

International Student Behavior Protocol

This document outlines the behavior support systems in place for international students who are attending schools within Golden Hills School Division. This protocol is intended to establish an open and transparent process that promotes a positive experience for international students and their teachers. Each successive step in the behavior protocol signals an escalation in the frequency or severity of negative behaviors, and thus indicates a need for increased behavior supports. Behavioral interventions will be based on collaborative discussion between an international student's school and the Golden Hills International (GHI) Team, where preventative and proactive measures will be emphasized.

Step 1: School-based Intervention (90-95% of all interventions)

In addition to adhering to the Student Conduct Agreement included in this document, all schools in Golden Hills School Division establish clear expectations for students in their handbooks. International students can find these handbooks on their respective school's website or via the iCent app and familiarize themselves with the behavior expectations. Teachers and school administrators will clearly communicate behavior expectations to students and they will consistently respond to inappropriate behaviors. School staff will collect the appropriate data for collaborative decision making with GHI staff in regards to behavior expectations. At this step, where negative behaviors are relatively minor, the school will provide ongoing behavior support in the form of coaching, warnings, and school-based behavior plans. These types of behavioral supports will be provided at the discretion of the school staff, considering factors such as severity, frequency, and a student's willingness to improve.

Step 2: GHI Behavior Contract (5-10% of interventions)

At this step, the student has been identified as having difficulty adhering to specific aspects of the Student Conduct Agreement. Students may be moved directly to Step 2 if the GHI team or school staff determine that it is warranted given the severity of a particular behavior issue. A specialized behavior contract will be created in consultation with the student's school, which will clearly outline the specific behaviors that need to be addressed. Upon the student signing the contract, a clear timeline for improvement will be established, and regular monitoring and evaluation will be conducted by GHI staff to ensure that the student is making the necessary changes in a timely manner. The GHI team will continue to work with the school in order to provide the sufficient supports for the student to make the desired behavioral changes. Agents and parents will be notified in writing, and a copy of the contract will be included to be signed and returned.

Step 3: Final Notice (<1% of interventions)

If a student has completed the previous step without making the necessary behavior changes, or if a particular behavior is judged to be especially severe, the parents and/or agent will be contacted and given a final notice. A short time-frame will be established during which marked improvement must be observed. Failure to improve (or additional violations of the Student Conduct Agreement) will, at the discretion of GHI and in consultation with school staff, result in the student being removed from the program and sent home at the family's expense without a refund of tuition or fees. In exceptional circumstances where a behavior or set of behaviors is uniquely severe, a student may be removed from the program without any warning or without moving up the steps.

Student Conduct Agreement

Students accepted into the Golden Hills International Program are required to follow all policies of Golden Hills School Division; all rules of Golden Hills International and the student's particular school; and all applicable federal, provincial, and municipal laws. The Student Conduct Agreement is intended to ensure the safety of each student and provide the greatest opportunity for success. The student and their parent(s) or legal guardian(s) must read the following and, upon signing, agree to uphold and abide by all terms.

The student agrees to:

1. Respect and uphold the laws of Canada, Alberta, and the municipality in which they are present.
2. Respect and uphold the policies of the school division and their school, including the code of conduct in that school's handbook, and abide by all decisions made by administrators, teachers, and school staff.
3. Respect and uphold any rules set out by Golden Hills International and abide by all decisions made by staff.
4. Respect and uphold the rules set by their homestay or dormitory staff, including curfew and expectations.
5. Respect all members of their community and conduct themselves appropriately.
6. Respect the property of others, including their homestay family and fellow international students, their dormitory staff and fellow international students, their fellow students and staff at school, and members of the community.
7. Learn and be aware of the norms and customs of Canadian culture, including personal space and tipping.
8. Attend school regularly, arrive to class on time, and make an effort in class with all coursework and interaction.
9. Communicate with their homestay parent or dormitory staff prior to a school absence (the homestay parent or dormitory staff shall inform the school of the absence).
10. Remain in good academic standing by completing all assignments and homework with effort and on time.
11. Keep their homestay parents or dormitory staff informed of their location at all times, as well as an expected time of return.
12. Submit any requests to Golden Hills International staff at least 72 hours in advance to travel outside of Alberta (even if with their homestay family or dormitory staff) or sleep overnight outside of their homestay or dormitory.
13. Use the Internet (including email and social networking) at school and the homestay or dormitory appropriately, understanding that access may be regulated and monitored by the school, homestay family, and/or dormitory staff. (Inappropriate use of the Internet may result in restricted or withdrawn Internet access.)



The student agrees not to:

1. Drink or possess alcohol or cannabis.
2. Use or possess illegal drugs or drugs that have not been prescribed specifically for the student by a doctor.
3. Purchase, use, or possess weapons or anything that may be perceived to be a weapon.
4. Drive a motorized vehicle, including but not limited to a car, truck, motorcycle, ATV, jet ski, or snowmobile.
5. Be a passenger in a vehicle with a driver other than a homestay parent, dormitory staff, a member of Golden Hills School Division, or a driver authorized by Golden Hills School Division.
6. Smoke or vape indoors or in any prohibited area. (Students smoking or vaping in a dormitory, homestay, or public building—or on school grounds—may be subject to a cleaning fee and/or punishment under municipal or provincial law.)

It is the student's sole responsibility to be familiar with this Student Conduct Agreement (and all rules contained within) and to be aware of the consequences of breaking any rules. The student's personal property is their responsibility and **not** the responsibility of the homestay family or dormitory staff. The student is expected to take care when possessing cash and expensive property.

Failure to adhere to the Student Conduct Agreement will be subject to the International Student Behavior Protocol, up to and including being sent home with no refund of fees. A student in violation of the law may be subject to criminal prosecution and/or fines.

By signing below, I agree that I have read, understand, and accept the rules and expectations outlined in the International Student Behavior Protocol and the Student Conduct Agreement.

Parent/Guardian Signature

Date

Agent Signature (if applicable)

Date

Parent/Guardian Signature (if applicable)

Date

Student Signature

Date