



ABBOTSFORD TRADITIONAL SCHOOL CIVILITY CODE

Introduction

At ATSS we believe that a complete education includes not only the pursuit of knowledge, but also the development of skills and virtues that enable people to make a positive difference in the world. The following guidelines are designed to create a more civil and considerate community:

Be Considerate

- Greet others and respond appropriately when they greet you.
- Use "please" and "thank you" often.
- Use proper names and formal titles when addressing others (Mr., Mrs., Sir, etc).
- Use appropriate language. Swearing or rude language is offensive.
- Language should never be intended to exclude others.
- Hold doors open for others and help them with their belongings.
- Ask for permission before you borrow or use others' property.
- Put things back where you find them.
- Be aware of those around you and attempt to share space patiently in common areas.
- Wait your turn in lineups.
- Avoid walking between others who are talking.
- Keep the school presentable by picking up after yourself.
- Cover your mouth while coughing, sneezing or yawning.
- No spitting.
- Maintain your personal hygiene.
- Value others by listening and not interrupting.
- Turn off electronic devices when you are interacting with others.

Have Integrity

- Tell the truth.
- Never cheat, steal or plagiarize.
- Always do the right thing, even when it's difficult.
- Speak out appropriately when you or others suffer mistreatment.
- Accept responsibility for your mistakes and forgive others when they make them.

Strive For Excellence

- Always do your best.
- Think positively and see the possibilities in every challenge.
- Wear your uniform and ensure it is neat, clean and in good repair.
- Be prepared for class, arrive on time with required materials.
- Your body language should communicate confidence and respect for others.
- Think before you speak, raise your hand and stand to address the class.
- Speak in a manner so that others can understand you.
- Look others in the eye when you speak to them.

Show Compassion

- Smile –you'll make yourself and others feel better.
- Help others, even when not asked.
- Speak kindly of others & avoid malicious gossip.
- Accept differences in others. Everyone deserves respect.
- Include others intentionally.