



CC1001: The Welcoming, Caring, Respectful, and Safe Teaching and Learning Environment

Policy Creation Date: August 2024

Approval Date: August 2024

Review Date: August 2025

Purpose:

To ensure that each student and staff member at WISE Charter School is provided with a welcoming, caring, respectful, and safe learning environment that respects diversity and fosters a sense of belonging, in accordance with the Education Act.

Scope:

This policy applies to all students, staff, and stakeholders at WISE Charter School.

Policy Statement:

The WISE Charter Board is responsible for ensuring that the learning environment at WISE Charter School is welcoming, caring, respectful, and safe, promoting diversity and fostering a sense of belonging. The principal and staff must support any student requests to establish voluntary student organizations or activities that promote these values.

Board Responsibility:

The WISE Charter Board has the responsibility to ensure that each student enrolled in the WISE Charter School and each staff member employed by the Board is provided with a welcoming, caring, respectful, and safe learning environment that respects diversity and fosters a sense of belonging.

Principal Responsibility:

In accordance with the Education Act, Sections 2, 16, 33(1)(d), 33(2), 35.1, if one or more students attending a school operated by the Board request a staff member employed by the Board for support to establish a voluntary student organization, or to lead an activity (collectively the “Requested Activity”) intended to promote a welcoming, caring, respectful, and safe learning environment that respects diversity and fosters a sense of belonging, the principal of the School shall, in addition to the other duties set out in this Policy, ensure that the Requested Activity promotes at the School a welcoming, caring, respectful, and safe learning environment that respects diversity and fosters a sense of belonging.

Board Responsibility in Relation to Student Organizations:

In accordance with the Education Act, the WISE Charter Board is legislatively mandated to include the text of section 16.1(1), (3), (3.1), (4), and (6) of the School Act in this policy. If one or more students attending the School request a staff member employed by the Board for support to establish a voluntary student

organization or to lead an activity intended to promote a welcoming, caring, respectful, and safe learning environment that respects diversity and fosters a sense of belonging, the School principal shall:

- a) Immediately permit the establishment of the student organization or the holding of the activity at the School.
- b) Subject to section 5 (below), within a reasonable time from the date that the principal receives the request, designate a staff member to serve as the staff liaison to facilitate the establishment and the ongoing operation of the student organization or to assist in organizing the activity.

The students may select a respectful and inclusive name for the organization or activity, including the name “gay-straight alliance” or “queer-straight alliance,” after consulting with the principal. For greater certainty, the principal shall not prohibit or discourage students from choosing a name that includes “gay-straight alliance” or “queer-straight alliance.”

The principal shall immediately inform the Board and the Minister of Education if no staff member is available to serve as a staff liaison. If so informed, the Minister shall appoint a responsible adult to work with the requesting students in organizing the activity or to facilitate the establishment and the ongoing operation of the student organization at the School.

The principal is responsible for ensuring that notification, if any, respecting a voluntary student organization or an activity referred to in section 16.1(1) is limited to the fact of the establishment of the organization or the holding of the activity.

Additional Legislatively Mandated Principal Responsibilities:

As legislatively mandated by section 45.1(4)(c) of the School Act, the principal is responsible for ensuring that notification, if any, respecting a voluntary student organization or an activity referred to in section 16.1(1) of the School Act:

- a) Is limited to the fact of the establishment of the organization or the holding of the activity.
- b) Is otherwise consistent with the usual practices relating to notifications of other students.

Education Act Statutory Requirements:

As legislatively mandated, this Policy and the Student Code of Conduct set out in this Policy (“Code of Conduct”):

- a) Herein affirms the rights, as provided for in the Alberta Human Rights Act and the Canadian Charter of Rights and Freedoms, of each staff member employed by the Board and each student enrolled in the School.
- b) Herein states that staff members employed by the Board and students enrolled in the School will not be discriminated against as provided for in the Alberta Human Rights Act or the Canadian Charter of Rights and Freedoms to the degree the same applies in law to the School.

References:

- Education Act, Sections 2, 16, 33(1)(d), 33(2), 35.1
- Alberta Bill of Rights, RSA 2000, c A-14

- Alberta Human Rights Act, RSA 2000, c A-25.5
 - 2017 Bill 24, Third Session, 29th Legislature, 66 Elizabeth II (“Bill 24”)
 - United Nations Convention on the Rights of the Child (1990), article 5
 - International Covenant on Civil and Political Rights, 999 U.N.T.S. 171, article 18(4) (which protects the rights of parents to guide their children’s religious upbringing)
 - Access to Information Act (Alberta)
-

CC1002: Student Code of Conduct

Policy Creation Date: August 2024

Approval Date: September 2024

Revision Date: August 2025

Purpose:

In keeping with its mission, Alberta legislation, and its Safe and Caring Schools Policy, WISE strives to foster a community that upholds the rights, safety, and well-being of all staff and students. The primary goal of the Code of Conduct is to support WISE students to resolve issues peacefully and diplomatically, develop empathy, be the very best versions of themselves, and contribute to supporting a welcoming, safe, caring school that upholds the inalienable rights of all individuals and fosters a deep sense of belonging. All staff and students are expected to conduct themselves in alignment with the Code of Conduct and will not engage in or tolerate bullying or threatening behaviour, whether it occurs within the school building, during the school day, or by electronic means.

The Student Code of Conduct will be reviewed annually by all students in Grades 1-9 and will be embedded in the WISE Parent Handbook.

Scope:

This policy applies to all students enrolled at WISE Charter School, during school hours, at school-sponsored activities, and when interacting electronically in ways that impact the school community.

Policy Statement:

The WISE Charter Board is responsible for ensuring that the Student Code of Conduct aligns with legislative requirements and the values of the school community. The Principal is responsible for implementing the policy and ensuring that students, staff, and parents are aware of the expectations and consequences outlined within.

All students at WISE Charter School are expected to:

- Demonstrate respect for others, regardless of gender, culture, religion, ethnicity, ability, mental health, sexual orientation, or socioeconomic status.
- Contribute to a positive learning environment through responsible, respectful, and safe behaviour.
- Take accountability for their actions and engage in restorative practices when necessary.

Board Responsibility:

The WISE Charter Board ensures that the Student Code of Conduct aligns with legislative requirements and community values. The Board reviews and approves the policy annually and delegates its implementation to the Superintendent and Principal. The Board monitors the policy's effectiveness through periodic reports provided by the Superintendent.

Superintendent Responsibility:

The Superintendent ensures the Student Code of Conduct is effectively implemented by providing support, training, and resources to the Principal and staff. The Superintendent evaluates the policy's application annually and reports findings and recommendations to the Board.

Principal Responsibility:

The Principal is responsible for the day-to-day application of the Student Code of Conduct within the school. This includes:

- Ensuring that the policy is reviewed annually with students in Grades 1-9.
- Communicating the policy to staff, students, and parents.
- Addressing incidents of non-compliance and ensuring appropriate supports and consequences are in place.

Student Code of Conduct:

Students at WISE are expected to:

1. Be considerate and respectful of others.
2. Stand up for the well-being of others and themselves regardless of peer pressure.
3. Demonstrate care and concern for school property and the property of others.
4. Respect the authority of all staff within the school community.
5. Attend consistently, be punctual, and arrive prepared for class.
6. Give their best to my academic, artistic, and extracurricular pursuits.

7. Take ownership for their attitude and behaviour, maintaining an atmosphere of mutual respect and integrity.
8. Maintain an environment that respects diversity and honours the educational, emotional, physical, and spiritual well-being of themselves, all other students, and staff.
9. Behave in a manner that reflects our shared responsibility to participate in the healing and nurturing of our world.
10. Behave in a manner that ensures the rights of all individuals within the school are maintained and is conducive to my learning and the learning of others.
11. Keep personal belongings orderly and hallways clear and quiet during class time.
12. Respond appropriately to the direction of staff at school and during school activities.
13. Ensure that correspondence from the school is communicated at home.
14. Dress in alignment with school dress guidelines and in a manner that is respectful of our Grades K-9 school culture and allows full participation in class and school activities.
15. Respect WISE school rules regarding no personal mobile devices use during school hours, or during drop-off and pick-up times in the school building.

Technology Agreement (Grades 7-9):

I agree to use technology and information resources in a responsible, efficient, ethical, and legal manner. I also understand that acceptable uses of technology and information resources are activities that are curriculum-based and support teaching and learning.

1. I agree to use technology and information resources in a responsible, efficient, ethical, and legal manner.
2. I also understand that acceptable uses of technology and information resources are activities that are curriculum-based and support teaching and learning.
3. I may not use personal mobile devices during class time unless specifically directed to do so by the teacher.
4. I can only use the software installed on school computers and will not install additional programs.
5. I will only access and author appropriate content while on school property.
6. While at WISE, my use of technology may be monitored, and the administration has the right to review and or remove anything that may jeopardize the safety and wellbeing of another.

7. The same conduct codes and responsibilities apply to the use of any personal mobile devices, including laptops, cell phones, and cameras, that I bring to school. The administration has the right to review and or remove anything that may jeopardize the safety and well-being of another student.

Unacceptable Behaviour:

Unacceptable behaviours that may negatively affect the school community include, but are not limited to:

- Bullying, harassment, or intimidation (in person or online).
- Disruption of the learning environment.
- Use or possession of illegal substances or prohibited items.
- Vandalism or theft.
- Violation of the Technology Agreement.

Guiding Principles:

The WISE Charter School is committed to addressing unacceptable behaviour through remediation and restorative practices. These principles aim to support personal accountability, empathy development, and community rebuilding while ensuring a safe and respectful learning environment. Consequences are designed to be educational, not solely punitive, and take into account the student's age, maturity, and circumstances.

Restorative and Supportive Actions:

To foster a positive learning environment, WISE supports both the individuals affected by misconduct and those who engage in it. Remediation actions may include:

- Restorative justice processes.
- Counselling and mentorship programs.
- Positive behaviour supports or individual behaviour plans.
- Community contribution projects.

References:

- Education Act (SA 2012, c E-0.3), Sections 2, 16, 33(1)(d), 33(2), 35.1
- Alberta Bill of Rights (RSA 2000, c A-14)
- Alberta Human Rights Act (RSA 2000, c A-25.5)
- United Nations Convention on the Rights of the Child (1990), Article 5
- International Covenant on Civil and Political Rights (999 U.N.T.S. 171), Article 18(4)
- Access to Information Act (Alberta)

Additional References:

- WISE Discipline Guidelines and Tiered Behaviour Support Strategies