

STRATFORD CENTRAL GRADE 7 & 8 SCHOOL HANDBOOK

A) THE SCHOOL DAY

Classes begin at 9:00 a.m. for all Stratford Central students. Supervision for the Grade 7 and 8 divisions begins at 8:50 a.m. Students are to be in their first class, in their seat, ready to go for 8:55 a.m. when the Opening Exercises begin. Students are expected to stand respectfully for the Opening Exercises. Elementary announcements will follow O Canada.

Elementary Students have 4 fifty minute periods before the lunch break and 2 fifty minute periods after the lunch break. Students will have a very short break to get a snack from their locker after period 2 and take it to period 3 to eat. There is no break between periods. Classes travel together to the next period at class change time. After lunch, they are to get what they will need for the afternoon before going to period 5. The only exception is when they have phys-ed; they may go to their lockers before and after class.

ELEMENTARY REGULAR SCHEDULE:

Opening Exercises/	
Period One	9:00 – 9:50 am
Period Two	9:50 – 10:40 am
Period Three	10:40 – 11:30 am
Period Four	11:30 – 12:20 pm
Lunch	12:20 – 1:10 pm
Period Five	1:10 – 2:00 pm
Period Six	2:00 – 2:50 pm



B) LUNCH PROCEDURES

Intermediate students are to eat their lunch in the cafeteria. Food is not to be carried up to the second floor. Lunch may be purchased in the cafeteria. All intermediate students are expected to participate in an appropriate activity (go outside, quiet work in the library, club meeting, extra help with a teacher, intramurals, etc.) after eating lunch. Students who eat at school are to remain on the school grounds during the lunch hour. Parents may complete a form, granting permission for their child to leave the school grounds at lunch, with the understanding that supervision is only provided for students who remain at school. Students leaving for lunch are expected to leave at the beginning of the lunch period and, once students return to school property, they are to remain on school property.

C) ATTENDANCE

Regular and punctual attendance is vital to success in school. Students with consistent attendance are better able to keep up with the academic demands of the curriculum, benefit from class discussions and various viewpoints, and meet due dates more easily. Socially, these same students develop better relationships with their peers and hone their citizenship skills and more easily take full advantage of all that a school has to offer. It is important that both the parent and student strive to maintain a good attendance record.

There will be times when students need to remain home due to illness, or miss school for appointments or family emergencies. Please let the office know by 9:00 am if your child will be absent. Call 519-271-4500, ext. 414 and speak to the secretary or leave a message. If you know in advance of an absence, a note to the office or email to jessica.damen@ed.amdsb.ca would be appreciated. We do have a Safe Arrival program and if no note or a call has been received by a parent or guardian, office staff will make appropriate calls, including to the emergency contact if necessary, to account for the whereabouts of your child.

If you know you will be away for an extended period, please keep up to date by using the wiki, or gathering work from teachers in advance, where possible.

Please note that students will not be excused to watch school sporting events without the direct supervision of a parent. It is not acceptable to send a note excusing a student for such an activity.

Absences/Lates that are not condoned by the parent or, in some cases, the school, will be marked truant. It is expected that students who are truant will make up the time missed through detentions or in school suspensions. Students will receive detentions for unexplained late and absences. Detentions will take place at 2:50 – 3:10 pm.

D) MEDICAL NEEDS

Please ensure, through the emergency form or directly with the office, that school personnel are aware of any condition or allergy that may impact your child. Some medical needs may require a Medically-At-Risk Management Plan. Epi-pens and inhalers may be carried with a student who needs one for medical purposes. There are also Epi-pens located throughout the school, including in the Main office.

With the exception of Epi-pens and inhalers, student medications, prescription or otherwise, must be kept at the office. If your child needs to take medication during the day, call the office to make appropriate arrangements.

E) LOCKERS

Every student must have a locker. Book bags and coats are to be left in the lockers and not taken to class. Students may need to share a locker depending on the location of their homeroom class. It is preferred that student's use a school lock, as it is easily replaced when there are issues. Regardless, the lock must be a combination lock. It is very important that students keep their combinations private. Lockers are loaned to students, but the school retains the right to access them as necessary.

F) CELL PHONES

Cell phones can be a valuable tool, or, when misused, a distraction for students. As a result, **cell phones are not to be used during class time** (that includes washroom breaks) except when allowed by individual teachers, for use as a calendar or calculator. Cell phones are not to be used for texting or phoning during class time. If a parent or guardian needs to speak to a student, or vice versa, they may do so through the office (519-271-4500, ext. 414). As well, the school phone is available for students as necessary. A cell phone may be confiscated by a staff member until the end of the day for abuse of this rule.

When listening to music on a device, in the halls, students need to retain the ability to hear and respond to vocal instructions and announcements, so one ear should always remain free of an ear bud.

G) DRESS CODE

Any articles of clothing that has language or images that are deemed offensive by the administration may not be worn at school. Under garments are not to be visible. Strapless tops, or tops with too thin straps are not to be worn. Clothing must be appropriate for school and cover the student in an acceptable manner. Anyone dressed inappropriately will be asked to change clothes immediately. Spare t-shirts are kept in the office.

Hats may be worn in the hallway and cafeteria but the decision to wear hats or other head apparel in the classroom will reside with the classroom teacher.

H) EXTRA-CURRICULAR EVENTS

Extra-curricular activities provide a valuable learning experience and opportunity and we encourage all students to participate. To that end, we offer lots of non-competitive activities and clubs. We also have teams which are selected by a teaching supervisor, based on a variety of criteria. It is expected that students follow the Code of Conduct if they are to participate in such activities. Students who choose not to follow the Code of Conduct may have the option of participating in such activities revoked. Spectators will not be excused from class unless it is a class activity.

I) PHYSICAL EDUCATION CLASSES

Students are required to change into shorts and a tee shirt for physical education classes. They may bring additional clothes from home.

J) PERSONAL BELONGINGS

Personal belongings are brought to school at the risk of the owner. Frequently, small electronic items are left in classes or change rooms. While reasonable efforts will be made to locate items, they remain the responsibility of the student. The Lost and Found is kept outside the library. Clothing items are taken to a local charity typically before each holiday.

K) INCLEMENT WEATHER

Weather cancellations or messages will be posted on the board website (www.your schools.ca) and on FM station 107.7. It is highly unlikely that the school will be closed. If you hear that the school is open for study purpose that applies to the grade 9 to 12 students only.

K) CONFLICT RESOLUTION

All members of the community are to strive to work together in a productive manner and with the best interests of the student in mind. At times, conflict may arise. In this case, students and/or their parents or guardians are asked to first speak to the teacher. If the conflict cannot be resolved at that level, then it should be taken to the administrator for elementary, Mr. Stewart, at 519-271-4500, ext. 439. If the conflict cannot be resolved at that level, then it should be taken to Mr. Floyd Herman at the Board office. Every effort to resolve the conflict will be made at each level of intervention.

Cultivating Character

- < The Avon Maitland District School Board seeks to promote positive citizenship in our students through Character Education.
- < Character Education promotes the universal attributes of character that transcend cultural differences and express our common humanity.
- < Character Education involves an active partnership among the school, the home and the entire community.
- < Character Education is an ongoing process, not a single program, embedded in all curriculum and learning.

Character Attributes in Education

- < FAIRNESS - treating everyone in a just and accepting manner
- < HONESTY - being trustworthy, sincere and truthful
- < EMPATHY - understanding how someone else feels
- < RESPECT -valuing self, others and our world
- < COURAGE - facing the challenge
- < INTEGRITY - doing what is right and honorable
- < OPTIMISM - choosing to be positive
- < COMPASSION - showing care and consideration
- < PERSEVERANCE - staying purposeful and committed

< RESPONSIBILITY - being reliable and accountable

CODE OF CONDUCT AND BEHAVIOUR

All students, parents and guardians, teachers and staff have the right to be safe and to feel safe, in their school community. With this right comes the responsibility to be law-abiding citizens and to be accountable for the actions that put at risk the safety of others or oneself. This is the Code of Conduct for the Avon Maitland District School Board. The code defines the standards of behavior and progressive discipline consequences outlined in the Provincial Code of Conduct, legislated by the provincial government.

The standards of behavior apply not only to the students, but to all members of the school community. The school community includes parents/guardians, volunteers, support workers, school staff, and all those who contribute to the school environment. The standards apply on school property, school buses, at school authorized events and activities; and include any activity that will have a negative impact on the climate of the school.

Guiding Principles

All members of the school community are to be treated with respect and dignity. Members of the school community are expected to maintain a positive school environment characterized by respect and civility.

The Avon Maitland District School Board believes that school learning environments must be safe, orderly, positive and respectful and expects all school learning environments will be free from abuse bullying, discrimination, intimidation, hateful and/or profane words and deeds, and physical violence in any form. To achieve a positive school environment, all Avon Maitland District School Board schools actively promote and support positive behaviours that reflect our student success, equity and inclusive education. And character development initiatives.

The Board is committed to establishing and maintaining high expectations for behavior in order to help students develop appropriate behaviours and self-discipline as responsible members of a democratic society. It also supports the efforts of principals, staff, and community agencies that provide programs that emphasize early identification, conflict prevention and intervention, counseling and the inclusion of social skills in the curriculum.