



JEAN VANIER CATHOLIC SCHOOL

1019 Viscount Road London, Ontario N6K 1H5

Telephone: 660-2771

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School Website: www.ldcsb.on.ca/schools/vanier

Principal: Jeff Gillies

Vice-Principal: Caroline Hodgins

SCHOOL PRAYER

Jesus, you are our strength and light.
You guide us by your example of peace, forgiveness and love.
You call us to be your children in a caring school community.

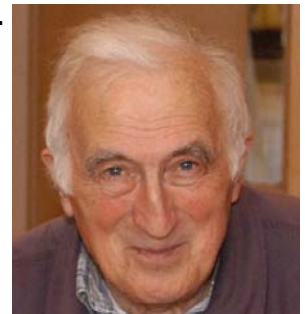
We thank you God, for this day we share together.
We thank you for the gift of Jean Vanier—
for showing us that no matter what our differences
or whatever our abilities, we are all your children, Lord.
We bring to you today all our hopes and dreams, our worries
and our fears and all the intentions in our hearts.

May we always celebrate our differences
and accept each other as Jesus would accept us.

We are called to change one heart at a time.

We lift this prayer to you, O Lord.

Amen.



LONDON DISTRICT
Catholic School
BOARD

WELCOME

Dear Friends,

The Jean Vanier Catholic School community strives to provide quality Catholic education within a safe, caring, Christ-centred learning environment enabling all students to realize their full potential as significant members of our Church and society.

As a faith community we firmly believe that:

- ◆ children are sacred creations of God. As a Catholic school community – school, home and parish – we must provide creative opportunities for children to learn and apply knowledge and skills in ways that draw them closer to God and one another;
- ◆ a safe, orderly and caring learning environment promotes feelings of self-worth and school pride;
- ◆ all children want to and can:
 - be loved and respected, while showing love and respect for themselves and others;
 - be successful learners, achieving their highest potential;
 - cooperate with others to achieve a common goal;
 - make good decisions, taking responsibility for their actions;
- ◆ educating children is a shared vocation. Effective school communities work collaboratively to maintain high standards of excellence, and are committed to continuous improvement.

As we journey through this school year may we experience the joy of learning and discovery with our children, may we fully embrace God's love and compassion and may we be filled with a sense of solidarity as we join others to provide a faith-filled learning experience for all students.

All the best,

Jeff Gillies
Principal

CATHOLIC SCHOOL GRADUATE EXPECTATIONS

All students are called to be:

- ◆ **discerning believers** formed in the Catholic Faith community who celebrate the signs and sacred mystery of God's presence through sacrament, prayer, forgiveness, reflection and moral living.
- ◆ **effective communicators** who speak, write and listen honestly and sensitively, responding critically in light of gospel values.
- ◆ **reflective, creative and holistic thinkers** who solve problems and make responsible decisions with an informed moral conscience for the common good.
- ◆ **self-directed, responsible, lifelong learners** who develop and demonstrate their God-given potential.
- ◆ **collaborative contributors** who find meaning, dignity and vocation in work which respects the rights of all and contributes to the common good.
- ◆ **caring family members** who attend to family, school, parish and the wider community.
- ◆ **responsible citizens** who give witness to Catholic social teaching by promoting peace, justice and the sacredness of human life.

SCHOOL HOURS

Supervised Yard Entry	8:55 - 9:10
Morning Entry Bell	9:10
Morning Recess	10:35 - 10:50
Lunch Break	12:10 - 1:10
Afternoon Recess	2:30 - 2:45
Supervised Dismissal	3:45 - 4:00



SAFE ARRIVAL

To ensure that all students arrive at school safely each morning the staff take attendance promptly at 9:15 a.m.

Unexplained student absences are responded to by:

1. phoning parents at home/work
2. phoning emergency contact person
3. notifying police.

If for any reason your child is going to be late or absent please call the school (519-660-2771) prior to 8:30a.m.

ARRIVAL, DISMISSAL & VISITORS

We strive to make our school inviting and welcoming for all members of our community, however, for safety reasons, staff and students are asked to watch for and report the presence of strangers within our school. For this reason, all visitors (including parents) entering the school building during the day must enter through the main doors and sign in at the office. Drop-off of lunches or school materials or pick-ups for appointments should be done through the office.

To ensure a learning environment free from interruptions, parents picking up children at the end of the day are asked to remain outside of the school until students are dismissed from their usual entrance doors. For “little ones”, Gr. 1-3 teachers will escort students onto the playground through designated doorways to meet parents or older siblings.

Staff supervision is available from 8:55 to 9:10 each morning. Students should not arrive at school prior to this time unless they are participating in before-school activities.

Thank you for making our school a safe, learning environment.



LEAVING SCHOOL

Students who need to leave the school grounds at any time throughout the day must have prior written permission and be accompanied by a parent/guardian.

Students must remain at school for the lunch break unless they regularly go home for lunch or are being picked up by a parent/guardian. Students are not allowed to go to the mall or surrounding restaurants unless accompanied by a parent or adult caregiver.

HOME-SCHOOL COMMUNICATION

Quality Catholic schools involve the home, school and parish to collaboratively provide meaningful learning opportunities for children. To do this, clear and open communication is a necessity. This document, combined with monthly newsletters and the school's website (www.ldcsb.on.ca/schools/van/index.html) contain important information regarding school procedures, expectations and upcoming events. Parents are asked to review this information with their child on a regular basis.

FREEDOM OF INFO. & PRIVACY

Student work and photographs are regularly displayed throughout the school, in school newsletters and occasionally on the school website. If you do not wish your child to be photographed or identified in any of these displays, please notify the school principal.

STUDENT/FAMILY INFORMATION

The accuracy of our records is critical for the safe operation of our school. If your address, contact information, student health information, etc. should change, please share these updates by contacting the office.

ALLERGY ALERT

Jean Vanier Catholic School welcomes many children who require particular care and support for severe allergies. Anaphylaxis is a severe, life-threatening allergic reaction. It is a sudden, violent and frightening event that may result in death.

Jean Vanier Catholic School is an Allergy Alert environment. Please note that **all foods that contain peanuts or other nuts are not permitted within our school.** Specific details about allergies in your child's class will be communicated to you to help you make safe food choices. Thank you for making our school a safe place for children with life-threatening allergies.



ADMINISTERING MEDICATION

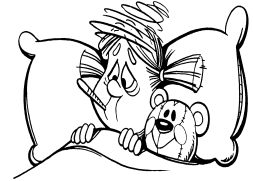
The primary responsibility for the administration of medication remains with the parent and the medical profession. However in some cases there may arise a need for school staff to be involved in such matters in order for pupils to attend school. For the occasional administration of medication parents must submit a written request to the principal, accompanied by authorization from the prescribing physician. The principal will decide, in cooperation with school staff, which person(s) will administer the medication, taking all reasonable precautions to ensure the physician's instructions are precisely followed. The medication must be in a prescription container, clearly labelled and stored in a secure location.

ILLNESS AT SCHOOL

If a student becomes ill or injured while at school and requires medical attention or TLC at home, parents or caregivers will be notified. Please be sure the school has current information regarding telephone numbers and emergency contact persons.

Students showing any of the following symptoms should be kept comfortable and resting at home: earache, vomiting, diarrhea, fever, severe cough/runny nose.

The school is not a comfortable place for children to be if they are feeling unwell. If a child is ill they should recover at home until they are able to participate in all school activities, including outdoor recess and physical education classes.



HEALTHY SNACKS & LUNCHES

Children are encouraged to bring healthy, nut-free snacks to school. Snacks are usually eaten just before morning and afternoon recess. Nutritious, quick snacks (fruits and vegetables) help children to enjoy an active school day.

A lunch period is provided for students to eat their lunch at school. Again, healthy, nut-free lunches are critical.



RECESS

Recess time is an opportunity for students to gather with friends and take part in self-initiated play. Recess periods are monitored by school staff to ensure safe and courteous behaviour. Failure to abide by the playground rules may result in a loss of recess time or other consequences as outlined in the School Code of Conduct.

Unless exceptional circumstances prevail, all students are expected to go outside during recess periods.

Students who are too ill to go outside should remain at home until fully recovered.

DRESS CODE

Students are expected to dress in a manner appropriate for their age and our Catholic educational setting. Clothing should be neat, comfortable and modest, not drawing undue attention to the wearer or affecting the moral tone of our school.

- Articles of clothing with inappropriate logos, sayings and pictures are not acceptable at school.
- Overly revealing clothing (e.g. halter tops, cut-off shorts, etc.) is not to be worn to school.
- No bare midriffs.
- Undergarments should not be visible.
- Shorts and skirts should cover mid-thigh when seated.



PERSONAL ELECTRONIC DEVICES

PEDs are portable electronic handheld equipment that can be used for the purpose of communication, entertainment, data management, word processing, wireless Internet access, image capture/recording, sound recording and information transmitting and/or receiving.

To promote and maintain respect for the dignity of all members of our school community and to enhance student achievement and safety, the use of a PED is strictly prohibited on school premises except under limited conditions as authorized by the Principal. Failure to comply with this policy may result in the confiscation of the PED and/or disciplinary action as outlined in the Education Act and the LDCSB Code of Conduct. It is the policy of the London District Catholic School Board that PEDs are to be kept out of sight, turned off and not used during the school day. To prevent the loss or damage of PEDs the school encourages students to leave PEDs at home.

USE OF TELEPHONES

School telephones are not available for students to make personal calls. If a call to parents is required a staff member will help to make contact. Cell phones or messaging devices are not to be used by students during the school day.

BUS TRANSPORTATION

Students riding a school bus are expected to conduct themselves in a safe and orderly manner. All students are under the immediate authority of the driver. Expectations for behaviour on the bus are no different from those at school. Specific expectations include:

1. Always be respectful and courteous to others.
2. Follow the instructions of the bus driver/bus patrol.
3. Remain in seat / Keep arms and head inside the bus at all times.
4. Do not eat or drink on the bus.



Behaviour that interferes with the safe operation of the school bus or the well-being of others is strictly prohibited and may result in loss of bus privileges.

Please note:

- It is not possible for buses to carry passengers who are not eligible to ride a bus.
- The LDCSB recommends that all students be accompanied to and from their assigned bus stop by an adult. It is the responsibility of each parent/guardian to ensure the safety of students between the assigned bus stop and home.
- Students may only ride the bus for which they are assigned.
- Students may only use their assigned bus stop.

BIKES, BOARDS, ETC...

Bicycle racks are available for students to lock bikes during the school day. Helmets are required. Skateboards, in-line skates, scooters and "heelines", are not permitted at school.

HOMEWORK

Homework is an important part of academic and personal development in school. Homework provides the opportunity to develop responsible, independent learners who take pride and ownership for their academic progress.

Homework with a Purpose:

- To allow students to realize that learning occurs beyond the classroom.
- Reinforce skills and concepts taught during class time.
- Help students develop good study habits, including organization of time and materials.
- Promote home - school partnerships.

Home and School Partnership: Student Responsibilities:

- Put forward a consistently strong effort in all assignments and complete them punctually.
- Use the Jean Vanier student agenda to record homework assignments.
- Be sure that all homework assignments are clear before leaving school.
- Set aside a regular time and place for homework completion.
- Do your own work and ask parents for help only when experiencing difficulties.

Kinds of Homework

- **Practice homework** is used to practice and reinforce skills already learned in class.
- **Preparation homework** helps to prepare students for an upcoming lesson, unit or test. Homework of this type helps provide students with the opportunity to gain background information in order to increase learning potential for an upcoming topic.
- **Extension homework** assignments require students to produce self-initiated projects that allow them to apply and analyze information presented in class.

Amount of Homework

- Our general rule of thumb for the amount of homework is 10 minutes per grade. Thus, a child in grade 3 may expect 30 minutes of homework; a child in grade 8 may expect 80 minutes. Please note that the amount of homework assigned may vary (some days longer or shorter than others).
- At all times, the homework needs to be a meaningful experience for learning. If your child is experiencing difficulty, we recommend that you proceed to a different task and return to the assignment once your child has received clarity about the purpose and requirements of the task.

MILK PROGRAM

Jean Vanier Catholic School is proud to offer a Daily Milk Program throughout the school year. This service is not a fundraiser and is provided to your family at cost to support the nutritional needs of our students.

To order milk please refer to the Milk Order forms available through the school website (<http://www.ldcsb.on.ca/schools/van/index.html>).



JEAN VANIER CATHOLIC SCHOOL CODE OF CONDUCT PROMOTING POSITIVE BEHAVIOUR

Jean Vanier Catholic School is a safe, caring, respectful, and inclusive environment for healthy living, learning and teaching. Students are treated with respect and dignity and are expected to demonstrate respect and care for themselves, others, and for the responsibilities of citizenship through acceptable behaviour. The school code of conduct is based on the London District Catholic School Board's Code of Conduct, "For the Good of All" (www.ldcsb.on.ca/schoolservices/programs/SafeSchools/safe_policies.htm).

The Ontario Catholic School Graduate Expectations form the basis of our school's code of conduct, seeking all students to be:

1. **Discerning believers** formed in the Catholic Faith community who celebrate the signs and sacred mystery of God's presence through word, sacrament, prayer, forgiveness, reflection and moral living.
2. **Effective communicators** who speak, write and listen honestly and sensitively, responding critically in light of gospel values.
3. **Reflective, creative and holistic thinkers** who solve problems and make responsible decisions with an informed moral conscience for the common good.
4. **Self-directed, responsible, lifelong learners** who develop and demonstrate their God-given potential.
5. **Collaborative contributors** who find meaning, dignity and vocation in work which respects the rights of all and contributes to the common good.
6. **Caring family members** who attend to family, school, parish, and the wider community.
7. **Responsible citizens** who give witness to Catholic social teaching by promoting peace, justice and the sacredness of human life.

All students at Jean Vanier Catholic School are expected to:

- come to school prepared, on time, ready to learn, and with assignments completed;
- show respect for themselves, for others, and for those in authority;
- make sound decisions that contribute to the safety and well-being of self and others;
- follow the established rules and routines of the school and classroom;
- take responsibility and accept consequences for their actions.

Jean Vanier Catholic School utilizes a range of interventions, supports, and consequences that are developmentally appropriate, and include opportunities to celebrate appropriate conduct as well as strategies for improvement. Disciplinary measures will be applied within a progressive framework that is supportive and corrective in nature. Consequences for both appropriate and inappropriate conduct may include:

- a smile and/or words of praise;
- formal recognition of positive behaviour through the school C.A.R.E. awards program;
- meeting with the student, parent(s), principal, and teacher;
- detentions or loss of privileges;
- withdrawal from class;
- restitution and/or additional duties;
- suspension or expulsion from school.



JEAN VANIER CATHOLIC SCHOOL CODE OF CONDUCT

PROMOTING POSITIVE BEHAVIOUR

To meet the goal of creating a safe and accepting school environment, the London District Catholic School Board supports the use of positive practices as well as consequences for inappropriate behaviour, including progressive discipline, which includes suspension and expulsion where necessary.

Under subsection 306 (1) of the *Education Act*, a principal shall consider whether to suspend a pupil if he or she believes that the pupil has engaged in any of the following activities while at school, at a school-related activity or in other circumstances where engaging in the activity will have an impact on the school climate:

- Uttering a threat to inflict serious bodily harm on another person;
- Possessing alcohol or restricted drugs;
- Being under the influence of alcohol;
- Swearing at any person in a position of authority;
- Committing an act of vandalism that causes extensive damage to school property at the pupil's school or to property located on the premises of the pupil's school;
- Bullying;
- Persistent opposition to authority;
- Habitual neglect of duty;
- Wilful destruction of school property; vandalism causing damage to school or Board property or property located on school or Board premises;
- Use of profane or improper language;
- Use of tobacco;
- Theft;
- Aid/incite harmful behaviour;
- Physical assault;
- Being under the influence of restricted drugs;
- Sexual harassment;
- Racial harassment;
- Fighting;
- Possession or misuse of any harmful substances;
- Hate-motivated violence;
- Extortion;
- Distribution of hate material;
- Inappropriate use of electronic communications/media; and/or
- Conduct injurious to the moral tone of the school or to the physical or mental well-being of others.



Suspension is one step in a progressive discipline process, which is used to:

- Caution pupils and deter them from continuing with or repeating unacceptable behaviour;
- Prevent other pupils and staff from being exposed to or involved in dangerous or damaging activities;
- Alert parent(s)/guardians to the serious nature of the incident and/or behaviour.

Disciplinary action and consequences will reflect consideration of a number of factors, including mitigating and other factors, specific to the student involved in the misbehaviour. Previous inappropriate behaviour will be taken into consideration before consequences for new inappropriate behaviour are determined.

For students with special education needs, interventions, supports, and consequences must be consistent with the student's strengths, needs, goals, and expectations contained in his or her Individual Education Plan (IEP).

STUDENT RECOGNITION AWARDS

Jean Vanier Catholic School encourages all students to do their best, fully utilizing the gifts given to them by God. All staff strive to recognize students often and in a variety of ways when they meet or exceed educational goals. Below are a number of awards that formally recognize student success and accomplishments.

C.A.R.E. Award

The C.A.R.E. Award recognizes one student in each class (Gr. 1 - 8) who throughout a particular month has consistently demonstrated:

Cooperation with others to contribute to the betterment of our school

Accountability for decisions made and actions taken

Respect for the rights, responsibilities and contributions of others

Effort to fully utilize and develop their God-given talents.

Helen Loretto Citizenship Award

This award recognizes one student in grade 3 who consistently contributes to the betterment of Jean Vanier Catholic School through:

- ongoing respect for the dignity and welfare of others
- positive participation in class/school activities
- perseverance and consistent effort to reach educational goals.

Catholic School Spirit

Recognizes one student in each class (Gr. 4 - 7) who consistently contributes to the betterment of Jean Vanier Catholic School by demonstrating attitudes and values founded on Catholic social teaching. This student acts responsibly, treats others with care and respect and willingly assists others.

Academic Excellence

Presented to the one student in each class (Gr. 4 - 7) who consistently demonstrated outstanding effort and achievement in all subjects and achieved an outstanding overall academic average.

Most Improved Student

Presented to one student in each class (Gr. 4 - 7) who achieved the most significant improvement in academic performance throughout the school year.

Grade 8 Graduation Awards

Michael McDonald Award for Academic Excellence

Presented to one graduate who achieved the highest overall average throughout grade eight.

Honour Roll

Presented to any graduate who achieved an average of 80% or higher throughout grade eight.

Paul Czach Award for Christian Living

This award is presented to the graduate who celebrates the signs and sacred mystery of God's presence through word, sacrament, prayer, forgiveness, reflection and moral living.

Outstanding Athlete

Presented to one male and one female graduate who, during interscholastic athletics, demonstrated outstanding athletic ability, a strong sense of teamwork and a commitment to cooperation and fair play.

Catholic School Leadership

Presented to one graduate who developed and demonstrated their God-given potential to give witness to Catholic social teaching by promoting peace, justice and the sacredness of human life. Through sound leadership skills, this student significantly contributed to the betterment of Jean Vanier Catholic School.

BULLYING PREVENTION

Consistent with the Safe Schools Act and the London District Catholic School Board Code of Conduct, all students, staff, parents and community members will demonstrate respect for others and contribute to a shared responsibility to create and maintain safe and caring schools free from bullying.

Definition of Bullying

In Policy/Program Memorandum No. 144, released by the Ministry of Education on October 4, 2007, "bullying" has been defined as:

"a form of repeated, persistent, and aggressive behaviour directed at an individual or individuals that is intended to cause (or should be known to cause) fear and distress and/or harm to another person's body, feelings, self-esteem, or reputation. Bullying occurs in a context where there is a real or perceived power imbalance."

Students may attain or maintain power over others in the school through real or perceived differences. Some areas of difference may be size, strength, age, intelligence, economic status, social status, solidarity of peer group, religion, ethnicity, disability, need for special education, sexual orientation, family circumstances, gender, and race.

Bullying is a dynamic of unhealthy interaction that can take many forms. It can be physical (e.g. hitting, pushing, tripping), verbal (e.g. name calling, mocking, or making sexist, racist, or homophobic comments), or social (e.g. excluding others from a group, spreading gossip, or rumours). It may also occur through the use of technology (e.g. spreading rumours, images, or hurtful comments through the use of e-mail, cell phones, text messaging, Internet website, or other technology).

Children who suffer prolonged victimization through bullying, as well as children who use power and aggression as bullies, may experience a range of psycho-social problems that may extend into adolescence and adulthood.

4 Characteristics of Bullying Behaviour

1. An imbalance of power - the bully uses power to hurt another.
2. Intent to harm - words or actions selected to hurt .
3. Threat of further aggression - likely to continue over time if not addressed.
4. Causes a significant sense of fear in the victim(s).

What Parents Can Do if They Suspect Their Child is Being Bullied

- Don't dismiss or justify bullying behaviour - no one asks nor deserves to be bullied;
- Don't rush to solve the problem for your child—provide reassurance that the situation can be resolved;
- Report the bullying to school personnel - bullying will likely continue when not reported.

What Our School is Doing to Promote Healthy Relationships

- Continually reinforce clear guidelines for behaviour;
- Frequently acknowledge and promote positive behaviours;
- Provide adequate supervision throughout the day;
- Encourage children and parents to report all incidences of hurtful or violent behaviour;
- Respond sensitively and consistently to bullying.

ATHLETICS POLICY

Guiding Principles

Representing one's school through interscholastic athletics is a privilege that promotes school spirit, healthy active lifestyles, respect for others, and a lifelong commitment to excellence. We are grateful to staff and parents who volunteer their time and energy to coach our school teams and support them in their quest to help our athletes:

- Develop a life-long love of sport
- Improve skills and contribute to team success
- Understand and respect the rules of the game and the decisions of coaches and officials
- Experience all aspects of healthy competition.

Player Selection

Due to various constraints it may be necessary to select students for participation in an interscholastic sport. In these cases the coaching staff will:

- Provide opportunities for all eligible students to try-out for a school team;
- Provide a letter to parents prior to the first try-out outlining:
- Player responsibilities
- Potential risk of injury
- Criteria for selection
- Dates, times, and location of try-outs.
- Conduct try-out sessions to assess student suitability for team play;
- Select the team in a clear, timely, and sensitive manner.

Criteria for Selection

The criteria used to select players for a team may include the following:

- Ability** The athlete must be able to perform the required skills safely and at a level approaching that expected in game situations.
- Age** The athlete's age and grade level must be a consideration for selection. A student in their last year of eligibility should be given every opportunity to participate on a team, as this is their last chance to represent their school in this particular sport.
- Attitude** The athlete must demonstrate a willingness to cooperate, accept instruction, and contribute positively both in school and on the team.
- Academics** The athlete must be experiencing educational success - both academically and behaviorally.

Player Commitment

Athletes are expected to attend all scheduled games and practices showing respect for coaching staff, teammates, officials, and opponents. Success in school is a priority. If an athlete is experiencing academic or behavioural difficulties they may be relieved of some of their athletic commitments until improvement is noted by school staff and parents.

Playing Time

Playing time is at the discretion of the coaching staff and will vary from player to player and from game to game. Athletes are expected to work hard, support their teammates, and accept their role on the team.

Individual commitment to a group effort – that is what makes a team work, a company work, a society work, and a civilization work.

Vince Lombardi

IMPORTANT DATES

September 8	First Day of School
September 17	Catholic School Council Formation Meeting - 7:00 p.m.
September 22	Gr. SK, 4 - 8 Class and Individual Photos
September 23	Gr. 1 - 3 Class and Individual Photos
September 24	School Community Dinner - 5:00 p.m.
September 25	Terry Fox Run
October 9	Midterm Reports Home
October 12	Thanksgiving Day Holiday
November 11	Remembrance Day
November 13	P.D. Day
November 27	Term 1 Report Cards Home
December 3	Parent - Teacher Evening Conferences
Dec. 21 - Jan. 1	Christmas Holidays
February 1	P.D. Day
February 15	Family Day Holiday
February 17	Ash Wednesday
March 15 - 19	March Break
March 24	Term 2 Reports Home
March 25	Parent - Teacher Evening Conferences
April 1	Holy Thursday
April 2	Good Friday Holiday
April 5	Easter Monday Holiday
April 23	P.D. Day
May 3 - 7	Catholic Education Week
May 24	Victoria Day Holiday
June 25	Gr. 3 - 8 Student Recognition Ceremony - 9:30 a.m.
June 28	Grade 8 Graduation - 6:00 p.m.
	Term 3 Report Cards Home
June 29	Last Day of School

