

ÉCOLE SECONDAIRE KELVIN HIGH SCHOOL CODE OF CONDUCT

All of the students and staff of Kelvin High School take pleasure in welcoming students who are new to our school. Kelvin is a four-year semester high school serving students from Grades 9 to 12. We have three programs – Academic English, French Immersion and the International Baccalaureate Programme. As well, our Industrial Arts - Home Economics areas serve the students of adjacent Middle Years Schools. Kelvin has a variety of academic programs and a large number of extracurricular activities designed to appeal to most students.

"Courage, Truth and Right"

MISSION STATEMENT

Kelvin High School is committed to providing all students with opportunities to achieve academic excellence, self-esteem and social responsibility in a safe, supportive and challenging environment. Kelvin offers experiences both in and out of the classroom, which promote tolerance, self-discipline and independence. Kelvin encourages students to meet with hope and confidence the demands, obligations and rewards of life after school.

GOAL STATEMENTS

A. Educational Environment

Kelvin High School will provide an environment that:

- encourages academic, cultural and athletic achievement
- encourages students to participate actively in academic, cultural and athletic activities
- encourages students to develop a healthy and productive lifestyle
- encourages students to develop an aesthetic appreciation
- encourages students to think creatively, critically, and independently
- encourages students to take positive social and political action
- provides supports to students for present and future studies, social adjustment and development
- encourages an appreciation for both of our two official languages: English and French

B. Knowledge and Competency

Kelvin High School will provide all students with the opportunity to:

- reach their potential in all areas of school life
- acquire the necessary knowledge and skills to succeed, and to find their unique place in the world
- develop critical thinking and problem solving skills

C. Social Responsibility

Kelvin High School has a commitment to:

- foster ideas of acceptance, respect and understanding of human rights in a multicultural society
- foster an awareness of, and involvement in, world issues by members of the school community
- assist students to acquire a respect for fairness, the democratic process and community responsibility
- provide opportunities for students to develop the skills necessary for personal growth, positive inter-personal relationships and social skills

CHARTER OF RIGHTS AND RESPONSIBILITIES

Preamble:

The Human Rights School Committee, composed of Kelvin staff, students and parents under the leadership of Mr. Paul Normandeau, had drafted the Kelvin Charter. Students ratified this Charter in the 1991-92 school year.

Whereas recognition of the inherent dignity and of the equal and inalienable rights of all members of the Kelvin community is the foundation of justice and tolerance in our school.

Whereas it is essential, those who compose Kelvin community have recourse to a statement of fundamental rights while participating in our school's daily life.

Whereas it is essential to promote the development of friendly relations between ethnic and cultural groups within our school community.

Whereas the citizens of Kelvin's community believe in fundamental human rights, in the dignity and worth of the human person and in the equal rights of the different sexes, ethnic and cultural groups, and have determined to promote tolerance and respect for differences in our school community.

Whereas each individual has pledged to achieve, in cooperation with the school the promotion of universal respect for and observance of human rights and fundamental freedoms.

Whereas Kelvin High School subscribes to the Canadian Charter of Rights and Freedoms and the United Nations Universal Declaration of Human Rights.

Now therefore, Kelvin High School proclaims this Kelvin Declaration of Human Rights as a common standard for all members of the Kelvin community. To that end, every individual, keeping this Declaration constantly in mind, shall strive by teaching and education to promote respect for these rights and freedoms and by progressive measures to secure their recognition and observance at our school and beyond.

Article 1

Everyone is entitled to all the rights and freedoms set forth in this Declaration, without distinction of any kind, such as race, colour, sex, sexual orientation, language, religion, political or other opinion, national, or social origin, property, birth and physically or mentally challenged.

Article 2

All human beings are born free and equal in dignity and rights. They are endowed with reason and conscience and should act responsibly towards one another in a spirit of complete community. Everyone has the right to recognition everywhere as a person at school and be addressed in a respectful manner.

Article 3

Everyone has the right to life, liberty, and the security of person. No one shall be subject to harassment or to cruel, inhumane or degrading treatment or punishment as a member of the Kelvin Community. This implies that everyone will act responsibly with one another.

Article 4

No one shall be subjected to arbitrary interference with one's privacy, family, home or correspondence, nor to attacks upon one's honour and reputation. Everyone has the right to the protection of the school against such interference or attacks.

Article 5

Everyone has the right to freedom of thought, conscience and religion; this includes the right to hold opinions without interference and to seek, receive and impart information and ideas responsibly and at appropriate times.

Article 6

Everyone has the right to take part in the student council, directly or indirectly, through freely-elected representatives.

Article 7

Everyone has the right to freedom of peaceful assembly and association at the proper times; this right includes the freedom to start clubs and associations and to belong to them.

Article 8

Everyone has the right to rest and leisure at reasonable scheduled times, including reasonable limitation of study and learning hours and periodic holidays without designated study.

Article 9

Everyone has the right to education; this includes the right to intellectual development along academic, technical, aesthetic, moral, physical, professional and any other lines that enhance the all-around personal growth of the student.

Furthermore, education at Kelvin shall promote and strengthen understanding, tolerance and friendship among the school community.

Implied in the above are the following:

- a) students are to be responsible and accountable for their learning,
- b) teachers' professional judgment and expertise be respected by the Kelvin community,
- c) teachers and students have both the right and responsibility to create the necessary environment for learning.

Article 10

Parents, in conjunction with students and teachers, have a right to choose the kind of education that students receive, and to have knowledge of their child's learning and school community life.

Article 11

The Kelvin Community has the right to work and learn in a clean, physical environment. This environment includes the condition of the cafeteria, hallways, classrooms and all other public areas in and surrounding the school.

KELVIN FACT SHEET

École secondaire Kelvin High School was constructed in 1912 in response to the need to combine a general technical course with a secondary school education. The school was named in honor of Lord Kelvin, a prominent physicist and mathematician.

The present building was built in 1965 to replace the old structure. At that time student enrollment was approximately 1200 students.

Motto:	Courage, Truth, Right
Colors:	Cherry and Grey
Logo:	Clipper Ship
Team Name:	Kelvin Clippers
Enrollment:	Enrollment is generally between 1260 and 1300 students.
Programs:	i. Academic High School Program (English) ii. French Immersion iii. International Baccalaureate

STUDENT RESPONSIBILITIES

The purpose of schooling is to help young people develop the skills, knowledge and values, which will enable them to live full and worthwhile lives as contributing members of society. Kelvin is your school, and, like each student here, you have both rights and obligations. You share the school with many other people who share the same goals as you - to do as well as possible academically and to participate in and enjoy the many extra-curricular activities the school offers. Everyone can achieve these goals when rights are respected and only if Kelvin students live up to the behavioral expectations of good citizenship. We can all feel proud that Kelvin students have traditionally been looked upon as leaders in their communities.

GENERAL EXPECTATIONS

Respect for Self

As a student of Kelvin you have the right to be treated with respect and dignity. You are expected to behave responsibly and work diligently. Doing so will indicate that you have a high level of self-esteem and the characteristics of successful students.

Respect for Others

You share this school with many other people. You are expected to help it function effectively by treating both your fellow students and Kelvin staff with courtesy, by displaying a positive attitude and by using language which is appropriate. Meeting these expectations will encourage the Kelvin community to assist you in achieving your goals.

Respect for Policies

As a student of Kelvin, you have the right to a positive learning environment so that you have maximum opportunity to achieve your educational goals. Rules and policies have been developed by the school and school division to ensure that the learning climate gives each student such opportunities. Though school rules are kept to the essentials - we feel that Kelvin students can exercise a high level of self-discipline - complying with these shows respect for your rights and the rights of others.

Respect for Property

As a student of École secondaire Kelvin High School you are expected to treat the building and its contents with care so that those who follow you will enjoy the same quality of opportunity as you do now. You are responsible for caring for and returning all learning materials which are loaned to you by the school. Your consideration for others can be shown by ensuring that the building and the grounds remain clean and tidy.

Travel during the school year *revised*

You are required to complete a travel form for family, sports, musical, medical or other reasons, if you are away three or more days. A school administrator signs off on the leave. During the pandemic, families who choose to travel internationally or to the USA will contact the local health authorities before travelling and upon your return, know what COVID restrictions are in place.

Regulations for Use of Computers and Internet:

- All students sign a technology agreement in the registration process.
- Any use of the Internet or e-mail for commercial purposes, advertising or political lobbying is prohibited. Hate mail, harassment, discriminatory remarks and other anti-social behaviours are prohibited on the network. All users of the school network shall use language appropriate for school situations.
- Network accounts are to be used only by the authorized owner of the account. The sharing of passwords is prohibited.
- All network users shall not seek information on obtaining copies or modified files, data or passwords belonging to other users, or misrepresent other users on the network.
- All copyright issues regarding software information, web page content, including images, sound and text, must be respected. The unauthorized copying or transferring of copyrighted materials may result in a loss of network privileges.
- Any use of unauthorized software, even that resident on student-owned media, may result in the suspension of network privileges.

Serious Offences

A school must provide a safe and comfortable environment for students to learn effectively. Consequently, the school, the school board, or the law must deal with certain actions severely. These include:

- the use of foul or offensive language towards staff or other students in or around the school.
- the use of physical violence or verbal threats in or around the school.
- the willful disobedience towards teachers, secretaries, custodians.
- the causing of a false fire alarm.
- the causing of willful damage to school property or the property of teachers or students.
- being under the influence of, or in the possession of, alcohol or drugs while at school or at a school function.
- carrying or using weapons of any sort anywhere in the school, on school property or at related school activities.
- inappropriate use of the internet.
- these actions may lead to suspension or expulsion of a student and/or police intervention.

Smoking/Vaping

- Smoking/Vaping is prohibited in the school building and on school grounds. All tobacco products and e-cigarettes are prohibited.

ACADEMIC HONESTY – ACCEPTABLE PRACTICES FOR WORK DONE IN A 2ND LANGUAGE

In consultation with Dr. Kenneth Meadwell of the University of Winnipeg.

We expect students not to use translation engines such as Babelfish or Google translate in submitted work. A translation engine produce ready made answers which require no evaluation, no intellectual participation on the part of the student's second language acquisition. All Kelvin students provide consent to our school's academic honesty policy.

It is, in a way, asking "someone" to do the work for the student just as if he or she had asked a friend or a parent to do it. The student is, therefore, submitting work that is not his or her own and thus, it becomes plagiarism and unacceptable.

For students in our French Immersion program, we expect our students to interact and engage in all second language competencies to the best of their abilities. Google translation is not an acceptable language tool when completing assignments.

Bonpatron.com or online dictionaries are good tools to revise writing and vocabulary.

SPECIFIC PROCEDURES

Attendance

Regular attendance at school is essential for student success. It is a necessary prerequisite for quality education. Attendance at a school activity is not considered an absence. Any missed classes must be verified by a parent or guardian using the Safe Arrival website (<https://go.schoolmessenger.ca>) or school messenger app or calling the 1-855-278-4513 number.

Punctuality

All students are expected to be punctual. Chronic or disruptive late-comers will be addressed

Lockers (revised)

Lockers will not be issued first semester, however, lockers may be accessible to students in second semester. The school provides each student with a locker and a lock. Each locker user assumes full responsibility for the condition of their locker and its contents. To accommodate all students, lockers must be shared. The school reserves the right to open the lockers if the need arises. **Do not bring valuables to school. The school cannot be responsible for replacing lost items.**

Cafeteria (revised)

Food services will be available this year. All food will be pre-packaged. Multiple payment options are available such as cash, tap, apple pay, etc. Cafeteria hours are 8:15 am to 2:30 pm.

The cafeteria services is provided for the convenience of all students/staff in the school. Students are encouraged to place all garbage in the containers provided, food waste in the compost bins. We would appreciate it if all food and drink are to be consumed in the cafeteria. We ask that all students cooperate in this matter in that everyone prefers to work in a clean environment. Grade 9 students are prohibited from being in the cafeteria except noon hour. There are no spares on the timetables of Grade 9 students.

Visitors (revised)

All visitors coming into the school building during the pandemic must make an appointment; virtual appointments are recommended. Access to the school is limited for parents, guardians and volunteers at this time.

Smudging

Held mornings at 8:45 am by Kingsway doors

Telephone and Cell Phones

Pay-phones are located on the main floor. Unless an emergency occurs, students are expected to use these phones for all personal calls. The use of cell phones during class time is at the discretion of the teacher. If used inappropriately, it will be confiscated. First offense the phone is returned to the student at 3:30. For a second and consequent offenses, parents or guardians must pick up the phone in the office from an administrator.

Illness

Students who are ill during school hours are asked to proceed to the student office. Parents/Guardians will be notified.

Health Care Plans

Students with specific health care needs (ie. Asthma, anaphylactic, cardiac, diabetes and other) must complete a URIS Group B application.

THE WINNIPEG SCHOOL DIVISION **CODE OF CONDUCT**

The purpose of the Winnipeg School Division Code of Conduct is to promote a healthy school culture where high levels of achievement occur within a positive school environment. The Winnipeg School Division believes that everyone has the right to be treated with dignity and respect.

Division staff, parents/guardians, students and community will promote the development of beliefs and attitudes that create a safe and caring learning environment.

ROLES AND RESPONSIBILITIES:

STUDENTS ARE EXPECTED TO:

- be polite, respectful and cooperative to all, regardless of race, religion, gender, age, or sexual orientation. Abusive language and aggressive behaviour are unacceptable at all times;
- attend school regularly;
- be on time, bring all required supplies and completed homework;
- when finished for the day, leave the school grounds promptly;
- dress appropriately for classes and school activities;
- respect school property and the property of others;
- make the most of the time in school; strive for academic excellence through classroom participation;
- solve conflicts peacefully through discussion or by seeking help. Bullying or abusing another person verbally, physically, sexually or psychologically will not be tolerated;

- be aware that gang involvement will not be tolerated on school sites;
- follow school and Division policies respecting appropriate use of electronic mail and the Internet, including the prohibition of material that the school has determined to be objectionable;
- be aware that trafficking, using, possessing or being under the influence of alcohol or illicit drugs is unacceptable and will not be tolerated;
- follow this Code of Conduct and the Code of Conduct for Kelvin High School.

STAFF ARE EXPECTED TO:

- show common courtesy and respect to all, regardless of race, religion, gender, age, or sexual orientation. Abusive language and aggressive behaviour are unacceptable at all times;
- provide the programs and services prescribed by the Winnipeg School Division and the Department of Education, Citizenship and Youth;
- establish a positive learning environment;
- evaluate students' achievement, and explain to the students and parents the evaluation procedures being used;
- keep students, parents/guardians and administration informed about student progress, attendance and behaviour;
- treat all students and other staff members fairly and consistently;
- respect confidential information about students and staff;
- dress appropriately for the working environment;
- assist students in resolving conflicts peacefully and use the Code of Conduct to encourage appropriate behaviour;
- support and implement proactive and reactive intervention strategies through a continuum of supports and services.

PARENT(S), GUARDIAN(S) ARE EXPECTED TO:

- show common courtesy and respect to all, regardless of race, religion, gender, age, or sexual orientation. Abusive language and aggressive behaviour are unacceptable at all times;
- ensure their children attend classes regularly, arrive at school on time and do their homework;
- attend school events, support the school and stay in contact with school staff;
- help their children develop positive attitudes to school and respect for the staff and school property;
- encourage the peaceful resolution of conflict. Discourage violent or aggressive behaviour to solve a problem;
- communicate regularly with the school and advocate for their child's success;
- try to solve any concerns with the child's teacher. If unresolved, contact the principal. If the problem remains, then contact the superintendent. If the concern is not resolved at this level, then contact the Board of Trustees.