

# **HELLENIC ACADEMY OF YORK**

## **CODE OF CONDUCT & EXPECTATIONS**

At Hellenic Academy of York staff, students, and parents are expected to work together to maintain the good reputation of our school in the community.

Every person has the right to:

- Be respected
- Feel safe
- Be treated with dignity
- Have belongings respected
- Be heard and understood
- Have positive self-esteem

Every person has a responsibility to follow the behaviour expectations outlined below.

### **Expectations for Behaviour:**

All members of the Hellenic Academy of York are responsible for creating an inviting, safe, and orderly school environment where everyone is treated fairly with an opportunity to learn, grow, and achieve success.

### **In the morning students will:**

- Arrive before 9:30 am (all school entrances will be locked at 9:45 am)

### **Late drop-off:**

- Late arrivals must report to the office to sign-in

### **Early pick-up:**

- Early pick-ups must report to the office to sign-out

### **In the classroom students will:**

- Not touch day school student/teacher property
- Be on task and participate in class discussions
- Take care of school materials and books
- Respect the learning rights and needs of others
- Follow the teacher's directions at all times
- Respect others and their belongings
- Respect the personal space of others
- Be prepared to learn (have supplies, books)
- Wait for turn to speak
- Keep classrooms and school areas clean

### **In the halls and stairwells students will:**

- walk quietly to and from classes on the right hand side, respecting the space of others;
- keep hallways and stairwells clean and clear of obstructions by putting all garbage in the garbage bins;

### **On the school yard students will:**

- use proper language at all times;
- remain outside until bell rings or accompanied by a teacher or have written/verbal permission from a teacher;
- respect the environment;
- keep the school yard clean by putting all garbage in the garbage bins;
- respect the space and belonging of others;
- keep one's hand and feet to oneself;
- leave snow on the ground;
- leave rocks, twigs and other harmful objects on the ground;
- play in a safe and appropriate manner;
- use only tennis balls, footballs, basketballs, and soccer balls;
- play handball and foot hockey on the tarmac;
- play basketball in the designated areas;
- play all other ball games in the field;
- do not leave designated play areas;
- follow instructions from teacher(s) on duty;

### **In assemblies and group presentations students will:**

- walk in with teaching staff and sit in the assigned spaces;
- listen attentively to presentations;
- remain seated until dismissed by a teacher;
- keep feet and hands still, watch quietly, and clap appropriately.

**At lunchtime students will:**

- stay seated until dismissed
- leave eating area clean and tidy
- exist school promptly when instructed to
- listen and follow teacher’s instructions
- raise hand for assistance
- put garbage in recycling and garbage bins
- remain on school property at all times
- not enter gymnasium area or go on stage

**Electronic Devices:**

All electronic devices including cell phones, pagers, games, iPods, cameras, video recorders, are to be left at home unless otherwise arranged with teacher. Such valuable items may go missing and are disruptive to the learning environment. If any of these items find their way to school they must be turned off. If the device is found being used during the instructional day it will be kept in the office. Teachers and administrators are not responsible for lost or stolen devices.

**Consequences:**

Failure to meet the above expectations will result in consequences related to the behavior. Examples include but not limited to: problem solving, detentions, withdrawal of privileges, work assignments, contact with parents, peer mediation, suspension, restitution (e.g. repairing, paying for damage), or withdrawal from class.

According to the Education Act of Ontario, students and parents may be suspended or expelled for the following:

- possessing a weapon (e.g. knives of any kind), including possessing a fire-arm;
- using a weapon to cause or to threaten bodily harm to another person;
- committing physical assault on another person that causes bodily harm requiring medical treatment;
- committing sexual assault; giving alcohol to a minor;
- trafficking a weapon or in illegal drugs;
- any other activity that, under a policy of a board is an activity for which a principal must suspend a pupil;
- swearing at and/or uttering a threat to a teacher or at another person in a position of authority;
- engage in any form of bullying, whether it is in person or through technology, like email or cell phones;
- interfering with school operations and administration;
- committing an act of vandalism that causes extensive damage to school property located on the premises;

**DRIVING ON SCHOOL PROPERTY**

Parents driving students to school have two options:

- a) Park vehicles in one of the designated school the parking lots and walk children into the school
- b) Use the drop-off lane in parking lot in the front of the school

**DRESS CODE**

We believe that school is a place for learning and to be successful we must focus our attention and energy on school-related matters. Appropriate dress code refers to a standard of dress for all members of the school community that meets the expectations of modesty and decency and promotes a safe and respectful learning environment. It is important that everyone dress appropriately. Clothing which demonstrates respect for self and others is expected at all times. To assist in creating an optimal learning environment for all members of the Hellenic Academy of York community, dress code standards shall be observed. Administration reserves the right to determine the appropriateness of all clothing and attire. Students and/or staff may be required to remove or use a school t-shirt to cover any inappropriate clothing and parents may be contacted. Administration may allow exceptions for school wide programs or special classroom activities.

Thank you all staff, students, and parents for creating a positive learning environment at the Hellenic Academy of York.

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**I have read and understand the Hellenic Academy of York’s Code of Conduct and Expectations Policy above.**

**Student Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**I have read, understand, and discussed with my child the HAY Code of Conduct and Expectations Policy above.**

**Parent Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_