

The Staff at Queen Margaret's School is committed to providing a safe, comfortable environment for students to learn effectively. To this end, we ask that students be respectful of others, their belongings and the school.

All QMS Students will review this student Code of Conduct with their Faculty Advisor at the beginning of the School Year. Students will be required to sign an agreement to follow the Student Code of Conduct at Queen Margaret's School annually.

SENIOR SCHOOL CODE OF CONDUCT

A system of rules, procedures and routines is necessary for the benefit of all who are a part of the QMS community. Our students are expected to cultivate a sense of personal responsibility as well as a concern for the wellbeing of the larger community of which they are a part. To this end, we expect students will:

✓ **Be Respectful**

We expect students to behave in a manner that shows consideration and empathy for the feelings and wellbeing of others. Students' behavior should be based on common sense, courtesy, respect and consideration of fellow students and the property of others. All students have a right to learn without distraction from others.

✓ **Be Courteous**

Polite behavior and courtesy contribute to the wellbeing and positive atmosphere of the school. The language of the community members sets the tone for the school. The student will be careful not to offend anyone with their language. They will not swear, use obscenities, vulgar expressions, lie, threaten, insult or engage in verbal abuse or harassment of any kind.

✓ **Attend Class and Chapel**

Attending class is critical for student learning. Skipping a class or chapel is disrespectful to yourself, fellow students and to the teacher.

✓ **Take Responsibility for Missed Learning**

We expect students to achieve and contribute to the best of their ability. When students know that they are going to miss class, it is expected that they inform their teachers well in advance. Students are expected to take the responsibility to catch up on missed learning as soon as they return from an absence.

✓ **Present a Good Attitude**

We value a strong work ethic and a positive attitude toward self and community. The student will make a consistent effort to succeed in their studies both at the School and in the home.

✓ **Not Cheat or Plagiarize**

Cheating includes copying from the work of another student, allowing another student to copy from one's own work, consulting with another student during examinations, using unauthorized aids during an examination and the theft or unauthorized possession of an examination paper or other materials. Plagiarism is the act of presenting the ideas or works of another as one's own. This applies to all materials including essays, term reports, laboratory reports, presentations, computer programs, research projects and results and statistical data. Cheating and plagiarizing are incompatible with the attitudes and ethics expected from students and will have severe consequences.



✓ **Maintain Proper Uniform/Personal Appearance**

The school uniform is part of our school heritage and provides students with a sense of common unity and school spirit. All students will wear the regulation uniform and adhere to the dress code. Uniform infractions will be given to those who fail to adhere to the dress code.

✓ **Comply With Computer and Electronic Device Policies**

All students who use the computer facilities or QMS wireless network are required to comply with the [Information & Communication Technology \(ICT\): Access and Acceptable Use Policy](#).

✓ **Contribute to a Safe Environment**

a) Bullying/Harassment

Everyone at Queen Margaret's School has the right to a safe environment. Fighting, bullying, cyber-bullying, harassment, name calling, or intimidating other students is not accepted.

b) Theft

Theft is a violation of trust and is not acceptable in this community. Students should report any instances of theft should they occur and an investigation will be made.

c) Tobacco Product Use

Tobacco product use is a serious health hazard and second-hand smoke damages the health of everyone in the vicinity. QMS is a tobacco-free campus (including e-cigarettes), the use of tobacco products are not allowed on school property or during school-sponsored functions by anyone (student, parent or staff member). Students are not to use tobacco products (including e-cigarettes) on their way to or from campus or any time in uniform.

d) Alcohol or Illegal Drugs

The use of, possession of, distribution, or being under the influence of drugs or alcohol is in violation of the School's policy. Students who suspect that another student is under the influence of alcohol or drugs are encouraged to discuss their observations with a teacher or staff member. All reports will be kept confidential.

e) Weapons

Students and staff have a right to expect safety at the School. Students may not bring any weapons or dangerous goods onto school premises or to school-sponsored/sanctioned activities.

I acknowledge that I have received a copy of the Queen Margaret's School Senior School Code of Conduct. I have read, understand, and agree to comply with the Senior School Code of Conduct.

Student Name

Date

