

St. Bernard's Catholic School

Name: _____

Teacher: _____

ST. BERNARD'S



CATHOLIC SCHOOL

Student Handbook

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St. Bernard's Catholic School

Education and Community, Working Together, Centered in Faith

Dear Parents and Guardians:

Welcome to the 2020 - 2021 school year.

The staff at St. Bernard's 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.

We hope you will find this student agenda helpful. There is information related to how our school 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 learning experience for all students and staff. Also, be sure to sign up for our weekly emails. You will receive timely updates about all the wonderful things happening here at St. Bernard's Catholic School. You can do this by calling the school, signing up at the Open House in September or subscribing on our website.

Please use this agenda as a tool to communicate with your child's teacher throughout the course of this year. The pages of this book provide opportunities to share information between your home, our school, as well as your child's classroom teacher.

We hope you have a fantastic school year!

The Staff of St. Bernard's Catholic School
smcdsb.on.ca/sbe

FAITH IN OUR SCHOOL COMMUNITY

Our Parish Partner

We believe in fostering a strong relationship between your home, our school and the parishes of Guardian Angels and St. Columbkille. 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. We also participate in school-wide Christian Meditation. This happens every day at 2:00 p.m. for 5 minutes. Please be patient during this time as we will not be able to answer the phone or the front door during these few minutes of silence.



For additional information about our parishes, visit the website myguardianangels.ca.

Sacramental Preparation

We work closely with our parish community to support students, as they get ready 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 the parishes 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 student's year.

ST. BERNARD'S CATHOLIC SCHOOL COMMUNITY – INFORMATION, PROCEDURES AND GUIDELINES

Balanced Day Schedule

St. Bernard's Catholic School follows the Balanced Day schedule. This schedule is organized into three large blocks of instructional time broken up with two nutritional and recess breaks. The length of the school day is the same, but the instructional time within the day is more efficient and effective for student learning. An improvement in academic performance, balanced nutrition throughout the day, healthy physical activity, longer blocks of uninterrupted learning time, are only some of the benefits students will receive.

The following is the time schedule for the balanced day:

Supervision Begins in the yard	8:40 a.m.
Classes Begin	8:55 a.m.
First Nutrition Break	10:55 - 11:35 a.m.
Second Nutrition Break	1:15 - 1:55 p.m.
Last Bell	3:15 p.m.

This year at St. Bernard's Catholic School, some classes will have a reverse lunch. They will be going outside for recess prior to eating their lunch. Other classes will continue with the traditional order of eating first then going outside for recess. This will help alleviate some overcrowding in the yard and give students a greater opportunity to use our beautiful backyard space and sports equipment.

Student Conduct

The St. Bernard's Catholic School Code of Conduct, emphasizes that each person is a unique creation of God and as such must be treated in a manner which reflects the respect and dignity of each individual. As a Catholic School system, we are proactive to ensuring that our Catholic values are preserved and promoted.

All students, parents (guardians), teachers and staff have the right to be safe and feel safe in our school community. With this right comes the responsibility to be law-abiding citizens and to be accountable for their choices and actions. The intent of the Code of Conduct is to encourage students to live and grow in a safe Catholic school community that fosters courtesy, co-operation and respect. This can be realized when our St. Bernard's Catholic School staff, students, families and our parish team work together.

Mutual support and teamwork between home, school and parish are fundamental to the education and development of our students.

Athletic Conduct

We encourage and support students participation on school teams. In this role, students will experience and learn many new things from their teammates and coaches. With this opportunity comes responsibility for academic performance, personal conduct, attitude, attendance, punctuality, and most importantly, team spirit.

Students must respect and work with the coach. Often, coaches will keep additional students on the team for added practice. These students will be

notified in advance if they can expect to have reduced playing time during a game. If there are any concerns during a game, parents are asked to speak with the coach privately after the game. The 24 hour rule used on community teams is also an expectation for sports teams at St. Bernard's.

Promoting a Positive School Climate

Maintaining a positive school climate is a key priority because it helps students feel safe, welcome and secure. Using the 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. Our goal is to provide a firm, fair and caring atmosphere. We are all expected to treat others with respect.

At St. Bernard's Catholic School we strive to:

- Act as Jesus would
- Take pride in our school
- Set high academic standards
- Set a positive example for others
- Take responsibility for our choices
- Remember to use good manners
- Show good sportsmanship
- Take care of everyone's property

Student Behaviour

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

Students at St. Bernard's 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 academic goals.
- Will be familiar with and practise the school procedures as outlined in this school agenda in addition to any policies outlined by staff 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.

The Ontario Safe Schools Act: Progressive Discipline and Promoting Positive Student Behaviour

Progressive discipline is a whole-school approach that uses prevention, intervention, supports and consequences to address inappropriate behaviour and builds upon strategies that promote positive behaviours. When inappropriate behaviour occurs, disciplinary measures (corrective, supportive and punitive) shall be applied.

Progressively more serious consequences may be considered for inappropriate behaviour that is repeated or if behaviour escalates throughout the year.

Basic Rules

- Follow the instructions of adults.
- Hands-off policy: keep hands, feet and objects to yourself.
- Speak and act with respect: kind words and actions are expected.

Consequences

Here at St. Bernard's Catholic School we will strive to recognize the positive contributions of our students. We will reward appropriate behaviour with praise, positive notes and phone calls home.

Failure to follow any of the rules or policies outlined in this agenda, however, may result in warnings, working outside the classroom in an alternative setting (resource room/office), loss of privileges, phone calls home, principal involvement (including out-of school suspensions). All disciplinary measures will have a restorative component (healing relationships). Students will always be expected to "make it right" by apologizing and/or fixing what they've done. They will then be welcomed back into the class/school for another chance to succeed.

In the case of a severe disruption, the principal will become involved immediately. In situations where student safety or the moral tone of the school is at risk, parents will be asked to come and pick up the child early.

DRESS FOR SUCCESS

The St. Bernard's Catholic School dress code has been developed in consultation with parents, staff and administration. Students participate 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:

- Students, staff, parents, guardians, volunteers and visitors must dress respectfully at school and at school-sponsored activities. 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.
- Hats, toques, hoods, and sunglasses must be removed upon entry into the building or classroom.
- Skirts, skorts, dresses must be mid thigh in length
- Shorts must have an inseam of at least 3 inches (approx.. 8 cm) in length
- Pants, skirts, skorts, and shorts must be worn at waist level.
- Clothing must not be see-through
- Sleeveless tops must have straps with a minimum of three fingers wide
- Clothing must cover the midriff i.e., tops and bottoms must overlap at all times - sitting, standing, moving, bending, etc.

The above dress code applies to all students

The following will not be appropriate, acceptable or permitted attire at school:

- Obscene, derogatory or inappropriate writing or pictures, racist, gang, violent or sexual slogans, sexual connotations, language, pictures or images; illegal substances or acts; alcohol or tobacco products.

Any inappropriate clothing is to be corrected immediately. Students wearing inappropriate clothing will be brought to the office. A phone call home to parents requesting proper clothing will be made. Students will work in the office for the remainder of the day if their dress violation cannot be corrected. Repeat offenses may result in suspension. Any questionable dress code issues not listed here will be at the discretion of the Principal.

Exceptions to the code may be made by the principal or designate in extraordinary situations

or where the change is deemed appropriate or necessary.

Footwear

For safety reasons and to maintain cleanliness in the classrooms, students must have slippers or shoes to wear inside their class. Outdoor footwear is not to be worn in teaching areas. (Beach flip-flops are not appropriate footwear and are not permitted at school.)



SAFE SCHOOLS

Safe Arrival Program

If your child is going to be absent or late, or if there is anything you think we should know that is important, please ensure that you call the school at **705-326-2331 prior to 8:50 a.m.** The earlier the better! Parents are encouraged to call the night before and leave a voice mail about an absence. There is voicemail 24 hours per day. Your ongoing cooperation will help make this program successful for all.

The Safe Arrival Program is designed to ensure the safety of your child.

Attendance

Regular and punctual attendance is expected of all students, and is critical in the learning process. When you are absent, you are expected to catch up on the work missed. A homework buddy is suggested. Students can access homework and assignments through teacher websites, from the teacher via a hard copy, or from a friend in the class.

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.

Arriving on Time

Punctuality is an important life skill. Students are welcome to arrive at school beginning at 8:40 a.m., and our school program begins promptly at 8:55 a.m. At 9 a.m., all students will participate in prayer and listen to announcements followed by the teacher taking attendance. This part of the day is important and so we urge students to be on time and ready to learn. In addition to enabling us to begin our day together as a school community, this routine also helps ensure the safe arrival of your child.

If you know your child is going to be late, please call the school at 705-326-2331 or send a note. If late, students are to pick up a late slip at the office and wait quietly until prayers and announcements are finished.

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.

Appointments

Every effort should be made to schedule appointments outside of school hours. Parents/guardians must notify the school if a student is required to leave during the school day. Parents must come directly to the office to sign your child out. We will call your child down to the office to meet you where you can sign them out. Please do not go to your child's classroom to meet them. Please bring your child to the office and sign them in upon returning from an appointment.

Kiss and Ride

Our Kiss and Ride will **only** be available for student drop-off in the morning.

For the safety and security of our students and staff, the Kiss and Ride will be closed at the end of the school day. Cars will not be permitted to enter the Kiss and Ride area to pick up students. If you are driving to pick up your child after school, you must park your car on a side street and walk on to school property. To further ensure the safety of all, please use the sidewalks when escorting your child to and from school.

Bicycles

Students may ride their bicycles to school, but it is important that they are left and locked in the designated bicycle area. 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, Rollerblades, Scooters and Heelies

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

Travelling Safely

To help ensure your child's safety, we would recommend the following procedures:

- Students are reminded to never approach an adult they do not know. Parents are reminded to speak to their children about 'stranger danger' and about safe street decisions.
- We recommend that children travel to and from school in pairs. Please review street safety with your children. Children under the age of 10 years should not walk to and from school without an older child or adult. Children under the age of 12 years should not be left alone to care for other children, including walking to and from school.
- Remind children to follow proper safety procedures at any traffic lights and/or crosswalks.

Bus Transportation

Riding a bus to and from school is a privilege and not a right. If a child doesn't respect the rules and regulations on the bus, privileges can be suspended temporarily or permanently.

Students travelling on the bus must adhere to the following rules that have been established for student safety.

Students must:

- Remain seated while the bus is in motion.
- Use inside voices when speaking to your seat mate.
- Keep arms, head and feet inside the bus and out of the aisle.
- Obey the instructions of the bus driver.
- Keep school bags on lap or on the floor at your feet.
- Refrain from eating or drinking or from any activity that may be injurious to other pupils.

- Ride your assigned bus to the designated stop unless special written permission has been provided by the parent, and approved by the principal.

Know Your Weather Zone

St. Bernard's Catholic School is in the **North Weather Zone**. Weather zones are used to allow for partial bus cancellations. Visit simcoecountyschoolbus.ca to check for cancellations.

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.

On days when the buses are cancelled, the school is typically open for learning. If you drop your child off on a bus cancellation day, you must also pick them up before the end of the school day, at the front doors of the school.

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 on file in the office.

Emergency Situations

At St. Bernard's, 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 Regent Park School. In the case of an emergency, transporting students to this location 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 teacher would appreciate a signed and dated note.

Major Incidents – Lockdown

We know that being proactive and preparing for the potential of a major incident is the key to keeping our students and staff safe. As part of our Safe School Initiative, in cooperation with the OPP, we have developed a response plan should a violent incident occur. This involves immediate contact with the police and a lockdown of the premises. The staff regularly reviews and practises these procedures with our students. Your child may mention to you that he/she was involved in a “Lockdown” drill.

Our students have also learned how to respond if an individual without proper identification is in our school community. Therefore, it is critical that all parents, guardians and community partners sign in at the office and follow appropriate protocol.

Fire Drill

In partnership with the Orillia Fire Department, schools are mandated to complete fire drills. Teachers review the procedures with their classes to ensure students understand that a quiet, orderly exit is required. Information is posted in each classroom to identify the exit route in the event of a fire drill. Please speak with your children about the importance of co-operation during all drills.

Extreme Weather

In case of extreme weather conditions, legislation mandates that students are moved to the ‘safest possible location’ in our school. They are kept calm and quiet in this location until safe conditions prevail. If such an emergency occurs, students will be kept in school until picked up and signed out by a parent or guardian or it is safe for students to travel home.

HEALTH CONCERNS

Administering Medication

There are some students who require regular or special medication. We all want to be sure that your child receives any medication he or she needs. Our board has a 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 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 smcgsb.on.ca.

Scent-Safe Schools

Please be advised that a Scent-Safe Schools program is now 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.

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.
- **Pinkeye** - 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. Students will be sent home if they have lice or nits present. They will not be able to re-enter the classroom until they have been checked by staff and are lice and nit-free.

We are asking parents and guardians to help us prevent incidents and 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.

Allergies

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. Continue to check the ingredient listing for nut product or traces of nut products.

We continue to strive to be a nut free community. Parents of students who have nut allergies thank you for your co-operation in eliminating peanut products from lunches, snacks and any donations for sharing. .

If a product containing nuts or traces of nuts is brought into our school community, it is brought immediately to the office. The issue is reviewed with the student so they too have an understanding of the dangers of anaphylaxis. The item is replaced by a 'healthy and safe' snack from our snack bin.

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 peanut and tree nut free zone. Please ensure that all food sent to school with your child meets the nut-free standard. This includes “pea butter” products.
- 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.

Please check with your child’s classroom teacher before providing treats for the classroom for special occasions. 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.

Breakfast and Snack Clubs

St. Bernard’s Catholic School offers a daily breakfast program. (8:30 – 8:50 a.m. daily) and healthy snacks for all our students. All of our children are invited to participate in both programs.

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.

GETTING INVOLVED

We always welcome opportunities for parents to have meetings with teachers and other school staff as necessary throughout the school year.

The Simcoe Muskoka Catholic District School Board uses the SchoolMessenger Communicate Tool to send messages and updates to our staff and families. These messages can be sent via email, text message or phone. Our school will use this tool to send regular updates to families throughout the year and it will also be used by the Board or the school to communicate information during crisis or emergency situations. 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.

This student agenda is also an excellent way to communicate with your child’s classroom teachers. You can share questions or concerns 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 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 the agenda will help maintain a harmonious and smooth day at school.

- **Droppings 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 check-in at the office.
- **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.

- **Using the telephone** – students will not be permitted to use the office telephone unless they have permission from their teacher.

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. Any is welcome to attend the meetings. Please join us!



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.

Bringing Personal Property to School

We request students not bring valued personal property to school including mobile devices, trading cards, etc. These items can easily be lost, damaged or stolen and the school is not responsible if any of these unfortunate events occur.

Lost and Found

We encourage our students to check the lost and found (the box is on the stage – across from the library) 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). We strongly urge parents to label items so that we can assist in returning them

to the right child. 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. Forms and information are available from the school office administrator.

Co-curricular Activities

There are various clubs and sport teams offered at the school. Many take place during the nutrition breaks, 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.

In order to participate in co-curricular activities, students must make a sincere effort in their academic endeavours, and 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 CHLD'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, we send home a list of items that your child should be bringing to school for their own use. Teachers develop this list in conjunction to the grade's curriculum requirements and we greatly appreciate your support by providing these items for your child.

Library Commons

Our school is fortunate to have a learning centre called a Library Commons. Materials available to the students include picture books, magazines, novels, and easy to read chapter books. The Library Commons resource teacher provides students with a wonderful opportunity to develop skills, values and attitudes on any particular topic. They also complement the work of your child's classroom teacher on current subjects, units or themes.



Once your child signs out a book, they must return the book on their next weekly visit. Students will not be able to sign out a 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.

Once your child has signed an Internet agreement, they will be able to access the Internet during their day at St. Bernard's Catholic School. All time spent on the Internet will be closely supervised. The students will also have the opportunity to learn about software provided by the Ministry of Education during the school year.

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.

The Staff at St. Bernard's Catholic School.