

Riverstone Middle and High School

Code of Conduct

Philosophy:

Riverstone has a vibrant school culture where academic achievement is highly valued. Teachers and students alike share the joy of learning and encourage each other towards excellence. We realize that creating a positive, safe, welcoming school culture is paramount to the success and the well-being of our students.

Riverstone's Guiding Principles drive student, staff, and family daily actions which are:

- I will seek understanding.
- I will respect myself and others.
- I will take action to contribute to my community.

To ensure students are well prepared to succeed in college and life, Riverstone utilizes an IB Learner Profile, which identifies the attributes students need to obtain by the time they graduate Riverstone. The Learner Profile states that students will be:

Inquirers:

They develop their natural curiosity. They acquire the skills necessary to conduct inquiry and research and show independence in learning. They actively enjoy learning and this love of learning will be sustained throughout their lives.

Knowledgeable:

They explore concepts, ideas and issues that have local and global significance. In so doing, they acquire in-depth knowledge and develop understanding across a broad and a balanced range of disciplines.



Thinkers:

They exercise initiative in applying thinking skills critically and creatively to recognize and approach complex problems, and make reasoned, ethical decisions.

Communicators:

They understand and express ideas and information confidently and creatively in more than one language and in a variety of models of communication. They work effectively and willingly in collaboration with others.

Principled:

They act with integrity and honesty, with a strong sense of fairness, justice and respect for the dignity of the individuals, groups and communities. They take responsibility for their own actions and the consequences that accompany them.

Open-Minded:

They understand and appreciate their own cultures and personal histories, and are open to the perspectives, values and traditions of other individuals and communities. They are accustomed to seeking and evaluating a range of points of view, and are willing to grow from the experience.

Caring:

They show empathy, compassion and respect towards the needs and feelings of others. They have a personal commitment to service, and act to make a positive difference to the lives of others and to the environment.

Risk-Takers:

They approach unfamiliar situations and uncertainty with courage and forethought, and have the independence of spirit to explore new roles, ideas and strategies. They are brave and articulate in defending their beliefs.

Balanced:

They understand the importance of intellectual, physical and emotional balance to achieve personal well-being for themselves and others.

Reflective:

They give thoughtful consideration to their own learning and experience. They are able to assess and understand their strengths and limitations in order to support their learning and personal development.

In addition, students develop their Approaches to Learning (ATL) skills which include:

- Social
 - Research
 - Thinking
 - Self-Management
 - Communication
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Stakeholder Responsibilities:

As a member of the Riverstone International School community, I acknowledge my role in creating a culture of responsibility. I will strive to treat all members of the community and visitors in a fair and respectful manner, and will endeavor to resolve conflicts constructively.

Riverstone Community Rights and Responsibilities:

Riverstone International School defines its partnership with parents and guardians as a collaborative effort, recognizing that the family is the primary influence on a child's development. This partnership requires active involvement from the school as well as the parents and guardians. Our mutual goal is to support your child's quest for educational success and fulfillment. We can achieve this goal through effective communication and trust, which are the basis of any successful relationship.

As I parent I will endeavor to:

- Support safety and health: To assist the school with creating a safe and healthy environment

- Ensure my student's daily presence in all classroom and related experiences, recognizing that frequent absences are detrimental to my student's academic success.
- Be in Communication: To read and respond to school communication in a productive manner
- Raise issues and assist in solving problems in a respectful and productive manner
- Partner and participate in supporting students academic progress
- Participate in parent sessions and provide feedback and share ideas

As a staff Member/Administrator I will endeavor to:

- Make my expectations of students clear at the beginning of the year and follow them through consistently.
- Monitor attendance in class, daily progress and academic honesty.
- Work with my colleagues to ensure the success of our students.
- Confer with students, parents, the school's learning support members and administrators to promote academic achievement.
- Support the school and proactively implement the Middle and High School Code of Conduct.

As a student at Riverstone I will endeavor to:

- Accept responsibility for full, daily attendance and engagement in the academic process.
- I will come to school prepared, appropriately dressed, on time and ready to learn.
- Complete my work on time and seek extra help where needed.
- Prioritize my activities in such a way that academic success is attainable.
- Communicate closely and regularly with teachers in order to achieve academic success.
- Abide by the Middle and High School Code of Conduct; follow the established rules and take responsibility for my actions.

Environmental Responsibilities:

Riverstone community members are expected to take pride in their school community and to respect the environment and make decisions that promote the sustainability of the world's resources.

- Students are responsible for keeping the school clean and orderly.
- Students are required to sort their own waste and recycle responsibly.
- Students are responsible for their own belongings, for labeling clothing and checking the Lost and Found.

Proactive:

Riverstone International School (RIS) staff are focused on preserving safety and promoting growth in students towards positive social, emotional and behavioral development. We actively promote Riverstone's values and competencies through the following:

Community Traditions	Description
Parent-Teacher Conferences	Parents will have student-led parent-teacher conferences twice yearly to build relationships and open communication.
Student Council	Students in grades 6-12 have the opportunity to apply and run for the student council. During this time, the members will enhance the Riverstone community academically and socially and give back to the local and global community.
Assemblies	Students will participate in assemblies to celebrate student achievement and growth, host guest speakers, and come together as a community. Each month is focused on one of the IB Learner Profile values.
Clubs	Students are encouraged (and required in HS) to join a student-initiated club where they can explore individual interests, connect with peers, and develop leadership skills. Extracurricular clubs and organizations on our campus provide students with varied opportunities and add vibrancy to our community through events, initiatives, and outreach.
Outdoor Education Leadership	Students will have the opportunity to become co-leaders on Riverstone Outdoor trips and earn special graduation recognition for leadership in the outdoors.
Homeroom (MS) or Advisory (HS) Class Activities	Description
<i>Students in grades 6 - 8 participate in a daily Homeroom or grade 9 -12 Advisory one day a week to further develop their ATLs with a focus on taking ownership and creating their path to college.</i>	
Social-Emotional Curriculum	Students will participate in the RIS Social Emotional Curriculum with a strong focus on goal-setting, growth mindset, decision-making, and peer relationships.
Community, Activity, and Service (CAS) - Gr 11 & 12	Riverstone students will participate in service-learning by giving of their time and talents to their school and community. They will develop leadership and enhance their communication skills while gaining valuable experience in helping others. This is a requirement to graduate from Riverstone.
Career Exploration	Students will participate in career exploration opportunities during advisory to cultivate time management, communication, and

	decision-making skills. They will learn about their personality, dependable strengths, career options, and develop future goals.
High School Academic Planners	Students, with support from the College Counselor and DP Coordinator, develop and manage a High School academic planner to ensure graduation requirements are met. This is also helping in reviewing key success indicators such as grades in courses, attendance, discipline, and other measures.
Restorative Circle (MS)	Students will participate in regular and consistent use of Restorative Circle during Homeroom. During this time students will sit in a circle and practice problem-solving, sharing appreciations, and apply social-emotional skills.

General Classroom Behavior:

Our school culture is focused on the positive and is proactive rather than reactionary. At the core of our school culture is our philosophy that we should focus on character development that promotes students' respect for themselves and others.

- Disruptive actions in class will result in one reminder and behavioral redirection. After the second disruption, the divisional Counselors/Director will be notified and the student(s) removed from class for a reflection period. Students may return later at the Division Director's discretion. If a student is removed from a class, the parent will be notified via email. If a student is unable to return to class, the parent will be notified by phone. Students with SSPs may receive some special consideration/support but shall not habitually disrupt classes.
- Rude, insensitive, degrading or otherwise objectionable language or imagery may result in removal from class at the discretion of the teacher. Such actions will result in an email to parents. Egregious or repeated cases of this behavior will result in parent meeting and/or suspension.
- During the school day Middle School students must never have a cell phone visible in a school building and computers may only be in use when directed by a teacher. High School students must never have a cell phone visible in a classroom or the lunchroom and computers may only be in use when directed by a teacher.

General Outside/Hallway Behavior:

- Middle School students must never have a cell phone visible in a school building. All phones should be stored in Homeroom.
- High School students must not have a cell phone visible in class.
- Middle School students shall not engage with screens during lunch periods or class breaks without express permission and supervision by a teacher.
- No student shall be on a screen in the lunchroom.
- No screens will be used during lunch or class breaks.
- All shoving, hitting, play-fighting or other dangerous behavior is unacceptable.

- Middle School students will always give priority to Elementary students in using school playground equipment.
- Hallways shall be kept free from student supplies, bags or other debris at all times.

Academic Integrity:

- Academic Integrity is expected of all students at Riverstone
- Violation of academic integrity can result in disciplinary action
- Detailed [Academic Integrity Policy](#)

Controlled Substances:

- Tobacco:
Riverstone expects its students to be non-users of tobacco and recognizes the serious consequences of its use. Smoking is prohibited on campus.
- Vaping/E-cigarettes: Vaping devices and e-cigarettes are not to be used by a student on school property, during school sponsored events on or off the school campus. This includes all day and overnight field trips, conferences and events.
- Alcohol and Illegal Drugs:
The possession or consumption of alcohol, illegal drugs or any banned substances by a student on school property, during school sponsored events on or off the school campus is strictly forbidden. This includes all day and overnight field trip, conferences and events.

Violations Against School Culture:

Riverstone provides a safe and orderly school that is conducive to learning. Therefore, students are required to always be respectful, honest, polite, kind, exhibit good work ethic, and use appropriate language. Students will follow school rules and policies at all times.

In a situation where there is a violation against school culture, the typical response is as follows:

Tier	Action	Record	Follow Up
Level 1 Behavior <u>Examples:</u> • Unacceptable language - o Talking back to teacher - o Profanity (not directed at anyone) - o Minor name calling or disrespect toward another student • Unacceptable action:	<u>Consequence:</u> 1st Offense: Private verbal warning and restorative conversation from the teacher. 2nd Offense: Second warning.	Possible Behavior record depending on severity	Restorative practice circle/conversation, as appropriate.

- o Refusing to work - o manipulating others personal property - o Violation of technology policy • Disrespect: - o Not following directions - o Talking instead of listening - o Arguing - o Aggressive Behavior	Teacher-student mini-conference. Possible restorative action required 3rd Offense: Consideration as a level 2 behavior		
Level 2 Behavior <u>Examples:</u> • Intentional harmful physical contact with another person • Damage to school property • Inappropriate gestures/language directed toward others • Bullying/cyberbullying • Leaving designated area/campus without permission • Truancy/skipping class • Viewing inappropriate content • Unsafe driving • Defaming others or their families	The student meets with the Division Director. Then the parents are called. A parent meeting may be scheduled depending on severity. <u>Consequence:</u> 1st Offense: consideration for In-school suspension 2nd Offense: Consideration for additional in or out of school suspension. A behavior intervention plan will be created. 3rd Offense: Consideration for additional in or out of school suspension. The student behavior intervention plan will be	Record in Student Management System the incident, communication, and consequence.	If a specific student was directly impacted, they and their parents will be notified that disciplinary action is ongoing. Restorative practice circle/communication as appropriate.

	re-assessed.		
Level 3 Behavior <u>Examples</u> • Racist, sexist or other exclusionary/abusive language • Threats or harassment • Any use or possession of alcohol, tobacco, vaping gear, e-cigarettes, and/or drugs on school property or at a school-sanctioned event • Any possession of weapons on school property or at a school-sanctioned event • Any use of weapons to intimidate or harm others • Sharing of inappropriate (especially violent or sexual) content • Other actions that have a sizable negative impact on the school community	The student meets with the Division Director. A parent meeting will be scheduled and the Head of School will likely be present. 1st Offense: Consideration for In-school or out of school suspension. A behavior plan is put in place. 2nd Offense: Consideration for extended suspension or possible expulsion.	Record in Student Management System the incident - communication, and consequence and notification to colleges, as applicable.	If a specific student was directly impacted, they and their parents will be notified that disciplinary action is ongoing. Restorative practice circle/communication as appropriate.

Please Note: Depending on the severity of the infraction or its impact on other students, the level may be raised at the discretion of the Division Director. All determinations of severity and levels are at the discretion of the Division Director.

Students may be barred from certain student activities such as Outdoor Trips or social activities such as dances based on repeated or severe infractions.

Harassment:

Riverstone is committed to maintaining a school environment free of harassment based on race, color, religion, national origin, gender, sexual orientation, or disability.

In general, harassment includes communications such as jokes, comments, innuendos, notes, display of pictures or symbols, gestures, or other conduct that offends or shows disrespect to others based upon race, color, religion, national origin, gender, sexual orientation, or disability. It is also important for individuals to make it clear to others when a particular behavior or communication is unwelcome, intimidating, hostile or offensive.

Harassment and Retaliation Prohibited Harassment in any form or for any reason is absolutely forbidden. Persons who engage in harassment or retaliation may be subject to disciplinary action,

including, but not limited to reprimand, suspension, expulsion or other sanctions as determined by the Division Director.

Bullying:

Bullying can be defined as: Repeated, habitual or persistent behavior of negative acts. Use of force or threat to demonstrate dominance or imbalance of social or physical power. Bullying also involves or may involve exclusion from a group, gossiping or spreading rumors, deliberate silence/ignoring, interference with another's possessions, or cyber-bullying. Bullying is not limited to repeated physical or verbal aggression.

Bullying presents in many ways. Some examples include:

- Physical: Use of violence (pushing, kicking, punching, etc)
- Verbal: Using sarcasm, gossiping/spreading rumors, teasing, name calling
- Intentional and Prolonged Exclusion/Ostracizing: Ignoring someone, pretending another person is not there, excluding someone from activities, saying nothing
- Cyberbullying: harassing, teasing, intimidating, threatening or terrorizing another student or staff member by way of any technological tool.
- Communication: Sending threatening or unsettling messages.
- Racist: Racially motivated taunting or teasing, exclusion, ostracism, jokes, encouragement of racist remarks, inappropriate gestures
- Sexual: Unwanted sexual comments or touching, or sexually explicit comments
- Emotional: Excluding, threatening, making rude gestures, damaging or hiding personal belongings, being unfriendly or mean
- Comments about someone's sexual orientation: exclusion based on sexual orientation

Anyone who engages in bullying or cyberbullying shall be subject to appropriate discipline. If the School Counselors and Division Director determine that bullying is taking place, parents of all students involved will be contacted. Disciplinary actions will take place following this Code of Conduct.

All Students Can Achieve Success

Riverstone believes in fostering young peoples' growth and development, therefore, this document was created to guide and support all participating in Riverstone student's life. Riverstone believes all students can reach high-levels of success and this is used as a guide to help students reach success in and through college.

