

3.6.2.3 Ensure that students who are under the influence of illicit, prohibited or restricted substances or possess drug paraphernalia while under school supervision receive appropriate consequences, which may include recommendation for expulsion.

3.6.2.4 Ensure that students who possess and/or distribute, prohibited or restricted substances while under school supervision receive appropriate consequences, which may include recommendation for expulsion.

3.6.2.5 Ensure that students who possess and/or distribute illicit substances while under school supervision are recommended for expulsion.

3.6.3 Principals shall take disciplinary action with a student found at school or at a school sanctioned activity, who has consumed, is under the influence of, is in possession of, or is distributing illicit, prohibited or restricted substances.

3.7 Students will be held responsible and accountable to Sturgeon Public Schools and its agents for their behavior and conduct beyond the hours of school operation, if that behavior or conduct has a connection back to the school and demonstrated detrimental impact on the welfare of individual students.

3.8 Suspension/Expulsion

3.8.1 The Board believes the suspension or expulsion of a student is to be invoked when other measures have proven to be ineffective or when the seriousness of the offense warrants such action.

3.8.2 The Board believes an impartial Student Discipline Committee of the Board should be delegated the responsibility for conducting meetings and either expelling or reinstating students as provided for in the Education Act.

3.8.3 In the event that expulsion becomes necessary, the Board reserves the right to make rules respecting the conditions under which an expelled student may be re-enrolled.

3.8.4 Discipline Hearing Process - See Policy 230 – Board Committees, Appendix C - Student Discipline Committee.

References:

[Policy 115 - Sexual Orientation and Gender Identities](#)

[Policy 120 - Harassment Policy](#)

[Policy 230 - Board Committees](#)

[Administrative Procedure: AP900 – Student Conduct](#)

Education Act: Sections 31, 32, 33, 34, 35, 36, 37, 197

Alberta Human Rights Act

Freedom of Information and Protection of Privacy Act

Prevention of Youth Tobacco Use Regulation 149/2003

Tobacco Reduction Act

[Vision, Mission and Values Statement](#)

History

2019 Mar 27 Initial Approval

2020 Jan 29 Reviewed

2020 Mar 25 Amended

2021 Mar 24 Amended

2021 Jun 23 Amended

2021 Oct 27 Reviewed

2022 Jun 22 Amended

Policy 900

Student Conduct and Discipline

1.0 POLICY

Policy 900 shall be reviewed by the Board of Trustees on an annual basis and shall be publicly available on Sturgeon Public Schools website.

The Board believes that each student and staff member has the right to learn and work in an environment that promotes: equity, diversity, inclusion and human rights.

The Board believes that to maintain a welcoming, caring, respectful and safe learning and working environment, students must attend school regularly, be punctual, diligent in their studies, and be respectful and considerate to everyone in the school community.

The Board believes that parents and guardians are partners in education and expects that they will support the schools in ensuring a welcoming, caring, respectful and safe working and learning environment.

2.0 DEFINITIONS

2.1 Bullying: Repeated and hostile or demeaning behavior by an individual in the school community where the behavior is intended to cause harm, fear or distress to one or more individuals in the school community, including psychological harm or harm to an individual's reputation.

2.2 Diversity: The presence of a wide range of human qualities and attributes within a group, organization, or society. The dimensions of diversity include, but are not limited to, ancestry, culture, ethnicity, gender, gender identity, language, physical and intellectual ability, race, religion, sexual orientation, and socio-economic status.

2.3 Discrimination is an action or a decision that treats a person or a group badly for reasons such as their race, age or disability. The Human Rights Act lists as grounds for which discrimination is prohibited: national or ethnic origin, colour, religion, age, sex, sexual orientation, gender identity or expression, marital status, family status, genetic characteristics, disability and conviction for an offence for which a pardon has been granted or in respect of which a record suspension has been ordered.

2.4 Harassment: Harassment is a form of discrimination. It includes any unwanted physical or verbal behavior that offends or humiliates you. Generally, harassment is a behavior that persists over time. Serious one-time incidents can also sometimes be considered harassment.

2.5 Illicit: all prohibited substances, which include but are not limited to, illegal drugs as defined in the Controlled Drugs and Substances Act. Examples include: Methamphetamines, Cocaine, Ecstasy and Heroin.

2.6 Restricted/Prohibited: controlled legal substances which have parameters for legal use. Examples include, but are not limited to, Tylenol 3, Benzodiazepines, Barbiturates, Cannabis, tobacco, tobacco-like products and alcohol.

3.0 GUIDELINES

3.1 Each school shall develop a Code of Student Conduct to be reviewed annually by the Superintendent or designate.

3.1.1 Principals will review the Code of Student Conduct with School Council annually.

3.1.2 Principals will review the Code of Student Conduct with students annually.

3.2 The Board believes that students must comply with school rules set out in the school's code of student conduct.

3.3 The Board prohibits bullying, harassing, discriminatory, and violent behaviors and expects allegations of such behavior to be investigated in a timely and respectful manner.

3.4 Attendance

3.4.1 The Board believes that regular attendance is a significant contributing factor to student learning and therefore that students enrolled in school should attend on a regular basis.

3.4.2 The Board believes that, although student attendance is primarily the responsibility of the student and the parent/guardian, the school has a responsibility to encourage student attendance.

3.5 Personal Communication Devices

3.5.1 The Board recognizes that there is an appropriate educational purpose for the use of technology in the classroom provided that it is used to achieve the learner outcomes in the Alberta Programs of Study and allows students to participate in learner activities chosen by the teacher.

3.5.2 Each school shall develop a plan detailing the specific curricular circumstances or educational tasks that a student can use a Personal Communication Device (PCD) in class and establish how PCDs will be stored at school when not in use for the safe and effective use of a Personal Communication Device (PCD) while in class or while at school and articulate this plan in the Code of Student Conduct.

3.6 Illicit, Prohibited and Restricted Substances

3.65.1 The possession, distribution and/or use of illicit, prohibited and restricted substances are forbidden.

3.65.2 The Board believes that the Division, in co-operation with families, community and law enforcement agencies, has a responsibility to:

3.65.2.1 Ensure all division schools, grounds and school sponsored events are designated smoke, vape and tobacco free environments.

3.65.2.2 Educate students regarding illicit, prohibited and restricted substance abuse.

3.65.2.3 Ensure that students who are under the influence of illicit, prohibited or restricted substances or possess drug paraphernalia while under school supervision receive appropriate consequences, which may include recommendation for expulsion.

3.65.2.4 Ensure that students who possess and/or distribute, prohibited or restricted substances while under school supervision receive appropriate consequences, which may include recommendation for expulsion.

3.65.2.5 Ensure that students who possess and/or distribute illicit substances while under school supervision are recommended for expulsion.

3.65.3 Principals shall take disciplinary action with a student found at school or at a school sanctioned activity, who has consumed, is under the influence of, is in possession of, or is distributing illicit, prohibited or restricted substances.

3.76 Students will be held responsible and accountable to Sturgeon Public Schools and its agents for their behavior and conduct beyond the hours of school operation, if that behavior or conduct has a connection back to the school and demonstrated detrimental impact on the welfare of individual students.

3.87 Suspension/Expulsion

3.87.1 The Board believes the suspension or expulsion of a student is to be invoked when other measures have proven to be ineffective or when the seriousness of the offense warrants such action.

3.87.2 The Board believes an impartial Student Discipline Committee of the Board should be delegated the responsibility for conducting meetings and either expelling or reinstating students as provided for in the Education Act.

3.87.3 In the event that expulsion becomes necessary, the Board reserves the right to make rules respecting the conditions under which an expelled student may be re-enrolled.

3.87.4 Discipline Hearing Process - See Policy 230 – Board Committees, Appendix C - Student Discipline Committee.

References:

[*Policy 115 - Sexual Orientation and Gender Identities*](#)

[*Policy 120 - Harassment Policy*](#)

[*Policy 230 - Board Committees*](#)

[*Administrative Procedure: AP900 – Student Conduct*](#)

Education Act: Sections 31, 32, 33, 34, 35, 36, 37, 197

Alberta Human Rights Act

Freedom of Information and Protection of Privacy Act

Prevention of Youth Tobacco Use Regulation 149/2003

Tobacco Reduction Act

[*Vision, Mission and Values Statement*](#)

History

2019 Mar 27 Initial Approval

2020 Jan 29 Reviewed

2020 Mar 25 Amended

2021 Mar 24 Amended

2021 Jun 23 Amended

2021 Oct 27 Reviewed

2022 Jun 22 Amended