



STUDENT CODE OF CONDUCT

ÉCOLE HS GRENDA MIDDLE SCHOOL

UPDATED FALL 2025

ALL LEARNERS HAVE THE RIGHT TO:

LEARN

Learners have the responsibility to actively participate and to be responsible learners. Some examples include:

- Attending classes consistently and being on time
- Coming prepared for class and being ready to learn
- Putting forth a strong effort and participating actively
- Staying focused and not distracting others
- Completing assignments and staying organized
- Keeping all personal devices in your locker until the end of the school day.

BE RESPECTED

Learners have the responsibility to respect others (not to bully, tease, pick on, or harass others).

- Some examples include:
- Being polite and listening actively to others
- Being welcoming, kind, and inclusive to others
- Being accepting and respectful of differences
- Being honest and trustworthy
- Being a helpful bystander
- Promptly reporting incidents of bullying, harassment or intimidation to a trusting adult

BE SAFE

Learners have the responsibility to behave in a safe manner and to protect the safety of others. Some examples include:

- Walking rather than running in hallways
- Remaining in designated areas
- Playing safely
- Reporting dangerous situations to staff, including possession of banned items
- Listen to adult instruction

PRIVACY

Learners have the responsibility to respect the property and privacy of others (learners, staff, and community). Some examples include:

- Refraining from touching other's property without permission
- Respecting personal boundaries
- taking /sharing digital images and/or videos respectfully and with direct permission

LEARNER EQUIPMENT

Learners have the responsibility to use the equipment and property according to all applicable rules, and with care and respect. Some examples include:

- Cleaning up properly including garbage and recycling
- Asking before borrowing items
- Returning materials promptly and neatly
- Showing respect for spaces, furniture, and equipment



VIOLATIONS OF THE CODE OF CONDUCT

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DISCIPLINE PROCEDURES

In the even of a Code of Conduct violation, the staff will endeavour to act consistently by:

- Communicating with all individuals involved;
- Determine the facts and;
- Treat all learners with fairness and respect

We recognize that each situation must be dealt with on an individual basis, dependent upon severity, circumstances, and history. With each event, effort will be made to determine a consequence that suits the situation. Additionally, as learners mature the nature of the consequence may vary from grades 6 to 8. We will commit to using a restorative approach and use collaborative problem solving (involving family, staff, and students) whenever possible.

To uphold the School Act and recognize the diverse needs of all learners at HMS, special considerations may apply to learners with special needs to ensure any necessary consequences are applied in a manner that reflects the individual's intellectual, physical, sensory, emotional, and behavioural abilities.

OFFENSES AND POSSIBLE CONSEQUENCES

Minor violations of the school's Code of Conduct are dealt with in a variety of ways (collaborative problem solving, meetings, detentions, school/community service etc.) leading to the development of more positive behaviour, and allowing learners to make amends for their behaviour.

More serious violations may lead to a behavioural/counselling support, disciplinary work-station detention, behaviour contracts, definite/indefinite in/out of school suspension, a Restorative Justice referral and/or RCMP involvement. The following examples are of more serious violations. It should be noted that this is not a comprehensive list.

Examples of Major Offence

- **Repeated minor violations of the code of conduct**
- **Willful disobedience**
- **Power struggles**
- **Inappropriate language or touching**
- **Leaving campus**
- **Tampering with property**
- **Pain or injury to another (kicking, tripping, intimidation, pushing, swearing etc.)**
- **Lying**
- **Failure to apply oneself to their studies**
- **Inappropriate use of technology**

Examples of Serious Offence

- **Repeated major offenses**
- **Ongoing truancy**
- **Use/possession of weapons**
- **Defiance**
- **Uttering threats**
- **Smoking/vaping**
- **Bullying/cyberbullying**
- **Sexual harassment**
- **Vandalism**
- **Violent behaviour (assault, fighting etc.)**
- **Promoting an assault, fight, or other violent behaviour**
- **Theft**
- **Use/possession of alcohol and/or drugs**
- **Bomb threats**

Before a student returns to school from suspension, a meeting must occur with the student, parent or guardian, and the principal (or staff member designated by the principal). The purpose of the meeting is to:

- ensure that the requirements of the suspension have been met, including the completion of any school work or restitution;
- ensure that supports are in place to help the student be successful at school; and
- determine if the student is ready to return to school.

To view the complete École HS Grenda Code of Conduct, please visit <https://hms.sd23.bc.ca/codeofconduct>



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RESPONSIBLE USE OF TECHNOLOGY

Responsible Student Use of Personal Digital Devices, School Technology, and District Network Services

Student use of personal digital devices (any device used to communicate and/or access the internet), school technology, and district networks at school is for educational purposes.

Students must abide by the school's Code of Conduct and procedures, as well as Central Okanagan Public Schools Policy 486: Student Use of Network Services and Digital Technologies.

Students will:

- Put away their personal digital devices when they arrive at school;
- Secure, power off and store personal digital devices during instructional (i.e. class time) and non-instructional time (i.e. breaks/lunch) at Middle schools unless instructed by the Principal or school staff;
- Use personal digital devices during instructional time for instructional purposes and digital literacy skills as instructed by the Principal or school staff;
- Ensure personal digital devices are not used in areas where privacy is expected, such as restrooms and change rooms;
- Be permitted to use personal digital devices to support accessibility, accommodations, 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;
- Always use digital devices and district network services responsibly and with academic integrity.

Schools will ensure that all students have 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.

The use of personal digital devices, school technology, and district networks is a privilege. Staff may revoke a student's access to devices because of inappropriate student conduct.

Violations of the school code of conduct could result in appropriate restorative processes or disciplinary actions including suspension and police intervention.

APPEALS PROCESS

Board Policy 460 details the process for a parent/guardian to appeal a decision that has been made at the school level by a school employee which significantly affects the education, health and/or safety of the learner. This district policy is in place to help ensure that effective communication is part of the problem-solving process.

CLOSED CAMPUS

All middle schools in Central Okanagan Public Schools are closed campuses. Upon arrival at HMS, learners are to remain on site until the end of the school day. Learners will not be permitted to leave the property to visit surrounding parks, stores, etc.



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DRESS CODE

The purpose of the HMS dress code is to clarify what clothing is considered reasonable for all learners and staff to provide a positive school climate. Learners and staff are asked to avoid dress styles which promote, intimidate or celebrate violence, intimidation, racism, sexism, hatred towards others, gang associations, and/or sex or alcohol/drug use. If clothing is deemed inappropriate, learners and/or staff will respectfully be asked to change.

Hats can be worn in the school, and at the discretion of the classroom teacher, may or may not be allowed to be worn. For safety reasons, footwear must be worn at all times.

PERSONAL PROPERTY/LOCKERS

At the beginning of each year, learners will be provided with a school lock (personal locks are not permitted) and locker. Learners will be reminded that in order to keep their belongings safe, they must not share their combinations. Additionally, learners are encouraged to leave all unnecessary items, valuables, and money at home. The school will not be responsible for lost or stolen items.

Locks remain property of the school. Lockers may be opened and searched if deemed necessary by the school administration. If a lock goes missing, learners will be charged a \$5.00 replacement fee.

SCOOTERS/SKATEBOARDS/BIKES

Upon arrival at HMS, learners are required to walk their scooters, skateboards, and bikes to the appropriate storage locations. All scooters and bikes should be secured with a good lock on the designated racks at the front of the school. Skateboards can be locked in lockers. The school will not be responsible for any lost, stolen, or damaged items. The school will not be responsible for any lost, stolen, or damaged items. Please note that there are specific age limits and safety requirements for operating e-bikes, e-scooters on public roads: standard e-Bikes (16 years old); light e-Bikes (14 years old), e-Scooters (16 years old). Given these regulations, e-Bikes and e-Scooters are not permitted at HMS.

It is always recommended that learners use appropriate protective equipment (helmet) while travelling to and from school. We ask that parents/guardians please review road and traffic safety.

SCHOOL VISITORS

At HMS, we value and strongly encourage family and community engagement in the school. However, for the safety of all learners and staff, we ask that all visitors report to the Welcome Centre to sign in and share their reason for attendance. Learners from other schools are not permitted to be on HMS property, just as HMS learners are not to be on other school properties.

Family members and community members that regularly volunteer their time at the school will be asked to complete a criminal record in accordance with Board Policy 720 and 720R.

ENERGY DRINKS

École H S Grenda Middle School does not support the consumption of energy drinks. Research shows that children who consume energy drinks are more likely to have low psychological, physical, educational and overall well-being. Parents are advised that if students bring energy drinks to school they will be confiscated. If confiscated students can a) exchange on the energy drink for a juice from cafe, or b) turn over to staff who will put it in Cove fridge for claiming at 3:15.



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FAIR NOTICE: STUDENT SAFETY

What is a threat?

A threat is an expression of intent to do harm or act out violently against someone or something. Threats may be verbal, written, drawn, posted on the internet, or made by gesture. Threats must be taken seriously, investigated, and responded to.

What is a site-specific Threat Assessment Team?

Each school has a site-specific Threat Assessment Team that includes the principal, counsellor(s), teachers, and a member of the police agency.

Duty To Report

To keep school communities safe and caring, staff, parents/ guardians, students, and community members must report all threat-related behaviours.

The purposes of a threat assessment are:

- To ensure the safety of students, staff, parents/guardians and others;
- To ensure a full understanding of the context of the threat;
- To understand factors contributing to the behaviour of the person of concern;
- To be proactive in developing an intervention plan that addresses the emotional and physical safety of the person of concern;
- To promote the emotional and physical safety of all.

What behaviours initiate a threat assessment?

A student threat assessment will be initiated when behaviours include, but are not limited to, serious violence or violence with intent to harm or kill, verbal/written threats to harm/kill others, online threats to harm/kill others, possession of weapons (including replicas), bomb threats and fire settings.

Can I refuse to participate in a threat assessment process?

It is important for all parties to engage in the process. However, if for some reason there is reluctance to participate in the process by the person of concern or parent/guardian, the threat assessment process will continue to promote a safe and caring learning environment.

What happens in a student threat assessment process?

All threat-making behaviour by the student shall be reported to the principal, who will activate the protocol for the initial response. Once the team has been activated, interviews may be held with students, the person of concern, parents/guardians, and staff to determine the level of risk and develop an appropriate response to the incident. Intervention plans will be developed and shared with parents/guardians, staff, and students as required.

COLLECTION NOTICE

The school district is subject to personal information privacy laws and will undertake the collection of this information in compliance with the requirements of such laws, including by limiting collection to information that is relevant and necessary to address a risk or threat and by ensuring that information is collected from publicly available open-source social media sites. The school district will not collect information as part of a threat assessment unless there is reason to believe that a risk exists. Information collected as part of a threat assessment may be provided to law enforcement authorities in appropriate circumstances.



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SCHOOL TOUR - UPDATED FALL 2025

Purpose:

The purpose of touring of HMS with your students is to teach them the behaviours that will make them successful in non-classroom settings. By taking the time to tour the school, HMS students will be reminded and become familiar with the school's behavioural expectations. Also, staff and students will develop a shared understanding of what it means to be a positive member of the Grenda Grey Wolf community!

Procedure:

Please click the link here to sign up for your tour time: [Code of Conduct Tour - Class Sign up](#)

This step has been taken to ensure that the learning opportunity is not affected by the distraction of too many students in the hallways and to ensure that the Student Support team as well as Admin is available to participate in the tours.

Please divide your community into groups based on the number of teachers.

Before leaving on the tour please review hallway expectations with your students:

quiet voices, hands to self, reminder that other classes are in session and to walk to in an orderly manner.

Please feel free to visit the locations on the tour in any order you see fit. **PLEASE ENSURE TO STOP BY THE LIBRARY LEARNING COMMONS AT THE END OF YOUR TOUR TO HEAR ABOUT LLC EXPECTATIONS.**

HALLWAYS

Please remind students of the following expectations:

- **during instructional time:**
 - voices low
 - consideration for other learners and learning spaces
 - no loitering
- **during unstructured times**
 - no running, hands to self
 - respect of school furniture
 - cleaning up, throwing away garbage
 - consideration of other communities when on community break
 - use school microwaves appropriately

WASHROOMS

Please remind students of the following expectations:

- All students have the right to use the washroom in a safe and comfortable manner
- all stalls are single occupancy, one student at a time
- leave the washroom tidy and report any issues to the office
- no loitering
- respect the washroom environment, no vandalism
- there are washrooms on every floor and an inclusive washroom on the main level

CAFÉ / MAIN AREA

Please remind students of the following expectations:

- café will be open from 12:00pm - 12:20pm
 - be respectful of student helpers
 - line up in an orderly fashion
- respect school furniture
- keep your area clean and tidy
- hands and feet to your self,
- no running inside the building
- Wednesday is Pizza Day - Pizza sales will start at 11:55pm. Do not leave class early to line up for Pizza.

LEARNING STAIRS

Please remind students of the following expectations:

during unstructured times:

- please do not eat on the carpet area of the stairs.
- be safe and walk down the stairs, do not run, skip, or slide down the railing.
- use the main staircase, do not jump down the large seating areas

during instructional time:

- be considerate of other communities
- keep voices low
- no loitering

GYM / ASSEMBLIES

Please remind students of the following expectations:

- the gym will be open at lunch in the colder months for students.
- be respectful and adhere to the instructions of student supervisors.
- respect gym equipment
- wear proper footwear, gym strip for PE class

During Assemblies:

- no hats during formal assemblies
- community seating plan, students are to remain with their community.
- respectful behaviour to presenters/speakers

SWALWELL PARK

Please remind students of the following expectations:

- HMS is a closed campus
- Swalwell park will be open at lunch time from 12:05pm to 12:30pm, weather dependant.
- take time to eat your lunch before going to Swalwell park
- be respectful and adhere to the instructions of student supervisors.
- skatepark, pavillion, treed area, and waterpark are out of bounds
- students are to only use the crosswalk with the crossing guard.
- be respectful of outdoor equipment

ZEN DEN / COVE

Please remind students of the following expectations:

- the Zen Den is for students that need a quiet reset or to talk to Ms Shin
- the Cove is quiet workspace used for students needing a reset, a quiet environment or a students needing a check in with Mr Portwood or Ms Bauche
- Students must have a post-it note from their teacher before coming to the Zen Den or Cove
- the Zen Den / Cove will be closed at lunch at the discretion of Ms Shin, Mr. Portwood, Ms Bauche
- extra snacks and food are delivered to community and not available during classtime

SCOOTER/BIKE RACKS

Please remind students of the following expectations:

- Students are required to walk their scooters, skateboards, and bikes to the appropriate storage locations.
- All scooters and bikes should be secured with a good lock on the designated racks at the front of the school. Skateboards can be locked in lockers.
- Please note that there are specific age limits and safety requirements for operating e-bikes, e-scooters on public roads: standard e-Bikes (16 years old); light e-Bikes (14 years old), e-Scooters (16 years old). Given these regulations, e-Bikes and e-Scooters are not permitted at HMS.

WELCOME CENTER

Please remind students of the following expectations:

- this is a place of work
- please be respectful of the admin assistants in this space
- Please ask to use the phone should you need to call home. If you require the phone during classtime, please come with a note.
- if you need to see Mr Aviani or Mrs MacGregor, please ask and wait quietly

At HMS and all other school district middle schools, personal digital devices, such as cell phones, are to be secured, powered off, and stored in their locker during instructional (i.e. class time) and non-instructional time (i.e. breaks/lunch) at HMS and all other school district middle schools. Personal learning devices and cell phones may only be used during instructional time at the discretion of the classroom teacher. If at any point, learners' use interferes with or distracts the learner or learning of others or the safety and well-being of others, the school may intervene to align with our code of conduct. Please note that students are not required to have their own personal learning device or cellphone.

