



Summerland Montessori School

Code of Conduct

Preamble:

The goal of the Summerland Montessori School (SMS) Community Code of Conduct is to foster a warm, inclusive, and respectful learning and working environment. To this end, the Code of Conduct outlines the rights and responsibilities of our community members, as well as the informal and formal processes to address problems.

SMS is committed to the expectation that students, staff, and other community members will behave respectfully toward themselves, other people, property, and our broader environment. The British Columbia Human Rights Code, the Canadian Charter of Rights and Freedoms and the Canadian Human Rights Act, both in letter and in spirit, guide the Summerland Montessori School. We are committed to a school environment where we encourage empathy and respectful conduct amongst community members (this includes not engaging in discriminatory conduct based on age, ethnicity, gender identity, religious beliefs, and so forth).

Code of Conduct:

Staff, students, parents, and other school family members will strive to:

- respect each other and our differences
- behave safely and courteously
- contribute to a positive, productive learning environment
- not engage in harassing, intimidating, threatening, or assaultive behavior through electronic media, print, or behavior. To encourage responsible and mindful behavior, electronic media (cell phones) are not to be used by students between the hours of 8:00 am and 3:15 pm.
- contribute to a safe and comfortable learning environment by using facilities respectfully, and not bringing dangerous or hazardous materials to school.

Harassment, discrimination & bullying:

We will support elimination of harassment, discrimination, and bullying through developing awareness, knowledge, skills, and behaviors in students and staff. Whenever possible, positive awareness of diversity and human rights will be incorporated into classroom activities and teaching philosophy.

We will support students, staff, and all community members in developing their awareness of how spoken word, gestures, physical actions, visuals, print or electronic media are used responsibly.

We are committed to enhancing respectful communication and behavior. Our priorities include:

- developing positive awareness of differences and empathy skills.
- modeling and reinforcing respectful behavior and appropriate language.
- fostering a sense of unity and belonging through community activities such as assemblies and other gatherings. This sense of belonging will be further encouraged through respectful conduct (e.g. wearing uniform shirts during assembly, listening carefully, and so forth).

Reporting incidents that violate the code of conduct:

Allegations of code of conduct violations will be reported to the classroom teacher or the Head of School. Should these complaints pertain to the Head of School, they will be reported to the Board of Directors.

All appropriate steps will be taken to support and safeguard the person who has made a complaint of a breach of the Code of Conduct. Any witnesses involved in connection to a complaint will be supported as well. Staff, the Head of School, or the Board may request further information in order to understand the key factors leading to the incident in question.

Outcomes:

Regardless of the nature and severity of a Code of Conduct violation, families can expect a timely:

- initial response by school personnel
- follow-up to any discussion with school personnel to assess satisfaction with the outcome

Code of conduct violations will be addressed in an age and stage appropriate manner, and our primary focus will be on supporting students, staff, and other involved community members. Whenever feasible, we will approach such incidents as an opportunity for individuals to learn and develop new skills. Depending on the nature and severity of the violation, remediation could involve discussion, education, restitution, and/or disciplinary action.

Outcomes may vary depending upon a variety of factors pertinent to each case and individual or group. Consequences may include:

- a warning and learning conversation
- loss of privileges depending on the situation, for example: chill outs, limits to participation, apology, suspensions, or other appropriate interventions.
- response procedures and/or the consequences of a breach of the Code of Conduct will appropriately consider the maturity, as well as, the intellectual, social and emotional capacity of the individuals involved.

Special consideration will be given to individuals with special needs who may be unable to comply with aspects of the Code of Conduct or other policies, due to a disability of an intellectual, physical, sensory, emotional or behavioral nature.

An incident report will often be used to summarize the antecedents, the incident itself, and the restitution / outcome of intervention. All involved parties will receive a copy of the incident report.

The Code of Conduct is intended to foster an inclusive, welcoming learning community. As such, this document was created to promote the safe and successful operation of the school.



Kristina Neilsen

President, SOMSS Board of Directors

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