

DUKE OF CONNAUGHT

 <http://schoolweb.tdsb.on.ca/dukeconnaught/Home.aspx>

 @DukeofConnaught

Our Duke of Connaught newsletter can be found on our school website:

<http://schoolweb.tdsb.on.ca/dukeconnaught/Home.aspx>

A paper copy is not sent home.

Nut Safe School



Please be aware that some of our students and staff have severe nut allergies. In some cases, the allergy is severe and life threatening. In order to ensure their safety, Duke of Connaught strives to be a Peanut/Tree

Nut Safe School, therefore; we request that you do not send snacks or lunches to school which contain nut products. Some spreads (Nutella, etc...) contain nuts. **Please read ingredients.**

Busing Policy

Inclement Weather Conditions:

- 4 If conditions of the roads force cancellation of bus service, notifications can be found on the TDSB website, Duke's website, as well as social media outlets.
- 4 We will do our best to share information with you via Twitter as soon as we hear it.
- 4 In the event that buses do not run, parents/guardians will be responsible to drop off and pick up their child(ren) at the end of the day (3:10).



8:40	First entrance bell
8:45	Period 1 – The school day begins
9:55-10:05	Recess
11:25-12:25	Lunch
1:50 – 2:00	Recess
3:10	Dismissal

Please note: There is supervision in the school yard only after until 8:25 a.m. Please do not leave your child(ren) unattended before 8:25 a.m.



Ensuring the safety of our/your children is our priority.

PLEASE REPORT YOUR CHILD'S ABSENCE DAILY

Attendance is taken both in the morning and the afternoon each day. If you know your child will be absent or late, please call the office as soon as possible. You can leave a message after hours at **416-393-9358**.

Please state clearly: your child's name (and spell the last name), their teacher's name and grade, and the reason for the absence.

At Duke of Connaught...

- *We take pride in who we are and strive to achieve our personal best; We are collaborative, cooperative and polite*
- *We are respectful of ourselves and others in all places at all times; We care for our environment and put waste in its place*
- *We arrive on time and are prepared for the day ahead*
- *We work together to keep our school safe and caring and are committed to resolving issues in a restorative way.*

WE ARE DUKE!

At Duke, our Mission is:

To create a **safe and caring school environment** for our students, our staff and our community. We strive to ensure **students understand what is being taught** and reach **high levels of academic achievement**.

TDSB's Mission Statement:

Our Mission is to enable all students to reach high levels of achievement and to acquire the knowledge, skills and values they need to become responsible members of a democratic society.

The Rights of Our Students:

Every student will be respected and treated fairly in a positive school climate that is inclusive and accepting of all pupils, including of any race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, marital status, family status or disability.

Every student will learn in a positive school climate that includes a safe and clean environment where they will experience success and develop to their full potential.

SHARED RESPONSIBILITIES

Student Responsibilities

- Treat everyone with kindness and respect
- Arrive on time and be prepared for learning
- Have a positive attitude towards learning and always put forward your best effort
- Respect the school environment, both inside and outside of the school
- Respect the rights and property of others
- Resolve conflicts peacefully
- Ask an adult for support when you need help to resolve a conflict or feel unsafe
- Ask for assistance when you need support to understand an assignment or a concept

Staff Responsibilities

- Treat everyone with kindness and respect
- Be a positive role model
- Respect the rights of everyone and ensure confidentiality
Encourage each student to do their best work
- Provide an appropriate environment for each student's individual learning style and ensure that the tools are provided to increase success
- Monitor workload and ensure students understand assignments
- Communicate information regularly on the progress and behaviour of students to parents, guardians, caregivers, and colleagues
- Provide support to ensure students understand assignments and concepts
- Encourage appropriate ways to deal with conflict and manage emotions

Parent/Guardian/Caregiver Responsibilities

- Treat everyone with kindness and respect
- Be a positive role model and a partner in your child(ren)'s education
- Communicate with your child(ren)'s teachers and school administration, especially if you have a concern
- Support your child(ren) to arrive on time and be prepared for the day ahead
- Call the office **(416) 393-9455** if your child(ren) is/are going to be late or absent
- Encourage and model appropriate ways to manage and solve conflicts peacefully

Parent Concern Protocol

The TDSB has a detailed policy called “The Parent Concern Protocol” (PR505). Its main objective is to outline the steps for addressing educational concerns. Parents/Guardians/Caregivers are encouraged to speak directly with your child(ren)'s teacher, should you have a concern. Appropriate flexibility will be exercised in implementing these procedures to suit individual circumstances.

<https://mytdsb.on.ca/+CSCO+00756767633A2F2F6771666F6A726F++/PPF/-CSCO-3h--uploads/files/live/97/169.pdf>

OVERALL SCHOOL EXPECTATIONS

1. **Choices:** You are not responsible for the choices of other people, but you are responsible for your response to others and for your choices. Make a good choice.
2. **Transitions:** When you are entering/exiting and moving through the school hallways, please be sure to:
 - Face forward
 - Keep hands by your side
 - Be mindful of your space (Give others the space they need to feel safe), but remain as a group in a single file line
3. **Personal Space:**
 - Keep your hands and feet to yourself
 - Rough housing and rough play is not permitted
 - Use your words
 - Speak to an adult if you need help solving a conflict or problem
 - Treat others with the kindness and respect that you would like from others.
4. **Indoor voices** should be used at all times to respect the learning spaces for everyone. You are expected to use a respectful indoor voice at all times when indoors
5. **Lunchroom:**
 - Remain in your assigned seating area.
 - Use an indoor voice
 - Eat your lunch
 - Clean up after yourself
 - Co-operate with our Lunch Room Staff
6. **Recess and Outdoor Play:**
 - Use the play-scape as it is intended.
 - Be mindful of where you are in relation to others
 - Include others
 - Share our space and equipment with others fairly

In the Playground:

 - Play safely and be aware on the climbing equipment
 - Play games that are non-contact
 - Rough play is not permitted
 - In the winter, ice and snow should stay on the ground
 - Keep our school yard clean – throw garbage in the garbage bins
 - Walk bikes on school property and lock them up to keep them safe
 - Skateboards, rollerblades and scooters are to be carried on school property and stored during the day

On the Basketball Courts:

- Grade 4 to 8 students use the space during school day breaks (lunch, recesses)
- Practice and play half-court games only
- If a ball bounces off school property, ask an adult for permission to retrieve a ball or ensure you can safely retrieve it yourself

In the Ball Courts:

- Court 1, closest to Duke's main doors, is intended for primary grades (grades 1-3)
- Court 2, closest to the parking lot, is intended for junior grades (grades 4-6)
- Only use tennis balls, foam balls, and soft gator skin balls
- Hockey sticks, cricket and baseball bats are not permitted

Punctuality and Attendance: A Critical Life Skill

Regular, punctual attendance is expected of all students. Students must be in class by 8:45 a.m., in time for Period 1 and again at 12:30 p.m., for the start of Period 5. Teachers will begin their instructional time promptly at these times.

Allergies/Medical Conditions

There are students and staff in our school who have life-threatening allergies to many allergens including dairy, nuts, heavy scents, among others. While these are the most common, other allergens might include shellfish, berries, seeds, and insect bites. If these students or staff smell or come in contact with these allergens, they may have an anaphylactic reaction.

In order to decrease the risk of allergens for our students and staff, please do not send **any food to school that is not specifically and solely for your child(ren)**. Please do not send snacks or lunches to school that contain peanuts or nut products.

All allergies need to be communicated to your child's teacher and/or the school administration.

The Use of Non-Board Electronic Devices

At a minimum, cell phones and other personal communication devices must be turned off and kept out of sight during all instructional periods, except with the clear permission of the Principal or the Teacher.

Discussions in our classrooms are ongoing throughout the year about the impact of our digital footprints and how a positive attitude towards using technology supports collaboration, learning and productivity. **Camera and/or video functions on mobile devices are not permitted for use on school property *without clear permission* from the Principal or Teacher.**

Students are responsible for the care and security of their personal devices. The school is not responsible for any damage, loss or theft of these electronic devices.

School Dress Policy

All schools in the TDSB are to follow the new School Dress Policy released by the Board in the late Spring of 2019. Please use this link to view the new School Dress Policy (PO 42), in full:

<http://zwebppfprd.tdsb.on.ca/detail.aspx?id=204>



THE CODE OF CONDUCT

The TDSB and Duke of Connaught each have a Code of Conduct which has been established to ensure a caring and safe, inclusive, and accepting school climate that is kind, supportive, nurturing, positive and respectful to enable students to reach their full potential.

Duke's Code of Conduct shall apply to all members of the school community, including students, parents and guardians, teachers or other school staff members, volunteers, permit holders and visitors: on school property; while travelling on a school bus that is owned by the Board or that is under contract to the Board; in-school sports activities; in off-site school-sponsored activities.

To respond to inappropriate student behaviour, Duke uses a system of progressive discipline which is developed to support students in making appropriate, well-informed choices. Some examples of progressive discipline may include:

- verbal reminder or warning
- a “time-out” at recess or over the lunch hour the offer of counselling (social work or guidance)
- natural consequences appropriate to the situation
- meeting with parents/guardians
- behaviour modification contract
- formal suspension in keeping with the Board's Caring and Safe School's policies and procedures

Major incidents of a serious nature will be dealt with in accordance to the Board and Ministry guidelines and policies and may involve Toronto Police Services.

For more information about the Code of Conduct (PR585), go to:

<https://mytdsb.on.ca/+CSCO+0h756767633A2F2F6771666F6A726F2E6771666F2E62612E706E++/ppf/-CSCO-3h--uploads/files/live/98/1714.pdf>
