

## SCHOOL FIELD TRIPS

Field trips are an extension of the school program. In all cases, home will be notified in advance and a signed permission form will be requested. To earn the privilege of going out of the classroom, a student must:

- ~ follow consistently the J. W. Walker School Code of Conduct
- ~ keep daily school work up to date and at a level of performance consistent with the pupil's ability.

A teacher may, in consultation with administration exclude a student from an activity if his/her behaviour is not acceptable and classroom work has not been completed.

## SCHOOL COUNCIL

School Councils are advisory bodies to the school principal and, where appropriate to the School Board. Elected parents form the majority of the Council. Meetings are held on a regular basis with date and time advised through a newsletter. Everyone is encouraged to attend.

## BUSSING

The school bus is considered to be an extension of the school. The Rainy River District School Board "Code of Conduct" applies to students taking the bus. *While on or waiting for the bus, students must act in a responsible manner and follow all directions given by the driver. The bus driver will inform the principal of misbehaviour.* Bussing arrangements made at the beginning of the school year **cannot** be changed on a day-to-day basis. Please contact the school if you have any questions about the bussing policy.

## DRESS CODE

Students are expected to conform to a reasonable dress code appropriate to a school environment. School dress, when appropriate, should not jeopardize the health and safety of anyone in the school. Clothing which advertises alcohol, tobacco, drugs, has a sexual reference or is offensive in any way is not allowed. Students are to dress appropriately for weather conditions. The following dress parameters are applicable to students in Grade 6:

- 1) No spaghetti straps
- 2) Shorts must be an appropriate length that cover at least a portion of the upper thigh

## DESKS AND SCHOOL DEVICES

Students are expected to follow all user agreements for all school computers and devices. Desks and devices are school property and subject to search at any time.

## SCHOOL STAFF

|                           |  |
|---------------------------|--|
| Principal                 | Mrs. Pegeen Keffer   |
| Vice Principal            | Ms. Rhian MacIver  |
| Kindergarten              | Mrs. Jaana Georgeson   |
| Kindergarten              | Mrs. Tracy Lewis-Tucker  |
| Kindergarten              | Mrs. Nicole Thomson  |
| Early Childhood Educators | Miss Christine Badiuk, Mrs. Ashley Pierce,<br>Miss Alicia St. Germain  |
| Grade 1                   | Mrs. Alexis Hill   |
| Grade 1                   | Mrs. Keira Chown & Miss Andrea Domanski  |
| Grade 2                   | Mrs. Cristol Bailey  |
| Grade 2                   | Mrs. Shannon Davidson-George   |
| Grade 3                   | Mrs. Nicole Evans & Mrs. Stephanie<br>Botsford   |
| Grade 3/4                 | Mrs. Jodi Easton   |
| Grade 4/5                 | Mr. Brad Hill  |
| Grade 5                   | Mrs. Cindy Kaun  |
| Grade 5/6                 | Mrs. Kathy Smeeth  |
| Grade 6                   | Mrs. Lisa Pavier   |
| French                    | Mrs. Nicole Hill, Ms. Rhian MacIver  |
| Ojibwe                    | Mrs. Shirley Andy  |
| Reading Recovery          | Mrs. Stephanie Botsford  |
| Special Education         | Ms. Shar Gilbert, Mrs. Liane Toriseva,<br>Ms. Rhian MacIver  |
| Prep.                     | Mrs. Liane Toriseva, Mrs. Ingrid Carlson,<br>Mrs. Nicole Hill  |
| Library Assistant         | Mrs. Cindy Tysz  |
| Speech & Language         | Mrs. Maureen Hayward, Mrs. Tara Rajala   |
| Educational Assistants    | Mrs. Mrs. Shelly Manty,<br>Mrs. Teresa Gustafson, Mrs. Zoe George,<br>Mrs. Kelli Veniot, Ms. Robyn Wilson,<br>Mrs. Angie Vanderaa, Ms. Kim Perreault,<br>Ms. Lori Clendenning, Mrs. Lindsey Martin,<br>Ms. Brandy Hyatt, Mrs. Stephanie Black,<br>Mr. Hal Mickelson, Mrs. Shannon Schmidt,<br>Mrs. Kaylene Agombar, Ms. Norma Jean<br>Calder |
| Secretary                 | Ms. Sandra Dixon   |
| Custodians                | Mrs. Barb Marusyk , Mr. Robert Hanzuk  |

## SCHOOL HOURS

|                                   |                  |
|-----------------------------------|------------------|
| Morning Bell                      | 8:40 a.m.        |
| School Starts                     | 8:45 a.m.        |
| First Nutrition Break             | 10:33-11:13 a.m. |
| Second Nutrition Break            | 12:54-1:34 p.m.  |
| Dismissal for <b>ALL</b> students | 3:15 p.m.        |

## J. W. WALKER SCHOOL STUDENT & GUARDIAN HANDBOOK

475 Keating Avenue  
Fort Frances, ON P9A 3K8  
Telephone: 274-3616  
FAX: 274-6970  
<http://jws.rdsb.com>



*Making A Difference Together*

## CALENDAR OF EVENTS

|                               |                  |
|-------------------------------|------------------|
| First Day of School           | August 29        |
| Labour Day                    | September 4      |
| Open House & Spaghetti Dinner | September 21     |
| Terry Fox Walk                | September 28     |
| PD Day                        | September 29     |
| Picture Days                  | October 2 & 3    |
| Thanksgiving Day              | October 9        |
| PD Day                        | October 27       |
| Remembrance Day Service       | November 10      |
| Progress Reports Sent Home    | November 14      |
| PD Day                        | November 27      |
| Christmas Celebrations        | December 14 & 19 |
| Christmas Break               | Dec. 25-Jan.5    |
| PD Day                        | January 26       |
| Report Cards Sent Home        | February 16      |
| Family Day                    | February 19      |
| March Break                   | March 12-16      |
| Good Friday                   | March 30         |
| Easter Monday                 | April 2          |
| PD Day                        | April 27         |
| Education Week                | May 7-11         |
| Pancake Breakfast             | May 8            |
| Victoria Day                  | May 21           |
| EQAO                          | May 22 - June 4  |
| PD Day                        | June 8           |
| Report Cards Sent Home        | June 22          |
| Last Day for Students         | June 22          |

## **NUTRITION BREAKS**

*Students enjoy a break from the morning and afternoon routines during which time they can get some fresh air and enjoy unstructured time with their friends. All of us are better able to work after a short break and a healthy snack.*

Students who return after a brief illness also benefit from outdoor activity. Fresh air and exercise are not detrimental to individuals recovering from the flu or a cold, especially when a student is properly dressed for the weather. Exceptions to this practice will be made in very special cases (i.e., a child recovering from a physical injury) but we do expect our students to participate in outdoor breaks. During inclement or extremely cold conditions we will conduct indoor recesses.

*All students who eat lunch at school during the two nutrition breaks remain under the supervision and jurisdiction of the school for the entire break.*

## **CLASSROOM EXPECTATIONS**

Academically, students are expected to achieve the expectations identified at each grade level by the Ontario Curriculum. Modifications and accommodations will be made to support those students that may require these. Behaviorally, students are aware of the expectations identified in the Classroom Discipline Plan. A copy of this plan is available from the classroom teacher. The J. W. Walker School Code of Conduct outlines school expectations and consequences for inappropriate behavior. The Code of Conduct is posted on the school website.

## **STRENGTH-BASED RESTORATIVE PRACTICES**

Staff at J.W. Walker School will utilize a "Strength-Based" approach to supporting students and working through challenges that occur in the classroom or school yard. It is understood that students will make mistakes and these are opportunities for learning and growth. A restorative approach with a focus on repairing relationships and making things "right" will be the first priority in the process.

## **NEWSLETTERS**

As part of ongoing communication with parents/guardians to support students in their academic and social growth, school Newsletters will be sent home on the first Tuesday of the month. Classroom teachers will use newsletters, agendas, email lists or other forms of regular communication. School newsletters and other information will be posted on the school website <http://jws.rrdsb.com>.

Parents/guardians are encouraged to contact the classroom teacher if they have questions or concerns.

## **AFTERNOON DISMISSAL**

Following the 3:15 p.m. dismissal, children may occasionally be required to remain in class for extra assistance. Children may also wish to work on a project after school hours, to make use of the library or to take part in extra-curricular events. Children will know about these activities in advance and are expected to inform their parents when they will be late. If a teacher keeps a child after 3:15, the parent will be notified. Bus students will not be retained after 3:15 without parental permission.

## **SIGN IN/SIGN OUT**

Students leaving the school before the regular dismissal time must be signed out at the office by a parent/guardian before leaving. A note, a phone call or a personal visit to the school office is required to provide the reason for the early dismissal and the length of the absence. Students returning from appointments, as well as those who are late, must be signed in at the office.

## **END OF DAY PICK-UP**

Occasionally students will need to be picked up at school before the end of the school day to attend appointments or events. In order to minimize interruptions in the classroom, we ask that whenever possible appointments be scheduled for after the school day and that end of day pick-ups regularly access Kiss N' Ride.

## **SCHOOL CODE OF CONDUCT**

The J. W. Walker School Code of Conduct is attached to the Parent/Student Handbook. Please review the Code of Conduct with your children.

## **RESPECT FOR PROPERTY**

The cost of maintaining school buildings and supplies is assumed by the taxpayer. Any additions created by deliberate acts of vandalism are, if the guilty person is undetected, also assumed by the taxpayer. School custodians are hired to maintain the school building, to keep it in good repair, and to keep it clean. Students are expected to keep the school free from litter, vandalism and graffiti. This can be achieved by refraining from littering, reporting incidents of vandalism and removing graffiti and litter whenever possible. Food and beverages must be consumed in designated areas. Smoking is not allowed on School Board premises.

## **STUDENT USE OF SCHOOL TELEPHONES**

Students will be allowed to use the office telephone for unexpected school situations or an illness that requires communication with a parent. Requests to use the telephone for social activities will not be permitted.

## **HOMEWORK EXPECTATIONS**

Classroom time is allotted for the completion of assignments. If homework is assigned, it will be for one of the following reasons:

- ~ the assignment was not completed in the time period allotted in class;
- ~ the assignment was missed due to absence;
- ~ the work is assigned for practice, review or for test preparation.

Younger students may have book bags or math totes to further their development of essential literacy and numeracy skills while at home. Older students may be required to complete independent or group assignments as part of their program. Some time may be required out of school to complete this work.

## **ILLNESS/MEDICATION**

When a student becomes ill at school, a staff member will contact the parent/guardian or emergency designate and request that the student be picked up. Please ensure that the school has all current information, i.e., telephone numbers, emergency contacts, etc. For safety reasons, emergency contacts are required.

Board policy does not permit school personnel to administer any medication without proper authorization. Medication forms providing the required authorization and information necessary to ensure proper use of the prescribed medication are available from the school office. All medication is to be stored at and administered through the school office.

## **ATTENDANCE/SAFE ARRIVALS PROGRAM**

In the interest of student safety and effective programming, it is important that student absences are accounted for in all schools of the Rainy River District School Board. If a student is to be late or absent, parents/guardians are asked to call the school. Parents may leave a message on the school telephone voice-mail system stating their child's absence. Please include your child's first and last names and grade. Thank you!

**PHONE: 274-3616 and press 2.**

If the school has not been notified that the student will be absent from school, the school will call and check on daily student absences. Notes are requested for lates or absenteeism, for early dismissal, for an appointment, or for permission to be picked up by someone other than parent/guardian. Identification may be requested. Your cooperation is much appreciated.

*Believing, Achieving, Dreaming*

