



Waterford Public School

Student Planner
2016-2017

A Community Where Everyone:

Can Learn
Is Safe
Is Respected

It Takes A Community To Make Our School
The Best Place To Be

Waterford Public School

Principal - Mrs. M. Black



School Day Schedule:

8:30 a.m.	Staff on yard duty
8:50 a.m.	School day begins
10:30 a.m.	Nutrition Break & Recess (40 min.)
11:10 a.m.	Instructional Block begins
1:10 p.m.	Nutrition Break & Recess (40 min.)
1:50 p.m.	Instructional Block begins
3:10 p.m.	Dismissal



Children are supervised outside from 8:30-8:50 prior to morning classes, and during both recess and nutrition breaks.

Please remember that regular attendance and arriving to school on time are necessary for student success.



When the 8:50 bell rings, students line up and enter the school with all of their peers. Please ensure that your child is at the back of the school by 8:45 so they can gain independence and start their day with the rest of their classmates, and avoid disruptions to the classrooms.

If you need to get an item or message to your child after the bell, please leave it with our secretary, and she will deliver it to the classroom. This keeps our instructional time focussed and without interruption.

If you plan to drive your child to school, please note that the school driveway is not to be used for parking. Please park on the street (East Church St. or Duncombe St.) and walk your child to the back of the school.

Students who arrive after 8:50 will need to be signed in at the office and take a late stamp to their teacher.

School Supplies

GRADES 1, 2 & 3	GRADES 4, 5, 6, 7, & 8
<p>pencils pencil case crayons Kleenex (tissues) markers - water soluble small scissors (Grade 3) glue stick white erasers hi-liters (Grade 2 and 3) pencil crayons headphones labelled in a zip lock bag rulers (Grade 2 and 3) no binders gym shoes name on all items brought to school</p> 	<p>1 binder (Grades 5 & 6) 1" to 1 ½" duo tangs (2 or 3) pencils, pens, erasers pencil crayons markers & hi-liters pencil case Kleenex (tissues) - small personal size glue sticks small scissors USB/flashdrive headphones indoor shoes suitable for physical education name on all items brought to school calculators (Grade 7 and 8) math set (Grade 7 and 8) 3 ring paper (Grade 7 and 8) Phys Ed clothes (running shoes, shorts, T-shirt)</p> 

The school will provide students with materials. Some students, however, prefer to have their own materials. Here is a suggested list that may help if you choose to purchase your own. Students are expected to treat assigned materials with care and respect. Any textbooks assigned to students in September should be returned in the same condition in June. The cost of replacing textbooks and for library books which are lost or destroyed will be levied against the student responsible and must be paid before a student can receive final marks in June.

Calendar of Important Dates 2016-2017

September 6th

First day of classes

September 28th

Picture Day

October 10th

Thanksgiving Day

December 24th - January 8th

Christmas Break

February 13th

Family Day

March 13th - March 17th

March Break

April 14th-17th

Easter

May 22nd

Victoria Day

June 29th

Last day of classes



*Waterford Public School
(ZONE 1)*

School Routines– From the Main Office



Locked Doors

Doors at Waterford Public School are locked. Parents/visitors are asked to identify themselves before being allowed entry. While we realize this can be frustrating for parents, our number one priority is for the safety of our students. Parents and visitors are requested to enter via the main door and report to the office.

Attendance

If your child is going to be late or absent from school, please call the school and leave a message with the secretary or on the answering machine, available 24/7 at **(519) 443-8942**. Please state your child's name, the teacher's name and the reason for the absence. The secretary is obligated to contact each family if a student is absent from school without reason. This plan provides a measure of safety in that children sent to school and who do not report to their classroom are identified quickly so that parents/authorities can take action. Please remember to Sign In/Sign Out your child at the office if you are taking or returning them during the school day.

PLEASE NOTE: If your child does not report to school and we cannot reach home, place of work, other emergency numbers to verify your child is in fact in the care of those properly responsible for him/her, the police may be called to investigate. It is therefore critical that you keep us informed of your child's absence. Remember too, that the same applies after nutrition breaks, as we will check attendance and note any children who were here in the a.m. but are not present after the nutrition break. **When a child arrives late or returns to school from an appointment they must be signed in at the office by an adult.**

Lunch Procedures

Our designated lunch period is the second nutrition break. We believe that all of our students should be supervised at lunch time. Students will **not** be allowed to sign out and go downtown during the school day. If parents wish to come, sign out their children and take them to lunch, we ask that parents please sign them back in at the office, upon return.

Allergy Alert



We do have children in our school with a severe life-threatening food allergy to peanuts and nuts (anaphylaxis). This is a medical condition that causes a severe reaction to specific foods and could be fatal within minutes. Any contact with peanuts (or other nuts) could cause such a reaction. Although this may or may not affect your child's class directly, we want to inform you so that you may choose to **send foods to school with your child that are free from peanuts or nut products**. Your cooperation and assistance in this matter will be greatly appreciated.

School Outings

During the school year, a number of special events will be planned for the students away from the school site. It is always expected that students will demonstrate appropriate behaviour in order to be included in school outings and special events. Those students who do not conduct themselves according to academic and behavioural expectations will not be permitted to participate.



Student Drop-Off and Pick-Up



During the school year, you may pick up your child for appointments and other activities by coming to the office. **ALL VISITORS AND PARENTS ARE REQUIRED TO REPORT TO THE OFFICE STAFF UPON ENTERING THE SCHOOL. YOU WILL ALSO NEED TO SIGN IN AND OUT USING OUR VISITOR BINDER.**

Valuables at School

Parents are encouraged to make sure students leave valuables and treasured items at home. Electronic devices, special clothing, toys or jewelry should not be brought to school. Students are also not permitted to bring trading cards to school at any time. Often, these items end up missing or “traded” and this causes a great deal of distress. The school cannot be responsible for these items if they are lost or stolen. **Students are reminded that toy or simulated weapons are not to be brought to school.**



Cell phones

Some students keep cell phones with them for safety reasons as they walk to and from school. However, from the time students reach the playground before school until the time they are outside the school after dismissal, **cell phones are to be turned off and in backpacks. This includes recess time, lunch time and in washrooms. There are numerous reasons for this school policy; most have to do with student safety, positive school climate, and focus and attention in the classroom.** Communication to students from parents is welcome through our school phone at the office. If a student does use their cell phone during the day to text, phone or for any other reason, it will be removed from them until the end of the day. (Unless approval is given by the teacher to use a phone/electronic device for academic purposes).

Bicycles

There are bike racks available for use by students. This will provide them with a safe location for their bicycles. Locks are encouraged for all riders. Riders **must dismount and walk their bikes** across school property for the safety of all students. **ALL STUDENTS MUST WEAR BIKE HELMETS!** *Similarly, skateboards, rollerblades or scooters are not to be used on school property.*

School Dress Code

Students are expected to show good taste in selecting clothing for school. While differences in seasons and school activities will require clothing suitable for the occasion, some clothes are not suitable for the classroom. Clothing that reflects or celebrates the use of drugs, alcohol, or violence is not appropriate. Clothing with words or pictures of a sexual nature are not appropriate. Undergarments should not be visible. Ball caps, hats, hoods and bandanas are not to be worn in school. Bare feet are not allowed in the classroom or on the playground for obvious safety reasons. Students will be asked to change if clothing is not appropriate.



Emergency School Closing/Bus Cancellations

If the school is closed or buses are cancelled due to inclement weather before school begins for the day, it will be posted on the board website at granderie.ca. Additionally, the radio stations: Brantford's CKPC 1380 AM or 92.1 FM; Simcoe's 98.9 FM; Tillsonburg's 101.3 FM; Hamilton's 900 AM or 95.3 FM. announce school closures and bus cancellations. Our school is located in Zone 1. If transportation is cancelled during the school day, we will use the "fan out" protocol which follows the instructions you have given us on the emergency forms sent home in September.

Emergency Evacuation

Six fire drills and two lock down practices are scheduled each school year. Students and staff practice evacuation routines in order to ensure safety during emergency situations.

There may be an occasion when we might be required to evacuate the entire school for a longer period of time. Should such a situation occur, our emergency plan is to take students to Waterford United Church.

School Council

Waterford Public School Council is an enthusiastic group whose talents and directions we draw upon to establish meaningful programs and activities. The purpose of our meetings is to enhance the learning of our students. Information about meeting times and dates will be forthcoming early in September.

Volunteers

We welcome volunteers and hope that you are interested in helping us out in this manner. Volunteers provide an avenue for getting the COMMUNITY involved in our school program. Volunteers are needed on a regular basis as well as for special events, days, programs and field trips. All volunteers are now required to provide a criminal reference check as well as fill out volunteer forms. A school letter is available for volunteers to take to the O.P.P. office.

We request that all of our volunteers or visitors report to the office upon their arrival to sign in.



From The Principal's Desk:

Student Behaviour

Students are expected to come to school prepared, on time, and ready to learn. They must show respect for themselves, for others and for those in authority, refrain from bringing anything to school that may harm others, follow the established rules, and take responsibility for their own actions.

At Waterford Public School, students are expected to:

- Demonstrate respect for the rights, feelings, and property of themselves and others.
- Attend school regularly and punctually.
- Follow all school, classroom and bus rules, both at school and in connection with any school function.
- Engage in their studies willingly and enthusiastically.
- Fulfill their duties as outlined in the Education Act and Regulations and in accordance with the policies of the Grand Erie Board of Education.

At Waterford Public School, **unacceptable behaviour** includes:

- Disrespecting and opposing established school rules
- Bullying, physical, verbal or sexual harassment or abuse
- Discrimination against a race, culture, religion, gender, language or disability
- Damage to any school property or the property of others
- Interference in the rights of others to a high quality education.

When students choose to ignore school rules or the code of conduct, the following **consequences** may be enforced:

- Warning and reminders of rules
- Time out from class
- Detentions
- Loss of privileges
- Parent contact/interview
- Incident reports home
- Restitution
- Suspension
- Referral to school support team
- Law enforcement officers

Playground rules:

Students should not be on the school grounds prior to 8:30 a.m. if they walk to school.

Once on the school grounds, students may not leave the school property.

Students need to respect the school property as well as our neighbours'. This means that no one, under any circumstance, climbs fences, trees nor should they enter a neighbour's property without permission.

There is no body contact allowed at our school: play fighting, pushing, inappropriate touching is not allowed.

During the winter, students are encouraged to build snow structures. There is no snowball throwing or sliding on ice allowed due to safety concerns.



WATERFORD PUBLIC SCHOOL

Dear Parents/Guardians:

Please read our Student and Parent Handbook. Talk about it as a family. Please keep your copy in a safe place for future reference. At Waterford Public School, we encourage students to do what is right, do what is fair and to do their best. With your support, we can encourage all children to achieve in all areas at school.

If you are able to volunteer your time and talents or if you know of someone in the community ie. grandparents, please indicate the area(s) below:

- assisting in my child's classroom
- library volunteer
- class trips
- fund-raising
- school lunches
- school council
- sports events
- however I can be of help



Please indicate any skill/talent/or interest you may have that may be valuable as a resource in program planning:

You are invited to share concerns you may have with school staff and/or administration either in writing or by calling the school at 519- 443-8942.

Together we can make Waterford Public School the best school it can be!

