

Safe and Caring Learning Environment, Policy No. 2

PAES Board Policy

Purpose

Consistent with its mission and vision, the Progressive Academy Education Society is committed to creating a safe, caring, respectful, inclusive, equitable, and welcoming learning environment for all members of our community. Our school's environment shall be one that recognizes and respects diversity, provides equity of learning opportunity for all students, respects human rights, and fosters a sense of belonging of all students within a respectful school community.

Safe and Caring Learning Environment, Policy No. 2 reinforces our existing policy Welcoming, Caring, Respectful and Safe Learning Environment by expressing it in the language and manner required by current legislation.

Policy Requirements

Board Responsibility

1. The Progressive Academy Education Society ("Board") has the responsibility to ensure that each student enrolled in Progressive Academy ("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 section 16.1(1) of the School Act

2. If one or more students attending a school operated by the Board requests 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 at the School under s. 16.1 of the School Act

3. In accordance with section 45(4)(b) of the *School Act* which legislatively mandates the Board 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 give permission for the establishment of the student organization or the holding of the activity at the School, and
- (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.

4. 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.
5. For greater certainty, the principal shall not prohibit or discourage students from choosing a name that includes “gay-straight alliance” or “queer-straight alliance”.
6. The principal shall immediately inform the Board and the Minister of Education (“Minister”) if no staff member is available to serve as a staff liaison referred to above at subsection 3(b) and 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.
7. The principal is responsible for ensuring that notification, if any, respecting a voluntary student organization or an activity referred to in subsection 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

8. As legislatively mandated by section 45(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, and
 - (b) is otherwise consistent with the usual practices relating to notifications of other student activities..

Section 45.1(3) School Act Statutory Requirements

9. As legislatively mandated in section 45.1(3) of the *School Act*, 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.

Code of Conduct

10. As legislatively mandated by section 45(5) of the *School Act*, the Code of Conduct herein set out to:

- a) Provide all students with a welcoming, caring, respectful and safe learning environment;
- b) Establish a reasonable and caring balance between individual and collective rights, freedoms and responsibilities within the school community
- c) Provide clear expectation to all members of the Progressive Academy community

11. In order to ensure that students conduct themselves in an appropriate manner at all times, the students attending the School shall be subject to this Code of Conduct.

12. Students shall conduct themselves so as to reasonably comply with the following Code of Conduct:

Student Code of Conduct

Students are expected to conduct themselves so as to reasonably comply with the following Code of Conduct:

Acceptable Conduct

1. attend school regularly and punctually;
2. be prepared for your studies;
3. contribute positively to the environment and culture of Progressive Academy
4. be diligent in your pursuit of learning;
5. know and follow the rules of the school;
6. cooperate fully with those who provide education programs and other services to you;
7. conduct yourself with academic integrity;
8. refrain from and report all incidents of academic misconduct including, but not limited to, cheating and plagiarizing
9. use school resources and technology appropriately and ethically;
10. be accountable to your teachers for your conduct;
11. respect the rights of others;
12. learn to resolve conflict in a respectful and non-threatening manner that assists in personal growth;
13. refrain from and refuse to tolerate bullying whether in or outside of the school or school hours or electronically;
14. Inform a responsible, trusted and caring adult in a timely manner of incidents of bullying, harassment, intimidation or other unwelcoming or uncaring acts;

Unacceptable Conduct

Students are accountable for their behaviour whether or not it occurs on school property or within the school day. When behaviour that occurs off school property or outside of regular school hours threatens the safety or well-being of individual within the school community or disrupts the learning environment, school administrators may apply consequences for the behaviour.

Examples of unacceptable conduct includes but are not limited to:

1. any actions contrary to the student code of conduct;
2. behaviours that interfere with the learning of others;
3. behaviours that disrupt Progressive Academy's safe, caring, and respectful school environment;
4. discrimination. In keeping with the Alberta Human Rights Act, no student or person may discriminate against a student on the basis of an individual student's race, colour, ancestry, place of origin, religious beliefs, gender (including sexual harassment, and gender identity) physical disability, mental disability, marital status, family status, source of income or sexual orientation.
5. Acts of bullying, harassment or intimidation. As defined by the School Act, Section 1.1(b.1) bullying is defined as the "repeated and hostile or demeaning behaviour by an individual in the school community where the behaviour is intended to cause harm, fear or distress to one more individuals in the school community, including psychological harm or harm to an individual's reputation."
6. Acts of retribution against an individual who has intervened to prevent bullying or informed about bullying or other unacceptable behavior
7. physical violence
8. possession, use or distribution of illegal substances, items or images
9. Any illegal activity

Consequences for unacceptable conduct

Students are expected to conduct themselves in keeping with their responsibilities as students. The school will investigate each instance of unacceptable conduct and follow a course of action appropriate to the circumstance.

In the assessment of the potential consequences of unacceptable behaviour, the School considers a student's age, maturity, individual circumstances, and frequency of the misconduct. In addition, the specific circumstances of the situation and of the student must be taken into account when determining appropriate responses to unacceptable behaviour.

Unacceptable conduct may be grounds for disciplinary action, and provides the student with an opportunity for critical learning and reflection in the areas of personal accountability and responsibility, the development of empathy, as well as communication, conflict resolution, and social skills development.

Disciplinary action will be carried out in a manner consistent with the principles of logical consequences and fundamental justice.

When a student engages in unacceptable behaviour, consequences may include, but are not limited to:

1. Assistance for the student with regard to personal reflection and understanding consequences of continuing the mis-conduct;

2. reparation for the injury, damage or loss resulting from the mis-conduct;
3. interventions such as positive behaviour supports, contracts, counselling, restorative practices;
4. temporary assignment of a student to an alternate supervised area within the school;
5. short term removal of privileges including removal from school-related extra-curricular activities and/or groups;
6. in or out-of-school suspension;
7. assignment to an alternative learning environment (example: home schooling)
8. Denial of re-registration in subsequent school years;
9. recommendation for expulsion

Remediation and Support

In order to foster a positive learning environment, the Progressive Academy Education Society will engage in reasonable and caring efforts to support all individual(s) who may have been the subject or victim(s) of unacceptable behaviour(s) and to support perpetrators of unacceptable conduct to improve their conduct. Supportive actions may include, but are not limited to:

1. Mentoring of individual students by older students;
2. More focused attention to individual students to address specific circumstances;
3. Regular follow-up meetings of specific teachers with individual students;
4. Student Peer Support Groups
5. Counselling; and
6. Restorative justice processes.

Accountability

The Principal will be responsible for implementation of this policy through appropriate communications to stakeholders, including staff, students and parents.

Progressive Academy's Code of Conduct shall be made publically available on the School website and shall be provided to all staff, students, and parents.

The Code of Conduct shall be reviewed each school year by the Superintendent, Principal and school staff.

The *Personal Information Protection Act* governs the disclosure of personal information by the Board, in accordance with Section 45(4)(d) of the *School Act* .

References

- a) *Progressive Academy Board Policy, Welcoming, Caring, Respectful and Safe Learning Environment*
- b) *Alberta School Act, RSA 2000, c S-3: preamble, sections 2, 3, 16, 28*
- c) *Alberta Bill of Rights, RSA 2000, c A-14: preamble, sections 1 and 2*
- d) *Alberta Human Rights Act, RSA 2000, c A-25.5: sections 7, 8 and 11*
- e) 2017 Bill 24, Third Session, 29th Legislature, 66 Elizabeth II (“Bill 24”)
- f) *United Nations Convention on the Rights of the Child (1990), article 5*
- g) *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)*
- h) *Alberta’s Personal Information Protection Act*

RESPONSIBLE FOR:		<i>Executive Director</i>		
APPLIES TO:		<i>All Staff</i>		
REFERENCE DOCUMENTS: AB ED Funding Manual				
VERSION	DATE APPROVED	WRITTEN BY	APPROVED BY	DATE FOR REVIEW
1.0.0	May 29, 2018	C-Anne Robertson based on AISCA Template	Board of Directors	May 2023

