

CODE OF CONDUCT & COMMON RULES FOR LIVING TOGETHER 2025-2026 ELEMENTARY SECTOR

To promote a positive self-image.

To have an environment that encourages everyone to learn...and to make progress myself.

To live in a harmonious, caring and safe environment.

A school's code of conduct is rooted in its core values. Vanguard School has a set of common rules that apply to the entire community of students, parents, and staff. These rules should be seen as guidelines designed to promote a harmonious and pleasant way of living together, as well as conditions conducive to learning. As life in society is based on mutual respect, trust, politeness, cooperation, and consideration for others, our common rules are derived from these basic principles. They set out the school's philosophy and values, as well as the behaviours to be observed and encouraged, and those to be avoided.

1. EXPECTED BEHAVIOURS

VALUE: RESPECT (Attendance, politeness, dress code, etc.)

EXPECTED BEHAVIOURS

- I accept and respect others in their differences and difficulties;
- I respect the school dress code and do not enter class wearing boots or shoes that could dirty the environment. I dress neatly for school.
- I use respectful language and encourage positive behaviour;
- I avoid jostling and tugging;
- I don't throw objects that can hurt others;
- I don't interfere with the healthy learning conditions of my classmates;
- I take responsibility for conflictual situations and use peaceful means to resolve them;
- I work with the adults in the school;
- I circulate calmly in the school with a hall pass;

- I go straight to the schoolyard when I arrive and **put my cell phone and other electronic devices in my school bag**. The use of cell phones and other electronic devices is prohibited on school grounds, including during recess and lunch hours.
- I only bring items that are allowed at school. Games and toys from home are not allowed during recess. (*The exchange or sale of personal items is forbidden*);
- I take care of my work environment and my school by keeping all school spaces and equipment clean and in good condition.
- I respect the **right to personal image** and **privacy**. I do not take pictures of anyone without their consent, I do not record anyone without their consent, and I do not distribute images of my friends or teachers without their consent. (To ensure respect for everyone's image and privacy, the school principal reserves the right to check the content of cell phones or other electronic or mechanical devices. Parents will be notified of any content that violates a person's integrity, honor, reputation or right to image. Sanctions will be taken according to our bullying policy).
- I respect the nature around me.
- I behave safely and respectfully on school buses and follow the driver's instructions.

VALUE: COMMITMENT AND EMPOWERMENT

EXPECTED BEHAVIORS

- I'm involved in school life;
- I take my place in my group and take initiatives;
- I do my share of collective tasks and teamwork;
- I collaborate and take part in the projects and outings offered to me;
- I use the tools and strategies suggested by my teachers to help me learn;
- I care about helping others whenever I can;
- I take care of my personal hygiene;
- I eat a healthy lunch and snacks. (It's forbidden to take someone else's food or share your own with someone else.)
- I hand in all letters to my parents and return the required signatures on time.
- I keep my electronic devices (camera, cell phone, iPod, smart watch, etc.) at home and for use outside class time (no use at school, daycare, or on school grounds). If I have these devices in my possession, I will keep them off while I am at school, and I will return them to my teacher when I arrive for class. (*The school is not responsible for lost or stolen personal property.*)

VALUE: PERSEVERANCE

EXPECTED BEHAVIOURS

- I have the **necessary** material for each **class**, and I'm ready to **work**;
- I am committed to **working towards** the goals and challenges set;
- I apply myself to the tasks requested despite **difficulties**, I always **do my best**;
- I follow my **work** plan and hand in my **homework on time**;
- I **ask questions without** hesitation **when** I don't understand;
- I'm willing to take **risks** to learn.

2. INTERNAL TERMS AND CONDITIONS

2.1 DRESS CODE

MINIMALLY, you must wear:

- A **polo shirt** from the Vanguard collection, depending on the Elementary or High School
- **Pants or a skirt** from the Vanguard collection;
- Other pieces from the collection are optional, but available for those who want more variety; **HOWEVER, PIECES THAT ARE NOT PART OF OUR COLLECTION WILL NOT BE ACCEPTED (EXAMPLE: LAST YEAR'S HOODIE) ;**
- **Socks and tights** from the collection are not compulsory, so you are free to choose, but if they are visible, they must be black, navy blue, white or grey.
- It is not mandatory to purchase a specific pair of shoes; one pair of regular shoes is accepted; no colour restrictions for shoes;
- **Old uniforms will no longer be accepted**, but donations to charitable organizations are encouraged;
- Caps, hats and head coverings of any style may be worn outside the school walls and inside the school, but must be removed when entering the classroom.

Physical Education

- The purchase of sports clothing **is not compulsory**; however, the sports pants from the collection can be worn in class.
- Students must have a different outfit for their physical education class (a different shirt and pants, or shorts).

For our Graduates

- Students in Grade 6 and Grade 11 will be able to choose a round-neck shirt with "Graduate" written on the back that they can wear throughout the year.

2.2 PHYSICAL EDUCATION

You need to change your clothes for your physical education class, and since you've been sweating, you need to change back before going back to class.

You need:

- A pair of running shoes with non-marking soles;
- A short-sleeved shirt (other than the uniform);
- Short or long sports pants;
- Deodorant (stick or ball).

FORBIDDEN GESTURES

At school, as in society, these actions are **STRICTLY** prohibited:

1. **Intimidation or physical violence** (tripping, coercion, hitting, etc.);
2. **Intimidation or verbal abuse** (insulting, threatening, ridiculing, etc.);
3. **Intimidation or social violence** (spreading rumors, isolating, excluding, etc.);
4. **Intimidation or material violence** (destroying, vandalizing, activating a fire alarm system, claiming the property of others - including, for example, images online, etc.);
5. **Cyberbullying, acts of intimidation committed online** (social media, text messages, e-mails, blogs, dissemination of photos, comments, images or any other type of communication that could harm the integrity, privacy, reputation or safety of the school, students, parents or staff members);
6. **Taking photos or videos of anyone without their consent;**
7. Possession of weapons, illegal or violent objects, drugs, food containing drugs, alcohol, etc.;
8. **Drug sales.**

At Vanguard School, we aim to develop healthy behaviours, but breaking the law and engaging in illegal behaviours can lead not only to sanctions within our establishment, up to and including permanent expulsion, but also to sanctions per the applicable laws.

4. PENALTIES FOR NON-COMPLIANCE

Everyone should expect consequences for any misbehaviour. However, school staff members will always consider the following when intervening:

1. The event and its context;
2. Person(s) involved;
3. The severity or repetitive nature of the gestures;
4. The type of measure appropriate to the incident: restorative or punitive.

PENALTIES - POSSIBLE MEASURES

Assistance measures	Remedial measures	Punitive measures
<ul style="list-style-type: none"> - Issue a warning. - Refer the student to a school professional (special care counsellor, psychologist, remedial teacher, etc.). - Hold a meeting with the parents. - Refer the student to outside organizations (CSSS, YMCA, DYP, nurse, guidance counsellor, social worker, etc.). - Implement a tracer. - Offer an alternative to suspension (e.g. YMCA program). 	<ul style="list-style-type: none"> - Assign community work. - Encourage reflection. - Require reimbursement in the event of damage or loss. - Establish a verbal or written contract. - Facilitate mediation. 	<ul style="list-style-type: none"> - Issue a disciplinary notice (by the school principal) to be signed by parents. - Letter or call to parents - Confiscate prohibited items - Prohibit bringing in certain household items - Limit certain privileges - Exclude student from a class or activity - Impose an internal or external suspension - Sign a commitment contract - Implement a behavioural Intervention Plan - Refer the student to outside contributors - Transfer the student to another school - ...