

2019-2020

Edgewood Elementary School

Home of the Eagles



We Are:
Respectful, Responsible, and Safe

Mrs. L. Bryce
Principal

**4440 Craig Road
Prince George, B.C. V2K 3P5
Phone: 562-5381 Fax: 562-4204**

Website: www.sd57.bc.ca/school/edge

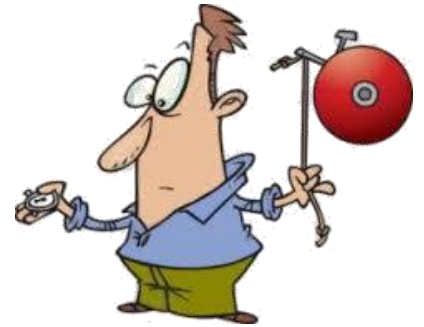
**Facebook: Edgewood Elementary PG
PAC Facebook: @edgewoodpac**

First Name: _____ **Last Name:** _____

Division: _____ **Grade:** _____

BELL SCHEDULE – NEW

8:00	Supervision BUS STUDENTS ONLY
8:05	Supervision Begins (bus and non-bus students)
8:20	Welcoming Bell
8:25	Classes Begin – all students should be in class, ready to learn
10:15	Recess Begins
10:30	Recess ends
12:00	Lunch Begins
12:15	Students Go Outside
12:40	Lunch Break Ends (bell)
12:45	Afternoon Instruction begins
2:17	Afternoon Dismissal
2:32	Supervision Ends



ATTENDANCE & ABSENTEEISM

- **regular attendance = success at school**
- should your child be **absent** - please call the **Attendance Line: 250-562- 5381**
- **Edgewood Safe Start Program**– for your child’s safety, phone calls are made home each morning to inquire about student absences if the school has not been previously notified
- **vacations & competitions – time away from school = missed learning opportunities**
not all learning activities can be duplicated and/or given ahead of time – please inform your child’s teacher of any known absences and to discuss if your child can be given work ahead of time or if they will need to catch up upon their return

SICK AT SCHOOL

- **good health = effective learning**
- **parents and/or emergency contacts will be called** and arrangements made for pick up – we unfortunately do not have the capacity to care for sick children
- **please keep children home** until they are **fully recovered** and able to fully participate in all activities, both inside and outside



WINTER WEATHER POLICY (#3541.35)

- **SCHOOLS WILL BE OPEN** and instruction will continue regardless of the weather conditions
- temperature of -20C or colder (with wind chill) will result in an “IN” Day
- students **need** to dress for **ALL** weather condition



SCHOOL/DISTRICT BUSING

- individual bus runs may be cancelled for the day because of dangerous road conditions
- bus cancellations will be announced on the radio as soon after the decision is made as possible
- students are not expected to wait for a school bus for more than 15 minutes beyond the scheduled pickup time
- if a bus has not arrived by that time, students should return to their homes or to another prearranged place of shelter

“IN-DAYS”

- some days the weather is just too miserable to be outside
- temperature alone does not warrant an “In Day”, although the guideline used is -20°C -this includes the *wind chill factor*
- an “In Day” may also be called because of heavy rain, high gusting winds, or other unsuitable conditions
- please ensure that children are always suitably dressed for the weather conditions

EMERGENCY DRILLS

- students participate in regular fire drills and emergency drills throughout the school year to practice student safety procedures
- we start our practices in September
- please refer to the school newsletter for dates and times of these drills
- we are required by the District to have 6 Fire Drills a year as well as 2 Lock-Down Drills and 2 Hold and Secure/Shelter in Place Drills
- conversations at home help prepare children and also help reduce any anxiety these drills may cause - thank-you in advance for your help here

WHEELS, WHEELS, WHEELS

- a bike helmet is required by law when riding bicycles
- helmets must be worn when riding to/from school
- we ask that bikes and scooters are not used on school grounds
- bikes and scooters need to be locked up at the bike racks provided
- long boards and skateboards must remain at home – we lack the storage space for these

“TOOLS NOT TOYS” - ELECTRONIC AND HAND HELD DIGITAL DEVICES

- students are to **refrain** from bringing such items to use as **toys** during the school day
- **some** devices may be allowed as **learning tools** under **teacher discretion** and supervision and **principal approval**
- before school, recess and lunch are **unplugged times**- all electronics are to be securely stored
- any items brought are the **full responsibility** of the student
- we expect and promote **good digital citizenship** when using any technology at school

DRESS CODE

- **appropriate dress** for a school learning environment is expected
- **clothing free of** profanity, prejudice, drug or alcohol references
- **tank top straps** – 2 fingers wide
- **skirt and short** length = length of arms when extended down
- **hats** – may be allowed under the discretion of the instructing teacher
- **all students need non-marking indoor shoes**

DOGS ON SCHOOL GROUNDS

- for student safety, we ask that **dogs do not come onto school** property during the school day
- we ask all pet owners to be responsible by keeping **dogs on a leash** and owners “**picking up after their pooch**” outside of school hours
- we do hope to have our on-site **Therapy Dog, Bailey** with us again next year

PARENT DROP OFF AND PICK UP AREA

- parent parking is the school side of the parking lot for your convenience
- please **do not** drop off or park in the bus lane before or after school
- preferred drop off area is the sidewalk along Craig (you can loop around at the end of Craig to get back out)
- please **teach and model** for your child proper road use rules
- please **teach and model** the use of sidewalks to approach the school

EXTRA-CURRICULAR PROGRAMS AND SCHOOL TEAMS

- such activities are coach and/or volunteer dependent
- Edgewood offers a wide variety of activities
- focus is on fun, learning, cooperation, commitment, respect, and sportsmanship
- more information will be available in our bi-weekly school newsletters and on the website
- students need to be following their classroom and school code of conduct and be meeting their learning obligations in order to participate

STAYING FOR LUNCH

- is a **privilege**
- the beginning of lunch is the designated eating time
- students eat in their own classroom and will follow the expectations for eating lunch at school

SCHOOL CODE OF CONDUCT

- purpose of the code of conduct is to establish and maintain a safe, caring, respectful and orderly environment at Edgewood Elementary so that purposeful learning may occur
- is designed to convey expectations for appropriate conduct while at school, while going to and from school, and at any school function, both onsite and off
- **Edgewood Elementary Code of Conduct has been developed to reflect the District Code of Conduct (District Policy #5131) in a manner that reflects the Edgewood school community**

EXPECTED CONDUCT

- Safety first! – we expect everyone in our community to be safe with their words and actions
- our community of staff, students and parents shall conduct themselves in a manner that is professional, respectful and brings credit to the school
- our Edgewood school community will treat one another, the school and personal property with respect and care
- Edgewood school will be a *respectful, responsible, and safe place to work, learn and visit*

BEHAVIOUR INCIDENCE = LEARNING OPPORTUNITY

- mistakes are learning opportunities
- students are encouraged to “own” their behaviour
- choices have consequences
- consequences are tied to the severity and frequency of inappropriate behaviours as well as the age and maturity of the student

Parents play an important role in helping children learn from their actions. Parent contact will be made when concerning incidences occur so that we can work as a team with your child. Communication may come in the form of a phone call home, email, and/ or pink slip (referral).



COMMUNICATION OF STUDENT LEARNING (CSL) TO PARENTS (aka report cards)



- Teachers provide **five** CSLs to parents each school year – these are meant to be timely, and responsive to the learning in the classroom
 - At Edgewood, we do a lot of our CSL digitally through Fresh Grade
 - A **final written CSL**, along with student self-assessments, will be given at the end of June
- **Early Dismissal** days are scheduled for parent/teacher/student meetings - TBA
 - You are encouraged to contact your child’s teacher at any time – all teachers have voice mail and email

ALLERGY AWARE

- we have many students with **severe allergies**
- please **refrain** from sending food with **nuts**
- **please check all labels carefully** for contents of items being brought to school

HEALTHY LIVING

- we encourage **healthy eating** for proper growth and development
- pop, energy drinks, excessive sugar laced food **are discouraged** – research shows a direct link to healthy eating and student success with their learning
- **nutritious snacks and lunches** that contain foods from all food groups help keep students alert, calm, regulated and ready for learning
- students are encouraged to **be active** outside at recess and lunch as well as during anyDPA (Daily Physical Activity) and PHE (Physical Health Education) activities
- research also shows students are getting less and less **sleep** – a good night’s sleep is essential to a productive and enjoyable day at school

STAY INFORMED

- by reading bi-weekly **e-newsletters** (available in your email in-box, in paper copy by request, or on the school website)
- by checking your child's **planner** daily
- by visiting our **website**
- by liking our **Facebook** page
- being in **regular contact** with your child's teacher



PARENT ADVISORY COUNCIL

- **open to all** parents/guardians
- meetings are **monthly**
- **many ways to help:** fundraising, hot lunches, volunteering for special events, yearbook etc.
- is a great way to **help make** the school a great place
- is a great way to **keep up on** what's happening at school
- is a great way to **connect** with other parents
- join the PAC Facebook @edgewoodpac



THINGS PARENTS CAN DO TO HELP THEIR CHILD

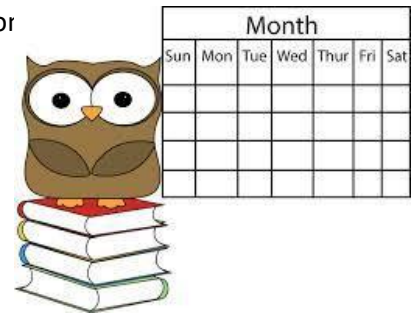
- **check** their **planner** daily
- **ask** what they liked or learned each day
- **play math games** such as crib, war, fish to reinforce math skills
- provide **opportunities for writing:** *making lists, creating notes, writing letters*
- **send** your child to school **well rested, well fed, on time, and in a positive frame of mind.**
- **work with the teacher** -if the parent and teacher are a strong team working together, the child will benefit
- **listen to your child** -learn about his or her experiences, feelings, and thoughts -try to resolve problems while they are small -don't let them grow into big problems
- **EVERY DAY** say something positive to your child -it takes 10 positives to cancel one negative
- **establish regular reading** routines at home:
 - ❖ Read to your child daily and have them read to you daily
 - ❖ Ask them to predict what will happen from the reading
 - ❖ Make connections to events/characters from the reading
 - ❖ Have them illustrate a part of the story or item read
 - ❖ Ask questions about what is being read and have them ask questions
 - ❖ For more ideas, see the classroom teacher

PARENTS & VISITORS

- parents are encouraged to **be involved** in their child's learning
- criminal record checks and school volunteer forms are required to **volunteer**
- all parents & **visitors please report to the office** upon arrival
- for **pick-up after school** - please wait in the front foyer or at the **designated outside school door** for your child's class

SCHOOL CALENDAR

September 2	Labour Day
September 3	Non Instructional Day
September 4	First day back (Grades 1-7 attend for 90 min. – Ks 60 mins)
September 4-16	Kindergarten Gradual Entry
September 27	Non Instructional Day - Curriculum Implementatio
October 14	Thanksgiving Day
October 25	Non-Instructional Day (Provincial)
November 11	Remembrance Day
November 29	Non-Instructional Day
December 23	Winter Break begins
January 6	Back to School
January 28	Non Instructional Day
February 17	Family Day
March 16 to March 27	Spring Break
March 30	School Returns
April 10	Good Friday
April 13	Easter Monday
April 24	Non-Instructional Day
May 18	Victoria Day
June 25	Last Day for Students



Please Note: CSL Writing Days, Early Dismissal Days, and other special events are not listed above. Please refer to the school website and bi-weekly newsletter for such dates.

STEPS FOR RESOLVING A PROBLEM/CONFLICT WITH THE SCHOOL

STEP 1 Teacher/Other Staff

- Talk directly to the individual there is a concern with
- Make contact sooner rather than later to avoid small concerns growing into larger ones

STEP 2 Principal

- make an appointment with the Principal if the problem/concern is not resolved in Step 1
- all parties involved may be present

STEP 3 Assistant Superintendent

- make an appointment with the Assistant Superintendent for the school if the concern persists

STEP 4 Superintendent of Schools

- make an appointment with the Superintendent of Schools to discuss your concern and let him/her know what steps you have taken to date.

***** cut here to and return to school to be entered in a special draw*****

I have read the information in the Student Handbook with my child. We have discussed the expectations together and understand that they are in place to ensure a safe, positive and respectful environment for all students. By signing below we acknowledge our commitment to support the school with these expectations.

Student Signature **Division** **Parent Signature** **Date**

