



Winnipeg Mennonite Elementary and Middle Schools (WMEMS Inc.)
Discipline Policy

See also: *Student Harassment/Anti-Bullying Policy, Volunteer Policy & Code of Conduct*

The following document serves as the foundation to the **WMEMS School Code of Conduct** as found in our Student Handbook.

The mission of WMEMS is to provide quality, Christ-centered education integrating faith and life within a caring school community.

WMEMS strives to provide students with the best learning opportunities possible, and expects all students to permit others the same experience. When discipline is required in our school setting, it flows out of several fundamental assumptions:

- **We are responsible for our choices.** God has created all people with an ability to make choices, and the choices people make either help or hinder the creation of community. We believe that negative behavior is about bad choices, not bad people. Effective discipline affirms the accountability, which students have for the choices they make.
- **Attitude is key.** As God loves us without condition, yet disciplines us when we choose other paths, effective discipline recognizes that students making poor choices can still grow and improve despite failures. The desire to set things right, acknowledge a wrong choice, and work at restored relationships are all key attitudes for continued membership in our school community. These make forgiveness and new beginnings possible.

Staff Commitments:

We commit to being caring and loving adults, leading by example and with integrity. We will not use put-downs, sarcasm, threats or physical intimidation in our interactions with others.

We realize that conflict with others is a part of life, and that it presents another area for growth and learning. We work with our students to increase their skills at empathy, compromise, sharing and kindness.

Student Commitments:

We expect our students to show respect, cooperation, kindness and consideration as they interact with others at school. The **Code of Conduct** spells out in greater detail what this means.

Parental Commitments:

The partnership between home and school is the best way to strengthen school culture and convey consistent expectations to our students. It is vital that parents commit to support the school's efforts at developing self-disciplined students.

Disciplinary Measures:

While minor disputes will often be solved in the early steps of the process, further steps may be needed, including:

- Counseling/Discussion
- Parent Meeting
- Targeted Supervision
- Restitution
- Withdrawal from Class
- Removal of Privileges
- Behavior Contract
- Suspension / Expulsion

Each of the above outcomes will be tailored to the specific students and incidents in question, and will be undertaken with parental knowledge.

A process for appealing disciplinary decisions is outlined in our **Code of Conduct which refers to the WMEMS Concern Protocol**. Please refer to that document for further details.

Responsible Citizenship

Steps to take if you are experiencing a conflict:

- Ask the person to stop, and name the action E.g. "Stop pushing me!"
- Walk away
- Get help from a teacher – tell what's happening
- Don't fight back – it will make things worse

Steps to take if you see a conflict:

- Don't join in
- Use words E.g. "Stop pushing!"
- Report the conflict to a teacher

- Be a friend and offer support to those who need it

Steps to take if you start conflicts and want to stop:

- Talk to someone you trust for help – ask a friend to help you stop
- Think about ways to be a leader without hurting others
- Apologize to the people you have injured
- Treat others how you would like to be treated
- Appreciate people's differences

Bullying is the repeated use of power in a willful manner to hurt a specific individual or group. Bullying can be physical, verbal, social or electronic in nature. It is not a normal part of growing up – it is wrong.

Steps staff will take when bullying is reported:

- ✓ Interview all students involved
- ✓ Determine if bullying is evident
- ✓ Discipline where appropriate
- ✓ Counsel/educate victim & bully & bystanders
- ✓ Targeted supervision of hot spots
- ✓ Be in communication with the families involved

Programs in our school which reinforce the learning of positive social behaviors:

- In-class discussions
- Chapel input / Special dramatic presentations
- Second Step programs
- Staff modeling of appropriate behavior
- Peace month activities
- Anger Management input from Resource Dept.
- Second Mile Awards
- Conflict Manager program

Steps for Appealing a Discipline Action at WMEMS: (See WMEMS Concern Protocol)

1. If parents/guardians have a concern with how a discipline issue was handled, they should speak to the person most directly involved in dealing with the discipline (the classroom teacher)
2. If the parent/guardian is not satisfied or has concerns about how a situation was handled they should speak to the Principal of the school.
3. If a satisfactory resolution has still not been reached, the parents/guardians should address their concern with the Superintendent/CEO for WMEMS.
4. A final appeal can be made by bringing concerns to the Board Chairperson in writing. The Board Chairperson will attempt to resolve the matter, if possible. The Chairperson may also bring the matter to the Board Executive for guidance. The parents/guardians may request a hearing before the Board at large, and may

- request to have others attend this meeting with them. The Board Chairperson, in consultation with the Board, will decide if such a request will be granted.
5. The final ruling on the matter will then be reached by the Board, should the issue go to that level.

Approved at March 13.06 Board meeting (updated and approved by the Board September 22, 2014)