

Administrative Procedure 302

DUTIES OF STUDENTS

Background

It is necessary and appropriate for students to assume personal responsibility for carrying out their duties in the course of receiving an education in the Division.

Procedures

For purposes of clarification, the duties of students as outlined in *The Education Act, 1995* are as follows.

1. In the exercise of his or her right of access to schools and to the benefits of educational services; every pupil shall co-operate fully with all persons employed by the Board and any other persons who have been lawfully assigned responsibilities and functions with respect to the educational program of the school or any special or ancillary services that may be provided or approved by the Division or the department.
2. Every pupil shall:
 - 2.1 Attend school regularly and punctually;
 - 2.2 Purchase any supplies and materials not furnished by the Board that the principal considers necessary for any particular course of instruction;
 - 2.3 Observe standards with respect to:
 - 2.3.1 Cleanliness and tidiness of person;
 - 2.3.2 General deportment;
 - 2.3.3 Obedience;
 - 2.3.4 Courtesy; and
 - 2.3.5 The rights of other persons.
 - 2.4 Be diligent in his or her duties;
 - 2.5 Conform to the rules of the school; and
 - 2.6 Submit to any discipline that would be exercised by a kind, firm and judicious parent.
3. Every pupil is accountable
 - 3.1 To the teacher for the student's conduct on the school premises during school hours and during those hours that the teacher is in charge of the pupil in class or while engaged in authorized school activities conducted during out-of-school hours;
 - 3.2 To the principal for the student's general deportment at any time that the pupil is under the supervision of the school and members of the teaching staff, including the time spent in travelling between the school and the student's place of residence;
 - 3.3 Subject to the stated procedures of the Division, to the driver of the school bus and to any other person appointed by the Division for the purposes of supervision during hours when pupils are in the personal charge of those employees of the Division, and those employees are accountable to and shall report to the principal in accordance with the procedures in this manual.
4. The principal shall be responsible for appropriately communicating to students and parents the duties of students and expectations of the school

Reference: Section 150, 151, *The Education Act, 1995*
Approved: May 12, 2014