

Cilaire Elementary School

Provided by Cilaire PAC

Student Handbook 2008/2009

Cilaire Elementary School
25 Cilaire Drive
Nanaimo BC V9S 3C9

Telephone 758-7941
Fax 751-8840

Principal – Mr. M. Ireland
Secretary – Mrs. D. Ludvigson



This agenda belongs to:

Name: _____ Phone: _____

Teacher: _____ Division: _____

Principal's message to parents and families . . .

Welcome students and families to a new and exciting year. We are pleased to work together with you to ensure students have the best learning environment possible for success and progress.

Our staff is skilled, talented and dedicated to provide positive learning experiences for all students. Every staff member is sensitive to each child's learning needs and strength and endeavour to address these in the classroom.

Cilaire School is dedicated to strengthening Literacy and Numeracy skills in all students, while developing and promoting social responsibility

Cilaire School strives to ensure all students manage their behaviour in a safe and respectful manner at all times. Our school wide code of conduct teaches all students to be respectful, responsible, cooperative, and caring with each other. Specific behaviours are taught and practiced by everyone. Students receive positive recognition when they use these behaviours as this encourages each child to feel good about their choices and to continue using positive strategies.

We welcome your involvement. Our PAC group meets each month in our Library. You are also invited to volunteer in a variety of ways at school. These include classroom helpers or drivers, helping in the Library or with team sport, special events or field trips. The interest and involvement you take in your child's learning greatly influences the importance they place on their time at school.

Please review the general policies and guidelines in this handbook with your child(ren) as they ensure your child's time at school is safe and purposeful. Should you have any further questions, please don't hesitate to see me as my door is always open.

Together we make an important difference.
Mr. Mike Ireland, Principal

Cilaire School Staff, 2008-2009

Principal	Mr. Mike Ireland
Secretary	Mrs. Darlene Ludvigson
Grade 7	Mr. Al Drexhage
Grade 6	Mr. Mike Silverton
Grade 5/6	Mrs. Brenda Westmacott & Mr. Mike Ireland
Grade 4/5	Mr. Ken Hird
Grade 2/3	Mrs. Deirdre Glaros
Grade 2	Mr. Ken Gillies
Grade 1	Mrs. Diane Jensen
Kindergarten	Mrs. Ronda Williams
Learning Support	Mrs. Maureen Hancock
Librarian	Mrs. Wendy McCuish
Music	Mrs. Lonnie Moddle
Educ. Assistants	Mrs. Karen Lewis & Mrs. Capri Koster
Aboriginal Assistant	Mrs. Laura Langstaff
Counselling	Mrs. Louise Schulz

2008/2009 School Calendar

Number of Days of Instruction	187
Number of Non-Instructional Days	6

2008

School Opening Day	September 2
School Based Pro-D Day	September 22
Thanksgiving Day/Statutory Holiday	October 13
Provincial/Local Pro-D Day	October 24
Remembrance Day/Statutory Holiday	November 11
Winter Vacation	December 20 – January 4

2009

Schools Re-open	January 5
District Pro-D Day	February 23
Implementation Day	February 24
Spring Vacation	March 14 - 22
Good Friday/Statutory Holiday	April 10
Easter Monday/Statutory Holiday	April 13
School Based Pro-D Day	April 27
Victoria Day/Statutory Holiday	May 18
Last Day Students in Attendance	June 24
School Based Non-Instructional Day	June 25
Year End Administration/School Closing Day	June 26

Office Hours	
Secretary – Monday to Thursday	8:30 am – 3:00 pm
Friday	8:30 am – 1:45 pm
School Hours	
Monday - Thursday	
School Day Begins	8:45 am
Recess	10:30 am
Lunch	12:00 – 12:45 pm
Dismissal	2:45 pm
Friday	
School Day Begins	8:45 am
Recess	10:15 am
Lunch	11:30 am – 12:15 pm
Dismissal	1:30 pm
DISMISSAL AT 1:30 ON FRIDAYS	
<u>Morning Kindergarten Hours</u>	
8:45 – 11:10 am	

Cilaire Elementary School's Code of Conduct

A. Statement of Purpose

- To establish and maintain safe, caring and orderly environments for purposeful learning
- To clarify and publish expectations for student behaviour while at school, while going to and from school, and while attending any school function or activity at any location.

B. Conduct Expectations

Acceptable Conduct

- Respect self, others and the school
- Help to make the school a safe, caring and orderly place
- Report to an adult, in a timely manner, incidents of bullying, harassment or intimidation
- Accept responsibility for your own learning
- Act in a manner that brings credit to the school

Unacceptable Conduct

The following points are examples only and are not an all-inclusive list,

Behaviours that:

- interfere with the learning of others
- interfere with an orderly environment
- create unsafe conditions

Acts of:

- bullying, harassment or intimidation
- physical violence
- retribution against a person who has reported incidents

Illegal acts, such as:

- theft of or damage to property
- possession, use or distribution of illegal or restricted substances such as firecrackers
- possession or use of weapons

Bullying

Cilaire School believes that all students, staff and volunteers should be provided a safe, secure and welcoming learning and working environment. To that end, acts of bullying and harassment will not be tolerated.

Bullying is defined as an intentional action on the part of an individual, which causes emotional or physical distress of a victim. Bullying implies a power difference of one individual over another. It may involve a single incident or a series of incidents over time.

Barbara Coloroso, the author of, *The Bully, The Bullied and The Bystander*, says, "bystanders are the supporting cast who aid and abet the bully through acts of omission and commission. It is important that kids recognize that they are all responsible for helping to create a safe, caring, respectful and bully-free environment." Bystanders will have consequences if they don't accept the responsibility of reporting incidences to teachers or supervisors.

Bullying takes three main forms:

Physical bullying

– involves hitting the victim in some way or taking or damaging a victim's property.

Verbal bullying

– using words to hurt or humiliate others.

Relational bullying

– trying to convince their peers to exclude or reject a certain person or people, and cut the victims off from their social connections.

C. Rising Expectations

Expectations will increase for students as they become older and more mature, and as they move through successive grades. Students are expected to exhibit increased personal responsibility and self-discipline and there will be increasing consequences for inappropriate behaviour.

D. Consequences

The severity and frequency of unacceptable conduct, as well as the age and maturity of the student will be considered in choosing appropriate consequences for unacceptable behaviour. Consequences are:

- Pre-planned, consistent and fair.
- Preventative and restorative rather than punitive wherever possible.
- Created with student involvement so they are purposeful and meaningful.
- Considerate of any special needs that may impact a student's ability to comply with the expectations.
- In alignment with the *BC Human Rights Code* with respect to discrimination

Step 1

Discussion between student and staff member. When students choose not to meet behavioural expectations, there will be natural, logical and consistent consequences. Minor indiscretions are handled by staff. Frequently the consequence will be in the form of a time-out. It may also involve completion of a "Think Sheet" where students can reflect upon their actions and consider better choices next time. Parents are often informed and are required to sign the "Think Sheet".

Step 2

Conduct Forms are issued for major offences (i.e. rough play, bullying, fighting, physical abuse of others, throwing objects, defiance of authority, disrespectful/abusive language) and continual defiance of school rules. Students are referred to the Principal. Parents are informed.

Step 3

Parents are contacted for serious incidents of misbehaviour or if minor incidents persist beyond step two. Depending on the severity or frequency of the misbehaviour, students are given in-school or home suspensions for:

persistent inappropriate behaviour, which disturbs, interrupts or disquiets the usual, orderly operation of the school inappropriate behaviour judged to have a harmful effect on the safety of other pupils

For the following, students can expect to be suspended immediately, from between one to five days: fighting, overt rudeness, alcohol and/or drug use, stealing, vandalism and any action that deliberately endangers the health and safety of others.

In addition to applying natural and logical consequences for misbehaviour, our discipline procedures include such methods as developing behaviour contracts and counseling for pupils.

E. Notification

In cases of serious breaches of the Code of Conduct, the school will advise other parties, including:

- Parents of student offender(s) – in every instance
- Parents of student victim(s) – in every instance
- School district officials – as required by school district policy
- Police and/or other agencies – as required by law
- All parents – when deemed to be important to reassure members of the school community that school officials are aware of a serious situation or incident and are taking appropriate action to address it.

Cilaire School Philosophy

At Cilaire School we recognize the strengths of each child and encourage the development of the individual's full potential in the academic, physical, emotional, social, and aesthetic areas as preparation for lifelong learning.

1. Our school will strive to develop skills in communication, computation, critical thinking, computer literacy, problem solving, arts, and athletics.
2. Our school will strive to develop the physical and emotional potential of each child. We will emphasize self-esteem, dignity of the individual, and a socially acceptable, cooperative attitude.
3. Our school will strive to develop the social skills, cultural awareness, and appreciation necessary for being a contributing member of a multi-cultural society.
4. Our school will strive to develop positive relationships and open communication between home and school.

Expectations of Participants in the Educational Process

To achieve an effective learning environment for our students, the school community must function well together. For the educational process to be a successful and enjoyable one:

- the child must be prepared to learn
- the climate of the school and classroom must be conducive to learning, and
- the teacher must be prepared to help the child.

Expectations of Pupils

- to always work and play safely and responsibly.
- to be courteous and to practice common manners.
- to respect the rights of others.
- to respect school property and the property of others.
- to come to school properly equipped and willing to work.

Expectations of Parents

- to ensure that students attend regularly and punctually.
- to ensure that the child is prepared to work while at school.
- to be prepared to work with the child and the teacher in planning and carrying out a suitable educational program.
- to work with the teacher to help the child develop responsibility, self-discipline, and respect for the rights of others.

Expectations of Teachers

- to present to a group of individual students a planned basic program.
- to acknowledge the individual differences of pupils, and to make adjustments to the basic program, so that each pupil is challenged to reach his/her potential.
- to be courteous, practice common manners, and to enforce the expectations of the school and the classroom consistently and with impartiality.
- to work with pupils and parents in planning and implementing a suitable educational program for each child.

Expectations of the Educational Administrator

To administer and supervise the school, including:

- placement and programming of pupils in the school.
- general conduct of pupils at school, going to and from school, and participating in extra-curricular activities.
- provision of guidance, advice, support, and direction to pupils, parents, teachers, and support staff in all school matters.

Emergency Dismissal/School Closure

Unforeseen circumstances and conditions may result in a school closure. What do parents need to know?

1. Be informed. The local radio stations (WAVE 102.3FM and WOLF 106.9FM) will start broadcasting bulletins by 7:00 am if circumstances force a school closure. These will be updated again by 11:00 am.
2. Prepare your child. If schools are closed during the school day due to some emergency situation, your child needs to know what to do. With approximately 200 students, we cannot contact all parents by phone. If your child's first option is to go home, be sure to instruct him/her on what to do (i.e. whom to phone if home alone). You may, especially if both parents work outside the home, need to establish a plan for your child after an emergency release.

This plan could include:

1. going to the home of a friend, neighbour, or relative, or
2. enlisting the support services of older siblings or neighbour's children to be responsible for the safety and care of your younger child.

Keep these things in mind:

- You may not be able to get home quickly or easily.
- Communication by telephone may be difficult.

Early Detection System

Early detection was initiated for the safety and protection of your child(ren). The purpose of the program is to detect as soon as possible the whereabouts of each student not in class. For the system to operate successfully, parents are requested to:

1. Phone the school, in the morning between 8:00 and 8:45 and in the afternoon between 12:30 and 1:00, if your child is late or absent from school for any reason, or
2. Send a note with another child in the family, or
3. Give advance notice, preferably written, of dental/medical appointments, or any changes from the usual routine.

A Note of Caution: The Early Detection System is just that – detection – detection of a child's whereabouts if absent from school without reason. Because of the proximity of the

ferry terminal to our school, early detection is particularly important. The Early Detection System does not replace the safety precautions students must exercise to prevent harm.

Students should

- walk/bike to and from school with friends
- be cautious of strangers
- report suspicious events and people to parents or teachers
- know the homes of Block Parents where they can seek help
- follow a safe route to and from school established with their parents
- inform parents of participation in any after-school activities

Your cooperation in reinforcing these guidelines with your child is appreciated.

Emergency Procedures

Should your child have a serious injury during school hours, the following procedure is followed:

1. The nature and seriousness of the child's injury is determined.
2. If time is not an important consideration, the home is contacted and the parent is asked to come for the child.
3. If the home cannot be contacted the emergency number provided to the school is called.
4. If no contact is made, the school will take the necessary action to ensure the child gets medical attention. The school will continue in its attempt to contact parent/guardians.
5. If emergency care is required, the school will do so as quickly as possible. In such cases the parent may have to meet their child at the hospital.

Attendance

Attendance at school is important for two reasons:

1. Pupils miss concepts taught and assignments when away.
2. Perhaps more important in the long run, if absence with parent permission is due to any other reason except illness or medical reasons, it places a lesser value on school education in the eyes of the child.

We urge parents to consider carefully an occasion when you plan to take your child out of school, for reasons other than those stated in the Provincial School Regulations. It is not only unfair to your child, but it is unfair to the classroom teacher, who needs to take time from other teaching duties and responsibilities to assist the student upon his/her return to school.

Lates

It is a matter of common courtesy to arrive for classes at the proper time and students are encouraged to develop lifelong habits of promptness.

Students who arrive late often disrupt the operation of the classroom by requiring the attention of their teachers or classmates to assist them in getting started on their assignments or to re-teach all or part of a lesson.

To encourage and promote responsibility, students who are late for school will be asked to make up missed time on Friday afternoons for 15 mins. of silent reading. Chronic cases will be documented with a letter home and contact with the family to come up with a plan to reduce the number of lates.

Student Medication

1. Teachers shall not be required to administer medical procedures. Nor shall teachers be required to administer medications on a regular or predictable basis.
2. The administration of medication and/or other medical procedures shall be the responsibility of appropriate health personnel except for those mature students capable and trained in self-administration.
3. The Board shall ensure that schools establish systems for administering medication and other medical procedures.
4. If isolation or other exceptional circumstances prevent the foregoing from being applicable and teachers are required to administer medication or other medical procedures, the following conditions constitute prerequisites.
 - Teachers volunteer to provide the service.
 - Teachers receive training appropriate to the required duties.
5. Teachers have a duty to render assistance in an emergency.

Fire Drill

All schools conduct fire drills several times throughout the year. Any continuous ringing of the fire bell must be treated as a real emergency (as it well could be). Pupils evacuate the school in an orderly fashion and gather at a designated place at a safe distance from the building. The deliberate activation of a false fire alarm is a very serious offense and will result in a five day suspension.

Earthquake Drill

Earthquake drills are conducted on a regular basis. Students stay indoors (usually under desks). In an event of an earthquake, when shaking stops, the school is evacuated in an orderly fashion. Teachers and students move to a predetermined open space away from buildings and overhead power lines.

Student Access to the Building

As a student, your presence in the building prior to 8:45 am is:

1. subject to the approval of your classroom teacher (e.g.) self managers.
2. permissible if you are participating in a teacher-sponsored activity.
3. permissible in EMERGENCIES.

Courtesy

1. The wearing of hats and the chewing of gum will not be permitted in the school.
2. Students, upon entering the school office, are expected to wait quietly until office staff can acknowledge them, or they may politely make their presence known.
3. Equipment will be returned to the proper place by the person who borrowed it.
4. Pupils will not enter classrooms other than their own, unless a teacher is present.
5. Pupils are not to loiter in the halls or washrooms.
6. No food is allowed in the gym, computer lab, or library.
7. Participation in physical education classes is expected unless, for medical reasons, there is a written request from the parents. A note from a physician may be requested for non-participation for extended periods.
8. All students are expected to go outside during recess and lunch times; however, when heavy rainstorms occur, the administration may declare an "inside day". Students will be permitted to stay in their classrooms where they will be supervised by teachers or supervision aides, assisted by student monitors from the senior grades.
9. Recess snack wrappers and peels must be deposited in garbage containers.
10. Students are expected to use washroom facilities in a proper and acceptable manner.

Noon Hour Policy

Students are encouraged to go home for lunch whenever possible, particularly if they are within walking distance of the school and have a parent or someone responsible at home. However, it is understood that many students will need to remain at school for the lunch period. Pupils eating lunch at school must obey the classroom lunch expectations and cannot leave the school grounds during the noon hour without permission from their teacher and written permission from their parent. **We strongly urge parents to not give permission for their child(ren) to go to the mall, Fairway Market or Tim Horton's.**

Expectations for pupils remaining at school over the noon hour must be well understood by everyone. Students need to obey school and playground rules, and be courteous and respectful toward the noon supervisors.

During eating time, students need to follow the classroom rules and routines as outlined by their classroom teacher.

Consequences for failure to meet these expectations shall be implemented. Parents will be informed of unacceptable behaviour. The consequences will be escalated to the point where students may lose the privilege to stay at school for lunch for a period of time.

Care of School Property

Pupils borrow library books and are issued textbooks. They use school supplies and equipment. It is the pupil's responsibility to take care of any item that is on loan to

him/her. As the school has only limited resources for replacement of materials, any pupil who carelessly or willfully loses, defaces, or destroys books and other school property will be required to pay the replacement cost. Damage to school property also, includes writing and drawing on desk tops.

Every pupil is encouraged to carry books to and from school in a suitable bag.

Lost and Found

The Lost and Found Box is located in the main hallway. Items are kept there a few months. Before taking items to a charity organization, students are given the opportunity to review the contents of the box. Please place name labels on all items left at school like boots, shoes, gym strip, and coats.

Homework

The assigning of homework is recommended for pupils in Grades 1 to 7. The following time ranges serve as a guide: Grades 1-3, 10-45 mins. Grade 4-7, 45-90 mins. per night. This matter, however, is at the discretion of the teacher. Homework can be of many types. Study might include the following:

Primary Grades:

- regular reading with parents
- regular practice of arithmetic facts
- practice of spelling and printing
- completion of work not completed at school
- project work

Intermediate Grades:

- practice of spelling/number facts
- preparing for tests
- project work
- skill building work assigned by teacher
- completion of work not completed at school.

Teachers assign homework with the hope of:

1. encouraging self-discipline and responsibility.
2. fostering good study habits, and
3. motivating the students to want to learn more.

Homework can also keep parents informed of the work done by the students. A student planner is used from grades 1-7 to assist in the communication between home and school. It is important that students take the responsibility of bringing their planner to school each day so it can be used as an organizational and communication tool.

It is recommended that all students set aside a certain time and place each day for doing school work, whether assigned or not. Homework is not a punishment. It helps students develop responsibility for their own learning.

Homework for Vacations

Each year we are approached by an increasing number of parents who wish to take their child out of school for extended periods of time. Usually this is for reasons associated with family plans or family business. We do not have a procedure for granting students a "leave of absence".

Rather it is assumed that parents will make decisions in the best interests of their own child. We are respectful of the fact that many of our families have family members far away, and spending time with them is important. Difficulties arise, however, when parents wish to have some sort of reassurance that their child will not be "behind" in their work when they return. If your child misses school for extended periods of time, he or she will be "behind" in classroom work. Students may well have other cultural travel experiences that contribute to their overall development, but the many varied daily classroom activities they will miss cannot be duplicated through worksheets or workbook!

We are not in the position to provide assignments for children who have extended absences due to family plans. Rather we are providing a list of suggested activities that are designed to assist parents with planning for their child's educational needs while traveling.

- Set aside a time each day for reading books
- Have your child keep a reading response journal in which he or she records this reading activity and thoughts about what has been read that day
- Keep a scrapbook of special places or sightseeing
- Have your child keep a "math journal" or ledger, dealing with changes in time and currency, distances traveled, cost of fuel and meals, etc.
- You may wish to purchase a math workbook that will help your child keep in daily practice with basic math skills.

We will be happy to see what your child has accomplished upon his or her return, but will not be evaluating or marking these activities. It is your right to take your child out of school due to family circumstances, but once you have exercised that privilege, you must also accept the responsibility of your child's education during that absence.

Detentions

A detention is simply being detained by a teacher. It is used primarily as a logical consequence for a student's behaviour. Frequently, it is used for completing unfinished work, for redoing work poorly done, or as a consequence for unacceptable classroom or playground behaviour.

Teachers may detain a student for up to one-half hour without parental permission, or longer, after consultation with the parent. **A child may phone home, if necessary, to advise his/her parent of a detention.**

Appeal Procedures

At times parents may have concerns regarding decisions in the area of behaviour, pupil placement, and program. Most often any problems can be solved at an early stage through consultation. Parents are encouraged to use the following steps to address these concerns:

1. Discuss concerns with your child.
2. Discuss concerns with the classroom teacher.
3. If a successful conclusion cannot be reached, the counselor, learning assistance teacher, or other support teachers can be consulted.
4. The situation can be reviewed by parents and the principal (with or without the use of school personnel).

5. Parents can discuss the problem with the Assistant Superintendent.
6. Parents can discuss the problem with the Superintendent.
7. Parents can discuss the problem with the Board of School Trustees.

Bicycle Safety

If your child brings a bicycle to school, please ensure that he/she can handle it safely and is familiar with rules of the road. The common rules are:

1. Ride on the right-hand edge of the paved surface.
2. Stop completely at stop signs.
3. Ride in single file.
4. Do not ride on the sidewalk or on school grounds.

Your child needs to wear a safety helmet and bright clothing. The school cannot take responsibility for lost, stolen, or vandalized bicycles. (Students who do not observe these basic rules will lose the privilege of bringing a bicycle to school.)

Traffic Safety

Traffic safety is an ongoing priority at the school. You can help us by reminding your child(ren):

1. Cross the road at the intersection.
2. Look both ways before crossing.
3. Walk across the crosswalk.

Parking

Since we have limited parking available at the school, extra caution is required by drivers. You can assist in the safety of dropping off or picking up your child(ren) by backing into a parking space on the lower lot. This allows for greater visibility and an awareness of oncoming traffic. **The upper parking lot should be used by school district personnel only.**

School Telephone

Students are allowed to use the school telephone in the event of an emergency or as directed by a teacher. **Use of the telephone is not to be used to arrange for rides home, or for permission to play at a friend's house.** These arrangements should be made in advance.

School Activities

Students at Cilaire enjoy many activities such as committees, cross country, touch football, soccer, volleyball, basketball, and track and field. In addition, many mixed intramural teams are organized throughout the school year. Teams and clubs depend on teacher and/or parent sponsors. If you would like to help out in this capacity, please contact the school.

Field Trips and Insurance

Our students may be on many field trips throughout the year. There is nothing better than experiencing something first hand, and a great deal of learning in many associated areas happens on field trips. All of our students are required to have a signed permission slip before they can partake in these activities.

Often, parents are called upon to drive a class to the field trip. Board Policy provides a special insurance rider that includes additional coverage, over and above the driver's own policy, to protect volunteer drivers. **Parents will need to complete a Volunteer Driver's Application.**

Policy 4410 – Volunteer Vehicles

- a) The B.C. minimum third party liability insurance required on each vehicle is \$2,000,000.
- b) Volunteer vehicles are not to carry in excess of the number of passengers prescribed by law. Volunteer vehicles are to carry a maximum of nine passengers.
- c) The principal or delegate shall inform in writing the volunteer driver/owner that the vehicle must meet all safety requirements, including a seat belt for each passenger.

Multicultural Education

The Board recognizes the multicultural diversity of Canada and the contributions made by the various cultural groups in our community. Consequently, the Board is committed to educational practices that encourage respect for the cultural traditions of all pupils. The Board recognizes the important role played by the school in promoting an awareness of the multicultural nature of our community.

Parent Advisory Committee (PAC)

The PAC at Cilaire is an active group of parents who meets monthly to discuss issues affecting our children's education. The principal and members of staff also attend regularly, to exchange information and to discuss changes, which can directly affect our children and how our school functions.

Your PAC Chairperson for 2008-2009 is:
Arlene Deptuck

Examples of topics discussed are:

- School Board policies
- curriculum changes
- new equipment to be purchased
- new computer programs
- future and past school events
- future roles and goals of the PAC
- school rules
- fund raising
- parent education

The PAC is committed to parent education. Previous guest speakers and topics have included: Kathryn Kimmerly on sexual health.

Fund raising is also a high priority for the PAC. Many items such as learning resources, library books, playground equipment, and computer equipment have been donated by the PAC. Fund raising events in the past have included: bingo nights, hot lunches, magazine sales, craft sales, and plant sales.

While all parents are welcome to participate on the PAC, we recognize that there are many other ways to make a significant contribution at Cilaire (for example: volunteer reading program, fund raising support, social event helpers, etc.). We believe that any and all parent involvement can, in turn, create a positive liaison between you, your child, and your school. Your ideas and involvement are always appreciated. The Cilaire PAC extends a warm welcome to parents (new and returning) to join us when we meet on the second Wednesday of the month in the school library. We look forward to having another rewarding year together at Cilaire Elementary School.

School Planning Council

The Ministry announced that each school will have a council composed of three parents, one teacher, and the principal. During the course of a school year, this council will be involved in important school decisions.

Dress Guidelines

The school is a place to work and learn and as such students are expected to dress in a manner that is conducive to this expectation. At school we rely on the good sense of students and their parents rather than a strict code as to what is suitable to wear to school. Some general guidelines are:

- hats are not worn in the building.
- beach wear or clothes that are revealing (low cut tops, spaghetti straps, muscle T-shirts, halter tops, bare midriffs and backs are not acceptable).
- items of clothing that display offensive graphics/writing are not appropriate for school.
- Clothing needs to be suitable for the season (i.e. warm tops in winter).
- Tops must meet bottoms

The appearance of any young person is primarily the responsibility of that individual and his/her parents. We expect students to maintain the type of appearance that is not distracting to teachers or other students to the detriment of the educational process of the school.

When a student's appearance is felt to be detrimental, the parent/guardian will be contacted and asked to bring appropriate clothing for the student. If the problem persists, a parent/administrator conference may be required.