

School Handbook

2023-2024



Mary Street Community School
110 Mary St. N.
Oshawa, ON
L1G 7S2

Phone: 905-433-8910

Principal – Paul Reed
Head Secretary – Sam Nugent

Administrator's Message

It is my pleasure to welcome everyone to a new and exciting school year. Our staff values the Mary Street community and we are committed to providing an engaging and innovative learning experience with high expectations. It is our goal to engage students, parents, and guardians in a life-long love of learning. We aim to foster growth through academics, athletics, music, community service, and exposure to cultural experiences. Well-being, inclusion, and the fostering of a supportive school culture will be priorities this year. We envision Mary Street CS as a school filled with student leaders with limitless potential!

I hope parents and guardians will consider attending a School Community Council (SCC) meeting or becoming involved in another facet of our school. We value your support and hope you will enjoy being a big part of the Mary Street Community School community. Parents and guardians can help out in many ways including reading to your child at home, finding mathematics around your home and discussing it, working with small groups of students at school, and by running special activities. We also hope you will come and cheer us on during special events and assemblies, if they become possible this year. You can keep track of us in the newsletters posted online to our website or through Twitter and the website calendars. We love the support we get from our families.

I look forward to another wonderful school year at Mary Street CS!

Sincerely,
Paul Reed
Principal

Bell Times

| | |
|------------------|-------------------|
| Yard Supervision | 8:40am – 8:50am |
| Entry | 8:50am |
| Recess | 9:50am – 10:00am |
| LUNCH | 11:30am – 12:30pm |
| Recess | 1:50pm – 2:00pm |
| Dismissal | 3:10pm |

Attendance

Regular attendance is necessary for a child to benefit from the school's educational programs. It is the legal responsibility of the parents/guardians to ensure that the child attends school on a regular basis. We ask that you make school attendance and punctuality a priority. By developing the attitude that school and education are important, you will help your child become a life-long learner who takes responsibility for their own punctuality. Further, students will show a measure of consideration towards others. Lateness is an inconvenience, not only for the teacher who spends long hours preparing lessons, but also for the students who have accepted the responsibility for preparing for class and arriving at school on time. Attending school on time will allow for maximum learning opportunities. The school will notify parents/guardians of students whose attendance or punctuality becomes a concern. Students with numerous absences/lates will be referred to the Board's Attendance Counselor for support.

Safe Arrival

If your child is going to be absent or late, please call the school before the bell time at 1-844-350-2646 or visit www.attendance.ddsb.ca to report. Absence messages will no longer be left on school voice mail systems. Instead, parents/guardians will call or enter student absences into the **Safe Arrival** application, by mobile app, telephone or web interface. With a valid email address in Power School parents/guardians will receive an email from **Safe Arrival** inviting them to register onto the **Parent Portal of Safe Arrival**. This email will include an account, password and link to **the Safe Arrival Parent Portal**. Once the parent/guardian is registered they will be able to report a student absence online 24-7. As part of the safe arrival policy, parents/guardians will be contacted at home or at work if your child is absent. By calling in to the school, you help us streamline the process of determining who is absent from school and may aid in helping us find a missing child more quickly. Students must sign in at the office when they arrive late as well as have a parent call ahead to notify the late arrival. Student will receive an admit slip to class.

Arrival and Departure

Students are requested to time their arrival with the start of yard supervision at 8:40 AM. Students should enter and leave by their designated class entry/ exit doors.

All students are expected to leave school property after dismissal unless other arrangements have been made. Any student who feels threatened or unsafe on the way home is welcome to return to the school and report their concerns to the office.

Emergency Closings and Procedures

Transportation cancellations or delays are found at the DSTS website at www.dsts.on.ca and on the DDSB Twitter feed, @DurhamDSB. Cancellation information is also often broadcast on local TV and radio stations.

Remember to dress warmly if the weather is cold! Unless weather conditions are extreme, students will be outside for all recesses.

During inclement weather, the DDSB may attempt to keep the schools open. It is the parent/guardian's responsibility to decide if conditions are safe for their child(ren) to walk to and from school. Once the school day has begun, students will normally stay until the day is over. Parents/guardians may of course pick up their child(ren) at any time during the school day by following the sign-out procedures in the office. If the busses are cancelled in the morning, they will not be running in the afternoon.

Visitors & Volunteers

The following guidelines apply to visitors and volunteers:

Anyone who is not a registered student, or a staff member, is asked to report to the office upon arrival at the school. If you are bringing lunch or a forgotten item to your

child, please report to the office and we will call your child down or take it to him/her.

For the safety of students, and to avoid disruption to instructional time, we ask that visitors to the school do not wait in the hallways, visit classrooms, or use the students' bathrooms.

While it may be convenient to drop in for a few minutes at the start of the day or at dismissal to chat with a teacher, the teacher has responsibilities to supervise all the students in the classroom and, for the safety of students, has been discouraged by the office to meet with parents during arrival and dismissal time.

All volunteers must submit a current criminal reference (within the past 12 months) clearance to the office or have an updated offence declaration on file.

During recesses, visitors are not permitted on the yard and field.

Student Illness or Accident

When a child becomes ill or is injured during the school day, the child will be attended to and made comfortable by school staff. Every effort will be made to contact parents/guardians (or emergency contacts) to alert them as to their child's condition so that they can take the child home or seek medical services. In the event of serious injury, the school will call an ambulance and then notify the parents/guardian.

Administration of Medication

From time to time a parent/ guardian will request for staff to administer medication to

students. DDSB policy states that office staff cannot administer medication unless a "Request for Administration of Medication" form is completed and signed by the parent/ guardian *AND* the family physician. It is required for all forms of medication including inhalers and epipens. If a student has a medical concern or a severe allergy, an Individual Emergency Response Plan form may be completed by the parent/ guardian. These forms must be updated and completed annually.

These forms are available in the office and on the website. All medicine must be stored in a locked cabinet in the office area.

Crossing Guards

All students and pedestrians are expected to obey the rules of the crossing guard. It is important to stand back from the curb. Students should only cross the road after the whistle has sounded twice and the crossing guard has signaled you to cross.

Parking Lot

Mary Street Community School has a small parking lot designated for staff parking. When visiting the school, please park on the street or in the marked "Visitors" parking spot. Please observe all directional signs which keep traffic from causing risk to students or blocking our emergency fire routes.

Lunch Time Arrangements

Students are strongly encouraged to eat at home whenever possible. For those students remaining with us, "Lunch Hour Supervisors" are hired to supervise. Students who go home for lunch are

required to return to school at the end of the lunch hour.

Lunchtime Expectations:

- Students remain on school property for the entire lunch hour,
- Students stay inside only if supervised by a teacher,
- Students respond to supervisors in a respectful, courteous manner,
- Students respect the property of others,
- Students refrain from contact sports, physical aggression, or 'play fighting',
- Students are strongly encouraged to bring a healthy 'litterless lunch.' All lunch waste will be sent home with students.

A student who regularly eats lunch at school must have a signed note by a parent/ guardian in order to leave school property during the lunch hour. **A signed and dated note is required each time the student leaves school premises.**

Respect for Self, Others and Property

Each day, students will have an opportunity to practice positive and respectful behaviors that contribute to a safe and orderly school. Mary Street Community School students:

- Are encouraged to always **BE THE BEST THEY CAN BE** in all that they do,
- Put forth their best effort in their academics,
- Arrive to school on time with their materials and a positive attitude,
- Keep personal devices (e.g. Phones, iPods, and other electronics) in backpacks/ lockers during school hours, unless used for educational

purposes with school's permission and supervision,

- Keep their valuables and backpacks out of classrooms (e.g. stored in lockers or hanging on hooks),
- Enter and exit from assigned doors,
- Do not use the school's front doors unless escorted by an adult or given special permission,
- Walk quietly on the right side of the hallway and stairwells, never running,
- Keep hands to themselves at all times: HANDS ARE FOR HELPING NOT FOR HURTING,
- Are responsible for the care of school resources (e.g. books, lockers, technological equipment, etc.),
- Speak and behave with good intent,
- Maintain a vandalization-free school.

Electronic Devices

“The taking of photos, filming or recording, or the broadcasting of live audio and/or video, while at school or at a school related activity, is prohibited unless approved by the DDSB (or school), and/or where proper consents have been obtained, as may be appropriate.”

Technology at the Point of Instruction & Learning

DDSB and Mary Street CS recognize that technology continues to evolve, providing students with personal wireless technologies. As a school team, we encourage students to embed technology in their learning and to develop their digital citizenship skills.

Teachers will clearly identify for students, times when personal technologies are appropriate for use during learning activities. Any personal electronic devices that are used inappropriately inside school during the normal school day are disruptive to the teaching and learning environment.

Messaging

The privacy and personal dignity of others could be violated by the inappropriate use of personal electronic devices to text message, social network, and/or share digital media. Outside of educational purposes, it is the practice of the DDSB that the use of personal electronic devices is prohibited during the school day on school property (e.g., calls/texts home or to friends). It is an expectation that communication during the school day (e.g. call home) be made using a school phone when it is a safety issue. Social plans should be made ahead of time and are not an appropriate use of phones during the school day.

Students who fail to meet the expectations for safe and appropriate use of electronic devices will be subject to progressive discipline which may include the confiscation of the device until the end of the school day.

Field Trips and Images

Since Field Trips and after school events are an extension of the classroom, the expectations of the use of personal electronic devices apply. Staff may approve the use of this technology for purposes of education

and communication, such as calling parents for pick up or taking photos of trip highlights. *“The taking of photos, filming or recording, or the broadcasting of live audio and/or video, while at school or at a school related activity, is prohibited unless approved by the DDSB (or school), and/or where proper consents have been obtained, as may be appropriate.”* These expectations apply to co-curricular programs as well.

Bicycles, Skateboards, Personal Property Brought to School

Bicycles are to be kept locked up in the bike racks/ fence area while they are at school. The law of Ontario states that bicycle helmets must be worn by all students under the age of 18.

Skateboards, roller blades and scooters are not allowed on school property.

Mary Street CS is not responsible for any lost, stolen or damaged items.

Homework

School success is directly related to a reasonable amount of regular, systematic, and effective home study. A good student can never truthfully say, “I have no homework tonight.”

Homework could include:

- Completion of daily class work
- Review of work previously taught
- Visiting the library
- Reading for pleasure
- Practicing an instrument
- Studying for a test/ quiz
- Preparing for a lab
- Engaging in daily physical activity

- Celebrate and acknowledge your child’s strengths and achievements
- Communicate regularly with your child’s teacher(s)
- Provide a quiet place for homework, encouraging regular study habits
- Spend each day discussing your child’s interests and accomplishments
- Attend school activities, whenever possible
- Be a positive role model
- Insist on punctuality and regular attendance

Riding the School Bus

Bussed excursions are an extension of the classroom just as students travel through the hallways and the school yard.

Therefore, the school’s established code of conduct fully applies to any and all behaviours that occur during the riding of a school bus.

Participants are to:

- Respect other people’s property and belongings while waiting for the school bus
- Treat the driver with respect and follow his or her instructions
- Be courteous and respectful to others on the bus at all times, facing forward while the bus is in motion
- Keeping hands, arms, feet, head and belongings inside the vehicle until you have exited at your stop
- Avoiding distracting or speaking to the bus driver except in the case of emergency
- Refraining from inappropriate behaviour on the bus, e.g. throwing items, swearing, fighting, bullying, eating or drinking

How Parents/ Guardians Can Help:

- Not bringing alcohol, drugs or weapons onto the school bus
- Not touching safety equipment or emergency exits unless there is an emergency and
- No eating or drinking on the bus.

Progressive Discipline on the Bus

The following is a guideline for Progressive Discipline when students are accessing the bus at Mary Street CS.

Students are expected to:

- Be respectful at all times
- Follow the bus riding rules
- Engage in safe behaviour to ensure the safety of all riders
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In a situation where a student has engaged in inappropriate and/or unsafe choices while riding the bus, the following steps will be taken.

- 1st time – student will receive a warning from the bus driver or staff
- 2nd time – student will receive a ‘bus report’ detailing the event which will be kept on file (a copy will be sent home) and a phone call will be made to the student’s home.
- 3rd time – if the student continues to make inappropriate choices, a ‘bus report’ will be filed and the student will be suspended from the bus for 1 day
- 4th time – if the inappropriate behaviour persists, a ‘bus report’ will again be filed and the student will be suspended from the bus for 1 week.

Dogs on School Property

Dogs are to remain off school property as many of our students become easily

frightened by dogs. Even a friendly puppy can cause undue anxiety for some of our students, staff and visitors. We thank you for your cooperation in this regard.

Dress Code

The school dress code responds to several needs: the need to uphold a healthy self-image, a sense of modesty, respect for self and others, and rules of etiquette. The school dress code assists in the creation of a positive learning environment.

Inappropriate dress distracts and diverts us from our primary purpose – LEARNING.

In consultation with DDSB Dress Code Policy and Procedure, the Principal will make final decisions regarding appropriate dress. Students may be asked to change or be given school clothing to wear if their dress is inappropriate. Students must not wear any types of clothing that serves to harass or intimidate others.

Hallways and Hooks/Cubbies

Students must have the permission of a supervisor to be in the halls or at lockers during recess or lunch. The hook and cubby areas are the property of the DDSB and are to be kept tidy and clean. Administrators have the right to search lockers in order to provide a safe and secure learning environment. The discovery of illegal or unsafe items may lead to school consequences or criminal charges.

Appropriate Dress: (See next page)

A) Appropriate Dress

Students must wear;

- Clothing which includes both a top and bottom layer
- Footwear

Students may wear;

- Any clothing that supports a human rights related need or accommodation
- Clothing (tops) that expose arms, shoulders, stomach, midriff, neckline, cleavage, and straps but will cover nipples
- Clothing (bottoms) that expose legs, knees, thighs, hips and expose waistbands but will cover groin and buttocks
- Any headwear that does not obscure the face, subject to human rights related needs and accommodations

Inappropriate Dress:

B) Inappropriate Dress

Students may not wear;

- Clothing that promotes /symbolizes illegal activity (including gang activity) or drugs or alcohol or their use
- Clothing that promotes, symbolizes or incites hate, discrimination, bias, prejudice, profanity, pornography, incites harassment or bullying, threatens harm to the safety of self or others or that includes offensive (e.g. sexist, racist, homophobic, anti-indigenous, anti-Black, anti-Semitic, Islamophobic, etc.) images or language
- Clothing (tops) that exposes nipples
- Clothing (bottoms) that expose groin and/or buttocks
- Clothing (mask/scarf) that obscures the face (unless required to meet human rights related needs or accommodations)
- Undergarments as outerwear
- Transparent clothing that fully exposes undergarments
- Swimwear unless required for curricular or co-curricular approved activities

Mary Street Community School Code of Conduct

The Code of Conduct for Mary Street CS was established following the Ontario Schools Code of Conduct (2000) and policies, regulations and procedures of the Durham District School Board. It is designed to provide a framework to ensure that school is a safe, productive learning environment for all. We ask families to review this Code of Conduct so that all parties

are familiar with school expectations and procedures. Recent changes under the Safe Schools Act include:

- Equity and Inclusive Education Bill 157- Keeping Our Kids Safe At School
- Bill 14 - Anti-Bullying Act PPM 144- Bullying Prevention and Intervention
- PPM 145- Progressive Discipline and Promoting Positive Student Behaviour

For more information: www.edu.gov.on.ca, or www.dds.durham.edu.on.ca

Creating a Positive School Climate for Learning

The Mary Street CS staff, students, parents/guardians, and community work collaboratively to create a positive school climate that fosters student achievement and well-being. Our Code of Conduct involves elements that contribute to a positive school climate including: clear behaviour expectations, character development; leadership opportunities; engaging lessons and resources; high expectations; and a comprehensive bullying prevention and intervention plan.

Ontario Ministry of Education Definition of Bullying

“Bullying” means aggressive and typically repeated behaviour by a pupil where, the behaviour is intended by the pupil to have the effect of, or the pupil ought to know that the behaviour would be likely to have the effect of,

- causing harm, fear or distress to another individual, including physical, psychological, social or academic harm,
- harm to the individual’s reputation or harm to the individual’s property, or
- creating a negative environment at a school for another individual, and
- the behaviour occurs in a context where there is a real or perceived power imbalance between the pupil and
- the individual based on factors such as size, strength, age, intelligence, peer group power, economic status, social status, religion, ethnic origin, sexual orientation, family circumstances, gender, gender identity, gender expression, race, disability or the receipt of special education;

Bullying

(1.0.0.1) For the purposes of the definition of “bullying” in subsection (1), behaviour includes the use of any physical, verbal, electronic, written or other means.

Cyber-bullying

(1.0.0.2) For the purposes of the definition of “bullying” in subsection (1), bullying includes bullying by electronic means (commonly known as cyber-bullying), including,

- creating a web page or a blog in which the creator assumes the identity of another person;
- impersonating another person as the author of content or messages posted on the internet; and
- communicating material electronically to more than one individual or posting material on a website that may be accessed by one or more individuals.

Five Key Points of Bullying:

1. Bullying is a deliberate act
2. There is an intent to harm
3. It is usually persistent over time
4. There is an imbalance of power
5. It can negatively affect the school climate

More information is available on the DDSB website, www.ddsb.bullyfreedocument.

Developing the Code of Conduct

The Code of Conduct for Mary Street CS was developed following the *Ontario Schools Code of Conduct (2000)* and the applicable policies, regulations and procedures of the Durham District School Board. *In accordance with Policy/Program Memorandum No. 128 from the Ministry of Education the Code of Conduct has been revised to reflect changes made in the Education Act, effective February 1, 2008, that pertain to suspension and expulsion of students.*

Our code of conduct is designed to provide a framework to ensure that school is a safe, productive learning environment for all. We ask families to review this Code of Conduct so that all parties are familiar with school expectations and procedures. The Code of Conduct is subject to change at any time, based on directions from the Ministry of Education or the Durham School Board.

Mary Street CS is a place that promotes responsibility, respect, civility and academic excellence in a safe learning and teaching environment.

All students, parents/guardians, teachers and staff have the right to be safe, and feel safe, in their school community. With this right comes the responsibility to contribute to a positive school climate and be law-abiding citizens and to be accountable for actions that put at risk the safety of others or oneself.

Policy/Program Memorandum No. 128, "Progressive Discipline and Promoting Positive Student Behaviour", October 4, 2007, provides an overview of the progressive discipline approach to be used when addressing issues of student conduct. When inappropriate behaviour occurs, Mary Street CS will utilize a range of interventions, supports and consequences that are developmentally appropriate, and include opportunities for students to learn from mistakes, and focus on improving behaviour.

Guiding Principles

Mary Street CS supports the provincial guiding principles and endorse recognition, acceptance and sensitivity toward ethno- cultural diversity.

1. All participants involved in the publicly funded school system - students, parents or guardians, volunteers, teachers and other staff members - are included in the *Ontario Schools Code of Conduct* whether they are on school property, on school buses or at school-authorized events or activities.

2. All members of the school community are to be treated with respect and dignity, especially persons in positions of authority.
3. Responsible citizenship involves appropriate participation in the civic life of the school community. Active and engaged citizens are aware of their rights, but more importantly, they accept responsibility for protecting their rights and the rights of others.
4. Members of the school community are expected to use non-violent means to resolve conflict. Physically aggressive behaviour is not a responsible way to interact with others.
5. The possession, use or threatened use of any object to injure another person endangers the safety of oneself and others.
6. Alcohol, illegal drugs and other intoxicants are addictive and present a health hazard. Ontario schools will work cooperatively with police, drug and alcohol agencies to promote prevention strategies and, where necessary, respond to school members who are in possession of, or under the influence of, alcohol, illegal drugs or intoxicants. (As well, smoking in school buildings and on school property is prohibited by law.)
7. Insults, disrespect and other hurtful acts disrupt learning and teaching in a school community. Members of the school community have a responsibility to maintain an environment where conflict and difference can be addressed in a manner characterized by respect and civility.

Roles and Responsibilities (*Ontario Schools Code of Conduct*)

In addition to school staff, students, parents, and other members of the public who interact with members of the school community while present in or on school property or premises, have a responsibility to respect others in the school and to conduct themselves accordingly.

Principals, under the direction of their school board, take a leadership role in the daily operation of a school. They provide this leadership by:

- demonstrating care and commitment to academic excellence and a safe teaching and learning environment;
- holding everyone, under their authority, accountable for their behaviour and actions;
- empowering students to be positive leaders in their school community;
- communicating regularly and meaningfully with all members of their school community.

Teachers and School Staff, under the leadership of their principal, maintain order in the school and are expected to hold everyone to the highest standard of respectful and responsible behaviour. As role models, staff uphold these high standards when they:

- help students work to their full potential and develop their self-worth;
- empower students to be positive leaders in their classroom, school, and community
- communicate regularly and meaningfully with parents;
- maintain consistent standards of behaviour for all students;
- demonstrate respect for all students, staff and parents;
- prepare students for the full responsibilities of citizenship.

Respect and responsibility are demonstrated when a student:

- comes to school prepared, on time and ready to learn;
- shows respect for themselves, others and for those in authority;
- refrains from bringing anything to school that may compromise the safety of others;
- follows the established rules and takes responsibility for his or her own action.

Parents/Guardians play an important role in the education of their children and have a responsibility to support the efforts of school staff in maintaining a safe and respectful learning environment for all students. Parents fulfill this responsibility when they:

- show an active interest in their child's school work and progress;
- communicate regularly with the school;
- help their child be neat, appropriately dressed and prepared for school;
- ensure that their child attends school regularly and on time;
- promptly report to the school their child's absence or late arrival;
- become familiar with the Code of Conduct and school rules;
- encourage and assist their child in following the rules of behaviour;
- assist school staff in dealing with discipline issues;
- demonstrate respect for all students, staff and parents.

Respect, Civility and Responsible Citizenship

All school members must:

- o respect and comply with all applicable federal, provincial and municipal laws;
- o demonstrate honesty and integrity;
- o respect differences in people, their ideas and opinions;
- o treat one another with dignity and respect at all times, and especially when there is disagreement;
- o respect and treat others fairly, regardless of their race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, gender, sexual orientation, age or disability;
- o respect the rights of others;
- o show proper care and regard for school property and the property of others;
- o take appropriate measures to help those in need;
- o seek assistance from a member of the school staff, if necessary, to resolve conflict peacefully;
- o respect all members of the school community, especially persons in positions of authority;
- o respect the need of others to work in an environment that is conducive to learning and teaching;
- o not swear at a teacher or at another person in a position of authority.

Physical Safety

Weapons - All school members must:

- not be in possession of any weapon, including but not limited to firearms;
- not use any object to threaten or intimidate another person;
- not cause injury to any person with an object.

Alcohol and Drugs - All school members must:

- not be in possession of, or under the influence of, or provide others with, alcohol or illegal drugs.

Aggression - All school members must:

- not engage in bullying behaviours;
- not commit sexual assaults;
- not inflict or encourage others to inflict bodily harm on another person;
- seek staff assistance, if necessary, to resolve conflict peacefully.

Consequences (Durham District School Board)

Students who do not comply with the standards of behaviour outlined in the Code of Conduct will be dealt with in a judicious and considerate manner. Actions will vary depending on the circumstances of each individual case. Mitigating factors are always considered before determining next steps and consequences. Consequences may include:

- caution by teacher, support staff, administrator or adult supervisor;
- temporary removal from class, activity or event;
- problem-solving exercise;
- parental contact;
- peer mediation and conflict resolution programs
- school service;
- loss of privileges;
- detention;
- behaviour contracts
- restorative practices
- support and responsibility agreements
- restitution;
- suspension;
- expulsion.

Suspensions: Circumstances Leading to Possible Suspension

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:

1. uttering a threat to inflict serious bodily harm on another person*;
2. possession of alcohol, illegal drugs or other intoxicants*;
3. swearing at a teacher or at another person in a position of authority;
4. committing an act of vandalism that causes extensive damage to school property or to property located on the premises of the pupil's school*;
5. bullying; or,
6. any other activity that is an activity for which a principal may suspend a pupil under a policy of the Board.

Other suspendable infractions including but not limited to:

- a) possessing or dispensing controlled or intoxicating substances that are not prescribed for medical purposes;
- b) being under the influence of illegal, controlled or intoxicating substances that are not prescribed for medical purposes;
- c) smoking on school property;
- d) committing vandalism, destruction, damage to school property or to the property of others;
- e) stealing property;
- f) engaging in intimidation, extortion*, harassment*, or verbal aggression;
- g) misusing or misappropriating school property or services, including computers and other technology systems;
- h) engaging in hate motivated incidents*;
- i) engaging in gang related activity*;
- j) possessing dangerous objects or substances deemed by the principal to be unsafe or a hazard
- k) committing physical assault on another person*;
- l) engaging in or encouraging a fight;
- m) engaging in conduct that constitutes opposition to authority;
- n) demonstrating poor attendance that warrants disciplinary action;
- o) engaging in behaviour that is disruptive to the learning environment;
- p) engaging in conduct detrimental to the moral tone of the school;
- q) wearing clothing/apparel that is inappropriate, offensive or violates the school Dress Code;
- r) engaging in unauthorized games of chance;
- s) engaging in another activity that, under the Code of Conduct of the school, is one for which a suspension is warranted.

* may require police involvement as outlined in the Police/School Board Protocol.

Mitigating Factors:

- the student does not have the ability to control his or her behaviour;
- the student does not have the ability to understand the foreseeable consequences of his or her behaviour; or
- the student's continuing presence in the school does not create an unacceptable risk

Changes to Assessment, Evaluation and Reporting in Ontario Schools

In May 2010, the Ministry of Education released the document entitled "Growing Success". The "Growing Success" document sets policy and recommends practice in regard to assessing student work to inform teaching practice, evaluating student work and reporting on student progress. The "Growing Success" document can be downloaded from the Ministry website.

The purpose of the "Growing Success" document is to promote fair, transparent, and equitable assessment, evaluation, and reporting practices in Ontario schools with the aim of maintaining high standards, improving student learning, and benefitting students, parents/guardians, and teachers in elementary and secondary schools. The Ministry

continues to develop training materials and resources for parents and educators. Over the course of the year, educators implement the assessment, evaluation and reporting guidelines as described in the "Growing Success" document.

Parents/guardians and students are issued one Progress Report and two Provincial Report Cards per school year. A guide to the Provincial Report Card will be sent home.

Accommodation of Religious Requirements Practices and Observances

The D.D.S.B. and Mary Street CS follow the Guidelines and *Procedures for the Accommodation of Religious Requirements Practices and Observances*, which is in compliance with requirements of Ontario's Equity and Inclusive Education Strategy within the contexts of the *Canadian Charter of Rights and Freedoms* and the *Ontario Human Rights Code*. This document assists us in creating and maintaining equitable and inclusive environments within our schools and facilities, and guides the process of providing religious accommodations as the need arises.

If you anticipate that you or your family might require religious accommodation during the school year, we ask that you inform the administration at your child's school as early as possible, preferably at the start of the school year. Areas that you might consider include, but are not limited to, the following:

- Observation of major religious holy days and celebrations
- Accommodation in, or exemption from, specific areas of the curriculum or other school activities
- Religious attire
- Modesty requirements in physical education
- School opening and closing exercises
- Prayer
- Dietary requirements

DUTY TO REPORT

In order to keep our school communities safe, the Durham District School Board expects anyone in a school community having knowledge of high-risk student behaviour or having reasonable grounds to believe there is a potential for high-risk or violent behaviour to promptly report the information to the school Principal or designates. All Board policies, procedures and protocols align with the Ministry of Education's Positive School Climates initiatives and other appropriate legislation.

For further information please contact the Principal.

