

BELL SCHEDULE

8:30 a.m.	Warning Bell
8:35 a.m.	School Starts
10:15 am	Recess starts
10:30 am	Recess ends
12:10 pm	Lunch Starts
12:30 p.m.	Outside to play
12:55 p.m.	Warning Bell
1:00 p.m.	Lunch Finishes
2:32 p.m.	Dismissal

PLAYGROUND SUPERVISION TIMES

8:15 - 8:30 a.m.
12:30 - 12:55 p.m.
2:32 - 2:47 p.m.

Please do not send your children to school before supervision begins as there is no coverage. In the afternoon, we encourage students to go home.

SCHOOL MISSION STATEMENT

Lac des Bois will enable all students to achieve their potential as life-long learners, and develop respect for self, others and the environment.

SCHOOL VISION STATEMENT

Our vision is that all children are capable of learning. We recognize that children are individuals and as such, possess individual abilities, differences and skills and that these must be respected with the aim of preserving and fostering a positive self image. We feel that this positive self image is the underlying factor in determining the success or failure of the child's daily endeavors, be they academic, physical or social. As educators we can ensure a healthy self image by stressing the positive instead of the negative, by accentuating success rather than reinforcing failure. We focus on how students learn in order to ensure success.

We believe that the achievement of our educational goals is a responsibility to be shared by home and school. At Lac des Bois, we recognize the importance of the parent/teacher partnership and look to fostering a mutually beneficial relationship between home and school.

We identify the following as being our most important educational objectives.

The child will:

1. Develop skills in reading, writing, speaking, listening and math in **French** and English.
2. Develop pride in work and a feeling of self worth.
3. Develop good character and self respect.
4. Develop a desire for learning now and in the future.
5. Use skills and competencies to further learning.
6. Develop self-discipline.

STUDENT PLANNER

Your child has a planner to use on a daily basis. Please establish the habit of looking at your child's planner and signing it on a daily basis. The teacher will refer to your child's planner often so please ensure that the planner is returned to school daily. This will play a major role in enhancing school/home communication. Most discipline matters will be reported in the planner. For example if your child is sent to the office for misbehaving or has a detention it will be in the planner

NUT AWARE SCHOOL

École Lac des Bois is a nut aware school. As most families are aware, the lives of several students is at a considerable risk when exposed to even minute traces of nut oils or other products. Families are strongly encouraged to not include any foods containing nut products or traces of nuts in their child's lunch or in baked goods brought to the school. Please read the labels as may contain is not accepted at school.

SCHOOL VISITS

When visiting the school or a classroom, we request that you check in with the office as you. We also ask that you do not wait outside the classroom prior to the end of the day, when picking up your child, as this disrupts the classroom routines.

PARENT ADVISORY COUNCIL

Parent Advisory Council provides a valuable liaison between the school and the community. It gives advice to the school administration on all aspects of school organization. All parents are welcome.

PARENT VOLUNTEERS

In order to promote security and well-being in school settings, new directions mandate that volunteers also be included in the Criminal Record Search registry. Volunteers are welcome to support schools at any time, provided they have completed the Volunteer Application and Consent for Criminal Record Search. Please drop by the office as soon as possible to pick up both forms so that you may volunteer in your child's classroom. The Criminal Record Check is done at no financial cost to the volunteer.

ABSENTEES/LATES

Lac des Bois has a Safe Start program which means if you have not called to report that your child will be absent, you will be called. It is far more efficient if parents or guardians phone the school and leave a message (if no one is available) informing the school of the absence. Please call **250-562-1164** and give the child's name, teacher/grade and reason for absence. Your assistance is appreciated. If you have not called, then every effort will be made to contact you – including calling the workplace, and emergency contacts. For this reason it is essential that you keep

your contact information up-to-date. School is in session as of 8:30 am. At this time students should be in the classrooms as instruction will be underway. Children who arrive late often feel out of place because they have missed the start of the day. Please help your child(ren) get to school regularly and on time.

MEDICATION FOR STUDENTS

On occasion we have been asked by parents to ensure their child receives prescribed medication. Please be aware that in order to do so, we require the completion of a Request for Administration of Medication at School form which must be signed by the prescribing doctor. This form is then kept in the office and medications will be distributed by a school designate.

CELL PHONES, IPODS, ELECTRONICS

Students may not use the above items on the school grounds or in the school between 8:30 – 2:30. It is understood that parents may want a child to have a cell phone in order to be able to call home after school- this is fine; however, there is no need for a child to use a cell phone to call home during school hours. Such calls should be made from the office. Personal music/game devices are not permitted as the intent is to encourage interaction between students and also to assist in the prevention of loss, damage, or theft of these devices

WHEN CHILDREN ARE ILL

In fairness to all, please do not send your child to school if there are definite signs of ill health in the morning. We have neither the facilities nor the personnel to care for sick children. Good health is necessary for effective learning. Students who are ill should receive proper medical attention and should not attend school until their health is reasonable. Students who become ill during the day are to go directly to their teacher. Our policy is to get students who are sick home as soon as possible. Our practice will be to call parents and ask that the student be picked up. For this reason, it is important parents keep work and emergency phone numbers current.

GUIDELINES FOR PARENTS WHEN CHILDREN ARE ABSENT FROM SCHOOL

If your child is going to be absent from school for a lengthy period of time, please contact your child's teacher to discuss school work provisions. Here are some considerations in this regard.

1. School work that is assigned to be done at home is intended to reinforce or practice skills which have been taught in the classroom.

2. When your child is away for an extended period of time, please contact your child's teacher to discuss what school work is necessary. Please provide as much advance notice as possible when requesting work to go home. Teachers want to do a good job in providing appropriate materials for children who are away. It is difficult to do this on very short notice.

3. If a child misses a single school day, homework may not be necessary depending on the content of the particular day and the individual student involved.

4. There will be times when it may be difficult for the teacher to provide work that matches the learning activities provided in class. There are several reasons for this:

a) Many lessons cannot be duplicated outside the classroom. Providing reinforcement or practice work for lessons where students need the information learned in that lesson would not be possible.

b) Not all learning is demonstrated on paper.

It is up to the individual teacher to provide extra work outside the regular classroom environment.

BICYCLE SAFETY

Parents are asked to review bicycle safety with their children. Cyclists must always ride single file with the traffic when they are on the road and they must know and follow the rules of the road. Students must wear bicycle helmets (by law). Bikes must be parked in bike racks at school, and locked, and must be walked on the playground.

LUNCH TIME

Children who leave the grounds at lunchtime must have written permission from parents. This is to be given to their teacher and then to the office before they leave the school grounds. You may give your child a note to cover a term or the whole year if you wish.

STUDENT SUPPORT SERVICES

(PSYCHOLOGIST, SPEECH THERAPIST, etc)

A regional team consisting of one of each of the above professionals serves a group of schools in its area. Ours is located at John McInnis. Teachers can refer students to these services. If you feel that your child has a need for any of these services, please discuss a referral with the classroom teacher or the learning assistance teacher.

LEARNING ASSISTANCE

Learning assistance is a service that supports students in the regular classroom. Students learn in a variety of ways and at different rates and some students require more teacher assistance than others. Referrals are made by the classroom teacher. The service is delivered in conjunction with the teacher. Instruction may take place in the classroom, in the Learning Assistance room or a combination of both. Long or short term assistance may be provided.

In addition to working directly with students, indirect support is supplied through collaboration with teachers and other professionals (psychologist, speech pathologist) and parents.

DRESSING FOR SCHOOL

As a staff, we feel that clothing should be comfortable and permit freedom of movement. It should be functional and appropriate for our elementary learning environment. No student should wear clothing that displays logos supporting alcohol or drugs, or with sayings that use vulgar or profane language. These items will not be permitted.

STUDENT DETENTION AFTER SCHOOL HOURS

Students may be detained by teachers after school hours for up to half an hour to complete school assignments or as a result of inappropriate behavior. Teachers will supervise students during detention time and the school will phone home to inform parents or babysitters of the detention.