

BEHAVIOUR CODE AND RULES FOR LIVING TOGETHER 2024-2025

HIGH SCHOOL

To promote a positive self-image.

To have an environment that encourages everyone to learn...and to make progress myself.

To live in a harmonious, caring, and safe environment.

A school's behaviour code and rules are rooted in its core values. Vanguard School therefore favors common rules of life for the entire community of students, parents, and staff. These rules should be seen as guidelines for harmonious and pleasant living together, as well as conditions that are conducive to learning. As life in society is based on mutual respect, trust, politeness, cooperation, and consideration for others, our rules of life are derived from these basic principles. They reflect the school's philosophy and values, as well as the behaviours to be observed, encouraged, and proscribed.

1. EXPECTED BEHAVIOURS

VALUE: RESPECT (good citizenship, attendance, punctuality, politeness, dress code, etc.)

EXPECTED BEHAVIOURS

- I accept and respect others in their differences and difficulties;
- I'm aware that my attendance has an impact on my success, so I'm present and on time for all my classes;
- I respect the school's dress code and don't come to class wearing boots or shoes that could dirty the learning environment. I dress neatly for school;
- I use respectful language and encourage positive behaviour;
- I avoid pushing, shoving, and pulling and I take care of the younger students when I'm in contact with them;
- I remain discreet in my romantic encounters;
- I take responsibility in conflictual situations and use peaceful means to resolve them;
- I collaborate with all the adults in the school;
- I don't interfere with the healthy learning conditions of my peers;

- I take care of my work environment and my school by keeping all school premises and equipment clean and in good condition (Nothing put up on the walls without permission from the principal);
- I respect the **right to personal image** and **privacy**. I will not take photos or record anyone without their consent, nor will I distribute images of my friends or teachers without their consent. (To ensure respect for everyone's image and privacy, the school principal reserves the right to check the content of cell phones or other electronic or mechanical devices. Parents will be notified of any content that violates a person's integrity, honour, reputation, or right to image. Sanctions will be applied in accordance with our bullying policy);
- I am allowed to leave the school grounds at lunchtime, but I must make sure to return to school in time for my next class and I must be respectful of the neighbourhood. I am expected to take advantage of this right without infringing on the rights of others;
- I respect the code of conduct at all times: during school and extracurricular activities, on transportation, during outings, etc.

VALUE: COMMITMENT AND EMPOWERMENT

EXPECTED BEHAVIOURS

- I'm involved in school life;
- I do my part in teamwork, collaborating and taking part in proposed projects and outings;
- I use the tools and strategies suggested by my teachers to help me learn;
- I care about helping others whenever I can;
- I take care of my personal hygiene;
- I put my **cell phone** or other electronic device away in my school bag, **with the ringer turned off**, as soon as I enter the classroom, or put it away in the place designated by my teacher. (Use can only be authorised by the teacher in charge of each of my classes, and the directive may differ from one classroom to another, depending on the activity, the need, the context, in exceptional cases);
- I only use doors and spaces reserved for high school students, unless I'm doing an activity authorised by management (2nd floor, elementary cafeteria, elementary playground);
- I take good care of the material loaned to me by the school (textbooks, computer, calculator, headphones) and I recognize that I am fully responsible for returning them in good condition, otherwise I will be billed for them. I must therefore keep them with me at all times or lock them in my locker (leaving them in the classroom is not sufficient);
- For everyone's safety, if I use a skateboard, it's only allowed inside the high school yard, and helmets must be worn.
- For safety reasons, I do not invite any visitors on school property.

- I adopt healthy lifestyle habits, including a healthy diet (no Red Bull-type energy drinks are allowed at school);
- I respect the use of the locker assigned to me and the padlock I have borrowed. (Only the management of my sector can authorise a change of locker or padlock).

VALUE: PERSEVERANCE

EXPECTED BEHAVIOURS

- I have the **necessary** materials for each **class** and I'm ready to **work when the bell rings**;
- I am committed to **working towards** the goals and challenges set;
- I apply myself to the tasks requested despite **any difficulties**, I always **do my best**;
- I follow my **work** plan and hand in my **work on time**;
- **I ask questions without** hesitation **when** I don't understand;
- I'm willing **to take risks to** learn.
- I don't hesitate to ask for help from adults if I'm not motivated to go to school.

2. INTERNAL TERMS AND CONDITIONS

2.1 ATTENDANCE AND PUNCTUALITY

- **Before 8:30 a.m.**, I must go to the high school entrance to report my lateness to the student supervisor.
- **Starting at 8:30 a.m.**, I must enter the school through the front door and then report to the secretary's office for my cycle, accompanied by a student supervisor.
- Any unjustified tardiness will have consequences.

2.2 DRESS CODE

Pending the unveiling of our new collection, for the start of the 2025-2026 school year, the school will maintain the current uniform, allowing students to wear the old uniform or follow the new code:

1. Both short- and long-sleeved shirts will be accepted; a collar is not required;
2. The hoodie **must be black**.
2. Pants, skirts and shorts are not part of the compulsory uniform, but they should reflect our values and remind us that school is a place of learning.
3. Only plain shirts will be accepted; NO designs, images or writing may appear on the shirts;
4. Hoodies (or crew necks) will be accepted on condition that NO drawings, images or writing appear on the front or back.
5. RED OR BLACK plain shirts will be accepted.

Caps, hats and head coverings of any style may be worn outside the school walls and inside the school, but must be removed when entering the classroom.

In compliance with the dress code, clothes must be clean, without holes, non-transparent, suited to the seasons and activities (physical education, science), without sexist, racist, homophobic, vulgar or violent messages. Clothing must not be too short, exposing underwear, too tight, too low-cut, and must include wide straps. Hoods are not allowed inside the school.

2.3 PHYSICAL EDUCATION

You need to change your clothes for your physical education class. Out of respect for your classmates with whom you share a common space, since you've been sweating, you must also change before returning to class. No clothing worn in the regular classroom should be used in physical education class, and vice-versa.

You need:

- A pair of running shoes with non-marking soles;
- A short-sleeved shirt (other than the uniform);
- Short or long sports pants;
- Deodorant (stick or roll-on)

2.4 ASSESSMENT PERIODS / ATTENDANCE

Any absence during official review and evaluation periods (see school calendar) will not be compensated (by teachers preparing material) or accommodated (by shifting exam times). Only a reason deemed valid by the MEQ/ or sector principal, depending on the situation, may allow a retake or an evaluation that is not considered in the overall assessment (medical bill, court opinion, etc.). Any communication to this effect must go through the sector principal.

2.5 PARKING LOT

Is for the exclusive use of staff and parents.

2.6 LOCKERS:

It is important to remember that the locker remains the property of the school. Persons in authority may, if they have reasonable doubt, check the condition or contents of a locker at any time. Students are responsible for the cleanliness of their lockers, and no valuables should be left in them. The school is not responsible for lost or stolen items, whether left in the locker or elsewhere in the school.

3. FORBIDDEN GESTURES, AT SCHOOL AND IN SOCIETY

1. **Intimidation or physical violence** (tripping, coercing, hitting, pushing, etc.)
2. **Intimidation or verbal abuse** (insulting, discriminating, threatening, ridiculing, etc.)
3. **Intimidation or social violence** (spreading rumours, isolating, excluding, etc.)
4. **Intimidation or material violence** (destroying, vandalising, activating a fire alarm system, claiming the property of others - including, for example, online images, etc.).
5. **Cyberbullying, acts of intimidation** committed online (social media, text messages, e-mails, blogs, dissemination of photos, comments, images or any other type of

communication that could harm the integrity, privacy, reputation or safety of the school, students, parents, or staff members).

6. **Possession of weapons**, illegal or violent objects, drugs, food containing drugs, alcohol.
7. **Tobacco consumption on school premises**: Smoking is harmful to health. The school is a non-smoking area. Out of respect for the laws in force, for the health of everyone and for the community as a whole, smoking and vaping are prohibited on school property.
8. **Consumption and sale of drugs and alcohol**: For obvious legal and health reasons, but also to enable everyone to be available for work and learning, no consumption of drugs or alcohol is tolerated. A young person who wishes to discuss his or her consumption in complete confidentiality in order to make more enlightened choices can meet with one of our counsellors, but ***any form of consumption (drugs or alcohol) is not only forbidden at school, but also in any extracurricular activities that may or may not take place at school.***
9. **Plagiarism**: Intellectual property is a cornerstone of society. Any plagiarism or attempted plagiarism is punishable by law. It is important to note that "copy and paste" from the Internet or other sources will be punished as plagiarism, unless the sources are clearly identified.
10. **Photographing, videotaping, and broadcasting**: It is forbidden to publish or broadcast, in particular through social media, words, images or any other type of communication that could harm the integrity, privacy, reputation or safety of the school, students, parents, or staff, just as it is forbidden, by law, to film or photograph anyone without their consent.

We aim to develop healthy behaviours, educate our young people and turn our students into responsible citizens, but breaking the law and engaging in socially proscribed behaviour can result not only in sanctions within our school, up to and including permanent expulsion, but also in sanctions in accordance with the applicable laws.

4. PENALTIES FOR NON-COMPLIANCE

Everyone should expect consequences for any breach of this code. However, school staff will always take the following into consideration when intervening:

- i. The event and its context;
- ii. Person(s) involved;
- iii. The severity or repetitive nature of the action(s);
- iv. The type of consequence appropriate to the incident: restorative or punitive.

POSSIBLE SANCTIONS/MEASURES/CONSEQUENCES

Assistive measures	Remedial measures	Punitive measures
<ul style="list-style-type: none"> - Warning - Referral to a school professional (special education technician, psychologist, remedial teacher, etc.) - Meetings with parents - Referral to outside organisations (CSSS, YMCA, DPJ, nurse, guidance counsellor, social worker, others...) - Tracer - Alternative to suspension (YMCA) - ... 	<ul style="list-style-type: none"> - Community work - Reflection - Reimbursement in the event of breakage or loss - Verbal or written agreements - Mediation - ... 	<ul style="list-style-type: none"> - Disciplinary notice to be signed by parents (issued by sector principal) - Confiscated items - Loss of free time at lunchtime, after school, or on pedagogical days (various reasons: absences/lates/suspensions...) - Sent out of class - Limitation of certain privileges - Failure in case of plagiarism - Removal from a class or activity - Internal or external suspensions - Commitment contract - Behavioural intervention plan - Referral to outside contributors - Suspension (depending on the seriousness of the situation, on 1st or 3rd disciplinary notice, fighting, theft, consumption, possession, sale or circulation of drugs or alcohol, disrespectful language, attitude and behaviour towards staff, repeated refusal to carry out school work, imitation of a weapon, discrimination, intimidation, etc.). - Change of school - ...