



Rousseau Elementary School

PROUD SCHOOL OF HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD

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PRINCIPAL: John Gris
www.hwdsb.on.ca/rousseau

September 10, 2018

ROUSSEAU SAFETY PROTOCOLS

Dear Rousseau Families,

At HWDSB schools the safety, well-being and supervision of students is an absolute priority. The following information can also be found on the Procedures section of our school website:
<http://www.hwdsb.on.ca/rousseau/procedures/>.

These safety protocols include:

- 1) Closely monitoring when students leave the classroom
- 2) Meeting students outside to bring them inside for morning entry (Kindergarten classes and Primary wing)
- 3) Greeting students in the hallway during morning entry (Junior Wing)
- 4) Using a whistle at the conclusion of outdoor learning time and taking attendance while outside
- 5) Using walkie-talkies or other devices to communicate with the office when outside
- 6) Using additional measures for students who require support to make safe choices

Additional message for Kindergarten classes:

- 1) Classroom doors are closed when there is only one educator in the room
- 2) When outside or in a room without a washroom, students leave and return to the classroom in pairs
- 3) Staff will use a system to track the amount of time students are out of the room (ipad, egg timer, etc.)
- 4) Outdoor learning space boundaries are clearly identified with students and frequently reviewed
- 5) Making safe choices are frequently modelled and discussed
- 6) Ongoing communication with home about safety will continue to happen

Parking:

- 1) Compliance with parking protocols supports student safety. The number of parking spots for Rousseau is in compliance with HWDSB Facilities Management guidelines.
- 2) Parking protocol reminders will be sent to the community twice per school year.
- 3) Parking within the fenced area is for staff only.
- 4) Reversing into parking spaces is expected for safety reasons.
- 5) Visitors must park in designated spaces only. Parking outside of these areas (i.e in the bus lane, in the drop-off lane, in unmarked spaces poses a safety risk for our students).



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- 6) Students and visitors are expected to walk on the paths outside the parking lot.
- 7) Additional parking is available on Tuscarora Drive and on Cayuga Avenue.

Attendance:

- 1) In compliance with the [HWDSB Arrival Check policy](#), Rousseau School takes attendance twice per day.
- 2) Thank you to families for providing the school with a reason for absence when their child is away.
- 3) Students who arrive late, will be buzzed in through the front door of the school and will come to the office to sign in. They will be given an admission slip to give to their classroom teacher.
- 4) Doors to the school are locked after entry. Visitors will enter through the front doors. Parents and Guardians should not accompany students into the school during morning entry.

Families can support our students' learning about safety by frequently discussing choices that are made at home and reviewing what is happening at school.

Please feel free to contact the school with any questions or concerns. Thank you for your support in keeping our students safe.

Sincerely,

John Gris
Principal