



LRHS Code for Student Rights and Responsibilities

Introduction:

The student's objective in attending school is to improve their level of education, to obtain academic knowledge that will allow them to be successful in their desired work path or career, to become global citizens, and respectful, responsible adults. All students and staff have the right to work in a safe, and nurturing environment. All students and staff have the right to be treated with respect and the obligation to respect other people's health, safety and right to security.

Attendance and Punctuality:

Students are expected to be present and in class before the bell rings for each period throughout the day. All late arrivals must be justified by a parent/guardian or by school administration. After three recorded late arrivals to class, whether justified or not, a 30-minute detention will be assigned. If the behavior continues, the length of detention may be increased, and a phone call home will be made to inform parents/guardians of the repeated infractions.

In accordance with legal requirements, the school is obligated to report chronic absenteeism to the Department of Youth Protection (DYP); in such cases, families will be contacted to inform them that a report has been submitted. When the school must intervene due to concerns related to absenteeism, it becomes the responsibility of the family to ensure the student's regular attendance. For absences related to medical reasons, documentation must be provided and should be as precise as possible, including a projected date of return to school. This requirement also applies to exemptions from physical education; all exemptions must include clear medical documentation indicating an expected timeline for a return to regular activities.

Sign-In and Sign-Out Procedures:

The school's responsibility for student attendance begins when a student boards the bus in the morning and ends when they return home in the afternoon. Throughout this period, the school must be informed of any late arrivals or early departures. All students are required to report to the main office in the following situations:

- Upon arriving late to school
- After returning from an appointment for which they were signed out
- Before leaving the school for any reason during school hours

Parents or guardians must inform the school of any late arrivals or early departures by either calling the school or using the Clic-École app. It is essential that families notify the school directly. Failure to follow these procedures will result in serious consequences:

- Any student who leaves the school without properly signing out and without prior notice from a parent/guardian will be considered skipping school. In such cases, the student will receive an in-school suspension. Repeated offenses may lead to an out-of-school suspension. Families will always be contacted when these incidents occur.

Additionally, students who are signed out during the day lose the privilege of taking the bus home in the afternoon. The school bus service is not to be used as a taxi. If a student takes the bus in the morning, it is expected that they attend school for the full day and not use school transportation to loiter elsewhere in the city.



COMMISSION SCOLAIRE SIR WILFRID-LAURIER
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Dress code:

DRESS CODE

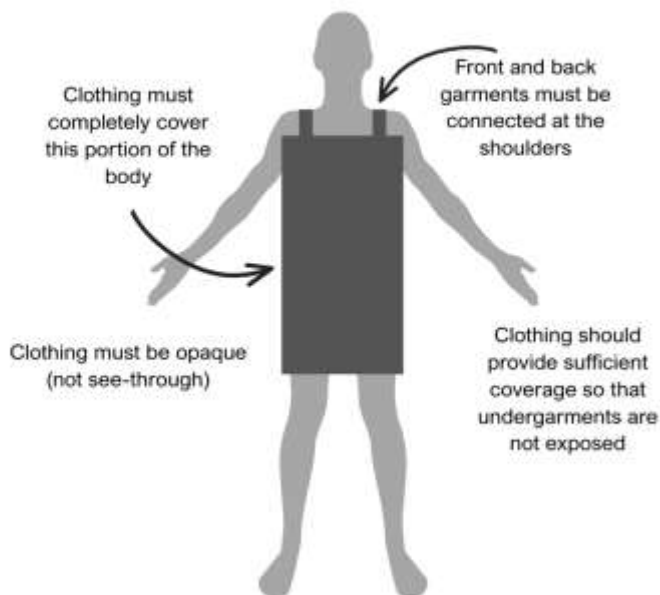
At LRHS, our dress code helps create a respectful learning environment where everyone can focus and feel comfortable.

GENERAL EXPECTATIONS

All clothing and accessories must:

- Not contain or promote offensive, lewd, vulgar, or obscene images or language, including profanity, hate speech or pornography.
- Not convey or allude to discriminatory, defamatory, threatening, or harassing content, or promote bias, prejudice or hate.
- Not reference or glorify tobacco, cannabis, alcohol, drugs or paraphernalia, violence, criminal activity, or illegal conduct.

COVERAGE & FIT REQUIREMENTS



Hats and headwear are permitted in school, but staff members may request that students remove them during classes or designated areas (e.g. auditorium).



Nightwear and pajamas are not permitted, except on designated activity days.



Students are expected to store coats and backpacks in their lockers.



Physical Education Requirement: For hygiene and safety reasons, a change of clothing is mandatory for all physical education classes. Students must wear clean, appropriate attire that allows freedom of movement and respects all to the dress code expectations outlined.

CONSEQUENCES AND FOLLOW-UP

Any student not adhering to the dress code will be referred to administration. They will be required to change into appropriate clothing provided by the LRHS school store, with items lent from the office.

Refusal to comply with the dress code or to change into appropriate clothing will result in the student being sent home. In these cases, families will be contacted directly.



OUR GOAL

These expectations apply to all students, every day. When we dress appropriately, we show respect for ourselves, for others, and for our learning environment.

Cell Phone and Personal Device Policy:

To support a focused, respectful, and distraction-free learning environment, LRHS is implementing a comprehensive ban on the use of cell phones, earphones, and personal mobile devices during the school day. This policy aligns with the provincial directive and the recommendations of the Special Commission on the Impacts of Screens and Social Media. The use of cell phones, earphones, and personal mobile devices by students is strictly prohibited from 8:40 AM to 3:20 PM. This includes:

- All class time
- Breaks and lunch
- Any time on school property, both indoors and outdoors

This policy applies to all students, from preschool through secondary, including those in vocational training. All devices must be stored in the student's locker before 8:40 AM and may only be retrieved after 3:20 PM. Devices must not be visible, carried, or used at any time during the school day. The use of a personal mobile device will be permitted only if pre-approved by school administration for the following reasons:

- A documented medical condition
- Special needs (such as a disability, adjustment difficulties, or specific learning accommodations)

These exceptions must be formally documented and supported by the appropriate staff. If a student is seen using or carrying a cell phone, earphones, or personal device during restricted hours, the following actions will be taken:

First Offense	Device confiscated and sent to administration, and will be returned at end of day. If confiscated during 4th period, device will be kept until the end of the day, and then taken again for the whole following school day.
Second Offense	Device confiscated as above. Parents will be notified that it is a second offense and will be informed that the student will be suspended for one day at home upon next offense. If confiscated during 4th period, device will be kept until the end of the day, and then taken again for the whole following school day.
Third Offense	Device confiscated. Automatic one-day at-home suspension. Parents will be contacted.
Fourth and Subsequent offense	Continued one-day at-home suspensions for each further offense.

If a student refuses to surrender their device when asked by a staff member, the student will be required to be picked up from school immediately, regardless of whether it is a first offense. Refusal to comply will be treated as a serious disciplinary matter and may result in further consequences.

All LRHS staff members are expected to model appropriate technology use. Staff will refrain from using personal mobile devices during the school day unless necessary for:

- Work-related purposes (such as educational tools, attendance systems, or safety protocols)
- Emergencies or situations requiring immediate communication

Non-essential personal use should be avoided during class time and while supervising students.

Language:

Foul, abusive, hate or discriminatory verbal language and/or gestures will not be permitted amongst the student body. Such language or gestures directed towards any staff member will result in consequences and may involve in-school or out of school suspensions.

Aggressive Behavior:

Running, shoving, rough play or wrestling is not permitted in the school. Excessive rough play, wrestling, climbing trees, or physically dangerous free time activities are not permitted on school grounds. All vandalism is prohibited. Damage due to kicking or hitting of doors, lockers, garbage cans or other school property will be repaired at the expense of the student(s) who committed the act of vandalism. Screaming and yelling in the school will only be tolerated in accordance with special events or appropriate activities. Fighting (physical or verbal) will result in suspension from school in equitable measures for all parties involved. Students in violation of keeping peace may be asked to adhere to additional sanctions before being allowed to return to school.

Bullying:

Any form of bullying will not be tolerated. This includes but is not limited to any act of intimidation, humiliation or demeaning of another person, taxing, cyber-bullying, obscene gestures, and threats, on social media, by text or otherwise. Different disciplinary measures may be put in place depending on the situation in link with our ABAV plan. When necessary, police will be implicated for intervention on such matters.

Participation in Extracurricular Activity and Field Trips:

Extracurricular activities and field trips are provided by LRHS to appeal to the interests, talents and needs of the student body. Each student is encouraged to participate in these activities. These activities are important for LRHS commitment to the academic, social, and emotional well-being of our students and are under the supervision and coordination of the school staff and external coaches if applicable. The following guidelines will apply:

- Students must be in good academic standing to be eligible for these opportunities. In cases where a student is struggling academically, they will need the school team permission to miss class for such activities.
- It is crucial that students have excellent attendance records at school to participate in any extracurricular activities or field trips.
- Students represent LRHS at all times, especially when wearing LRHS gear. Therefore, the behavior record of participating students must also be excellent.
- Any student found violating rules related to acts of violence, vaping/smoking or drugs will face consequences as outlined in the code of conduct. In addition, offenders may be banned from participating in extracurricular activities or field trips for a period determined by the school team. Repeat offenders' risk being permanently removed from such activities for the remainder of the school year.

Classroom Behavior:

Students who come to class must be ready and willing to work. This includes arriving with all required materials for the lesson. As all students are assigned a locker, coats, lunch boxes, and school bags must be stored in lockers and not brought into the classroom. Students do not have the right to refuse to complete assigned classwork. Students who refuse and/or are physically incapable of participating in class work (e.g., sleeping on their desk) will be removed from class, and their parents will be contacted to determine the appropriate course of action. Students who consistently fail to work in class will be addressed individually and may be placed on academic probation. Students with assistive technology are permitted to have a backpack for their device. Students who wish to have hygiene products or a change of clothes may carry a small bag; however, this bag must be returned to their locker immediately following physical education. All students must respect the right of their peers to learn in a positive and productive classroom environment. Disruptions or behaviors that interfere with this environment will not be tolerated.

Permission to Leave School Property:

Secondary 1 and 2 students must always remain on school grounds. They are not permitted to leave school property. Secondary 3-4-5 can leave school grounds only if they have written permission from their legal guardians. At the beginning of each school year, a document is sent home to that effect, where the legal guardians need to sign that they agree with their child/children leaving the school grounds. Permission to leave school grounds implies that the students are leaving and are in movement. It is not permitted for students to loiter in front of the school on private property. It is implied that the students leaving school property are in movement and will return to school without causing issues for the community.

Energy Drinks:

Energy Drinks, such as Red Bull and Monster drinks will not be tolerated within the building. If these kinds of drinks are seen within the building, they will be confiscated and not returned.

LRHS- A Smoke/Vape free Environment:

Laurentian Regional High School is a smoking/vaping free environment where the use of tobacco products and vapes are prohibited on all school property and at school sponsored events. The success of this policy will depend on the thoughtfulness, consideration and cooperation of smokers and non-smokers. All students on the school premises share responsibility for adhering to and supporting this policy. Students caught smoking/vaping on school grounds will be suspended for three days outside the school. The same will apply for anyone among the group of students smoking/vaping, even though they may not have participated in the action. The cigarettes or the vapes will be confiscated and only returned to the parents. It is also possible that a student be fined for smoking/vaping on school grounds.

It is implied that secondary 1 and 2 students will not be able to smoke/vape at school at any time since they cannot leave the school grounds. For secondary 3, 4, and 5 students allowed to leave school grounds as per their legal guardian's permission can vape/smoke outside of school property. Again, no loitering in front of the school or on private property will be tolerated. Please refer to the permission to leave school property section.

Illegal Substance Possession and Abuse:

The possession, use, sale, or transfer of any illegal substance on school grounds, or school transportation, is illegal and punishable by law. The school is obligated to inform the police of all illegal activity, and the police will be notified and involved in all activities pertaining to illegal substances on school grounds.

Measures such as police involvement, complete loss of cell phone access at school, restricted free time, and access to school activities, as well school suspensions/or school community service will be applied to cases of repeat substance use and distribution at school. Any students caught with drugs, or any other illegal substance will be assigned a five-day suspension at home. The same will apply for students who are seen in the same group of students implicated with illegal substance, even though they are not caught in the action of doing it.

Insubordination:

Pursuant to all the articles mentioned above, a student does not have the right to be insubordinate concerning a request made by a staff member (Supervisor, Teacher, attendant, Spec Ed. Tech, Administration etc...) This includes argumentative behavior.

Consequences for such matters may include:

- Loss of recess and lunch hour.
- School community service.
- Loss of cell phone access at school.
- In-School suspensions.
- Out of school suspensions (1 to 5 days).
- Academic probation.
- Any other modification plan deemed to help change unwanted behavior.

Every student of LRHS is expected to review and become familiar with the matters addressed in this Code of Conduct. In addition, each student is responsible for reviewing the various policies and procedures related to enrollment at LRHS, which are available on the school's website. All students are expected to follow these policies and to encourage their peers to do the same. By signing the Code of Conduct form in September, both the student and their family acknowledge that they have read, understood, and are aware of the expectations outlined in this Code.