

## **WELCOME TO VALLEY VIEW PUBLIC SCHOOL**

Welcome to our students, parents and school community members. Please take the time to review the contents of this agenda to familiarize yourself with the school routines. We believe that schools are established to help students learn the skills, knowledge and values which will better equip them to live full, purposeful and productive lives. Along with this educational right, is the recognition that it is the child's responsibility to strive for academic excellence as well as be mindful of the school community code of conduct at all times. We are proud to support the mandate of the Ministry of Education to implement Character Education as an integral part of student curriculum at Valley View Public School. We believe that building good character is the cornerstone of all school life and key areas of focus will be: *Teamwork, Responsibility, Respect, Perseverance, Optimism, Kindness, Integrity, Honesty, Empathy, and Courage.*

Discipline is described as the instruction and reinforcement of appropriate behaviours. We strive to work together, with parents and guardians, to ensure that student behaviour complies with expected standards, and to address any inappropriate behavior in a purposeful and progressive manner. A range of progressive consequences may be invoked to help a student learn from past mistakes and better equipped to make better choices in the future. The school works in partnership with the home to maintain a high standard of school discipline. In accordance with the Education and Safe Schools Acts, our school community has established guidelines to ensure VVPS is an inviting, positive and safe learning environment for all.

In compliance with the Ontario Ministry of Education's Safe Welcome Program, the school entry doors are locked after the morning entry bell. During recesses and the lunch hour, the back doors will be unlocked, but the front entry doors will remain locked. To gain entry, visitors to the school will need to press a buzzer located to the left of the front doors. As per school protocol, all guests and visitors are required to check in at the office. The main office will have an override switch so that the front left door may be unlocked to allow for school entry. There will also be a video system to monitor the front entry to the school. Access by staff and students in the portables will be through the use of a fob (remote control keyless entry system). Thank you for supporting our Safe Welcome Program.

### **SAFE ARRIVAL**

The office will contact the parents of those students who are not accounted for each day; however, the time used daily to make these calls could be used more efficiently for your children. Please inform the school, in advance, of expected absences, whenever possible.

To help ensure student safety, we ask that parents/ guardians please send a note to your child's teacher if your child is not going home on his/her bus. A note is also required **if someone other than the regular caregiver** is picking up your child from school.

## CODES OF CONDUCT

There will be appropriate consequences for unacceptable student conduct as defined in Board regulation and procedure, and in school Codes of Conduct. In the event of a serious incident, school staff will work in partnership with the school community and emergency services in order to ensure the safety of all parties. The Durham District School Board is committed to providing a safe and secure school environment.

- A school is a place that promotes responsibility, respect, civility and academic excellence in a safe learning and teaching environment.
- All students, parents, teachers and staff have the right to be safe, and feel safe, in their school community. With this right comes the responsibility to be law-abiding citizens and to be accountable for actions that put at risk the safety of others or oneself.
- The Ontario Code of Conduct sets clear provincial standards of behaviour. It specifies the consequences for student actions that do not comply with these standards.
- The Provincial standards of behaviour apply not only to students, but also to all individuals involved in the publicly funded school system – parents or guardians, volunteers, teachers and other staff members – whether they are on school property, on school buses or at school-authorized events or activities.

The Durham District School Board supports the provincial guiding principles of the Ontario Code of Conduct:

- All participants involved in the publicly funded school system – students, parents or guardians, volunteers, teachers and other staff members are included in this Code of Conduct whether they are on school property, on school buses or at school authorized events or activities
- All members of the school community are to be treated with respect and dignity, especially persons in positions of authority
- Recognition and acceptance of, and sensitivity toward, equity and inclusiveness are expectations within the school community
- Maintaining a safe environment is the responsibility of the entire school community including students, staff and parents
- Responsible citizenship involves appropriate participation in the civic life of the school community. Active and engaged citizens are aware of their rights, but more importantly, they accept responsibility for protecting their rights and the rights of others
- The Durham District School Board expects that Progressive Discipline will be used as a means to support the Code of Conduct
- Progressive Discipline is an approach that makes use of a continuum of prevention programs, interventions, supports, and consequences, building upon strategies that incorporate skills for healthy relationships and promote positive behaviours through a restorative approach
- The goal of discipline is to support a safe, inclusive, and accepting learning and teaching environment in which every student can reach his or her full potential.
- All inappropriate student behaviour, including bullying, will be addressed
- Responses to behaviours that are contrary to the School's Code of Conduct must be developmentally appropriate and with consideration of mitigating factors involved

- Insults, disrespect, bullying and other harmful acts disrupt learning and teaching in a school community. Members of the school community have a responsibility to maintain an environment where conflict and difference can be addressed in a manner characterized by respect and civility
- Members of the school community are expected to use non-violent means to resolve conflict. Physically aggressive behaviour is not a responsible way to interact with others
- The possession, use or threatened use of any object to injure another person endangers the safety of oneself and others
- Alcohol and illegal drugs are potentially addictive and present a health hazard. Ontario schools will work cooperatively with police, drug and alcohol agencies to promote prevention strategies and, where necessary, respond to school members who are in possession of, or under the influence of, alcohol or illegal drugs. In addition, smoking or the distribution of tobacco on school property is prohibited

### **Students**

Students are to be treated with respect and dignity. In return, they must demonstrate respect for themselves, for others, and for the responsibilities of citizenship through acceptable behaviour. Respect and responsibility are demonstrated when a student:

- Comes to school prepared, on time, and ready to learn
- Shows respect for himself or herself, for others, and for those in authority
- Refrains from bringing anything to school that may compromise the safety of others
- Follows the established rules and takes responsibility for his or her own actions

### **Parents/Guardians**

Parents/guardians play an important role in the education of their children, and can support the efforts of school staff in maintaining a safe, inclusive, accepting, and respectful learning environment for all students. Parents/guardians fulfill their roles when they:

- Show an active interest in their child's school work and progress
- Communicate regularly with the school
- Help their child be neat, appropriately dressed, and prepared for school
- Ensure that their child attends school regularly and on time
- Promptly report to the school their child's absence or late arrival
- Show that they are familiar with the Code of Conduct, the board's code of conduct, and school rules
- Encourage and assist their child in following the rules of behaviour
- Assist school staff in dealing with disciplinary issues involving their child

### **Community Partners and the Police**

Through outreach, partnerships already in place may be enhanced and new partnerships with community-based service providers and members of the community (e.g., Aboriginal Elders) may also be created. Community-based service providers are resources that boards can use to deliver prevention or intervention programs. Protocols are effective ways of establishing linkages between boards and community-based service

### **All school members must:**

- Respect and comply with all applicable federal, provincial and municipal laws
- Demonstrate honesty and integrity

- Respect differences in people, their ideas and opinions
- Respect and treat others fairly at all times, regardless of, for example, race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, gender, sexual orientation, age, or disability, and especially when there is disagreement
- Respect the rights of others
- Show proper care and regard for school property and the property of others
- Take appropriate measures to help those in need
- Seek assistance from a member of the school staff, if necessary, to resolve conflict peacefully
- Respect all members of the school community, especially persons in positions of authority
- Respect the need of others to work in an environment that is conducive to learning and teaching
- Not swear at a teacher or at another person in a position of authority

The Durham District School Board shall support and maintain a positive school climate in their schools that includes the following characteristics:

- Students, staff members, and parents are safe, included, and accepted
- All members of the school community demonstrate respect, fairness, and kindness in their interactions, building healthy relationships that are free from discrimination and harassment
- Students are encouraged and given support to be positive leaders and role models in their school community
- Open and ongoing dialogue takes place between the principal, staff members, parents, and students. All partners are actively engaged
- The learning environment, instructional materials, and teaching and assessment strategies reflect the diversity of all learners
- Every student is inspired and given support to succeed in an environment of high expectations
- Bullying prevention and intervention awareness-raising strategies for students and staff are reinforced through curriculum-linked programs



- At all times, students shall be well-mannered, use respectful language and treat others courteously.
- Students shall play without body contact. "Hands-Off Policy" applies at all times.
- "Out of Bound" areas for all students are in between and behind the portables, in the bushes/thickets by the fence at the back of the hill, near the garbage bins, the parking lots and in front of the school.
- Once students have arrived at school, they are not to leave school property without permission from their parent/ guardians and notification of the office. Students eating lunch at school must bring a note signed by a parent **each time they wish to leave the school property.**
- No head gear is allowed upon entering the school unless special permission is granted by the Principal. Coats are not to be worn in the classroom. Instead, students are expected to dress appropriately for the season with sweaters/sweatshirts as needed. Students are not to carry backpacks/knapsacks in school; they are to be left in their classrooms.
- Students may use the washrooms **with a washroom pass provided by a staff member.** Students are to have a pass from a teacher/supervisor before re-entering the school during recess or lunch hour.
- Students shall not bring personal electronic devices (i.e., cell phones, iPods/iPads, electronic games, tablets, personal laptops, etc., without prior permission from their teachers), hockey sticks, bats, baseballs and laser pointers to school. Baseball bats are to be used only during physical education classes, under direct teacher supervision. The school accepts no responsibility for lost items. Skate/Hover boards, scooters, roller blades or bikes are not to be ridden on school property.
- Students should come to gym class wearing appropriate gym attire and footwear.
- Students shall not chew gum in the school building or on school property.
- For safety reasons, avoid wearing sandals, flip flops and loose fitting shoes.
- Students must walk in the hallways, classrooms, and on the stairs.
- Throwing of objects (ie. snowballs, sticks, stones, etc.) is prohibited
- The Internet/Computer use policy must be signed before computers are accessed.