

REDSTONE PUBLIC SCHOOL



STUDENT HANDBOOK

REDSTONE PUBLIC SCHOOL
235 Redstone Public School
Richmond Hill, Ontario
L4S 2E2
Telephone: (905) 508-1073
Fax: (905) 508-6419

Daily Schedule

Entry: 9:05 a.m.
Classes Begin: 9:10a.m.
Recess 10:50 – 11:50 a.m.
Lunch: 12:50 p.m. – 1:50 p.m.
Dismissal: 3:30 p.m.

School Web Site:
<http://www.redstone.ps.yrdsb.edu.on.ca/>

This agenda belongs to:

Name: _____

Grade: _____

Teacher: _____

WELCOME MESSAGE

It is with great pleasure that we take this opportunity to welcome you to Redstone Public School. We are extremely proud of our school and the programs we offer our students. We encourage you to make the most of your time with us.

This handbook has been developed by our staff and administrators with input from School Council members to help you and your parents learn as much as possible about school policies and procedures, and the services we offer students.

Redstone's School Motto

Building the Future "One Stone" at a Time

Redstone's Mission Statement

"We strive to create an inclusive learning environment through respect, responsibility and commitment to excellence."

Our Touchstone

At Redstone Public School,

We respect ourselves, others and our environment.

We are responsible for what we say and what we do.

We speak up for ourselves and for others,

and we include everyone in all activities.

We treat all people equally,

and we help others without being asked.

We never give up, no matter how difficult the task;

At Redstone, everything is possible!

Redstone Public School Appropriate Dress Policy

It is important that students dress in neat, clean clothing appropriate for a school environment. Clothing which demonstrates respect for self and others is expected at all times. It is in effect while at school, on field trips and during any other school-related activities or events. *Compliance to the Appropriate Dress Policy is mandatory.*

Specifically:

- Language or graphics on clothing will not display provocative, obscene, sexist or racist slogans, or refer to smoking, sex or drinking. Clothing which contravenes the Human Rights Code in any way is unacceptable.
- Students will not wear clothing to school that is revealing or provocative. Revealing clothing, i.e., halter tops, muscle shirts, tube tops, tank tops or tops that bare the midriff and diving necklines are unacceptable. Undergarments will remain covered at all times; shorts and skirts/dresses will be mid-thigh in length.
- Clothing and accessories/paraphernalia depicting violence or death or that identify or promote cults or gangs are unacceptable.
- Head coverings of any description, i.e., hats, bandanas and sweat-bands will not be worn inside the school. Exceptions will be made for religious reasons.
- For safety reasons, shoes must be worn at all times.

Non-Compliance:

Students who choose to wear clothing that does not follow the policy may be asked to:

- turn the piece of clothing inside out
- wear something over the offending piece of clothing
- change into something else, remove the accessory
- give the offending item to the teacher, principal or vice-principal
- go home to change
- phone their parent/guardian to explain how what they are wearing does not follow the School Appropriate Dress Policy

Consequences for serious non-compliances shall be consistent with the range of consequences as set out in the Redstone Public School Code of Behaviour.

LUNCH PROCEDURES - RESPECT

Students who bring a lunch to school are to eat in an assigned area where our School Assistants will supervise them.

Raise your hand for assistance with lunch.

Remain seated during lunch and behave with

COURTESY AND RESPECT.

Ask permission if it is necessary to leave the room.

Please use proper receptacles for glass and cans.

Obey the School Assistant/ or Lunch Monitor and wait until they dismiss you for recess.

Clean – everyone shares the responsibility for cleaning up.

Talk quietly with your neighbour.

For supervision purposes, we expect that students who eat at school will remain on school property throughout the full lunch period. The school cannot accept responsibility or provide supervision off school grounds.

Redstone Public School Code of Behaviour

Guiding Beliefs

We believe:

- in a positive attitude and appropriate behaviour
- in a comfortable, safe and caring school environment
- students have responsibility for their own actions and learning
- parents and school are partners and should work together towards the same goal
- that respect and consideration of others and self are vital to a positive school atmosphere

Code of Behaviour

Students are expected to:

- follow classroom and school guidelines/routines at all times (including field trips).
- be responsible for their learning
- complete all assignments and homework
- be punctual and prepared for class
- refrain from inappropriate physical contact with others (including play fighting)
- refrain from using inappropriate language e.g., swearing etc.
- dress according to the School Appropriate Dress Policy
- be polite and cooperative with all school staff and students
- respect the rights, property and safety of others
- refrain from participating in incidents of bullying, internet bullying, intimidation, teasing, put-downs, and sexist, homophobic or racial slurs
- report and openly discourage incidents of bullying, internet bullying, intimidation, teasing, put-downs, and sexist, homophobic or racial slurs
- School property will be maintained to provide a safe learning environment (reduce, reuse and recycle).

Valuables

Students are **strongly** encouraged to leave all valuable items at home. At no time should any electronic game, cell phone, and/or audio device be used during school hours (9:05-3:30).

Personal Electronics

There are students that choose to bring items such as iPods, MP3 players, video games, cell phones and more to school. Should a student bring a cell phone to school it is to remain turned off during school hours. To protect the privacy of all, camera phones and digital cameras are not to be used. All other personal electronics that are brought to school are the responsibility of the owner. The school cannot be responsible for these items should they be lost or stolen. We recommend that these items be left at home. Should a student choose to bring them to school they may not be used during instructional times.

The school will not be responsible for any lost or stolen items.

Staff is expected to:

- provide a safe and secure learning environment
- ensure that rules and expectations are known and understood
- be fair, firm and consistent
- model expected behaviour and language

- acknowledge, praise and reinforce positive behaviour
- maintain and ensure communication between school and home
- support school wide efforts to implement the Code of Behaviour/School Appropriate Dress Code

Parents are expected to:

- ensure that children arrive on time for school and are prepared to learn e.g., nutritious breakfast
- provide clothing that adheres to the School Appropriate Dress Policy
- be involved in their child's progress
- acknowledge, praise, and reinforce positive behaviour
- maintain and ensure communication between home and school
- support school wide efforts to implement the Code of Behaviour

Consequences will be based on the individual needs of the students and the nature of the situation. We believe in progressive discipline with the goal of students changing inappropriate behaviour through restorative practices.

The following option(s) may be pursued as appropriate:

- a discussion with the student
- withdrawal of a privilege for a reasonable time period
- a detention
- in-school reflection time or withdrawal
- a phone call to parents
- payment for damages or loss to property
- a request for a parent/teacher and parent/student/teacher conference
- a referral to an in-school team
- a referral to Principal/Vice Principal
- an incident report sent home and kept on record in the office
- formal suspension

EcoSchool & Recycling

Redstone is committed to instilling in our students the importance of the basic conservation ideals of reducing, reusing and recycle.

- We will continue to have a Boomerang snacks and lunches (using reusable lunch containers (including drinks) and taking all leftover food home for composting (green bin).
- Students who do not bring a litterless lunch need to take their garbage home.
- We encourage the use of reusable water bottles. Many of our students rely primarily on single use plastic water bottles, which produce a great deal of waste even though they are recyclable.
- We encourage parents to turn off their cars instead of idling when picking up and dropping off students.
- Redstone has an environmental group called the "Greenies" that takes on various initiatives all year long including Earth Day activities.
- Please continue to discuss, practice, model and encourage these ideals; all students are affected by what they see others do.



SPECIAL NEEDS OR LIFE THREATENING ALLERGIES

If your child has allergies (food or other), please inform the teacher and the office. You will be given forms to sign which will include a photo of your child, stating your child's allergy, symptoms and emergency plan to be followed. These forms must be completed and submitted to the office. Each child who requires an EpiPen must have two – one that is kept in the school office and the other to be carried by the student at all times.

Redstone is a NUT-SAFE school.
Food containing nuts *MUST NOT* be sent to school.

BOARD LIABILITY ON SCHOOL PROPERTY

This is a reminder to students and parents that the York Region District School Board is not responsible for students' possessions that are stolen or damaged on school property. Students who bring possessions valuables and/or money to school do so at their own risk. **If students have personal items with them when changing for physical education, they should turn these items over to the teacher for safe keeping, not leave them in the change rooms.**

Students who ride bicycles to school are reminded that the use of protective helmets is mandatory. For safety reasons, bicycles must be walked on school property and then locked in the bicycle racks in the schoolyard. Skateboard, in-line skate, heely and scooter usage are not permitted on school property. Skateboards, skates, and scooters must be carried into the school and left in the student's locker.

COMPUTER USE

Our students will be given access to the computer technology and the internet. All users will be expected to adhere to the guidelines as set out by the school and the York Region District School Board. These guidelines are clearly identified throughout the school.

INDOOR SHOES

In order to maintain a clean learning environment we ask that all students keep a pair of indoor shoes at school. These can be kept in lockers or classrooms.

PHYSICAL EDUCATION CLASSES

For health and safety reasons, students are required to have appropriate clothing for class, i.e. running shoes, shorts, t-shirts, tracksuit. Students must change for class or they will not be able to fully participate in the activities.

Students who are unable to participate in physical education classes because of health reasons are assigned an alternative activity such as officiating or a health project. Extended non-participation in physical education classes requires a statement from a doctor.

HOMEWORK POLICY

**Homework develops habits and attitudes as self-discipline and responsibility that work to a student's advantage beyond the classroom.
This homework policy was developed in collaboration with Redstone staff, students and parents.**

RESPONSIBILITIES

STUDENTS	PARENTS	TEACHERS
<ul style="list-style-type: none">• Complete the assigned work to the best of their ability• Meet timelines for homework completion• Develop a homework routine• Locate appropriate resources and materials• Ask for assistance as necessary• Write homework in their agenda	<ul style="list-style-type: none">• Assist in establishing a homework routine/weekly plan• Provide a quiet place to work• Ensure necessary resources and materials are available• Provide support• Encourage effort, achievement and positive attitude• Supervise if necessary• Check the agenda	<ul style="list-style-type: none">• Coordinate a well balanced amount and variety of homework• Provide consistent follow-up to assigned homework• Provide clear guidelines and expectations• Provide information on home-link learning experiences• Provide time to complete the agenda• Monitor the agenda

HOMEWORK GUIDELINES BY GRADE

GRADES	LENGTH OF TIME/FREQUENCY
1	10 minutes 4 times per week + daily recreational reading
2	20 minutes 4 times per week + daily recreational reading
3	30 minutes 4 times per week + daily recreational reading
4	40 minutes 4 times per week + daily recreational reading
5	50 minutes 4 times per week + daily recreational reading
6	60 minutes 4 times per week + daily recreational reading
7	60 minutes 4 times per week + daily recreational reading
8	60 minutes 4 times per week + daily recreational reading

- Homework may include practice of concepts and skills, home-link activities, work completion and test preparation.
- Recreational reading can be reading aloud to students or by students as well as independent reading. It includes a variety of print types such as newspapers, magazines, graphic novels and fiction and non fiction books.
- JK/SK students will not have assigned homework, however, parents should read to them on a daily basis and when they are able, they should also read to their parents (borrow a book program)

Character Matters

Redstone is a Character School and celebrates a different character trait each month.

September	Courage	We do the right thing even when it may be unpopular
October	Empathy	We demonstrate appreciation of and concern for others' feelings. We try to understand issues from their perspectives even though we may not agree with them personally.
November	Responsibility	We are accountable for all our actions.
December	Respect	We respect ourselves and treat others with courtesy, dignity and positive regard.
January	Optimism	We maintain a positive attitude. We look on the brighter side of situations.
February	Perseverance	We stick to a goal and work hard even in the face of obstacles and challenges.
March	Fairness	We treat each other as we wish to be treated ourselves.
April	Initiative	We are eager to do what needs to be done without having to be told to do it.
May	Honesty	We behave in a sincere, trustworthy and truthful manner.
June	Integrity	We ensure consistency between what we say and what we do: and between what we believe and how we behave.