



SCDSB Mission and vision

Our mission and vision outline what we do and what we want to achieve, and provide direction for the board's strategic plan. For more information, visit www.scdsb.on.ca under 'About'.

Mission Statement

We inspire and empower learning for life.

Vision Statement

A community of learners achieving full potential.

Strategic Priorities 2022-2027

Creating a culture of belonging, engagement and success for all through: Well-being, Diversity, Equity and Inclusion, Community, and Excellence in Teaching and Learning.

Land acknowledgment

In October 2017, the SCDSB approved the practice of a land acknowledgment for board meetings and significant board and school events, as well as a less formal land acknowledgment for daily use in all schools. The following acknowledgment is recited each day as part of the morning announcements.

'Simcoe County District School Board acknowledges that we are situated on the traditional land of the Anishnaabeg people. We acknowledge the enduring presence of First Nation, Métis and Inuit people on this land and are committed to moving forward in the spirit of reconciliation and respect.'

The approval of a land acknowledgment follows recommendations of the Truth and Reconciliation Commission's Calls to Action. A land acknowledgment is an act of reconciliation and respect with, and for, the First Nations people of Simcoe County, on whose land we stand. We are proud to share that the SCDSB land acknowledgments were developed in consultation and partnership with local Indigenous partners.

Principal

J. Richardson

Vice-Principals

K. Prentice

M. Fogarty

Connect with the SCDSB

Website: www.scdsb.on.ca

Facebook: www.facebook.com/SCDSB

Twitter: [@SCDSB_Schools](https://twitter.com/SCDSB_Schools)

Instagram: www.instagram.com/SCDSB

YouTube: www.youtube.com/SimcoeCountyDSB

Subscribe to receive board and school news

To subscribe to SCDSB news releases, visit www.scdsb.on.ca and click 'Subscribe' at the top of the homepage.

Schools have websites that allow families to receive updates about school events and activities. You can subscribe by clicking 'Subscribe' on the top right corner of the webpage.

ESSENTIAL INFORMATION FOR PARENTS

Please ensure that you have reviewed the material in this handbook carefully with your student. **Your signature on the Permissions & Acknowledgement Form indicates that you are aware of TLSS policies and procedures and expectations.**

The form specifically addresses the following:

Area to Review Carefully	Page
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TLSS Code of Conduct	6-7
Policies and Procedures.....	7-11
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Thank you in advance for taking the time to review the above information carefully. Ensuring that students, parents, teachers and administrators are working towards the same goals (a safe, supportive learning environment) will provide the basis for another successful year.

"A" WEEK - DAILY TIME SCHEDULE

8:00 – 9:20	PERIOD 1
9:20 – 9:30	NUTRITION BREAK
9:30 – 10:45	PERIOD 2
10:45 – 11:40	LUNCH
11:40 – 12:55	PERIOD 3
12:55 – 1:05	TRAVEL TIME
1:05 – 2:20	PERIOD 4

"B" WEEK - DAILY TIME SCHEDULE

8:00 – 9:20	PERIOD 1
9:20 – 9:30	NUTRITION BREAK
9:30 – 10:45	PERIOD 2
10:45 – 11:40	LUNCH
11:40 – 12:55	PERIOD 4
12:55 – 1:05	TRAVEL TIME
1:05 – 2:20	PERIOD 3

WELCOMETO TLSS—HOME OF THE THUNDERBIRDS!

At TLSS you can achieve academic success, raise your social consciousness, strive for gold in athletics, express your creative side through the arts or shops and make lifetime friends. TLSS has many opportunities for students to succeed in all areas of school life. Students who become involved in school activities tend to achieve the most, so we encourage you to take advantage of all the opportunities available and become part of the strong traditions of this school.

The primary purpose of TLSS is to help each student develop his/her potential as an individual and as a contributing, responsible member of society who will think clearly, feel deeply, and act wisely. We endeavour to build successful relationships between students, staff and the community. We believe that we must provide education that is primarily directed to preparing young adolescents both to develop the independence they need to act as concerned and compassionate citizens; equipped with the attitudes and skills that will make them productive and successful.

SCHOOL COLOURS: Blue, Green and White
SCHOOL MOTTO: “Strength in Knowledge”
SCHOOL TEAM: Thunderbirds

STUDENTS’ COUNCIL

Prime Minister: TBD
 Deputy Prime Minister: TBD
 Staff Advisors: TBD

STUDENT ACTIVITIES

Students have access to a wide range of athletic, artistic, cultural and social activities. Every student is encouraged to participate in at least one activity that may remain of interest to them for many years after their school days and may even lead to a career.

The sports and clubs listed here may be offered depending upon the availability of volunteer teachers and/or staff advisors.

When you miss classes because of participation in a

<u>SPORTS</u>	<u>CLUBS</u>
Basketball—Girls & Boys	Badminton Club
Cross Country Running	Mountain Biking
Alpine Skiing	Outer’s Club
Nordic Skiing	Music Clubs (Bands, Choir)
Flag Football—Girls	Drama Club
Golf—Girls and Boys	Free the Children
Hockey—Girls & Boys	GSA
Rugby—Girls & Boys	Triathlon
Soccer—Girls & Boys	Math/Science Contests
Swimming—Girls & Boys	Arts Council
Track & Field	Athletic Council
Volleyball—Girls & Boys	Student Council
Curling—Girls & Boys	LARP
Baseball—Boys	Arts in Action (Council)
SLO-pitch—Girls	Interact
	Synergy

STUDENT LIFE

co-instructional activity, it is your responsibility to:

- report to your subject teacher(s) prior to departure;
 - catch up on work missed;
 - act as a responsible student and citizen during the event.
- The Simcoe County Athletic Association has prepared general guidelines and sports regulations for all those participating in athletic co-instructional activities. Each coach and physical education teacher is aware of these regulations. Our Code of Student Behaviour applies to all students taking part in co-instructional activities whether the activity takes place on or off school property.

Student Fees

Students are not charged fees to participate in the regular school program. Students enrolled in the SCDSB are provided with basic classroom learning resources required to complete course expectations.

There may be fee-based resources and opportunities offered to students designed to enhance their program (e.g., field trips, visiting artists). Certain optional courses that provide enhanced/enriched program may require additional fees. Please consult with the school’s course calendar for further information.

Beyond the cost of field trips, students involved in some extracurricular opportunities (e.g., string instrumental programs or music clubs) will be made aware of any additional cost obligations or participation/equipment rental fees prior to making a commitment to participate.

Students are encouraged to purchase their school’s student card by paying the student activity fee. The student card includes, but is not limited to, the benefit of participating in extra-curricular programs such as clubs, teams, and dances. Students involved in extra-curricular opportunities will be made aware of any additional fundraising obligations or participation fees prior to making a commitment to participate.

Student Cards

TLSS students have several options when purchasing a student card. Students intending to play league sports are required to purchase, at minimum, the regular student council activity card **and** in addition pay a Sport Fee.

PACKAGE DEAL - \$60 (Available only until September 30)	
ITEM	COST IF PURCHASED SEPARATELY
Student Council Activity Card <ul style="list-style-type: none"> • Required for membership in all clubs, bands and teams • Required for admission to dances • Gives discounts with local retailers • Participation in Intramural sports (lunchtime) 	\$15
WEIGHTROOM/FITNESS CENTRE	\$25
YEARBOOK—a full colour edition	\$35
<i>Total value if all items purchased separately</i>	\$75

STUDENT LIFE

SPORTS FEE \$90 PER SEASON

- Gives access to **all** sports teams and covers the costs of league play
- Note: many sports have additional charges for tournament fees, buses, and equipment
- Students must have paid the activity fee prior to participating in any league play on a school team
- Some sports have a limited number of spots for players; payment of the fee is required for participation but does not guarantee any player a place on a team

Interschool Sports

TLSS competes in inter-school sports as a member of the Georgian Bay Secondary Schools Association (GBSSA). These sports include team and individual competitions against athletes from other schools in the North Simcoe or Simcoe County leagues or tournaments. In the semester or term, a student must be taking regular class instruction. Eligibility terminates upon the date of removal from the school roll. To ensure fair and equitable competition, GBSSA retains the authority to determine whether or not a student has the privilege of participating in association competition. There are many opportunities to support the sports at TLSS. We are always looking for keen students to referee, score, time and help organize events. If you have an interest in this area, please talk to Ms. Hendry.

Listen to announcements for try outs:

<u>Sport</u>	<u>Months</u>
Alpine Skiing	Nov.—Feb.
Baseball Boys	April— June
Basketball Girls	Sept. — Nov.
Basketball Boys	Nov.- Feb.
Cross Country Running	Sept. — Nov.
Curling Girls	Nov.— March
Curling Boys	Nov.— March
Flag Football Girls	Sept. — Oct.
Golf	Sept./Oct.—May/June
Hockey Girls	Nov.— Feb.
Hockey Boys	Nov.— March
Nordic Skiing	Dec.— March
Rugby Boys	March—June
Soccer Boys	Sept.—Oct.
Soccer Girls	March—June
SLO-pitch Girls	April—June
Track & Field	March — May
Volleyball Girls	Nov.—Feb.
Volleyball Boys	Sept. — Nov.
Ultimate Frizbee co-Ed	TBD

Under the GBSSA Transfer Policy it states that no school shall include in its lineup any student who has been transferred from another school within the previous 12 months. However, in accordance with the Transfer Policy appeal process, there are several grounds on which a transfer student, or a representative on his/her behalf, may apply to be deemed eligible to participate in GBSSA sponsored events. Because of this Transfer Policy, you may not be able to compete for inter-school competition at a sport in which you have represented another secondary school during the past year. This decision will not be made by teachers or administrators of TLSS, but by representatives of GBSSA. The period of ineligibility will extend for 12 months from the first day of classes at this school. Full details of the Transfer Policy and Appeal Process

are available on request from Ms. Hendry (Co-Curricular Leader).

Athletic Fees

All coaches will send home a letter that details the overall cost to students and specifically what the fee includes. All athletic fees will be included on the school fundraising plan which will be reviewed by the Principal and the school council.

Participation on Co-Curricular Activities at TLSS

General Guidelines for students

I am ineligible to participate on any day that I am absent (to any degree and in any capacity other than medical), from school.

I am ineligible to participate until the next school day following an “in-school” or “out-of-school” suspension. My conduct on and off or at the court/field/event may impact on the amount of participation that I receive or my standing with my team/club. This includes my conduct toward coaches, advisors, teammates, opponents, spectators, or officials.

My conduct in and out of school may impact on the amount of participation I receive or my standing on the team/club. This includes my conduct in all classes or assemblies, the halls, cafeteria, on field trips, at home, in the community, etc., and includes my conduct toward teachers, administration, visitors, parents, peers, community members, etc., for the entire school year.

Any breach of the aforementioned conduct may result in a decision which limits, suspends, or disqualifies my participation on TLSS athletic teams or clubs.

Any student participating in a co-curricular activity needs to maintain an academic average of 50%. A current TLSS student card is required to participate in any sport and athletes must carry an Ontario Health Card.

Student Accident Insurance

All students must have one of the following before being permitted to participate in extra-curricular athletics: Extended Health and Dental benefits provided by a parent/guardian employer or student accident insurance purchased through a plan made available through the school board.

All students participating in a field trip outside the province or country must purchase student accident insurance or be covered by an extended health and dental plan.

Insurance coverage can be purchased by calling 1-800-463-5437 or online at www.insuremykids.com Accident Insurance

No Exclusion Due to Inability to Pay: No eligible student will be excluded from a field trip due to extenuating financial circumstances. In such cases, the Principal shall arrange financial assistance or alternative financial arrangements .

ATHLETIC RECOGNITION

While being part of a team has always been its own reward, there are many other ways in which an athlete is recognized. At TLSS we value skills, leadership, effort, sportsmanship and champions of the sport. Here are just a few of the awards given out each year.

- Jr. Athlete of the Year (Male and Female)
- Sr. Athlete of the Year (Male and Female)
- MVP’s for individual teams

Check out the display cabinets in the front hall to see the many championship teams that TLSS has produced.

HONOUR AWARDS & SCHOLARSHIPS

TLSS is fortunate in having a strong and active relationship with our community. Many individuals, organizations and companies have generously donated prizes/awards for our students. If you strive to achieve your best, you may be a recipient of one of them. These awards are presented at our Thunderstars Assembly and Commencement each year. Subject and discipline awards are numerous. Students should consult their teachers and the Guidance Dept. to determine what awards are available in each subject area.

YEARLY HONOUR ROLL

Students are eligible for the yearly honour roll in each of their four years. An average of 80% or higher while taking a full program must be achieved.

ONTARIO SCHOLAR

Any student who has received an average of 80% or greater in six Grade 12 credits will receive an Ontario Scholar Certificate from the Ontario Ministry of Education.

SCHOOL LETTERS & AWARDS

Junior Letter

- Accumulation of 30+ points

Senior Letter

- Accumulation of 75+ points (from at least 2 categories in the school year the award is presented)

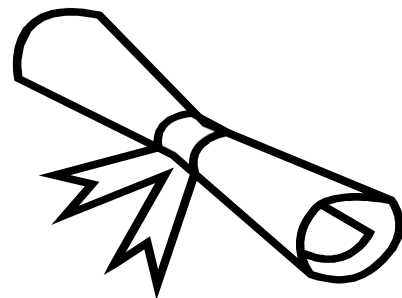
Award of Merit

- Accumulation of 100+ points (from at least 3 categories, one being academics in the school year the award is presented)

Award of Distinction

- Accumulation of 150+ points (from at least 3 categories, one being academics in the school year the award is presented)

**For Details
Regarding the Point System
see the back page of this agenda**



Regular attendance leads to success in school and prepares students for the expectations they will meet at work. Parents can assist us by:

- **ensuring that students are absent only for medical or emergency reasons.**
- **sending a note the day following the absence or telephoning the attendance line, 325-1318, prior to 11:00 am on the day of the absence.**
- **our phone lines are open 24 hours a day to leave a message.**

Absent for a Day

If a parent or guardian has not called in on the day of the absences, students will be asked to obtain an admit slip from the office. Students providing a written note should hand it in to their homeroom teacher and receive an admit note to show the remaining subject teachers. The note should contain your name, the dates you were absent, the legitimate reason for your absence, and your parent's/guardian's signature. Failure to provide such a note within 48 hours will result in the student's absence being considered a truancy (skipping).

Extended Absences

If students are going to be away for a longer period of time e.g. vacation, students are expected to ask for a form at the main office a few days before leaving, that will be signed by each teacher so they are aware of the absence.

Lates

No admit slips will be provided by the main office for being late. It is a student's responsibility to be in every class on time unless a valid reason can be provided. Students arriving late to class will be asked by the classroom teacher the reason for the lateness. Unacceptable lateness will be dealt with by subject teachers. In cases of persistent, unexcused lateness, teachers will inform a Vice-Principal and there may be consequences of school detentions, an in-school and/or out-of-school suspension.

Signing Out

Any student who must leave the school during the day must sign out with the attendance secretary in the main office before homeroom in the morning. A note covering the absence, from a parent/guardian, must be provided when signing out. Students who are 18 or older may have the privilege of signing themselves out but the following conditions apply. Signing out will only be allowed for reasons acceptable under the Education Act which include appointments for medical and dental, etc. Students and parents/guardians are encouraged to schedule appointments outside of class time as much as possible. If you sign out of school you are expected to leave the premises.

Illness during the day

If you feel ill during the day, **you must report to the main office if you are not in class.** Depending on your condition, a parent/guardian may be contacted to allow you to sign out to go home. If you are ill while at home for lunch and wish to stay home, the school must be contacted and a note brought to the main office on the day you return to school.

Persistent Unexcused Absences

The absences may be dealt with by the subject teacher, the student success team and / or the administration team. We have staged responses to excessive absenteeism that includes school investigation, referral to board supports

(e.g. attendance counselor or child and youth worker) and corrective measures.

The SCDSB recognizes that all members of the school community 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. The SCDSB Code of Conduct supports and enhances the Ontario Code of Conduct by setting clear standards of behaviour. These standards apply on school property, on school buses and at all school-related activities.

Standards of Behaviour

Respect, Civility and Responsible Citizenship

All members of the school community must:

- respect and comply with all applicable federal, provincial and municipal laws
- demonstrate honesty and integrity
- respect differences in people, their ideas and opinions
- treat one another with dignity and respect at all times, and especially when there is disagreement
- respect and treat others fairly, regardless of their race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, gender, gender identity, sexual orientation, age or disability
- respect the rights of others
- show proper care and regard for school property and the property of others
- take appropriate measures to help those in need
- seek assistance from a member of the school staff, if necessary, to resolve conflict peacefully
- dress in a manner that is consistent with the SCDSB Dress Code
- respect all members of the school community, especially persons in positions of authority
- respect the need of others to work in an environment that is conducive to learning and teaching
- not swear at a teacher or at another person in a position of authority
- conduct themselves as respectful, positive digital citizens
- discourage students' use of alcohol, illegal and/or restricted drugs, including cannabis (unless the individual has been authorized to use for medical purposes)

Safety

All members of the school community must not:

- be in possession of any weapon, including firearms
- utter a threat or use any object to threaten or intimidate another person
- cause injury to any person with an object
- be in possession of or under the influence of alcohol, illegal and/or restricted drugs, including cannabis (unless the individual has been authorized to use for medical purposes)
- provide others with alcohol, illegal and/or restricted drugs, including cannabis
- be under the influence of a noxious substance, such as glue or gasoline
- be in contravention of the Smoke-free Ontario Act and SCDSB Policy 4471 - Smoke Free Learning and Working Environments
- inflict or encourage others to inflict bodily harm on another person
- engage in bullying (including physical, verbal, electronic, written or other means) or cyberbullying behaviours

- commit sexual assault
- traffic weapons, illegal and/or restricted drugs, including cannabis
- give alcohol, illegal and/or restricted drugs, including cannabis to a minor
- commit robbery or extortion
- engage in hate propaganda and other forms of behaviour motivated by hate or bias
- commit an act of vandalism that causes extensive damage to school property or to property located on the premises of the school
- participate in the non-consensual sharing of intimate images
- breach the SCDSB Information and Computing Technology Appropriate Use Guidelines

Prevention and Early Intervention

Prevention and early intervention strategies help students achieve their potential and support a positive school learning and working environment. School programs and activities focus on building healthy relationships, character development and civic responsibility, and encourage positive participation of the school community in the life of the school.

Progressive Discipline

Progressive discipline is a non-punitive, whole-school approach that uses a continuum of interventions, supports and consequences to address inappropriate behaviour and to build upon strategies that promote positive behaviour. Consequences include learning opportunities for reinforcing positive behaviour and assisting pupils to make good choices. One strategy used in SCDSB schools is restorative practices. Restorative practices support well-being and achievement by cultivating strong healthy classroom and school communities. The process focuses on strengthening relationships and supporting community members to deal with conflict as it arises in a positive way. In schools, restorative practice may include peer mediation, with older students helping younger ones to solve problems; informal classroom circles, with teachers and students discussing and resolving concerns; and formal conferencing, where students who have caused harm are held accountable for the effects of their actions. For more information, visit www.scdsb.on.ca and search for 'student discipline'.

TLSS Code of Conduct follow up:

The following is a list of progressive discipline measures that are used at TLSS:

- **Information Interview:** - A teacher or administrator talks with the student to reach an agreement regarding the student's behaviour.
- **Detention:** The student is detained during the lunch hour or after school for specific unacceptable behaviour.
- **Special Needs Committee:** A resource conference involving the teacher, guidance department, special services personnel and the vice-principal to develop a plan for changing behaviour.
- **Parental Involvement:** Contact is made with the parents by phone or mail to review the concerns of the school regarding the student's behaviour and progress. Parents are invited to respond and to help the school change the student's behaviour. Board support staff such as the attendance counsellor and behaviour resource consultants may be involved.
- **Community Service:** Students may be asked to improve the TLSS community by cleaning up or assisting another adult in the school.

TLSS CODE OF CONDUCT

- **Restitution:** The student/parent may be required to pay back the school for damages to or loss of school property including textbooks.
- **Behaviour Agreement:** In some instances, the student is required to meet specific behaviour standards in order to avoid more severe levels of consequence. Such expectations are developed between the school, the parents and the student. Outcomes are clarified in order to meet the behaviour standards agreed upon.
- **Suspension:** A suspension means students are removed from school temporarily for a specific period of time. Students may be suspended for a period of time ranging from one school day to 20 school days. Students who are suspended for more than five school days are considered to be on long-term suspension. Students cannot take part in school activities or events while suspended.

Alternative Measures: We have been working to implement alternatives to disciplinary consequences for some unacceptable behaviours. We have implemented *Restorative Justice Circles* which bring victims and perpetrators together to repair the harm created by an incident.

RESPECT FOR AUTHORITY

Society has charged the education system with the responsibility of taking the place of parents while students are at school or at school related events. Throughout life, everyone will have to respect the authority of people who, because of their position, have been given authority over them. The Education Act gives the school this authority.

Students are expected to:

- comply with all school policies, procedures and with teacher expectations.
- go to the office when directed.
- identify themselves to any staff member by giving first and last name when asked.

Respect for Property

This school was paid for by the taxpayers; including students, their parents and the teachers. The cost of maintaining the school building and equipment is assumed by the same taxpayers as are costs created by vandalism. When vandals damage the school the repair costs come from the same budget that pays for books, computers, desks, etc. Vandals hurt us all.

Students are expected to:

- treat the school grounds, buses, buildings, classrooms, equipment, supplies (including textbooks) and our neighborhood with respect. **Students will be responsible for paying for all damages (including lost or damaged textbooks).**

Parking Lots

Students who drive to school are to park in the parking lot to the side of the gymnasiums. The parking lot in front of the school is restricted for staff and visitor parking only. Students who choose to park in the restricted area run the risk of having their vehicle towed at their own expense. Students are not permitted to smoke in their cars on school property.

Trespassing

Only students attending TLSS are to be on the property. If a student sees someone in the school or on the property who he/she thinks is trespassing, he/she must report it to the main

office. Administration may "POST" the individual from the property so charges may be laid if further trespassing occurs.

Restricted Items: Students may possess the following items on school property so long as they abide by the rules surrounding their use.

- **Digital/Photo Imagery Equipment** - including, but not limited to: cell phones, Blackberry, MP3 players and cameras is expressly forbidden in all school facility washrooms and change rooms. Using this equipment to do audio recording and/or photography and/or video is forbidden unless it is being conducted for purposes related to the school program and is authorized by a teacher or an administrator prior to the recording being made.
- **Skateboards or rollerblades** are not to be used on school property including parking lots. They must be stored immediately in lockers if carried on to school property. They are not allowed on busses.

Lockers and Change Rooms

Lockers are the property of the Simcoe County District School Board and are on loan to students for the school year. Students are:

- to use only the locker assigned to them .
- NOT share lockers and should never tell another person the locker combination.
- not to bring valuables to school and leave them in a locker or in the change rooms (*Physical Education teachers have been instructed not to accept money or valuables from students*). The school will not be held responsible for the loss of personal property or materials.
- to keep lockers clean. Do not write on lockers, or allow anyone else to do so.

Lockers may be opened by administration should information be presented that indicates a breach of the code of conduct.

Lunch

Please use the cafeteria to eat your lunches. The hallway may be used for eating but this will only continue if litter is placed in the garbage cans provided. Dishes are not to be removed from the cafeteria.

Smoking

The Simcoe County District School Board prohibits smoking (including cigarettes and e-cigarettes) in all school buildings on all school property and at all school sponsored events. This includes school buses and vehicles parked on school property. If you smoke on school property, consequences will result: suspension, charges, etc. If a staff member or an administrator finds you smoking on school property, you are expected to comply with the instructions of this person. Failure to do so will lead to further consequences.

Hazing

Hazing is a form of assault. 'Hazing' means any conduct or method of initiation into any student organization, whether on public or private property, which wilfully or recklessly endangers the physical or mental health of any student or person.

Identification

Students are required to give their proper names when asked by any staff member. Suspension may result for failure to identify yourself.

SCDSB DRESS CODE

There are lots of ways to dress for school...



...but there are a few things that aren't okay.



Exposed underwear



Spiked or chained accessories



Offensive or inappropriate content

Our board's dress code is one way that we embed the principles set out in the SCDSB and Ministry of Education documents, Caring and Safe Schools in Ontario, and Equity and Inclusive Education to ensure safe, inclusive and equitable learning environments for all of our students. In SCDSB schools, we believe that students should be able to learn in a safe and caring space that is free of bias and discrimination. When making choices about what to wear to school, we respect your individuality.

To ensure that our learning environments are safe and respectful spaces, our board has consulted with students and staff to develop this set of shared standards for student dress. Your clothing cannot pose a safety concern or conceal your identity. Note that exceptions are granted to students who wear head coverings or other garments/objects for the purposes of religious observance, medical or sensory needs, or other reasons protected by the Ontario Human Rights Code.

SCDSB SCHOOL YEAR CALENDAR

The SCDSB school year calendar is published in this agenda and is available at www.scdsb.on.ca by searching for 'school year calendar'.

Holy Days and Holidays

The students and staff of the SCDSB represent a rich diversity of faith traditions. The Holy Days and Holidays Calendar helps identify some important days of commemoration. The expectation is that SCDSB schools and worksites will be mindful of these significant holy days (marked in bold in the calendar) when scheduling to allow for full participation in planned events. For further information, visit www.scdsb.on.ca, and then search for 'holy days calendar'.

SCDSB Human Rights and Equity Office

The SCDSB Human Rights and Equity Office (HREO) is a safe and confidential space to identify matter related to discrimination harassment and human rights violations. The HREO has established a process to help address and resolve community (student, parent/guardian, staff or community member) concerns as quickly and effectively as possible. If you have a concern, please visit www.scdsb.on.ca and select 'about' then 'Human Rights and Equity Office' to learn more and/or contact HREO.

VOLUNTARY SELF-IDENTIFICATION OF FIRST NATION, METIS AND INUIT STUDENTS

First Nation, Métis and Inuit students are invited to participate in our voluntary, confidential self-identification process. The SCDSB collects First Nation, Métis and Inuit self-identification data to support student success and reduce gaps in student achievement. Information that is collected is used to inform program planning and services that are relevant for First Nation, Métis and Inuit learners. Disclosing First Nation, Métis and Inuit ancestry is completely voluntary and confidential. No proof of ancestry is required. Please contact the school office if you wish for your child to self-identify.

Technology in the classroom

Today’s students have grown up with technology—it’s a regular part of their daily lives. The SCDSB believes that technology and technological devices play an important role in learning and teaching, and are an important component of modern learning environments.

The proper use of technology is expected of all students and staff. As part of a technology-enabled learning environment, the SCDSB has created guidelines regarding technology use in schools and SCDSB facilities. These guidelines allow our staff to support technology-enabled learning environments while protecting student privacy and personal information. The Appropriate Use Guidelines can be found online at www.scdsb.on.ca.

Digital citizenship

Teachers integrate opportunities to explore digital citizenship into the curriculum to assist students in developing the skills required to navigate the online world. Parents are vital partners in supporting students to become responsible digital leaders.

Social media extends learning to spaces beyond the classroom, supports real-world problem solving and provides an authentic audience for learning. It’s important that staff and students use proper digital citizenship at all times online, and recognize that the Internet is a public forum—what goes online, stays online and may never be fully erased. Students are encouraged to protect their privacy, safety and reputation, and consider ways to enhance their digital legacy through proactive use of these tools.

The classroom teacher will provide information on how social media is being used in the classroom. If there are concerns, express these to the teacher and principal. If a parent does not want their child to participate in social media-based lessons, a suitable educational alternative will be found.

Appropriate use of technology

Student use of technology is subject to the SCDSB Appropriate Use Guidelines. Misuse and/or abuse of board and school facilities and resources is subject to consequences as defined and explained in the SCDSB Code of Conduct.

While teachers do supervise the use of devices, students are expected to access sites in a responsible way. Students in the SCDSB have access to the Internet to support their learning goals, to access curriculum-related materials and to research reference materials. The SCDSB uses filtering software to guide, and in some cases restrict, access by students to the Internet; however, no software can be completely effective in blocking unacceptable websites.

Student BYOD wireless network access

All students and staff may connect their personal devices to our Bring Your Own Device (BYOD) network. Devices, including cellphones, may only be used during instructional time under the following circumstances:

- for educational purposes, as directed by the classroom teacher, designated early childhood educator or educational assistant
- for health and medical purposes
- to support students with special education needs

The decision to allow a student to bring a personally-owned device to school rests with the parent and the student. The SCDSB is not responsible for devices that are lost, stolen or damaged in any way (devices should be easily identifiable, clearly labelled and, where possible, registered with the manufacturer).

Students’ access to the BYOD network is not limited to instructional time. Parents should discuss appropriate guidelines for personal use of the Internet with their children and determine if their child can responsibly manage their device at school. If a parent does not wish for their child to access the Internet, please contact the child’s school.

Students do not have permission to connect to the local area network (LAN) using a cable of any sort. Access to the BYOD network is a privilege. The SCDSB may deny BYOD network access at any time.

Google's G Suite and Office365

The SCDSB provides all students and teachers with Office 365 for Education, Google's G Suite (including Docs, Sheets and Slides) and the Ministry of Education’s Brightspace program for educational purposes (i.e. blended learning, elearning, etc.). Students and staff have the ability to download Office 365 to home computers and mobile devices. These tools and applications meet the privacy and security requirements of the Municipal Freedom of Information and Privacy Act. It is important for you to know that these accounts differ from publicly available accounts in that the security and privacy settings were negotiated by the Ministry of Education.

All students are provided with @scdsb.on.ca email addresses, which are also the accounts used to access Office365, G Suite and Google Drive. To use Google services, students and staff must have a password with a minimum of 8 characters and they must be complex (include capitals, numbers and symbols). As per the Appropriate Use Guidelines, passwords are not to be shared with others.

Use of recording equipment

The use of recording equipment (audio, video, digital or photography) must be authorized by the teacher or staff member before any recordings are made. Such equipment includes, but is not limited to, cell phones, smartphones, iPods, iPads, computers, personal digital assistants (PDAs), MP3 players, tape recorders, video-recorders or digital audio recorders. This measure is to respect the privacy and ensure the safety of all students and staff. If recordings are taken without permission, it may result in confiscation of the equipment and appropriate discipline. Confiscated equipment may be returned to the parent or guardian, or in the event of suspected illegal or inappropriate activity, it may be forwarded to the appropriate law enforcement agency.

TIMETABLE EXPECTATIONS FOR STUDENTS

In selecting courses, students in Grades 9, 10, and 11 must carry a full course load, consisting of four (4) courses each semester. If a student in Grade 9, 10 or 11 is unable to manage 4 credit courses per semester, the student should request to be scheduled into one non-credit support period for additional help. Ask your special education teacher or vice-principal/principal for more information.

A grade 12 or 12B student who has 23 credits at the beginning of September may have one work period on his/her timetable. These work periods are provided as study periods in the library. A student who does not make good use of a work period and causes disruption to the learning of others will be asked to leave the school property during the work period, to enable other students to learn.

For timetable changes please see Guidance/administration. If a student is under 18 years of age, parental/guardian permission is required.

DIPLOMA REQUIREMENTS

In order to earn an OSSD a student must:

- Earn 30 credits (18 comp. and 12 opt. credits)
- Earn 40 hours of community involvement activities
- Successfully complete the Ontario Secondary School Literacy Test (OSSLT) requirement.

Every student who began secondary school in 1999 or after, in Ontario, is required to complete 40 hours of community involvement in order to receive his/her diploma.

Eligible Activities for Community Service

Our local school board in consultation with school councils, the board’s Special Education Advisory Committee (SEAC) and Ontario School Board’s Insurance Exchange (OSBIE) considers the following eligible activities:

- Assistance to seniors
- Environmental projects
- Sports and recreation activities
- Working with charitable and service organizations
- Working in health facilities
- Community or specific school-related activities

Tracking forms for community service can be found in the Guidance Office. It is the responsibility of the student to complete the tracking form and submit it to the Guidance Office for inclusion in their school records. Lists of eligible and ineligible activities can be found in the Guidance Office or by speaking with administration.

ONTARIO STUDENT TRANSCRIPT

A student’s record of courses successfully completed and credits gained towards the requirements for the OSSD or the Certificate of Education is maintained on the Ontario Student Transcript (OST). When a student has gained a minimum of 8 credits in either business studies or technological studies, the transcript reflects this concentration of courses.

Full Disclosure: Means that all attempts and completions of senior courses (11 and above) will be recorded on the transcript. The OST will include:

- the students’ achievement in Grade 9 and 10 courses with percentage grades for successfully completed courses only;
- all courses taken or attempted, percentage grades earned, and credits gained for Grades 11 and above.
- the successful completion of the Ontario Literacy Test

- the community hours completed

In addition, the OST will record any course that has been substituted for one that is a compulsory diploma requirement. Success at school or on the job depends on arriving on time and attending all classes. Your timetable represents your “contract” with the school and you are expected to follow it and participate fully in each course.

ACADEMIC DISHONESTY/PLAGIARISM

Plagiarism is the unacknowledged borrowing of someone else’s words, ideas, or information either deliberately or carelessly. It includes the following:

- using copied material without enclosing that material in quotation marks and without appropriately acknowledging its source
- summarizing or paraphrasing too closely to the original wording
- omitting acknowledgement of the source of paraphrases and summaries
- submitting work that has been written in full or in part by someone else and
- borrowing, lending, purchasing or selling academic work for submission for academic credit.

Students are expected to acknowledge the sources of ideas, information, graphics, pictures, charts, and expressions that they use in their writing or oral presentations, if they are not original. To represent them as self-created, if they are not, is academically dishonest.

With the growing popularity of the Internet, an increase in plagiarism has occurred. The Internet can be a wonderful research tool, but like all research sources it must be used wisely and documented properly. In addition, current technologies make copy-and-paste approaches to writing very easy.

Students are required to submit their own work and document all sources that are integrated into their writing according to the research and documentation guidelines available in the library. All rough work - handwritten or word-processed - is to be saved until each assignment is evaluated and handed back. Remind students to save their work frequently if using a word processor so that evidence of their work can be submitted and reviewed if plagiarism is suspected. This will avoid excuses of “thrown out”, “erased”, or “not saved” being considered acceptable excuses.

Our staff is in agreement that the consequences applied need to be fair and consistent when plagiarism is detected regardless of grade level. Anyone caught plagiarizing an assignment, or helping someone else to plagiarize may be assigned a zero on the assignment and may not receive an opportunity to redo it. Whether the plagiarism involves one line or the entire paper, one idea or several ideas, it is still plagiarism. If

plagiarism is detected, the parent/guardian will be informed and repeat offenders may be suspended. This policy will be available also on our school web page and is to be strictly adhered to for consistency in application throughout a student’s academic career.

This policy has been adapted through established policy statements in Simcoe County District Secondary Schools.

Consequences - Parents and the appropriate Vice-Principal/Principal will be notified and a case conference may be required depending on the severity of the incident.



ASSESSMENT AND EVALUATION

Assessment for, as and of learning is ongoing and reflects the quality of student work on the basis of established criteria. Ongoing feedback provided to students allows students the opportunity to produce their best work. **Assessment of learning is also indicated as a report card grade at specific points in the school year.** Comments reflect strengths, needs and next steps. Learning skills are reported separately to provide information about student performance.

Reporting: *Secondary school* progress reports are provided in October and March just prior to student/teacher/parent conferences, with midterm reports in November and April and final reports prepared in February and July. Interviews to discuss progress may be arranged at any time in the school year.

ASSESSMENTS - PROVINCIAL

Assessments are developed and scored by the Education Quality and Accountability Office (EQAO). Each student who completes a provincial assessment receives an Individual Student Report (ISR) which outlines the student's overall achievement. School and board achievement data are used to improve teaching practices and to support student learning. Each school develops a school plan that focuses on strategies to promote successful learning and encourages students to be actively involved in their learning. School-by-school results are available at www.eqao.com

GRADE	ASSESSMENT	WHEN 2019-2020	INDIVIDUAL, SCHOOL AND BOARD REPORTS
GR. 9	ASSESSMENT OF MATHEMATICS	January 11 - February 3 June 7 - June 28	Available in the Fall
GR. 10	ONTARIO SECONDARY SCHOOL LITERACY TEST (OSSLT) ASSESSES READING AND WRITING SKILLS. THE OSSLT IS ONE OF THE REQUIREMENTS FOR AN ONTARIO SECONDARY SCHOOL DIPLOMA.	Fall: November 2 to December 7 OSSLT MANDATORY TEST DATE: MARCH 31, 2020 Spring: March 1 to April 26	Available in June. Report indicates whether or not the student successfully completed the assessment. Unsuccessful candidates will receive suggestions for improvement. Students who have been eligible to write the OSSLT at least twice and who have been unsuccessful at least once are eligible to take the Ontario Secondary School Literacy Course (OSSLC). Principals have the discretion to allow students to enroll in the course before they have a second opportunity to take the test, if the principal determines that it is in the best educational interests of the student (Ministry of Education Policy/Program Memorandum 127). The OSSLC is a full-credit, non-compulsory Grade 12 course that is offered as part of the English program. Students who successfully complete the OSSLT or the OSSLC have met the literacy requirements for graduation.

EVALUATION POLICY

Following Simcoe County District School Board policy and the Ontario Curriculum, each subject will have a **summative assessment worth 30% (part or all of which will be a final exam). 70% of the students' grade will be based on term work.** The term work assessment and evaluation is based on the achievement chart categories (knowledge and understanding, thinking/inquiry, communication and application). The relative weighting of these categories will be different depending on the subject area. These weightings will be communicated at the beginning of each course by the subject teacher.

To earn a credit in a course, a student must complete the work to the satisfaction of the Principal. Some factors that are considered in determining if a student has successfully completed a course are attendance in classes, completion of major assignments, and results on the 30% summative assessments.

Students in all courses will be required to participate in a final evaluation. Please ensure that family vacations, club and team commitments and summer employment are scheduled after evaluations are completed.

FINAL EVALUATIONS—INCLEMENT WEATHER DAY

If an inclement weather day occurs during the evaluations and the buses are cancelled, the evaluation for this day will be re-scheduled for the following day. All other evaluations will be moved one day as well. *Note: Follow TLSS on Twitter for announcements: @TwinLakes_SS*

HOMEWORK

Homework is defined as work that students do outside the instructional day to practice skills, consolidate understandings and/or prepare for new learning. Homework is appropriately challenging while still allowing for independence. The Simcoe County District School Board recognizes three types of homework.

- Homework that provides practice/consolidation of skills and concepts learned in class;
- Homework that extends learning, including but not limited to projects and assignments, and/or applies learning in new contexts; and
- Homework that prepares students for new learning opportunities.

THE ONTARIO CURRICULUM

- sets out clear expectations for student learning in each subject area and at every grade level;
- emphasizes reading, writing and mathematics;
- recognizes that knowledge of the arts, social sciences, health issues and physical education are essential to a well-rounded education;
- gives our students the most up-to-date knowledge and skills to be successful in the competitive global economy and to be responsible citizens in their communities. **For further information, please visit the Ministry of Education website, www.edu.gov.on.ca.**



Student Success

The SCDSB has established strategies in Grades 7-12 that focus on gaining literacy and numeracy skills and enhance learning opportunities for all students. Student Success teams work together to ensure smooth transitions for students from elementary to secondary school, between grades and after graduation. Well planned and focused pathways enable students to develop the skills required for their postsecondary destination. Through the *myBlueprint education planner*, students and parents can plan and revise individual pathways. More information about student success initiatives is available at <http://scdsb.on.ca/student-street/student-success/>.

Attendance Counselor

A small percentage of students have difficulties attending classes on a regular basis. The Attendance Counselor steps in to help out: He/She will sit down with the student and parents to assist in getting things back “on track”.

Guidance

The counselors at TLSS can give information and supports in areas related to careers, education and personal issues. Guidance is based on the belief that all students are unique and can make valuable contributions to society if given the opportunity to develop their own potential and abilities. Guidance services are most effective when supported by the home, school and community. Both students and parents/guardians are invited to make appointments with the counselors to discuss issues of importance.

Indigenous Student Advisors

Native Student Advisors are available for Native students to assist them in learning more about their culture and to help provide support for their school life. Please contact Guidance for further information.

Social Worker

Students have the opportunity to work individually or in groups with the Social Worker who may cover varied topics that are relevant to student’s emotional wellbeing.

Resource and Withdrawal Support

This support is available to students who have been identified as requiring special education support through the IPRC process or through the in-school SNC process. All support is provided in small group or on a one-to-one basis in the Resource Centre.

Extra Help

Any teacher will gladly give you assistance to support you in any subject. It helps if you can give the teacher advance notice by arranging a time to meet for the extra help.

Library

All students are encouraged to use the library resources for projects, independent study and recreational reading. A reasonably quiet, studious atmosphere will be maintained in the library. Students who wish to visit with each other, must go to the cafeteria or outside. This rule applies before and after school and during lunch hours. Students working in the library as part of a class will follow the normal rules of the

classroom. Students will respect the library rules of borrowing and returning books and resources.

Link Crew

A Grade 9 transition program which welcomes grade 9’s at the beginning of the year and continues throughout the year with various activities. Senior students serve as Link Leaders and will mentor grade 9’s through academic and social activities.

Nutrition Program

Vouchers for a free lunch are provided to students who are in genuine need. The vouchers are available in the Guidance office, from the front office or administration during the school day.

Military Cooperative Education

This program, offered jointly with the Department of National Defense, allows students to enroll in a Basic Military Qualification Program. Students are paid and receive four Co-operative Education credits—offered in semester 2.

Ontario Youth Apprentice Program (OYAP)

Students have the opportunity to begin valued apprenticeships in skilled trades.

Peer Assistants

Students taking the Leadership and Peer Support course spend time in classrooms assisting you and your teachers.

Specialist High Skills Major

Students interested in the fields of cosmetology and culinary arts have the option of participating in one of our Specialist High Skills Major (SHSM) programs. These initiatives allow students to gain extra knowledge, training and experience in these industries. SHSM is an exciting opportunity for students, in all pathways (university, college, workplace/apprenticeship). Please visit the Guidance office for details.

Student Tutoring

Senior students are invited to participate in the Student Tutoring program to help support junior students who may be struggling with one or more subjects. Tutoring takes place at lunch or during class time. Please visit the Guidance or Student Success office if you are interested in this opportunity.

Social Services, Counseling and Crisis Services

Kids Help Phone	1-800-668-6868
New Path Family Counseling	705-325-6161
Community Mental Health	705-327-9122
GLB Youth Line	800-268-9688
Mental Health Crisis Line	705-728-5044
Simcoe Muskoka Family Connexions	705-325-1005
Big Brother’s Big Sisters	705-325-3151
Orillia Native Women’s Centre	705-329-7755

BUS TRANSPORTATION

The Simcoe County Student Transportation Consortium (SCSTC) coordinates the safe and efficient home-to-school transportation for more than 34,000 students—21,000 from the SCDSB. The role of the SCSTC includes contracting bus and vehicle operators on behalf of the SCDSB and the Simcoe Muskoka Catholic District School Board.

SCDSB transportation policies can be accessed online at www.scdsb.on.ca by searching ‘transportation of students’. For SCSTC policies and procedures related to student transportation eligibility, stop locations, bus cancellations and more, please visit www.simcoecountyschoolbus.ca.

The SCSTC coordinates home-to-school transportation for students who are eligible for transportation. Students who reside within a designated walking zone for their home school are not eligible for transportation (unless otherwise qualified by policy). Parents/guardians are responsible for their child’s safe arrival at the school when they reside within the established walk zone. Transportation eligibility can be confirmed through the SCSTC website <https://scstc.ca> under ‘Am I Eligible for Transportation?’

Pick up/drop off location change requests can only be made through your school. The school principal will contact the SCSTC regarding change requests.

Rider safety

All students need to be safe while riding school vehicles. The bus driver has full charge of the vehicle and students must follow their instructions. For discipline issues, school vehicles are considered an extension of the classroom. Students are responsible to the school principal, through the driver, for their behaviour on a school vehicle. If students don’t follow safety guidelines and/or listen to the driver, they may not be allowed to ride the bus.

In some situations, the board may put video cameras on school buses. These systems are installed in accordance with the SCDSB Surveillance Guidelines to enhance the safety and security of students and staff, to protect property against theft and vandalism and to aid in the identification of individuals who endanger the health, well-being or safety of school community members. For safety and insurance reasons, students are not permitted to ride on school vehicles other than the vehicle they have been assigned.

Students who do not normally ride a bus to and from school are not allowed to ride a school bus at any time to or from home or to a friend’s home. Thank you for your co-operation.



INCLEMENT WEATHER PROCEDURES

Weather-related school vehicle cancellation procedures

Student safety is always the priority. During pre-dawn hours, the SCSTC and their contracted school vehicle operators review weather and road conditions throughout Simcoe County to determine if school vehicle cancellations are required. School vehicle cancellations are confirmed and communicated between 6 and 6:30 a.m. School vehicle cancellation information is:

- posted on the SCTSC website, www.simcoecountyschoolbus.ca
- announced via the SCSTC Twitter account @SCSTC_SchoolBus

Additionally, local radio stations and other media outlets are notified. Also follow @TwinLakes_SS. When school vehicle service is cancelled in the morning, the decision remains in effect for the entire school day. Schools remain open for student learning.

Please be aware of your school’s weather zone, as well as your child’s bus number and bus company name. School vehicle cancellations may:

- be specific to a single weather zone
- include multiple weather zones, or
- apply to all Simcoe County weather zones

On rare occasions, transportation may be cancelled mid-day due to rapidly deteriorating road and weather conditions. In this situation, students will remain supervised at school until it is safe for parents to pick them up. At all times, the safety and well-being of your child is our main priority.

School closures are rare. This decision is made by the Director of Education in consultation with school and board staff. Any closures are posted online at www.scdsb.on.ca and school websites, and sent to the local media.



CREATING SAFE SCHOOLS

Parking For Students

Because of the limited parking space, students are requested to bring cars only when necessary. Students accept responsibility for any damage or theft. Students must:

Park only in the designated area. Lock their vehicles and not use them for socializing. Students may not sit in their vehicles during the school day. Students who park their vehicles illegally will not be permitted to bring them on school property. Driving erratically/speeding on school property will also result in the inability to bring the vehicle onto school property. Abuse will lead to loss of parking privileges.

Smoking

Students who choose to smoke must do so away from school property and only in the designated area off of the property. This area is on the grassy section to east of the student parking lot. This helps us to retain good community relations with our neighbours. Students smoking on school property may be suspended from school.

School safety practices

We’ll always take whatever precautions are necessary to keep our schools and students safe. Our safety practices include:

First aid equipment and training

Each school has a minimum of one staff member who is trained in first aid. Additionally, all schools are equipped with Automated External Defibrillators (AEDs).

Sign in at the office upon arrival

All visitors are required to sign in at school offices and wear visitor identification. Even regular visitors, like school volunteers, must sign in. Elementary school doors are locked during the school day, so visitors must use the intercom system to gain entry to the building.

Criminal record checks

All staff and volunteers are required to complete a criminal record check with vulnerable sector screening before working with students.

Police partnerships The SCDSB has positive relationships with our various local police forces. We work in partnership with the four police services in Simcoe County (Barrie Police, Ontario Provincial Police, Rama Police, South Simcoe Police) to help keep our school communities safe using our Police/School Board Protocol".

Safe Schools Reporting Tool

The SCDSB has an online safe schools reporting tool. It is available on school websites and at the bottom of the SCDSB website under ‘Helpful Links’.

Students and parents can use this tool to submit a report online if they witness a student engaged in inappropriate behaviour such as bullying, drug use or vandalism. Students are still encouraged to speak to a trusted adult at school or home if they have any concerns. This form isn’t a substitute for having a discussion with your teacher or principal, but provides another avenue to start that conversation.

Emergency procedures help keep students safe

Fire drills and evacuation plans

All schools have evacuation plans, which include a designated evacuation site. Schools practice their evacuation plan throughout the year during regular drills.

Shelter in place

Shelter in place is used when there is an environmental or weather-related situation, like a chemical spill outside the building or a major storm. During a shelter in place, activities will continue inside the school, but students and staff will not be allowed to leave the building.

Hold and secure

A hold and secure is used when there is a situation taking place in the community that is not related to the school, such as a bank robbery nearby. A hold and secure is usually initiated by police. During a hold and secure, activities continue inside the building, but all exterior doors are locked and no one is allowed to enter or exit the school.

Lockdown

A lockdown is used when there is a major incident or a threat of

violence related to the school. A lockdown can be initiated by police or by school staff. During a lockdown, students and staff will go to secure areas, away from doors and windows. Interior doors are locked, lights are shut off and blinds are drawn. Students and staff remain quiet.

Schools practice lockdown drills at least twice per year. In the unlikely event of an actual lockdown, police ask that parents do not go to the school. Information will be communicated through the school board social media sites (www.facebook.com/SCDSB and www.twitter.com/SCDSB_Schools), on www.scdsb.on.ca and through local police and media.

If you have any questions about safety procedures, as always, please contact the school office.

Bullying prevention and intervention

Bullying is typically a form of repeated, persistent, aggressive behaviour that is directed at one or more people. Bullying is intended to cause - or should be known to cause - fear, 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 imbalance.

In contrast to bullying, conflict is generally a disagreement or difference in opinion between peers who typically have equal power in their relationships. It is usually an inevitable part of a group dynamic and both parties have power to influence the situation.

Bullying is not accepted on school property, at school-related activities, on school buses or in any other circumstances that could impact the moral tone of the school, including online and via other forms of technology. Staff, students and parents work together to implement bullying prevention and intervention plans in their schools. Schools use a progressive discipline approach and may use a range of interventions, supports and consequences when bullying behaviour happens, with a focus on improving behaviour.

Bullying is on the list of infractions for which suspension must be considered. More information can be found at www.scdsb.on.ca.

Reporting child abuse and neglect

The Ontario Child and Family Services Act (CFSA) provides a range of services for families and children, including children who are, or may be, victims of child abuse or neglect. The Act promotes the best interests, protection and well-being of children. The Act states clearly that members of the public, including professionals who work with children, have an obligation to promptly report to Family Connexions if they suspect that a child is or may be in need of protection. For more information, visit the Ontario Association of Children’s Aid Societies online at www.oacas.org.



HEALTH AND WELLNESS

Food allergies

To ensure a safe environment for all students, please do not send any peanut or nut products to school. Read ingredients carefully and check with teachers before sending treats for any special occasions. Please be aware that there may be different allergies in a classroom which might mean other items may not be brought in. Your classroom teacher will make you aware if this is the case. Many schools implement 'Reduce the Risk' programs to support students with potentially life-threatening food allergies. Your co-operation is essential and greatly appreciated.

Prevention of illness at school

Sicknesses can spread quickly at school. If your child is sick, please keep them home. To help stop the spread of illnesses, staff and students are advised to cough or sneeze into their arm or a tissue and wash their hands before eating and after using the washroom and coughing or sneezing. Notify the school when your child is absent due to a communicable disease. Some of these illnesses must be reported to the Simcoe Muskoka District Health Unit. Fact sheets and brochures are available at www.simcoemuskokahealth.org.

Hand hygiene

- The single most important thing anyone can do to control infections is to keep their hands clean. Students and staff should:
- wash hands with soap and water for at least 15 seconds
- rub all parts of the hands and wrists with soap and water including in between fingers and under the fingernails
- use alcohol-based hand rubs when access to running water is limited

Medication in school

Requests for school staff to give medication to students must be made through the principal. A special form is needed and is available at the school office. Parents must take the form to the doctor for authorization of the medication and the dosage to be given. Parents are required to sign the form and bring it to the principal to discuss the procedure. Administration of short-term medications such as cold remedies, antibiotics and pain relievers is also governed by this procedure. All medication, with the exception of EpiPen and asthma inhalers, will be kept locked in the office, and must be in its original labeled container. Please notify the office of any changes in the dosage, which your doctor has authorized.

Smoke-free school grounds

Tobacco products are not permitted on school grounds by anyone, anywhere, anytime. Schools and school boards are required by law to ensure that school property is 100% smoke free 24 hours a day, 7 days a week, 365 days a year. The SCDSB has extended this ban to include smokeless tobacco, e-cigarettes, vaping devices, smoking alternatives and all other tobacco industry products. More information is available at www.scdsb.on.ca by searching 'smoke free'.

Immunization

Vaccines are a safe and effective way to prevent many life threatening diseases. It is important to get all vaccines in the recommended schedule to provide the best possible protection. When registering for school, parents are required to provide the health unit with proof of completed immunization against tetanus, diphtheria, polio, measles, mumps and rubella, or with the appropriate documentation if they choose not to have their child immunized.

It is important to contact the health unit each time your child receives immunization(s) from your health care provider so their record at the health unit can be updated. Students who do not have up-to-date immunization records or a valid exemption on file at the health unit may be suspended from school.

Update your child's record using the secure online form at www.simcoemuskokahealth.org/immsonline, or call the Simcoe Muskoka District Health Unit at 705-721-7520 or 1-877-721-7520.

Rowan's Law (Concussion Safety)

In March 2018, Bill 193, Rowan's Law (Concussion Safety), 2018 received Royal Assent in Ontario. The Act imposes various requirements on sport organizations, including school boards, related to concussion awareness, prevention and removal from/return to sport guidelines. Rowan's Law was enacted in memory of Rowan Stringer, an Ontario student and high school rugby player who died as a result of concussion-related injuries. Ontario is the first province in Canada to enact concussion-related education.

The Act also designates an annual Rowan's Law Day on the last Wednesday of September. As part of the day, concussion education modules will be presented to junior, intermediate and senior level students in the SCDSB. Concussion safety will be highlighted and recognized at all schools through an educational campaign based on awareness, management and the prevention of head injuries.

Dental care

The Simcoe Muskoka District Health Unit has two no-cost dental programs for eligible children 17 and under - the Children in Need of Treatment (CINOT) program and the Healthy Smiles Ontario (HSO) program. CINOT treats the urgent dental needs of children and youth whose families cannot pay for a dentist. HSO offers a full range of dental services, including checkups, cleaning, fillings and more. To find out more about the programs, eligibility requirements and how to make an appointment, call the health unit at 705-721-7520 or 1-877-721-7520 or visit www.simcoemuskokahealth.org.

HEALTH AND WELLNESS CONTINUED

Head lice management

The SCDSB has a common procedure for all elementary schools to follow in the management of head lice - see A7210, Head Lice (Pediculosis) Management on www.scdsb.on.ca.

Parents of a student with head lice are required to complete a form to confirm their child has been treated and is free of lice before the child is allowed to return to the classroom. The school will provide this form.

Checking your child's head on a regular basis (weekly is best) or more often during an outbreak will prevent the spread of head lice.

Please notify the school when you identify that your child has head lice. Schools will provide parents with an information sheet to help with the management of head lice. For more information about identification, treatment and prevention, contact your family doctor, local pharmacist or Your Health Connection (Simcoe Muskoka District Health Unit) at 705-721-7520 or 1-877-721-7520 or www.simcoemuskokahealth.org.

Student accident insurance

All students must have one of the following before being permitted to participate in extra-curricular activities:

- student accident insurance - this can be purchased through Reliable Life Insurance Company. The minimum plan, Bronze, offers 365 days of 24-hour coverage.
- extended health and dental plan (i.e. employer group benefits).

All students participating in a field trip outside the province or country must purchase student accident insurance or be covered by an extended health and dental plan. The Platinum travel plan through Reliable Life Insurance Company would meet this requirement.

Reliable Life Insurance Company contact information: 1-800-463-5437 or www.insuremykids.com

Health Related Services in our Area

After Hours Clinic	705-325-0578
HIV Hotline	1-800-668-2437
Motherisk	1-877-327-4636
Public Health Unit	705-325-9565
Sexual Health Counseling	705-721-7520
Soldier's Memorial Hospital	705-325-2201
Telehealth Ontario	1-866-797-0000
AA	705-325-6385
Al Anon	705-730-3307
Simcoe Outreach Services	705-325-4499
Mnjikaning Health Centre	705-325-3611
Crisis Line	705-728-5044

Mental health

The SCDSB recognizes the importance of mental health as it is linked to overall well-being, achievement and positive outcomes for youth. We are committed to improving the quality of mental health supports available to our students. We provide training for school staff to help them recognize signs that a student may need additional support. We also rely on the help of community agencies.

The SCDSB primarily focuses on Tier One interventions for all students related to positive mental health and well-being. This is incorporated through curriculum and teaching practices that focus on social-emotional learning and resilience. Additionally, the SCDSB is focused on creating positive school and classroom environments that foster a sense of security, belonging and community.

Limited additional support is provided to students with Tier Two needs, who are struggling at school due to emerging mental health concerns. Supports for these students include group and individual interventions provided by child and youth workers in some elementary schools and social workers at secondary schools.

Community supports

24 hour mental health crisis line 1-888-893-8333 or 705-728-5044

Canadian Mental Health Association 1-800-461-4319

Kids Help Phone 1-800-668-6868

Kinark 1-888-454-6275

Mobile Crisis Line 1-888-893-8333 or 1-888-310-COPE

Newpath 705-725-7656

Access the 211 directory by phone (dial 2-1-1) or at www.211ontario.ca for information on community resources related to a specific concern.

PERSONAL INFORMATION—NOTICE OF ROUTINE COLLECTION AND USE OF STUDENT PERSONAL INFORMATION

The purpose of this communication is to notify you of how the Simcoe County District School Board and your school use the personal information you provide to us in accordance with the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*. The *MFIPPA* is a law that sets guidelines that schools and district school boards must follow when this collecting, using and/or disclosing students' personal information. Under this *Act*, personal information refers to recorded information about an identifiable individual.

The *Education Act* sets out duties and powers of the Board and authorizes school boards to collect personal information for the purpose of planning and delivering educational programs and services which best meet students' needs and for reporting to the Minister of Education as required. This *Act* requires that the school principal maintain an Ontario Student Record (OSR) for each student attending the school.

MFIPPA continued

The OSR is a record of a student's educational progress through school in Ontario and follows students when they transfer schools. The Ontario Student Record Guideline sets out how record is to be managed. The Simcoe County District School Board adheres to this OSR guideline.

Under the *MFIPPA*, personal information may be used or disclosed by the Simcoe County District School Board:

- for the purpose for which it was obtained or a consistent purpose (a purpose consistent for the reason collected);
- to Board officers or employees who need access to the information in the performance of their duties if necessary and proper in the discharge of the Board's authorized functions;
- to comply with legislation, a court order or subpoena or to aid in a law enforcement investigation conducted by a law enforcement agency; and,
- to report to the Children's Aid Society regarding child protection matters, in accordance with the law in compelling circumstances affecting health or safety of staff or students.

For further details, go to the SCDSB website, then search 'access and privacy'.

PARENTS INFORMATION

Volunteers:

The SCDSB encourages participation of volunteers in schools and recognizes the educational advantages to all concerned. Volunteers work under the direction of the Principal and school staff. Should you wish to join our team of volunteers, please visit the SCDSB website under 'Community Apps'.

School Councils:

Comprised mostly of parents, School Councils are a vital link between schools and their surrounding communities. Each School Council functions as an advisory board and provides input to school administrators about a variety of school-based topics and issues. Although membership may vary slightly from school to school, all School Councils consist of a majority of parents, as well as the school principal or vice-principal, a teacher, a non-teaching school employee, a secondary student and a community representative. The first meeting for the TLSS School Council is Wed. Sept. 25th at 6:30pm. Come join us!

Parent Involvement Committee:

The Ministry of Education has mandated every school board in Ontario to have a Parent Involvement Committee (PIC). At the Simcoe County District School Board, the PIC acts as the steering committee for School Council Chairs meetings, enhances School Council and school communication with parents, and strengthens the parent voice at the board level. At the first School Council representatives' meeting of the school year, six representatives from the SCDSB's three regions are nominated and elected to serve on the PIC. Parent representatives may serve on the PIC for a maximum of two years.

Addressing Your Concerns:

If you have a concern, please follow these steps in order:

1. Gather as much information as possible, then call the school to arrange a meeting with the teacher. Most concerns can be resolved at this point through dialogue and co-operation among those involved.
2. If you are not satisfied with the outcome of your meeting, then call the school to arrange a meeting with the principal. With open communication and collaboration among those involved, your concern should be resolved at this point.
3. If your concern has not been resolved at this point, contact the superintendent of education for your school. The superintendent of education will assist you by acting as a facilitator in attempting to resolve your concern. You may wish to put your concerns in writing at this time.
4. If you feel strongly that the situation requires further consideration, you may contact the associate director. At that time, your concern will be reviewed and may be directed to another staff member for action.
5. If you feel strongly that the situation requires further consideration, you may contact the director of education. At that time, your concern will be reviewed to ensure that the appropriate process for resolution has been followed.
6. Additionally, please don't hesitate to communicate appreciation or your positive feedback to teachers, school staff, school administration, your superintendent and your trustee!

THUNDERBIRD POINT SYSTEM

Students achieving 80% or more average per term are awarded points towards their academic category. Math, physics, chemistry, biology, French, International Exchanges and other contests are also awarded points for school letter in academics. Arts, athletics, clubs councils, LINK and other groups associated community service are another source of point towards school letter achievement. Point ranges are from 1 to 8 and are awarded depending on activity. Accumulation of points results in are presented at our year end assembly.

ACADEMIC	ARTS	ATHLETICS	CLUBS	SCHOOL SERVICE
HONOUR ROLL <ul style="list-style-type: none"> 90% (2) 80-89% (1) 	MUSIC <ul style="list-style-type: none"> Voices of Thunder (8) Thunder Jazz (8) Thunder Academy (8) Gold Medal (+3) Silver Medal (+2) Bronze Medal (+1) 	LEVEL 1 <ul style="list-style-type: none"> Basketball (8) Volleyball (8) Football (8) Soccer (8) Rugby (8) X Country (8) Flag Football (8) Track & Field (8) Hockey (8) Baseball (8) Softball (8) 	<ul style="list-style-type: none"> Triathlon (6) Outers (6) Green Team (5) Free The Children (4) Quit Smoking (4) Rowing (4) GSA (2) Synergy (4) Full Circle Youth (2) Arts in Action (5) Robotics (2) Interact (5) Larpi (5) Curling (3) Mountain Biking (4) 	STUDENT COUNCIL <ul style="list-style-type: none"> Prime Minister (15) Executive (8) Grade Reps (5) Special awards and achievements (+2)
CONTESTS <ul style="list-style-type: none"> Math Contest (2) Physics Contest (2) Chemistry Contest (2) Biology Contest (2) French Contest (2) Other (2) 	DRAMA <ul style="list-style-type: none"> Actors (8) Production Crew (8) Drama Festival Winners (+3) Individual Award (2) 	LEVEL 2 <ul style="list-style-type: none"> Nordic Skiing (6) Alpine Skiing (6) LAX (6) Swimming (6) Curling (6) 		LINK CREW <ul style="list-style-type: none"> LINK Ambassador (10) LINK Leaders (8) LINK Apprentices (4)
OTHER <ul style="list-style-type: none"> Mock Trial (3) International Exchange (3) 	VISUAL ARTS <ul style="list-style-type: none"> Special effort and achievement over and above (5) Set painting (3 per show) Art displays (2) 	LEVEL 3 <ul style="list-style-type: none"> Golf (3) Co-ed Volleyball (3) 		ATHLETIC COUNCIL <ul style="list-style-type: none"> President (10) Executive (8)
DISCRETIONARY Teacher /Administration referrals for: <ul style="list-style-type: none"> Most improved (2) Attendance (2) Extra efforts (2) 		OTHER <ul style="list-style-type: none"> G.B. Champions (+2) OFSAA Champions (+3) OFSAA Participants (+1) Captain / Leadership (+2) 		ARTS COUNCIL <ul style="list-style-type: none"> Member (5)
		INTRAMURALS <ul style="list-style-type: none"> Participation (2) 		OTHER <ul style="list-style-type: none"> Student Coaches (6) Organization of special events (3) Student Tutors (3) Lunch Student Buddies (3)

THUNDERBIRD TEACHINGS

Embrace Individuality

Dare to Understand

Be Brave

Be Positive, It's Easier

Choose Kindness

Show Compassion