



Open Roads School Handbook

2022-2023

Open Roads Public School

20 Davis Street

Dryden, ON

P8N 1R4

(807)223-4418

(807)223-5346 (fax)

Visit us at openroads.kpdsb.ca

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Staff Information

SUBJECT TO
CHANGE

Grade	Room #	Staff	Extension
JK/SK A	110	Mrs. Currie/Mrs. Trudgen	6110
JK/SK B	109	Ms. McQuade/Mrs. Northcott	6109
JK/SK C	112	Mr. Kennedy	6112
1	117	Mrs. Vandenbrand	6117
1/2	116	Ms. Hron	6116
2	119	Mrs. Sakamoto	6119
2/3	114	Mrs. Leclerc	6114
3/4	115	Mrs. McCready	6115
3/4	121	Mrs. Czajkowski	6121
4/5	123	Mrs. Trist	6123
5/6	124	Mr. Doherty	6124
6	126	Ms. Rettie	6126
6/7	128	Mrs. Desautels/Mr. Cortens	6128
7	129	Ms. Kosik	6129
8	130	Mrs. Allen	6130
8	137	Mrs. Darling	6137
TransNorth	118	Mrs. McKillop	6118

Position	Staff	Ext.
SERT	Ms. Boyko	6024
SERT	Ms. Hyatt	6108
TN (FASD)	Mrs. McKillop Mrs. Walsh (EA)	6118
FSL	Mrs. Friesen Ms. MacGillivray	6125 6145
NSL	Mrs. Pitchenese	6127

Position	Staff	Ext.
Pathways	Mrs. Clarke	6125
Literacy	Mrs. Kudlacek	6142
Prep/Reading	Mrs. French	6120
Library	Ms. Fex	6122
FNMI Family Support	Mrs. Lang	6140
Best Start	Mrs. Borton	223-1443

KPDSB Vision and Mission Statements

Vision Statement

All stakeholders create a culture of learning so that students come first.

Mission Statement

The Keewatin-Patricia District School Board accepts all students and is committed to providing an excellent education that prepares each student to be a successful individual and a responsible member of society.

Progress Reports, Report Cards and PD Days:

1) Progress Report	November 2022	Parent Teacher Interviews
2) Report Card	February 2023	Student Led Conferences
3) Report Card	June 2023	Summertime!

PD Days
Sept. 1 st and Sept. 26/22
October 24/22
November 25/22
February 3/23
April 21/23
June 21/23

School Year Calendar – 2022/23



2022 - 2023 School Year Calendar

APPROVED



August 2022						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

18 Instructional Days

September 2022						
Su	M	Tu	W	Th	F	Sa
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

19 Instructional Days

October 2022						
Su	M	Tu	W	Th	F	Sa
					1	
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

21 Instructional Days

November 2022						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

12 Instructional Days

December 2022						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

21 Instructional Days

January 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

18 Instructional Days

February 2023						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

18 Instructional Days

March 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

17 Instructional Days

April 2023						
Su	M	Tu	W	Th	F	Sa
					1	
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

22 Instructional Days

May 2023						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

21 Instructional Days

June 2023						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

All students begin school on September 6, 2022 and end on June 30, 2023

School Holidays

September 5, 2022	Labour Day
October 10, 2022	Thanksgiving
Dec. 19, 2022 - Jan. 2, 2023	Christmas Holidays
February 20, 2023	Family Day
March 13-17, 2023	March Break
April 7, 2023	Good Friday
April 10, 2023	Easter Monday
May 22, 2023	Victoria Day

Professional Activity Days

September 1, 2022	Professional Development
September 26, 2022	Professional Development
October 24, 2022	Professional Development
November 25, 2022	Professional Development
February 3, 2023	Elementary Report Cards
	Secondary Curriculum
April 21, 2023	Professional Development
June 12, 2023	Elementary Report Cards
	Secondary Curriculum

Elementary

Progress Report	November 2022
Report Card	February 2023
Report Card	June 2023

Secondary

Semester 1 September 1, 2022 - February 2 2023	
Term 1:	September 1st - November 11, 2022
Term 2:	November 14 - February 2, 2022
Mid Term Report	November 2022
Exams	January 30, 31, February 1, 2 2023
Final Report	February 2023
Semester 2 February 3 - June 30, 2023	
Term 1:	February 3 - April 24, 2023
Term 2:	April 25 - June 30, 2023
Mid Term Report	May 2023
Exams	June 23, 26, 27, 28, 29, 30 2023
Final Report	July 2023

Welcome to Open Roads!

Dear Parents and Guardians,

We are so happy to have you as part of our Open Roads Family!

We have created this handbook to provide as much information about our school as possible, if you find that we need to add anything to help you, please let us know!

At Open Roads we have high expectations for our kids in all areas; socially, behaviorally, and of course, academically. We hope this Handbook helps outline our policies and procedures and the standards we hold our students to.

At our school, we take a strength-based approach to learning. We support our students in developing their strengths as well as facing things that are challenging with a growth mindset and building resilience and problem solving skills; essential to successful life skills.

Open Roads strives to be a safe school for all where each and every student feels safe and comfortable, secure from any form of harassment, discrimination and/or violence. Though each classroom will review this handbook at the beginning of the school year, we recommend that parents read and discuss the behavioral expectations with their children, so they are clear on the school's expectations.

I wish to extend a warm welcome to our Open Roads school community and encourage you to visit and communicate with our teachers, office staff and administration. Your interest and involvement have a positive impact on student achievement, and we encourage a warm and welcoming atmosphere!

Best wishes for a successful school year. If you have any comments, questions, or concerns our door is always open. Please drop in or call 223-4418 or email me at tanis.mitani-oberg@kpdsb.ca.

Sincerely,

Tanis Mitani-Oberg, Principal

Kindergarten

The Kindergarten program, JK and SK, is also called the Full-Day Early Learning Program. This is an all day, everyday program for kids starting at 4 years old. Classroom curriculum is delivered by a teacher, and in some classes, they are joined by a qualified Early Childhood Educator who has specialized training in the development of young children.

Our Kindergarten program focuses on the whole child; their social, emotional, physical, cognitive, and emotional development.

Please drop by anytime to visit our wonderful Early Learning Program!

Academies

We are so excited to tell you about our Academies program. It is a hands-on, curriculum-based program for our grade 7 & 8 students.

The subjects which will be focused on are:

Physical Education/Healthy Living/Dance – Mrs. Allen

Instrumental Music – Mr. Cortens

S.T.E.M.- Science/Technology/Engineering/Math and Drama – Mrs. Darling

Outdoor Education/Certifications/Art – Mr. Kennedy

All Academies are based on the Ontario Curriculum and are reportable on the report card. The Academies program will run 3 afternoons a week, every Tuesday/Wednesday/Thursday from 1:30-3pm and will switch every 5 weeks.

Special Education

At Open Roads we have an exceptionally dedicated Special Education department who work very hard to meet the needs of each individual child we serve.

Our Spec Ed department consists of:

- SERTs - Special Education Resource Teachers
- SEL - Special Education Leader
- EAs - Educational Assistants
- SLP - Speech and Language Professional/Speech and Language Assistant
- OT - Occupational Therapists
- PT - Physical Therapists
- SC - Student Counsellor
- FC - Family Counsellor Support Worker
- Admin - Principal and/or Vice Principal
- Parent - Students Parent/Caregiver

Note: Not all the above mentioned are KPDSB employees but rather, we work in a partnership with outside organizations to provide a wide range of services for our students.

Transitions North

Our Transitions North program offers a range of academic and social/emotional support for students with high needs due, in part, to fetal alcohol exposure. We are the only school board in Ontario to offer such high level and precise programming.

As a team, we focus on closing the developmental and academic gaps using the Ontario Curriculum guidelines, along with alternative programming. Student plans are individualized based on the students' strengths and needs. If you would like to learn more about our Transitions North Program, please call to speak to our Principal.

Daily Schedule

Open Roads School ~ Day Schedule ~ 2022/2023 ~

	Day 1	Day 2	Day 3	Day 4	Day 5
8:40-9:30 (50 min)					
9:30-10:20 (50 min)					
Snack & Recess	10:20-10:40 - 20 min inside snack/outside recess 10:40-11:00 - 20 min outside recess/inside snack				
11:00-11:50 (50 min)					
11:50-12:40 (50 min)					
Lunch and Recess	12:40-1:00 - 20 min inside snack/outside recess 1:00-1:30 - 30 min outside recess/inside snack				
1:30-2:20 (50 min)					
2:20-3:10 (50 min)					

Safe Arrival and Attendance Policies

Safe Arrival:

For students from Kindergarten to grade 8, attendance is taken twice daily; once at 9:00 am and after lunch recess at 1:30 pm. If your child has been marked absent, and we do not have a reason recorded, you will be notified as quickly as possible. This procedure ensures that all students are where they need to be and are safe and sound.

*PLAYGROUND SUPERVISION STARTS AT 8:20AM DAILY - PLEASE DO NOT SEND YOUR CHILD BEFORE THIS AS THEY WILL NOT BE SUPERVISED.

If Your Child is Going to be Away: Planned Absences

If your child is going to be away for any reason or, picked up during the day for appointments, etc. it is imperative that parents let the office know as soon as possible. This helps us keep track of your child and know that they are safe.

Attendance Policy; Multiple Lates and Absences:

It is vital that your child attend school on a daily basis. If your child is repeatedly late or absent it harms them academically and socially. Kids learn at a rapid pace in today's classroom and even if they are 10 minutes late, they will miss important learning.

If your child is consistently late or absent, we will contact you to ask how we can help! At Open Roads we have programs and staff to help support parents to get their students to school on time and on a regular basis.



Parents/Guardians Must Be Available at All Times:

For the safety of each student, parents/guardians have a responsibility to always be available by phone/Facebook/text etc. Also, please have a working and reliable emergency contact on file at the school.

Please know, if there is a situation or an emergency and we cannot get a hold of anyone, we may have to ask the police for help in locating you.

****PLEASE INFORM US IMMEDIATELY OF ANY CHANGES TO YOUR CONTACT INFORMATION****

Home and School Communication

Effective communication between home and school is important for your child's success at school! At Open Roads we attempt to communicate in a variety of ways!

Parent Teacher Interviews:

After the first Progress Reports you will be invited to a Parent Teacher interview. Here you will have a one-on-one meeting with your child's teacher to learn of their progress in the classroom. These interviews usually happen on a "first-come-first-serve" basis, if however, you are unable to make it that day, please feel free to talk with your teacher to set up a meeting time that works for both of you.

Student Led Conferences:

After the February report card your student will invite you to their "Student Led Conference." Your child and their teacher take a lot of time to prepare for this special night. They organize their work, reflect and choose what they want to "show off" and practice their presentation skills while they prepare to show you their portfolio.

Student Success Meetings:

If at any time parents or the school become concerned about a student academically, socially, or behaviorally, we will call your child's "team" together to do some problem solving. Our goal is to set each child up for success; whatever that means for them. The "team" will consist of parents/guardians, your child's teacher(s), special ed (if applicable) and a principal or vice-principal. We have had many successful meetings in the past; we know that when the school and home work together as a team, students' progress much quicker. Parents, it's important to note that you can call a "Student Success Meeting" as well, please contact your teacher and one will be set up for you!

Emails/Texts/Phone Calls/Facebook/Internet Communication Apps:

We will communicate with you any way you need!

Please let the office and your child's teacher know what form of communication you prefer; we are happy to accommodate you. What is imperative however is that you, or someone you appoint, are available. It is important to know, if there is an emergency or we need to get a hold of you and we cannot reach you we have to call the Police or Child and Family Services.

Though each classroom has a phone, we encourage parents to call only during break and lunch times so the learning of others is not disturbed. If the teacher does not answer, please leave a message and they will get back to you.

In case of an emergency and you need to speak to your child immediately - please call the main office @ 223-4418 and we will assist you.

Student Emergency Preparation

Anaphylaxis/Diagnosed Allergies/Diabetes:

If your child has any of these conditions, please be sure to notify the office immediately. Each student with a diagnosed condition will have a "Student Safety Plan" created for them. At the beginning of each school year, we contact parents and discuss the plan and update any new or obsolete information. Once parents approve the new plan the "Student Emergency Plans" booklets are then given to each and every staff to look over and keep for future reference.

Anaphylaxis:

Anaphylaxis is very serious; it is about life and death.

All students must always have quick access to their Epi-Pen. Each student is expected to always carry their Epi-Pen on their body; many parents use small pouches that snap on around the students' waist. We believe that this is much safer than having it in the teachers' desk or in a locker.

Classroom Posters:

Outside of each classroom we will put up a poster highlighting the Anaphylaxis or allergy present in the class ie: no peanuts, fish free zone etc. Please respect the restrictions.

Diagnosed Allergies, Diabetes or Other Medical Conditions:

If your child has a diagnosed allergy or medical condition, please let the office know and we will include them in the "Student Emergency Book."

Medication at School:

If a doctor has prescribed medication for your child to take a school, they must sign a medication form; please see the office to get the paperwork to take to your doctor to fill out. If your child requires medication, it is the parents' responsibility to let the school know when more medication is needed, if the prescription changes or has been stopped.

School Emergency Preparation

Fire Drills:

Each year we conduct practice fire drills, usually in the fall and again in the spring. Please review the rules with your child(ren).

- 1.) no talking, listen to the adult for direction
- 2.) walk quietly in single file to the basketball court meeting spot
- 3.) hands off and no talking until attendance has been taken and the adults have been given the 'all clear'

Lock Down Drills

A few times a year we will conduct a lockdown drill to prepare the students and staff for potentially dangerous situation. Please review the rules with your child(ren).

- 1.) stop talking and look to the adult for direction
- 2.) sit/hide silently until the all clear has been given over the announcements - if there is talking in the classroom the entire classroom is vulnerable

Shelter in Place

"Shelter in Place" will happen if there is an event outside of the school that puts our students and staff at risk ie: chemical spill, dangerous situation. The students will be kept in the school, but it will be "business as usual" in the classrooms.

Full School Evacuation

Once a year we will practice a full school evacuation. When an evacuation is called, students will listen to the direction of the adult in the classroom, walk quietly and in single file to the arena parking lot.

General Information

Class Assignments - September

On the first day of school all staff will be on the playground in their orange vests with class lists. They will tell the students who their teacher is for the year and help them line up in their appropriate class line.

School Supplies

At Open Roads we supply students with most everything they will need for the year ie: pencils, pens, paper, duo tangs, coil notebooks, markers, pencil crayons, etc. The only thing they really need are indoor and outdoor shoes, a lunch box and pack sack. The junior and intermediate teachers however, may ask for a binder, dividers etc. If you are not able to get this for your child(ren) just let the office know and we will be happy to help you.

First Day Packages - Important Yearly Information

Within the first week of school, you will receive an Open Roads First Day Package. Please be sure to go through the package carefully, sign, and return all the necessary paperwork.

Included in the package you may find:

- Student Insurance Forms
- Student/Parent Handbook
- Computer Use Agreement Form
- Allergies/Medical Conditions Form
- Email Request Letter
- Parent Council Letter
- Inclement Weather and Emergency Dismissal Form
- Parent Volunteer Request Form
- Short Excursion Consent
- Consent to Release Personal Information and Photos Form

Healthy Eating Choices for Our Students:

Kids need full bellies to learn!

We believe it is important to have healthy food choices available to our students throughout the day. As a result, we provide a wide variety of fruits and vegetables and healthy food choices from the Canada Food Guide. Through a successful partnership with the Northwestern Health Unit, we are able to provide the following:

- Breakfast Program
 - Drop in style breakfast available at student square from 8:20-8:40 for students who need it
- Classroom Snack Bins
 - Each classroom has a healthy snack bin for the students to take from if they find themselves getting hungry during class and/or snack times
 - Included in these bins are granola bars, fruit, apple sauce etc.
- Lunches
 - If students forget their lunch, or if families need support, we provide bagged lunches which will be delivered to classrooms as needed

Short Excursions and Field Trips:

Short Excursions

You will find the Short Excursions form in the first day package. Teaching in today's world is dynamic and constantly changing. Teachers may decide in the morning to take the students to the Dryden Arena or to the marsh for a walk later that day. The short excursions form allows for such flexibility. DHS will be included in the short excursions form for the junior and intermediate students.

Field Trips

Several times a year your child may bring home a form to go on a classroom field trip ie: Blue Lake, Winnipeg etc. For each of these longer trips a new, detailed form will be sent home by your child's teacher.

Important!

If your child receives medication at school, please be sure to remind your child to advocate for themselves and ensure the staff member has it with them when they leave the school.

Police Services:

At Open Roads we have a wonderful working relationship with our Community Police Officer and the Ontario Provincial Police.

In the past, they have often come to the school to touch base with the students, walk the halls and provide important services i.e.: bus safety, Halloween Safety, bike safety, drug awareness, cyberbullying presentations, etc.

There are times when we ask our Community Police Officer to meet with a student regarding their behaviour both to reinforce positive behaviour and deal with ongoing negative behaviour. Before we do this however, we will attempt to notify the parent or caregiver.

Additional Student Supports at Open Roads:

Student Counsellor

During the week we have access to a student counsellor. If you find your child needs someone to talk to during the school day, or, if you are on the waitlist for counselling at Firefly, we may be able to support your child during this time.

First Nations, Metis, and Inuit (FNMI) Family Support Worker

At Open Roads we have an FNMI Family Support Worker who supports our students and families in navigating the school system, student attendance and seeking support services outside of the school. Please feel free to call the school and we can link you with our Support Worker.

Lost and Found:

Found and unclaimed items will be collected and put in the lost and found bins in the primary, junior and intermediate ends of the school. We also have a main lost and found bin outside of the library. Parents are welcome to come and look through the bins at any time!

During the Parent/Teacher Interviews, Student Led Conferences and several other times throughout the year we try to have the clothing lying out for parents to look through. At the end of the year, if the clothing/items are not claimed they will be donated to the various agencies around town.

PLEASE LABEL YOUR CHILD'S CLOTHING!

School Photos:

School photos will be taken in the fall by Lifetouch. Parents will receive an information package; be sure to read all the information provided. The proofs, along with a class picture, will be sent home to you and you will choose whether to purchase a package.

Cell Phones:

Cell phones are not permitted to be used by students during the school day, and students are encouraged to leave their cell phones at home.

- The school is not responsible for lost/stolen/damaged cell phones.
- If students bring their cell phones to school, they must be handed in first thing in the morning to their classroom teacher, who will lock it in a secure filing cabinet until the end of the day. Alternatively, they can be stored, turned off, inside their backpacks at their own risk.
- Cell phones are not to be kept in pockets of jackets, pants, hoodies, etc.
- If a cell phone is seen at any point during the school day by staff, it will be confiscated and left at the office for the parent/guardian to pick up.

Valuables and Money

The school cannot be responsible for any loss of money or valuables. As a result, we caution students from bringing large amounts of money and valuables (gaming systems,

iPods, iPads, etc.) to school as they can easily be misplaced or lost. We discourage technology being brought to school as it is important for students to play with others and build necessary social skills.

School Telephone Use

With adult permission, your child can use the classroom phone. If this is not possible however, your child may come to the office and use the phone. Many children do not know their parents phone numbers; we encourage them to learn these numbers for their own safety.

Washroom Use

Students are allowed to use the washroom whenever they need to.

Sometimes however, we find that some students may use the excuse of using the washroom - or getting a drink - to avoid classroom work. If we see a pattern emerging, we will contact home to see if there is anything we need to know or look for ways to jointly solve the problem.

Illness:

Students who become ill at school will be made comfortable as possible and we will call home for them to be picked up.

Please do not send your child to school sick ie: if they have thrown up in the morning before they leave, as they are contagious and may pass their illness to others.

Injuries:

The following steps are taken to manage injuries at school:

Minor Injuries

- a hug and ice pack/band aid if needed ☺

More Serious Injuries

- call parent to discuss situation and plan for possible intervention ie: trip to clinic

Serious Injuries

- The ambulance will be called
- Parents/guardian/emergency contact called
- The students may be driven to the hospital by school staff if deemed appropriate

Communicable/Contagious Illness

If your child has any of the following conditions we will call home and ask that they be picked up and treated before they can come back to school. If your child contracts any of the following please notify the school:

Impetigo

Strep Throat

Measles

Hepatitis

Chicken pox

Mono

Ringworm/Scabies

Dysentery

Whooping cough

Mumps

Scarlet Fever



Head Lice

Please notify the school if your child has head lice; this can help us prevent having it spread to others. If we find that your child has head lice, we will bring them to the office and phone home to have them picked up, treated and have the nits/eggs picked out. Though head lice are listed as a nuisance only; we know how easily it spreads from student to student and how hard parents have to work to get it out of their home. We ask that students are “nit free” before they return to school. Sometimes, despite being treated, remaining nits hatch and the process starts all over again. Please help us in keeping this nuisance out of our school.

Bussing Consortium:

If you need to arrange for bussing for your student(s) or have questions regarding your existing service, please call the Northwestern Ontario Student Services Consortium @ 223-1256 or visit their website at www.nwobus.ca.

Bussing – JK/SK Visible Parent Policy:

Parents and Guardians of JK and SK students must accompany and meet their child at their bus stop both at the morning pick up and evening drop off. If there is no one to meet your child, they will be kept on the bus to ride the rest of the run and then they will be brought back to the school where they will wait for you to pick them up. Please try to avoid this as it can be a very upsetting for kids, and a very long day.

Early Dismissal - Bussing

There are times when the busses need to leave the school early due to the weather ie: snowstorms. At this time there are several options; 1) you may pick your child up early; 2) they can stay at school until 3:10 pm but you will have to pick them up at this time; or 3) they can take the bus home early. If early dismissal is called, we will look on file to see what you have requested so be sure to fill out the Early Dismissal form in your First Day Package!

Northwestern Ontario Student Services Consortium Call

1-807-223-1256 to speak with a transportation officer.

www.nwobus.ca

Bus Cancellations:

The Bussing Consortium will send out texts or email alerts to notify the public of cancellations so be sure to sign up to get their communication. If the busses are cancelled, please know that the school remains open, and your child is welcome to come to school.

Please be sure to pick your child up at 3:10!

School Closures:

Occasionally, it may be necessary to close the school or send students home before the normal dismissal time due to unusual conditions or situations such as snowstorms, heating failures, water issues etc. for student and staff safety.

Students will be sent home according to your direction on the Early Dismissal Form.

Please listen to the local radio stations for further information and instructions.

Parent Parking and Student Drop Off

When you are dropping your child off at school please use the parking lot – do not stop in the parking lot driveway – pull into a spot. Please do not use the “Bus Loading and Unloading” drive through as this holds up busses on route to meet other connecting busses which can mean serious delays for many students and parents.

Also - please drive slowly and carefully in the parking lot for the safety of our students!

Dismissal - 3:10 PM

- Students will be dismissed at 3:10pm
- Bus students will go directly to their designated bus area
- Walking students will leave the school shortly after the bell
- All students must go directly on the bus or walk home - students are not allowed to change plans in the middle of the day or stay and play on the playground equipment

Parent/School Council:

Successful education for our students includes active participation from the school, home, and community.

Every year we look for parents to be a part of our school team. The School Council serves as an advisory body which represents the entire school community. Included in the group are parent members, a teacher representative, a non-teaching representative, and administration. The group usually meets once a month to discuss items of interest or concern. This is an excellent way of providing feedback to the school staff regarding school programs and policies. This group is very proactive and is always looking for ways to support our kids.

If you are interested, please fill out the School Council Volunteer form included in the First Day of school packages in September.

Parent Volunteers:

When parents and the school work together we all benefit, and we want parents to be a part of our school community! We encourage parents to be involved at Open Roads by volunteering in the classroom for special events, field trips, etc.

If you would like to volunteer, you will be asked to:

- Fill out an oath of confidentiality
- Obtain a Criminal Reference Check for the Vulnerable Sector from the OPP

Then it would be a matter of informing your student's teacher you are available to volunteer with the class when needed!

Student Code of Behaviour

Open Roads Student Code of Conduct:

Our Open Roads Code of Conduct is very simple. All we ask for is RESPECT.

Respect from staff, students, and parents. This includes staff to staff, staff to students, staff to parents and vice versa. Respect is the foundation of all healthy relationships; and if we show respect for each other the rest will come.

Progressive Discipline:

At Open Roads we believe, where possible, in progressive discipline. We encourage and expect kids to learn from their mistakes. If a student does something that is inappropriate i.e.: taking another student's lunch - we will speak to them, explain the reason why they should not have done this- have them apologize to the other student and have the other student explain how it made them feel. This takes a lot of staff time and commitment, but it is a part of teaching empathy and developing a deeper understanding of their behaviour.

If, however, the behaviour continues and we know that this approach did not work, we will try another strategy. We may:

- Have the student phone home and explain what happened to their parent - this makes them take responsibility for their actions
- Detention
- In school suspension
- Student Success Meeting
- Written apology
- Referral to school counselor
- Referral to Firefly or other support agencies
- Financial restitution ie: pay for vandalism, loss, intentional damage, or theft
- Police involvement if appropriate and necessary

Restorative Practices:

We believe in Restorative Practices at Open Roads.

Restorative Practice is a method to deal with discipline and conflict. It is a proactive response to bullying and other acts of harm and negative behaviour in school. When Restorative Practices are used consistently, over time, it teaches kids how to solve life's problems and conflicts in a positive, socially appropriate way. Research shows that:

- Incidences of harm lessen and the need for punishment decreases
- Restorative Practices is a preventative intervention
- The deeper causes of the negative behaviors are addressed more often
- It enhances the classroom and school atmosphere - creates a positive/safe environment



Bullying:

Information adapted from Bill 13 “Accepting Schools Act 2012”

Definition of Bullying:

1. Bullying means aggressive and typically repeated behaviour by the pupil where the behaviour is intended by the pupil to have the effect of, or the pupil ought to know that the behaviour would be likely to have the effect of:
 - a i) causing harm, fear or distress, to another individual, including physical, psychological, social or academic harm, harm to the individual's reputation or harm to the individual's property, or,
 - ii) creating a negative environment at a school for another individual, and
 - b) the behaviour occurs in a context where there is a real or perceived power imbalance between the pupil and the individual based on factor such as size, strength, age, intelligence, peer group power, economic status, social status,

religion, ethnic origin, sexual orientation, family circumstances, gender identity, gender expression, race, disability, or the receipt of special education; (intimidation)

2. For the purposes of the definition of “bullying” in subsection (1), behaviour includes the use of any physical, verbal, electronic, written, or other means.
3. Addition of Cyber-bullying to the definition section of the Act for the purposes of the definition of “bullying” in subsection (1), bullying by electronic means (commonly known as cyber-bullying) including:
 - a) creating a web page or a blog in which the creator assumes the identity of another person;
 - b) impersonating another person as the author of content or messages posted on the internet; and
 - c) communicating material electronically to more than one individual or posting material on a website that may be accessed by one or more individuals

Computer and Internet Use Form:

KPDSB believes that it is important to have our students learn through the use of technology to prepare them for their future. As a result, they have provided students from K - 3 with classroom iPads and students from grade 4 - 12 with individual Chromebooks.

With this however, comes certain responsibilities:

- Technology is a privilege not a right – inappropriate use will result in suspension of privileges
- The KPDSB Digital Technology Student User Agreement MUST be filled out by each student and parent prior to students being assigned their Chromebook - this is located in the First Day Packages - please sign and return
- A new form must be signed each year
- At any time, a staff member can ask for the computer to be turned in if they suspect inappropriate use

- At random times we may have a students' Chromebooks scanned for inappropriate use

Vaping/Smoking/Drugs:

- At Open Roads we take these things very seriously. If we find that your child has been involved in any of the above behaviors the items will be confiscated, and your child will be suspended.
- Open Roads is a tobacco, vaping and drug free learning environment.
- If your child is suspended from school, they are not allowed on the school property for any reason including field trips, sport teams, dances, concerts etc.

Field Trips and School Behaviour:

If a student has difficulty behaving within the school i.e.: listening to adults, respecting others, following the rules, stealing etc., then they may not be taken off the school property. If we believe the field trip would be a benefit to the student, then we may ask for a parent or guardian accompany them on the entire trip.

If a child misbehaves on a field trip a parent/guardian may be called to pick them up.

Student Cleanliness Learning Readiness:

Cleanliness

All students are expected to come to school well rested, clean, and ready to learn. If your child comes to school dirty or smelling, we will call home and ask you to take them to bathe and change. This is important for their self-esteem, making and keeping friends, and for the learning of others.

Ready to Learn

If your child comes to school exhausted on a regular basis, we will contact you to discuss the situation. It is expected that each student comes rested and ready to learn.

Dress Code:

- Clothes should be neat, clean, and changed on a regular basis
- Wider shoulder straps for grades 4 – 8
- No low cut tops
- No midriff shirts
- No short shorts or short dresses or skirts
- Hats and hoods off indoors
- Clothes with inappropriate slogans i.e.: drugs/sex/racism etc. will be strictly prohibited and students will be kept in the office until they can be picked up to change

Bus Behaviour/Bus Slips:

It is important to know that bussing is a privilege and not a right.

Students must ride the bus appropriately and safely or they cannot ride. If a student demonstrates distracting or unsafe behaviour, they will lose their bus privileges.

The reason is simple; if a student is misbehaving (i.e.: yelling, sitting backwards, moving seats while the bus is going, swears etc.) and distracts the drivers' attention from the road they are putting every other student on the bus, the driver, and the public on the road in serious danger.

If the student receives a bus slip from the driver of the bus, parents will be notified and warned that if the behaviour continues, they will be removed off the bus. If the infraction is serious/dangerous enough; the student may be suspended from the bus immediately.

Students must be always respectful and safe on the bus.

