



## Willingdon Code of Conduct

Below is a detailed code of conduct that all members of the Willingdon Community (staff, students, parents) are expected to know and follow. Parents must discuss and explain all these items to help support the school's effort to foster a community of enlightened, caring and respectful citizens.

### **As a member of the Willingdon Community:**

#### **1. I will be honest at all times and accept responsibility for my actions.**

I understand that my choices have consequences. I will tell the truth, own my mistakes, and learn from them.

#### **2. I will respect myself and strive to learn.**

I will do my best in school and ask for help when needed. I will develop healthy habits, reflect on my growth, and take pride in my efforts

#### **3. I will be kind to everyone and treat others the way I would like to be treated.**

I will include others and avoid hurtful behaviour. Bullying, teasing, or excluding others, whether in person or online, is not acceptable.

#### **4. I will speak to others in the way I would like to be spoken to.**

I will use polite language and speak calmly to others. I understand that tone and words matter

#### **5. I will respect the environment, the building and those around me by:**

- Keeping the school clean and picking up after myself
- Taking care of school property and the work of others
- Walking safely and calmly in the building
- Being mindful of noise levels
- Showing courtesy by holding doors and allowing others to pass
- Reducing waste by recycling and using reusable containers when possible

#### **6. I will help maintain a safe environment by:**

- Solving problems peacefully and asking an adult for help when needed

- Avoiding physical aggression, including play-fighting
- Keeping hands, feet, and objects to myself
- Staying in supervised areas at all times
- Not bringing dangerous or inappropriate items to school
- Playing safely in the schoolyard

## **7. Student Attire**

Students should come to school dressed appropriately for a full day of learning and physical activity.

- Proper footwear must be worn at all times for safety
- Shoes should provide adequate support (running shoes are recommended)
- Pajamas are permitted only on designated theme days

## **Willingdon Play Structure Safety Rules**

These rules will be displayed at the school yard doors and on the fence adjacent to the Play Structure. The Willingdon Community commits to the following Play Structure Safety Rules:

- I will follow the Willingdon Code of Conduct and Behaviour at all times
- I will use the Play Structure only during Recess and Lunch on the days my class is scheduled; I will not use the Play Structure during Morning Entry
- I will always follow the directions of the staff in the school yard
- I will not push or pull on other students while using the Play Structure
- I will not jump from the top of the Play Structure
- I will not hang upside-down from the Play Structure with my legs
- I will not climb over the top of the climbing structure
- I will slide down while seated and one person at a time; I will not jump from the slide or climb up the slide

## **Transportation (Bus) Expectations**

**Students riding the bus are expected to:**

- Follow the Willingdon Code of Conduct at all times
- Be respectful toward the driver and other passengers
- Remain seated and keep the aisle clear

- Use a quiet, respectful voice
- Enter and exit the bus safely and calmly
- Follow all driver instructions
- Keep the bus clean and free of food and garbage

Failure to follow bus rules will result in reports and may lead to suspension of bus privileges.

## **Willingdon Anti-Bullying and Discipline Policy**

### Our Commitment to a Safe and Inclusive School

Willingdon School is committed to providing a safe, caring, and inclusive environment for all students. In simple terms, bullying means: Repeated behaviour; spoken, written, physical, or online that is intended to hurt, exclude, or intimidate someone.

This includes:

- Name-calling, insults, or discriminatory language
- Threats or intimidation
- Excluding or isolating others
- Online harassment

**Bullying and violence are taken very seriously and will result in appropriate consequences. Support will be provided to all students involved.**

Students involved directly or indirectly in any act of bullying or violence will be disciplined considering the severity and frequency of the act. Disciplinary measures can range from detention, suspension, and communication with local authorities or placement in another school. Support measures, for any student who is a victim, a witness or a perpetrator of bullying or violence, will be offered based on the resources available in the school and/or resources outside the school. A copy of the Safe School Action Plan is available on the school's website.

**Bullying and Violence are defined as follows in the Quebec Government's Bill 56, Section 22:**

“Bullying means any repeated direct or indirect behavior, comment, act or gesture, whether deliberate or not, including in cyberspace, which occurs in a context where there is a power imbalance between the persons concerned, and which causes distress and injures, hurts, oppresses, intimidates or ostracizes.”

**Students who do not follow the Code of Conduct will face consequences that may include:**

- Discussions and reflection
- Communication with parents/guardians
- Loss of privileges
- Behaviour support or social-skills activities
- Suspension (in or out of school)

Consequences are determined on a case-by-case basis, taking into account the seriousness and frequency of the behaviour.

### **Electronic Device Policy**

Electronic Devices (Cell Phones, Smartwatches, Tablets, etc.)

To support a focused and respectful learning environment:

- Students are not permitted to use personal electronic devices during the school day, including recess and lunch.
- Devices must remain turned off and stored in school bags while on school property and during school activities.
- The use of devices for photos or videos is prohibited.

**If the policy is not followed:**

- Devices will be confiscated and returned to a parent/guardian.

Exceptions may be made for medical or approved educational purposes.

**At Willingdon, we work together to build a respectful, safe, and caring community.**





**Student & Parent/Guardian Acknowledgement**

We have reviewed the Willingdon School Code of Conduct and understand the expectations outlined for the 2026–2027 school year.

**We agree to support and follow these expectations.**

Student Name: \_\_\_\_\_

Student Signature: \_\_\_\_\_

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

Parent/Guardian Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

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

**Please return the signed copy to your child's homeroom teacher.**