



Student Information 2020 – 2021

KWAYHQUITLUM MIDDLE SCHOOL
3280 Flint Street
Port Coquitlam, B.C.
V3B 4J2

Principal: Ms. L. Ebenal
lebenal@sd43.bc.ca

Vice-Principal: Ms. T. MacDonald
tamacdonald@sd43.bc.ca

Telephone: 604-942-1835

Fax: 604-937-8044

Kwayhquitlum School Web Site: <http://www.sd43.bc.ca/middle/kwayhquitlum/Pages/default.aspx>

School District #43 Web Site: www.sd43.bc.ca

School District No. 43 (Coquitlam)

KWAYHQITLUM MIDDLE SCHOOL CALENDAR 2020-2021

Schools Open	Tuesday, September 8, 2020
Non-Instructional Day (Common District Day)	Friday, September 25, 2020
Thanksgiving	Monday, October 12, 2020
Non-Instructions Day	Friday, October 23, 2020
Remembrance Day	Wednesday, November 11, 2020
Schools close for Winter Vacation (last day in session)	Friday, December 18, 2020
Winter Vacation	December 21, 2020 – January 1, 2021
Schools re-open after Winter vacation	Monday, January 4, 2021
Non-Instructional Day (School Based)	Friday, February 12, 2021
BC Family Day	Monday, February 15, 2021
Non-Instructional Day	Friday, February 26, 2021
Schools close for Spring Break (last day in session)	Friday, March 19, 2021
Spring Break	March 22, 2020 – April 1, 2021
Good Friday	Friday, April 2, 2021
Easter Monday	Monday, April 5, 2021
Schools re-open after Spring vacation	Tuesday, April 6, 2021
Non-Instructional Day	Friday, April 23, 2021
Non-Instructional Day (School Based)	Friday, May 21, 2021
Victoria Day	Monday, May 24, 2021
Last day of school for all students	Tuesday, June 29, 2021
Administrative Day	Wednesday, June 30, 2021

**(M, Tu, Th, F)
Bell Schedule
(Schedule #1)**

Band/Choir	7:50 – 8:30 am
Community Circle	8:40 – 9:13 am
Block 1	9:13 – 9:54 am
Block 2	9:54 – 10:35 am
Nutrition Break	10:35 – 10:47 am
Block 3	10:47 – 11:28 am
Block 4	11:28 – 12:09 pm
Lunch Break	12:09 – 12:53 pm
Block 5	12:53 – 1:34 pm
Block 6	1:34 – 2:15 pm
Block 7	2:15 – 2:56 pm

**Wednesday
Bell Schedule
(Schedule #2)**

Band/Choir	7:50 – 8:30 am
Community Circle	9:00 – 9:18 am
Block 1	9:18 – 9:59 am
Block 2	9:59 – 10:40 am
Nutrition Break	10:40 – 10:52 am
Block 3	10:52 – 11:33 am
Block 4	11:33 – 12:14 pm
Lunch Break	12:14 – 12:58 pm
Block 5	12:58 – 1:39 pm
Block 6	1:39 – 2:20 pm
Block 7	2:20 – 3:01 pm

**Afternoon Assembly Schedule
(Schedule #3)**

Band/Choir	7:50 – 8:30 am
Community Circle	8:40 – 9:11 am
Block 1	9:11 – 9:46 am
Block 2	9:46 – 10:21 am
Nutrition Break	10:21 – 10:33 am
Block 3	10:33 – 11:08 am
Block 4	11:08 – 11:43 am
Lunch Break	11:43 – 12:27 pm
Block 5	12:27 – 1:02 pm
Block 6	1:02 – 1:37 pm
Assembly	1:37 – 2:56 pm

MESSAGE FROM THE ADMINISTRATION

Each student is Unique.
Each student is Valued.
Each student is Welcome.
Each student is Supported.
Each student has an Important Voice.

We are better together, and the *Kway Way* is all about caring deeply, thinking critically, seeing clearly and acting wisely.

When we follow these principles a culture of engaging young people becomes about treating everyone with dignity.

Kway practices restorative ways of being and this lends itself to positive relationships and creates a safe, inclusive community of learners.

Everyone loves Kway.

Ms. L. Ebenal
Principal

Ms. T. MacDonald
Vice-Principal

MISSION STATEMENT

Kway empowers students to become mindful, resilient and engaged global citizens by nurturing the love of learning within an innovative and inclusive school community.

Déclaration de mission: Kway habilite les étudiants à devenir des citoyens globaux soucieux, résilients, et engagés en entretenant l'amour de l'apprentissage dans une communauté scolaire innovante et inclusive

“Together We Grow”
“Ensemble, Nous Grandissons”



ABOUT KWAYHQITLUM MIDDLE SCHOOL'S LOGO

Sto:lo artist George Pennier designed Kwayhquitlum Middle School's distinctive logo for our school. The Eagle is the Indigenous symbol for the Great Spirit and the Eagle's feathers are the most sacred of healing tools. The salmon is the sustainer of life for the Kwikwetlum people living along the river and the central circle represents the salmon egg: The beginning of life. The salmon's tail contains the face of the Eagle's young, and the Eagle's wing feathers form a motif of the human hand. The hand represents humanity and our place within the great wheel of life.

Kwayhquitlum Middle School was the first school in our district to honor the Indigenous people by using an Indigenous name for the school. We believe that the Kwayhquitlum Middle School community honours inclusionary teachings.

KWAYHQITLUM MIDDLE SCHOOL GOALS

These long-term goals were developed by the staff and administration of Kwayhquitlum Middle School and form our beliefs about teaching and learning in the middle school. The staff at Kwayhquitlum Middle School believe:

- That education is a lifelong journey. Knowing how the past relates to the present is necessary for preparing for the future. Knowing how our thinking has changed is necessary for true education to take place.
- In modeling a positive team environment where everyone feels a strong sense of belonging.

- In providing a positive, safe learning environment for all students, staff and teachers.
- That our school is a place where all can succeed.
- That we will continue to grow and change as a school. We recognize that change is a constant in our society; therefore, flexibility in thinking and problem solving is required to adapt and succeed in a changing world.
- That we are all a community of learners. There will be fairness of access to programs for everyone.

STUDENT GUIDELINES

KWAYHQITLUM CODE OF CONDUCT

The Kwayhquitlum Middle School Code of Conduct for all of our students is simple:

- Speak and act towards other students and staff so that your words and actions do not cause injury or discomfort to anyone.
- Treat other students and all staff members with **caring** and **respect**. Restorative practice circle is used throughout our community to create a safe and respectful environment.
- Give every assignment your very best effort and complete your homework.
- Be prepared - arrive in class each day with the necessary materials for learning.
- Follow the individual rules, guidelines and instructions of all classroom teachers and staff.
- Take pride in our wonderful middle school and respect the surrounding community.

P. A. W. S. – Positive Attitude With Style

Kwayhquitlum Middle School is very proud of our PAWS (Positive Attitude With Style) Program. The PAWS Matrix is a proactive and positive approach to social responsibility. It provides guidelines that are taught and modeled throughout Kwayhquitlum Middle School's school community. It helps students to take ownership and responsibility for their actions and promotes respect for self, others and the environment.

RESTORATIVE PRACTICES

Restorative practices are processes that proactively build healthy relationships and a sense of community to prevent and address conflict and wrongdoing. Restorative practices are increasingly being applied in individual schools and school districts to address youth behavior, rule violations, and to improve school climate and culture. Restorative practices can improve relationships between students, between students and educators, and even between educators, whose behavior often serves as a role model for students. They allow each member of the school community to develop and implement a school's adopted core values.

Restorative practices allow individuals who may have committed harm to take full responsibility for their behavior by addressing the individual(s) affected by the behavior. Taking responsibility requires understanding how the behavior affected others, acknowledging that the behavior was harmful to others, taking action to repair the harm, and making changes necessary to avoid such behavior in the future.

Code of Conduct and Restorative Practices **2020-2021**

RESTORATIVE PRACTICES PRINCIPLES

1. Restorative Practices focuses on harms rather than rules or persons and the consequent needs of victims, offenders and communities.
2. Restorative Practices addresses obligations of the offender resulting from those harms, as well as the community's obligations to both victims and offenders.
3. Restorative Practices uses inclusive, collaborative processes.
4. Restorative Practices involves all individuals (victims, offenders, parents, students, staff, and faculty) who have a legitimate stake in a given situation.
5. Restorative Practices seeks to put right the wrongs that have been done, so that victims feel safe and valued, and offenders feel restored to the school community.

RESTORATIVE DISCIPLINE

1. Acknowledges that relationships are central to the building of the school community.
2. Must establish policies and procedures that harm and misbehavior in a way that strengthens relationships.
3. Focuses on harms done rather than rules broken.
4. Gives voice to the person who has been harmed.
5. Engages in collaborative problem solving.
6. Empowers change and growth for all involved.
7. Enhances responsibility for actions and attitudes for all involved.

The goals of these restorative practices are that...

1. Kwayhquitlum Middle School will be a safe, friendly and enjoyable learning environment.
2. Kwayhquitlum Middle School will foster an environment where everyone feels valued, respected, and included.
3. Kwayhquitlum Middle School will be a school where students are motivated to learn and staff enjoy meaningful and fulfilling work.

In the conference or circles, the four restorative questions will be discussed:

- What happened?
- What were you thinking at the time?
- Who has been affected by what you have done? In what way?
- What do you think you need to do to make things right?

When the incident in question inflicted harm on another person, four additional questions will be asked on behalf of the person(s) harmed:

- What did you think when you realized what had happened?
- What impact has this incident had on you and others?
- What has been the hardest thing for you?
- What do you think needs to happen to make things right?

(The International Institute for Restorative Practices, www.iirp.org)

PLAYGROUND BEHAVIOUR

- Students, from the time they first arrive at school, may not leave the school grounds without permission during the school day.
- All litter is to be placed in the recycling/garbage bins provided.
- Food may be eaten in the courtyard area or on the outside grounds after 12:20, before and after school and at nutrition break providing students use the existing litter containers.
- Students may play in fields, the courtyard and on lawns but may not play in the flower gardens, in the parking lots or driveway in front of the school.
- Students must follow the instructions of noon hour supervisors.

ASSEMBLY BEHAVIOUR

School assembly programs will be presented throughout the year. They may include multi-media productions, speakers, and presentations by students, staff, parents and professional performers from outside the school community.

Kwayhquitlum Middle School has a reputation for excellent assemblies and proper assembly behaviour. All students are expected to:

- Sit with their class when attending assemblies.
- Walk to and from assembly areas in a quiet and orderly manner and should be seated as quickly as possible.
- Be courteous audience members. Appreciation is shown by applause rather than by yelling, whistling or shouting.
- Be alert to the person in charge of the program to ensure a minimum amount of disturbance from the audience.

ATTENDANCE

The daily process of attendance begins shortly after the start of the school day. Absences and lates are recorded and any student whose absence cannot be explained will be followed up with phone call(s) to the parent or guardian at home and/or work.

To expedite this process please notify the office if your child will be late or absent, this will reduce the amount of time it takes for us to ensure that all of our students are safe and accounted for. Please help us to safeguard your child(ren) by following these steps:

- Contact the school office by phone (604-942-1835) or email (108-secretary@sd43.bc.ca) **before 9:00 am** to report your child's absence/late. Continued absences, eg. vacations, may be report at one time. However, if your child is home ill, please call each day to confirm their absence. *Please note:* emailing the classroom teacher directly does not always result in the attendance being noted as the teacher may not teach that day or be absent.
- Notes approving early dismissals/absences are to be brought to the office. The office will then advise your child's teacher of the approved early dismissal/absence. Notes given to teachers do not always get passed on and doing so may result in unnecessary calls home and delays in your child dismissal.
- Students who must leave early for any reason (appointment, illness, special event, etc.) must sign out from the office and sign back in if they return to school.

KWAYHQITLUM MIDDLE SCHOOL POLICY FOR LATES FOR 2020-2021

Arriving late to school interferes with everyone's learning. The teacher must deal with the late student and may need to re-teach the lesson, the other students have their learning time interrupted, and the late student may miss important information.

Being on time is an important life skill that is vital in the workplace as it demonstrates responsibility and commitment. At Kwayhquitlum Middle School, we want to reinforce this skill in order to best prepare our students for the world of work.

Parents are asked to assist with the program by contacting the school if there is a reason to excuse the late and by working with their son/daughter to help him/her arrive on time.

LATE PROCEDURES

- A student reporting late for school or late for class must sign in with the youth worker in the main foyer or at the office.
- If parents have questions or concerns about our policy please contact Ms. MacDonald at 604-942-1835.

HOMEWORK

At Kwayhquitlum Middle School we believe that homework is an important part of an educational program. Homework compliments classroom activities. It emphasizes that learning is more than just a schoolroom activity and independent learning is valued. Reviewing the material covered in class each day is also a component of homework.

Each team will send home information regarding expectations for student participation and parental support in homework assignments. Please read these expectations carefully and confer with the individual teacher if you have concerns. We believe it is important that students and parents work together to develop a consistent approach to homework. All students will use the student agenda, where each night's homework and special events will be recorded. Each evening, parents are asked to initial this agenda. Parents are encouraged to peruse this agenda to assist in helping their children keep up-to date with assignments and/or projects.

CLOSED CAMPUS

For safety reasons, Kwayhquitlum Middle School operates on a "Closed Campus" basis at all times. This means that no student may leave the school premises during the school day without written parental permission and the student must be signed out by a parent/legal guardian in the office, including the period of time from arrival at school until the opening bell. Notes are to be brought to the office before nutrition break on the day they plan to leave the grounds. Students are reminded that lunch is only 40 minutes. **If students choose to leave the school grounds without permission, appropriate disciplinary action will take place.**

LOCKERS AND LOCKS

Students will be issued a combination lock during the first week of school. For security reasons only school issued locks may be used. Locks and lockers are rented from the school and are considered school property. Locker combinations are to be memorized and NOT shared with anyone. Students may go to their lockers:

- BEFORE school in the morning
- AT NUTRITION BREAK and LUNCH time (to retrieve lunch). *See Noon Hour Behaviour Expectations
- AFTER school

Textbooks and all valuable items must be stored in lockers. It is the student's responsibility to keep his/her locker neat and free of graffiti and fruit flies. Abuse of lockers will result in a loss of locker privileges. If for any reason students require a new lock during the school year, a replacement from the office may be obtained for \$6.00.

STUDENT USE OF SCHOOL TELEPHONE

The four lines of our school phones are for school business and emergency use only. Students have use of the office phone placed in the hallway outside the medical room after school every day.

CARE OF SCHOOL PROPERTY

A clean school offers a healthy and pleasant place to work. Let us apply the same standards to our school as we do to our homes. Students are asked to keep their shoes clean by removing mud and snow when coming into the building. A student responsible for any damage done to school property will be charged for the replacement or repair in-full or in-part. Kwayhquitlum Middle School students are expected to respect the property and rights of others and our neighbours.

NOON HOUR BEHAVIOUR EXPECTATIONS

Students eat in their assigned classrooms. Students are expected to stay seated, and handle themselves in a safe manner. At 12:20 students are encouraged to go outside for fresh air and exercise if the weather permits. On inclement days students are welcome to participate or spectate in the gym, work quietly in the computer lab or the library or remain in supervised classrooms.

Noon hour supervisors are distributed throughout the school building and grounds to help students keep themselves safe. They are valued members of our school community. It is expected that students are respectful and follow their directives.

CLOTHING

Although the responsibility for personal dress and grooming rests primarily with students and their parents, it has been found that clothing which is comfortable, clean and modest is most conducive to a positive and productive educational climate. The following guidelines are observed at Kwayhquitlum Middle School:

The school district is committed to providing students with learning environments that are safe, responsive, and inclusive. The district recognizes that decisions about dress reflect individual expression of identity, socio-cultural norms, and that they are personal.

Students may attend school and school-related functions in dress of their choice provided that their choices:

- Conform with established health and safety requirements for the intended activity;
- Do not represent or promote alcohol or drugs;
- Use respectful language;
- Do not depict or promote violence, racism, sexism or discrimination; and

- Are not intimidating to others.

Ultimately, the school administration has the responsibility to apply the dress guidelines when necessary. If any person dresses in an inappropriate manner, the student should be advised personally and discretely and given an opportunity to meet school district guidelines.

UNACCEPTABLE CLOTHING

- Clothing that promotes or advertises alcohol or drugs in any way is not permitted
- Clothing that does not meet the requirements of our Conduct Expectations

PORTABLE AUDIO DEVICES/ELECTRONIC GAMES/CELL PHONES/MP3/IPOD PLAYERS

We do not assume any responsibility for the security of these devices. If students choose to bring these items to school, they must store them in their lockers when not in use.

New to Kway this school year will be "**No-Tech Tuesdays!**"

This is a school-wide rule where students are asked to leave phones, laptops, tablets in their lockers during recess and lunchtime. This will help encourage face to face relationships, and more outside physical play. Students are still allowed devices before and after school - but not during non-instructional time.

BICYCLES/SKATEBOARDS/ROLLERBLADES/SCOOTERS

Bicycles, skateboards, scooters and rollerblades brought to school are the sole responsibility of the owner. Unfortunately, as bicycles cannot always be adequately watched, they are often open to theft or vandalism. We caution parents and students about the riding of bikes to school. If it is necessary for your child to ride his/her bike to school, please realize that the school cannot accept any responsibility for bicycles. Bicycles brought to school must be locked in the designated bike racks in the front of the school or in the inner courtyard . It is recommended that a good quality bicycle lock is used, as thieves do visit schools and are expert at stealing unlocked bikes or bikes with ineffective locks.

From time to time, special outdoor activities may involve the use of bicycles or skateboards. Should this occur, the sponsoring teacher will advise. It is mandatory to wear a helmet when riding to school. Students who ride to school are expected to know and follow traffic regulations and must dismount when entering the school grounds. For safety and insurance reasons, hoverboards, skateboards, roller blades and scooters are not to be used on the school grounds during school time.

TEXTBOOKS

Homeroom teachers may issue textbooks. Students are expected to:

- Record the number of the textbook with the teacher issuing the text;
- Notify the teacher if there are any stains, tears, or pages missing, so they are not held accountable for these damages at the end of the school year;
- Take good care of textbooks so as not to incur any repair or loss charges at the end of the school year. **Ensuring that texts are kept in optimum shape is the student's responsibility. Replacement or damage costs are expensive.**

LOST AND FOUND

Lost clothing, bags, etc. can be claimed from the Lost & Found boxes outside the office. Jewelry, purses and other small items should be turned into the office and can be claimed from the office staff. Unclaimed items are donated to charity several times per year.

FOOD/GUM/BEVERAGES

Gum chewing is not permitted at Kwayhquitlum Middle School. Juice and snack machines are available for break, lunch and after school use. (Students are expected to respect the rules posted on the machines). Students use the vending machines at their own risk. The school is not responsible for lost monies.

PARENT NEWSFLASH

The Parent Newsflash will be emailed home weekly on Fridays. The Parent Newsflash is also available on our school website <http://www.sd43.bc.ca/middle/kwayhquitlum/Pages/default.aspx>. Please visit our website regularly.

ANNOUNCEMENTS

There will be e-news and administrative announcements broadcast every morning to each classroom prior to nutrition break. It is important that students listen closely to the daily announcements as special events and activities will be explained during this time. We also email our parent communities a newsflash each week with upcoming announcements and events.

STUDENT EVALUATION

Formal report cards will be issued in December, March and June. Two informal reports will also be completed for each student during the school year. These could be in the form of student-led conferences or written interim report cards. At any time a teacher deems it necessary or appropriate, parents or guardians will be contacted regarding student progress. We would also like to encourage parents to contact the school at any time if they have any questions or concerns about their child's progress.

Student achievement and success in all areas will be recognized within each team throughout the school year.

Student achievement and progress (letter grades and anecdotal comments), social responsibility, and conduct will be indicated on the formal reports.

Students who, despite their best efforts, have difficulty in achieving appropriate standards in regular classes may be placed on an Individual Educational Plan (I.E.P.). This would be done after consultation between teacher, student, parents and the support services staff. Students who successfully complete I.E.P. goals will receive credit for these courses. Students who receive an "I" ("In Progress") as a letter grade will be provided with an "I Plan" which they must follow in order to receive a passing grade.

PHYSICAL AND HEALTH EDUCATION

Physical and Health Education is a core course within middle school curriculum. The focus of the course is helping students to be healthy, active, and safe. There are significant portions of the course that involve movement and participation. Students are expected to wear appropriate clothing for these portions. Examples of appropriate clothing include a T-shirt, sweatshirt, shorts, or sweatpants. Footwear should have non-marking soles and offer sufficient support to be active. If a student needs to be excused from any of the movement portions of Physical and Health Education, parents should communicate directly with teachers. Valuables should be kept in personal lockers, and not be left in the gymnasium change room.

MIDDLE SCHOOL ACTIVITY FEE

Activity fees support school wide activities for all students, such as: student leadership events, clubs, cultural performances and special event celebrations. The activity fee also purchases student planners.

Yearbook purchase is optional and fees will be collected in September and later in the year. Activity fee for 2019 – 2020: \$35.00

SCHOOL SERVICES

ADVISORY AND COMMUNITY CIRCLES

At Kwayhquitlum Middle School, students will participate in Homeroom Advisory on M,W,F and Mixed Community Circles on Tuesdays and Thursdays. . These programs are very important in our middle school. As the program develops, we will find many new and exciting ideas to implement, but our initial goal for Advisory at Kwayhquitlum Middle School is to make connections with students at a time when they require positive role models, guidance and accurate information. During Community Circles, students are mixed up through grades and programs to make larger peer connections and form another important relationship with a significant adult at our school.

BAND AND CHOIR

Kwayhquitlum Middle School is pleased to offer Band and/or Choir to Grade 6, 7, and 8 students. This component of our co-curricular fine arts program will run on alternate mornings, from 7:50 - 8:30 am. Students are asked to arrive at school prior to 7:50 am, be in class and set-up prior to the start of class. A schedule of Band and Choir times will be issued in September.

MAJOR EXPLORATIONS

Exploration courses are a very popular part of middle school. Explorations expose students to additional subject areas. These special classes will encourage students to develop new interests, appreciate the fine and applied arts, and experience a variety of different technical and home arts courses. All students will receive instruction in major explorations: Tech Ed., Home Ec., Computers, Digital Media, and Music.

THE LEARNING COMMONS

Kwayhquitlum's Learning Commons (formally known as the 'library'), is open most days from 8:15 a.m. to 3:00 p.m. This area includes books, technology and a makerspace. All students are encouraged to visit, learn and play in the learning commons when our Teacher Librarian is available.

SCHOOL ACTIVITIES

KWAYHQUITLUM COUGAR ATHLETICS

- Kwayhquitlum participates in the Coquitlam Middle School Athletic Association (CMSAA). The CMSAA offers a variety of activities with an emphasis on fair play and equity of participation. There are three seasons to athletics in the school year. Sports offered by the CMSAA are listed below, and teams are formed at Kwayhquitlum based on teacher-sponsor availability.

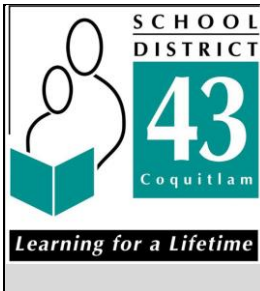
- Fall: Cross Country, Field Hockey, Swimming, Volleyball
- Winter: Basketball, Wrestling
- Spring: Badminton, Rugby, Track & Field
- Teams are organized for both boys and girls in each sport.
- To participate on Cougar teams there is a \$15 Athletic Fee payable once in each school year. The fee is to help offset the costs associated with referees, team jerseys, equipment purchases, district tournaments, CMSAA fees, and trophies. No child will be denied the opportunity to participate for financial reasons. Please contact the Principal if you would like to discuss a fee waiver.

CLUBS

- Yearbook, Art, Dance, Writer, Drama, Library, Ski and Snowboarding, Harry Potter, Rubics and others to be announced!

INTRAMURALS

- Depending on teacher sponsor availability, lunch time intramurals that focus on participation, fair play, and fun may be offered.



School District No. 43 (Coquitlam) - June 2018 Policies and Administrative Procedures Overview

Complete copies of the following policies and administrative procedures (APs) are available for your viewing at the school office and on the school district website: www.sd43.bc.ca under Board of Education / Policies Administrative Procedures

Note: All administrative procedures are currently under review. For the most up-to-date APs, visit the official Policies and Administrative Procedures webpages.

1. District Code of Conduct – Policy 17

The Board believes it has a responsibility to establish expectations of students as part of its governance role for the district. The Board further believes that the responsibility for student discipline in school is shared among students, staff and parents. Students have a responsibility to respect the rights and dignity of others and to become actively and productively involved in their own academic learning and social growth. Educators are responsible for establishing a positive school climate in which structure, support and encouragement assist the students in developing a sense of self-discipline and responsibility. Parents are responsible for establishing a positive learning atmosphere in the home, knowing school policies and procedures, supporting the school in the enactment of these policies and procedures, and encouraging their children to understand and respect these policies and procedures. To support these aims, the Board has established a District Code of Conduct for Students, which shall be followed in all schools.

Specifically

The Board believes that appropriate student conduct, based on respect for oneself, respect for others, and respect for property is essential to the development of responsible citizens. To this end students are expected to:

- be aware of and obey all school rules;
- attend classes punctually and regularly;
- work cooperatively and diligently at their studies and with home assignments;
- respect the rights of all persons within the school including peers, staff and parents;
- respect the legitimate authority of the school staff;
- respect the school's physical school facilities;
- respect the ethnic diversity of our school community;
- behave in a safe and responsible manner at all times; and
- not threaten, harass, bully, intimidate or assault, in any way, any person within the school community
- not be in possession or under the influence of drugs and/or alcohol

2. Violence, Intimidation and Possession of Weapons - Policy 18

The Board believes that schools are purposeful places where students and staff must be able to work, learn and play without the threat of physical or psychological harm. Schools are characterized by sensitivity and respect for all individuals, an environment of non-violence, clear student behavioral expectations and disciplinary practices that are enforced consistently and fairly. The Board acknowledges its role in providing secure learning environments which are safe from threats, violence or intimidation.

Student Threat Assessment Protocol

A student threat assessment will be initiated by the school's multi-disciplinary Violent Threat Risk Assessment (VTRA) team when behaviour includes, but is not limited to serious violence, or violence with intent to harm or kill, verbal/written threats to harm/kill others, internet/social media threats to harm/kill others, possession of weapons (including replicas), bomb threats and fire-setting.

3. Suspension of Students – AP 355

The effective management of student discipline is a necessity in establishing safe, caring and orderly school environments that foster student learning needs. When student misconduct occurs, the school and district must respond fairly, quickly, and effectively, imposing a disciplinary consequence that is appropriate to the circumstances and that reinforces for the student involved and students generally, appropriate standards of student behavior.

The Principal has overall responsibility for the maintenance of student discipline and school rules. Under the general supervision of the Superintendent and subject to administrative procedures, a Principal and/or Vice Principal has the authority to suspend or remove a suspension imposed on a student.

4. Race Relations – AP 205

The district acknowledges the challenge of becoming responsive to the needs of a pluralistic society and affirms that the racial, ethno-cultural, linguistic and religious diversity of its students, staff, and community is a source of enrichment and strength for Canada.

As an educational institution, the district has a special responsibility to develop positive values, attitudes, knowledge and practices by developing a framework which will promote and support equity, justice and access to all.

5. Personal, Discriminatory, and Sexual Harassment – AP 356

The district recognizes the right of all students and staff members to learn and work in an environment free from personal, discriminatory or sexual harassment.

The district, all staff members, students and people within school communities shall have a responsibility to promote, monitor and maintain learning environments and workplaces that are free from harassment, fear and discrimination.

6. Digital Responsibility for Students – AP 140-2

The district endorses the provision of district-wide network and Internet services to support student learning. While there are many benefits, there is also potential for misuse. Students are not permitted to create, distribute or access any material which is not suitable for classroom learning.

When using technology, district electronic mail (email) services, social networking, collaboration, blogging, media sharing tools, in relation to their role, students and staff are expected to act as appropriate digital citizens as laid out in the procedures.

7. Tobacco and Vapour Products Free Environment – AP 171

All school property is designated “tobacco and vapour product free”. Therefore, every person, including a student, employee or visitor, is prohibited from smoking, using tobacco or vapour products of any kind, or holding lighted tobacco on school property at any time, including non-school hours.

8. Closure of Schools for Extreme Weather Conditions – AP 132

In the case of extreme weather conditions, the Superintendent or designate has authority, on behalf of the Board, to temporarily close a school.

Procedures: As a general expectation, parents are to be advised that schools are open. If parents believe the local conditions are unsafe, they may keep their child at home or arrange his/her early dismissal. If schools are to be closed before classes begin, an announcement will be made by 6:30 a.m. on the school district website and school websites. Announcements may also be made on SD43 social media and local radio stations. For more information visit www.sd43.bc.ca/NewsEvents/Pages/EmergencyInformation.aspx.

9. Resolution of Student or Parent School Concerns – AP 380

The district encourages students and/or parents to discuss their questions or concerns regarding the education of their children with school personnel as early and as directly as possible.

Procedures: Students or parents who disagree with or wish to question decisions or actions that are taken by teachers and/or administrators are expected to seek a resolution by pursuing the following steps:

A. *Teacher or Classroom Level Problem*

1. Discuss the matter directly with the teacher whose judgement or decision is being questioned.
2. If not resolved, discuss your concern with the Principal.
3. If still unsatisfied with the outcome, discuss your concern with the Assistant Superintendent (contact the Board office at 604-939-9201).
4. Unresolved matters may be referred to the Board as per Board Policy 13.

B. *Principal or School Level Problem*

1. Discuss directly with the Principal the action, policy, procedure or practice being questioned.
2. If not resolved, refer to the Assistant Superintendent. (see contact information above)
3. If not resolved, refer to the Board as per Board Policy 13.

It is expected that school district personnel will seek a resolution to the problem as quickly as possible.



PAC (PARENT ADVISORY COUNCIL) DONATION LETTER

Welcome Kway Families!

We hope you had an amazing summer and we can't wait to meet our new families and catch up with those returning!

With the start of a new year come thoughts as to what lies ahead. One major consideration we, as parents, have is how can we support and enhance our child's learning and school experience? One way? The best way is to get involved! And the first and most simple way for you to get involved this year is to make a donation directly to the Kway PAC. The Kway PAC made a decision years ago to do away with conventional fundraising, such as selling wrapping paper and entertainment books. Most parents just don't have the time and most just wish to make a onetime payment and be done with it. So that's what we are asking...

Please, this year, make a difference in your child's school life by making a donation directly to the Kway PAC! You can pay by cash, cheque or even credit card at www.schoolcashionline.com

Why do we need the money? Where is this money going? In the 2018/19 School Year, EVERY Pod, EVERY Grade and therefore every student benefited from the way the PAC spent money in some way. You can rest assured that your very own family will benefit from the money you donate!

Just last year alone PAC funds paid for the following:

- Buses for field trips
- White boards and lap boards
- Laminator, pouches and art supplies
- Rubik's Cubes - Coding
- PHE Equipment – balls, discs, etc.
- Chargers and Cables
- Appliances
- and much, much more!!
- Educational performances by Jesse Miller, Art Starts, etc.
- Document Cameras
- Soldering Stations - Tech Ed
- Music Stands and Performance Vests
- Kitchen pans, knives, slicers, etc. - Home Ec.
- Video Lights
- Pancake Breakfast

Please consider \$35 per student or \$50 per family. But please also remember that this is a donation and the amount is up to you. Every little bit will count so if you have \$20 or \$100 it will all go a long way to making this year the best it can be!

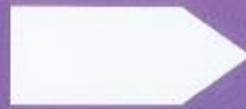
Thank you so much in advance for your support! Any questions or concerns? Please contact the Kway PAC directly at kwaypacchair@gmail.com

Sincerely,

Your Kway PAC

Unplug & Connect

To Physical Activity



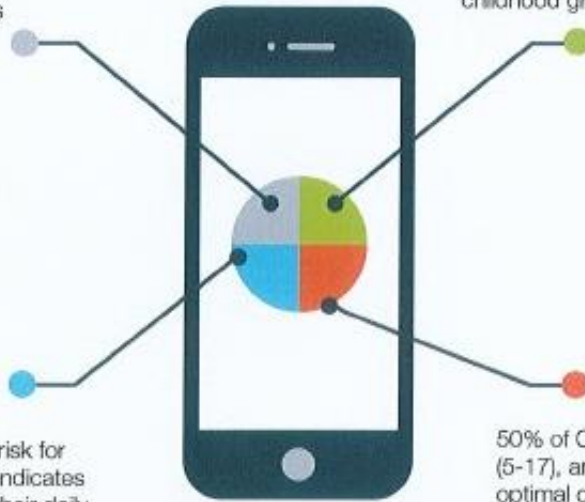
It's about children growing up happy and healthy



Screen Time Can Include:

- Watching television
- Being on a computer
- Tablet or smart phone
- Playing video games

Children and adolescents should do 60 minutes (1 hour) or more of physical activity each day. Regular physical activity is an essential part of early childhood growth and development.



1 in 4 of Canadian kids is at risk for becoming obese. Research indicates that when children increase their daily physical activity, they decrease their chances of developing many diseases such as heart disease and type 2 diabetes.

50% of Canadian children & youth (5-17), are not active enough for optimal growth and development, and 90% fail to meet the daily requirements of Canada's Physical Activity Guide.



Connecting with physical activity:

- Our bodies are designed to move. People who are active each day live healthier, happier, and longer lives.
- Screen time can displace physical activity, reading, and face-to-face socializing. By turning off screens, children have more time for active play and other beneficial pursuits.
- Besides enjoying the health benefits of regular exercise, kids who are physically fit sleep better and are better able to handle physical and emotional challenges.
- Children who establish healthy lifestyle patterns at a young age will carry them - and their benefits - forward for the rest of their lives.

Become a 'Screen Smart' family:

- Balance 'screen time' with 'real time'. Choose activities that encourage connecting to physical activity.
- Ideas to connect to physical activity:
 - ✓ Make physical activity part of your family's daily routine by taking family walks to explore your neighbourhood or playing active games together.
 - ✓ Take children to places where they can be active, such as public parks and community centres. Both structured and non-structured activities contribute to children's overall health.
 - ✓ Provide opportunities for children to acquire some basic skills like throwing, catching, jumping rope, hitting a ball, skating and dancing.

www.tricitiesunplug.com