

JOCKVALE ELEMENTARY SCHOOL

101 Malvern Drive, Nepean, Ontario K2J 2S8

Telephone: 613-825-1224 Fax: 613-825-1219

Absence Reporting: 613-825-1224 Ext 1 or jockvaleattendance@ocdsb.ca

Website: www.jockvalees.ocdsb.ca



Principal:

Robyn Darragh

Vice-Principal:

Janis St. Germain

Office Administrator:

Brenda Feldbruegge

Office Assistant:

Lisa Jones

Chief Custodian:

Josh Rebertz

JOCKVALE, WHERE WE BELONG



School Day Schedule

8:20 am	Supervision begins
8:30 - 10:30 am	Instructional block
10:30 - 10:50 am	Nutrition break
10:50 - 11:15 am	Recess
11:15 - 1:15 pm	Instructional block
1:15 - 1:35 pm	Nutrition break
1:35- 2:00 pm	Recess
2:00 - 3:00 pm	Instructional block
3:00 pm	Dismissal

School Year Calendar 2018/2019

Labour Day	September 2, 2019
First day of school	September 3, 2019
PA Day	October 11, 2019
Thanksgiving	October 14, 2019
PA Day	November 15, 2019
Holiday Break	December 23, 2019- January 3, 2020
PA Day	January 24, 2020
PA Day	February 14, 2020
Family Day	February 17, 2020
March Break	March 16-20, 2020
Good Friday	April 10, 2020
Easter Monday	April 13, 2020
PA Day	April 24, 2020
Victoria Day	May 18, 2020
PA Day	June 5, 2020
Last Day of Classes	June 25, 2020
PA Day	June 26, 2020

Allergies: Anaphylaxis-Smart School

Please be aware that some of our students and staff have severe and often life-threatening allergies to certain food products, especially peanuts and other nuts. Anaphylaxis is an emergency medical condition that can result in death. While it is impossible to create a risk-free environment, we can take important steps to minimize potentially fatal allergic reactions. In a spirit of caring and to ensure consistency at Jockvale, nuts/peanuts should not be brought to school. This includes products that may contain nuts.

We strongly recommend that students with an EpiPen wear it on their person. A second EpiPen should remain in the office.

Absences

If a child will be absent (or late), parents are asked to inform the office no later than 8:30am by calling the school on the absentee line (613-825-1224 ext. 1), emailing the school at jockvaleattendance@ocdsb.ca/ or completing the following online form located on our school website before 8:30 a.m. When students are reported absent by the classroom teacher and no reason for the absence has been received, parents will be contacted as a matter of routine in keeping with our Safe Arrival Program.

Air-Aware School

Jockvale is also an air-aware school. All visitors, including parents, students, and employees are asked to refrain from wearing scented products when entering the school building, or to bring these products to school.

Arriving Late or Leaving School during the day

Students arriving late, after the entry bell, are to sign in at the office. A late slip will be given to the student after they have signed in. Students will not be admitted into classes without a late slip. Lates will be closely monitored and chronic lates will be addressed.

Students who leave the school early are to be picked up by their parent(s) and signed out at the office. Children cannot be sent home as the result of a telephone call. Parents should send a note to the teacher indicating that they will be picked up early to avoid disrupting the learning taking place in the classroom.

We ask that you ensure that your child is in good health before returning to school as s/he will be expected to take part in all activities including those that take place outdoors, such as recess, Physical Education and Daily Physical Activity (DPA).

Bus Cancellations

On mornings when weather and road conditions make transportation unsafe, please listen to local radio stations for transportation cancellations or school closures. Information is also posted to the:

- OCDSB website [www.ocdsb.ca]
- Ottawa Student Transportation Authority's website [www.ottawaschoolbus.ca]
- OCDSB Facebook page
- OCDSB Twitter page
- Jockvale Twitter page (@jockvale)

Please note that when school buses are cancelled this applies to the **whole day**, although schools remain open for students. Parents who choose to drive their children to school must also pick them up at the regular dismissal time. The safety of students is always the first consideration when the Ottawa Student Transportation Authority (OSTA) makes the decision to cancel transportation services.

Parents of students who take the bus to school **do not** need to contact the school to report their child's absence on a 'Snow Day'. However, if your child is a walker or driven to and from school on a daily basis and will not be attending school, you are asked to contact the office as part of the Safe Arrival program.

Bus Transportation

Taking the bus is a privilege. The school bus is an extension of the school and as such the same student behaviour code applies. Students are expected to behave appropriately, refrain from using personal devices, respect bus safety rules, and the authority of the driver. Discipline concerns are directed from the driver to the Principal/Vice-Principal, who will counsel the student and contact the parents. A consequence may be the loss of bus privileges.

The Board provides transportation for students who live within set boundaries. Route arrangements must be pre-planned and consistent. Students should be at the bus stop prior to bus arrival time. If you wish your child not to

take the bus home on a certain day, a note must be written to the teacher and the student must be signed out in the office.

Junior and Senior Early Learning Program (ELP) students will NOT be dropped off unless there is a designated person to meet them at the bus stop.

If a student lives too close to the school to be entitled to busing, he/she may be able to receive busing if additional spaces are available. This process is called the "Access to Empty Seat Policy". Please note, the spots for busing are determined by spaces not accounted for, not how many students board the bus each day. Please contact the office for more information.

Bus Safety

- Respect bus drivers and other students
- Remain seated
- Talk quietly
- Keep hands, head and other objects in the bus
- Wait for bus to stop before moving from your seat
- Do not eat or drink on the bus
- Ensure that balls, skates, etc. are carried in a bag while riding on the bus

Cell Phones, Pagers, Laser Pointers, and Related Technological Wizardry

For safety and the security of students, please be advised that these items are to remain at home. If a security concern makes it necessary for a student to bring a cell phone to school, please contact the Principal/Vice-Principal to discuss the issue.

It is highly recommended that iPods and portable video game units also remain at home as neither the District nor the school is responsible should anything happen to them.

Character Education

Character building has become an integral part of our school day. Jockvale is a school community which learns, reinforces and practices the character attributes on a daily basis.

The character attributes are...

ACCEPTANCE: I reach out to include others. I accept others for who they are. I am gentle with myself and others when mistakes are made.

Sounds like

- "Yes, you can be on our team."
- "What do you think?"
- "Give us your opinion, your point of view!"
- "Let's play this new game!"
- "I'd like to learn more."
- "That's really interesting!"

APPRECIATION: I am grateful for all that I have. I am thankful for the support that others give me. I am generous in recognizing the contributions of others.

Sounds like

- "Thank you!"

- “I couldn’t do this without you.”
- “You are the best!”
- “You remembered...”
- “I can always count on you.”
- “That is very kind.”

COOPERATION: I work with others to make a peaceful community. I am willing to listen to others’ ideas and suggestions. I compromise and negotiate to solve problems and differences of opinion.

Sounds like

- “Pardon me”
- “Excuse me”
- “May I please...”
- “Thank you”
- “Can I help you?”
- “We can share.”

EMPATHY: I am compassionate, caring, and kind. I am a true friend. I will walk in your shoes in order to understand you. I am slow to judge and quick to forgive.

Sounds like

- “It happened to me once too.”
- “I know how you feel!”
- “I’m so happy for you!”
- “You look upset.”
- “I’m sorry for you.”
- “That must hurt a lot.”

FAIRNESS: I make decisions based upon the whole picture. I treat others the way I would like to be treated. I am just.

Sounds like

- “It’s your turn!”
- “You go first!”
- “Let’s share!”
- “Thank you”
- “Do you want to join us?”
- “She hasn’t had her turn yet.”

INTEGRITY: I behave ethically and honourably. I am honest, loyal, and trustworthy. I am truthful and courageous. I stand up for what is right even when it is hard. I am a person of my word and people who know me understand that.

Sounds like

- “Here, I brought the DVD as I promised.”
- “Thank you for following my instructions.”
- “I brought in the work you asked me to bring.”
- “You can depend on me!”
- “I can count on you.”

OPTIMISM: I believe that challenges are opportunities. I choose to see goodness. I have hope for our future.

Sounds like

- “What a beautiful day.”
- “Thank you for believing in me.”
- “I’ll try harder next time…”
- “I can do this!”
- “I’m looking forward to…”

PERSEVERANCE: I will work hard and I will not give up. I will finish what I begin and I will not give up. I will care enough and I will not give up.

Sounds like

- “Keep trying!”
- “Don’t give up!”
- “Stick with it!”
- “Nobody succeeds without trying.”
- “Try, try again!”
- “Practise, practise, practise!”

RESPECT: I honour myself and others through my words and actions. I support our diversity of beliefs. I treat our world and everything in it with dignity.

Sounds like

- “Pardon me”
- “Excuse me”
- “May I please…”
- “Thank you”

RESPONSIBILITY: I am accountable for the decisions I make. I realize that my decisions impact my community.

I honour my commitments.

Sounds like

- “I can do this”.
- “I can do it on my own!”
- “I can do it by myself!”
- “Here is my completed homework.”

Computer Technology Use

The District supports efficient, ethical, and legal utilization of Technology and Internet resources. The operation of the network is dependent upon user adherence to the guidelines outlined in the District’s procedure PR.622.IT- *Appropriate Use of Technology*. Inappropriate use of the computer may result in loss of computer privileges, discipline under other appropriate District policies, and/or repair to damages. Please ensure that you have signed and reviewed the Internet permission form sent home in September and that you have returned it to your child’s homeroom teacher.

Emergency School Closing

The OCDSB may close a school for emergency reasons (e.g., broken water main, no hydro, inclement weather). When the school is closed early in the morning, there will be no teaching staff at the school and all students must remain at home. Should the school need to close during the day, parents/guardians will be contacted to ensure that there is someone at home to receive your child, whether your child walks or takes the bus. If the parent, caregiver, or emergency contact cannot be reached, the child will be kept at school until the designated person can pick him/her up.

Parents are reminded of the importance of informing the school of any changes in home and work telephone numbers, as well as caregiver or emergency contact changes.

Should an emergency occur leading to an evacuation, students will be walked to John McCrae Secondary School until transportation can be arranged and parents notified.

Field Trips

Field trips are an extension of the school program and are related to the curriculum. In all cases, a permission form will be sent home in advance to be signed by a parent/guardian and returned to the school. No student will be permitted to go on a field trip without a completed permission form (OCDSB 122). Permission forms can be found on the school web at www.jockvalees.ocdsb.ca under the **Parent Resources** tab at the top of the page. Funding is available for any student unable to pay the cost of the field trip.

Gum: Chewing of gum is discouraged at school and on the bus. Gum creates a problem for cleaning staff and results in an unhealthy environment.

Library Policy

All students are encouraged to borrow books from the school library. However, books may not be signed out if there are overdue books. Homeroom teachers will select library times for both book exchange and research. Payment requests will be issued to parents should a book/textbook be lost or unduly damaged.

Lost and Found

Every year many items are not claimed from the Lost and Found box. Students are urged to label all their possessions and to check the box on a regular basis for their belongings. Unclaimed items are donated to a local charity.

Lunch Policy

Students are to remain on school property during lunch periods unless authorized to do otherwise. In keeping with our balanced day schedule, eating times are 10:30 am to 10:50 am and 1:15 pm. to 1:35 pm. As part of our commitment to environmental stewardship, we observe litterless lunches. We encourage you to pack lunches in recyclable containers if possible. Any uneaten food or packaging will be returned home for disposal. **Please remember all lunches and snacks are to be nut-free.** During lunch, students are asked to remain in their seats, use good manners and keep the eating area clean.

Medication

District regulations require that all student medication being administered at the school be reported to the office. Should a student require medication during school hours, an *Administration* (OCDSB 286) or *Self-Administration of Oral Medication Authorization* (OCDSB 285) consent form must be completed by the family doctor and returned to the school before medication can be administered. No medication, including aspirin, is to be dispensed to a student without a medical doctor's order. Medication Consent forms must be renewed each school year. Sometimes a student carries his/her own inhaler. The Consent Form must be completed and must indicate that the student has been trained in its proper use. Consent Forms can be found on the web at www.jockvalees.ocdsb.ca under the "**Forms**" section. If you have any questions, please do not hesitate to speak with someone in the office.

Photographing Students

At the beginning of the year, parents/guardians will be asked to complete a media permission form. This will indicate if your child can be photographed at school. In order to respect the wishes of all families, students and parents are not to photograph others in assemblies or while on school property. We recommend that parents share their decision with their child so that they can assist staff by voluntarily opting out of group photos.

Recesses/Outdoor Physical Education

Outdoor recess and physical education provide opportunities for exercise, fresh air and socialization. It is essential that students come properly dressed for the weather. On cold weather or heat advisory days, OCDSB guidelines for outdoor recess play will be followed. At this time students will be supervised either in the gym or in a classroom.

School Attire: Jockvale Elementary School is a place of work and learning. The Dress Code is intended to ensure our shared commitment to active and engaged learning, as well as physical and emotional well-being. Clothing that is worn to school should fit well and be comfortable so as to not interfere with learning. The Dress Code is informed, although not limited by, OCDSB Policy P.104 SCO “Student Dress Code. The Dress Code is aligned with the OCDSB’s Inclusive, Safe and Caring Schools initiatives. The Dress Code applies equally to all students, regardless of gender, and is respectful of students who are gender diverse or gender non-conforming.

Standards of Dress: All members of the Jockvale Elementary School community are expected to adhere to the following standards of dress at all times at the school:

- Clothing promoting or alluding to racist, sexist, ageist, homophobic or sentiments otherwise demeaning to another person may not be worn.
- Clothing depicting or alluding to violence, including logos and brands associated with video games with content rated Mature (“M”) may not be worn.
- Clothing promoting or alluding to alcohol, gang or drug culture may not be worn.
- Underwear of any type is meant to be worn under other garments and must not be visible due to rips or holes in clothing, or a mismatch of strap in shirts.
- Clothing must cover the belly at all times and must cover the bottom at **all times**.
- Footwear such as sandals or flip flops may be worn, except during DPA, Physical Education class, and Intramurals.
- Hats and hoods **may not** be worn inside the building for safety reasons.

School Cash Online

Jockvale uses School Cash Online as our primary method of ordering and paying for a variety of programs (school fee, field trips, food programs, etc.) throughout the school year. This convenient program allows you to shop and make secure payments 24/7 from the comfort of your own home. Please feel free to register at your convenience at ocdsb.schoolcashionline.com.

School Council: School Councils are an advisory group consisting of elected parents, the Principal, non-teaching and teaching staff members as well as an appointed community member. Among their many other contributions to the school, members fundraise to purchase supplies for students, coordinate a school-wide volunteer program, and operate the Food Program for students. Representation on school councils should reflect the diversity of the school community. Parents and guardians must form the majority of the council. The council must meet at least four times per year, and meetings are open to all parents/guardians of JES students. At

Jockvale, meetings are typically held the **fourth Wednesday** of each month in the library at **6:30 pm**. Please join us!

School Supplies

Students are asked to provide certain consumable supplies for their own use. A list of recommended items for the new school year will be sent home with each student with the June report card.

Scooters

Scooters are not to be used on school property. It is strongly encouraged that they are locked to the bicycle rack as there is no storage available inside the building.

Student Illness

If a student feels ill, the student will be sent to the office. Office staff will contact parents at home or work to come and pick up their child. If we are unable to reach the parent, the person identified as the emergency contact will be called. Should the situation warrant and/or should the nature of the illness or injury be serious, an ambulance will be called. **Please note that students should be symptom free for 24 hours prior to returning to school to prevent the spread of illness.**

Student Information

Parents are reminded of the importance of informing the school of any changes in home, cell and work telephone numbers, as well as emergency contact and email address changes. It's no fun for us or your sick child if we are unable to contact you!

Student Progress

Progress of students will be reported to parents through many strategies that may include written reports, parent/teacher interviews, student-led conferences, telephone calls, daily work, tests, and portfolios. A progress report will be sent home in November for Gr. 1-6, followed by reports in February for SK to Gr.6, and June for all students. This will provide a basis for parent-teacher interviews and is the official record of the student's progress as required by the Education Act. A copy will be filed in each child's Ontario Student Record in the school office. Please contact your child's teacher or the school whenever you have a question or concern.

Traffic Safety

Please adhere to the signs posted around the school. There is no parking in the bus loop during the restricted hours. Violators may be ticketed.

To ensure student safety at bus loading time before and after school, vehicles must not enter the bus loading circle. Please use the parking lot across from the school and supervise your child(ren) crossing the street and on the sidewalk until they reach the entrance to the playground. The parking spots in front of the school are **not** to be used.

Voluntary Student Fees

In September, all of our students will be asked to pay a voluntary levy of \$20.00 to help offset the cost of special programming that takes place in every classroom during the school year.

Visitors to the School

Visitors are welcome in the school. For security reasons, all visitors must use the main door and report to the office where they will sign in and receive an identification tag. As a courtesy, all classroom visits by parents/guardians should be pre-arranged with the teacher involved.

CODE OF BEHAVIOUR

The OCDSB believes that it is the right of each learner and staff member to work in a safe environment, free of concern about personal safety. Jockvale Elementary School encourages conflict resolution, self-discipline, positive attitudes and pride in our school. Physical, verbal, written and psychological abuse, bullying and/or discrimination on the basis of race, culture, religion, gender, language disability, sexual orientation or any other attribute is unacceptable.

The underlying premise of positive student behaviour is that students are accountable for their actions. Most playground incidents are of a minor nature and can be addressed on the spot with reminders of the Code of Conduct. Larger problems will occur from time to time and will need to be dealt with effectively so that learning does occur. The overriding objective of our discipline protocol is not punitive. It is to help students develop self-discipline and respect for themselves and others. We assist students to be good citizens, to accept responsibility and to develop problem-solving abilities. Children who experience consistent, logical and realistic consequences learn that they themselves have positive control over their own behaviour.

When it is necessary to take some kind of disciplinary action with a student we try to be reasonable, consistent and fair. At times, consultation and partnership with parents will be an element of our disciplinary strategy. We hope that parents give their full support to the staff when disciplinary situations arise.

What is Bullying?

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

Different forms of bullying include:

Physical – hitting, shoving, stealing or damaging property

Verbal – name calling, mocking, or making sexist, racist or homophobic comments

Social – excluding others from a group or spreading gossip or rumours about them

Electronic (commonly known as **cyberbullying**) – spreading rumours and hurtful comments through the use of cellphones, email, text messaging and social networking sites

School communities – the school, home, and everywhere in between – need to be safe places so that students and staff can be relaxed enough to teach and learn. In order for that to happen we need to work together to create a community of character that promotes positive characteristics/behaviours and stops negative ones. At Jockvale, we strive to make our school community a better place by standing up against bullying whenever it happens! If you are being harassed or bullied or know of someone who is being bullied, please report it immediately to a staff member.

OUR CONFLICT RESOLUTION STEPS

The WITS and LEADS Programs bring together schools, families and communities to create responsive environments that help children deal with bullying and peer victimization. The 'S' in WITS and LEADS stands for "Seek help." This is an important part of the programs. If you or someone you know is being bullied or teased, ask a teacher for help. If you do not get the help you need, find another adult who is able to help. Remember, telling is not tattling. If you are faced with bullying and you walk away to get help, you are helping to make our school and your community a safe and fun place where we all belong.

If you have a problem or if you are feeling bullied:

- **Step 1:** Stop and think Stay relaxed
- Count to 10
- Speak slowly



Step 2: "Stop, I do not like it when..."

- Explain why you are angry
- Use your words
- Tell the student that you do not like what he/she is doing e.g. "Steven, I do not like it when you push me in the sand" and ask him/her to stop "Can you please stop pushing me!"

Step 3: "Stop or I will tell a teacher"

Step 4: Get a teacher if needed

IF YOU FORGET...

Someone from the school staff:

- will encourage you to solve the problem peacefully
- will give you a warning
- may have you reflect on your choices
- will inform your teacher
- may refer you to the office

In the office, the Principal and/or Vice-Principal:

- will ask you to explain why you have been sent to the office
- will help you solve the problem in order to avoid it happening again
- will decide on appropriate consequences (loss of privileges, time-out, detentions, in-school sanction and/or suspension)
- may send a letter and/or call your parents
- may inform police of serious or repeated offences
- may seek restitution (repair or replace)

The WITS LEADS Program teaches children in Grades 4 to 6 how to be WITS LEADerS. The program emphasizes problem-solving skills represented by the LEADS acronym:

Look and listen,
Explore points of view,
Act,
Did it work? and
Seek help.

Restorative Practices

The OCDSB is a school district that is committed to establishing safe, caring and respectful learning and working environments. The prime goal of Jockvale is to provide an education to every student in a safe, inclusive and secure environment within an optimum learning atmosphere. As students and members of JES, you are responsible for your behaviour at school and on the bus. Building on our *Community of Character*,

JES's Principal and Vice-Principal utilize a Restorative practices approach when working with students to help facilitate and encourage inclusion and belonging among all our members, and to repair the harm when wrongdoing occurs.

The restorative process:

- Fosters a safe and caring school community based on respect, trust, connectedness and honest communication
- Focuses on separating the deed from the doer
- Promotes understanding of the effects of one's actions on others and builds empathy for both the harmed and the harmer
- Encourages accountability and responsibility for one's actions while finding ways to move forward without being labeled by past actions

The restorative philosophy sees relationships as central to learning, growth and a healthy school climate for students and adults. Restorative practices are built upon the premise that people are more engaged, productive and likely to make positive changes when authorities do things *with* them, rather than *to* them or *for* them. Restorative Practices include affective statements that communicate people's thoughts and feelings and affective questions that cause people to reflect on how their behaviour has affected others. The restorative approach can be used proactively in classroom settings to build community and teach aspects of the curriculum, and responsively when wrongdoing occurs. The restorative approach provides opportunities for those most affected by conflict to have input in repairing the harm, restoring relationship, and reintegration back into the community.

PROGRESSIVE DISCIPLINE

Ontario's School Code of Conduct sets out expectations for behaviour in three categories: **physical safety of self and others** (e.g., weapons, assault); **respect and civility** (e.g., inappropriate language); and **responsible citizenship** (e.g., honesty, integrity). Jockvale staff members are responsible for the implementation and enforcement of the Safe Schools Policy of the Ottawa-Carleton District School Board and the Ministry of Education's Code of Behaviour. In addition to the establishment of a Safe School Team (SST), staff, students and parents have developed a Code of Behaviour that is based on respect for self, others, property, and the environment.

Student Responsibilities

The Education Act of Ontario, section 23 Regulation 298 states that:

- (1) A pupil shall:
- (a) Be diligent in attempting to master such studies as are part of the program in which the pupil is enrolled;
 - (b) Exercise self-discipline;
 - (c) Accept such discipline as would be exercised by a kind, firm, and judicious person;
 - (d) Attend classes punctually and regularly;
 - (e) Be courteous to fellow pupils and obedient to, and courteous to teachers;
 - (f) Be clean in person and habits;
 - (g) Take such tests and examinations as are required by or;
 - (h) Under the Act or as may be directed by the Minister; and
 - (i) Show respect for school property.

Every pupil is responsible for his or her conduct:

- (a) On the school premises;
- (b) On out-of-school activities that are part of the school program; and

(c) While traveling on a school bus that is owned by a board or on a bus or school bus that is under contract to the board. Copies of the complete policies and procedures may be viewed at the OCDSB website <http://www.ocdsb.ca>

Progressive discipline is a whole-school approach that utilizes a continuum of interventions, supports, and consequences to address inappropriate student behaviour and to build upon strategies that promote positive behaviours. When inappropriate behaviour occurs, disciplinary measures are applied within a framework that shifts the focus from one that is solely punitive to one that is both corrective and supportive.

At Jockvale, we utilize a range of interventions, supports, and consequences to help us choose an appropriate course of action to repair the harm that has occurred, and whenever possible, reintegrate the student back into the learning community. They may include:

- Peer/teacher/administration mediation
 - Parental involvement
 - Verbal reminders
 - Consequence from a teacher
 - Reprimand from a teacher
 - Detention
 - Assignment completion
 - Withdrawal of privileges
 - In-school sanction
 - Restitution (where appropriate)
 - Imposition of behavioural or performance contract
 - Referral to Special Services
 - Involvement/referral to School Resource Officer (police)
 - Suspension
 - Expulsion
- Under OCDSB Policy P.20.SCO. & Procedure PR.511.SCO, parents will be notified of in-school detentions, in-school sanctions and/or out of school suspensions. In some discipline cases the police may be involved.
- School Suspension is a disciplinary practice that may be used by a school. The length of a suspension is determined by the Principal. Suspensions can range from one to twenty days. Parents will be given written notice if a student receives a suspension. The reasons for the suspension will be explained orally and in writing to the student and parent. Terms under which a student may be suspended are as follows:
1. Persistent truancy
 2. Persistent opposition to authority
 3. Habitual neglect of duty
 4. Willful destruction of school property
 5. The use of profane or improper language
 6. Conduct injurious to the moral tone of the school or to the physical or mental well-being of others in the school
 7. Conduct so refractory that his/her presence is injurious to the other pupils
 8. Bullying (physical, verbal, social, electronic)

N.B. Suspensions are **mandatory** for possession of alcohol or drugs, being under the influence of alcohol or drugs, trafficking of drugs, physical assault, robbery, sexual assault, threats of bodily harm, extensive vandalism, and weapon possession.

Property Damage: Damage to school and personal property costs time, money for repairs, and serious inconvenience. Students are expected to show respect for property belonging to the school, to other students, and to adults. It is expected that students will make restitution for damaged property. Sanctions for the improper use of computers and programs (vandalism, etc.) may involve the loss of computer privileges, restitution, in-school sanctions and suspensions. Community service may be used as a form of restitution. In all cases, parents will be notified, detentions and/or suspensions may result and the police may be called.

AWARDS

Principal's Award

Presented to the Grade 6 student who:

- has academic success
- demonstrates an excellent work ethic
- completes assignments and daily work to the best of his/her ability at all times
- takes advantage of enrichment opportunities
- is always willing to help others
- demonstrates kindness and consideration for others at all times

Bill Guy Award

Presented to one student in each class who:

- communicates effectively and facilitates understanding between people
- works as a member of a team
- has the capacity to organize, keep people on task and get the job done
- helps others to solve problems
- listens and respects the differences and opinions of others
- is a positive role model
- is well liked and respected
- is actively involved
- has a good sense of knowing right from wrong
- is hardworking with high standards

Julia Frezza Love of Reading Award

Presented to one student in each class who:

- participates in at-home reading programs
- has a passion for reading
- has shown significant improvement in reading skills
- special consideration is given to ESL and Special Education students displaying these skills

John Long Arts Award

Presented annually to one Jockvale student who

- demonstrates a deep passion for the Arts
- has shown a significant improvement in artistic abilities
- exhibits creativity and critical thinking in the Arts
- motivates others to put their best efforts forward