

# Code of Conduct

Everyone at EBUS will be treated with dignity and respect.

Our School Board has established a District Code of Conduct for Students to promote values which foster respect for all members of the school community and to support positive means of resolving differences. These values align with the core beliefs and values of the district, as well as with the BC Human Rights Code.

We expect:

## **Students will:**

- do their best to learn
- submit work frequently and regularly to teachers
- appropriately credit all sources of ideas and information<sup>1</sup>
- commit to providing frequent, timely and respectful communication

## **Parents will:**

- Provide a good learning environment in the home, including internet access
- Collaborate with the online teacher to develop:
  - Student Learning Plan
  - Plan for the allocation of Learning Support Funds
- Supervise and motivate students as they grow
- Provide teachers with sufficient samples of student work so three formal reports can be completed as required by the Ministry of Education
- Share insight into each student's learning with the teacher by communicating regularly with the online teacher, electronically and by phone
- Supervise all access and/or communication on the internet when using EBUS Academy equipment and accounts
- Use financial assistance in accordance with Learning Support Fund form

## **Teachers will:**

- Collaborate in the preparation of the Student Learning Plan, ensure that the Student Learning Plan addresses the prescribed learning outcomes, and will provide expertise in understanding curriculum content
- Evaluate and provide feedback on student work in a timely manner
- Explore the best way to help each learner
- Provide professional advice
- Provide clear directions and expectations
- Ensure students and parents are regularly informed regarding progress and marks

## **EBUS Academy will:**

- Employ and supervise a professional teaching staff certified by the BC College of Teachers
- Follow the curriculum of the BC Public School System
- Use appropriate teaching and learning resources
- Provide report cards, course credit information and related documents

EBUS Academy uses technology in a responsible, efficient, ethical and legal manner. We must also act in accordance with the Freedom of Information and Protection of Privacy Act (FOIPOP), Ministry of Education policy, the Human Rights Code\* and school district policies.

\* It is expected that students will respect the diversity of our school community and the BC Human Rights Code which prohibits discrimination on the grounds of: Ancestry, color, family or marital status, physical or mental disability, place of origin, race, religion, sex (gender, pregnancy, transgender), sexual orientation (gay, lesbian, bisexual, heterosexual), gender identity or expression and age.

**The following are examples of behaviours that are not allowed:**

- Abusive behaviour towards others;
- using the network for financial gain or for any commercial or illegal activity;
- intentionally spreading computer viruses;
- political lobbying, advertising, chain letters;
- bullying, harassing, intimidating, abusing, threatening, or sharing obscene materials face to face or by email, texting, social media or via the internet is forbidden;
- downloading, storing or printing files or messages that are profane, obscene or that use language that offends or tends to degrade others.

**<sup>1</sup> Appropriately credit all sources of ideas and information:**

The expression of original ideas is considered intellectual property, and is protected by copyright laws, just like original inventions. Almost all forms of expression fall under copyright protection as long as they are recorded in some way (such as a book or a computer file). All of the following are considered plagiarism:

- turning in someone else's work as your own
- copying words or ideas from someone else without giving credit
- failing to put a quotation in quotation marks
- giving incorrect information about the source of a quotation
- changing words but copying the sentence structure of a source without giving credit
- copying so many words or ideas from a source that it makes up the majority of your work, whether you give credit or not

Most cases of plagiarism can be avoided by citing sources. Simply acknowledging that certain material has been borrowed, and providing your audience with the information necessary to find that source, is usually enough to prevent plagiarism.

**Please note:** Changing the words of an original source is not sufficient to prevent plagiarism. If you have retained the essential idea of an original source, and have not cited it, then no matter how drastically you may have altered its context or presentation, you have still plagiarized.