

EDMONTON MENORAH ACADEMY

SAFE AND CARING FAITH BASED SCHOOL POLICY

Effective Date: April 1, 2018
Approval Date: June 29, 2018
Review Date: April 2019

I. Policy Requirements

Board Responsibility

1. The Universal Educational Institute (“Board”) has the responsibility to ensure that each student enrolled in Edmonton Menorah Academy (“School”) and each staff member employed by the Board is provided with a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging.

Principal Responsibility in accordance with section 16.1(1) of the School Act

2. If one or more students attending a school operated by the Board request a staff member employed by the Board for support to establish a voluntary student organization, or to lead an activity (collectively the “Requested Activity”) intended to promote a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging, the principal of the School shall, in addition to the other duties set out in this Policy, ensure that the Requested Activity promotes at the School a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging.
3. The students may select a respectful and inclusive name for the organization or activity, after consulting with the principal.
4. For greater certainty, the principal shall not prohibit or discourage students from choosing a name that is welcoming, caring, respectful and promotes a safe learning environment that respects diversity and fosters a sense of belonging.
5. The principal shall immediately inform the Board and the Minister of Education (“Minister”) if no staff member is available to serve as a staff liaison referred to above at subsection 2(b) and if so informed, the Minister shall appoint a responsible adult to work with the requesting students in organizing the activity or to facilitate the establishment, and the ongoing operation, of the student organization at the School.
6. The principal is responsible for ensuring that notification, if any, respecting a voluntary student organization or an activity referred to in subsection (1) is in accordance with the usual practices and responsibilities of the school relating to clubs, activities and sports.

Board Responsibility in relation to Student Organizations at the School under s. 16.1 of the School Act

7. If one or more students attending the School request a staff member employed by the Board for support to establish a voluntary student organization, or to lead an activity intended to promote a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging, the School principal shall:
 - (a) determine if the request promotes a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging and then permit permission for the establishment of the student organization or the holding of the activity at the School, and

- (b) subject to section 5 (below), within a reasonable time from the date that the principal receives the request, and determines that the request promotes a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging, designate a staff member to serve as the staff liaison to facilitate the establishment, and the ongoing operation, of the student organization or to assist in organizing the activity.

Additional Legislatively Mandated Principal Responsibilities

7. The principal is responsible for ensuring that notification, if any, respecting a voluntary student organization or an activity referred to in section 16.1(1) of the School Act, is consistent with the usual practices and responsibilities of the school relating to clubs, activities and sports.
8. The Board affirms the rights of students and staff members to not be discriminated against as provided for in the *Alberta Human Rights Act* to the extent applicable and subject to the *Canadian Charter of Rights and Freedoms* and the nature and character of the School as a private, voluntary religious association.¹

Code of Conduct

9. As legislatively mandated by section 45(5) of the School Act, the Code of Conduct herein set out has the following purpose: To establish and maintain a welcoming, caring, respectful, and safe learning environment for all students and school staff.
10. In order to ensure that students conduct themselves in an appropriate manner at all times, the students attending the School shall be subject to this Code of Conduct.
11. Students shall conduct themselves so as to reasonably comply with the following Code of Conduct:
- i. be diligent in pursuing their studies;
 - ii. attend school regularly and punctually;
 - iii. co-operate fully with everyone authorized by the school to provide education programs and other services;
 - iv. comply with school rules;
 - v. be accountable to their teachers for their conduct;
 - vi. respect the rights of others;
 - vii. ensure that they contribute positively to the environment and culture of Edmonton Menorah Academy;
 - viii. refrain from, report and not tolerate bullying or bullying behaviour directed to others in the school, whether or not it occurs within the school building, during the school day, or by electronic means)
 - a) Activities that may constitute a violation of this Code of Conduct include, but are not limited to, bullying whether in person during the school day or by electronic means, physical harm or assault upon others, harassment, hazing, gang activities, weapons in school, drug and alcohol use, and improper conduct on busses or on field trips. b) Unacceptable behaviour may be grounds for disciplinary action, and provides the student with an opportunity for critical learning and reflection in the areas of personal accountability and responsibility, the development of empathy, as well as communication, conflict resolution, and social skills development. In the assessment of the potential consequences of unacceptable behaviour, the School shall also consider a student's age, maturity, individual circumstances, and frequency of the misconduct. In addition, the specific circumstances of the situation and of the student must be taken into account when determining appropriate responses to unacceptable behaviour.

¹ See e.g. *H.S. v. The Private Academy*, 2017 HRTO 791; *Caldwell et al. v. Stuart et al.*, [1984] 2 S.C.R. 603; *Loyola High School v. Quebec (Attorney General)*, 2015 SCC 12.

When a student engages in unacceptable behaviour, consequences may include, but are not limited to: i. temporary assignment of a student to an alternate supervised area within the school; temporary assignment of a student to an alternate learning location; ii. short term removal of privileges including removal from school-related extra-curricular activities and/or groups;

iii. interventions such as positive behaviour supports, contracts, counselling, restorative practices; iv. replacement or retribution for loss of or damage to property in-school or out-of-school suspension; and/or g. recommendation for expulsion.

c) The School must ensure that support is provided for students who are impacted by inappropriate behaviour, as well as for students who engage in inappropriate behaviour. Also see:

d) This Code of Conduct shall be made publically available on the School website and shall be provided to all staff, students, and parents.

e) This Code of Conduct shall be reviewed each school year.

13. Section 45(4) (d) of the School Act requires this Policy to indicate that the Personal Information Protection Act governs the disclosure of personal information by the Board.

Legal References: a) *Alberta School Act*, RSA 2000, c S-3: preamble, sections 2, 3, 16, 28 b) *Alberta Bill of Rights*, RSA 2000, c A-14: preamble, sections 1 and 2 c) *Alberta Human Rights Act*, RSA 2000, c A-25.5: sections 7, 8 and 11 d) 2017 Bill 24, Third Session, 29th Legislature, 66 Elizabeth II ("Bill 24") e) *United Nations Convention on the Rights of the Child* (1990), article 5 f) *International Covenant on Civil and Political Rights*, 999 U.N.T.S. 171, article 18(4) (which protects the rights of parents to guide their children's religious upbringing) g) *Alberta's Personal Information Protection Act* h) Board Policy regarding the School's Faith Based Policy.