

St. Mary's OLC

Where your family is our family



Vision Statement

Inspired by our rich heritage and challenged by the struggles of our past, we at St. Mary's School are called to express our mission as church to pass on the good news of Jesus Christ, to make it relevant in the world today, and to be the hope for the future.

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Student name: _____

Class: _____

The best thing about me is.....



MISSION STATEMENT

Inspired by our rich heritage and challenged by the struggles of our past, we are an inclusive Catholic educational community called to express our mission as church to pass on the Good News of Jesus Christ, to make it relevant in the world today, and to be the hope for the future.

THE RENFREW COUNTY CATHOLIC DISTRICT SCHOOL BOARD

A Message From Our DIRECTOR OF EDUCATION

Welcome to the 2016-2017 school year! As the new year begins, I wish you all the best in your efforts to learn, grow and share in our faith-based community.

The Board's theme for this year comes from that part of our Vision Statement that says: Open to mystery and endless discovery in the Lord, we are called to "Make a difference as faith-filled community builders."

You might ask how you as an individual can make a difference and how you can be a faith-filled community builder. I assure you that there are many ways to make a difference. As Catholics, we are called to spread the good news of Jesus in our daily lives through acts of kindness, love and respect for ourselves and others. By sharing our Christian values with others, we help to build a better community. By reflecting God's love in our actions, we can build a better world.

Whether we are talking about our schools, or the broader communities in which we live, our actions have an impact on those around us. Our commitment to social justice and stewardship of our environment are two examples of how we can help to build healthy, successful communities.

Best wishes for a faith-filled and joyous school year!

Sincerely,

Michele Arbour
Director of Education



Student Behaviour

Catholic schools provide the opportunity for students to develop their spiritual, emotional, intellectual, physical and social abilities. As an inclusive Catholic educational community we are called to express our mission as Church to pass on the Good News of Jesus Christ, to make it relevant in the world today, and to be the hope for the future.

This mission can best be accomplished in an atmosphere in which students feel safe and comfortable. To this end, students at St. Mary's School have certain rights which must be safeguarded through the cooperative efforts of the students, staff, parents and the community. Respect for these rights requires that students accept certain responsibilities associated with each right.

A. The Right to an Education in a Catholic Environment

Student Responsibilities:

- to adhere to the requirements of pupils as outlined in the Education Act and its Regulations;
- to observe school rules and policies;
- to share in the responsibility for the quality of educational life at the school;
- to be cooperative and attentive in class, at religious celebrations and at assemblies;
- to give one's best effort to complete assigned work;
- to come to class prepared as outlined by Educator
- to be on time for class;
- to be in regular attendance; and,
- to respect and maintain the learning environment within the classroom.

B. The Right to be Treated with Respect

Student Responsibilities:

- to share in the responsibility for the well being of the student body and school;
- to exhibit good manners;
- to use language befitting a Christian; foul, abusive, improper or profane language or gestures are unacceptable;
- to dress appropriately for age and grade level which is acceptable in a Catholic school, i.e. clothing with unacceptable, distasteful messages is unacceptable;
- to respect property, i.e. take pride in the school, clean up school, clean up after oneself and others in the school (classrooms, halls, washrooms) and grounds, report damage to school property, keep desks neat and tidy, take care of school texts and library books;
- to be courteous, considerate and respectful of others (teaching staff, supply teachers, office staff, peers, custodians, bus drivers and visitors);
- to avoid unacceptable behaviour such as all physical, verbal (oral or written including Internet), sexual, or psychological abuse; bullying; or discrimination on the basis of race, culture, religion, gender, language, disability, sexual orientation, or any other attribute;
- to avoid any behaviour that is demeaning of another persons race or ethnicity, such as verbal or physical abuse or threats; unwelcome remarks, jokes or innuendoes, or taunting

about a person's race, ethnicity, national origin, faith, dress, or accent, in person or through any kind of written or electronic transmission (see our Internet Protocol)

- to show respect for personal property, the property of others, the school, school buses, and of the community;
- to travel the halls in an orderly fashion (avoid running, roughhousing);
- to demonstrate good behaviour in traveling to and from school;
- to represent the school favourably in extra-curricular activities (e.g. sports, outings).

C. The Right to Information About School and Community Events

Student Responsibilities:

- to share in the responsibility for an informed student body;
- to contribute important information for announcements or newsletters;
- to deliver school reports and publications to parents promptly;
- to return required information promptly.

FAILURE TO MAINTAIN CODE OF BEHAVIOUR

The failure of students to maintain the code of behaviour will result in action by the school staff. This action may take several forms, determined by the nature and seriousness of each particular situation. The philosophy of our school is that all members of the community work to be in "right relationship" with each other, a practice known as **Restorative Justice**. This means that when students encounter difficulties, the focus is on repairing the damage to the student's relationships rather than punishment. However, sometimes in addition to this it may be necessary to resort to punitive measures: some possible courses of action are:

- all forms of encouragement and counsel which might impress the importance of respecting rights upon the student (reward systems, incentives)
- a behavioural /performance program contract with a student and his/her parents/guardians
- a meeting between the student and staff member
- teacher contact with the student's parents/guardians
- a referral of the student to the principal
- a conference of the parents/guardians and the school administration or the school team
- a referral to the school support worker
- a referral via parents to outside agencies
- a referral following parental/guardian consultation to legal authorities
- withdrawal from class
- detention
- removal of privileges (e.g. membership in clubs or on teams, participation in school trips, etc.)
- provision of services around the school (e.g. grounds maintenance, classroom duties)
- suspension
- expulsion
- criminal charge

Students are always entitled to a full disclosure of any charges against them and the nature of any evidence to support such charges. They are also entitled to present their version of the issue to the administration. Staff and students at St. Mary's School are encouraged to strive towards self-discipline and continuous growth. Our key words are RESPECT and RESPONSIBILITY. Students are expected to behave in a manner that will give evidence of respect.

At St. Mary's, staff will take all allegations of bullying seriously, will investigate every incident, with the goal of prevention through teaching, and dealing with bullying through education.

School Office Hours: 8:30 a.m. – 12:00 p.m. 1:00 p.m. – 4:30 p.m. Monday to Friday
Playground supervision for students begins at **9:05 a.m.**

Students should NOT be arriving to the school yard prior to 9:05 a.m.

If necessary, parents should make alternate child-care arrangements until the appropriate time. Homework club is available for students to do school work and is supervised by School Personnel from 8:30 to the bell.

Bicycles: Bicycle racks are located by the swings. Students are to avoid playing or hanging around the bike rack area. All bicycles should be locked in the racks provided. The law requires students to wear bike helmets. Bikes must be walked on school property to avoid collisions with the pedestrians.

Daily Schedule: 9:25 a.m.

12:35 p.m. - 1:20 p.m.

3:40 p.m.

Classes assemble

Lunch 1:30 Kinders & Intermediates only

Dismissal

Dress Code:

- Hats should be removed upon entering the school building
- clothing should be clean and neat in appearance (no vulgar, suggestive or inappropriate slogans on clothing)
- Tops may be sleeveless as long as they follow the "Three Finger Rule" and have modest necklines, tops and bottoms should overlap: t-shirts are required for gym.
- Skirts and shorts should be long enough to reach the fingertips when hands are straight at the side (minimum 15 cm inseam for shorts) and underwear should not be visible. Pyjamas are not considered school appropriate clothing.
- One-piece or 2 piece bathing suit with t-shirts are appropriate for school activities

Entrance & Exit: At bell time students enter under the direction of the yard teacher. Students enter by way of the door assigned to their class. Following dismissal at 3:40 p.m., students who walk are requested to leave without interfering with the dismissal of bus students avoiding the swings or the bike rack area. Bus students proceed directly to their bus line-up and follow the rules for bus loading as directed by the supervisors. Parents need to let teachers know when students will be picked up early, except in cases of extreme emergency. **Students being dropped off or picked up in private vehicles must do so at the "Kiss and Ride" loop; Kiss and Ride loads between 3:30 and 3:40.**

Halls: Whenever students travel through the hallways, whether alone or with their class, they are expected to walk in an orderly manner.

Homework: From the earliest years, parents should set the expectation of doing a little "homework" each evening. e.g. reading, completing classroom assignments, etc. The higher the grade the student is in, the more homework he/she is likely to have at night. Students should use the time for completing classroom work, reviewing work, organizing their workbooks, working on long-term assignments (projects), practicing basic skills in math, spelling, etc. or reading just for enjoyment.

Students always have homework! **Daily review of agendas or other Teacher digital format by parents is an essential element to good**

communication; please help your child by reviewing the agenda and insisting that



they return it in their backpacks daily. *Homework club is a daily option for students requiring extra help!*

Inclement Weather: During periods of inclement weather, you should listen to the radio station **STAR 96.7 FM, 104.9 FM** or check our Transportation Web Site <http://www.rcjtc.on.ca/> after 6:30 a.m. to determine if the buses are cancelled for that particular day. The school will still be open for those students and staff who are able to arrive. If the school were to be closed as well, the broadcast would indicate such information. In the rare event that the school were to be closed during the day (heating system breakdown, severe adverse weather), parents would be notified through a phone system. Pupils cannot be sent home unless a parent or emergency designate has been contacted. Please make sure the school has current emergency contact information.

Students are expected to dress appropriately to be outside, including raincoats and boots in rainy weather. During cold snaps (colder than -20), heavy rain, high winds or thunderstorms students will be brought or kept in. If the weather should worsen during recess, the supervisor(s) on duty will make the decision to come re-enter. Teachers are expected to arrange quiet activities or work for students to do in their classrooms during inclement-weather recesses.



Lates & Absences: Students entering school late are required to check in at the office and pick up a late slip. Students who are absent from school are required to inform the school by means of a note or phone call from their parents or guardian as to their absence. Safe arrival is checked each day in the a.m. and p.m. Parents are contacted to determine if they are aware of their child's absence. To reduce the number of calls, **parents are asked to notify the school if their child is going to be absent or leaving the school early.** Parents should leave a detailed message including child's name, grade, teacher and reason for absence/ departure on the answering system (584-3567) or in an email to the school cstelier@rccdsb.edu.on.ca.

Lunch: Lunch time is **12:35 p.m. – 1:20 p.m. (1:30 Intermediate/Kinder)**. We request parents help the school reinforce healthy eating concepts: candy and pop are not appropriate for lunches. Unless assigned otherwise, students eat lunch in classrooms, where supervision is provided until approx. 1:00 p.m. at which time students go outside. Students in K-5 do not have access to microwaves so please do not send microwave lunches.

Students in Grades 1-6 are not permitted to leave the school grounds at lunch hour unless they walk home for lunch on a daily basis or are picked up by a parent or guardian. *The office should be notified by phone or in writing in advance of pickup.* Students in Grades 7 and 8 are permitted to leave the school grounds with a written and dated letter of consent from a parent/guardian. This is a privilege, not a right. Any student misconduct will result in the removal of the privilege for that individual. For safety reasons, we encourage all students to remain at school over the lunch hour.

Money: We are evolving to SchoolCashOnline: payments for classtrips, etc. need to be made through <https://renfrewcatholic.schoolcashionline.com>



News: News about school activities can be found on our Facebook page (St. Mary's Catholic School Deep River), or on twitter St. Mary's Catholic @cstelier or by newsletter. We try to make communication digital where possible to save on trees!

Personal Items: Students are requested to leave personal

entertainment devices such as electronic games, MP3 players, iPods, laser pointers, card collections and games etc. at home, or in their backpacks, **including at lunch and recess**. Personal computing devices such as iPads, and Smartphones are only permitted for academic use at school provided the teacher sends written requests home to do so. They are not permitted in the hallways or playgrounds. School personnel cannot provide security for these items and cannot be responsible if they are lost or broken. If students are using Personal Devices at inappropriate times, students should expect consequences. The school telephone may be used by students with permission from a staff member. The telephone should only be used by students for matters of urgency.

Playground & Play Equipment: Students are expected to use playground apparatus in a responsible manner and for the purposes for which the apparatus was intended. Children are not to use sticks or branches to endanger the safety of others.



Students are prohibited from using bicycles, hockey sticks, skateboards, roller blades, etc. on school grounds.

Students are allowed to use tennis balls, nerf-type balls, soccer balls, basketballs, and skipping ropes which are brought from home.

Toys that promote imaginary violent play such as toy guns, war toys, or toys that glorify violent personalities or violent behaviour are unacceptable in the school.

In order to provide a safe environment for all students, behaviours which are reckless and endanger the safety of others are not permitted in the school, on the playground, on buses, or any function that is part of a school activity. Such behaviours include, but are not limited to, pushing and shoving, play-fighting, piggy-back riding, tripping, snowball throwing, etc. Our mantra is "Respect Personal Space!"

Recesses:

All students are expected to use this time to get some fresh air and exercise. Students who are not involved in purposeful activities supervised by an adult, must be outside. Students are expected to stay within boundaries designated by student council. Because of health, safety and environmental considerations, students may not eat or drink outside on the school yard. A few minutes will be given before morning recess for students to have a quick snack if desired.

Visitors to the School: For security reasons, all visitors must enter by the front entrance, sign in at the office and wear a visitor identification badge. Volunteers who have presented valid Vulnerable Criminal Record Check are welcome, upon an agreement with the Teacher as to time and date.

Washrooms: Students will follow washroom protocol as set down for the school. Younger students will go in pairs, older students sign out of classroom. Students who behave inappropriately may require additional consequences such as close supervision.



Be Merciful, just as your father is merciful. Luke 6:36



RENFREW COUNTY CATHOLIC DISTRICT SCHOOL BOARD SCHOOL YEAR CALENDAR 2016-2017



SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3							1			1	2	3	4	5					1	2	3
4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10
11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17
18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24
25	26	27	28	29	30		23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31
							30	31																			

JANUARY							FEBRUARY							MARCH							APRIL						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7				1	2	3	4				1	2	3	4							1
8	9	10	11	12	13	14	5	6	7	8	9	10	11	5	6	7	8	9	10	11	2	3	4	5	6	7	8
15	16	17	18	19	20	21	12	13	14	15	16	17	18	12	13	14	15	16	17	18	9	10	11	12	13	14	15
22	23	24	25	26	27	28	19	20	21	22	23	24	25	19	20	21	22	23	24	25	16	17	18	19	20	21	22
29	30	31					26	27	28					26	27	28	29	30	31	23	24	25	26	27	28	29	
																					30						

MAY							JUNE							KEY
S	M	T	W	T	F	S	S	M	T	W	T	F	S	
	1	2	3	4	5	6					1	2	3	The first day of school for students is September 6 . The last day of school for students is June 29 .
7	8	9	10	11	12	13	4	5	6	7	8	9	10	1. Dates in indicate regular school holidays.
14	15	16	17	18	19	20	11	12	13	14	15	16	17	2. Dates in indicate Professional Activity Days (no classes for pupils)
21	22	23	24	25	26	27	18	19	20	21	22	23	24	September 1 st , 2016 - P.A. Day - Occupational Health and Safety and School Improvement Planning
28	29	30	31				25	26	27	28	29	30	October 7 th , 2016 - P.A. Day - Closing the Gaps (Elementary and Secondary)	
														November 18 th , 2016 - P.A. Day - Reporting to Parents on Student Progress (Elementary), Assessment and Evaluation (Secondary)
														February 3 rd , 2017 - P.A. Day - Reporting Day (Elementary), Semester Turnaround (Secondary)
														May 19 th , 2017 - P.A. Day - Christian Community Day
														June 9 th , 2017 - P.A. Day - Reporting Day (Elementary), Student Success (Secondary)
														June 30 th , 2017 - P.A. Day - Numeracy and Special Education (Elementary and Secondary)
														3. Underlined dates are exam days for the High Schools.