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BEHAVIOURAL POLICY

PREAMBLE

The Board of Trustees of the **Portage la Prairie School Division** is responsible for the safety and well being of all its students and employees [PSA, 41(1) (b.1), 47, 48, 46(1), M.R. 465/88].

The Board will support its staff in maintaining appropriate conduct in order to ensure a safe and orderly environment for all within its jurisdiction. The school environment includes school buildings, grounds, vehicles, bus stops, the time going to and coming from school, and all school-related activities and events. See also EBA.

In accordance with the *Public Schools Act*, and after all efforts have been made at the school level to maintain a safe and orderly environment, the Board will authorize the suspension or expulsion of those whose conduct is deemed to be injurious to the welfare of others within its jurisdiction. See also JE to JEG.

The intent of this Policy is to outline specific procedures to deal with serious offences. It is expected that every school will have developed a **Discipline Plan** to respond to general student behaviour during the regular school day, including after school functions. Such plans should outline student behavioural expectations and a consequence/discipline cycle, as well as the process for appealing disciplinary decisions. It will be updated annually, and a copy forwarded to the Superintendent's Department by October 31st of each year.

The School Division shall provide reasonable accommodation for students who have exceptional learning needs that affect their behaviour, and when disciplining the students, take into consideration the student's ability to comply and the amount of support required. [M.R.468/88,(40.12)].



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I. GUIDING PRINCIPLE

Students, employees, and visitors to the school have the right to function in an environment free from physical, emotional, verbal, and sexual abuse or harassment and any type of bullying behaviour. (A volunteer working at a school will be considered a staff member for the purposes of this policy).

II. PROCEDURES

Each school shall make known to its students, parents/guardians, the Division's **Code of Conduct**, and also the school's **Discipline Plan** and the contents of this **Behavioural Policy**, as appropriate.

K-Grade 4 students will be taught that certain aggressive behaviours are unacceptable. It should be part of the Health and/or Social Studies program.

Formal presentations throughout the school year to Grade 5 to Grade 12 students by the legal profession should be considered, to inform students of their rights, but also to educate them about the legal repercussions for violent, aggressive, or abusive behaviour.

Training for all Division staff on how to deal with hostile students is encouraged; the WEVAS program (Working Effectively with Violent and Aggressive States) is required.

While the Behavioural Policy primarily addresses student conduct issues, it also applies to staff and visitors to the school, including parents/guardians. School and divisional personnel should be knowledgeable about Division policies and regulations that deal with possible unacceptable behaviour. They include:

AD	Non discrimination
AE	Code of Conduct
AF & AF-R	Behavioural Policy and Regulation
EF	Vandalism, Break-Ins, and Thefts
EPD	Student Conduct on School Buses
IGA	Acceptable Use of Electronic Technology
JEP, JEP-R	Student Dress Code
JEI	Bullying
KEB	Visitors to the School
JEH – JEM	Inappropriate Behaviours



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III. SERIOUS OFFENCES CHARACTERIZED BY VIOLENT, AGGRESSIVE, OR ABUSIVE BEHAVIOUR

The Board of Trustees recognizes that there are certain behaviours that, if tolerated, would quickly destroy the type of learning environment to which the students and staff of the Division are entitled. These behaviours, categorized as violent, aggressive, or abusive, will not be tolerated and shall therefore result in immediate action being taken.

All violent, aggressive, or abusive acts shall result in those involved being placed on a Behaviour Intervention Plan (BIP). (See JEB)

In addition, each situation shall result in specific consequences, determined by the seriousness of the act, including consideration of expulsion from school for acts of a serious or chronic nature.

Violent, aggressive, or abusive acts must be well documented and communicated to a School Administrator and to the Superintendent's Department. The Board of Trustees will be informed, and involved where necessary. The immediate involvement of the parent(s)/guardian(s) is also essential. (See JEB)

The following are examples of violent, aggressive, or abusive behaviours. The list is not exhaustive

Abuse/Bullying

It is the use of coercion and threats to obtain control over others. It includes being habitually cruel to others who are weaker.

Physical It consists of acts of violence against students, employees, their families and/or property with the intent of causing hurt, harm, or damage. Examples would include hitting, slapping, biting, kicking, spitting, breaking belongings, and throwing objects.

Verbal/Emotional/Psychological It consists of, but is not limited to, derogatory comments and/or discriminatory actions directed against an individual or group based on gender, race, lifestyle, sexual orientation, religion, etc. Examples may include swearing, threats, name calling, gestures, written comments, wrongful allegations, abusive telephone calls.

Cyberbullying It means using the Internet or other information or communication technologies, such as e-mail messages or text messages sent by cell phone or paper, to support deliberate, repeated and hostile behaviour by an individual or group, that is intended to hurt someone else. (See also IGA)



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Weapons Possession

A *weapon* is any instrument designed or used to injure or intimidate another person. This includes items generally understood to be weapons as well as replicas of weapons. Any other item, if used to injure, threaten, or intimidate, is also a weapon.

Possession is defined as having a weapon on one's person, or in an area subject to one's control, on school property, or at a school activity (Section 2 of the *Criminal Code of Canada*). A student who finds a weapon and immediately advises a teacher or other adult, shall not be considered to be in possession of a weapon. Students who find a weapon are advised to seek adult assistance and are advised not to touch the weapon. "Each teacher shall:(f)seize or cause to be seized and take possession of any offensive or dangerous weapon that is brought to school by a pupil and hand over any such weapon to the Principal who shall notify the parent or guardian, warning him/her that the pupil may be suspended or expelled from the school." [PSA, 96(f)]. All knives, including pocket knives are classed as weapons. See also: JEK

Intimidation

It is any act intended to frighten, hurt, embarrass, or coerce someone into submission or obedience.

Extortion

The use of verbal or physical coercion in order to gain financial or material gain from others constitutes extortion.

Gang Involvement

Gangs are groups of youth who share common beliefs, attitudes, and attire and exhibit unlawful and anti-social behaviour, and who associate with each other for protection and/or profit. (See Project Gang-Proof: A Handbook on Street Gangs for Parents –Manitoba Justice). Gang-related insignia includes any article of clothing, jewelry or other similar item that is intended to communicate an association with a gang or gang-related activity. One example of gang-related insignia is a bandana. They are not to be displayed in the school, on school grounds, to and from school, or at/during school related activities. See also: JEJ

Harassment

It consists of behaviours/acts which intimidate or threaten a person in such a way as to deny the individual his/her dignity and respect, and often results in a feeling of powerlessness.

Racial It consists of words or slurs used, or actions taken, in an abusive or persistent manner, so that another person is caused to feel humiliation because of his or her race, color, creed, ancestry, place of origin, or ethnic origin.



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Sexual It consists of behaviour which includes any unwanted, unwelcomed sexual advance or sexually oriented behaviour made by a person who knows, or ought reasonably to know, that such attention is unwanted. Sexual harassment may include, but is not limited to, unnecessary touching or petting, suggestive or other sexually aggressive remarks and gestures, leering at a person's body, demands for sexual favors, or compromising invitations.

Stalking It is the persistent following, contacting, watching, or any other such threatening actions that compromise the peace of mind or the personal safety of an individual.

See also: AF-R

Defiance

It is the act or instance of persistently defying or opposing, especially those in authority; insubordination.

Vandalism

It consists of willfully defacing and maliciously damaging property and resources. (See also EF)

Inappropriate Use of Computers, Networks, and IITV

It is expected that all School Division computer resources will be used in a responsible, efficient, ethical, and legal manner. The following activities are considered inappropriate and are prohibited:

- Sending or displaying offensive messages or pictures
- Insulting, harassing, or attacking others
- Damaging computers, computer systems, or computer network
- Making unauthorized repairs or additions, adding software, or reconfiguring systems
- Violating copyright laws
- Using another's password or attempting to access another's folders, work, or files
- Intentionally wasting limited resources (e.g. paper, ink cartridges)
- Introducing a virus or any destructive data into the network
- Employing the network for commercial or illegal purposes

(See also: IGA)

Using, Possession, or Being Under the Influence of Alcohol, Cannabis or Illicit Drugs at School

All forms of alcohol, cannabis, cannabis-related products, controlled substances, and unauthorized drugs are prohibited in school buildings, vehicles, property, and at school related activities. The selling, representing of selling, dispensing, possessing, using, abusing, or being under the influence of alcohol, illicit drugs, or controlled substances will not be tolerated.

See also: AI, AJ, JEM



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Disruption of School Operations

Maintaining a manageable and efficient school environment is central to student learning. Disruptive actions and behaviours seriously inhibit the operation of schools and are viewed as being contrary to the effective delivery of services to students. Some examples of disruptive actions that may interrupt school operations are:

- organizing a fight or disturbance via word-of-mouth, electronic communication, social media or other means;
- posting denigrating statements against students, staff, visitors, or community members via posters, web-site, social media or some other form of communication accessible to others;
- any other action that incites or perpetuates a disruption of school operations such as participation in a staged fight, vandalism, or harassment of a student, staff member, community member, or school visitor.

[PSA 231(2)] See also: JEL

IV. CONSEQUENCES FOR SERIOUS OFFENCES CHARACTERIZED BY VIOLENT, AGGRESSIVE, OR ABUSIVE BEHAVIOUR

The following procedures will generally be applied for violent, aggressive, or abusive behaviours:

- a) immediate removal of the offender from the situation;
- b) the aggressor, if a student, should be withdrawn from the classroom or other area, the length of the withdrawal depending on the severity of the situation;
- c) debriefing when calm, with a trained third party (Principal, Guidance Counsellor, Resource Teacher, or Psychologist), for both the aggressor and the victim;
- d) the parents/guardians will be informed of the incident and consequences by the Administrator and/or the Superintendent's Department;
- e) victims should be advised of their legal rights to pursue charges, if applicable;
- f) repeat offenders may be withdrawn from the setting until they are able to work within the setting without incident. Intervention from outside the school would be required in these cases;
- g) offenders to be placed on Behaviour Intervention Plan;
- h) behaviours will be well documented and communicated to the Principal and to the Superintendent's Department;
- i) serious consideration is to be given to the involvement of the RCMP and other agencies. It is recommended to involve the RCMP if there is any violation of the law.

See also: JEA



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In addition, some behaviours require further action and carry specific consequences, as per policies listed on the following table:

Offence	Behaviour Intervention Plan	Documentation	See also policy:
Abuse/Bullying	X	X	JEI - Bullying
Weapons Possession	X	X	JEK - Weapons Possession
Intimidation	X	X	
Extortion	X	X	
Gang Involvement	X	X	JEJ - Gang-related Insignia
Harassment	X	X	AF-R - Dealing with Harassment
Defiance	X	X	
Vandalism	X	X	EF - Vandalism, Break-ins and Theft
Inappropriate Use of Technology	X	X	IGA - Acceptable Use of Technology
Alcohol or Illicit Drugs	X	X	JEM - Alcohol, Cannabis and Drug Use
Disruption of School Operations	X	X	JEL – Disruption of School Operations

NOTE: Disciplinary actions for acts of Intimidation, Extortion, or Defiance and Disruption of School Operations will be similar to those found under policy JEI – Bullying.