



Our Code of Conduct

“This above all: To thine own self be “TRUE” William Shakespeare (1564 - 1616), 'Hamlet,' Act I, Scene iii

T Tolerance towards others

R Respect for yourself

U Unity in caring for your school

E Excellence in learning

TRUE will demonstrate the following **EXPECTATIONS**

Settings	Tolerance towards others	Respect for yourself	Unity in caring for your school	Excellence in learning
All Settings	<ul style="list-style-type: none"> ➤ Be considerate ➤ Use good manners and appropriate language ➤ Respect other's personal space 	<ul style="list-style-type: none"> ➤ Be prepared to give your best effort ➤ Dress, act & speak appropriately ➤ Be polite and courteous 	<ul style="list-style-type: none"> ➤ Recycle ➤ Keep rooms tidy ➤ Treat furniture appropriately ➤ Appreciate the work others do on your behalf ➤ Appreciate others' displays and spaces ➤ Be an ambassador for the school 	<ul style="list-style-type: none"> ➤ Be prepared with homework and supplies ➤ Listen to announcements ➤ Follow rules & procedures
Office	<ul style="list-style-type: none"> ➤ Use good manners and appropriate language 	<ul style="list-style-type: none"> ➤ Be polite and courteous while speaking to office personnel 	<ul style="list-style-type: none"> ➤ Wait your turn 	<ul style="list-style-type: none"> ➤ Listen to announcements ➤ Use the office phone with permission ➤ Follow rules and procedures

Classroom	<ul style="list-style-type: none"> ➤ Encourage the involvement of everybody ➤ Accept diverse opinions ➤ Acknowledge and compliment the work of others. 	<ul style="list-style-type: none"> ➤ Refrain from plagiarism & cheating 	<ul style="list-style-type: none"> ➤ Leave the classroom setting as you found it ➤ Remain seated until you are dismissed 	<ul style="list-style-type: none"> ➤ Be a good listener ➤ Be on time ➤ Focus on the task ➤ Keep cell phones out of the classroom ➤ Use personal electronic devices only when required to meet curricular objectives
Hallways and Stairs	<ul style="list-style-type: none"> ➤ Use appropriate voice ➤ Be patient ➤ Refrain from sitting in hallways 	<ul style="list-style-type: none"> ➤ Walk to the right and keep moving ➤ Use inside behaviour ➤ Display appropriate forms of affection 	<ul style="list-style-type: none"> ➤ Move in an orderly fashion ➤ Hold the doors for others ➤ Keep areas free of debris 	<ul style="list-style-type: none"> ➤ Remember to be quiet in the halls and stairs
Cafeteria	<ul style="list-style-type: none"> ➤ Share your space ➤ Be considerate 	<ul style="list-style-type: none"> ➤ Make healthy food choices 	<ul style="list-style-type: none"> ➤ Keep tables and area clean 	<ul style="list-style-type: none"> ➤ Demonstrate good manners ➤ Follow rules of

	of time			good hygiene
Specialty Rooms (Labs, Libraries...)	<ul style="list-style-type: none"> ➤ Work without disrupting others 	<ul style="list-style-type: none"> ➤ Explore avenues for learning in an appropriate manner ➤ Exercise responsibility when enjoying the privileges offered in that learning environment 	<ul style="list-style-type: none"> ➤ Replace materials you use ➤ Eat & drink elsewhere 	<ul style="list-style-type: none"> ➤ Share materials and equipment as needed ➤ Use appropriate research techniques and sites ➤ Respect equipment
Assembly	<ul style="list-style-type: none"> ➤ Keep your hands and feet to yourself ➤ Show your appreciation for any performance 	<ul style="list-style-type: none"> ➤ Remain quiet ➤ Keep your eyes on the speaker 	<ul style="list-style-type: none"> ➤ Eat and drink elsewhere ➤ Take all Handouts with you ➤ Keep the room tidy 	<ul style="list-style-type: none"> ➤ Follow seating plan ➤ Be a good listener
Playgrounds and Gym Fields	<ul style="list-style-type: none"> ➤ Encourage others to do their best ➤ Practise sportsmanship 	<ul style="list-style-type: none"> ➤ Appropriate dress and footwear ➤ Play safe ➤ Moderate 	<ul style="list-style-type: none"> ➤ Use equipment appropriately ➤ Keep it clean ➤ Eat drink 	<ul style="list-style-type: none"> ➤ Know and practise safety rules ➤ Pay attention ➤ Participate

	<ul style="list-style-type: none"> ➤ Share equipment ➤ Accept new group/team members for different activities 	<p>voice level</p> <ul style="list-style-type: none"> ➤ Focus on the instructor 	<p>elsewhere</p>	<ul style="list-style-type: none"> ➤ Be observant and promote safety
<p>Bus</p>	<ul style="list-style-type: none"> ➤ Demonstrate courteous behaviour ➤ Follow driver rules 	<ul style="list-style-type: none"> ➤ Travel safely ➤ Sit appropriately ➤ Stay on grounds until bus comes 	<ul style="list-style-type: none"> ➤ Care for the bus ➤ Wait in designated areas ➤ Keep the bus clean 	<ul style="list-style-type: none"> ➤ Follow inside behaviour rules ➤ Exhibit safety rules

Academic and Non- Academic Awards

Every year, we like to reward students. Below is a list of our academic and non-academic awards.

● Teacher's Merit Award



● Head of Section Award

● Principal's Award

● End of Year Subject Award

● Performing Art Award

● Outstanding Athlete Award

● Student Incentives for meeting all expectations

Code of Conduct Infractions

Minors = These behaviours are handled by the classroom teacher OR the attending adult.	Actions
<ul style="list-style-type: none"> ➤ Unprepared for class ➤ Inappropriate clothing ➤ Incomplete homework ➤ Pushing and/or running in corridors ➤ Lateness ➤ Inappropriate footwear ➤ Talking in class ➤ Non-compliance ➤ Assembly behaviours ➤ Eating in corridors ➤ Bus behaviour 	<p>Step #1: Verbal reminder to the student of the expected, appropriate behaviours.</p> <p>Step #2: Verbal reminder to the student of the expected, appropriate behaviours. Form teacher informed of the incident.</p> <p>Step #3: After School Detention if the offence is repeated a third time. The teacher fills out the detention form and gives it directly to the discipline counselor.</p> <p>Step #4: If the offence is still repeated, the student will be given a second after school detention. The teacher fills out the detention form and gives it directly to the discipline counselor.</p> <p>Step #5: If the offence is still repeated after the two detentions, then, the case will automatically be move to majors Step #1.</p>
Middles = These behaviours are handled initially by the classroom teacher or supervising teacher, but are referred to the administration if they become chronic.	Actions
<ul style="list-style-type: none"> ➤ Inappropriate language ➤ Inappropriate use of electronic equipment ➤ Cheating on assignments, assessments, and quizzes ➤ Disrespecting teachers ➤ Lying ➤ Use of cell phones ➤ Teasing 	<p>Step #1: Verbal reminder to the student of the expected, appropriate behaviours.</p> <p>Step #2: Verbal reminder to the student of the expected, appropriate behaviours. Form teacher informed of the incident. Parents are called and informed.</p> <p>Step #3: After School Detention if the offence is repeated a third time. The teacher fills out the detention form and gives it directly to the</p>

<ul style="list-style-type: none"> ➤ Disrespecting teachers personal spaces and property 	<p>discipline counselor.</p> <p>Step #4: If the offence is still repeated, the student will be given a second after school detention. The teacher fills out the detention form and gives it directly to the discipline counselor.</p> <p>Step #5: If the offence is still repeated after the two detentions, then, the case will automatically be move to majors Step #1.</p>
<p>Majors = These behaviours are immediately referred to the administration</p>	<p style="text-align: center;">Actions</p>
<ul style="list-style-type: none"> ➤ Fighting ➤ Inappropriate representation of school ➤ Inappropriate use of emergency equipment ➤ Leaving school grounds without permission ➤ Cheating on cumulative assessments ➤ Racism & other forms of discrimination ➤ Leaving in-school suspension without permission ➤ Defacing school property ➤ Theft ➤ Inappropriate use of internet/print material ➤ Verbal aggression (uttering threats) ➤ Physical aggression ➤ Use of matches and lighters on school property ➤ Vandalism ➤ Bullying (confirmed by Administration) 	<p>Referral to Administration (in or out-of-school suspension). Home contact made by Administration. Restitution by the student. Parent Conference with Administration before student returns (out of-school only). Possible referral to school Guidance Counsellor</p>