



Title	BVCS Discipline Policy
Effective Date	April 2025
Approving Body	Board of Directors
Replaces	

BVCS Discipline Policy

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A. Introduction

The following key points are considered in the process of discipline at BVCS. Discipline of students at BVCS:

- is inseparable from the process of Christian discipleship
- is intimately tied to an extension of grace
- includes the commitment of involved families
- follows a consistent, stated process, understood and adhered to by students, families, school staff and the school board
- is sensitive to individual student and family situations
- is based on respect for the dignity of the child as a creation of God (Genesis 1:27)

Christian discipline is a process of leading, guiding, nurturing, and directing the child in the path of service to God and to his or her neighbours. Discipline provides an opportunity for children to be redirected, to strive against sin, to overcome weakness, to build inner peace and righteousness in their lives and to partake in the holiness of God (see Hebrews 12). Through discipline children must see the grace of God.

Nurture and guidance are established in at least four ways. First, classroom learning should be structured so that children can work productively and have a measure of responsibility for their own learning decisions. Secondly, teachers are called to be role models and examples to students. Thirdly, teachers should establish and enforce rules which encourage obedience to God and respect for His creation. Fourthly, discipline needs to refocus students' eyes on serving God in all their actions even while helping them experience His grace. "If you have any encouragement from being united with Christ, if any comfort from his love, if any fellowship with the Spirit, if any tenderness and compassion, then make my joy complete by being like-minded, having the same love, being one in spirit, and purpose. Do nothing out of selfish ambition or vain conceit, but in humility consider others better than yourselves. Each of you should look not only to your own interests, but also to the interests of others." (Phil. 2:1-4)

B. Respect

BVCS discipline policies and procedures are based on the concept of respect. Students are expected to display respect in the following ways:

Respect for Other Students

Students must treat each other with respect in and out of class, including the online world. All students feel a need to belong, and students should try to look out for each other. This respect helps establish a learning/working environment that allows each student to develop their God-given potential.

Respect for Staff

Students are expected to respect the learning/teaching environment for the sake of teachers as well. This respect is demonstrated by cooperation, honesty and by politeness.

Respect for School and Student Property

BVCS belongs to all of us. Students must refrain from defacing lockers, walls, books, binders, and other property, especially with offensive or inappropriate material. Students should take care of their own belongings, place litter and recyclables in their respective bins, and clean up spills when they cause them. Students are expected to inform a staff member when they observe or know about a serious and/or dangerous act of vandalism.

Respect for Community

BVCS operates within the community of Smithers and beyond, especially considering the online world. BVCS students are expected to demonstrate respect for this wider community by welcoming visitors, interacting in positive ways when in the community as part of school activities, and in their public online communications.

C. Key Components

Prevention

Many disciplinary matters are best handled with a simple and immediate response: a reminder, a word of reprimand or warning, removal from an activity, loss of a privilege. Preventive discipline consists of wise and clear expectations, communicated effectively by staff members as to acceptable behaviour within the school.

Restoration

When dealing with difficult discipline situations, BVCS embraces the philosophy of restoration, a mirror of how God calls us to live together in community. It is a philosophy that honors the worth of all regardless of who they are or what they do. It recognizes the importance of community in individual lives and believes that the healing of broken relationships is possible.

As a Christian school, we long that the Spirit of the Lord will prevail in our hallways, gym, staffroom, and classrooms. Our staff have been called to walk with students through nods, nudges, and encouragements; to walk through the discouragements and to urge students to live out a faithful response to our Maker. We long for students to take responsibility for their actions, come to an understanding of how their actions have affected others, and provide a space and place to repair the harm that has been caused. Effective discipline is to guide people back into a restored relationship with God and community.

Rules and guidelines exist to help remind the various groupings that make up BVCS (staff, students, administration, and parents) that they each make up merely one part of the community and must always consider others. The fundamental hypothesis of restorative practices is that students are more cooperative, productive, and more likely to make positive changes in their behavior when those in positions of authority do things with them, rather than to them or for them. One of the aims of discipline is to develop community and to manage conflict and tensions by repairing harm and restoring relationships.

Progressive Discipline

Progressive discipline is necessary when the behaviour of a student is repeated or increases in severity, and increasingly serious consequences for repeated or escalating misbehavior may be required. Where first offenses may only require mild corrective actions (such as verbal warnings or restorative conversations), repeated or escalating behaviour may require more serious consequences if the behavior continues.

Individuality

BVCS recognizes that each individual and situation is different, and wisdom and discernment must be used by teachers and administrators when navigating complex situations. While policy and procedures are necessary guides for discipline situations, BVCS also puts trust in staff and administrators to use wisdom and understanding in dealing with disciplinary situations.

D. Responsibilities

Student Responsibility:

- Students at BVCS are expected to demonstrate respect for other students, staff members, school property, and the larger community
- Students are expected to encourage fellow students by setting good examples and by verbal correction or encouragement when appropriate
- Students are expected to be honest and forthright
- Students are responsible for informing staff members of serious breaches of school rules, especially when the safety and well-being of others is at stake.
- Students are responsible for working towards reconciliation with fellow students and/or staff members when conflict or disciplinary situations occur

Staff Responsibility:

- Staff have the responsibility to maintain a safe and positive environment
- Administrators are responsible for understanding and applying the school's discipline policies
- Staff members are responsible for communicating with administration and parents when serious or escalating actions occur. Some matters may be communicated by the administration
- Staff members are responsible for working towards reconciliation when dealing with a disciplinary matter

Administrator Responsibility:

- Administrators are responsible for understanding and applying the school's discipline policies
- Administrators are responsible for informing the board regarding all discipline items that require significant actions, such as a student contract or suspension

Parents'/Guardians' Responsibility:

- Parents/guardians share in the responsibility of supporting a safe and positive environment at BVCS
- Parents/guardians are responsible for attending meetings with staff and administration when requested by the school
- Parents/guardians have the responsibility of following up on disciplinary situations at home and supporting the steps taken by the school. In cases where there is disagreement, the parent/guardian has the responsibility of communicating their concerns to the staff member involved. If no satisfactory resolution is found, the parent/guardian has the responsibility of speaking to the principal.

E. Procedures

Classroom Discipline

Step 1: Behavior that is deemed inappropriate will be addressed in quick and simple ways. This might be with a nod, a look, a verbal prompt, a redirecting encouragement or a brief directive. The problematic behavior may need to be addressed more than once. A brief follow-up discussion may be needed to clarify the need for changed behavior. Student follow through (i.e. changed behavior) will indicate that the student accepts responsibility for his or her problematic behaviour and has taken the necessary steps to restore community.

Step 2: If the problem persists, staff will talk to the student. This dialogue will involve discussing the reasons why a specific behavior must stop or change and guiding the student towards changed behavior. The conversation might include explaining how the behavior disrupts the learning environment and damages relationships. The need for changed behavior, in order to indicate an acceptance of responsibility and to restore brokenness, will be re-emphasized. A verbal agreement will be reached together and consequences for not following through will be carefully outlined. Communication with parents (via a text, email, letter, or phone call) may accompany this second step.

Step 3: Involvement of administration: The following two types of behaviours will result in involvement of administration.

Type I Behavior will result in reprimand, work assignment, detention, suspension or other form of disciplinary action, at the discretion of administration. Type I behaviors include the following:

1. Serious inappropriate conduct on school property / at school events
2. Serious classroom/school disturbances/disrespect/insubordination
3. Repeated dress code violations
4. Serious and/or repeated Inappropriate physical contact between students
5. Serious obscene, profane, hate, or vulgar speech
6. Serious or repeated misuse of any electronic devices
7. Cheating, falsification, forgery

8. Harassment

Type 2 Behaviors: may result in suspension and/or expulsion, and potential reporting to the proper authorities. Type 2 Behaviors include the following:

1. Smoking, inhaling, or consumption of foreign substances – The use, possession, transfer, delivery, or sale of products or paraphernalia containing tobacco, nicotine, or foreign vapors of any kind on school property or at any school related event.
2. Drugs and Alcohol – The use or possession of drugs, alcohol, or illegal substances on school property or at school-sponsored events. Students are also prohibited from the excessive use of prescribed or over-the-counter medications.
3. Fighting/Physical Attack – Any act involving hostile bodily contact in or on school property, or during school sponsored transportation, including any activity under school sponsorship.
4. Theft – Disregarding the rights and property of others by taking something that does not belong to you on school property or at school-related events.
5. Weapons – The transportation to school and/or possession of items on school property or at school-related events that may pose a threatening, harmful, or life-threatening situation to fellow students or staff is strictly prohibited.
6. Repeated Type 1 behaviours despite consequences and warnings.
7. Open opposition to authority; willful disobedience and flagrant disrespect
8. Serious dishonesty to a staff member or administrator
9. Vandalism – Destruction or damage of others' property while on school grounds or at a school-related event.
10. Inappropriate or illegal use of social media or electronic devices.
11. Conviction of a crime – If a student is convicted or found guilty of a crime committed off school property, the school may take disciplinary action based on the nature of the offense, past record of offenses, and student attitude.

F. Administrative Tools

- Give all involved a voice
- When necessary, investigate by talking to witnesses, staff members, neutral observers, etc
- All discipline that involves administration should be communicated to parents with an email, a phone call, or face-to-face communication depending on the severity of the offence. This may involve the student being present during the conversation
- When necessary, follow-up after the disciplinary actions with students, teachers, and parents
- Ensure reconciliation steps occur when necessary. This may involve parties being brought together to hear one another, recognize harm done, and make apologies
- When necessary, connect with other adults (counsellors, pastors, student support workers) for the offending student or any victims

G. Suspensions

A student may be suspended for up to 10 days for Type 1 or Type 2 behavior violations at the discretion of the administration. When possible, in-school suspensions will be used. Students must be on time and have enough academic work to occupy the student's time for the day. The school reserves the right to suspend a student pending an investigation with respect to an infraction where it

is in the best interest of the school to do so. The school is responsible for providing a safe and secure learning environment.

- Suspension excludes the student from any participation or attendance at all extracurricular activities or school functions. Tests/assignments missed as a result of the suspension will be taken later
- Each situation will be handled on an individual basis. Administrators may confer to determine the length and nature of the suspension. Factors affecting this decision are:
 - Nature of the offense
 - Past record of offenses
 - Student attitude
- All suspensions are reported to the board
- Prior to re-admission, the administration will have a conversation with the student and/or the parent/guardian
- A student is responsible for completing all assignments, projects, quizzes, tests, etc., during their time away from campus and will receive credit for completed work. A student must adhere to all due dates

H. Probations and Student Contracts

At the discretion of the administration and/or the board, a student may be placed on probation. The length, term, and consequences for breaking the probation will be determined based on the circumstances. The contract will be signed by the student and the administrator/board.

I. Expulsions

1. Before an expulsion occurs, a student will have an opportunity to speak to the Board about the incident
2. Before a decision is made to expel a student, the student and the parents/guardians will be informed about the matter. They are entitled to know the case against the student and should be given an opportunity to respond to all information that might influence the decision prior to the decision being made
3. While waiting for a decision to be made, the student will be suspended indefinitely
4. A decision will be made as soon as it is practical
5. The Admin Team will communicate the decision verbally and in writing
6. Students and/or parents/guardians may appeal a decision for expulsion. Please refer to the Appeal Policy for further details
7. Re-admission of a student into a new school year after an expulsion will be at the discretion of the Admin Team and/or the board

J. General Appeals Procedure

At BVCS, our appeals process follows the principles of Matthew 18:15-20. If a parent/guardian has a concern regarding any aspect of his/her child's discipline or treatment by a teacher or staff member, please follow the procedure below:

1. Talk to the teacher or staff member involved.
2. If you still feel the situation has not been resolved, speak with the principal.
3. If, following steps 1 and 2, you still have concerns, you may contact the board.

For more information, see the BVCS Appeals Policy

K. Bullying

The safety and wellbeing of children at BVCS is of paramount consideration. Children deserve to be protected from abuse, neglect, bullying, harm or threat of harm. Therefore, BVCS will ensure that children attending our school will experience a learning environment that enables every child to feel safe, accepted and respected.

BVCS will continuously develop strategies to make students feel valued, respected and connected within the school community. This will include the protection of the students' physical safety, social connectedness, inclusiveness as well as protection from all forms of bullying, regardless of their gender, race, culture, religion, sexual orientation or gender identity and expression, while remaining consistent with BVCS' faith-values, cultural perspectives and philosophical values.

We believe this to be an outgrowth of our values as a Christian community. Christ clearly instructed us to "love each other as I have loved you." (John 15:12) We believe that Christ-like love and respect are the foundations for our relationships with God and others. Christ laying down his life for sinners is a call for us to struggle against sin every day, including in situations where proper relationships are broken because of bullying. (1 John 3: 4-6) Accordingly, we have a "zero-tolerance" policy against bullying, meaning that bullying of any sort is deemed unacceptable in our school community. If bullying does occur, students should be assured of the fact that all incidents will be addressed quickly and thoroughly.

BVCS has a separate Anti-Bullying Policy that provides information on the definition of bullying, consequences for students who engage in bullying, and resources for staff for education about bullying.

L. Smoking, Vaping, Drugs, and Alcohol

Smoking and Vaping:

Smoking and vaping are prohibited on or near school property during normal school hours and school-sponsored events. This includes but is not limited to tobacco, nicotine and similar products. Smoking and vaping materials will be confiscated, and the student will face the following consequences:

- 1st offence Two day in-school suspension
- 2nd offence One week suspension - in or out of school at principal's discretion
- 3rd offence Student is suspended until such time as an interview with the school board can be arranged to discuss possible expulsion

Alcohol and Cannabis:

The following consequences will apply to students who are in possession of alcohol or who have consumed alcohol or cannabis during normal school hours or at a school-sponsored event:

- 1st offence One to two week suspension- in or out of school at principal's discretion
- 2nd offence Student is suspended until such time as an interview with the school board can be arranged to discuss possible expulsion

Illegal Drugs:

Possession or use of illegal drugs during normal school hours or while at a school-sponsored event will lead to the following consequences:

- 1st offence One to two week suspension- in or out of school at principal's discretion
- 2nd offence Student is suspended until such time as an interview with the school board can be arranged. The board decides on immediate expulsion or on a last chance arrangement

All drug possession or trafficking will be reported to the RCMP. Any student who traffics drugs to any student of BVCS will be suspended immediately until such time as an interview with the school board can be arranged to discuss possible expulsion.

M. Violence and Weapons

Fighting is a form of extreme negative intent toward one student to another. Even in cases where a power imbalance is not evident, fighting will result in a suspension of up to one week. A second offence may result in a three-week suspension and probationary status.

Weapons or replicas of weapons at school may result in a student being suspended for up to three weeks and the student may receive probationary status for one calendar year. Where required, the school will notify the police. Students who are aware that weapons are at school should notify the staff immediately to ensure the safety of the students and staff.

N. Vandalism, Breaking and Entering, Theft, Fire

God calls us to be good stewards of the things we have. BVCS belongs to all of us. Students are required to take care of our school.

Vandalism

- Is the willful destruction of the school and its property.
- The school will take a zero-tolerance stance on vandalism.
- In addition to a punishment, when students are involved in vandalism, they will have to pay the cost of repairs or replacement arising from their actions.
- Vandalism to school laptops or Chromebooks may result in loss of privileges

Breaking and Entering

Criminal charges may be brought against anyone who is caught breaking and entering the school building, whether part of a prank or an act of theft.

Theft

An act of theft may result in a suspension of up to one week. A second offense may result in a longer suspension and probationary status.

Fire

- Students found with matches or lighters will serve a one-day suspension.
- Students lighting fires of any size (this includes lighting a match or lighter) will be suspended for up to one week and may meet with the Fire Department Education Officer, along with their parents. A second occurrence will result in a recommended expulsion.

O. Honesty and Plagiarism

Honesty must be reflected in several ways. Cheating is clearly out of place. This includes obtaining answers from other people for assignments and tests that are specifically intended to be done individually, and bringing written information to a test where answers are to be produced from memory. It also includes plagiarism, which includes any form of passing off other people's work as your own. Be sure to give credit where it is due. Truthfulness is equally important. It is extremely important that students are honest when addressing those in authority. Trust is built on honesty, and honesty is a key indicator of a responsible student.

To avoid plagiarism, you must give credit whenever you use:

- another person's idea, opinion, or theory;
- any facts, statistics, graphs, drawings - any pieces of information - that are not common knowledge;
- quotations of another person's actual spoken or written words;
- paraphrase of another person's spoken or written words; or
- when quoting 3 or more words from any source, quotation marks must be used, and the quote acknowledged.

Grade 8 through 12

- First offence--redo for credit, and a phone call home.
- Second offence--receive a '0', redo for no credit, one day suspension.

P. Artificial Intelligence

At BVCS, students are encouraged to live out their commitment to discernment, integrity, and intentional excellence. As part of this, we seek to ensure that all work submitted for evaluation reflects the student's own knowledge, skills, understanding, and effort. The following guidelines pertain to the use of artificial intelligence (AI) tools:

- Unless explicitly permitted by the teacher, the use of AI to complete assessments is prohibited. Teachers will indicate on assessment pieces where AI is allowed to be used. If a student uses AI tools without authorization, the action may be considered:
 - Misrepresentation of personal identity or performance,
 - Plagiarism, and/or
 - Cheating, as defined in the plagiarism policy
- Examples of prohibited behaviours include but are not limited to:
 - Submitting work created in whole or in part by AI tools without teacher approval.
 - Submitting work that does not reasonably demonstrate the student's own knowledge, understanding and performance.
 - Presenting falsified or fabricated material, such as AI-generated data, as original work.
- If students use AI for some or all of their assessment tasks without permission and/or citation, the same plagiarism guidelines apply.
- When teachers authorize the use of AI tools, students must:

- Clearly cite the AI-generated output, following approved citation formats (e.g., APA, MLA, or Chicago Style).
- Critically evaluate AI-generated content to ensure accuracy and relevance to the assignment.

Guidance for Critical AI Use

BVCS encourages students to engage with AI responsibly, aligning with our graduate profile of being discerning thinkers. Consider the following questions when evaluating AI-generated content:

- Is the content accurate? How can you verify its accuracy?
- Can credible sources validate the data or insights provided?
- How does this information influence your understanding of the topic?
- What worldview is reflected in the outputs? What biases may be present?

By adhering to these guidelines, students will not only demonstrate academic integrity but also grow as lifelong learners and critical thinkers, recognising how AI can be a helpful tool that enables them to pursue their God-given potential when used with discernment and within guided parameters.

Q. Attendance (Grade 8-12)

Lates

1. A late is given when a student arrives late to class or has to leave class after the bell to get required materials. (Exceptions would be granted to students who have an excuse from a staff member.)
2. The first late in each month is not penalized.
3. For every subsequent late results in a 15 minute detention where the student will perform supervised work for the betterment of the school - cleaning, tidying, etc.

Absences

1. If students must be absent from school, parents/guardians must notify the appropriate school office before 8:30 a.m.
2. The school requests that families provide written communication to the office informing the school of an upcoming planned absence (for any part of the day) at least two days prior to the absence (whenever possible).
3. Students have one day to make up schoolwork for every day of absence. (i.e. illness/injury, doctor/dental appointment, funeral, family emergency, family business, or vacations). Assignments given before a planned long-term absence are due on the due date or on the date of the student's return.
4. Work not turned in during allowed time will be given less than full credit as established by the classroom teacher.
5. All students will be limited to (9) absences per semester without penalty. More than 9 results in a meeting with parents and administration to discuss a plan going forward. Exceptions may be made for illness or unexpected absences.
6. If your child has been sick and is still on medication that we would need to administer here at school, we need a signed, dated note from the parent/guardian stating the dosage and dispensing procedure.

7. When a class is scheduled for a field trip or other special event, all students in the class are required to be in attendance. These events are scheduled in advance, and notification is given to students and/or homes. Missing such a class without parental notification is an absence.
8. For rules regarding athletes and absences, see the Athletics Policy.

Other Attendance Policies

If a student takes ill during the course of the day he/she must inform the teacher of the class he/she is leaving and report to the office. The office staff will contact your parents requesting that they pick you up or make arrangements for you to leave for home. Students attending appointments during school time will be granted early dismissal when a parent connects with the school ahead of time. Parents are strongly encouraged not to take their children out of school for family holidays unless they are prepared to help their children catch up (and preferably do the work before they leave).

Skiping Class

If a student is more than 15 minutes late for a class without an excuse, the student may receive an in-school suspension for one day. Deliberate skipping may also result in the loss of off-grounds privileges for a time. Additional offences may result in further suspensions and/or expulsion.

R. Technology/Digital Devices

We live in a time where the integration of technology into daily life has become normative, and in many ways, incredibly helpful. This understanding bears significant weight when we consider the benefit of technology in the classroom. BVCS continues to re-examine how we use technology at the school and has implemented a plan to eliminate the use of cell phones during students' class time and personal time while at BVCS. We recognize that this attempt to renew our minds (Romans 12:1-2) with respect to the apparent need to be constantly digitally connected and influenced will not be easy or welcome for some. Nonetheless, BVCS upholds that we as staff and students are to be set apart from the world by being involved in our culture while being aware of how we are influenced by it (1 John 17). From an academic perspective, cell phone and social media use have become increasingly difficult to navigate, and the benefits are questionable as they pertain to a classroom setting.

Accessibility

Parent/guardian permission is required for all students, and access granted is a privilege, not a right. Therefore, based upon BVCS Acceptable Use guidelines outlined in this document, the administration and staff will deem what is inappropriate use, and their decisions are final. If a user is identified by BVCS staff to be using a device or the school network in any way that violates community standards, access may be denied, revoked, or suspended at any time.

Chromebooks/Laptops

Use of Chromebooks/laptops is for academic purposes only, and all use must be supervised. Use of laptops or school computers for gaming/entertainment is prohibited unless express permission is given by a teacher. All first-person shooter games are banned at all times.

- A. Electronic devices (cell phones, smart watches, i-Pods, CD players, game systems, cameras, etc.) may not be used in school from 8:35 - 3:00. No elementary students should bring

cellphones at any time. High school students who bring phones to school must hand them in to their homeroom teacher at the beginning of the day. Grade 10-12 students may pick them up at lunchtime if going off premises, and only with permission from their parents. Grade 8-9 students can only pick them up at the end of the day. No earbuds should be used during the day, except with permission of a teacher for educational purposes.

- B. If cell phones and other non-approved devices are found during the school day, the device will be confiscated, and a parent may pick it up at the end of the day. For a second offense, the device will be confiscated, and a parent may pick it up at the end of the day, and the student will serve an in-school suspension. Subsequent offenses will be dealt with on an individual basis and may involve suspension and/or expulsion.
- C. If parents need to get a message to their student, they need to call the office.
- D. Filming students without their permission and/or sharing content without permission may result in a one-day suspension.
- E. It is expected that music selections do not contain explicit material (profanity, blasphemy, racism, sexual content, violence, etc.). Staff may request to see what a student is listening to at any point if they feel it is necessary. Students are to demonstrate openness to conversation around this with adults in the building and will be asked to change the music if it is deemed by staff to be inappropriate. Repeated offenses will result in music privileges being suspended.
- F. Students will refrain from malicious hacking and/or altering the settings of technology devices in the building that negatively affect their use by another user. Users that are deemed a security risk or engage in intentional abuse will face disciplinary action and/or expulsion.
- G. Content filtering is applied to all Internet access through wired and wireless connections. Students will not use the BVCS network to access, review, upload, download, store, print, post, receive, transmit or distribute:
 - a. Obscene or sexually explicit material or other visual depictions that are harmful to minors
 - b. Obscene, abusive, profane, lewd, vulgar, rude, threatening, disrespectful, or explicit language
 - c. Materials or images that are inappropriate in the education setting or disruptive to the educational process
 - d. Materials or images that advocate for violence or discrimination towards other people.
- H. If a student inadvertently encounters any of the content mentioned above, they are to report this incident to the nearest staff member.
- I. Students will not use the BVCS network to knowingly or recklessly post, transmit or distribute false or defamatory information about a person or organisation, or to harass another person, or to engage in personal attacks, including prejudicial or discriminatory attacks.
- J. Students will not use the BVCS network to engage in any illegal act that violates any laws.
- K. Students will not use the BVCS network to vandalize, damage or disable the property of another person or organisation, will not make deliberate attempts to degrade or disrupt equipment, software or system performance by spreading computer viruses or by any other means, will not tamper with, modify or change the BVCS system software, hardware or wiring or take any action to violate the BVCS security system, and will not use the BVCS system in such a way as to disrupt the use of the system by other users.

- L. Students will not use the BVCS network to gain unauthorised access to information resources or to access another person's materials, information or files without the implied or direct permission of that person.
- M. BVCS will contact the RCMP regarding all illegal online activity by a BVCS student on the network, that occurs during school time, or has an impact on BVCS students even if the activity occurs during non-school times.

S. DRESS AND GENERAL APPEARANCE

We maintain that the identity of a person is not primarily based on what one chooses to wear but is fundamentally grounded in the fact that both male and female staff and students are made in the image of God (Genesis 1:27). Since God is the Creator of the human body (Psalm 139:14) we recognize the beauty, dignity, and intrinsic worth of our human bodies. We affirm that every staff member and student is not their own but solely belongs to God and should seek to honor Him with their bodies (1 Corinthians 6:19-20).

We live in a highly sexualized culture that objectifies human beings made in the image of God. This over-sexualization is manifest in many ways, but specifically in the way that we dress. Dress codes and/or guidelines are challenging for any organization to establish and enforce. Dress guidelines for schools vary depending on the learning activity (classroom vs. gym or field, for example). We recognize that dress codes have predominantly targeted what females wear. Historically, women have been wrongly held responsible for the lustful thoughts and actions of men because of the way a woman chooses to dress. We uphold that both male and female staff and students are responsible for their thoughts, words, and actions towards others regardless of what a person may be wearing (Matthew 5:27-28).

The application of a dress code requires the cooperation of parents, students, and staff. We expect parents to make themselves aware of the school's dress guidelines and be the primary monitors of what their children wear to school. A brief inspection before children leave for school will avoid phone calls home to have parents bring a change of clothes to school.

Although there may not always be agreement, ultimately, it will be the responsibility of the administration, teachers, and support staff to judge the acceptability of the clothing worn by students. The guidelines are listed below to provide clarity around our school dress code guidelines. If what a student is wearing is deemed to be in breach of our school guidelines, he/she will be given a reminder of what is acceptable. Repeated occurrences will result in further disciplinary action, including: call to parents and/or a discipline notice.

Specifically, student dress must adhere to the following guidelines:

- Shirts must touch the waistline of pants, leggings, and shorts while standing.
- Because of our desire to encourage community, we expect students to remove hoods while at school, and to wear hats in a manner that allows for eye contact. Other clothing choices that discourage community will not be allowed.
- Exposed cleavage is not permitted.
- Pants, leggings, skirts, dresses, and shorts must cover the buttocks when standing.

- Tops and bottoms must be thick enough to not see through.
- Clothing, hats, tattoos, and jewelry that refer to alcohol, drugs, or bear offensive images or phrases are not permitted.
- Appropriate footwear must be worn at all times; non-marking and appropriate for the given situation.

In gym classes, all students are expected to wear proper attire. This includes shorts or sweat pants, t-shirts or sweatshirts, and non-marking shoes. Uniforms will be worn by school teams and special music groups in order to present a sharp image to the community. Students may be asked to dress more formally on days their sports team plays a game.

Enforcement Procedures

1. A student who is in violation of the dress code for the first time will be given a verbal reminder by the teacher of school-appropriate dress. Teachers are encouraged to speak to a student as early as possible in the school day. The incident will be recorded.
2. A student who is in violation of the dress code for the second time will be given a verbal reminder by the teacher of school appropriate dress. They will also be asked to change and their parents will be notified of the event. The incident will be recorded.
3. A student who is in violation of the dress code for the third time will be given a verbal reminder by the teacher of school-appropriate dress. They will meet with an administrator and parents will be contacted.
4. Each dress code violation henceforth will result in in-school suspension.

T. Students On Campus- Outside of Classrooms

- Students are not to play in the gym unless under the direction and supervision of a teacher.
- Equipment rooms are out of bounds to students unless they are under the direction and supervision of a teacher.
- Eating is not allowed in the gym, library, or lab.
- Good audience/spectator behaviour is expected during assemblies, performances or sports events. When cheering, be positive and encouraging to all participants and respectful to the officials. Cheer for...not against.
- Use of MPR, lab, Foods room, Art room, other shared spaces, or classrooms are by staff permission only

School Functions

- All of the school rules, and consequences associated with breaking those rules, will apply to all school functions, including school sponsored extracurricular activities, and/or those activities not held on school property.
- Students desiring to bring guests must ask permission of the principal.

U. Lockers

BVCS provides school lockers for all high school students during the school year. Students should not keep anyone else's belongings in your locker. Students should take care of their locker – do not scratch the painted surface inside or out.

We have a zero-tolerance school lockers policy at BVCS. Students cannot keep any of the following in their locker:

- Drugs, alcohol, stolen property
- Anything that could be used as a weapon or deemed by the school or police to be a danger to students
- Anything that is illegal to possess
- Offensive or ungodly posters, pictures or slogans.

Students are not permitted to keep prescription drugs in their locker if a doctor has prescribed those drugs for their personal use. The outside of a students' locker should be seen as public and students should refrain from any material on their locker that is not school approved and neutral in messaging.

Even though students put a lock on their school locker, they should not have an expectation of privacy for their locker. Lockers are the property of BVCS. BVCS has the right to open, search and inspect your school locker without notice to you. If the administration has reasonable grounds to believe that a student has anything (listed above) in their school locker, they have the right to search the locker with or without your presence.

If BVCS searches a student's locker and a staff member finds anything listed (above) in the locker, BVCS may seize those items and use them as evidence for school discipline. BVCS may give those seized items to the RCMP for possible criminal investigations and charges.

V. PLAYGROUND

Playground Rules

<i>Locations and Conditions</i>							
<i>Large Play Equipment</i>	<i>Big Swing</i>	<i>Small Play Equipment</i>	<i>Trees</i>	<i>Winter</i>	<i>Snowball Zone</i>	<i>Snow Hill</i>	<i>Lining up</i>
Safe play No standing on the top of the monkey bars or railings	Three to four students at a time 3-5 can swing on Mondays and Wednesdays (3 students at	Only for preschool and kindergarten	No climbing	When it is extremely cold (-20 or colder with wind chill) students will have the option of staying inside.	NO snowballs unless a teacher is out there and has given explicit permission.	With enough snow, sleds are allowed. One at a time, don't climb back up the hill,	Kindergarten students line up by the front gate. Grades 1-2 line up by the back

	a time) K-2 can swing on Tuesdays and Thursdays (4 students at a time) 6-7 can swing on Fridays First branch only (orange flagging tape) Sharing = counting to 100 per turn			No brooms or shovels as sleds. Brooms and shovels are okay for sweeping snow into piles for fun. King of the Hill: not allowed (unsafe) (except gr. 5, 6, 7 on parking lot snowpile... play at their own risk)	At staff discretion, a snowball zone may be created only if conditions permit, and this can be opened or closed at any time..	walk back around so others can slide down.	primary door Grades 3-4 line up at the back ramp Grades 5-7 line up at the back Modular entrance
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Rules

General

Supervisors should wear high visibility vest

Stay within fence boundary

Gr. 5,6,7 kids can play around the whole school (but not on the parking lot and must stay on school property)

Students need to ask permission to leave the fence boundary to grab balls or toys

Suggested Strategies

* A different response or strategy may need to be implemented for students with special needs. It is important

that we follow the IEP or positive behavior plan first.

<i>Inappropriate Language</i>	<i>Anger</i>	<i>Running Away</i>	<i>Injuries</i>	<i>Violence</i>
<p>Report incident to classroom teacher</p> <p>If this starts to be a pattern, or you sense the student is not calm and ready to return to play, have him/her stay with you a few minutes as a “time out” and to assess if they are going to be able to return to playing nicely.</p> <p>If the students is either not calm or for whom this is a pattern, feel free to send them either to their classroom or the office</p>	<p>If you notice a student becoming agitated, make sure you report this to the classroom teacher and ideally get them to calm down before the anger builds. The best strategy is to acknowledge their anger and give space.</p> <p>Encourage him/her to let out his/her anger in a safe place (ie. direct them to an area where they will have room to kick, throw things, etc., and ideally be as out of view of other students as possible)</p> <p>If you can’t get an angry student to move to a safe place, move other students away and get them clear of any danger.</p> <p>Once calmed down, ask him/her to go</p>	<p>ALWAYS inform the office and classroom teacher if any student has tried to run away.</p> <p>Try to keep an eye on him/her. The Office will call home and, if needed, notify police.</p>	<p>One supervisor takes an injured student to the office for treatment, then returns for duty or sends the injured student to the office along with a responsible older student. Someone at the office can treat the student. For minor cuts, scrapes, wounds, no parental contact needed.</p> <p>More serious injuries, incidents will need parental contact and a first aid form filled out.</p> <p>If a student can’t walk or get to the office, one supervisor should go to the office for help, or send a student to the office for help. Ensure parents are contacted, first aid form is filled in.</p>	<p>In all cases, report the incident to the classroom teacher and admin.</p> <p>Use your judgement, but in general, send that student inside to wait in his/her classroom. For really serious cases (ie. student is not calming down, is volatile; still angry, or this is a student for whom this is a pattern of behaviour...vs a single incident), send him/her to the office.</p> <p>If he/she won’t go on their own, send a student to the office for help and stay with the agitated student.</p> <p>Where possible, seek reconciliation with the hurt parties</p>

	<p>inside and wait in their classroom.</p> <p>Generally, it will not work to reason with or talk to a student who is angry. That discussion will have to wait until the anger has passed. Sometimes this means the classroom teacher will have to follow up.</p>		<p>Allergic reaction: Students should have an EPI pen readily available. Take note of current students at the staff meetings.</p> <p>Other students on medical plans or who need special equipment: DESS to advise</p>	
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W. Student Parking/Driving

- Students are to park their vehicles in the student parking lot
- Students are to drive their vehicles in a safe, legal and responsible manner on and off school property. This includes rules about passengers for restricted licences.
- Students are not allowed to drive other students to school events.
- If a student does not follow the school rules, s/he will be given one warning. Parents will be notified of the warning.
- On a second vehicle/parking offence, the student will lose vehicle/parking privileges at the school for the rest of the school year

X. Students Off Campus

Off Campus Conduct

Students are expected to display an attitude of respect when they are off-campus and in any way associated with BVCS. This applies to such times as field trips, athletic trips and lunchtime trips off campus. All other school expectations apply as well. Our goal is to have people say, when we leave their place (whether that be a gas station, museum, historical site, or school), "That was the nicest bunch of kids we've ever had in here." People say this when students are polite, say please and thank you, look people in the eye when they speak to them, don't break things or rough-house in common areas and obey when asked to do something.

Off Campus Permission

Students below Grade 10 are not allowed off-campus during lunch time. Grade 10-12 students may leave during lunch.

Y. BUSING RULES

The school has rules and procedures for riding the bus on the school website. In general, the same rules that apply in school, apply to riding the bus. Minor discipline issues will be dealt with by the bus driver with more serious issues passed on to administration. Serious or continued poor behaviour may result in loss of bus riding privileges.

Z. Other Considerations

- Disciplinary matters are often best handled by the teacher on hand. For example, a teacher on supervision should deal with an incident, if possible. Teachers should avoid simply referring matters to the homeroom teacher or administration when not necessary. Discipline is every staff member's responsibility
- Maintaining a paper trail is important. Detailed and dated records are useful for meetings with parents, for considering counseling intervention, and possibly for legal purposes. All major infractions should be documented.
- Appropriate teachers should be made aware of all major disciplinary matters. Teachers are expected to practice confidentiality where necessary.
- Romantic relationships should not attract attention (no public displays of affection) nor interfere with the task of learning. They should also reflect Biblical guidelines.

