

**THE KAURI SUE HAMILTON SCHOOL**  
**CODE OF CONDUCT**

School-Wide Rules

- Stay in your seat and with the group
- Talk nicely
- Arms folded, hands and feet to self
- Respect yourself and others
- Stay safe – follow directions

Students are expected to follow these rules. Classroom and itinerant staff teach these rules and support students in complying with these rules each day.

If a student (with significant support) is unable to follow our School-Wide rules then a behavior plan is created with classroom teachers, the behavior team and parents/caregivers. If students are requiring more assistance from staff and the use of Emergency Safety Interventions (ESIs) then a Functional Behavior Assessment (FBA) and a Behavior Intervention Plan (BIP) are implemented. Individual Education Plan (IEP) teams create and implement the BIP. The BIP is reviewed regularly for effectiveness and to consider changes that may be needed.

If a student is unable to safely follow the bus routine then an individual Bus Behavior Plan is written by the school team with input from parents and bus drivers and then it is implemented. These plans include preferential seating, ideas for engagement during the bus ride, training for bus staff on how to ignore and reinforce appropriately, and how to safely get a student on the bus, perhaps first or last or with both hands held and escorted by 2 adults. If none of the above solutions work, preventative safety measures like a pill bottle lid or bus safety vest are used to keep students safe on the bus.

Students also have access to our “Chill Room” if they need a safe space to de-escalate and calm down. All staff have been trained on the use of the “Chill Room” and what they need to do with students while accessing this room.

Students are occasionally suspended from school for extreme aggressions, especially if they are directed toward another student or are of a frequency or intensity that requires greater consideration by the administrative team. There are also times a suspension is necessary so a classroom can take the time to review the BIP and classroom environment and make changes to increase the likelihood of appropriate behavior and consistent team responses. All suspensions are considered on a case-by-case basis and decided by administration in consultation with the students’ team leader.

Staff are asked to complete an Accident Information Form or first report of injury form for Workers Comp. Staff are asked to fill this out if there is an injury while at work.

September 2024