



Sir John A. Macdonald School

Kindergarten—Grade 6

22 Harder Drive
Belleville, Ontario, K8P 1H2
(613) 962-6400



School Information 2023-2024

Welcome to

Hasting and Prince Edward District School Board

YOUR CHILD'S EDUCATION IS IMPORTANT TO US. Our elementary and secondary schools welcome all students, and we are committed to the achievement and well-being of each student. We offer a wide range of programming in welcoming, inclusive, safe and accepting learning environments. We believe all students can learn and become globally minded citizens.

VISION
All students
prepared
and empowered
for the possibilities
of today and
tomorrow.

Did you know . . .

- that **Growing with Character is our approach** to creating safe, caring, respectful and inclusive learning environments? Students develop the foundations for good character through the Growing with Character core values: **caring, cooperation, honesty, humour, integrity, respect, responsibility and trustworthiness.**
- that we serve approximately 15,000 students?
- that schools offer **affordable and accessible space** for community use outside of school hours—auditoriums, classrooms, gymnasiums, lecture theatres and sports fields?



Before and after school child care in our schools

Before and after school child care is available in many schools in partnership with community child care services. Call or visit us online to find out more.

Connecting with us

As a public school board, we believe in keeping in touch with our students, families and communities. We want to hear from you. If you have comments about your local school (other than student-related concerns, which are mentioned on the next page), school board business, or how to book space in a school for a community activity or event, please contact us.



www.HPEschools.ca



@HPEschools



613.966.1170 1.800.267.4350



information@hpedsb.on.ca

Caring Cooperation Honesty Humour



GROWING WITH CHARACTER

Character is . . .

Honesty

We choose to live truthfully.

If you tell the truth you don't have to remember anything.
— *Mark Twain.*

We all smile in the same language.

— *Classroom poster.*

Caring

We demonstrate concern for self and others.



TEAM

Together
Everyone
Achieves
More

Cooperation

We work as a team for a common good.

Outside of a dog, a book is your best friend. Inside of a dog, it is too dark to read!
— *Groucho Marx.*

Humour

We celebrate the fun in life.

Integrity Respect Responsibility Trustworthiness

Caring

Cooperation

Honesty

Humour

Character is what you do when nobody's looking.
- J.C. Watts.

Treat everyone with respect. People will respect you more, too. - Anonymous.

Integrity

We do what is right for ourselves and others.

Respect

We value ourselves, others and our environment.

Trustworthiness

We can be counted on to do what is right.



If you want to have a friend, be a friend.

- Ralph Waldo Emerson.

Never settle for anything less than your best.

- Unknown.

Responsibility

We have a sense of duty to fulfill commitments.



It is good to be a person of character!

Integrity

Respect

Responsibility

Trustworthiness

For the Love of Literacy

Key Questions for Writers

Ideas

- Do I have enough information?
- Do I have the right information for my audience?

Organization

- Does the opening grab the reader's attention?
- Does the sequencing of ideas make sense?

Voice

- Am I speaking right to the reader?
- Did I say what I think, including thoughts, feelings and opinions?

Word choice

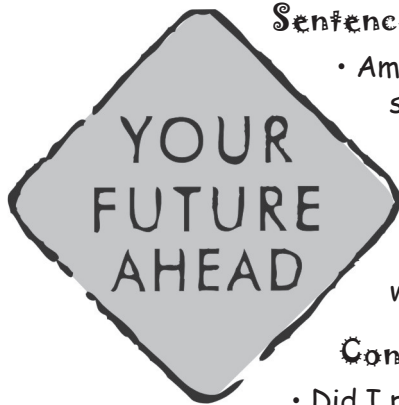
- Are the words I am choosing painting a clear picture?
- Am I using strong verbs, nouns and descriptive words?

Sentence Fluency

- Am I using a variety of sentences, some long and stretchy, some short and snappy?
- Do my sentences begin in different ways?

Conventions

- Did I proofread my writing for capitals, punctuation marks and spelling?



"Today a reader, tomorrow a leader." - Anonymous.

Things Good Readers Do

Preview

- Look at the cover and title.
- Look at some of the pictures and read some of the text.

Predict

- Wonder about what will happen next.
- Make guesses and read ahead to see if your predictions are correct.

Infer

- Imagine the details.
- Use what you read to understand what the author means.

Connect

- Relate what you've read to what you know and to your thoughts and feelings.

"The more that you read, the more things you will know.

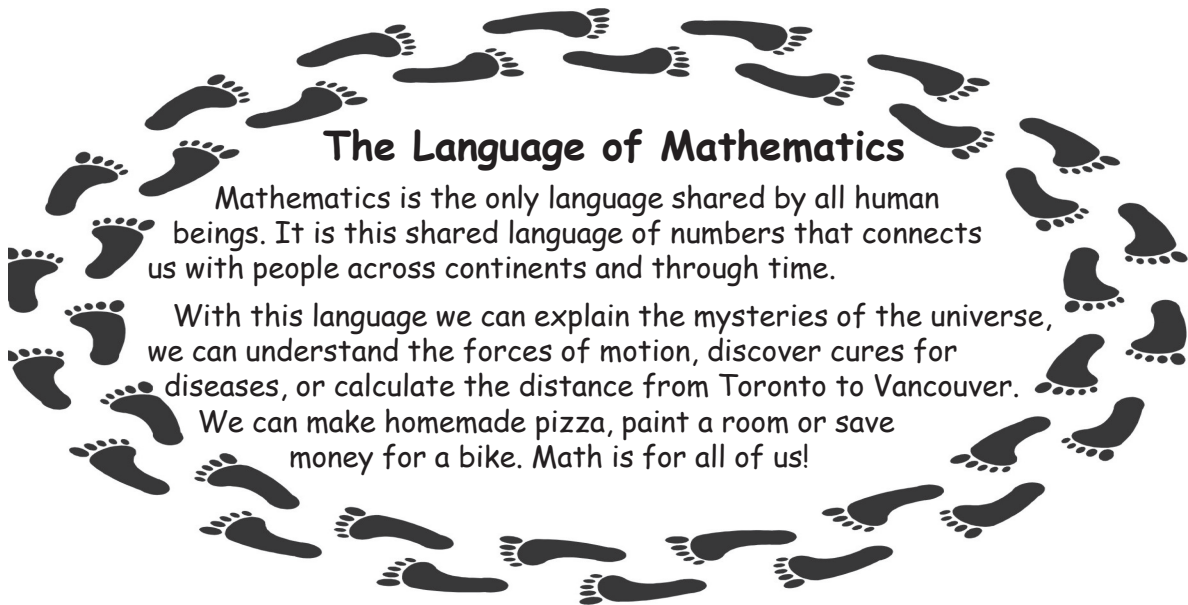
The more that you learn, the more places you'll go." - Dr. Seuss.

Caring

Cooperation

Honesty

Humour



The Language of Mathematics

Mathematics is the only language shared by all human beings. It is this shared language of numbers that connects us with people across continents and through time.

With this language we can explain the mysteries of the universe, we can understand the forces of motion, discover cures for diseases, or calculate the distance from Toronto to Vancouver.

We can make homemade pizza, paint a room or save money for a bike. Math is for all of us!

BODY MATH

Did you know your body is made from parts that are all equal to each other in the most fascinating ways? See for yourself.

- A palm is the width of four fingers.
- A foot is the width of four palms.
- The length of a person's outstretched arms (arm span) is equal to his/her height.
- The distance from the hairline to the bottom of the chin is one-tenth (1/10) of a person's height.
- The distance from the top of the head to the bottom of the chin is one-eighth (1/8) of a person's height.
- The distance from the bottom of the neck to the hairline is one-sixth (1/6) of a person's height.
- The maximum width of the shoulders is one-quarter (1/4) of a person's height.



What occupations use math?

1 _____

4 _____

2 _____

5 _____

3 _____

6 _____



Integrity

Respect

Responsibility

Trustworthiness

Caring

Cooperation

Honesty

Humour

Internet safety—how to be safe online

PARENTS/GUARDIANS: Practise safe Internet surfing with your children

- Supervise your child while online.
- Communicate with your child openly about what is acceptable and what is not.
- Put the computer or iDevice in a common area of your home, such as the kitchen or family room.
- Review your child's online activities and interests regularly.
- Monitor Internet activity by checking the computer's history files.
- Limit the amount of time your child spends online.
- Encourage your child to come to you or to a trusted adult if he or she has had an unpleasant experience while online, such as being a victim of cyber-bullying, threats or questionable Web sites.

W W W ○

W W W ○

W W W ○

Are You Familiar with the Technology Use Procedure?

Procedure 147: Technology Use, describes access to technology and sets out rules of conduct for technology and Internet use in Hastings and Prince Edward District School Board.

More information about technology use in the district can be found in Procedure 147: Technology Use, posted online at www.hpedsb.on.ca >

About HPEDSB > Policies and Procedures.



www.hpedsb.on.ca

Follow us on Twitter: @HPEDSBschools

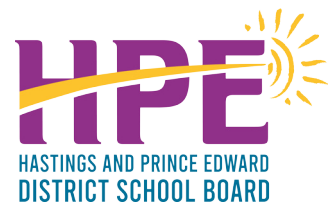


CODE OF CONDUCT PROGRESSIVE DISCIPLINE AND SCHOOL SAFETY

STANDARDS OF BEHAVIOUR

RESPECT, CIVILITY, AND RESPONSIBLE CITIZENSHIP	SAFETY
<p>Responsible citizenship involves appropriate participation in the civic life of the school community. Active and engaged citizens are aware of their rights, but more importantly, they accept responsibility for protecting their rights and the rights of others.</p> <p>ALL MEMBERS OF THE SCHOOL COMMUNITY</p> <p>MUST:</p> <ul style="list-style-type: none"> • Must respect and comply with all applicable federal, provincial, and municipal laws. • Must demonstrate honesty and integrity. • Must respect differences in people, their ideas, and their opinions. • Must treat one another with dignity and respect at all times, and especially when there is disagreement. • Must respect and treat others fairly, regardless of, for example, race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, gender, sexual orientation, age, or disability, family status, socio-economic status. • Must respect the rights of others. • Must show proper care and regard for school property and the property of others. • Must take appropriate measures to help those in need. • Must seek assistance from a member of the school staff, if necessary, to resolve conflict peacefully. • Must respect all members of the school community, especially persons in positions of authority. • Must respect the need of others to work in an environment that is conducive to learning and teaching. 	<p>All students, parents, teachers, and staff members have the right to be safe, and to feel safe, in their school community. With this right comes the responsibility to contribute to a positive school climate.</p> <p>ALL MEMBERS OF THE SCHOOL COMMUNITY</p> <p>MUST NOT:</p> <ul style="list-style-type: none"> • Must not engage in bullying behaviours. • Must not swear at a teacher or at another person in a position of authority, or at any member of the school community • Must not commit sexual assault. • Must not traffic weapons or illegal drugs. • Must not give alcohol to a minor. • Must not commit robbery. • Must not be in possession of any weapon, including firearms. • Must not use any object to threaten or intimidate another person. • Must not cause injury to any person with an object. • Must not be in possession of, or be under the influence of, or provide others with alcohol or illegal drugs. • Must not inflict or encourage others to inflict bodily harm on another person. • Must not engage in hate propaganda and other forms of behaviour motivated by hate or bias. • Must not commit an act of vandalism that causes extensive damage to school property or to property located on the premises of the school.

Elementary School 5-day Cycle for the 2023-2024 School Year



September

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	1 5	2 6	3 7	4 8	9
10	5 11	1 12	2 13	3 14	4 15	16
17	5 18	1 19	2 20	3 21	4 22	23
24	PA 25	5 26	1 27	2 28	3 29	30

October

SUN	MON	TUE	WED	THU	FRI	SAT
1	4 2	5 3	1 4	2 5	3 6	7
8	9	4 10	5 11	1 12	2 13	14
15	3 16	4 17	5 18	1 19	2 20	21
22	3 23	4 24	5 25	1 26	PA 27	28
29	2 30	3 31				

November

SUN	MON	TUE	WED	THU	FRI	SAT
			4 1	5 2	1 3	4
5	2 6	3 7	4 8	5 9	PA 10	11
12	1 13	2 14	3 15	4 16	5 17	18
19	1 20	2 21	3 22	4 23	5 24	25
26	1 27	2 28	3 29	4 30		

December

SUN	MON	TUE	WED	THU	FRI	SAT
					5 1	2
3	1 4	2 5	3 6	4 7	5 8	9
10	1 11	2 12	3 13	4 14	5 15	16
17	1 18	2 19	3 20	4 21	5 22	23
24 31	25	26	27	28	29	30

January

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	1 8	2 9	3 10	4 11	5 12	13
14	1 15	2 16	3 17	4 18	5 19	20
21	1 22	2 23	3 24	4 25	5 26	27
28	1 29	2 30	3 31			

February

SUN	MON	TUE	WED	THU	FRI	SAT
				4 1	PA 2	3
4	5 5	1 6	2 7	3 8	4 9	10
11	5 12	1 13	2 14	3 15	4 16	17
18	19	5 20	1 21	2 22	3 23	24
25	4 26	5 27	1 28	2 29		

March

SUN	MON	TUE	WED	THU	FRI	SAT
					3 1	2
3	4 4	5 5	1 6	2 7	3 8	9
10	11	12	13	14	15	16
17	4 18	5 19	1 20	2 21	3 22	23
24 31	4 25	5 26	1 27	2 28	29	30

April

SUN	MON	TUE	WED	THU	FRI	SAT
	1	3 2	4 3	5 4	1 5	6
7	2 8	3 9	4 10	5 11	PA 12	13
14	1 15	2 16	3 17	4 18	5 19	20
21	1 22	2 23	3 24	4 25	5 26	27
28	1 29	2 30				

May

SUN	MON	TUE	WED	THU	FRI	SAT
			3 1	4 2	5 3	4
5	1 6	2 7	3 8	4 9	5 10	11
12	1 13	2 14	3 15	4 16	5 17	18
19	20	1 21	2 22	3 23	4 24	25
26	5 27	1 28	2 29	3 30	PA 31	

June

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	4 3	5 4	1 5	2 6	3 7	8
9	4 10	5 11	1 12	2 13	3 14	15
16	4 17	5 18	1 19	2 20	3 21	22
23 30	4 24	5 25	1 26	2 27	PA 28	29

Legend

- Statutory holidays
- Student holidays
- PA** Professional Activity Day
- 1-5** Elementary day/cycle schedule

First day of school for students is Tuesday, September 5, 2023. Kindergarten students may have a staggered start the week of September 5.

Last day of school is Thursday, June 27, 2024.

Education Week is May 6 to 10, 2024.

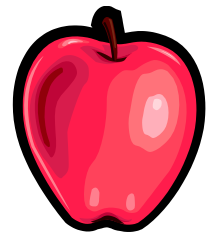
Bus information online at triboard.ca or call 1-866-569-6638. Sign up for cancellations and delays, check school boundaries and busing eligibility.



SIR JOHN A. MACDONALD SCHOOL

22 HARDER DRIVE
BELLEVILLE, ONTARIO, K8P 1H2
(613) 962-6400

2023-2024 STAFF



Teaching Staff

Mrs. Burnett.....	Kindergarten
Mrs. Redner.....	Kindergarten
Mrs. Simpson.....	Grade 1
Mrs. Lavender	Grade 1
Ms. Cooke	Grade 3/2
Ms. Hopkins	Grade 3/2
Ms. Helyer	Grade 3/2
Mrs. Warren.....	Grade 5/4
Ms. Yager.....	Grade 5/4
Ms. Tammel (LTO).....	Grade 6/5
Mr. Allery.....	Grade 6/5
Ms. Long.....	PREP
Mrs. Rader-Martin	PREP/French
Mrs. Di Giacomo	Learning Support Teacher/French/PREP

Student/Program Support Personnel

Ms. Caron (LTO).....	Designated Early Childhood Educator (DECE)
Mrs. Rogers.....	Designated Early Childhood Educator (DECE)
Mrs. Cole	Educational Assistant
Mrs. Blakely.....	Educational Assistant
Mrs. McCracken.....	Educational Assistant
Jeff Sudds.....	Child & Youth Counsellor
Mrs. McDonald (LTO).....	Library Technician
Matt Milne.....	Computer Technician

Office & School Support

Ms. Barber	Secretary
Mrs. Eldridge.....	Secretary
Mr. Crozier.....	Lead Hand
Mr. Manley.....	Custodian
Mrs. Pond	Principal

**LTO – Long Term Occasional Staff Member, who is replacing a current staff member, for a period of time.



Sir John A. Macdonald School

2023–2024

General Information

Access to School Premises/Sign-In Policy

All visitors to our school are asked to report to the Main Office and sign in upon arrival. This includes parents, guardians, relatives, care givers, volunteers, visitors, community members, outside agencies and other School Board personnel. Visitors and volunteers spending time within our school will be required to wear identification badges.

Only students, staff and identified visitors are allowed on school property during school hours. Parents are asked to drop students off at the playground gate and students will go to the playground area until the bell rings at 8:30am. Kindergarten students can be dropped off and picked up at their designated entrance/exit. Staff will be dismissing students from their designated area, at the end of the school day. Parents are asked to not enter the playground. If you need to speak with school staff, please contact the school office in person or by phone or email. We appreciate your cooperation in keeping our school safe for all our children.

Allergies/Anaphylaxis – Health Alerts



Students and staff in our school have life-threatening allergies to nuts and scents. We are a nut safe and scent sensitive school. Please explore alternative food items for your children to bring to school for snacks and lunches. In the interest of safety, please do not wear perfumes/colognes or high scent products within the school. ***If you have not already done so, please notify the school and provide the medical documentation if your child has been diagnosed with a life-threatening allergy or medical condition.*** Forms are updated on an annual basis.

Assessment, Evaluation, & Reporting

Teachers assess and evaluate student progress on a continuous basis. Students are provided with on-going formative feedback regarding their strengths, needs, and specific steps they can take to improve their performance. **Students are expected to work diligently, study for all tests and quizzes, and complete all assignments by the due dates set by their teachers.** They are expected to come to school ready to participate fully in the activities of each day. Student achievement is described by provincial “Levels of Achievement” within each grade.

Level 1 – Achievement is below the provincial standard.

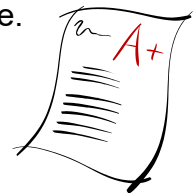
Level 2 – Achievement approaches the provincial standard.

Level 3 – Achievement meets the provincial standard.

Level 4 – Achievement exceeds the provincial standard.

An “R” denotes the necessity for remediation in a particular subject area.

Student achievement is recorded and officially reported to parents through a Progress Report and two Report Cards. Success for students is most likely to occur when parents, students, and staff form a partnership in which communication is ongoing. Please do not hesitate to call your child’s teacher if you have a question or concern.



Assemblies

At SJAM, we have monthly assemblies to celebrate our students. We will also continue to have assemblies for key learning opportunities. These assemblies will be a combination of in person and virtual classroom assemblies. Parents will be invited to attend as opportunities arise.

Attendance and Safe Arrival

Students are expected to *arrive at school on time and be in regular attendance at school*. Students are expected to be in their classroom and be prepared for learning each morning by 8:30am. Parents/Guardians **MUST call** the school if their child will be absent and indicate a reason for the absence. You can leave a message after hours on our voicemail. When leaving a message, please include your child's name, teacher and the reason for the absence.

Parents and guardians are responsible for ensuring their child's safe arrival at school. Schools implement a Safe Arrival Program. Through this program, parents and guardians are requested to notify the school when the child is absent. If we do not receive a call, a call will be made home.

If you are picking your child up early from school, please call the office, prior to arriving at the school. We will have your child ready to meet you, at the front entrance once you arrive at the school. If there is a change to your child's dismissal routine, we require prior notice from a parent/guardian in person or a signed and dated note.

Please remember that instruction continues right until 2:50 pm and every minute is important – please avoid picking up your child early unless you have an appointment.

Attendance Phone Line: (613) 962-6400

Balanced Day

The Balanced School Day divides the day into thirds (100 minute instructional blocks), with 40 minute nutritional breaks in between. The Balanced Day is based on brain compatible theory which states that academic achievement is enhanced with the alignment of proper nutrition, effective exercise and consistent teaching/learning blocks. Students have longer periods to eat and engage in physical activity and larger blocks of time for lessons, with fewer interruptions. Please review the enclosed information on Balanced Day lunches.



8:30	Bell for Entry to Classrooms—School Begins
8:35	Morning Announcements
8:30 - 10:10	1st Block
10:10 - 10:50	Nutritional Break (Recess/Lunch)
10:50 - 12:30	2nd Block
12:30 - 1:10	Nutritional Break (Recess/Lunch)
1:10 - 2:50	3rd Block
2:50	Dismissal

Balanced School Day

Packaging Healthy Foods for Your Child's Break

- Try to include foods from at least three of the four food groups in Canada's Food Guide for each break. Foods from the four food groups will give your children the energy and nutrients they need to concentrate and stay awake in class.
- Add two nutritious beverages. Choose from the following beverages most of the time: white or chocolate milk, water, 100% unsweetened fruit juices or fortified soy beverages.
- Meals for your child can be balanced in a variety of ways. Consider their unique eating habits, likes, dislikes and appetite.
- Involve your children in planning and preparing their meal breaks. This can be done the night before.
- Many schools are now peanut and/or nut free. Check with your school before sending any peanut or nut products with your child.

Easy Tips to Help Pack School Meals Your Child Will Eat

Label and Separate

- Label containers #1 and #2 or Break One, Break Two.
- Put dividers in the lunch bag so that children eat everything above the cardboard at break 1 and then lift the card and eat the rest at break 2.
- Cut sandwiches in half and pack separately; one half for each break.

Planning and Preparing Meals

- Cut up extra veggies when making stir-fry dishes to use as veggies and dip for the next day.
- Send leftovers like pizza, stew, casseroles or soup.
- When making weekend meals, make extra and freeze leftovers in individual portion sizes.

Keeping Foods Hot and Cold

- To keep foods hot, use an insulated bottle or thermos. First, fill the bottle with boiling water and let it stand for a few minutes. Then, empty the bottle and fill it with steaming, hot food.
- To keep food cold, use an insulated lunch bag and pack a frozen drink that will thaw by one of the breaks or use a freezer pack.
- Great items to freeze are bottled water, juice boxes, reusable beverage containers or yogurt.
- Clean lunch bags, food containers, water bottles and all utensils every day.



Organizing Food for a School Day



















In these examples, the same lunch has been organized in 3 different ways:

Breakfast Snack and Lunch		Lunch and Snack		½ Lunch and ½ Lunch	
Break # 1	Break # 2	Break # 1	Break # 2	Break # 1	Break # 2
<ul style="list-style-type: none"> ↳ muffin ↳ fruit cup ↳ milk 	<ul style="list-style-type: none"> ↳ whole sandwich ↳ sliced vegetables ↳ yogurt ↳ water 	<ul style="list-style-type: none"> ↳ whole sandwich ↳ fruit cup ↳ milk 	<ul style="list-style-type: none"> ↳ sliced vegetables ↳ yogurt ↳ muffin ↳ water 	<ul style="list-style-type: none"> ↳ ½ sandwich ↳ fruit cup ↳ yogurt ↳ water 	<ul style="list-style-type: none"> ↳ ½ sandwich ↳ sliced vegetables ↳ muffin ↳ milk

Balanced School Day

Menu Ideas

Include three or four food groups from Canada's Food Guide at each break. Here are some examples:

Break 1	Break 2
Oatmeal raisin muffin 	Sliced turkey on whole wheat bread or bagel 
Banana 	100% fruit juice 
Milk 	Baby carrots 
	Milk pudding cup 
Container of whole grain cereal 	One whole wheat pita with salsa and cheese 
Milk 	Milk 
Apple 	Cucumber slices 
Hard-boiled egg 	Chickpeas or sliced ham 
Cheese 	Light tuna or egg salad on whole wheat bread 
Whole wheat crackers 	Salad with dressing 
Grapes 	Milk 
100% fruit juice 	
1-2 cold waffles 	Homemade stew or soup with lean meat, vegetables 
Applesauce 	Fruit 
Yogurt 	Whole wheat crackers 
Water	Chocolate milk 
½ whole wheat wrap filled with vegetables and hummus 	Second ½ of wrap 
Fruit cup 	Fig bars 
Milk 	Strawberries 
	Yogurt drink 

Legend



= Grain Product Food Group



= Vegetable & Fruit Food Group



= Milk and Alternatives Food Group



= Meat and Alternatives Food Group

Please note:

The food pictures symbolize food groups, not number of servings. See Canada's Food Guide to determine the number of servings and serving sizes your child needs.

Mix and match menu ideas or substitute with food items your children prefer. Also, you can add more food or reduce portions depending on how much they eat. Use Canada's Food Guide for examples of serving sizes.

NFS 30.25

Adapted with permission from
Haldimand-Norfolk
Health Unit

Distributed by the Hastings & Prince Edward Counties Health Unit.
For more information, please call the Healthy Life Line at 613-966-5513 ext 610
or if long distance call toll-free 1-800-267-2803 ext 610.
TTY 613-966-3036 Monday to Friday from 8:30 am to 4:30 pm.
Visit us online at www.hpechu.on.ca April 2008

Communication

Education is a shared experience between home and school. A child's educational experience can be strengthened by open communication between the two. If you have a concern about your child's education, please follow these steps:



1. **FIRST**, contact the classroom teacher to discuss the situation.
2. **THEN**, if the situation has not been resolved, contact the principal to request assistance in dealing with the matter.

You are always welcome to contact staff for any questions or concerns you may have about your child's education.

Good communication between home and school is essential for student success. You can **receive information** from and about school in the following ways:

- Google classroom
- emails sent directly to parents from classroom teachers and the school office
- phone calls and notes
- progress report (November) and report cards (February and June)
- special presentations & celebration assemblies
- school council meetings
- parent/teacher conferences initiated by parents or teachers
- school open house opportunities
- Sir John A. Macdonald Monthly Newsletter
- HPEDSB website

You can **provide information** to the school about your child and/or your interests/concerns in the following ways:

- phone calls, notes and emails
- progress report (November) and report cards (February and June)
- school council meetings
- parent/teacher conferences initiated by parents or teachers
- school open house opportunities

Dress Code Reminders

As per the HPEDSB Code of Conduct, dress for students must respect self and others.



Clothing for school and school-related activities must be void of, but not limited to, graphics and slogans that portray violence, profanity, restricted substances and are offensive to persons.

Electronics



Electronics such as cell phones, iDevices, MP3 players, digital cameras, etc., are not to be brought to school nor should they be used on the bus. Special circumstances by the Principal, in discussion with the teacher and parent/guardian, may grant the use of any of these. These items could be broken, stolen or misplaced and present an issue around confidentiality and safety when used to make calls, take photos or send messages without adequate supervision. The school is not liable if these items are lost, stolen, broken, or misplaced. Bringing expensive items to school is a risk. Electronics which are brought to school and are being used inappropriately or at inappropriate times, will be confiscated and can be picked up and taken home at the end of the school day.

We recognize that cell phones may be part of a safety plan for students before and after school. During the school day, parents can call the school office. Students may use the office phone to call parents. Students who bring cell phones or similar devices to school are expected to put them away during all instructional and recess/lunch breaks unless specifically directed otherwise by a staff member.

On occasion, we may use a variety of technology for educational purposes. If students are using personal devices, the school is not liable for any damage which may occur. Please read and review the HPEDSB Use of Technology Agreement included in this information and return the separate form for Grades 3-6.

Fountains/Water Bottles

Students are asked to bring a filled water bottle from home. We have three water bottle filling stations where students can fill their bottles throughout the day.

Food Days

Milk will be available for students, on a daily basis. Pizza is available every Thursday. Information will be coming home on how to purchase these items, by the month.

Hand Washing

Please review the steps for handwashing with your child. Students will be frequently washing their hands every day.

Health Concerns & Injuries

While student safety is always our primary concern, accidents do happen. It is relatively common for children to sustain minor injuries at school whether playing sports or during free play in the yard. Basic first aid will be provided and in cases of concern, parents/guardians will be contacted.

Homework

Homework is part of a student's educational program and may include completion of unfinished work from the classroom, practice of previously taught concepts, special projects or research that requires home support.



As a general guideline, parents should ensure that students are completing homework recorded in the google classroom. The amount of time a student spends on school work outside of their school day depends on the student's needs and interests. Sometimes, there may be events that interfere with homework so we ask that parents work with the classroom teachers to develop a plan that works for them. This plan may look like extra work on one evening to accommodate an activity or practice on a specific evening.

Assignments that require work time at home will be clearly identified with expectations and timelines. Families taking vacation time during school days should consider the trip and travel to be a teaching/learning experience itself to share their learning with each other and with others in consultation with teachers/staff. Additional assignments can be available.

It is important that students learn to manage life priorities as they progress through their education. We thank you in advance for your support and cooperation.

Illness

Students who are not well are required to stay home. Staying home ensures a speedy recovery and avoids spreading illness to others. In most cases, children who are well enough to be at school are well enough to benefit from exercise and fresh air outside during recess periods. Exceptions will be made for students to stay inside during recesses only in the case of a serious injury or some other serious medical condition. **In these cases, a note must be provided from a physician.** Children contract a variety of illnesses throughout the school year, please contact us if your child has been diagnosed with a communicable disease.



Important Student Information

At the beginning of each school year, we request you update all relevant information about your child. We keep this on file, though recognize that this may also change over the course of the school year. If there are any changes to your child's medical condition, place of residence, phone numbers, custody arrangements, attitudes or behaviour, please contact the school as soon as possible so we can ensure your child's safety.

Locked Door Policy and Gates

Our locked door policy follows the HPEDSB's Safe School Policy and is to ensure the safety of our students and staff during school hours. Doors are locked when students enter the building at 8:30 am and after nutritional breaks. **Entrance to the school for essential visitors is through the main entrance by the office.** At SJAM, we work hard to respect instructional time and establish a learning environment free from unnecessary interruptions.



The gates surrounding our school yard are locked, at all times, to support student safety. Students will need to walk to school using city sidewalks and crossing guards for student safety. Students are able to access our school yard using the south-west gate.

We thank you in advance for your cooperation.



Medication



Specific guidelines exist for the administration of medication at school. Required forms are available at the office for completion, by your family physician, before medication may be administered. Written consent is also required for the administration of non-prescription medication. Whenever possible, short term medication such as antibiotics should be administered at home.

A doctor's signed consent is not needed for students who may need to self-administer medication such as inhalers, however, parents/guardians of these students are to inform the school and complete the necessary documentation. Parents/Guardians of students with specific medical conditions such as life-threatening allergies which require the administration of Epi-Pens should obtain and complete the appropriate forms. **All documentation is reviewed annually.**



Recesses/Healthy Active School Community

Fresh air and exercise are necessary to a child's development. All students are expected to go outside during recess breaks and participate in outside physical education classes when the weather allows. Children should come to school dressed appropriately for the weather conditions of the day and are expected to go outside at each recess. All classes incorporate additional outside learning time in their regular schedule.



We are a Healthy Active School Community which means we value a healthy lifestyle and its importance to learning. We provide many opportunities for students and staff to be involved in Daily Physical Activity, and we are mindful of what we eat and what we serve at school events and use for fundraising.

Getting into good habits now will mean good habits for students throughout their lives. This includes physical activity and choosing foods wisely.

School Supplies

Students are encouraged to bring a pair of indoor shoes, which can be left at the school. If parents wish to purchase individual school supplies for their child, a suggested list will be provided.

Snowballs/Throwing Objects

Throwing snowballs/rocks or other objects could result in someone being seriously injured or property damage. Consequently, students are not permitted to throw snow, rocks, ice, or other objects. Consequences for throwing snow or other objects may include a time out, removal from the school yard, discussion with the Principal, or a letter home. A student may be suspended/withdrawn from class at any time if an incident is determined to be deliberate and has resulted in student injury or damage to property.



Supervision and Safety

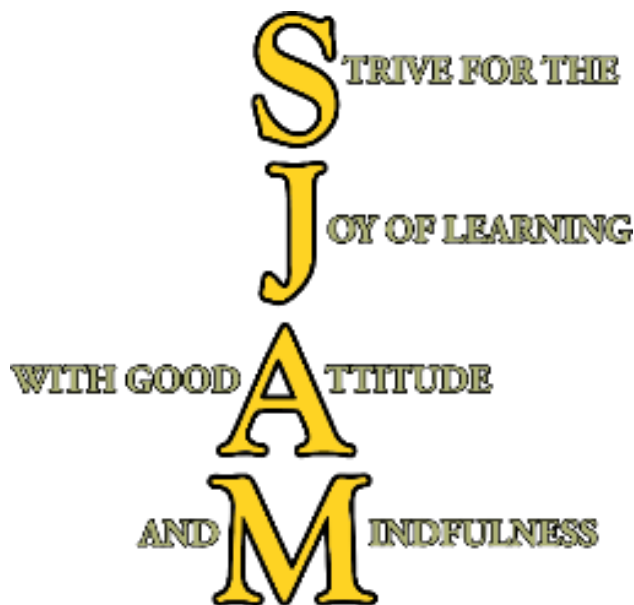
Student supervision begins at 8:15 am and ends at 2:50 pm. Students are asked not to arrive at school prior to supervision (8:15 am). Food and drink are not allowed on the school grounds. If a student needs to finish breakfast at school, they can come to the school office until it is complete. Students are supervised during all nutrition breaks and are expected to stay within school boundaries. Students are reminded to use their words to ask someone to “STOP” what they are doing if it is bothering them and to get an adult to assist with problem solving if they are unable to come to a safe and respectful solution using words. **There is to be no physical contact between students at any time, “No hands, No feet!”**

Volunteers

Volunteers are always welcome at our school and are a very important part of school activities. If you have some extra time and are interested in working with students at our school, or participating in Out of School Learning Activities, please speak directly to your child’s teacher or the Principal. The Hastings and Prince Edward District School Board has a Volunteer Policy as well as Police/Vulnerable Sector check requirements. Information on how to apply for this is available at the office. The Police/Vulnerable Sector Check must be completed well in advance of all school trips. ***Due to safety and liability concerns, we do not permit non-school age children or children not enrolled at Sir John A. Macdonald School to accompany adults who are volunteering in classrooms, library, office, or during school trips.***

Washrooms

Please ensure that your child is aware to ask if they need to use the washroom, outside regularly scheduled times. We realize that our schedule may not meet the needs of your child’s personal one.





SIR JOHN A. MACDONALD SCHOOL

Hastings and Prince Edward District School Board Procedure 147: Technology Use.

Responsible Use of Technology Agreement – September 2023

Hastings and Prince Edward District School Board (HPEDSB) believes technology can be a powerful tool to enhance learning. While there are potential issues associated with technology use, the benefits far outweigh these issues.

HPEDSB offers a safe and secure district-wide network accessible through use of personal wireless devices and district-owned wired and wireless devices. Therefore, this Responsible Use of Technology Agreement applies to both.

Student, employee and community interaction with technology can contribute positively to school learning environments. An individual's use of technology inside or outside the school or administrative office that degrades or defames their peers, colleagues, community members or the district, is unacceptable.

HPEDSB uses a web filter to safeguard individuals from inappropriate content, and provides education and supervision to ensure students understand and comply with the safe, legal and responsible use of technology and the information accessed by its use.

The following are expectations for the Responsible Use of Technology

1. Respect and protect yourself

- a) I will take responsibility for my actions when posting/viewing information, images and videos online.
- b) I will not reveal personal information, such as my age, address or phone number, or those of other individual(s), with any online service or person. (students only)
- c) I will not access other user accounts.
- d) I will obey school and Hastings and Prince Edward District School Board procedures.

2. Respect and protect others

- a) I will not use technology to degrade or defame others.
- b) I will obtain permission of the individual(s) involved and a school staff member before photographing, videoing, publishing, sending or displaying information about someone else.
- c) I will obtain permission from individual(s) when sharing commonly created electronic data.
- d) I will not forward inappropriate information, images and videos or communications.

3. Respect and protect intellectual property

- a) I will respect Canadian copyright laws.
- b) I understand the importance of correct citation and will use it accordingly.
- c) I will only download, save or install either full or portions of any software, music, movies, images, in accordance with Canadian copyright laws.

4. Respect and protect property

- a) I will take full responsibility for, and respectfully use, any technology available to me at school or work.
- b) I will use network bandwidth, file storage space and printers reasonably and responsibly.
- c) I will report abuse of technology (to a staff member).
- d) I will report security or network problems (to a staff member).

5. Use of personal electronic devices

Students and employees may bring their own personal electronic devices to school or work for learning/teaching purposes. The following conditions apply to the use of any personal electronic devices, in addition to those mentioned above.

- a) I realize that by using my device on the school network, it can be monitored and my activities can be traced back to me.
- b) I will not plug any devices capable of broadcasting or sharing private access into the school or district network. For example wireless routers or game consoles. I understand that such devices are not permitted under any circumstance.
- c) I will turn off all peer-to-peer software or web-hosting services on my device, such as music/video/file-sharing, while connected to the school or district network.
- d) As a student and while in class, I will use my personal electronic device only with the teacher's expressed permission.
- e) As a student, I understand that I may use my personal electronic device in many/sanctioned areas of the school as long as I adhere to the expectations of this agreement, the school rules, and that I contribute to an atmosphere that supports class work and individual study.
- f) I understand that the security, care, connectivity and maintenance of my personal electronic device is my responsibility. For example troubleshooting, repair or connectivity to the wireless network.
- g) I understand that the school is not responsible for the loss, theft or damage of my personal electronic device. I am fully responsible for my property while it is at school or work.
- h) I understand that the principal or designate, and the senior information and technology services officer may involve a third party to access my personal electronic device if there are reasonable grounds to believe that a breach of school or district procedures has occurred.
- i) I agree that by failing to abide by this agreement, I may:
 - lose my access to Internet and technology privileges;
 - lose my device;
 - face disciplinary action as per school and district procedures.
- j) I agree to obey Hastings and Prince Edward District School Board Procedure 147: Technology Use.

I have read, understand and accept the expectations and conditions of this agreement and will use the school and district wireless networks as described above.

Parent information item: This is not an agreement unless agreed electronically, or signed.

Parents and student: Please sign the separate form and return to the teacher/school, thank you.



SIR JOHN A. MACDONALD SCHOOL

Responsible Use of Technology Agreement – September 2023

I agree to obey Hastings and Prince Edward District School Board Procedure 147: Technology Use.

I have read, understand and accept the expectations and conditions of this agreement and will use the school and district wireless networks as described above.

Please sign and return this form to the teacher/school, thank you.

Student _____

Signature: _____

Parent _____

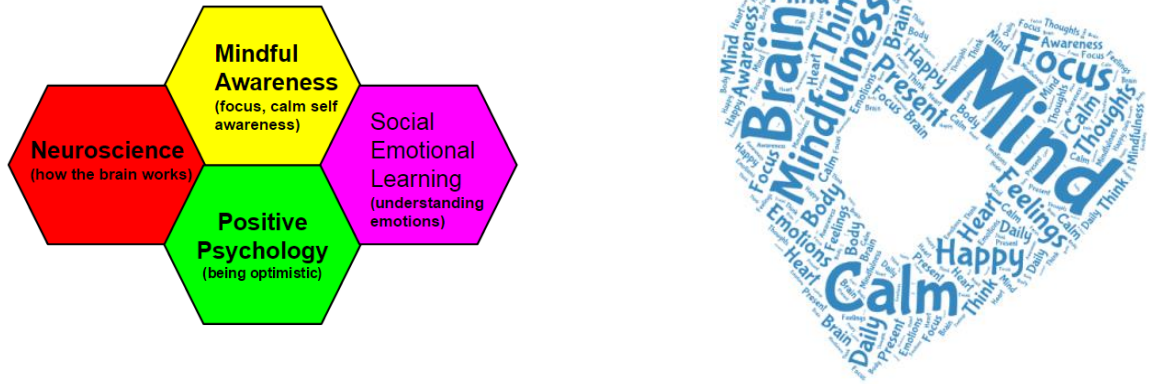
Parent Signature: _____

Date: _____

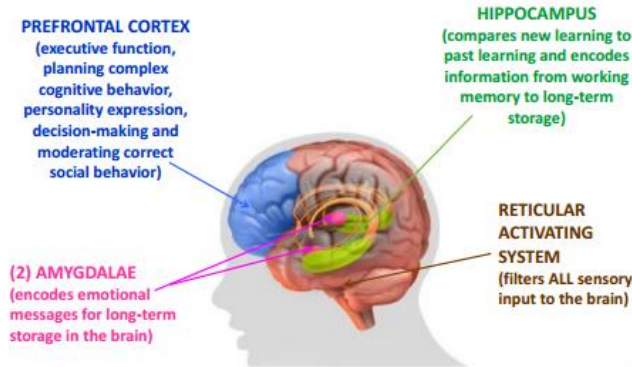


Happy Healthy KIDS

At Sir John A. Macdonald School, Happy Healthy KIDS teaches students social and emotional learning skills that link cognitive neuroscience, positive psychology, and mindful awareness utilizing a brain centric approach.



This is an evidence-based teaching model and curriculum for students in Kindergarten through grade 8. It is aimed at fostering children’s social and emotional competence and psychological well-being. Through this program students learn about 3 important parts of their brain that help them think and react to everything around them.



Social and emotional learning programs prepare children for adulthood by helping students become:

- good communicators
- cooperative team members
- effective leaders
- caring and concerned members of their communities
- goal setters
- able to persist in the face of challenges

Through Happy Healthy KIDS, students can adopt a more optimistic and positive outlook by engaging in a series of brain-based behavioural strategies such as practising gratitude and optimism and focusing on happy experiences.



A definition of Mindfulness...

"Mindfulness (being "mindful") is a state of being aware of your own mind, at any given moment. It means to pay attention in a particular way: on purpose, in the present moment and without judgement." ~Jon Kabat-Zinn, 1990

When your body and mind are calm, learning is much easier! The more controlled breathing is practised, the more self-managed and mindful children can become. Students learn to mindfully pay attention to their breathing AND to what they see, hear, taste, feel, and smell.

The Healthy Mind Platter



The Healthy Mind Platter for Optimal Brain Matter

Copyright © 2011 David Rock and Daniel J. Siegel, M.D. All rights reserved.

The seven essential daily mental activities are:



Focus Time

When we closely focus on tasks in a goal-oriented way, taking on challenges that make deep connections in the brain.



Play Time

When we allow ourselves to be spontaneous or creative, playfully enjoying novel experiences, which helps make new connections in the brain.



Connecting Time

When we connect with other people, ideally in person, or take time to appreciate our connection to the natural world around us, richly activating the brain's relational circuitry.



Physical Time

When we move our bodies, aerobically if possible, which strengthens the brain in many ways.



Time In

When we quietly reflect internally, focusing on sensations, images, feelings and thoughts, helping to better integrate the brain.



Down Time

When we are non-focused, without any specific goal, and let our mind wander or simply relax, which helps our brain recharge.

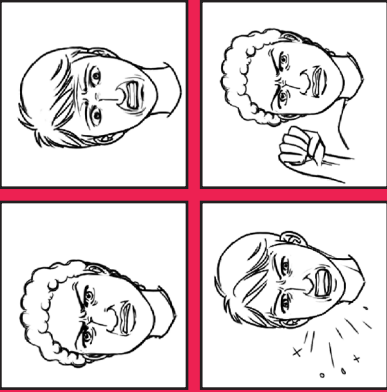
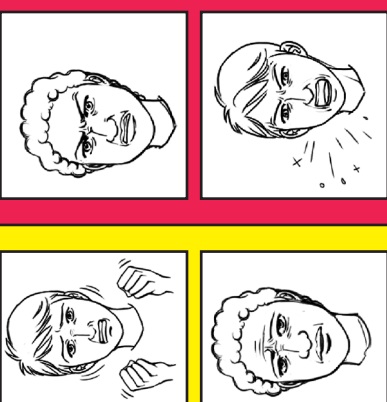
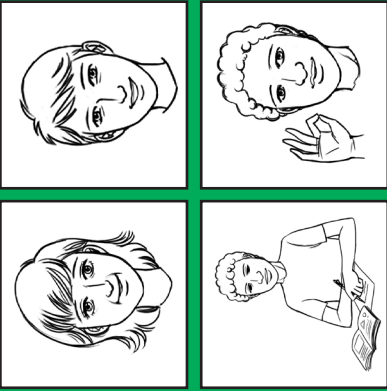
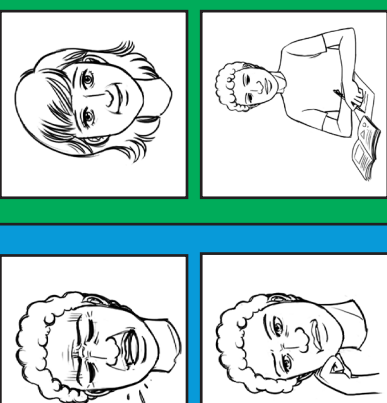
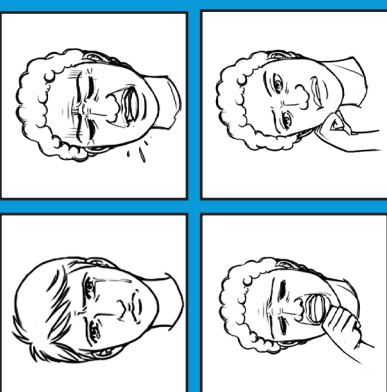
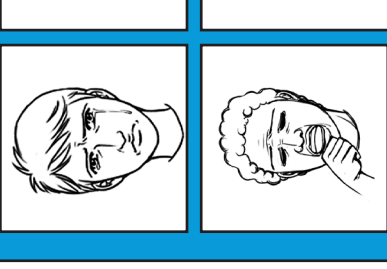




Sleep Time

When we give the brain the rest it needs to consolidate learning and recover from the experiences of the day.

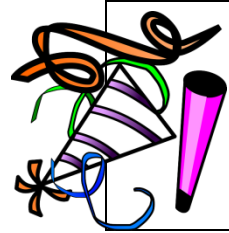


The ZONES of Regulation®

					
					
					
					
<p>BLUE ZONE</p> <p>Sad Sick Tired Bored Moving Slowly</p>	<p>GREEN ZONE</p> <p>Happy Calm Feeling Okay Focused Ready to Learn</p>	<p>YELLOW ZONE</p> <p>Frustrated Worried Silly/Wiggly Excited Loss of Some Control</p>	<p>RED ZONE</p> <p>Mad/Angry Mean Terrified Yelling/Hitting Out of Control</p>		



Celebrating Student Success



	Character Traits	Learning Skills
	<ul style="list-style-type: none"> Staff choose a student from their classroom that has demonstrated great character throughout the week. Celebrated Weekly Name announced during Friday morning announcements Picture taken and placed on hallway display Celebrated in the monthly newsletter 	<ul style="list-style-type: none"> Staff choose one student from their classroom that has demonstrated strong learning skills throughout the month.
SEPTEMBER	Respect <ul style="list-style-type: none"> Is respectful in the classroom Helps in the classroom and in the school Cleans up even when it is not their mess Treats others as we all want to be treated-polite and with dignity 	
OCTOBER	Trustworthiness <ul style="list-style-type: none"> Is honest Makes good decisions Can be trusted to do the right thing even when no one is watching Does the "right" thing even when it is easy not to 	Organization <ul style="list-style-type: none"> Devises and follows a plan and process for completing work and tasks Establishes priorities and manages time to complete tasks and achieve goals Identifies gathers, evaluates and uses information, technology, and resources to complete tasks
NOVEMBER	Caring <ul style="list-style-type: none"> Consistently uses manners to show they appreciate others Takes turns and shares with others Considers the long and short term effects of actions Looks after others Remembers to acknowledge the accomplishments of others 	Self-Regulation <ul style="list-style-type: none"> Sets own individual goals and monitors progress towards achieving them Seeks clarification or assistance when needed Assesses and reflect critically on own strengths, needs and interests Identifies learning opportunities, choices and strategies to meet personal needs and achieve goals
DECEMBER	Caring <ul style="list-style-type: none"> Consistently uses manners to show they appreciate others Takes turns and shares with others Considers the long and short term effects of actions Looks after others Remembers to acknowledge the accomplishments of others 	
JANUARY	Integrity <ul style="list-style-type: none"> Listens to others to ensure they understand and hear Speaks kindly using appropriate words Can be trusted to do the "right" thing Means what he/she says and says what he/she means Owens up to mistakes ~works to make amends 	Independent Work <ul style="list-style-type: none"> Independently monitors, assesses and revises plans to complete tasks and meet goals Uses class time appropriately to complete tasks Follows instructions with minimal supervision





	Character Traits	Learning Skills
FEBRUARY	<p>Cooperation</p> <ul style="list-style-type: none"> Helpful towards others-adults and students Shows initiative Positive and willing to work with others no matter if they are a "friend" or not Values and listens to the ideas and opinions of others 	<p>Responsibility</p> <ul style="list-style-type: none"> Fulfills responsibilities and commitments within the learning environment Completes and submits class work, framework and assignments according to agreed upon timelines Takes responsibility for and manages own behaviour
MARCH	<p>Honesty</p> <ul style="list-style-type: none"> Optimistic and always strives to do better Hardworking and sincere Kind and respectful in their humour Always tells the truth, the whole truth and nothing but the truth 	
APRIL	<p>Humour</p> <ul style="list-style-type: none"> Likes to have fun Lightens the mood and emotions of others Kind and respectful humour Likes to have a good time-not at the expense of others Joyful-like to be at school having fun and learning! 	<p>Initiative</p> <ul style="list-style-type: none"> Looks for and acts on new ideas and opportunities for learning Demonstrates the capacity for innovation and a willingness to take risks Demonstrates curiosity and interest in learning Approaches new tasks with a positive attitude Recognizes and advocates appropriately for the rights of self and others
MAY	<p>Responsibility</p> <ul style="list-style-type: none"> Takes care of belongings-their own and the school's Reliable and accountable for words and actions Sense of pride and duty know what needs to be done and will ensure it gets done 	<p>Collaboration</p> <ul style="list-style-type: none"> Accepts various roles and an equitable share of work in a group Responds positively to the ideas, opinions, values and traditions of others Builds healthy peer-to-peer relationships through personal and media-assisted interactions Works with others to resolve conflicts and build consensus to achieve group goals Shares information, resources, and expertise, and promotes critical thinking to solve problems and make decisions
JUNE	All	<p>Teacher's Choice</p> <ul style="list-style-type: none"> Sets own individual goals and monitors progress towards achieving them Seeks clarification or assistance when needed Assesses and reflect critically on own strengths, needs and interests Identifies learning opportunities, choices and strategies to meet personal needs and achieve goals





What Did You Do In School Today?

When children come home at the end of the day
The question they're asked as they scurry to play is....
"Tell me, what did you do today?"
And the answer they give makes you sigh with dismay
"Nothing, I did nothing today".

Perhaps "nothing" means that I played with blocks on the shelf
Or counted to 10 all by myself
I painted a picture of red and blue
Or heard a story about a mouse that flew.
Maybe I played with sand and with clay
Or went outside on the swings to play.
Maybe today was for me the first time
That my scissors followed a really straight line.
Maybe I led a song from beginning to end
Or played with a brand new special friend.

When you're little and the whole world sings
"Nothing" can mean "SO MANY THINGS"!

- Author Unknown

HAVE A GREAT SCHOOL YEAR!