

Anne Frank Forward



"How wonderful it is that nobody need wait a single moment before starting to improve the world."

Contact Us

431 Ilan Ramon Blvd.
Maple ON L6A 0X2
P: 289-342-1001 /
647-795-7745
E: anne.frank.ps@yrdsb.ca

Trustee: Joel Hertz
P: 905-882-4179
E: joel.hertz@yrdsb.ca

Upcoming Dates:

SEPTEMBER

- Sept. 2: First day of classes
- Sept. 19: Last day of Contingency Plan
- Sept. 22: P. A. Day—no classes
- Sept. 25—
- Sept. 26: Rosh Hashanah

OCTOBER

- Oct. 1: Community BBQ and open house (TBD)
- Oct. 6: School Council meeting and elections
- Oct. 13: Thanksgiving Day—no classes
- Oct. 14: Immunizations: HPV (Gr. 8 girls), Hep B (all Gr. 7s)
- Oct. 15-17: Grow Workshops
- Oct. 23: Diwali
- Oct. 27: P. A. Day—no classes
- Oct. 28: Peace Tree Conference
- Oct. 28-29: Photo Day

A Message from Administration

Dear Families:

Welcome to Anne Frank P.S. It is with great excitement and pride that we embark on this wonderful adventure of opening a new school. We look forward to meeting your children, getting to know them, teaching them, and learning from them! We also look forward to meeting all of you and to working with you as partners in this journey. It will be an exciting adventure in education! For real-time information about the various happenings at our school, please visit our school BLOG at www.annefrankps.com. You may also follow us on Twitter [@afpsyr](https://twitter.com/afpsyr).

We can't wait to collaboratively develop our school's vision and mission statements as we explore the messages of inclusivity, equity, community, achievement and well-being. At Anne Frank P.S., "we are the world" and "anything is possible."

Please know we recognize the inconvenience that the current Contingency Plan may be causing to families and students. We appreciate the tremendous support and growth mindset that our community has shown thus far and I personally thank you for trusting my staff and me with your children. We will work hard to ensure a smooth transition for everyone. Challenge brings opportunity for growth and we look forward to embracing all the wonderful learning ahead.

At Anne Frank, we strive to foster a learning environment where people of all ages work and grow together, experience the joy of learning, and develop the skills, attitudes, and knowledge needed to be life-long learners and respectful, contributing members of society.

The learning and safety of each and every student at Anne Frank Public School is important to us. Teachers, educational assistants, administration, school council, office staff, caretakers and parents/guardians work together to foster a positive, respectful learning environment.

Families, please take some time to read and review the AFPS School Information Guide as well as the Book of Forms. This package includes important information about our school, including forms you need to complete, and a guide to the 2014-15 school year. We appreciate you taking the time to familiarize yourself with our expectations for our school, students, and community.

We wish you all a happy, safe, and successful school year!

Sincerely,

Principal

A MESSAGE FROM OUR TRUSTEE, JOEL HERTZ...

Welcome back to another school year. As always, many positive changes are happening at The Board. Our new Education Director, J. Parappally, has assumed his new position, as of August 1st, 2014. As well, Full Day Kindergarten will be available for all students across the Board.

In our local area, four of our schools are receiving additions to accommodate the large growth of students in our part of Vaughan. As well, a new elementary school will open later in September at Valley Vista and Ilan Ramon. This will be the Anne Frank Public School, the first so-named in Canada. There are 267 schools in the world named after Anne Frank.

Finally, a new high school will open in February at Weston Road and Major Mackenzie. This will be named Tommy Douglas High School, after the founder of the CCF Party, which evolved into the NDP.

TENTATIVE ORGANIZATION

Pending Reorganization in late September

Jr. Autism Community Class	Ms. Ann Arcot
Spec. Ed. Asst.	Ms. Alessia Ciancarelli-Velocci
A.D.H.	Ms. Terra-Lynn Cirillo
FDK - A	Mrs. Marci Adler & Ms. Bahareh Zia (DECE)
FDK - B	Ms. Bronwen Banhegyi & Ms. Raquel Vico (DECE)
FDK - C	Ms. Dara Krackovitch & Ms. Priya Chand (DECE)
FDK - D	Ms. Lyndsy Moffitt & Ms. Heidi Theis (DECE)
FDK - E	Ms. Angelica Napoli & Ms. Nadejda Mazur (DECE)
FDK - F	Ms. Hilary Starkman & Ms. Suzanne Battaglia (DECE)
GR1A	Mr. Jason Knopman
GR1B	Mr. Tomoya Tsutsumi
GR1C	Ms. Fern Pinsk (1C/Reading Recovery) & Ms. Elvira Bogdanov (LTO for Claudia Hamilton)
GR12A	Mr. Aaron Goldman
GR2A	Ms. Cari Galin
GR2B	Mr. Neil Rochweg
GR3A	Ms. Jessica Cornell
GR3B	Ms. Evia Lapadula
GR34A	Ms. Rachel Berdugo
GR4A	Ms. Jackie Houghton
GR5A	Mr. Cameron Fleming
GR5B	Ms. Vanessa Bianchi
GR6A	Ms. Marla Palermo
GR67A	Ms. Jennifer Arro
GR78A	Mr. Daniel Cohen
SSCA/Literacy	Mrs. Julie Levine-Bleiwias
French/Prep	Ms. Casandra Rinaldi
French/Prep	Ms. Marilena Murgan
Math/Prep	Ms. Penny Charendoff
Music/SERT	Ms. Stephanie Hopkins
Teacher-Librarian/FDK prep	Ms. Joanne Babalis
SERT/Literacy	Ms. Julie Wright
E.L.L./Prep	Ms. Savita Pathak
A.D.H. School Needs	Ms. Sonya Kaufman
C.Y.W. School Needs	Ms. Saira Batasar
C.Y.W. School Needs	Ms. Patrizia Ercolani
C.Y.W. School Needs	Ms. Jacqueline Rosensweig
Reading Recovery	Ms. Michelle Sharratt (Regional Teacher)
Principal	Mrs. Aneta Fishman
E.O.A.A.	Mrs. Deidra McPhail
Secretary	Ms. Rosanne Giancola
Lead Caretaker	Mr. Douglas Francis
Caretakers	Mr. Frank Battaglini
	Mr. Carmine Iaccino
	Mr. Sean Marks

TIMETABLE

During the contingency plan, the students held at both Nellie McClung P.S. and Forest Run P.S. will follow the same timetable, which **differs slightly** from both of the holding schools' own timetables.

The school day is from 9:10 - 3:30.

Lunch hour for all AFPS students (FDK-Gr.8) is from 12:50 - 1:50.

Please note that these times are only in effect during the contingency plan, and will change slightly once we are in the Anne Frank building.

Anne Frank P.S. will be operating on a Day 1-5 Schedule, commencing on Tuesday, September 2, with Day 1.

WHAT IS A COMBINED CLASSROOM?

WHAT IS A COMBINED CLASSROOM?

Combined classes group children from two or more consecutive grades in one classroom. Schools combine classes for a variety of reasons. These include organizing classes to meet student learning needs and combining grades to balance class size.

All classrooms include students with a range of skills and abilities. Combined classes are neither better nor worse than single-grade classes. They are simply one of the many ways schools meet students' academic and social development needs.

HOW ARE STUDENTS CHOSEN FOR COMBINED CLASSES?

Principals and staff consider a variety of factors when grouping children into classes, including:

- * Learning styles
- * Social Skills
- * Academic needs
- * ... and many other factors

All classrooms, whether single-grade or combined, include students performing at a range of achievement levels. In every case, schools strive to create a classroom environment that will support the needs of all students .

HOW WILL A COMBINED CLASS AFFECT MY CHILD?

ACADEMIC ACHIEVEMENT: Several studies have found that students in combined classes do just as well as students in single-grade classes. In fact, some students actually do better in language and reading.

IMPROVED SOCIAL DEVELOPMENT: Canadian studies show that children in combined classes have *more opportunities for emotional and social growth*. The rich social environment helps students:

- * Learn how to work on their own and as part of a team
- * Build leadership abilities as they work together and help each other
- * Develop decision-making skills, and become more self-motivated and responsible
- * Learn in an environment that reflects the real world. The diverse ideas and opinions of classmates help expand students' perspectives.

WILL MY CHILD GET ENOUGH INDIVIDUAL ATTENTION?

Every day, in both single-grade classes and combined grades, teachers work with large groups, small groups, and individual students. But students in combined classrooms also benefit from a broader support structure.

Younger children can ask students from the higher grade for help. Older students learn by explaining problems to their younger peers. In fact, peer tutoring can help higher achieving and older students reinforce their knowledge and positive social behaviours.

HOW CAN THE TEACHER TEACH MORE THAN ONE GRADE AT A TIME?

Teachers use many different strategies to teach students in combined grades. They may:

- * Introduce a common topic then give each grade a different task or problem
- * Break students into groups to study different problems and report back to the class. These groups can be flexible, including students with varied interests and skills
- * Bring students together for activities like health, physical education, and the arts.

The Ministry of Education has developed strategies that help teachers reach a range of learners. For example, teams from every school in Ontario have been trained in differentiating instruction. This is a strategy that looks at the individual learning needs and progress of each student. The teacher can then identify the range of needs in the classroom and plan a program that meets the needs of all the students.



STUDENT AGENDAS



As part of the *commitment* to improving student study habits, organizational and time management skills, we are selling an optional student homework organizer (agenda) as a suggested tool for students in grades 1-8.

Agendas are used for homework maintenance, scheduling and communication between home and school, as well as developing study skills. Parents/guardians, please check your child's agenda daily.

The cost for the agenda is **\$5.00**. **If you choose to purchase the agenda**, payment should be forwarded to the homeroom teacher no later than **Tuesday, September 9, 2014**. Agendas will be distributed to all students during the first week of school.

STUDENT MEDICATION

If your child requires medication in school, please bring the original container to the office labelled with your child's name and the correct dosage. Medication can be administered by school staff once a parent completes a Board form, "Staff Administration of Medication." These can be obtained through the school's office.



ALLERGIES/MEDICAL CONDITIONS

Anne Frank P.S. is a **PEANUT/NUT FREE** school. There are students in our school who have a life-threatening allergy to nuts (peanut, walnuts, cashews, almonds, macadamia, hazelnut, etc) and other allergens. If they smell or come into contact with these foods, they may have an anaphylactic reaction.

An anaphylactic reaction is an allergic reaction so severe that it can cause death. Because those who are allergic can react to trace amounts, inhaling or ingesting even minute amounts can trigger a life threatening reaction. Emergency treatment involves an immediate drug injection (school has an "EPI-PEN" on hand) and an immediate trip to the hospital.

Please **DO NOT** send food products to school that contain nuts/peanuts. Please remember to check ingredients carefully. Also, due to students with extreme food allergies, **no food products for birthdays or other celebrations will be distributed at school unless it is an approved Board-recognized special event**. In addition to this, fast food lunches are discouraged and students are encouraged to bring healthy, allergy-aware, home-made lunches and snacks to eat at school. Thank you for your cooperation.



GOOD ITEMS containing **NUTS/PEANUTS** will **NOT** be permitted in any classroom, library, hallway, or office space!

ELECTRONIC DEVICES

Cell phones, smart phones and other personal communication devices are **NOT** permitted to be used in the school building at any time during the instructional day (9:10 – 3:30 at both Nellie McClung PS and Forest Run for the contingency), except with the clear permission of the classroom teacher. The school is not responsible for personal items that go missing at the school.

Any student using an electronic device that connects to the YRDSB's wireless network must follow Board Policy #194.0 – Appropriate Use of Technology. Complete the enclosed *Information Technology Agreement*.

For emergency or urgent situations, students may use the phone in the office or calls can be made with direct teacher supervision from each classroom. **Students should not be texting each other or parents during school hours.**

Cameras, cell phone cameras, camcorders, and all video recording devices are not allowed at school!

Students are not to allowed to bring, nor are they permitted to use, cameras, cell phone cameras, camcorders or any other type of audio or video recording devices on school property at any time unless they have been given direct permission from the principal, vice-principal or their teacher to use such a device for an assignment.

NUT-FREE AND SCENT AWARE SCHOOL



Staff, students and parents work together collaboratively to create and sustain a safe and healthy environment for all our learners. This poses an additional challenge and heightened awareness for school attended by children with life-threatening allergies. While it is impossible to guarantee a risk-free environment, staff, parents and classmates can take important steps to minimize potentially fatal allergic reactions.

We ask for your assistance and cooperation to help us minimize the risk for these children by not sending nuts, peanuts, peanut butter, products containing peanut oil or other nut products or products with the disclaimer "may contain traces ..." to school.

Please read carefully the risks which this type of allergy presents:

- Only a minute amount of peanut oil, peanut butter or nut product is necessary to cause a life threatening reaction
- Death can happen within minutes of ingestion by an anaphylactic individual
- Anaphylactic shock can occur if minute airborne nut particles are inhaled
- Repeated reactions may worsen over time within individuals so that a child may have mild reactions followed by a fatal or near-fatal one
- In a severe reaction, the throat closes and the child cannot breathe
- This allergic reaction differs from other allergies in that it is life-threatening

Isolating these students from the rest during lunch and snack times will not solve this concern because upon their arrival to class a reaction is possible.

WHY: Children play in close proximity to each other. Peanut butter or crumbs can be left on rugs, desks, chairs, books or other school equipment and no matter how hard we try to clean these areas, we may miss spots. When the child returns to class, a severe reaction is possible.

TREATMENT: Administration of an epipen followed by a trip to the hospital is usually needed. *Being proactive is the key.* Our Board Policy #662.0 indicates that all students are entitled to safe and healthy environments, including an allergen safe environment, in our schools. Should your child/ren have a nut product at breakfast, please ensure that he/she thoroughly washes his/her hands and face and brushes his/her teeth.

Please do not send nuts, nut products or those products which may contain traces of nuts to school! We do appreciate the inconvenience that this may cause, but preserving the safety and well-being of all our children is well worth the effort and sacrifice.

Do any of these sound familiar?

- You catch a whiff of a co-worker's new fragrance, and within minutes, you have a whopper of a headache.
- You pop open that new bottle of dish-washing liquid, and by the time you've washed the pots and pans, your hands and arms are covered in hives.
- Your favorite fashion magazine arrives, and as soon as it's out of the mailbox your eyes are watering and you're sneezing nonstop. The culprit: scented fragrance advertising inserts.

Children and staff work in a close environment all day at school, and when someone walks into the school with perfume/cologne on, this lingers in the hallways and causes allergic reactions. As the older children start wearing scented deodorant this also causes such reactions. Please be scent aware to help us work and learn in a safe environment.

VISITORS TO THE SCHOOL



Board policy requires all visitors (including parents) to report to the office upon arrival. The “Sign-In Binder” in the office is to ensure the safety of your children. Please remember to sign out upon exit.

SAFE SCHOOLS

Anne Frank Public School is a welcoming school where we value the importance of a safe learning environment. Over the last few years there has been an increasing need in society to be alert within our schools. The following are some of the procedures that are in place to ensure the safety and security of the students, staff, and visitors in our school:

- All visitors must identify themselves upon arrival and before entering the school, via the front doorbell/speaker.
- All visitors must enter the school through the front doors.
- Parents and caregivers are invited to wait for their child(ren)’s dismissal **outside** of the building. Please do not enter the classroom areas of the school.
- All visitors and volunteers (including parents) must sign in at the office and obtain a badge or sticker at the beginning of their visit.

CHILD ABSENT OR LATE?

Please Call the School

If your child is going to be away from school for any reason, please give the office a call and leave a message if necessary. On a busy day with many absences, confirming the whereabouts of every absent child can take quite a long time and could result in unchecked absences for an extended amount of time.

The York Region District School Board has been advised by the police that if a student has not arrived at the school, and after all steps have been taken by the school to contact parents and emergency contacts, the police wish to be informed immediately. Therefore, we will contact the police if we cannot reach the family or the emergency contacts.

We will closely monitor student lates and absenteeism and will contact you directly if either is extensive.

SHARING OF FOOD

Food items are not permitted for sharing. We ask that no parents or students bring in food to be shared with others. Anyone who wants to celebrate a child’s special occasion, such as a birthday, is asked to do one of the two following things:

- Donate a book to the classroom or library to be shared by many students.
- Provide NON-FOOD/non-perishable items, such as stickers, pencils, erasers, jump ropes or bubbles.

Please check with the classroom teacher before sending in items to school. All food items brought to school to be shared will be returned to the purchaser.

PROTECTING STUDENT PRIVACY UNDER THE MU- NICIPAL FREEDOM OF IN- FORMATION AND PROTEC- TION OF PRIVACY ACT

At times throughout the school year, your child’s first name and last initial, image, or other information may be shared beyond the classroom and the school. This may happen, for example, during special events that attract media attention, in class and school newsletters, on websites and in displays for events such as assemblies, seasonal celebrations, or other occasions.

If you wish to exclude your child(ren) please contact Mrs. Fishman immediately in writing so that alternate arrangements can be made.

***NOTE: Parents/Guardians personally recording school events and then publicly posting them on social media do not respect the privacy rights of all parents, staff, and students whose images they share without their knowledge and/or permission. These photographs and video clips cannot be controlled by the York Region District School Board nor can it prevent their further distribution or use. **Please exercise caution when showcasing your student—protect the privacy of other individuals and do not publicly display images of any other person without permission.**

ARRIVALS AND DEPARTURES

Schoolyard supervision does not begin until 8:55 a.m. Students who are driven to school must not arrive before 8:55 a.m.

Students must be in class and ready to learn at 9:10 a.m. as classes begin right after the bell. Students arriving after 9:10 am will be marked late.

Students who take the bus home are expected to line up in an orderly manner in the bus loop area and are escorted to their bus from there. Information about bus routes and times can be found at www.schoolbuscity.com. Parents/guardians, it is important to remember your child's bus number and pick-up/drop-off times.

Students who walk to school are expected to leave school property immediately unless they stay after the 3:30 dismissal during the contingency plan (or after the 3:40 dismissal once we're in our Anne Frank building) to receive individual assistance, to complete assignments, or to participate in extra-curricular activities.

Students who use bicycles, skateboards, or scooters to travel to school:

- Must wear a helmet.
- Must walk while on school property.
- Should lock bicycles on the bike rack.
- Must store skateboards or scooters in their locker or backpack.



The school is not responsible for any lost or damaged personal items.

STUDENT ENTRY & EXIT

Starting Sept. 23 at the Anne Frank P.S. building



At 8:55 a.m., the first bell rings indicating supervision begins. At 9:08 a.m., the next bell rings, indicating entry. Students are to line up and enter as follows:

Kindergarten: inside the kindergarten fenced play area.

Grades 1-4: Primary/Junior Doors (downstairs/upstairs NORTH hallway)

Grades 5-8: Intermediate doors (downstairs/upstairs SOUTH hallway)

The same entry and exit procedures are in effect for morning and lunch recesses. At the end of the day, parents are asked that you please pick up your child from his/her appropriate entry/dismissal door.

For the safety of all, parents/guardians are respectfully asked not to wait inside the school or go directly to classrooms when picking-up or dropping-off their child or children.

DROP-OFF/PICK UP

For the safety of our students, please use the **Kiss and Ride driveway** to drop off or pick up your child. Drop your child off, and continue driving around the driveway.

PARKING IN THE FIRE ROUTE IS PROHIBITED at all times. Please park in the parking spaces at the front of the school, or on the street if you are waiting for your child. Please observe and follow traffic signs.

Students are to enter and exit the building via the doors at the back or side of the school.

THE BUS LOOP AT THE SIDE OF THE SCHOOL IS FOR BUSES ONLY. Please do not use the Bus Loop at any time for any reason.

Please do not park in the designated Staff Parking Area. Staff members' cars can be identified through the display of a valid Anne Frank parking pass.

STUDENT BUSSING ELIGIBILITY

****In effect after Sept. 22****

Did you know that students' busing eligibility changes throughout their school career? Your child's eligibility to ride the school bus may change according to their grade and distance from home to school. The provisions for eligibility identified in the Board's Transportation Policy #680 are:

- All YRDSB students in Grades JK-3 who live within 1.2 km of their school are not eligible for transportation.
- All YRDSB students in Grades 4-8 who live within 1.6 km of their school are not eligible for transportation.
- Students are not guaranteed space on school busses where a younger sibling is eligible for transportation.

To view Board Policy #680 Student Transportation, please visit www.yrdsb.ca.

For more information about bus transportation and to determine your child's eligibility please visit www.schoolbuscity.com.



Safety Corner

DRILLS: PRACTICE MAKES PERFECT

During each school year, staff and students practise various safety drills so that they are well-prepared in the case of an actual emergency. Please pay attention to any signage you may see during drills, and note that, for safety reasons, community members (including volunteers and parents) who are on the grounds at the time of the drills will be expected to take part.

Safety Drills Practiced Throughout the Year

The various drills that are practiced yearly at every school in York Region include the following:

- 2 Lockdown Drills
- 6 Fire Drills
- 1 Hold & Secure Drill
- 1 Bus Evacuation Drill

"It was for a project!"

NOT JUST A TOY

"I just wanted to show my friends."

The York Region District School Board has a strict policy for replica weapons in any shape or form (toy swords, guns, water guns, etc.). Regardless of whether or not it is a toy, part of a project, etc., replicas mean an automatic suspension for a student. Please **do not** bring them to school! Please see our Safe Schools Policy for more details at: <http://www.yrdsb.ca/Programs/SafeSchools/Documents/YRDSBSafeSchools.pdf>

"It's fluorescent green and pink - everyone knows it's not real!"



YORK REGIONAL POLICE REMINDS RESIDENTS OF PROJECT READY

York Regional Police is reminding members of our community about Project Ready, a program that is a part of an organizational strategy to ensure our citizens' continued safety and security during periods of heightened global tensions.

York Region is one of Canada's most diverse communities with residents who trace their heritage to virtually every region of the world. In this regard, international events often have an impact on our local communities.

Project Ready is a co-ordinated response to the concerns of our community as they relate to events unfolding in the world. This multi-disciplinary response calls for increased police visibility in affected neighbourhoods, increased global awareness among our members and ensuring a sensitive approach to calls for service relating to global tensions.

Our centralized Hate Crime Unit continues to monitor the impact of global events locally, with teams of specially-trained hate crime investigators assigned in each of our five police districts.

In addition, our Diversity, Equity and Inclusion Bureau liaises with multi-jurisdictional public and community sectors, community networks and representatives as well as school boards and other community partners to ensure appropriate and timely response, including the sharing of resources and information.

As such, community involvement is paramount to keeping our citizens safe and secure. We encourage residents to be alert and aware and to report any suspicious or criminal activity to police or Crime Stoppers.

York Regional Police and its community partners remain vigilant in the fight against prejudice, discrimination and hate in all its ugly forms. Hate crimes will be prosecuted to the fullest extent of the law.

For more information, please contact Corporate Communications at 1-866-876-5423, ext. 2664.

Prepared by: Sergeant Clint Whitney

July 23, 2014

Safe Arrival

If you do not report your child absent or late from class, we as a school are **obligated to inform the York Regional Police** if no contact can be made with the family and/or emergency contacts for the child.

Please keep all of your contact information up-to-date, and make sure you inform *the office* each time your child will be absent or late.

We accept:

- Notes
- Phone calls/messages
- Visits to the office

BEHAVIOUR/CODE OF CONDUCT

(DRAFT – WILL BE REVISED UPON CONSULTATION WITH SCHOOL COUNCIL AND STAFF LATER IN THE YEAR)

Students are expected to demonstrate behaviour that is respectful and courteous at all times. This includes demonstrating respect for each other and our communities. These expectations are indicated in our school's Code of Conduct.

Anne Frank Code of Conduct:

We are committed to a Code of Behaviour which allows us to:

- maintain the personal safety and well-being of all staff and students
- implement a restorative approach to discipline to help repair damage done to relationships
- foster respect and inclusion
- maximize student learning
- promote self-discipline where everyone accepts responsibility for his or her actions and words
- implement progressive discipline, giving consideration to the age, past history and developmental ability of students

We believe that every person has RIGHTS and RESPONSIBILITIES which must be respected.

Every Person has the Right to:

- * be treated with respect
- * personal safety
- * the safety of his/her belongings
- * a clean environment
- * be listened to and be understood



Every Person has the Responsibility to:

- * be accountable for his or her words and actions
- * respect the rights of others
- * work co-operatively to improve his/her learning
- * work to the best of his or her ability at all times
- * follow the Code of Behaviour

CONFIDENTIALITY

Parents/Guardians, please note that activities throughout the school year may require the use of student names, age, grade, etc., and while notices will be sent for most events, parents are welcome to discuss any restrictions they require with the school principal. The *Consent to Post Student Information on the Internet* form is in the Book of Forms.

EQUITY ALERT

Due to students with extreme food allergies and in fostering an equitable learning environment, **no food products for birthdays or other celebrations will be distributed at school unless it is an approved Board-recognized special event.** Please note that during each school year there are only a handful of pre-scheduled days where certain treats are authorized. In addition to this, fast food lunches are discouraged and students are encouraged to bring healthy, allergy-aware, home-made lunches and snacks to eat at school. Thank you for your cooperation and efforts at inspiring healthy eating habits for our children.

EMERGENCY INFORMATION

It is very important that the office has up-to-date information in case of emergency. Please ensure that the emergency information form being sent home this month is completed and returned the next day.

It is the parent's responsibility to inform the office of any changes.

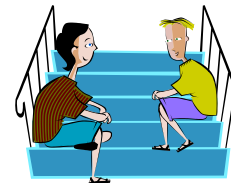
ADJUSTMENTS TO THE SAFE WELCOME PROGRAM

- The school front door is to be **unlocked** between the time of the dismissal bell and when the main office closes.
- The nearest door to the childcare program is to be **unlocked** once the front door is locked after the main office closes.
- Any classroom door to a childcare program or an after school activity **must** be locked when these programs are in session and an external door is unlocked.
- An appropriate door is to be **unlocked 15 minutes** before a permit begins, and is to be **locked 15 minutes** after the permit begins. In cases where there are multiple permits or multi-session permits, caretakers will work with Principals to design a schedule to provide access.

RESTORATIVE APPROACHES/PROGRESSIVE DISCIPLINE

At Anne Frank, we use a restorative approach to discipline. When a behavioural concern is reported, the following five restorative questions are asked:

1. What happened?
2. What were you thinking at the time?
3. What have you thought about since?
4. Who has been affected and in what way?
5. What do you think you need to do to make things right?



Appropriate behaviour is a responsibility shared by all. By using this process, it is our hope that students will begin to repair the damage done to any relationships. Depending on the circumstances of each situation, a variety of other consequences may be applied as well.

When we speak about **progressive discipline**, this refers to the range of consequences that may be applied after considering the nature of the offence and the age, past history and developmental abilities of the student. Consequences may include:

- Discussion with Teacher, Principal or Vice-Principal
- Parent contact/involvement
- Restorative Reflection Sheet Assignment
- Repairing damaged relationships
- Mediated Conversations
- Behaviour contracts
- Written Action Plan
- Removal of privileges
- Exclusion from optional activities
- Detentions before/during/after school
- Withdrawal from class
- Community service
- Suspension
- Payment for damages
- Police involvement
- Expulsion

RECOGNITION OF POSITIVE BEHAVIOUR AND DEMONSTRATION OF POSITIVE CHARACTER TRAITS

We encourage the positive behaviours demonstrated by our students by providing informal rewards such as verbal praise and certificates as well as more formal award presentations. We hold monthly assemblies to recognize the demonstration of positive character traits supported by the Board of Education. Each month celebrates one of the ten traits. Parents/guardians are always welcome to attend.

General Expectations:

Respect

- * Respect the rights of others
- * Be kind, caring and helpful
- * Be honest and fair
- * Co-operate with others
- * Respect the property of the school and others

Safety/Security

- * Follow safety rules on the playground, inside the school and on the buses
- * Keep your hands and feet to yourself
- * Weapons or toy weapons are strictly forbidden
- * Possession of cigarettes, alcohol and illegal drugs is prohibited

Learning

- * Put forth your best effort at all times
- * Arrive on time to school and to each class
- * Come to class with all books and materials
- * Complete assignments, projects and homework to the best of your ability at all times

Courtesy and Manners

- * Use appropriate language at all times. Verbal abuse, offensive language and disrespectful comments and/or gestures are unacceptable
- * Public displays of affection are not appropriate in the school environment

Environmental Awareness

- * Help keep our school a tidy place in which to learn
- * Place litter in proper containers
- * Lunch and snacks should be eaten INSIDE the school building and not taken outside



RESTORATIVE APPROACHES/PROGRESSIVE DISCIPLINE CONTINUED...

RESPONSIBILITIES

Students are expected to:

- Be aware of, and follow, the responsibilities outlined in this Code of Behaviour
- Be accountable for their words and actions
- Demonstrate a positive attitude and a commitment to learning
- Be courteous, co-operative, and respectful of self and others
- Respect personal, school, and community property
- Respect ethnic, racial, gender, physical, and learning differences
- Use appropriate language at all times
- Be prepared for class with materials required for learning
- Follow rules and routines established in the classroom


Parents are expected to:

- Teach their child to respect others
- Help their child develop a sense of self-worth and a caring attitude towards others
- Teach their child to accept responsibility and be accountable for their words and actions
- To help foster a co-operative partnership with school staff
- To ensure that their child understands all elements of the Safe Schools Policy and this Behaviour Code (Read, review and sign together)
- To inform the school when their child's behaviour may be affected by other circumstances
- To support and encourage their child's learning

Staff is expected to:

- Provide the best education possible for each student
- Maintain proper order and discipline
- Deal with student behaviour fairly, judiciously, and consistently, using a restorative approach
- Be positive role models and to treat students with respect
- Help students develop a sense of self-worth and a caring attitude towards others
- Model respect for ethnic, racial, religious, gender, physical, and learning differences
- Communicate and work effectively with parents and students
- Keep parent(s) informed and work with parent(s) to resolve behaviour concerns

Physical Expectations



At Anne Frank, we believe in a HANDS-OFF policy. Students are expected to keep their hands and feet to themselves and avoid activities that involve aggressive play and/or touching. Activities that are not acceptable include "play-fighting", wrestling, piggy-backing, tripping, pushing, shoving, body-checking, poking, punching, and other forms of rough play in classrooms, stairwells, hallways, and on the playground. During recess breaks, students may play organized games such as basketball, soccer and foot hockey as well as activities such as skipping and tag. TACKLING is not allowed at any time.

Playground/Field Expectations

On the playground, students will:

- Play safely. No play fighting or rough play, (i.e. wrestling, piggy-backing, pushing/shoving, body-checking, tripping or violence)
- Play on the assigned paved and field areas (once opened) at the back of the school.
- Stay away from the tree line and parking lot
- Use the washrooms on the main floor after obtaining a washroom pass
- Leave snow on the ground at all times during snow season
- Leave sticks and leaves on the ground at all times
- Never ride bicycles, rollerblades, or skateboards on school property
- Respect the private property surrounding the school yard – refrain from touching fences
- Care for and return any play equipment borrowed during recess

PARENT CONCERNS

There may come a time when you or your child encounter a situation that you feel needs further focus.

When a problem comes to your attention, gather as much information about the situation as possible.

Follow these steps if you would like to address a concern:

1. Call the school to arrange a **meeting with the teacher** to discuss your concern. Most situations can be resolved at this point through dialogue and co-operation among those involved.
2. If your concern has not been resolved at this point contact the school Principal/Vice Principal to arrange a meeting or telephone contact. We will work together to address your concern and plan appropriate interventions.

DRESS CODE

(DRAFT – WILL BE REVISED UPON CONSULTATION WITH SCHOOL COUNCIL AND STAFF LATER IN THE YEAR)

Students will:

- Observe reasonable standards of dress and wear clothing that is not offensive (i.e. rude or disrespectful graphics or phrases)
- Avoid wearing short shorts, halter or spaghetti strap tops, midriff tops, or clothing which exposes the navel or undergarments
- Refrain from wearing hats, caps, hoods in the school building
- During gym class, wear appropriate clothing consisting of a T-shirt, gym shorts or track pants and clean, non-marking running shoes
- Flip flop sandals are not allowed for safety reasons



Lunch Time Agreement

All students who do not go home for lunch should stay at school during lunch time. Complete the *Lunch Time Agreement* to indicate your preference.

Students are strongly encouraged to bring healthy snacks. Anne Frank is an eco-aware school, and we ask that students bring their food in recyclable containers. As well, our "boomerang lunches" require that students take their uneaten food home to be put into their green bin.

COMMUNICATION HOME

Parents/guardians are our most important partners in educating children. We communicate with you in a variety of ways throughout the year.

Agenda

The Student Agenda serves as a useful way for teachers and parents/guardians to communicate. Parents/guardians, please check your child's agenda daily.

Email

To improve communication between home and school and reduce paper use, we coordinate an email distribution list. The list will be maintained and used only by school staff to communicate electronically to parents/guardians. Your email will not be sold, distributed or publicly posted.

Stay Connected Online

You can also stay connected online through our school website and monthly school newsletter. Some classrooms also have blogs and/or newsletters to help you stay connected. Your child's teacher will provide more information.

In addition, you can follow Board news and updates at www.vrdsb.ca or on Twitter [@vrdsb](https://twitter.com/vrdsb).

INDOOR LUNCH PERIOD/INDOOR RECESS DUE TO INCLEMENT WEATHER

During inclement weather, students eat lunch indoors for 20 mins. and then remain inside for a 40-minute recess. Adult school assistants supervise the halls and classrooms. For the safety of the students, lunchtime expectations include:



- Remaining in their assigned classroom and remain seated in their own seats while eating.
- Asking permission to use the washrooms and/or to leave the classroom, visiting lockers only at the beginning and the end of the lunch period.
- Obeying instructions from staff and school assistants.
- Keeping eating area clean and tidy.
- Depositing waste in garbage bins, green bins and recycling bins when dismissal occurs.
- Talking quietly and remaining seated until dismissed by staff.
- Bringing (if they choose) a quiet activity for indoor days.

Parents may choose to have their child remain at school OR go home for the lunch period. Parents will be given a form at the beginning of the year to mark down the choice for their child. Students who go home for lunch must go home every day and remain at home until the outdoor play period begins. They should NOT return to their classroom during the lunch period unless it is an indoor recess. Students will need to sign out/in the designated Students Home for Lunch folder. Parents will need to send a note to school if their child has alternate arrangements for lunch. The student will need to show the note to office staff to be able to sign themselves out.

The privilege of staying at school for lunch will be reviewed with the child and parents if the expectations are not being met.

Students who bring their lunch to school may not leave school property during the lunch hour unless they have a note from their parents and the office is informed. At Anne Frank Public School, the playground is supervised when the children are outside for their recess. During severely cold days, outside recesses are modified and supervision is then provided inside.

Students who go home for lunch on rainy days are asked to return approximately five minutes before the bell rings and come directly inside. Supervision will be inside on these days with no supervision outside on the yard.



School Council

HOLD THE DATE: OCT. 6: First Meeting and Elections

As parents/guardians, there are many ways you can be engaged in your child's learning at home and at school. School Councils play a fundamental role across the York Region District School Board in ensuring student success.

The School Council at AFPS will be actively involved in supporting student achievement through the School Improvement Plan (SIP). The council will meet on a regular basis at least 4 times a year. Parent, staff, and community members are always welcome to attend the meetings, to join one of the committees, or to send comments and suggestions at any time. Please check the school newsletters for dates of the council meetings.

Volunteering in the School

We welcome and encourage the important role that parents/guardians and community members play in education. There are many opportunities for you to get involved at the school. For more information, contact the school office staff or review Policy and Procedure #280.0 Volunteers in Our Schools. If you are interested, please complete the *School Volunteer Form* and return it to the school office. Please note that a police screening may be required before volunteer hours commence.



Community Corner



Programs Offered—September, 2014

EFFECTIVE PARENTING- A four session group to help parents learn what they can do to raise a happy, motivated and well behaved child. For parents of children ages 2 to 10 years. Topics include: how to; nurture self-esteem, encourage problem solving, increase communication and set appropriate limits and discipline. **Tuesday September 30/14 from 7- 9 p.m. at 4600 Bathurst St- Lipa Green Centre.**

As with all of our programs, registration is required. Our groups and workshops are open to all members of the community regardless of cultural, religious and/or racial background and we offer a sliding scale for those who require reductions. For more information or to register please call Shawna Sidney at 416-638-7800 Ext # 6215 or go to our website at www.ifandcs.com.

KID'S KITCHEN Co.

Our lunch program will begin again in October. Menus will be available online a few days before commencement at www.kidskitchen.ca. Parents/Guardians will have until 10 a.m. the day before service starts to place orders.

We will have live Customer Service available to assist you from 9am to 3pm. Please call **905-944-0210** or email information@kidskitchen.ca.



HOT LUNCH PROGRAMS (INCLUDING LUNCH LADY AND PIZZA PROGRAMS) WILL COMMENCE IN OCTOBER ONCE WE MOVE INTO OUR BUILDING. PLEASE WATCH FOR SIGN-UP INFORMATION COMING LATER THIS MONTH.