

# CODE OF CONDUCT

## ***STUDENT'S MUST***

- ✓ Treat all staff and students with dignity and respect at all times.
- ✓ Pay attention to the directions of every teacher/staff member.
- ✓ Be punctual and equipped with supplies needed for class.
- ✓ Use proper language without profanity at all times.
- ✓ Show proper care for school property or equipment.
- ✓ Avoid any behavior that disrupts instruction in any class.
- ✓ Wear the school uniform at all times while in the school.
- ✓ Have appropriate outdoor and indoor shoes.
- ✓ Report any incident of bullying, or other inappropriate behavior.
- ✓ Leave all cell phones in the office.
- ✓ Eat only in the designated area (cafeteria)

## ***STUDENT'S MUST NOT***

- ✓ Engage in any form of "Bullying". (*Heritage Academy has a "No Bullying" policy*)
- ✓ Use a personal electronic device in the school without permission from the teacher
- ✓ Chew gum at any time at school
- ✓ Bring any food or drinks into the classrooms. (Only water is permitted)
- ✓ Deliberately damage school supplies, property, equipment, etc.
- ✓ Download any computer programs, or alter the general settings of any computer in the school.
- ✓ Smoke on school property.
- ✓ Possess any dangerous objects (e.g. penknife, water gun, fire cracker, lighter/matches, etc.)
- ✓ Bring any peanuts, or foods containing nut products to school.

**H** ONESTY

**E** FFORT

**R** ESPECT

**I** NTEGRITY

**T** EAMWORK

**A** CCEPTANCE

**G** ROWTH

**E** MPATHY



HERITAGE ACADEMY  
OF LEARNING EXCELLENCE