

Ecole Lac des Bois 2018-19



École Lac des Bois

“Un pour tous, tous pour un”

4131 Rainbow Drive
Prince George, B.C. V2M 3W3
Phone: (250) 562-1164
Fax: (250) 564-4891
Website: www.ldb.sd57.bc.ca

SCHOOL MISSION STATEMENT

At Ecole Lac des Bois, we recognize and value the partnership between school and home. We strive to meet academic goals while developing each student's ability to think and communicate in both French and English, grow personally, and interact with all members of our learning community.

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 believe a positive self image is a critical 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.

Our primary objectives are to:

- ✓ develop skills in reading, writing, speaking, listening and math in **French** and English.
- ✓ develop pride in work and self.
- ✓ develop good character and self respect.
- ✓ develop a desire for learning now and in the future.
- ✓ use skills and competencies to further learning.
- ✓ develop self-discipline.

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.

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

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.

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 VOLUNTEERS

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

ABSENTEES/LATES

Lac des Bois has a Safe Start program. 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 any student absence. Please call **250-562-1164** and give the child's name, teacher/grade and reason for absence. There is always the option of leaving a message so you can call anytime! 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 8:35 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 on time.

CELL PHONES, IPODS, ELECTRONICS

Students may not use the above items on the school grounds or in the school between 8:30 am – 2:30 pm. While parents may want a child to have a cell phone in order to be able to call home after school fine, 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.

Cell phones may not be used outside during break times. 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.

Under no circumstances are students allowed to use their devices to take pictures of each other without teacher supervision.

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. We will call parents and ask that the student be picked up. For this reason, it is important that families keep work and emergency phone numbers current with the office.

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 a completed 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.

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.

When students are absent for a lengthy time due to a vacation, the teacher will not be required to provide extra work or materials for the absence.

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.

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.

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.



École Lac des Bois

ÉCOLE LAC DES BOIS

CODE OF STUDENT CONDUCT

It is our belief that all students and staff have the right to learn, work and play in a safe setting free from disturbance. The Code of Student Conduct is intended to promote a sense of caring for oneself, others and property while at school, while going to and from school, and while attending any school function or activity at any location. This plan will be reviewed every September with staff, students and parents.

SCHOOL GOALS

OURS

- On accepte (We Accept Each Other)
- Une équipe (We Are a Team)
- Respect (We Respect Each Other)
- Sécurité (We Are Safe)

CODE OF STUDENT CONDUCT

École Lac Des Bois *Je parle en Français*

OURS	Location 1 In Class	Location 2 Outside	Location 3 Hallways	Location 4 Washroom
O n accepte	<ul style="list-style-type: none"> • Treat others how you want to be treated • Thought, values and beliefs of peers and adults 	<ul style="list-style-type: none"> • Treat others how you want to be treated • Take turns • Rules keep us safe 	<ul style="list-style-type: none"> • Treat others how you want to be treated • Use appropriate language and be polite • Respect others' personal space (bubble) and belongings 	<ul style="list-style-type: none"> • Treat others how you want to be treated • Use facility appropriately • Respect others' personal space (bubble)
U ne équipe <small>Team</small>	<ul style="list-style-type: none"> • Pursue your personal best no matter who you work with • Solve problems fairly and safely • Clean up after yourself 	<ul style="list-style-type: none"> • Be a role model • Take turns • Share equipment • Help others when needed • Ask for help when needed 	<ul style="list-style-type: none"> • Help others when needed 	<ul style="list-style-type: none"> • Encourage appropriate behaviors • Lead by example
R espect	<ul style="list-style-type: none"> • Use your manners • Honour beliefs and differences • Use appropriate language 	<ul style="list-style-type: none"> • Listen respectfully to supervisors • Follow directions the first time • Use garbage cans 	<ul style="list-style-type: none"> • Greet people • Use your manners • Remove outside shoes at the door • Enter the school calmly 	<ul style="list-style-type: none"> • Respect others' privacy • Respect the property
S écurité <small>Be safe</small>	<ul style="list-style-type: none"> • Keep your body to yourself 	<ul style="list-style-type: none"> • Play safe • Keep your body to yourself 	<ul style="list-style-type: none"> • Walk appropriately • Pick up your belongings 	<ul style="list-style-type: none"> • Use facility quickly and quietly • Respect others' personal space (bubble) • Wash your hands

EXPANDED CODE OF CONDUCT

1. **Show positive standards of attitude and behaviour.**
 - * Be courteous to other students and adults working at the school, including staff members, volunteers, teachers-on-call, or visitors.
 - * walk in an orderly manner on the right hand side in the hallways
 - * talk quietly in school
 - * be orderly, quiet and attentive during school assemblies
 - * respect the ethnic, cultural and linguistic heritage of others
2. **Attend school on a regular basis.**
 - * be on time for classes
 - * remain on the school grounds except where permission is granted
 - * be responsible for work missed during absence
3. **Participate to the best of your ability in the school's program.**
 - * work hard during class time
 - * come prepared for instruction, having homework complete & supplies on hand
 - * show special consideration and cooperation to any teacher- on- call or other adult guests in the school
4. **Practice good health habits.**
 - * flush toilets and wash hands
 - * have appropriate gym strip for gym classes
 - * keep desk and belongings neat and clean
 - * keep washrooms clean
5. **Conduct yourself in a safe manner.**
 - * keep hands and feet to yourself
 - * stand in an orderly manner at the drinking fountains
 - * move around the school without causing harm to others
 - * walk bicycles, scooters, or skateboards once on the school grounds
 - * no climbing on fences, trees, goal posts or backstops
 - * no tackle games are permitted
 - * no fighting, pushing, tripping or wrestling
 - * no throwing rocks, sticks, pine cones, snowballs or any other object that might cause injury
6. **Respect the feelings of others,**
 - * demonstrate good manners and sportsmanship
 - * no name calling, teasing, or harassment of others
 - * demonstrate courtesy, respect, consideration and cooperation
 - * wear clothing that is neither offensive nor inappropriate
7. **Respect the property of others,**
 - * respect personal and public property and use equipment appropriately
 - * report all incidents of vandalism immediately
 - * ask permission before using or taking things that don't belong to you
 - * financial reimbursement may be required
 - * put litter in its place
8. **Use language free from profanity and actions free from obscenity.**
9. **Use appropriate problem-solving strategies.**

- * work to get along and solve problems fairly and safely
- * seek a supervisor or trusted adult when experiencing or observing a problem in and around the school grounds
- * recognize that when participating in group decision-making, the outcome of the group must be accepted in a positive manner

Additional School Procedures

1. Cell phones are turned off between 8:30 – 2:32 and left with the teacher, in desks, backpacks, or in lockers
2. Hats or caps are to be removed when students enter the school.
3. Gum chewing is not permitted in the school.
4. Students are required to have a pair of non-marking shoes for indoor use.
5. Outdoor shoes must be removed upon entering the school.
6. Students are not allowed to walk barefoot in the school.
7. Students are not permitted to bring roller blades, skateboards, scooters, GT racers and toy weapons of any nature to school.
8. Lunch hour procedures:
 - * students are to stay in their room until the 12:30 dismissal
 - * students are expected to behave appropriately
 - * during in days students must stay in their classroom
 - * students who eat lunch at school are not to leave the school grounds unless a note from the parents is given to the teacher or the principal/vice principal.
9. Out of bounds:
 - * no playing in front of school
 - * no playing in the parking lot
 - * no playing on Ospika side unless supervised by an adult
10. Items or substances which threaten the safety, well-being, or comfort of one or more students are strictly prohibited from the school grounds or any school activity. Prohibited items include:
 - * any weapons, or objects intended to be used as weapons
 - * matches, lighters, explosives and fireworks
 - * toxic or noxious substances (e.g. stink bombs, itching powder)
 - * alcohol and drugs
 - * laser pointers

Consequences for Mis-Behaviour

The consequences for code violations must be appropriate to the act. Factors to be considered include the student's behavioural history, the intention of the student, the degree of willfulness, the degree of contriteness, student age and maturity level. Consequences should be predictable, fair and reasonable, as well as being applied in a timely manner. Unsatisfactory behaviour hampers a student's optimum development, is disruptive to the learning of others, and reduces the effectiveness of the school's role.

Parents are informed through the student agenda or a phone call. A list of possible consequences for non-compliance includes:

1. Restorative Practice (consultative in nature with all parties)
2. Time-outs in class or removal from class to alternate space
3. Assignment of "Hours of School Service"
 - picking up litter
 - straightening up boot racks
 - washing desktops
 - helping teachers
 - removing black marks from floors
4. The writing of Think Papers after suitable discussion of the problem with the student.
5. Letter of apology written to the wronged party.
6. Withdrawal of privileges for a set period of time.
7. Student writes a letter to parents explaining the problem.
8. Payment for replacement of lost or damaged property.
9. Detention
10. Referral to School Based team for discussion of chronic behavioral problems.
11. Suspension from 1 - 5 days, depending on severity of offense

Severe Behaviours

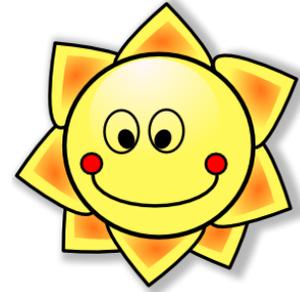
There are certain behaviours which are unsafe, violent or illegal. These behaviours will not be tolerated at school and will incur serious consequences. These include:

- * fighting, play-fighting, or promoting a fight
- * Non-compliance on recurring basis
- * defiance of authority
- * intimidation or threats to students or staff
- * sexual harassment
- * possession of weapons or objects intended to be used as weapons
- * possession of matches, lighters, fireworks or explosives
- * possession of toxic or noxious substances
- * possession of any tobacco, alcohol or other banned substances

The consequences for the above will typically be suspension from school for the well-being of everyone. Referral to the District Student Conduct Review Committee, the R.C.M.P., the fire department or the Ministry of Social Services may also

Horaire de la cloche

Bell Schedule



8:30 a.m.	première cloche
8:35 am	l'autobus arrive
8:35 a.m.	la classe commence
10:00 a.m.	la récré maternelle
10:15 a.m.	la récréation
10:30 a.m.	la classe commence
12:10 p.m.	les élèves sortent
12:30 p.m.	le dîner commence
12:55 p.m.	première cloche
1:00 p.m.	la classe commence
2:32 p.m.	la fin de la journée

For more information, calendars, and newsletters, go to our website www.ldb.sd57.bc.ca
or the school district website for annual calendars and other information www.sd57.bc.ca