

JL JACKSON CODE of CONDUCT

Students and staff at J.L. Jackson are committed to...

RESPECT

- Treating everyone in the school community with courtesy and respect
- Taking good care of school property and the property of others
- Following all directions and requests from school staff

SAFETY

- Taking responsibility for one another's well-being and actively contributing to a school community where everyone feels safe, connected, valued, and included
- Keeping our school vape, smoke, drug, and alcohol free
- Using the washrooms as washrooms, not a place to hang out or avoid class
- Rejecting and reporting bullying, harassment, threats, violence, weapons, and discrimination

ACADEMICS

- Engaging in our learning without disrupting others
- Keeping our cell phones in our backpacks and lockers during instructional time
- Coming to school on time and prepared every day
- Recognizing that success is hard work and we value perseverance and overcoming challenges

INTEGRITY

- Being honest, truthful, and trustworthy
- Owning our mistakes and working to fix them

COMMUNITY

- Following all classroom, school, and district rules
- Representing our school in a positive way when off school grounds
- Dressing in a way that is respectful of both self and others
- Maintaining good hygiene
- Using language free of swearing and crude words



OUR VALUES:

Belonging
Respect
Empathy

Equity
Perseverance
Reconciliation

OUR MISSION:

Empowering students to become confident, curious, and caring individuals who thrive in their learning, relationships, and community

J.L. Jackson Secondary School – CODE of CONDUCT

☐ **Attendance and Lates**

- Attendance plays a significant factor in student success. In addition to missed classes, poor attendance includes students arriving late to class, taking extra-long bathroom/ water breaks, leaving class early, etc.
- Parents are expected to call the school at (250) 832-2136 or email jlj@sd83.bc.ca to excuse necessary absences or lates.
 - Students are expected to stay in class and on campus during instructional time.
 - If students need to leave during instructional time, they are expected to sign in and out at the office with parent permission.
 - Parents are encouraged to access the MyEd Parent Portal to monitor student attendance.

Students who are late or missing class time, on a consistent basis, may be subject to a variety of interventions aimed at improving their attendance. Progressive discipline may also play a role.

☐ **Duty to Report**

Keeping our school and the members of our school community safe requires the cooperation of all its members. Students are expected to tell an adult when they are aware of any actions or situations that could harm individuals or the school (e.g. fights, bullying, social media posts, vandalism, etc.).

☐ **Serious Misconduct**

The following are viewed as examples of serious misconduct that are unacceptable in and around the school. Consequences such as being sent home, parent meetings, in-school suspensions, out-of-school suspensions and even district hearings occur when there is serious misconduct.

Examples of serious misconduct include:

- Bullying/Harassment
- Intimidation/Threats
- Violence
- Discrimination
- Defiance
- Drugs/Alcohol
- Weapons
- Smoking/Vaping
- Vandalism

☐ **Missed Schoolwork due to Absences**

Students are responsible for communicating with their teachers about missed work if they have been away or know they will be away. Staff will work diligently to support absences but will not provide extensive work packages to complete at home.

Students may be asked to demonstrate a “*Commitment to Attend*” prior to make up assignments being provided, where the student first focuses on reengaging with the classroom *before* getting caught up.

☐ **Hallways**

To maintain a quiet, respectful, and productive working environment, students should not be hanging out or wandering the halls during instructional time. As a result, only one person is allowed out of class at a time to use the washroom, get a drink, etc.

☐ **Washrooms**

Washrooms need to be a safe place for all students. Students are expected to use the washrooms as washrooms and not a place to hang out or avoid class.

☐ **Cheating and Plagiarism**

Cheating involves dishonest or unfair actions to gain an advantage. Copying answers, using unauthorized materials, collaborating without permission, and using AI without teacher approval are examples of cheating. Plagiarism is presenting someone else's work as your own, which can be avoided by properly citing sources. Both cheating and plagiarism violate academic conduct and personal integrity. If cheating or plagiarism occurs, administration and parents will be informed, and no marks will be awarded for the work involved. There may also be potential disciplinary actions.

☐ **Cell Phones and Personal Digital Devices**

Cell phones can have a significant impact on a student’s academic performance and mental health. As a result, cell phones are not permitted during instructional time. This includes classrooms, hallways, the gym, the cafeteria, bathrooms, etc. It is recommended that cell phones be kept in a student’s locker or backpack for safe keeping and to limit potential distraction. Parents are also asked not to text student during class time.

Teachers may require students to check their phones into a “cell phone locker” at the beginning of class or leave their phone in class if they are going to the washroom.

If a student is using a cell phone without permission during instructional time, they will be asked to turn it over for safe keeping. Repeat offenders may be required to leave their phone at home or check it in at the office at the beginning of each day.

Students will be allowed to use their phones at lunch; however, some areas (ie. gym, changerooms, and washrooms) are always considered a “cell phone free zone”.

☐ **Appropriate use of Technology**

School devices, network, software, and wi-fi are intended for educational use only.

Students are prohibited from taking pictures or making recordings of their peers or school staff, without prior consent.

☐ **Guests**

All guests must report to the office upon entering the school.

☐ **Parking**

Student parking is in the lower parking lot by the tennis courts. Parents should not drop-off or pick-up students in the Fairfield Hotel parking lot or the Shuswap Rescue unit parking lot as both are private property.

☐ **School Search & Seizure Policy**

Student searches (ie. backpacks and lockers) may be conducted by administration based on reasonable suspicions of a violation of school rules and/or law.

☐ **Lockers & School Property**

Lockers are the property of the school and are assigned to students for school use. A school lock is provided to each student. Students are expected to keep their combination private.

☐ **Appropriate Language and Dress**

- Students and staff are expected to dress appropriately for a public work/learning environment. Dress should be...
- Respectful of self and others
 - Free of any reference which promotes alcohol, drugs, gangs, hate, obscenity, profanity, racism/discrimination, sex and/or violence

Students and staff are also expected to use language appropriate for a public work/learning environment (free of swearing and crude words).

By signing below, you are indicating that you agree to follow the expectations outlined in the J.L. Jackson Code of Conduct.

Parent Name: _____

Student Name: _____

Parent Signature: _____

Student Signature: _____

Working together to provide a *safe, respectful and inclusive* learning environment.