

Student Rights and Responsibilities 2022-2023

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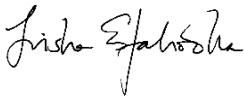
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Our Commitment to High Quality Learning Environments

At Edmonton Public Schools, we are deeply committed to the success and well-being of our students. Each student deserves a welcoming, inclusive, safe and healthy learning environment that supports their learning, respects diversity, and nurtures a sense of belonging.

As a Division, we have established clear behavior expectations for all students, from Kindergarten to Grade 12. The expectations are outlined in the Board's [Student Behavior and Conduct Policy](#) which was developed in consultation with students, parents, staff and community members. The policy outlines the rights and responsibilities of students and our expectations for student conduct, and the potential responses when students demonstrate unacceptable behavior.

The role of parents and families in their child's education plays a vital role in promoting positive student behavior. Partnerships with families continue to make a difference for our students and staff. By working together, we will ensure our students learn the importance of good character and conduct, and our schools will remain safe and secure places to learn and thrive.



Trisha Estabrooks
Board Chair

Student Success and Safety—Our Highest Priorities

It is our shared responsibility to ensure that each student can learn and realize their potential within a safe and caring learning environment. In addition to teaching the necessary learning outcomes, our schools are places where students can develop the character and skills needed to become responsible, respectful, compassionate and successful citizens.

School staff use Board Policy [HG.BP—Student Behavior and Conduct](#) as the basis for creating this **Student Rights and Responsibilities** document. This document is designed to communicate expectations, and balances the overarching rights and responsibilities that are communicated in our policy with the unique context of each school. The expectations and processes outlined in this document are implemented by principals in collaboration with school staff, parents and local communities.

Ensuring each student can thrive in a safe, productive and welcoming learning environment is essential to our work in improving student achievement and high school completion rates. By working together to promote positive attitudes and responsible, respectful behavior in our schools, we believe students will receive the greatest benefit during their educational journey.



Darrel Robertson
Superintendent of Schools

Supporting Student Success

Members of the Edmonton Public Schools community, including students, parents, staff and trustees, have a shared responsibility to help students be successful in school. Safety and well-being is fundamental to our students thriving as learners, and experiencing success and fulfillment both at school and in their lives. This *Student Rights and Responsibilities* document has been created to communicate clear expectations for how our students are expected to behave in order to ensure they become the best students and citizens they can be.

Parents support their child's success and positive behavior by:

- taking an active role in their child's personal and academic success
- reviewing expectations outlined in this document with their child and helping them develop the skills required to meet the school's expectations
- helping them to attend school regularly and punctually
- encouraging and modeling collaborative, positive and respectful relationships with others in the school community
- contributing to a welcoming, caring, respectful, and safe learning environment
- reporting to the school any circumstances which may impact student safety

Students are responsible for their behavior and effort, and are expected to:

- contribute a welcoming, caring, inclusive, respectful and safe learning environment that commits to anti-racism and equity
- learn, practice and demonstrate positive personal and interpersonal skills and attributes
- use their abilities and talents to gain maximum learning benefit from their school experience
- attend school regularly and punctually
- be accountable for behavior which impacts others in the school, whether or not the behavior occurs within the school building or during the school day or by electronic means

School staff will help your child succeed by:

- providing a welcoming, caring, respectful, inclusive and safe learning environment that respects diversity, commits to anti-racism and equity, and fosters a sense of belonging
- ensuring that students and parents understand the school's expectations for student behavior
- establishing supports and processes at the school to proactively guide positive student behavior
- helping students develop and practice the skills and attributes to meet these expectations
- working with students, parents and other school staff to address behavior concerns, including implementing appropriate responses to address inappropriate student behavior

To support a shared understanding of the language and intent of this document, refer to the [glossary](#) for a definition of terms.

Our Belief and Commitment

At Centre High Campus, we believe and share in Edmonton Public Schools' commitment for creating a healthy, respectful learning environment for all students, staff members and stakeholders.

We recognize the worth and story of every person. We are committed to working toward the elimination of objectionable behavior in our school and to maintaining an environment that is respectful, safe, nurturing and positive for everyone. Please help us achieve this goal by interacting in a manner which respects the dignity and value of others. A welcoming, safe, respectful, caring environment enables all of us to honor and pursue our Division motto of **“Enhancing pathways for student success”**

In recognizing the varied and unique needs of 4th, 5th and 6th year high school students our mission is to create and provide flexible, innovative programming for students in their quest to realize success in their career, educational, and life goals. Our students require assistance in assessing their strengths, identifying options, and obtaining skills and credentials to transition to post secondary studies, the world of work, and their adult lives. Centre High Campus incorporates various support mechanisms which focus on classroom strategies, career development, and alternative delivery options to ensure student forward progress and success. Our faculty continue to explore and implement research-based best practices as well as work and share in professional collaborative teams focused on meeting the needs of our clients.

Rights and Responsibilities

Our School Division recognizes the following fundamental rights and responsibilities:

All students have the right to be treated with dignity, respect and fairness by other staff and students.

Students, parents, staff and trustees have a shared responsibility to create and support welcoming, caring, respectful, inclusive and safe learning environments.

All members of our school community are expected to respect diversity and not engage in any form of bullying, harassment, threats, intimidation or discrimination on the basis of race, religious beliefs, colour, gender, gender identity, gender expression, physical disability, mental disability, ancestry, place of origin, marital status, source of income, family status or sexual orientation.

Students and parents have a right to be informed about Division and school expectations for student behavior. To support this right, all schools' Student Rights and Responsibilities documents will be posted on SchoolZone and on school websites.

Anti-Racism and Equity

All members of the Edmonton Public Schools community:

- have the right to learn and work in an environment that:
 - welcoming, caring, respectful, and safe environment
 - to be treated with dignity and respect in and outside of the school. It is everyone's responsibility to treat others with honour and polite consideration.
 - is free of discrimination, prejudice, and racism
 - recognizes diversity as a strength
 - supports each individual to be included and feel represented in their greater school community
 - everyone's personal actions, demonstrate a commitment to kindness, equity, and anti-racism

- have the responsibility to:
 - demonstrate respect for diverse cultural perspectives, traditions, languages, beliefs and values
 - learn and work together as a part of the broader school community to end racism and discrimination
 - report, not participate in, and not tolerate acts of racism or discrimination.

These rights and responsibilities are communicated in the *Alberta Human Rights Act* and the *Education Act* and are reinforced in Division policies and regulations which are publicly available and include [AE.BP—Welcoming, Inclusive, Safe and Healthy Learning and Working Environments](#), [HG.BP—Student Behaviour and Conduct](#), [HG.AR—Student Behaviour and Conduct](#), and [HFA.AR—Sexual Orientation and Gender Identity](#) and HAAB.BP – Anti-Racism and Equity.

Student Behavior Expectations

To ensure that Centre High Campus is a positive learning environment for everyone, all students are expected to comply with expectations set by our school Division, as well as school rules which are in place for the benefit of all members of our school community. These expectations apply to all students in the school community, including while learning and engaging with others both in-person and online.

Board Policy [HG.BP – Student Behavior and Conduct](#) outlines that students are expected to behave in accordance with section 31 of the *Education Act* which states that, a student, as a partner in education, has the responsibility to:

- attend school regularly and punctually,

- be ready to learn and actively engage in and diligently pursue the student's education,
- ensure the student's conduct contributes to a welcoming, caring, respectful and safe learning, environment that respects diversity and fosters a sense of belonging,
- respect the rights of others in the school,
- refrain from, report and not tolerate bullying or bullying behavior directed toward others in the school, whether or not it occurs within the school building, during the school day or by electronic means,
- comply with rules of the school and the policies of the Board,
- cooperate fully with everyone authorized by the Board to provide education programs and other services,
- be accountable to the student's teachers and other school staff for the student's conduct, and
- positively contribute to the student's school and community.

Furthermore, students are expected to:

- resolve conflict or seek assistance to resolve conflict in a peaceful, safe, and non-threatening manner that is conducive to learning and growth. Strategies for addressing conflict between students may include counseling, mediation, or forms of restorative practice.
- use school and personal technology appropriately and ethically
- ensure that they conduct themselves with academic integrity and refrain from and report all incidents of academic misconduct including, but not limited to, cheating and plagiarizing.

Regular Attendance

Regular attendance is strongly linked to student academic success and a student's sense of belonging at school. Students are only considered to be excused from attending school if they must be away due to:

- sickness or other unavoidable cause
- the day being recognized as a religious holiday by the religious denomination that the student belongs to
- suspension or expulsion
- an exemption from compulsory attendance granted by the Board for a defined period of time

Absences and Homework

If you will be absent and require homework information to remain current in the class, log-in to Google Classroom, Remind App, School Zone or your CHCLearn account at chc.learn.epsb.ca. All absences should be communicated directly to your teachers.

Attendance and Punctuality

Regular attendance is one of the most important contributing factors to student learning, success, and academic achievement. Being present allows your teachers to effectively provide learning, assess learning, and offer ongoing appropriate support. Success at Centre High Campus is highly correlated with regular attendance so please schedule appointments (eg, medical, dental) outside school hours.

Regular attendance allows students to successfully participate in and understand the concepts taught in the classroom. If you have problems attending classes regularly or getting to class on time, you will be required to review solutions and/ or alternative choices with an administrator.

Student Dress Code

At Edmonton Public Schools, students are expected to dress in a manner that reflects a welcoming, respectful, inclusive, safe and healthy learning environment. School expectations for student attire take into account a student's right to fairness, dignity and respect, and will not discriminate against students based on race, gender, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, socio-economic status, or body type. As examples, clothing items including, but not limited to, durags, turbans, hijabs and burkas are all acceptable and appropriate attire.

Student safety and wellbeing are our highest priorities. Students are expected to refrain from wearing, carrying, or displaying any clothing or accessories which pose a safety hazard. Students are not permitted to wear lanyards around their neck.

Student Responsibilities in Relation to COVID-19

The Division's first priority is always to ensure the health and wellbeing of students and staff. Students are expected to abide by protocols and expectations that are established at the school, Division, or provincial level for K-12 education, in relation to COVID-19.

These expectations will be communicated to students, parents, and staff by the school administration in a timely manner, and may be updated over the course of the school year.

Responsible and Ethical Use of Technology

Our Division is committed to assisting students to become ethical, informed digital citizens. We strive to ensure that appropriate and responsible technology use supports high quality teaching and learning, while also ensuring a respectful, inclusive, and safe learning and working environment.

Technology refers to any computer, software, network, or internet access on any electronic device, including those owned by the student or the Division. Division technology is intended for educational purposes and cannot be used for purposes that are illegal, unethical, disrespectful, hateful, inappropriate, or that cause harm.

Students are accountable for their behavior when using technology, including when a student's online behavior outside of the school building or beyond the school day impacts others in the school community. A range of responses as outlined in [HG.BP – Student Behavior and Conduct](#), including loss of technology privileges, may be put in place to address unacceptable use of technology.

As digital citizens, students have the following responsibilities:

- **Demonstrate respect and integrity**
 - understand that expectations for conduct and academic integrity while online, including when using personal devices and outside of school hours, are consistent with school and Division expectations (for example, students should only join online classes in which they are enrolled)
 - use good judgment and participate appropriately in online environments such as meetings, chats, and other applications, and when posting or sharing digital content
 - communicate in a manner that is appropriate, respectful and inclusive at all times

- **Be safe and secure**
 - protect passwords and personal information of self and others including photos, name, age, address and other contact information
 - students must ensure they log in only to their assigned EPSB account, and log off devices and meetings when finished
 - obtain permission before downloading files, including games, music, and movies
 - report, and refrain from searching, viewing, downloading, or sharing, any illegal or inappropriate content
 - do not record or share any audio or video of in-person or online classrooms or other learning activities
 - obtain consent before photographing, recording, or sharing a photo or recording of another person

- **Respect and protect property**
 - demonstrate proper care and security of personal and Division technology
 - understand that students are responsible for the care and security of personal devices brought to school

Acceptable Use of Technology - Additional Expectations at CHC

It is expected that you will use sound judgment when using computers, cell phones or other technology at Centre High Campus. In keeping with that expectation, behaviors such as the following are not acceptable:

- using school computers in a recreational manner (ie, surfing the Internet without an academic purpose)
- using a technology to harm other people or their work in any way;
- violating the privacy of others by viewing or altering work that is not your own without permission;
- interfering with the operation of the school network, local area network, district network, or the internet;
- installing illegal, harmful, or inappropriate software;
- violating copyright laws or plagiarizing;
- creating, viewing, sending, or displaying messages or pictures that are inappropriate to an educational environment;
- sharing passwords with another person;
- using school resources such as data storage, access time or paper for non-educational use;
- using technology for the purpose of cheating.
- cell phones must be in **silent mode** and **not used during class**. During exams, cell phones must be turned off and not in your possession.

As a Centre High Campus student, you should understand that your technology privileges are limited to the networks of Centre High Campus and Edmonton Public Schools. Centre High staff have the right to review any materials you may store on network space as well as any information you have acquired from the internet. You are held accountable for your actions. Contravention of the acceptable use policy may result in any or all of the following:

- termination of technology privileges;
- suspension from school;
- expulsion from school;
- expulsion from the Edmonton Public Schools system;
- criminal charges.

Due to health reasons, it is expected that students supply their own headsets for use with our computers.

Unacceptable Behavior

Any behavior, whether or not it occurs on school property, or within the school day, which disrupts the educational atmosphere of the school or which interferes with the rights of others to learn, to be respected or to feel safe is unacceptable.

As outlined in Board Policy [HG.BP – Student Behavior and Conduct](#), unacceptable behavior includes, but is not limited to:

- behaviors that interfere with the learning of others and/or the school environment
- behaviors that create unsafe conditions
- acts of bullying, harassment, threats, or intimidations whether it be in person, indirectly, or by electronic means
- physical violence
- retribution against any person who has intervened to prevent or report bullying or any other incident or safety concern
- possession, use, or distribution of substances restricted by federal, provincial, municipal, Division or school authorities
- any illegal activity such as:
 - possession, use, or distribution of illegal substances
 - possession of a weapon or use of a weapon (or replica) to threaten, intimidate or harm others
 - possession, use, display, or distribution of offensive messages, videos or images
 - theft or possession of stolen property
- any breach of rules and expectations established by Division administrative regulations or a school-based code of conduct
- failure to comply with *Education Act*, section 31 regarding student responsibilities

*Prohibited Substances: Alcohol, tobacco, tobacco-like products and cannabis are considered to be restricted substances for all students in Edmonton Public Schools. Illegal substances are also prohibited on EPSB property, school field trips, events, functions and activities.

Bullying and Conflict

Bullying is defined in the *Education Act* as 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 or more other individuals in the school community, including psychological harm or harm to an individual's reputation. Bullying also includes the distribution of an intimate image of another person knowing that the person depicted in the image did not consent to the distribution, or being reckless as to whether or not that person consented to the distribution.

Bullying can take different forms:

- physical (e.g., pushing, hitting)
- verbal (e.g., name-calling, threats)
- social (e.g., exclusion, rumours)
- electronic (e.g., using technology to harass or threaten)

Conflict occurs when there is a breakdown in relationships between individuals that results from a disagreement or misunderstanding. While conflicts may require staff intervention, they are considered to be a natural part of how students learn to navigate relationships.

All students are expected to refrain from, report and not tolerate bullying or bullying behaviour directed toward others in the school, whether or not it occurs within the school building, during the school day or by electronic means. Students are also expected to resolve conflict or seek assistance to resolve conflict in a peaceful, safe, and non-threatening manner that is conducive to learning and growth. School staff can help address conflict between students using strategies that may include counselling, mediation, consequences and/or forms of restorative practice.

School Responses to Unacceptable Behavior

Our Division acknowledges the importance of responsive discipline which involves a continuum of interventions that aim to build a sense of community in schools, facilitate healthy relationships, support behavioral changes, repair harm, and hold students accountable.

Edmonton Public Schools' policy [HG.BP – Student Behavior and Conduct](#) outlines the following:

Unacceptable behavior may be grounds for disciplinary action which 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.

The specific circumstances of the situation and of the student are taken into account when determining appropriate responses to unacceptable behavior.

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

- temporary assignment of a student to an alternate supervised area within the school
- temporary assignment of a student to an alternate learning location
- short term removal of privileges
- interventions such as positive behavior supports, contracts, counseling, restorative practices
- replacement or reimbursement for loss of, or damage to property
- in-school or out-of-school suspension
- recommendation for expulsion

Students are expected to cooperate with investigations by school administration. When contemplating and conducting a reasonable search of student property (including electronic devices), school administration must balance a student's reduced expectation of privacy in relation to school matters, with the need to provide a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging for students and staff.

Electronic Device Search

If Edmonton Public School Board staff have reasonable grounds to believe that an electronic device contains evidence pertaining to a breach of the District's Student Behavior and Conduct Policy and/or the School Behavior Policy, it is the expectation that students make available to school administration the unaltered contents of the permanent and/or removable memory of their cellular phone or electronic device. Failure to make the contents available can be considered willful disobedience and is grounds for disciplinary action.

Smoking and Vaping

Centre High and MacEwan University property are smoke-free locations. Students who are 18 years of age and older who choose to, must smoke/vape off/away from school property. Safely dispose of cigarettes in the ashtrays provided by the City of Edmonton.

Theft

Theft is a criminal offence and will be treated as such. Do not bring large sums of money or valuable items to school, and never leave your possessions unattended. Please report thefts to the administrative office and complete a loss/theft report. Note: Centre High Campus is not responsible for lost or stolen items. Any Centre High Campus student accused of theft in the school or immediate community will be dealt with swiftly and firmly. Restitution and community service may be a part of the process.

Lanyards

Division insurance outlines that, to reduce the risk of injury, students are not permitted to wear lanyards around their neck. The Division-wide expectation applies to all students.

Vandalism

Centre High Campus is a beautiful facility worthy of respect and care. Vandalism, including graffiti, will result in suspension or expulsion, and charges will be considered. Students who willfully damage school property will be assessed the cost of repairing the damage.

Weapons

There is zero tolerance for weapons in all Division schools. Possession of a weapon at Centre High Campus will lead to expulsion. A weapon is anything that could be potentially harmful to you or others.

Academic Integrity: Cheating and Plagiarism

Integrity is a Division core value which implies that academic integrity is expected cheating is not acceptable. This includes plagiarism, copying, stealing tests or assignments and getting answers for a test or assignment in advance. Cheating also includes giving answers or work to others to claim as their own. Students must do their own work and protect the intellectual property of teachers. Plagiarism is a deliberate act of literary theft. It is dishonest and demonstrates a lack of integrity. It occurs when a writer uses someone else's words or ideas without telling the reader or giving appropriate credit (see below). It is regarded as an academic crime in every educational institution and may result in severe consequences.

Reading what other people have thought and using their ideas as a springboard for your own thought is a large part of what education is all about. The problem arises when you fail to acknowledge what you know to be someone else's work. If you use quotation marks, footnotes and a bibliography to identify your material, you have not plagiarized.

Edmonton Public Schools is helping to shape the future in every one of our classrooms. We're focused on ensuring each student learns to their full potential and develops the ability, passion and imagination to pursue their dreams and contribute to their community.

