

Sturgeon Creek School Student/Parent Handbook

2020-2021



1299 Barwick Road North
POW 1A0
Telephone: 487-2180
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<http://scs.rrdsb.com>

Find us on Facebook at Sturgeon Creek Public School

SIGNIFICANT DATES

PA Day	Aug. 31, Sept.1&2
First day of school (K-3)	Sept. 3
First day of school (4-8)	Sept. 4
Labour Day	Sept. 7
First day of school (all students)	Sept. 8
Thanksgiving Day	Oct. 12
PA Day	October 30
Progress Reports sent home	Nov. 18
Christmas Break	Dec. 21-Jan. 1
Classes resume	Jan. 4
PA Day	Jan. 29
Family Day	Feb. 15
Report cards go home	Feb. 17
March Break	March 15-19
Good Friday	April 2
Easter Monday	April 5
PA Day	April 23
Victoria Day	May 24
PA Day	June 11
Report Cards go home	June 25
Last day of classes for Elementary Students	June 25



This publication is available in accessible formats upon request.

SCHOOL STAFF

Principal	Donna Kowalski
JK/SK	Sherri Hay
Grade 1/2	Mary Ann Haw
Grade 2/3	Kim Walter
Grade 3/4	Bobbi Guimond-Morris
Grade 3/4	James Kinghorn
Grade 5/6	Kerri Loughrey
Grade 7/8	Rob Kinsman
Reading Recovery	Krista Williams
Special Education	Krista Williams
French/Prep	Shari Reynolds
Communication Assist.	Mary Crosswell
Library Assistant	Grace Hettinga
Early Childhood Educator	Sara Empey
Educational Assistants	Brenda Jodoin Sondra Caul
Secretary	Joyce Pollard
Custodians	Bruce Wickstrom/Tania Angus
Bus Drivers	Colin Romyn Greg Ferris Keith Jolicouer James Gibson Gwen Dimit

DAILY SCHEDULE

Supervision begins	8:30 AM
School Starts	8:45 AM
First Instructional Block	8:45 AM - 10:25 AM
First Nutrition Break	10:25 AM - 11:10AM
Second Instructional Block	11:10 AM - 12:50 PM
Second Nutrition Break	12:50 PM - 1:35 PM
Third Instructional Block	1:35 PM - 3:15 PM
Dismissal	3:15 PM
Supervision ends	3:30 PM

MASKS AND FACE COVERINGS

It is a requirement that students in grades 4-8 and grade 3 students in the 3/4 split class wear a mask or face covering on the bus and while at school. It is recommended that students in JK-3 wear a mask or face covering. Students may remove masks for outdoor activities and recess.

Parents are encouraged to wash student masks daily. Staff are required to wear medical grade masks in conjunction with face shields or safety goggles at all times when students are present. RRDSB Procedure 7.58 (found on the board website) outlines guidelines for the use of and care for masks or face coverings.

SCHOOL COUNCIL

School Councils are advisory bodies to the school principal and, where appropriate, to the School Board. Elected parents form the majority of the Council. Meetings are held on a regular basis with date and time advised through a newsletter. Everyone is encouraged to attend.

BUSSING

The school bus is considered to be an extension of the school, and the "Code of Conduct" applies to students who ride the bus. Students in grades 4-8 and grade 3 students in the 3/4 split class are required to wear a mask or face covering while on the bus. While not required, students in JK-3 are encouraged to wear a mask or face covering.

Seating charts have been designed to allow for efficient contact tracing should there be a positive COVID-19 case and to ensure maximum student safety. Seats will be assigned. While on or waiting for the bus, students must act in a responsible manner and follow all directions given by the driver and as taught by school staff. Students must sit in their assigned seats and refrain from eating and drinking on the bus.

To increase ventilation, windows of the bus will be opened by the driver, whenever weather permits. All bus drivers will be wearing proper PPE consisting of a mask and face shield where possible. Handsanitizer will be available on the bus, as well as extra masks should a child arrive without one.

Drivers and bus supervisors will inform the principal of misbehaviour or conduct that does not follow COVID-19 guidelines. As per Rainy River District School Board guidelines, students will have only one pick up and drop off point. The school cannot accommodate requests for bussing changes. Requests for changes must go through the Transportation Dept.

DRESS CODE (see poster)

Students are expected to conform to a reasonable dress code appropriate to a school environment. School dress, when appropriate, should not jeopardize the health and safety of anyone in the school. Clothing which advertises alcohol, tobacco, drugs, has a sexual reference or is offensive in any way is not allowed. Students are to dress appropriately for weather conditions.

ELECTRONIC COMMUNICATION AND MEDIA DEVICES (Cell Phones, Tablets, i-Pods, Cameras)

Cell phones are to be used under the direction and supervision of the classroom teacher. The school assumes no responsibility for lost, stolen, broken or otherwise compromised personal equipment or devices. Students must agree to the PED contract.

With teacher permission, students may be allowed to use electronic devices during specific times of the school day providing that the devices are used for enhancing the educational experience (eg., calculator or dictation app, e-books, research).

Students who fail to follow this procedure will have the device removed and placed at the office to be picked up by their parent/guardian

NUTRITION BREAKS

Students enjoy a break from the morning and afternoon routines during which time they can get some fresh air and enjoy unstructured time while physically distancing with their friends. All of us are better able to work after a short break and a healthy snack. Please note: **Microwaves will not be available** for use due to Covid-19 precautionary measures. The use of thermoses is encouraged. In addition, students will need to bring their own cutlery and a water bottle that can be refilled at our water filling station. **Water fountains will be unavailable.**

CLASSROOM EXPECTATIONS

Academically, students are expected to achieve the expectations identified at each grade level by the Ontario Curriculum. Modifications and accommodations will be made to support those students that may require these. Behaviorally, students are aware of the expectations identified in the Classroom Discipline Plan. A copy of this plan is available from the classroom teacher. The RRDSB Code of Conduct outlines school expectations and consequences for inappropriate behaviour. The Code of Conduct is posted on the school website.

STRENGTH-BASED RESTORATIVE PRACTICES

Staff at SCS will utilize a "Strength-Based" approach to supporting students and working through challenges that occur in the classroom or school yard. It is understood that students will make mistakes and these are opportunities for learning and growth. A restorative approach with a focus on repairing relationships and making things "right" will be the first priority in the process.

COMMUNICATION

As part of ongoing communication with parents/guardians to support students in their academic and social growth, school newsletters will be uploaded to the school website <https://scs.rrdsb.com> and Facebook pages at the beginning of each month. Communication will also be sent through School Messenger via text, phone call or email. Classroom teachers will use SeeSaw, Google Classroom, email, Edsby and/or telephone calls to communicate with families. Agendas and paper communication will not be used at this time, or will be limited to help support COVID-19 measures/precautions. Parents or guardians are encouraged to contact the classroom teacher if they have questions or concerns.

PHYSICAL DISTANCING

Whether at the bus stop, on the playground or in the school, physical distancing is key to reducing the spread of any type of respiratory virus. Students and staff will be reminded through teaching, morning messages, newsletters and signs around the school and on the bus to maintain a 2 m distance between one another, wherever possible. Hand shaking and high fives will be on hold for now. Elbow bumps and air fives are encouraged!

ALLERGIES & SAFETY

If your child suffers from asthma, diabetes, anaphylaxis or other serious medical conditions, please contact the school office. We will work together to create a plan of care that fits the needs of your child.

SCHOOL VISITORS

Non-essential school visitors are not allowed at this time. If you need to drop off or pick up your child or anything for your child, please call the office and schedule a time. Someone will come out to greet you.

SIGN IN/SIGN OUT

Students leaving the school before the regular dismissal time must be signed out at the office by our school secretary. Students returning from appointments, as well as those who are late, must be signed in at the office by our school secretary. **Parents must press the call button outside the main entrance and they will receive further instructions.**

RRDSB CODE OF CONDUCT

The RRDSB School Code of Conduct is online at rrdsb.com and aligns with the Parent/Student Handbook. Please review the Code of Conduct with your child/ren.

RESPECT FOR PROPERTY

The cost of maintaining school buildings and supplies is assumed by the taxpayer. Any additions created by deliberate acts of vandalism are, if the guilty person is undetected, also assumed by the taxpayer. School custodians are hired to maintain the school building, to keep it in good repair, and to keep it clean. Students are expected to keep the school free from litter, vandalism and graffiti. This can be achieved by refraining from littering, reporting incidents of vandalism and removing graffiti and litter whenever possible. Food and beverages must be consumed in designated areas. Smoking and/or vaping are not allowed on School Board premises.

OUTDOOR EDUCATION

This year more than ever, students will be learning and playing outdoors as much as possible. In order for children to fully participate in outdoor learning, they must be dressed appropriately. Stable footwear, a jacket or sweater and a hat are important. **Please ensure your child dresses for time spent outdoors each and every day.**

LOCKDOWN DRILLS

Students and staff regularly participate in school lockdown drills. These drills are designed to prepare students and staff should an intruder enter the school grounds or building. Students are to conduct themselves in a respectful, responsible manner during safety drills. **Physical distancing** and all other Covid-19 related measures will be in place during lockdowns.

HANDWASHING AND SANITIZATION

In order to assist in reducing possible transmission of any illness or virus, students and staff will practice handwashing habits that include washing upon entry and before exiting the building, before and after eating food and at natural breaks throughout the day. Hand sanitizer will be available throughout the building for instances when handwashing is not possible. **Handwashing techniques will be taught, following the guidelines of the NWHU.**

ILLNESS

If a student becomes ill at school, the office will contact the parent/guardian or emergency designate and request that the student be picked up. If your child becomes ill at school, your child will wait (supervised) in a private area. When you arrive at the school, press the call button and your child will be brought to you. Should your child be exhibiting symptoms of Covid-19, parents the NWHU for further information (**274-3261 ext. 4913**). Students are to stay home until they are no longer ill.

If your contact information changes at any point throughout the year, it is vital that the school office is made aware so that you can be contacted promptly. Having up to date contact information is essential so that contact tracing can easily occur if required.

MEDICATION

Board policy does not permit school personnel to administer any medication without proper authorization. Medication forms providing the required authorization and information necessary to ensure proper use of the prescribed medication are available from the school office. All medication is to be stored at and administered through the school office.

ATTENDANCE/SAFE ARRIVALS PROGRAM

In the interest of student safety and effective programming, it is important that student absences are accounted for in all schools of the Rainy River District School Board. If a student is to be late or absent, parents/guardians are asked to call the school at 487-2180. Parents may leave a message on the school telephone voice-mail system stating their child's absence. Please include your child's first and last names and grade. Thank you!

If the school has not been notified that the student will be absent from school, the school will call and check on daily student absences. Notes are requested for lates or absenteeism, for early dismissal, for an appointment, or for permission to be picked up by someone other than parent/guardian. Identification may be requested. Your cooperation is much appreciated.

STUDENT USE OF SCHOOL TELEPHONES

Students will not be allowed to use the office telephone for any reason. Should an unexpected school situations or an illness that requires communication with a parent occur, office staff will contact parents. **All home communication with regards to illness must go through the office as per Covid-19 guidelines.**

SEARCH OF SCHOOL PROPERTY

School property such as desks, cubbies and bins can be searched at any time by school staff.