

Code of Ethics (prescribed form)

FOR SCHOOL SERVICE CENTERS

AND PRIVATE EDUCATIONAL INSTITUTIONS

Coordination and drafting

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Ministry of Education

24-107-71_w1

Background

The *Act to strengthen the protection of students, particularly with regard to acts of sexual violence* (2024, chapter 9) introduced a new obligation, which came into force on March 5, 2025, as provided for in section 258.0.1. of the Education Act (chapter I-13.3)¹ for a school service center and in section 54.0.1. of the *Private Education Act* (chapter E-9.1)² for private educational institutions (school boards) to adopt a code of ethics, in the form prescribed by the Minister, applicable to their staff and to any person called upon to work with or be in contact with minor or disabled students.

Each school organization must adopt a code of ethics that includes the various sections set out in this document, including their content. These sections may not be modified in whole or in part or removed.

In addition to the requirements of this document, however, it is possible for a school Organization to include any other element deemed relevant to the realities of its organization.

¹ Section 258.0.1: "The school service center must adopt a code of ethics applicable to its staff and to any person called upon to work with or be in contact with minor or disabled students, **in the form prescribed by the Minister**. The code must specify the practices and conduct expected of persons called upon to work with or be in contact with minor or handicapped students. In addition, the code must provide for the obligation to report without delay to the school service center any breach of its provisions that may reasonably give rise to fears for the physical or psychological safety of students. The school service center shall publish this code of ethics on its website and make it available to any person who requests it.

² Section 54.0.1: "The institution must adopt a code of ethics applicable to its staff members and any person called upon to work with or be in contact with minor or disabled students, **in the form prescribed by the Minister**. The code must specify the practices and conduct expected of persons called upon to work with or be in contact with minor or disabled students. In addition, the code must provide for the obligation to report immediately to the institution any breach of its provisions that could reasonably give rise to fears for the physical or psychological safety of students. The institution shall publish the code of ethics on its website and make it available to any person who requests it."



**Code of ethics applicable
to staff members and any
person called upon to
work with or be in contact
with minor or disabled
students
or to be in contact with them**

*Yeshiva Gedola Merkaz Hatora
(hereinafter "Educational Institution")*

Effective date: [April 2025](#)

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Preamble

In accordance with section [54.0.1 of the *Private Education Act* \(chapter E-9.1\) for private educational institutions](#), the educational organization must adopt a code of ethics, in the form prescribed by the Minister, applicable to its staff members and to any person called upon to work with or be in contact with minor or disabled students.

This code of ethics must specify the practices and conduct expected of persons called upon to work with or be in contact with minor or disabled students. It must also provide for the obligation to report immediately to the school Organization any breach of its provisions that could reasonably give rise to fears for the physical or psychological safety of students. Finally, it must be published on the school's website and made available to anyone who requests it.

This code of ethics is a reference tool to which all members of the School Organization's staff and anyone called upon to work with or be in contact with minor or disabled students must adhere. It sets out the principles that should guide their actions in matters of ethics and certain practices and behaviors expected of them.

These expected practices and behaviors are not exhaustive, do not limit the School Organization's management rights, and must be interpreted broadly and liberally. The fact that a practice or conduct that is expected or to be avoided is not provided for in the code does not exempt a staff member or a person called upon to work with or be in contact with minor or disabled students from responsibility for inappropriate or inadequate behavior on their part.

This code of ethics does not replace or limit the scope of any obligation relating to the conduct of a staff member or any person called upon to work with or be in contact with minor or disabled students contained in a law, regulation, collective agreement, policy, agreement, contract, any other framework, or in the rules of conduct adopted by the school Organization. It also does not replace any other rules of professional conduct that apply to a staff member or person called upon to work with or be in contact with minor or disabled students because of their membership in a professional order or association.

Legal and regulatory framework and

The code of ethics applies in accordance with the legal and regulatory framework in force, in particular:

- the Canadian Charter of Rights and Freedoms, the Constitution Act, 1982, Schedule B to the Canada Act 1982 (United Kingdom), 1982, c. 11;
- the Charter of Human Rights and Freedoms (RLRQ, chapter C-12);
- the Charter of the French Language (RLRQ, chapter C-11);
- the Civil Code of Québec (CQLR, chapter CCQ-1991);
- the Act respecting the secular nature of the State (RLRQ, chapter L-0.3);
- the Act to promote respect for the religious neutrality of the State and to regulate requests for accommodation on religious grounds in certain organizations (CQLR, chapter R-26.2.01);
- the Education Act (CQLR, chapter I-13.3);
- the Act respecting Access to documents held by public bodies and the Protection of personal information (CQLR, chapter A-2.1);
- the Act respecting contracts of public bodies (CQLR, chapter C-65.1);
- the Labor Standards Act (RLRQ, chapter N-1.1);
- the Act respecting occupational health and safety (CQLR, chapter S-2.1);
- the Youth Protection Act (CQLR, chapter P-34.1);
- the Anti-Corruption Act (CQLR, chapter L-6.1);
- the Act to facilitate the disclosure of wrongdoing in public bodies (RLRQ, chapter D-11.1);
- applicable collective agreements;
- applicable rules of professional conduct.

Objectives

The purpose of the code of ethics is to:

- to establish a reference guide for the practices and conduct expected of all members of the School Organization's staff and any person called upon to work with or be in contact with minor or disabled students;
- to serve as a tool for reflection and accountability to encourage critical thinking for decision-making that promotes the development of moral values and professional ethics;
- to establish and cultivate trust among students, parents, the educational community, and the general public toward the School Organization, its institutions, and the educational system.

Scope of application

The code of ethics applies to all members of the School Organization's staff and to anyone called upon to work with or be in contact with minor or disabled students.

Definitions

Staff member

Any member of the support staff, management staff, professional staff, teaching staff, and any other person employed by the School Organization, including non-management staff.

Person called upon to work with or be in contact with minor or disabled students Any person who is not a member of the School Organization's staff but who is called upon to work with or be in contact with minor or disabled students in a capacity including, but not limited to, intern, internship supervisor, volunteer (including a parent in this role), coach, extracurricular activity leader, or any other person providing services under an agreement or contract.

Minor student

Any student under the age of 18 enrolled in an educational institution, vocational training center, or adult education center, or any child of the same age who receives appropriate instruction at home and who receives services provided by the School Organization

Student with a disability

Any student recognized as disabled within the meaning of the *Act to secure the rights of persons with disabilities with a view to their educational, vocational, and social integration* (RLRQ, chapter E-20.1) enrolled in an educational institution, vocational training center, or adult education center, or any child recognized as such who receives appropriate instruction at home and services provided by the School Organization.

Rules of conduct

Code of conduct, operating rules, or any other guidelines of this nature proposed by the school principal and approved by the School Organization.

Principles

The code of ethics is based on the following principles, which must guide everyone's actions and decisions:

- All students, staff members, and anyone called upon to work with or be in contact with minor or disabled students have the right to safety, integrity, and personal freedom, to the protection of their dignity, honor, and reputation, and to respect for their privacy.
- The school environment must protect and promote the fundamental rights and freedoms of the individuals who are part of it, as guaranteed by the charters of rights and freedoms, by ensuring that these rights and freedoms are exercised in accordance with the democratic values of Quebec society, equality between men and women, the secular nature of the state, and the importance attached to the protection of French as the common language.
- In accordance with the principle of equal opportunity, every student is entitled to high-quality educational services that promote their full development, success, and social and professional integration.
- Everyone must be able to grow in a healthy, safe, and stimulating environment that is conducive to learning, achievement, and the realization of each person's full potential.
- No form of violence, intimidation, or harassment should be tolerated in the school environment and must be strongly condemned.
- Adults in the school environment are inspiring and meaningful role models for students, authority figures whose conduct must project positive values and meet exemplary standards.
- The school environment must promote a vision of educational success that is commensurate with the potential, needs, differences, and aspirations of students, embodied in values of equality, equity, and social justice.

Expected practices and conduct

1 **Respect, civility, and kindness**

- 1.1 All staff members or individuals who work with or are in contact with minor or disabled students must behave with respect, civility, politeness, and courtesy in all circumstances with students, parents, staff members, and individuals with whom he or she is called upon to interact in the performance of his or her duties, particularly in verbal and written communications, in order to ensure a high-quality and fulfilling learning environment and work climate.

This duty applies in particular when expressing reservations or disagreement with a staff member's opinion or with a policy or decision of the School Organization.

- 1.2 All staff members or persons called upon to work with or be in contact with minor or disabled students must show consideration, empathy, and kindness by promoting positive relationships with others, supporting them, and advocating an approach based on mutual understanding and dialogue in conflict resolution.
- 1.3 All staff members or persons called upon to work with or be in contact with minor or disabled students must ensure compliance with the school's rules of conduct and the standards of civility they contain, and promote them.

2 Justice, fairness, and neutrality

- 2.1 All staff members and anyone called upon to work with or be in contact with minor or disabled students must act fairly and equitably, taking into account the needs and differences of each individual.
- 2.2 All staff members or persons called upon to work with or be in contact with minor or disabled students must provide services without distinction, exclusion, or preference based on race, color, sex, gender identity or expression, sexual orientation, marital status, age except to the extent provided for by law, religion, political beliefs, language, social status, ethnic or national origin, disability, or the use of a means to compensate for that disability.
- 2.3 A staff member or person called upon to work with minor or disabled students or be in contact with them must avoid promoting their political beliefs or personal or religious convictions and must exercise caution and objectivity when discussing these issues with students.

3 Professional conduct

- 3.1 Any staff member or person called upon to work with or be in contact with minor or disabled students must maintain a professional attitude and exercise restraint and judgment.
- 3.2 All staff members or individuals called upon to work with or be in contact with minor or disabled students must refrain from performing duties or engaging in activities that are incompatible with those for which they are responsible on behalf of the School Organization.

Distance

- 3.3 Any staff member or person called upon to work with or be in contact with minor or disabled students must, because of their position of authority, maintain a professional distance from all students, even outside of school hours, and in this regard, must in particular avoid:
 - establishing relationships with students that are not professional in nature (friendship, intimacy, or romantic relationships);
 - any situation that could create ambiguity in their relationship with the student (refusing any invitation or participation in an activity or event outside the school setting);
 - any communication with a student via social media outside of school.

Language

- 3.4 Any staff member or person called upon to work with or be in contact with minor or disabled students must give preference to the use of French, the common language and language of instruction, in accordance with the *Charter of the French Language*.
- 3.5 All staff members or persons called upon to work with or be in contact with minor or disabled students must take the necessary measures to promote the written and spoken French language in their interactions with students, parents, staff members, and persons with whom they are called upon to interact in the performance of their duties.

Dress code and appearance

- 3.6 All staff members or persons called upon to work with or be in contact with minor or disabled students must dress in a manner appropriate to the educational environment, in accordance with the applicable provisions of the institution's rules of conduct, where applicable, and exercise critical judgment regarding their clothing choices and the messages they convey.

This duty applies both in the workplace and during distance learning and external activities.

- 3.7 Any staff member or person called upon to work with or be in contact with minor or disabled students must ensure that their use of social media is consistent with their image and role as a role model, in particular by questioning the appropriateness of posting certain information (photos, videos, etc.) or by restricting access to it.

Drugs and alcohol

- 3.8 Any staff member or person called upon to work with or be in contact with minor or disabled students must refrain from consuming, supplying, or serving alcoholic beverages, legal or illegal drugs, or any other substance that could affect their judgment or interfere with the safe performance of their work.

More specifically, the above does not apply to the consumption of alcoholic beverages that are exceptionally permitted by the school organization, particularly during a reception.

- 3.9 A staff member or person called upon to work with or be in contact with minor or disabled students must not be at their workplace, perform their duties or be in the presence of students while their faculties are impaired by alcohol, a legal or illegal drug, or a substance that could impair their judgment or interfere with the safe performance of their work.

³Except as provided for in the *Charter of the French Language*, particularly in the context of education, English as a second language services.

4 Safety, health, and well-being

- 4.1 Any staff member or person called upon to work with or be in contact with minor or disabled students must exercise caution and take the necessary measures to ensure their own safety and health as well as that of others, especially students.
- 4.2 All staff members or persons called upon to work with or be in contact with minor or disabled students must behave in a manner that is free of any form of verbal or physical violence. To this end, the following are prohibited:
- aggressive words, behaviors, and gestures;
 - verbal, written, or physical threats;
 - the use of an aggressive tone of voice (shouting, yelling, etc.);
 - the use of degrading, racist, sexist, or inappropriate language;
 - sexual words, gestures, and behavior;
 - any form of intimidation or harassment;
 - ignoring such behavior or failing to intervene when a situation requires it.
- 4.3 Physical intervention with a student is a measure that should only be used as a last resort when a risk assessment concludes that there is an emergency situation requiring immediate action with the sole objective of ensuring the safety of the student or others.

When a coercive measure must be used against a student and can be planned, it must be guided by a protocol in accordance with the [Reference Framework on Control Measures in Schools](#) and reported immediately to the school administration.

- 4.4 Any staff member or person called upon to work with or be in contact with minor or disabled students must, when a student or staff member confides in him or her, be on the lookout for signs of distress and, if necessary, refer the student to the appropriate resource, such as the Director of Youth Protection (DPJ).
- 4.5 Any staff member or person called upon to work with or be in contact with minor or disabled students must cooperate in the implementation of the anti-bullying and anti-violence plan and ensure that no student at the school to which he or she is assigned is a victim of bullying or violence.
- 4.6 Any staff member or person called upon to work with or be in contact with minor or disabled students who, in the course of their duties, has reasonable grounds to believe that a teacher has committed serious misconduct in the course of their duties or an act derogatory to the honor or dignity of the teaching profession involving conduct that could reasonably give rise to fears for the physical or psychological safety of students, must report the situation to the Minister without delay.

⁴ For a review of the criteria to be used to determine whether behavior is such as to reasonably give rise to fears for the physical or psychological safety of students, consult the ministerial guide for school service centers and private educational institutions entitled *La vérification des antécédents judiciaires et des comportements pouvant raisonnablement faire craindre pour la sécurité physique ou psychologique des élèves (Verification of criminal records and behavior that could reasonably give rise to fears for the physical or psychological safety of students)*.

5 Discretion, confidentiality, and protection of personal information

- 5.1 Any staff member or person called upon to work with or be in contact with minor or disabled students must act with discretion, caution, and judgment, respecting the privacy of students and other staff members, with regard to confidential information that comes to their knowledge in the course of their duties, including confidences made to them.
- 5.2 All staff members or persons called upon to work with or be in contact with minor or disabled students must familiarize themselves with and use only the personal information necessary for the performance of their duties and must communicate personal information in accordance with the applicable provisions.

In the latter case, the communication must be made in an appropriate, secure, and respectful manner and in such a way as to avoid unduly prejudicing the person concerned.

- 5.3 Any staff member or person called upon to work with or be in contact with minor or disabled students must respect their image rights, in particular by obtaining the consent of the parent or guardian of the minor student or that of the student themselves, if they are of legal age, for any taking or dissemination of photographs, video recordings, screenshots, etc. He or she must also ensure that these are in line with the mission of the school organization.

6 Integrity, probity, and transparency

- 6.1 All staff members or persons called upon to work with or be in contact with minor or disabled students must act with integrity, good faith, and transparency in order to maintain the trust of parents and the public in the School Organization and the education system.

Use and management of property and resources

- 6.2 All staff members or persons called upon to work with or be in contact with minor or disabled students must contribute to the sound management of public funds in the performance of their duties.
- 6.3 All staff members or persons called upon to work with or be in contact with minor or disabled students must make responsible, safe, and fiduciary use of the educational, material, and technological assets and resources made available to them by the School Board or one of its institutions and avoid using them for personal or third-party purposes, unless they have obtained authorization to do so.

This duty implies acting as an ethical citizen in the digital age and adopting a critical and informed stance with regard to the use of digital technology.

- 6.4 Any member of staff or any person called upon to work with or be in contact with minors or disabled students must act with caution, care, and integrity and avoid participating, directly or indirectly, in theft, fraud, corruption or collusion, falsification of documents, or breach of trust, or any other negligence, misconduct, or wrongdoing of this nature, particularly in contractual matters.

Conflict of interest and gratuities

6.5 Any staff member or person called upon to work with or be in contact with minor or disabled students must avoid placing themselves in a situation where there is or could be a conflict between their personal interests and the duties of their position, including any situation that appears to be a conflict of interest.

If such a situation arises, he or she must disclose in writing to his or her immediate supervisor any potential, actual, or apparent conflict of interest or any other circumstance of which he or she is aware and that is reasonably likely or could reasonably appear to influence his or her decisions, judgment, or professional conduct.

6.6 A staff member or person called upon to work with or be in contact with minor or disabled students must perform his or her duties in such a way as not to unduly influence a decision or obtain a direct or indirect benefit for himself or herself or for a third party.

6.7 Any staff member or person called upon to work with or be in contact with minor or disabled students must refuse any gratuity (gift, donation, benefit, compensation, favor, etc.), unless it is a token of appreciation of symbolic or modest value that cannot influence their professional decisions, judgment, or actions or be perceived as such.

7 Professionalism, competence, and commitment

7.1 All staff members or persons called upon to work with or be in contact with minor or disabled students must perform the work expected of them, fully assume the role assigned to them, and demonstrate diligence in the performance of their duties.

7.2 All staff members or persons called upon to work with or be in contact with minor or disabled students must demonstrate professionalism and act responsibly with rigor, objectivity, diligence, and vigilance.

7.3 All staff members or persons called upon to work with or be in contact with minor or disabled students must perform their duties competently and provide quality services by actively contributing to the student's educational success and development.

This duty requires that he or she develop and maintain his or her knowledge, in particular through continuing education.

7.4 All staff members or persons called upon to work with or be in contact with minor or disabled students must perform their duties with commitment, promoting collaboration, particularly with their peers, cooperation, support, and the sharing of best practices.

This duty of collaboration is essential with regard to persons who provide services to a student with a disability or adjustment or learning difficulties for whom an intervention plan has been established.

7.5 All staff members or persons called upon to work with or be in contact with minor or disabled students must participate actively and positively in school life by contributing to the development of their community.

7.6 All staff members or individuals called upon to work with or be in contact with minor or disabled students must be familiar with and understand the ethical standards and practices and conduct that are expected, and must commit to respecting and promoting compliance with them.

8 Loyalty and duty of confidentiality

- 8.1 All staff members or individuals called upon to work with or be in contact with minor or disabled students must act loyally toward the school organization and its institutions, respecting and adhering to their mission, values, commitment to success plan, and educational project, both during and after their employment or mandate.
- 8.2 All staff members or persons called upon to work with or be in contact with minor or disabled students must exercise discretion and restraint in the public expression of their opinions, refraining from making statements about the School Organization or its institutions, partners, employees, students, or their parents that could damage their image or reputation.
- 8.3 Any staff member or person called upon to work with or be in contact with minor or disabled students must also avoid participating directly or indirectly in activities that damage the image or reputation of the School Organization or any of its establishments.
- 8.4 All staff members or persons called upon to work with or be in contact with minor or disabled students must use the Internet, traditional media, and social networks in a prudent, judicious, and professional manner, even outside of work premises and hours, in accordance with the mission and values of the School Organization and the institution.
- 8.5 All staff members or anyone called upon to work with or be in contact with minor or disabled students must avoid speaking on behalf of the School Organization or any of its institutions, particularly in traditional media and social media, or giving the impression that they are doing so, unless expressly authorized to do so.
- 8.6 Any staff member or person called upon to work with or be in contact with minor or disabled students must obtain authorization from their immediate superior to publish a text when its content appears to originate from the School Organization or one of its institutions or has been produced in the course of their duties.

Reporting

Code of Ethics applicable to staff members and any person called upon to work with or be in contact with minor or disabled students

Breach of the code of ethics

Any staff member or person called upon to work with or be in contact with minor or disabled students who witnesses or is informed of a breach of any provision of this code of ethics must report it **immediately** to the School Organization when such breach could reasonably give rise to fears for the physical or psychological safety of students.

Procedures for reporting a breach of the code of ethics.

For all staff and anyone in contact with minor or disabled students

1. Responsibility to report

Anyone who works at the school or is in contact with students must comply with the code of ethics.

If a situation that violates the code is observed or reported, and it may pose a risk to the physical or psychological safety of a student, the administration must be informed immediately.

2. Ways to report a situation

• Who can report:

Employees, students, parents, and any other concerned individuals may file a report.

• Ways to report:

o Send an email to Sarah Klein: surie@yeshivagedola.org

o If possible and appropriate, the issue can first be discussed with the person concerned.

Otherwise, the report must be forwarded to the immediate supervisor.

3. Follow-up on reports

Each report is taken seriously. A report is forwarded to senior management, who make the necessary decisions and inform the individuals concerned of the measures taken.

Dissemination and Applicability

- Senior management, as well as school and department heads, are responsible for disseminating and promoting this code of ethics to staff members and anyone who works with or is in contact with minor or disabled students in their institution or administrative unit to ensure its application.
- All staff members or anyone called upon to work with or be in contact with minor or disabled students shall receive a copy of this code of ethics.
- The senior management of the School Organization, supported by the school and service management teams, is responsible for enforcing this code of ethics.
- The School Organization shall publish this code on its website and make it available to anyone who requests it.

Penalties

A breach of this code of ethics may result, upon decision of the competent hierarchical authority and in accordance with collective agreements, any employment contract, and any service agreement or contract, in the application of any sanction appropriate to the nature and seriousness of the breach.

Evaluation and update

An evaluation of this code of ethics is carried out by the School Organization at the end of each school year with a view to updating it when necessary.

Entry into force

This code of ethics shall enter into force on April 2025.

Quebec

