

**BEVERLY GLEN JR.
PUBLIC SCHOOL**

85 Beverly Glen Blvd
Scarborough, Ontario
M1W 1W4 (416) 396-6055

Principal: Mrs. Killackey
Vice Principal: Mrs. Lee
Secretary: Ms. Brewer
Head Caretaker: Bill Faubert

Supervision begins on the schoolyard at 8:30 a.m. Children should not arrive at school before this time. Supervision is provided during the lunch hour by lunchroom supervision (11:30-12:30) and teachers from 12:30-12:40.

There is no supervision after school. Students should be picked up by 3:30 p.m. Students are expected to go directly home upon dismissal and not linger in the schoolyard unless their parent(s) or caregivers are there to

Daily Schedule

Morning Entrance 8:40 a.m.
Opening Announcements 8:50 a.m.
Morning Recess 10:15 a.m.
Lunch 11:30 a.m.
Afternoon Entrance 12:40 p.m.
Afternoon Recess 2:15 p.m.
General Dismissal 3:30 p.m.
Remedial Dismissal 4:00 p.m.

Playground Supervision

Please note that the schoolyard is supervised only at the following times by school staff:

- Before school at 8:30-8:40 a.m.
- Morning recess at 10:15-10:30 a.m.
- Lunch 11:30-12:40 p.m.
- Afternoon recess at 2:15-2:30 p.m.

Lunch Program

There is a supervised lunch program available for pupils in grades one to six that is supervised by local parent lunchroom assistants. It is our belief that it is beneficial for children to go home for lunch where they may enjoy a full break from the school routine and return refreshed for the afternoon session. However, that is not always possible and the lunch program is primarily provided for children whose parents are working, where adequate supervision is not available or when distance

is a factor. For those students who remain at school for lunch, we encourage them all to bring a litterless lunch.

Allergy Alert

Some of our students are severely allergic to peanut and nut products. Since this can be a life threatening condition:

- Do not** include peanut or nut products in lunches or snacks.
- Remind your child **not to share** any food products.
- Do not send food or birthday treats to class.

If your child has severe allergies, please inform the school. Your cooperation in helping to keep a safe environment for all our students is greatly appreciated.

Student Absence & Safe Arrival Program

The school is responsible for knowing the whereabouts of all students during regular school hours or during any event organized as a school activity. Students are expected to be on time for school and to be in the school yard at least five minutes before the 8:40 a.m. entry bell rings. It is imperative that your child is punctual and ready to participate when classes begin. The register of daily attendance is a legal document and to ensure that all children are safe and accounted for, the following tasks must be completed:

1. In the event that your child will be absent, parents/guardians are encouraged to utilize Beverly Glen's Safe Arrival Program. Parents are expected to call in their child's absence before 9:00 a.m. (before 12:45 p.m. for afternoon absences). If your child is absent or late please inform the school by contacting us at **(416) 396-6055**. If you know in advance that your child will be unable to attend class please send a note to your child's teacher informing him/her about the date and duration of your child's absence.
2. If your child leaves or enters the school during the school hours, please ensure that you sign your child in or out at the office.
3. Students who arrive once the attendance folders have been submitted to the office will be marked late. These students must notify the office of their arrival. Repeated lates will result in intervention by the office.
4. Unexplained absences will be investigated by the office upon receiving the attendance folders.

School Rules

All students must adhere to all of the following rules and regulations of the school.



- All students must be respectful of the rights, feelings and beliefs of others.
- All students must behave in courteous, cooperative and responsible manner with other children and adults.
- All students must use appropriate language that is free from profanity, racial, religious and sexual comments, bullying, threats or teasing.
- All students must respect school property such as textbooks, class and library books, furniture, washroom facilities and school yards.
- All students must only enter the school during regular entry times (e.g. 8:40, 10:30, 12:40 and 2:20). All other entries must be approved by the administration, teachers or lunch staff.
- All students must remain on school grounds during school hours, unless special written parental permission is given.
- All students should never walk across the parking lot for any reason. All parents must greet their children on school property and walk them safely over to their parked vehicles.
- All students are to adhere to the Safe School Policy, which prohibits the use of tobacco, alcohol, drugs and weapons.
- All students are to walk in school even when there's an emergency.
- All students are to behave well in all school activities in and out of the school building.

Lunchroom & Playground Rules

All students must adhere to all of the following rules and regulations of the lunch and playground.

- All students must obey all lunchroom rules and regulations.
- All students must obey all lunchroom supervisors.
- All students are to remain seated while eating and engaging in normal conversation.
- All students are to behave in an appropriate manner that reflects consideration of others.
- All students must remain in the classroom until dismissed by the lunchroom supervisor.

- All students are to deposit their plastic bottles and cans into the recycling bin and they are to take any other garbage back home.
- All students are to follow all the rules for outdoor safety: no pushing, rough play, play fighting, fighting, throwing snowballs, sand, sticks or stones, sliding on the ice, and all other unsafe activities.
- All students must leave items such as: skateboards, in-line skates, electronic devices and card collections at home.
- All students are to dress appropriately according to the weather conditions.

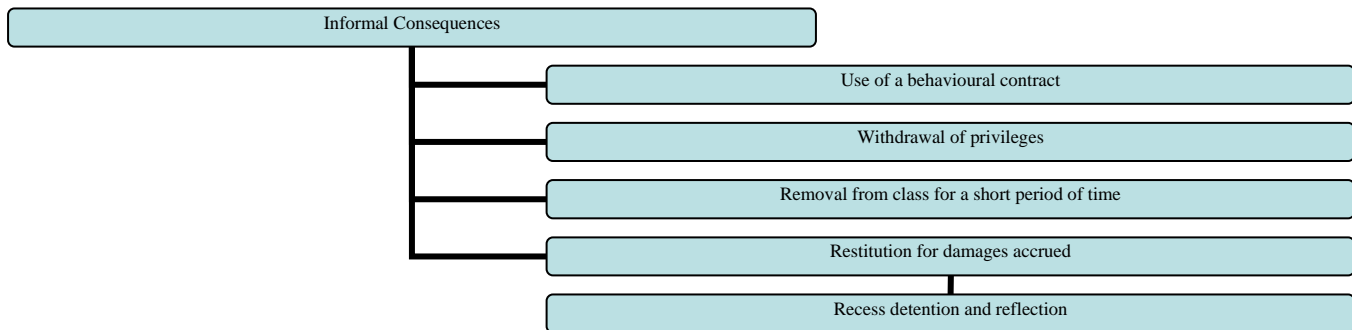
Consequences

Consequences for disruptive or disobedient behaviour will be determined by the individual situation. The consequence administered will reflect what is in the best interest of the student, the school and the community as a whole.

For all minor disruptive or disobedient behaviour, ***informal interviews*** will be administered with the child, teacher or both together. Parent/Guardian may be contacted based on the severity of the incident or continued behaviour.

For all major disruptive or disobedient behaviour, ***formal interviews*** will be administered with the student, teacher and parent/guardian.

INFORMAL CONSEQUENCE'S



Homework Policy

The development of a school-wide homework policy ensures that all teachers are providing students with similar opportunities for program, practice, and enrichment at home. In addition, this policy will provide parents/guardians with ways in which they can be part of their child's success.

Development & Implementation

During the first week of school, all classroom teachers will be expected to review the Homework policy with their students. The success of the Homework Policy depends on the cooperation and facilitation of the teacher, student and the parents involved.

All assigned homework should be described as those learning activities that are closely associated with the in-school program and which are completed outside normal class time. The purpose of homework is to review and strengthen the concepts that are covered during the instructional day.

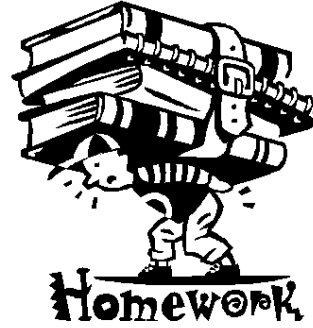
Homework should:

1. Supplement and support in-school experiences through related out-of-school activities.
2. Encourage the development of responsibility, self-discipline and effective work habits.
3. Help develop and sustain enthusiastic and positive attitudes toward independence and learning.
4. Inform parents/guardians about their child's in-school learning experiences.

Homework Purpose

Homework may include any of the following:

- ❖ completion of daily class assignments
- ❖ review of previously covered concepts
- ❖ preparation for concepts not yet covered
- ❖ preparation for projects and writing assignments
- ❖ test preparation
- ❖ leisure and informational reading
- ❖ memorization of basic number facts



Student & Parent Responsibilities

STUDENT	PARENT
<ul style="list-style-type: none">▪ Record all homework assignments in the school agenda▪ Complete all assigned homework on a daily basis▪ Effectively use any time in class which may be allocated for “homework”▪ Bring home all materials and information to complete assignments	<ul style="list-style-type: none">▪ Provide a designated quiet and well lit work area▪ Have a regular time slot for homework completion▪ Have reference and resource materials available (e.g. dictionary, paper, pencils)▪ Be available for your child if required▪ Be supportive and interested in what they are doing

Note: Students may expect consequences for incomplete homework. Students may be expected to complete all incomplete work during lunch, recess or after school. In cases where students have habitually handed in incomplete work, parents/guardians may be called or requested for an interview.

Assessment and Evaluation

Student progress and evaluation are a continuous process at Beverly Glen. To keep you informed about your child’s progress we:

- Issue report cards.
- Send home assessments/evaluations completed in class
- Schedule parent-teacher-student conferences.
- Contact parent via telephone as needs arise.
- Communicate via the Agenda.

Teachers and parents/guardians may arrange interviews at any time to address concerns.