

## THE SCHOOL DAY

9:00am Entry  
11:45am-12:45pm Lunch  
3:35pm Dismissal

## PUNCTUALITY AND ATTENDANCE

Regular attendance at school is important in promoting social development and enabling students to keep up to date with the workload. Developing positive attendance and timekeeping habits at a young age will serve students well throughout their life.

Students are expected to attend regularly and be on time for each school day.

### Reasons for Punctuality:

1. To encourage a positive life-style habit.
2. To show a measure of consideration towards others. Lateness is an inconvenience, not only for the teacher who spends long hours preparing lessons, but also for the students who have accepted the responsibility for preparing for class and arriving at school on time.

## EMERGENCY WINTER WEATHER CONDITIONS

For school closure and bus information, please check the local radio stations. We are **ZONE 4**.

Durham Student Transportation Services [www.dsts.on.ca](http://www.dsts.on.ca)

DSTS: 1-800-240-6943 or 905-666-6395 Automated Telephone Line: 905-666-6979

**DSTS Inclement Weather Zones** Please note transportation service is cancelled if your **Bus Stop** falls within the cancelled zone.

## SCHOOL HOLIDAYS AND PA DAYS

Labour Day Mon. Sept. 7, 2020  
First day of school Tues. Sept. 8, 2020 \*  
Thanksgiving Mon. Oct 12, 2020  
P.A. Day Fri. Nov. 13, 2020  
Last day in Dec Fri. Dec. 18, 2020  
Winter Vacation Dec. 21–Jan.1, 2021  
P.A. Day Fri. Jan 15, 2020  
Family Day Mon. Feb. 15, 2020

March Break Mar.12–Mar.19,2020  
Good Friday Fri. Apr.2, 2020  
Easter Mon. Apr. 5, 2020  
Victoria Day Mon. May 24, 2020  
P.A. Day Fri. June 4, 2020  
Last Day Tues. June 29, 2020  
P.A. Day Fri. June 30, 2020

\* Please note: there will be no early dismissal. End of day will be at 3:35pm.

## **SAFE ARRIVAL PROGRAM UPDATE**

At the Durham District School Board, one of our greatest priorities is ensuring that all our students arrive safely to school each day. The DDSB uses SchoolMessenger to allow parents to easily report their child's absence. Information was emailed to parents this summer with instructions on how to access or create a new account and download the mobile app (available for Android and iOS).

*Please note: Parents can continue to report absences through the automated telephone system by dialing 1-844-350-2646 without creating an account.*

## **LUNCH AT TERRY FOX**

Students are strongly encouraged to eat at home whenever possible. For those students remaining with us, lunch hour supervisors are hired to supervise.

### Lunchroom Expectations

- **Students remain on the school property for the entire lunch hour.**
- Students stay inside only if supervised by a teacher.
- Students respond to supervisors in a respectful, courteous manner.
- Students respect the property of others.
- Students refrain from contact sports, physical aggression, or "play fighting".
- Students are strongly recommended to bring a healthy "Litterless Lunch".

A student who regularly eats lunch at school, must have a signed note by a parent/guardian in order to leave school property. A signed note is required for students to leave school premises.

Families who are dropping off a purchased lunch as a special treat or a missed lunch, should ensure the lunch is labelled and left on the cart outside the front door prior to 11:45am.

## **If Your Child Goes Home for Lunch**

Please do not send them back to school until the end of the lunch break. They should not return to school property until 12:40 pm.

## **ALLERGY ALERT**

A number of our school community members have nut allergies with the possibility of anaphylactic reaction (severe allergic reaction which may result in death) when exposed to the scent of nuts or when they come in contact with nuts or nut products. Out of consideration to those individuals, students and visitors are reminded to bring nut-free products only for lunches and snacks. Food allergies in addition to nuts may be present in our school, and we will make these allergies known each school year.

In addition, there are school community members who have similar strong allergies and sensitivities, which may cause anaphylactic reactions, to fragrances in colognes, perfumes, body sprays, hair sprays, and scented products (e.g. AXE). Students and community members are reminded not to use scented products before entering the school. Students or guests who are wearing such products or who use such products may be asked to return home in order that all of our community members can be safe. Students who bring deodorants to school should bring only unscented roll-on or stick type deodorant products.

## **MEDICATION / HEALTH INFORMATION**

In some circumstances students require medication to be administered at school. Board policy states that staff members can only administer medication to your child when a “**Request for Administration of Medication**” form is completed and signed by the parent/guardian and the family physician. These forms are available from the office. ALL MEDICATION IS STORED AT THE OFFICE. STUDENTS ARE NOT TO CARRY MEDICATION WITH THEM. Please complete a **Health Information Form** if your child has any medical conditions, and/or allergies.

## **PUFFERS**

In order to ensure the safe use of your son's/daughter's puffer we are asking that your child's puffer be stored in the main office workroom. Each student with a puffer has a pocket, labeled with their photo, the instructions provided by you on the Health Information Form, as well as the emergency contact information. We also encourage you to review with your child the proper way to use your child's puffer. We recommend the chambers which the puffer can be attached to, in order that your child can truly get all of the immediate benefits of his/her medication. Lastly, please make sure that you have provided the school with a puffer that has not yet expired.

## **HOW PARENTS CAN HELP THEIR CHILD SUCCEED**

- Celebrate and acknowledge your child's strengths and achievements
- Communicate regularly with your child(ren)'s teacher(s)
- Spend each day discussing your child's interests and accomplishments
- Insist on punctuality and regular attendance

## **HOMEWORK**

School success is directly related to a reasonable amount of regular, systematic and effective home study.

### **Homework could include:**

- completion of daily class work
- reading for pleasure
- review of work previously taught
- practising an instrument
- visiting the library
- practising basic skills on the computer

## **KISS AND RIDE AREA**

We encourage students who are within walking distance of the school to start their day with a healthy habit of walking to school with an adult or trusted older student, always keeping safety in mind. When that is not possible, students may be dropped off at the Kiss and Ride Area between 8:45am and 8:55am in the morning. For the safety of students and drivers, we ask all families to follow our safety procedures.

### **When dropping off students, please remember to:**

- keep to the right and pull up to the drop off area, marked by the cones;
- come to a complete stop before students exit the vehicle;
- stop only at the drop off area; vehicles are not to stop in front of the kindergarten yard or in the bus lane at the front of the school
- exit the drop off zone with caution and watch for students or parents who are crossing the lane from the parking lot
- wait in the lane for vehicles ahead of you

### **When picking up students, please remember:**

- pick up students only at the Kiss and Ride area, marked by the cones
- circulate the parking lot carefully if your child is not at the zone right away;
- watch for children and parents who are crossing the lane

Please do not use the bus lanes to pick up or drop off students at any time.

For students who are meeting siblings, parents, or caregivers, we suggest that a meeting place be determined by the Kiss and Ride Area. Students are reminded to use the Kiss and Ride Area and observe traffic safety, the walkways and follow the directions of staff on duty.

## **SCHOOL VISITORS AND VOLUNTEERS**

Terry Fox values all volunteers and visitors. In order to maintain a safe environment, please note the following school policy:

- Visitors to the school must call in advance to make an appointment.
- Parents will not be able to walk into the school or office, but can call or buzz from outside and set up a time for an appointment or phone call.

## **BICYCLES, SKATEBOARDS, PERSONAL PROPERTY, ETC.**

Bicycles are to be kept locked up in the bike racks while they are at school. Ontario law states that bicycle helmets must be worn by all students under the age of 18. At all times, students must walk bikes on and off school property.

Skateboards, roller blades, scooters and hoverboards are not allowed on school property. The Durham District School Board has banned the use of laser pointers and cameras in the schools.

Terry Fox is not responsible for lost, stolen, or damaged items. Please leave all valuable items at home.

## **RESPECT FOR SELF, OTHERS, AND PROPERTY**

Each day students will have opportunities to practise positive and respectful behaviours that contribute to a safe and orderly school.

Terry Fox students are encouraged to:

- BE THE BEST THAT THEY CAN BE in all that they do
- put forth their best effort in their academics
- arrive at school on time with their materials and a positive attitude
- remove their hats upon entering the school
- keep personal devices (e.g. phones, iPods etc.) in backpacks/lockers during school hours, unless used for educational purposes with the school's permission and supervision
- enter and exit at their assigned doors
- do not use the school's front doors unless escorted by an adult or given special permission
- walk quietly on the right-side of the hallway and stairwells, never running
- never chew gum
- keep hands/feet to themselves at all times
- be responsible for school resources (e.g. books, lockers, equipment, etc.)
- speak and behave with good intent
- maintain a vandalized-free school
- use appropriate language at all times

## **DRESS CODE**

### **A) Appropriate Dress**

Students must wear;

- Clothing which includes both a top and bottom layer
- Footwear

Students may wear;

- Any clothing that supports a human rights related need or accommodation
- Clothing (tops) that expose arms, shoulders, stomach, midriff, neckline, cleavage, and straps but will cover nipples
- Clothing (bottoms) that expose legs, knees, thighs, hips and expose waistbands but will cover groin and buttocks
- Any headwear that does not obscure the face, subject to human rights related needs and Accommodations

### **B) Inappropriate Dress**

Students may not wear;

- Clothing that promotes /symbolizes illegal activity (including gang activity) or drugs or alcohol or their use
- Clothing that promotes, symbolizes or incites hate, discrimination, bias, prejudice, profanity, pornography, incites harassment or bullying, threatens harm to the safety of self or others or that includes offensive (e.g. sexist, racist, homophobic, anti-indigenous, anti-Black, anti-Semitic, Islamophobic, etc.) images or language
- Clothing (tops) that exposes nipples
- Clothing (bottoms) that expose groin and/or buttocks
- Clothing (mask/scarf) that obscures the face (unless required to meet human rights related needs or accommodations)
- Undergarments as outerwear
- Transparent clothing that fully exposes undergarments
- Swimwear unless required for curricular or co-curricular approved activities

### **C) Health and Safety Dress Code Requirements**

Students must comply with Health and Safety requirements for specific courses and/or co-curricular programs. Specialized dress requirements including personal protective/safety equipment occur in many classes/programs including science, physical education, technology and cooperative education.

Parents, guardians, and students must be informed well in advance, and individual needs will be accommodated by the school short of undue hardship.

In some special circumstances students may be required (or choose) to wear personal safety clothing (e.g. surgical mask) for medical reasons. Communication between the student, parents, and guardians and administration must occur for these situations.

For some special events, the school may allow students to wear a costume. The costume must not promote racial, gender, cultural or other negative stereotypes based on Human Rights Code grounds. Students still need to comply with the dress code requirements

## CODE OF CONDUCT

The Code of Conduct for Terry Fox P.S. was established following the Ontario Schools Code of Conduct (2000) and policies, regulations, and procedures of the Durham District School Board. It is designed to provide a framework to ensure that school is a safe, productive learning environment for all. We ask families to review this Code of Conduct so that all parties are familiar with school expectations and procedures. Recent changes under the Safe Schools Act include:

*Equity and Inclusive Education*

*Bill 14 - Anti-Bullying Act*

*Bill 157- Keeping Our Kids Safe At School*

*PPM 144 - Bullying Prevention and Intervention*

*PPM 145 - Progressive Discipline and Promoting Positive Student Behaviour*

For more information: [www.edu.gov.on.ca](http://www.edu.gov.on.ca), or [www.ddsb.ca](http://www.ddsb.ca)

### **The Ministry of Education definition of bullying:**

Bullying is a form of repeated, persistent, and aggressive behaviour directed at an individual or individuals that is intended to cause (or should be known to cause) fear and distress and/or harm to another person's body, feelings, self-esteem, or reputation. Bullying occurs in a context where there is a real or perceived power of imbalance."

At Terry Fox P.S., students are encouraged to take on a positive role to end bullying by:

- Standing up to bullying behaviours: using your words; telling a staff member; or being a positive leader
- Being a self-advocate: speaking up; telling someone; or doing something

All students are continually learning how to manage conflict in a respectful, safe, and appropriate manner.

More information is available on the DDSB website, [www.ddsb.bullyfreedocument](http://www.ddsb.bullyfreedocument)

## COMPUTER TECHNOLOGY AND DIGITAL CITIZENSHIP

As technology evolves, electronic devices become more visible in our everyday lives. Personal electronic devices that are used inside the school during the regular school day are disruptive to the learning environment. The privacy and personal integrity of others can be violated by the inappropriate use of personal electronic devices such as camera cell smartphones, iPods, games, social networking or recording devices. If a student brings these items to school, they must be turned off and kept in lockers or backpacks during school hours, unless used for educational purposes with teacher permission and supervision.

Students with cell phones or iPods in sight on school property will be asked by staff members to give the cell phone to a staff member who will hand it in to the office until the end of the day. When this occurs a second time, parents will be contacted to review

the appropriate use of cell phones and the phone will be released to the parent(s) at that time. Please note that the school cannot accept responsibility for lost or damaged cell phones.

Student access to the internet is monitored and inappropriate use of the computers will follow progressive discipline measures. All students will sign a computer use contract prior to access to school computers.

**The taking of photos, filming or recording, or the broadcasting of live audio and/or video, while at school or at a school related activity, is prohibited unless approved by the DDSB (or school), and/or where proper consents have been obtained, as may be appropriate.**

## **BUS SAFETY**

Students who have the privilege of riding the bus to and from school or while on excursions to school activities are expected to adhere to the school Code of Conduct and the expectations for safety of the bus company. Students who do not comply with these expectations may lose the privilege of bus transportation.

- Respect other people's property and belongings while waiting for the school bus
- Treat the driver with respect and follow his or her instructions
- Be courteous and respectful to others on the bus at all times
- Act appropriately in a manner that does not endanger the safety of themselves or others including, but not limited to:
  - Not engaging in any activity that interferes with the safe operation of the bus
  - Remaining seated at all times, facing forward while the bus is in motion
  - Keeping hands, arms, feet, head and belongings inside the vehicle until you have exited at your stop
  - Avoiding distracting or speaking to the bus driver except in the case of emergency
  - Refraining from inappropriate behavior on the bus, e.g. throwing items, swearing, fighting, bullying, eating or drinking
  - Not bringing alcohol, drugs or weapons onto the school bus
  - Not touching safety equipment or emergency exits unless there is an emergency
  - No eating or drinking on the bus



If your child is going to be absent, notify the school by:

1

Safe arrival  
portal login

[attendance.ddsb.ca](http://attendance.ddsb.ca)

2

Parent toll  
free number

1-844-350-2646

3

Smartphone  
application

[safearrival](#)

4

Questions?

*Call the  
school directly*

## Make every day count!

### Send me to school if:

I have a runny nose  
or a little cough, but  
no other symptoms.

I haven't needed to  
take medication for  
a fever in the last  
24 hours.

I haven't thrown up  
or had diarrhea in  
the last 24 hours.

### Keep me home if:

I have a fever higher  
than 37.5° C.

I'm throwing up or  
have diarrhea.

My eyes are pink  
and crusty.

I have a cough that  
keeps me awake.

I have a sore throat.

I have an infection/  
disease that can  
be spread to my  
teachers and friends.

### Call a doctor if:

I've had a fever  
higher than 37.5° C  
for longer than  
2 days.

I've had a runny  
nose for more than  
a week and it is not  
getting better.

I still have asthma  
symptoms after  
using my regular  
asthma medication.



**Attendance  
MATTERS**



To report a student absence  
please call 1-844-350-2646

To talk to a public health nurse, call Durham Health Connection Line at [1-800-841-2729](tel:1-800-841-2729) or [905-666-6241](tel:905-666-6241)