

ANAPHYLAXIS

Parents are required, under the Anaphylaxis Policy, to inform the homeroom teacher and office, in writing, if their child has severe, life threatening allergies, as we need to ensure that safety precautions are put into place.

EARLY DISMISSAL OF STUDENTS - Appointments etc.

It is highly recommended that once a student is at school, they remain at school for the entire day. In the exceptional circumstance that a student needs to leave early for an appointment, etc. a written note in the Student's Agenda, is required or a call to the office. Adults picking their child up are asked to report to the office. **Please do not call the office after 2:00 p.m. as it is difficult for office staff to communicate changes this late in the day.**

EXPECTATIONS OF BEHAVIOUR

- Assemblies** Everyone is to enter and leave the gymnasium quietly. Appreciation is to be shown with respectful applause.
- Language** Use appropriate language at all times.
- Playground** Play should be fun but not dangerous. In general, follow the "No Body Contact" rule. Be a peacemaker and a peacekeeper.
- Property** Respect for others implies respect for their property.
- Violence** Any aggressive action, body contact or language directed to others, any bullying behaviour constitutes violence and therefore will not be tolerated.
- Work Habits** Be conscientious in fulfilling your homework assignments. Keep your work units and notes in order and up to date. Read and review your work frequently. Be prepared for regular testing.

Do your best work. Keep hands and feet to yourself. Follow all classroom and school rules.

LOCKERS

The school cannot accept responsibility for the security of any personal materials. **Lockers remain school property, and will be inspected as necessary to maintain a clean and safe school environment. In cases of suspected wrongdoing, lockers may be searched using established procedures.**

LUNCHROOM EXPECTATIONS

Students are expected to;

- Remain seated and in their assigned room during lunch and behave with courtesy and respect.
- Clean up eating area as required, taking home any food/drink left over.
- Use the washrooms prior to or after the eating time, except during emergencies.
- Follow the instructions of the teacher supervisors and lunchroom monitors.
- For supervision purposes, we expect students who eat at school to remain on school property throughout the full lunch period. However, students in Grade 6-8 may be permitted to leave school property during 2nd nutrition break with a written note dated and signed by a parent/guardian. ***The school cannot accept responsibility or provide supervision off school grounds.***

MEDICATION

Please note we must have your written permission (on the approved form) to dispense or supervise the intake of medication for your child. Forms are available at the main office if your child requires medication. Please note that permission must be renewed at the beginning of every school year.

OFFICE TELEPHONE USE

The office telephone is for emergency use only. Extra-curricular and social activities are to be made outside of school hours. Schedules of practices, after school clubs etc. are made available to students and parents in advance. It is a student's responsibility to inform his/her parent of such activities.

PARKING

A reminder to parents that dropping off or picking up students in the bus loading zone is not permitted. In addition, parents/guardian are not permitted to park in the Staff Parking area. Parents are to move through the "Kiss and Ride" dropping their child(ren) off on the sidewalk. Please note that for student safety, students are expected to cross the road at the crossing guard.

PERSONAL PROPERTY AND ITEMS TO BE LEFT AT HOME

We ask that all valuable items be left at home. This policy is in place to avoid loss or damage to such items. When found, jewelry and other small items are generally turned into the school office. Other items of clothing are placed in a box outside the Staff Room. Any clothing articles not claimed are sent monthly to organizations that can make good use of them. The school cannot be responsible for lost, damaged or stolen items. **Below are additional items that should *NOT* be brought to school:**

- Weapons (Knives, guns, water pistols, slingshots, laser pointers, any object that could pose a safety risk of any kind should remain at home)
- Fireworks (firecrackers, caps, or other exploding devices, lighters, matches)
- Aerosol cans, Deodorant Spray, Spray Perfume/Cologne
- Alcohol, Drugs, Tobacco
- Rollerblades, Skateboards, Scooters

SCHOOL BUSING

Everyone shares the desire for our children to arrive safely at school. The drivers are specially trained and licensed, but are unable to do an excellent job when they are distracted by misbehavior on their bus. Drivers will report problems to the school and busing privileges may be removed for those students causing problems and potentially dangerous situations. A note or call to the school is required if a child will not be taking the bus home.

SUPERVISION

The playground is open and supervised 15 minutes before the start of instruction in the morning, and 15 after the dismissal bell in the afternoon. Please do not send your child to school before the playground is supervised as we are unable to ensure their safety. The creative playground behind the field is not supervised by school staff and therefore students are not allowed to play in the area before school unless accompanied by an adult.

