

St. Nicholas Catholic School

Name: _____

Teacher: _____



**St. Nicholas
Catholic School**

Student Handbook

100 Lougheed Road
Barrie, ON L4N 8E1

Telephone: 705.737.9082

Fax: 705.737.4089



ST. NICHOLAS CATHOLIC SCHOOL

Dear Parents and Guardians:

Welcome to the 2020-2021 school year. The staff at St. Nicholas Catholic School would like to welcome you and your child to the new school year. We are looking forward to another successful year – filled with many opportunities for learning and growth both academically and spiritually.

This student agenda is a helpful tool filled with a wealth of information related to how St. Nicholas operates on a day-to-day basis. We have established guidelines, in consultation with our parents, to ensure the health and safety of your child. By taking the time to familiarize yourself with our expectations, you can help us maintain a positive and safe learning experience as well as a faith-filled atmosphere for all students and staff.



This agenda also contains useful information from our board office. Please take the time to read about some of the initiatives and programs taking place in all of the Catholic schools in Simcoe County and the Districts of Muskoka and Parry Sound.

Please use this agenda throughout the year, as it provides opportunities to share information between your home, our school, as well as your child's classroom teacher. If you can't find the information you are looking for in this agenda or on our website at smcdsb.on.ca/nic, please feel free to contact any of our talented staff. Once again, we are excited to embark on a new year of faith-filled learning together as a community!

God Bless,
St. Nicholas Office Administrators and Staff

smcdsb.on.ca/nic

FAITH IN OUR SCHOOL COMMUNITY

School Mission Statement

"Let the children come to me and do not stop them because..."

St. Nicholas School is a Catholic community of students, staff, parents, guardians and parish as partners in learning. We are committed to promoting academic excellence, respect for self and others and development of the whole person. We live

and grow in love and in our faith by modeling ourselves after our Lord, Jesus Christ.

...The kingdom of heaven belongs to such as these."

Matthew 19:14

Prayer of St. Nicholas Catholic School

Good St. Nicholas, your kindness and generosity have been an example for Christians across the ages. We remember your goodness not only at Christmas but throughout the year as we recall how blessed it is to give, especially to the poor and needy. May your example remind us to trust in God's providence. As we become more confident of the Lord's love, may we share that love more readily with others.

Amen.

Our Parish Partner

We believe in fostering a strong relationship between your home, our school and Holy Spirit Church. Our parish works closely with our school community to provide your child with an education rooted in the Catholic faith.

Throughout the year, there will be opportunities for our students to participate in the sacraments, Mass and prayer celebrations. You will often see our pastor, Father Tad visiting classes within our school and celebrating special events with our community.



Weekend Masses at Holy Spirit Church, 650 Essa Road, Barrie

Saturday	5:00 p.m. (English)
Sunday	8:30 a.m. (English)
	10:00 a.m. (English with Children's Liturgy)
	12:00 p.m. (Polish)

Sacramental Preparation

We work closely with our parish community to support students as they prepare to receive their sacraments.

Each year, students in Grade 2 have the opportunity to receive the Sacrament of Reconciliation and First Communion. Parents will work with Holy Spirit Church to prepare for these sacraments. Our school supports and complements what children are learning at the parish through classroom teachings.

Students in Grade 7, have the opportunity to receive the Sacrament of Confirmation. Again, arrangements for this sacrament are made through the parish, but the preparation and celebration of the sacrament is an important part of the students' year.

POSITIVE SCHOOL CLIMATE

For a detailed outline of our SMCD SB's Safe Schools guidelines please refer to the SMCD SB website (Homepage > Our Schools > Safe Schools).

Promoting a Positive School Climate

Maintaining a positive school climate at St. Nicholas Catholic School is a key priority because it helps students feel safe, welcome and secure. Using our mission and Catholic values as a guide, we have developed procedures and guidelines to ensure that our students and staff learn and work in a positive and productive environment.

Student Behaviour

Our school has established some key statements to outline expectations around student behaviour.

Students at St. Nicholas Catholic School:

- Will be active, positive and enthusiastic participants within our Catholic community as we strive towards living the Gospel message.
- Come to school on time and prepared to work with an enthusiastic and positive attitude, while striving to achieve their academic goals.
- Will be familiar with and practise the school procedures as outlined in this school agenda in addition to any policies outlined by administration during the school year.
- Will respect and obey those in authority within our school community. Students will address staff and visitors to our school community in a polite and courteous manner.
- Will respect fellow students as they listen actively, speak honestly and respond positively in the classroom, on the schoolyard and as ambassadors of our school in the community.

Dress For Success

Students will be participating in a wide range of activities – both inside and outdoors – at school, and so it is important that they wear comfortable, durable clothing that is suitable for the weather.

Our school is special because we model ourselves after Jesus Christ. How we present ourselves must reflect our commitment to promoting a safe, positive and respectful learning environment.

Appropriate Dress Guidelines:

- Slogans or images on t-shirts, hats or any other accessories must not take away from the dignity of any individual or conflict with Christian values. Images portraying alcohol, sexual connotations, racism and violence are not acceptable.
- Strapless or revealing tops are not permitted. Students from Grades 4 to 8 may not wear tops with spaghetti straps. Shoulder straps must be at least two fingers in width.
- Shorts, skirts, skorts, and dresses must be no shorter than mid-thigh.
- Pants, skirts, skorts, and shorts must be worn at waist level.
- Clothing must cover the midriff i.e., tops and bottoms must overlap at all times - sitting, standing, moving, bending, etc.
- Net, sheer, or muscle shirts are not allowed.
- **Cut-off or torn jeans (whether purchased this way or created deliberately) are not permitted.**
- Hats, toques, hoods, and sunglasses must be removed upon entry into the building or classroom.
- No gang-related clothing or accessories are permitted, i.e., bandanas, chains, colours.

Footwear

For safety reasons and to maintain cleanliness in the classrooms, students should have slippers or shoes to wear inside their class. Outdoor footwear is not to be worn in teaching areas.



SAFE SCHOOLS

Safe Arrival and Attendance

It is important that your child arrives at school safely and on time. Not only does it make things easier for our office administrator and classroom teachers, it also teaches your child the value of being punctual. Our Safe Arrival Program, which includes communicating with our office when your child is late or absent, helps ensure student safety.

Compulsory School Attendance

Did you know that Ontario law states that children between the ages of 6 and 17 must attend school? We appreciate that sometimes there are circumstances beyond your control, such as illness, that might prevent attendance at school. However, these situations should be rare and the school principal will address prolonged absences. If your child is away for more than 15 days consecutively due to illness, a medical note will be

required. There are many supports in place to encourage regular school attendance, including school counselors, social workers, community agencies and an attendance counselor. Please contact the school if you have questions or concerns.

Reporting Your Child Late or Absent

Please follow this simple, but critical process when reporting your child as late or absent.

Step 1 – A parent or legal guardian must phone our school at (705) 737-9082 and choose option 6 to inform us when your child will be absent or late. This is a new phone system and it is greatly appreciated if you use it as guided when you call.

Step 2 – Leave your child's full name, teacher's name and the reason for the absence.

Step 3 – If your child is late, please direct them to the office where they will check-in and a late slip will be provided for admittance to class

Important Note: If your child regularly walks to school, it is assumed that he/she will attend class when buses are cancelled due to inclement weather. If you decide to keep your child home during an inclement weather day, you must use the process listed above to report your child's absence.



Safe Welcome Program

All of our elementary schools have front door intercom and video technology installed as part of the Ministry of Education's Safe Welcome Program.

The intention of the program is for all elementary schools in Ontario to have doors locked throughout the school day. This means that students who are late for school or return to school after an appointment will need to be buzzed in through the main entrance. This enhanced security measure provides us with one more way to monitor who is visiting our schools and help us ensure that all visitors sign in at the office.

Leaving Early

Students who are leaving school early must bring a note to their teacher stating the need for the early dismissal. At the time of dismissal, your child will proceed to the office to be signed out by a parent/guardian.

Morning Drop-off

School begins at 9 a.m. and supervision in the schoolyard begins at 8:45 a.m. Please do not drop

your child off prior to 8:45 a.m. For the safety of both our bused students and walking students, we do not allow cars to enter our parking lot between 8:40 a.m. and 9:15 a.m.

Students will remain outside until the 9:00 a.m. bell. On wet mornings or when the temperatures are extremely cold (-25°C or -28°C with the wind chill) students will come inside, and wait in the designated areas.

All students are to enter and exit the building through their designated door. Students will use the main doors (adjacent to the office) when they are being signed in due to lateness or signed-out by a parent/guardian prior to the end of the school day.

Afternoon Pick-up

Please make arrangements to pick-up your child outside the school, by the main entrance doors or an alternate area on school property. Just a reminder, that in order to ensure the safety of our students, we do not allow cars to enter our parking lot between 3:15 and 3:45 p.m. When parked on the street, please ensure to abide city by-laws.

Bicycles

Students may ride their bicycles to school, but it is important that they are left and locked in the designated bicycle racks. Wearing a bicycle helmet is mandatory and students must walk their bikes when on school property. Please note that the school cannot accept responsibility for damaged or stolen bicycles.

Skateboards, In-line Skates, Scooters and Heelies

Skateboards, in-line skates, scooters and heelies (shoes with wheels in the heels) are not to be used on school property.

Riding the Bus

The SCSTC (The Simcoe County Student Transportation Consortium) is committed to providing safe and reliable bus transportation for those students whose distance from home to school one way is greater than 1.6 km. Riding the bus should be an enjoyable and positive experience for our students and is a privilege to have.

In order to ensure the safety of children riding the bus we ask the following:

- Students must take the same bus home in the evening unless they have a note from a parent or guardian indicating that they are walking to a friend's house.

- A note from a parent/guardian must be provided to the office if a student plans to get off the bus at a different stop. This note will be approved by the office and then provided to the bus driver. Students are not permitted to take a different bus home, even with a note.
- Occasionally, we receive requests from parents to allow their child to ride the bus in order to visit a friend's house or to complete a project. Unfortunately, we are unable to accommodate these requests.

Ensuring Safety on the Bus

It is helpful to periodically remind your child about the rules and regulations of riding a school bus. Although it is very rare, school bus privileges can be suspended temporarily or permanently if a child doesn't respect the rules and regulations that are in place for the safety of everyone. Here are some basic guidelines to follow:



- Your child must always enter the bus in an orderly manner and immediately find a seat. Once on the bus, he or she must always follow the instructions of the school bus driver and bus patroller.
- All students must remain in their seats while the bus is in motion. With children sitting quietly, the bus driver is free from distractions and able to focus on road safety.
- Parents are financially responsible for any willful damage to the bus caused by their children.
- Keeping in mind the safety of all riders, we ask that your child not bring any objects onto the bus that may hinder safe operation.
- Students must also refrain from eating or drinking on the bus. This is especially important, as there may be students who ride the bus with life-threatening reactions to certain foods.
- Heads and arms must stay inside the bus at all times and aisles should be kept clear.

Bus Cancellations Due to Inclement Weather

On inclement weather days we urge you to visit the Simcoe County Student Transportation Consortium (SCSTC) website:

<https://main.simcoecountyschoolbus.ca/>.

You can also follow the SCSTC on Twitter @SCSTC_SchoolBus. Alternatively, you can listen to a local radio station to find out if buses are cancelled. When buses are cancelled in the morning, they are automatically cancelled in the afternoon. All field trips or co-curricular events will also be cancelled. Please keep in mind that our

school is open for student learning even when buses are cancelled.

Know Your Weather Zone

Weather zones are used to allow for partial bus cancellations. St. Nicholas Catholic School is in the **Central School Zone**. There are four weather zones and it is possible that buses will run in our zone, but be cancelled in another zone and so it is important for you to know your zone.

Parking

We are always concerned about the safety of our students, parents and staff using the various crosswalks on school property. Please do not block the crosswalks at any time. This is especially important during pick up and drop off times as it can be difficult seeing if cars are approaching the crosswalk at unsafe speeds. Please exercise extreme caution when driving.

On occasion, the City of Barrie By-law Enforcement Division will be on our school property and will ticket vehicles within our parking lot for violations. These violations include parking in the area designated as a Fire Safety Zone and our designated handicap parking spots. We cannot be responsible for payment of tickets issued for any reason by the City of Barrie.

Custody

We are always concerned about the safety of your child. In some family situations, there may be custody issues, visiting rights and special instructions – it is critical that we be made aware of any such situation. Please ensure that the office staff and the classroom teacher are aware of legal agreements between separated or divorced parents and copies of current legal documents are shared with the Office Administrator.

Emergency Situations

At St. Nicholas Catholic School, procedures are in place so that we are fully prepared for an emergency situation. Staff and students routinely practise these procedures. If it is necessary to evacuate the school, our students will be relocated to St. Bernadette Catholic School, 101 Marcellus Dr., Barrie, ON, or alternatively, the vacant land beside 11 Loughheed Rd. In the case of an emergency, transporting students to either of these locations is the responsibility of the Simcoe Muskoka Catholic District School Board. In any emergency situation, our school would work closely with the school board and emergency personnel to provide updates via websites and the media.

In very rare circumstances, for example, a power outage or loss of heat in the winter, we may be required to close the school early. In emergency situations or early school closures, your child may be picked up by you or an authorized designate. If a parent authorizes a designate to pick-up a student, the school requires a signed and dated note from the custodial parent/guardian.

Major Incidents

We know that being proactive and preparing for the potential of a major incident is a key way to keep our students and staff safe. As part of our safe schools initiative, St. Nicholas Catholic School has worked with the local police service to develop a response plan should a violent incident occur. This involves immediate contact with the police and a lockdown of the premises.

Although it is highly unlikely that something like this would occur, our staff regularly reviews and practices procedures with the students. Your child may mention to you that they were involved in a “Lock Down” drill because that is what our response plan is referred to within the school.

GETTING INVOLVED

Communicating with You

Establishing a positive and open relationship between parents, teachers and students is a critical part of achieving excellence in education.

We send communication via School-Day or School-Messenger; School-Day is normally for monetary/permission items such as pizza lunches and school trips, while School-Messenger is for newsletters and timely announcements. Please ensure you have access to both types of communication (not spam them) as they outline programs, activities, and opportunities within our school community. You can register for School-Day via our school website and School-Messenger is automatic upon registration at the school.



It is important that the school office has your most current email address and phone number on file so that you receive the messages in a timely manner.

We always welcome opportunities for parents to have meetings with teachers and other school staff as necessary throughout the school year. This student agenda is also an excellent way to

communicate with your child’s classroom teachers. You can share questions or concerns via this agenda on a daily or weekly basis.

Online Payment Using School Day

Our school is excited to offer online payment through a program called School-Day.

The system will enable parents to:

- Approve permission forms and pay online instantly
- Register your child for extracurricular activities
- Order and pay for hot lunches
- Reduce the amount of paper sent home in backpacks

If you haven’t done so already, please obtain your family’s secure key code from the school and visit www.school-day.com to register.

Once you have registered you can pay for items and approve permission forms by clicking on the “School Day” quick link on our school website or logging in directly on the school day website www.school-day.com.



Contact Information

Please inform the school office if your address or any other pertinent information such as home, cell or work telephone numbers change throughout the year. We need to make certain that our records are accurate.

Making the Most of the School Day

In order to promote the best learning environment possible, we ask that parents keep school day interruptions to a minimum. Planning in advance and maintaining regular communication through this agenda will help maintain a harmonious and smooth day at school.

Dropping off items – parents are not permitted to go to their child’s classroom to drop off items, check-in, etc. If you need to see your child for some reason or would like to drop something off during the school day, you must come to the office. Students will be called to the office prior to recess and lunch to pick up items.

Speaking with the teacher – if you have questions, we encourage you to speak to your child’s teacher, but we recommend that you arrange discussion for either before or after school hours. In addition, if you are making a change to your child’s regular routine, please make these arrangements well in

advance and communicate changes with your child's teacher in writing.

Last minute messages – our office is quite busy during the day and so we urge you not to rely on us to get last minute messages to your child, unless it is an emergency. Messages cannot be relayed after 3 p.m.

Using the telephone – students will not be permitted to use the office telephone unless they have permission from their teacher. If a phone call is necessary, it will be made by the teacher or another adult (this includes calls regarding illness or injury). We are unable to call students to the telephone to speak with their parent. The office will relay messages for you, if needed.

Catholic School Community Council

Our Catholic School Community Council is composed of parents, a teaching staff representative, a non-teaching staff representative, a parish representative, a representative from the community and the principal. Members are elected each fall and serve as an advisory body to the principal on many significant school issues throughout the year. Anyone is welcome to attend the meetings. Dates will be sent out in our school newsletter and are available on our website at smcdsb.on.ca/nic in the e-newsletter and calendar areas. Please join us!

HEALTHY SCHOOLS

We know that parents want us to promote a healthy environment at school. This includes promoting healthy food options, opportunities for physical activity as well as minimizing exposure to illness – all of these contribute to better learning.

Scent-Safe Schools

Please be advised that a Scent-Safe Workplace program is in place for all schools and board office locations. This means that we are asking for the cooperation of students, staff and visitors in not using scented products in our working and learning environments.

We know that allergies and sensitivities to scents can have severe health implications and so we must do everything possible to make sure that all students, staff and visitors with scent allergies and sensitivities are safe and fully included.

A scent is a smell or odour from products and it can be natural such as flowers or synthetic such as

perfume. Examples of products that may have scents include shampoos, deodorant, hairspray, soap, detergents, perfumes, lotions, candles and cleaning products.

Not using scented products is a simple thing to do and it will help ensure a safe and comfortable environment for all of our students and staff.

Accident or Illness

If your child becomes sick or gets injured while at school, we will contact you as soon as possible. If you are not available, or unable to be contacted, we will call the emergency contacts that you have listed in your child's record. It is essential that parents and guardians notify the school of changes to phone numbers or contacts.

Communicable Diseases

The *Health Promotion and Protection Act* requires that children with certain communicable diseases must remain at home. Unfortunately, we do not have the space or staff supervision for children who are not well enough to go outside at recess.

Please know that we follow ALL guidelines set by SMDHU through the guidance of the SMCD SB. It is important to check the SMDHU website for vital information.

The following list defines some of the more common childhood diseases and how long your child should stay home if he/she becomes ill with one of these illnesses.

Chickenpox - For 5 days after the rash begins or until all blisters have crusted.

Impetigo - Until the antibiotic prescribed by the doctor has been taken for at least one full day.

Pink-eye - Until the antibiotic prescribed by the doctor has been taken for at least one full day.

Scabies - Until treatment has been given.

Scarlet Fever - Until the antibiotic prescribed by the doctor has been taken for at least one full day.

Strep Throat - Until the antibiotic prescribed by the doctor has been taken for at least one full day.

Fifth Disease - Even though this is not a communicable disease, it should be reported to the office because there is a risk posed to pregnant women.

For more information we encourage you to contact the Simcoe Muskoka District Health Unit or visit their website at simcoemuskokahealth.org

Head Lice

Any situation related to head lice will be dealt with in a discreet manner, which protects the dignity of

the children and privacy of families. Our school will educate students about preventative measures and we will also send current information from the Health Unit home to parents.

We are asking parents and guardians to help us prevent incidents or the spread of head lice by doing the following:

- Examine your child's head for possible infestations at regular intervals.
- Notify the school of any infestations.
- Ensure that proper and full de-infestation takes place within a reasonable length of time.

The major signs and symptoms of head lice are: intense itching, frequent and persistent head scratching with scratch marks, or an apparent rash on the neck and scalp. Further information regarding head lice is available through the school office or by visiting the Health Unit's website at simcoemuskokahealth.org.

Immunizations

In Ontario, under the *Immunization of School Pupils Act*, you must provide proof that your child's vaccinations are current. When you register your child for school for the first time, you will be asked for a record of your child's immunization. Students who don't have up-to-date immunization or a valid exemption on file at the Health Unit, may be suspended from school. You can find out more about immunization programs on the Simcoe Muskoka District Health Unit's website at simcoemuskokahealth.org.

Administering Prescription Medication

There are some students who require prescribed regular or special medication. We all want to be sure that your child receives any prescription medication he or she needs. Our board has a prescription medication administration policy, which states that no medication can be administered by staff without written permission from parents. Students may not carry medication with them at any time, with the exception of an EpiPen and/or inhaler. Informed consent must be provided from parents should a child be required to carry it with them. If a child requires prescription medication we will gladly administer it, but only by assigned staff.

For medication to be administered, a consent and instruction form must be filled out. These forms and our board's policy are available at our office or on the board's website at www.smcdsb.on.ca.

HEALTHY FOOD AND BEVERAGE

Lunch

At our school, lunch is at 11:55 a.m. Students will eat their lunch at their desk and will remain on school property, unless special permission has been granted. Students who walk to school may go home for lunch if they have written permission from a parent/guardian. If your child is going to a friend's house for lunch, a note is required from the parents of both children. A hand-written note from the parent/guardians is necessary for each occasion, dated and signed.

Occasionally, students who have parental permission may visit the corner plaza (Lougheed Rd. and Mapleview Drive) for the lunch period. Only Grades 7 and 8 students, with a note handwritten and signed by the parent, dated for the day of the visit, may leave school property for this reason. Phone calls to home /work to make special arrangements will no longer be made; students and parents need to plan and make appropriate arrangements for lunches. The privilege to leave school property may be revoked for inappropriate behaviours and actions. For our JK to Grade 6 students, we require an adult to accompany the student during this visit. If an adult is not available, students will not be permitted to leave school property and a parent will be contacted to make arrangements for lunch.

Snacks

Students will be provided with time in the classroom to have snacks and drinks. All food and beverage must be eaten in the classroom and are not to be consumed in the hallway, gym, washrooms or outside at recess.



We discourage students from using glass bottles and containers for their drinks and snacks.

Chewing Gum

Our school also has a no gum policy, which means that absolutely no gum will be allowed inside the school or outside on school property. We are asking parents to assist us by reminding their child about this policy.

Allergies

We currently have students and staff with severe fragrance and food allergies. As such, we request that nut products (and other products specific to a classroom) not be brought to school. Also, we ask that all members of the St. Nicholas family not wear perfume, cologne or scented personal hygiene products at school as per the Scent-Safe Workplace

Program. This is especially important in the early fall and spring/summer when students and community members need to wear sunscreen products. Please ensure that all products are unscented and do not list perfume/parfum/fragrance on their ingredient list. Many children have allergies, but for some students, an allergy can be life threatening. For example, even minimal exposure to peanuts can prove fatal within minutes. Some other common allergens include tree nuts, shellfish, eggs, milk and latex – all of these can cause severe reactions.

If your child has a severe allergy, it is absolutely critical that you let us know. With your help, we will do our best to reduce risk and make sure all our students are safe, healthy, and able to concentrate on learning.

Our staff is instructed on how to deal with anaphylactic shock. However, our best course of action is to prevent exposure to potentially life-threatening allergies. As a school community, we must work together to ensure the safety of our students.

Here is what we are doing to reduce the risk of allergic exposure:

- All food and beverage must be consumed inside the classroom – under no circumstances are students allowed to have snacks in the schoolyard.
- Our school is a nut free environment to parents and students, however we cannot guarantee that our school is completely nut-free. Please encourage your child to not share food with classmates and regularly check the labels of your favourite food for ingredient changes. We do not allow “pea butter” and “Wow butter” products. We would be happy to provide you with a list of nut-free snacks and lunch ideas.
- Your child’s teacher will inform you if there are other allergies in your child’s classroom. We ask that you please understand and appreciate the health and safety of every student by not sending food and beverage items that may be a cause for concern.
- If you would like to provide a non-food item as a treat for a special occasion (i.e. birthday), please contact the teacher first. There are many students with a variety of food allergies and so we err on the side of caution to make sure all of our students are safe; so no food items are allowed to come to the school to share with peers/friends.

New Approach to Selling Food and Beverage

We know that making healthy food choices while in school supports learning. The Government of Ontario has a school food and beverage policy, which has impacted the kinds of food and beverages we can sell at our school. The policy encourages selling lunches, snacks and drinks that follow the principles of healthy eating in *Canada’s Food Guide*.

BEYOND THE CLASSROOM

Recess

Getting some fresh air and participating in physical activity at recess is important. Unless the weather is unsuitable, students are expected to be outside during recess. We cannot leave children unsupervised inside the classroom and so they must go out to the yard where supervision is provided.

Dressing for the Weather

We ask that students dress in clothing that is suitable for the weather – this is especially important during the winter months. Durable and warm clothing will help ensure that your child’s outdoor experiences are enjoyable. It is also advisable to label clothing, i.e., mitts, hats and indoor shoes with your child’s first and last name. **Please adhere to our dress guidelines listed earlier in the agenda.**

Yard Safety

While outside at recess, we expect students to play safely and respect the rules of the schoolyard at all times. During the winter months, it is essential to leave all snow on the ground. Throwing snowballs or kicking snow is not acceptable.

Bringing Personal Property to School Including Cell Phone/Mobile Devices

We request students not bring valued personal property to school, including money and all mobile devices. These items can easily be lost or damaged. Please note that the school is not responsible for lost, stolen or damaged items. It is **mandatory** for parents of grade 4-8 students to complete the Cell Phone Policy in School Day. It is a comprehensive policy that will ensure the success of our students at St. Nicholas. Please ensure it is read and acknowledged within School Day.

Lost and Found

We encourage our students to check the lost and found for any misplaced items. If you know your child is missing something, you are welcome to

check the lost and found yourself (please check-in at the office first). Unclaimed items will eventually be donated to a local charity.

Field Trips

Students enjoy going on trips outside of the school. Field trips are a fun and informative way of providing your child with a new learning experience. Our board has a field trip policy, which you can find in the policy and procedures section of the website at smcdsb.on.ca.

Parents often volunteer to assist us with the supervision of students on field trips. In order to volunteer, a parent must have a valid Criminal Background Check with a Vulnerable Sector Screening – you can get the forms and information about this from the school office administrator. Any health and safety training obtained by the volunteer is definitely beneficial. Please note that it can take up to 3 weeks to obtain a Criminal Background Check and Vulnerable Sector Screening (CBC/VSS) from your local police services agency.

The classroom teacher will inform parent volunteers of responsibilities and expectations as well as appropriate strategies for dealing with misbehaviour. Prior to the field trip, the teacher will discuss the purpose of the field trip and learning outcomes for students.

Co-curricular Activities

There are various clubs and sport teams offered at the school. Many take place during lunch hour, as well as before or after school. These co-curricular activities provide opportunities for students to learn new skills and form friendships. They help to teach teamwork, co-operation and demonstrate school spirit.

Fees are collected from team players to cover the costs of tournaments, referee fees and facility rentals, if required. Transportation to and from games is the responsibility of parents to organize. Volunteer drivers who transport students that are not their own children **TO an event**, must visit the office to complete insurance documents and have an up-to-date CBC/VSS on file at the school. Coaches must know which students are riding with volunteer drivers. Non-players are not permitted to attend unless accompanied **by their own parent**, who will supervise them at the event.

In order to participate in co-curricular activities, students must make a sincere effort in their academic endeavours, and they must demonstrate

acceptable levels of trust-worthiness. Students must conduct themselves in an appropriate manner both in and out of the school. We also expect students to be courteous, respectful and show appreciation to the people organizing the events and activities. It is important for students to represent our school community by showing good sportsmanlike qualities and by dressing appropriately for the event.

SUPPORTING YOUR CHILD'S LEARNING

Homework

Homework is an integral part of a student's learning experience. In order to get the most out of school, students will be required, at times, to finish or continue their studies outside of the classroom. Research clearly shows that students who successfully complete homework achieve greater academic success in school.



On occasion, parents become concerned with the amount or content of homework assigned by the classroom teacher. If this is the case, please take the time to contact your child's teacher. It is recommended that all students take the time to read each night, and if possible, be read to by a parent or older sibling.

Your Child's School Supplies

During the course of the year, students will need a variety of items to ensure that they are able to complete their work and to support their learning. Some examples of these items are pencils, pens, paper and notebooks. At the beginning of the school year, your child's teacher will send home a list of items that your child should be bringing to school for their own use. We greatly appreciate your support by providing these items to your child.

Learning Commons/Library Resources

Our school is fortunate to have a learning commons/library resource centre to help students develop, refine and master STEM research, computer/robotic/coding and reading skills. Your child will be visiting the learning commons/library resource centre in our school this year. Materials available to the students include STEM materials, robotics, picture books, and other literature. The learning commons/library provides students with a wonderful opportunity to develop skills, values and opinions on any particular topic, and this exciting space compliments the work of your child's

classroom teacher on current subjects, units or themes.

Once your child signs out a book, they may return the book on their next weekly visit. Please make sure that your child returns their book each week. Since the learning commons/library is automated, it is no longer necessary to stamp dates on the back pockets of books. However, students will not be able to sign out a new book unless their previous one has been returned.

If a book is lost or damaged, it is expected that the student or parent will replace it. It is the student's responsibility to take care of books after they have signed them out.

Wishing You a Successful Year

We hope you found the information in this agenda informative and useful. If at any time throughout the school year, you have questions or concerns, please don't hesitate to contact your child's teacher or our office staff. We know that each child will grow tremendously – both in learning and in faith. We look forward to working with you to provide your child with a fulfilling year.