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MANDATE

Exceed the prescribed core K-12 program as determined by the Newfoundland and Labrador Department of Education and offered in other provincial schools of similar size, and exceed student performance provincially.

VALUES

Importance of Education

Community-wide respect and appreciation for quality education which promotes and rewards hard work, individual excellence, high expectations, innovation, initiative, accountability and reliability.

School Climate

A teaching/learning environment in which the student is unique, engaged to learn, challenged to do his/her best with a spirit of teamwork, cooperation and openness.

A welcoming, courteous, non-confrontational environment where students, parents and staff feel safe, accepted and respected where a positive school spirit is fostered.

Communications

Open and timely communications in an appropriate environment where listening and understanding are vital parts of the process.

Personal Development

A culture of life-long learning where the development of the whole person into a self-reliant, contributing member of society is paramount.

VISION

Eric G. Lambert School will provide a nurturing environment whereby diverse learners achieve educational and personal excellence. Their critical thinking and active learning skills will make them contributing members of an ever-changing world.

MISSION STATEMENT

Eric G. Lambert School is committed to providing an enriched, diverse educational experience where students are actively engaged and challenged to achieve personal excellence and become responsible individuals who contribute to society.

We will achieve this in a safe and caring environment where a positive attitude, accountability, consistency, respect, and open communication are valued by all members of the school community.

SCHOOL CALENDAR 2019-2020

SEPTEMBER (22)				
M	T	W	T	F
			29	30
<u>2</u>	3 ¹	4 ²	5 ³	6 ⁴
9 ⁵	10 ⁶	11 ⁷	12 ¹	13 ²
16 ³	17 ⁴	18 ⁵	19 ⁶	20 ⁷
23 ¹	24 ²	*25 ³	26 ⁴	27 ⁵
30 ⁶				

OCTOBER (22)				
M	T	W	T	F
	1 ⁷	2 ¹	3 ²	4 ³
7 ⁴	8 ⁵	9 ⁶	10 ⁷	11 ¹
<u>14</u>	15 ²	16 ³	17 ⁴	18 ⁵
21 ⁶	22 ⁷	23 ¹	24 ²	25 ³
28 ⁴	29 ⁵	*30 ⁶	31 ⁷	

NOVEMBER (20)				
M	T	W	T	F
				1 ¹
4 ²	5 ³	6 ⁴	7 ⁵	8
<u>11</u>	12 ⁶	13 ⁷	14 ¹	15 ²
18 ³	19 ⁴	20 ⁵	21 ⁶	22 ⁷
25 ¹	26 ²	*27 ³	28 ⁴	29 ⁵

DECEMBER (15)				
M	T	W	T	F
2 ⁶	3 ⁷	4 ¹	5 ²	6 ³
9 ⁴	10 ⁵	11 ⁶	12 ⁷	13 ¹
16 ²	17 ³	*18 ⁴	19 ⁵	20
<u>23</u>	<u>24</u>	<u>25</u>	<u>26</u>	<u>27</u>
<u>30</u>	<u>31</u>			

JANUARY (20)				
M	T	W	T	F
		<u>1</u>	<u>2</u>	<u>3</u>
6 ⁶	7 ⁷	8 ¹	9 ²	10 ³
13 ⁴	14 ⁵	15 ⁶	16 ⁷	17
20 ¹	21 ²	22 ³	23 ⁴	24 ⁵
27 ⁶	28 ⁷	*29 ¹	30 ²	31 ³

FEBRUARY (20)				
M	T	W	T	F
3 ⁴	4 ⁵	5 ⁶	6 ⁷	7 ¹
10 ²	11 ³	12 ⁴	13 ⁵	14
17 ⁶	18 ⁷	19 ¹	20 ²	21 ³
24 ⁴	25 ⁵	*26 ⁶	27 ⁷	28 ¹

MARCH (17)				
M	T	W	T	F
<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>
9 ²	10 ³	11 ⁴	12 ⁵	13 ⁶
16 ⁷	17 ¹	18 ²	19 ³	20 ⁴
23 ⁵	24 ⁶	25 ⁷	26 ¹	27 ²
30 ³	31 ⁴			

APRIL (16)				
M	T	W	T	F
		1 ⁵	2 ⁶	3 ⁷
6 ¹	7 ²	8 ³	9 ⁴	10
<u>13</u>	<u>14</u>	<u>15</u>	<u>16</u>	<u>17</u>
20	21 ⁵	22 ⁶	23 ⁷	24 ¹
27 ²	28 ³	*29 ⁴	30 ⁵	

MAY (20)				
M	T	W	T	F
				1 ⁶
4 ⁷	5 ¹	6 ²	7 ³	8 ⁴
11 ⁵	12 ⁶	13 ⁷	14 ¹	15 ²
<u>18</u>	19 ³	20 ⁴	21 ⁵	22 ⁶
25 ⁷	26 ¹	*27 ²	28 ³	29 ⁴

JUNE (20)				
M	T	W	T	F
1 ⁵	2 ⁶	3 ⁷	4 ¹	5 ²
8 ³	9 ⁴	10 ⁵	11 ⁶	12 ⁷
15 ¹	16 ²	17 ³	18 ⁴	19 ⁵
22 ⁶	23 ⁷	24	25	26

Shaded Cells

Administration Days (no classes for students): Aug 29-30, June 24-25

Curriculum Planning Days (no classes for students): Nov. 8, Jan. 17, Feb. 14, Apr. 20

SCHOOL DAY

SY 2019-2020

8:00	-	Doors Open
8:06-8:08	-	Home Room
8:08-8:10	-	Class Change Time
8:10-9:05	-	Period 1
9:05-9:07	-	Class Change Time
9:07-10:00	-	Period 2
10:00-10:15	-	Recess (K-12)
10:15-10:17	-	Class Change Time
10:17-11:09	-	Period 3
11:09-11:11	-	Class Change Time
11:11-12:06	-	Period 4
12:06-1:05	-	LUNCH
12:59	-	Doors Open
1:05-1:07	-	Home Room
1:07-1:09	-	Class Change Time
1:09-2:04	-	Period 5
2:04-2:06	-	Class Change Time
2:06-3:01	-	Period 6

School supervision will begin at 8 a.m. and will be provided until 12:10 p.m. and from 12:59 until 3:05 p.m. or until the bus leaves.

SCHOOL TIMETABLE

	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
Period 1 8:10-9:05	A	G	F	E	D	C	B
Period 2 9:07-10:00	B	A	G	F	E	D	C
Period 3 10:17-11:09	C	B	A	G	F	E	D
Period 4 11:11-12:06	D	C	B	A	G	F	E
Period 5 1:09-2:04	E	D	C	B	A	G	F
Period 6 2:06-3:01	F	E	D	C	B	A	G

ERIC G. LAMBERT SCHOOL SONG

Where the Northern waters flow
To the valleys far below
Stands E. G. Lambert School
Where we're taught the golden rule.

In the land of the wild and free,
A great place for you and me.
To laugh, to learn, to give.
As we learn how to live.

Our school colours, gold and blue,
Flying high over our school.
These days will always be in our memories.

DISCIPLINE CODE

1. Students are expected to give their best effort in school at all times.

A. Punctuality

- Students are expected to be on time for homeroom periods and all their classes.
- Homeroom period is 8:06-8:08 in the morning, and 1:05-1:07 in the afternoon.
- Students are to inform their homeroom teacher if they are in the school but will be away for their homeroom period.

B. Attendance

- Students are expected to attend school when it is open and supply explanations for any absences.
- Students may leave the school building during the school day provided they have obtained permission from a teacher or administrator.

C. School Work and Homework

- (i) Preparation – Students are expected to be prepared for each class i.e. having required materials – books, exercises, pens, pencils, etc. The teacher will ensure that students are aware of the materials required for class.
- (ii) Assigned Work – All students are expected to complete assigned work (studying, assignments, projects, etc.) within the specific time limits. All assignments are to be handed in to the teacher on the due date at the beginning of the class. After this time period, the assignment is considered late and the late consequences apply.
- (iii) Absences – Students are responsible for (a) obtaining and completing the course work that was missed during their absence, and (b) making arrangements to write missed tests.
- (iv) Make-up Tests – Students who are absent shall meet with the teacher(s) on the first day of their return to discuss an alternate time to write the test. They shall only be expected to write one make up test a day - after school. Exceptions shall occur only on the approval of a school administrator.

2. Students are expected to respect their teachers, peers, and the teaching/learning environment.

- A. **Courtesy** Students are expected to be courteous to each other and to adults.
- B. **Language** Students are expected to use appropriate language.
- C. **Honesty** Students are expected to be honest.
- D. **Dress** Students are expected to come to school appropriately dressed.
Outdoor clothing and footwear are inappropriate in the school.
- E. **Teaching/Learning Environment**
Students are expected to cooperate with the teacher and each other to create and maintain a positive teaching/learning environment.

Every student has the right to be taught without disruption and has a corresponding responsibility not to deny this right to other students.
- F. **Curfew** Students are expected to obey all imposed curfews while representing the school.

3. **Students are expected to refrain from illegal activities.**

- A. **Theft and Vandalism** Students are expected to respect the property of others.
- B. **Alcohol and Drugs** Students are expected to refrain from the possession and/or use of alcohol or drugs.
- C. **Smoking** Students are expected to respect the school's smoke-free environment.
- D. **Violence** Students are expected to respect a school environment, which is free from harassment and abuse.
- E. **Snowmobiles, Motorbikes, and ATVs**
Students are expected to refrain from using snowmobiles, motorbikes, and atvs on school grounds from 8 A.M. until 3:45 P.M. each school day.

RANGE OF CONSEQUENCES

Rule Infraction

Consequences

- 1.A. **Punctuality** one half-hour detention. Latitude of three infractions will be given within a semester before this consequence becomes operative. Inform parent(s). The fourth time a student is late within a semester, and for each subsequent late occurrence within a semester, (s)he will serve a detention. After three detentions, there will be a loss of school privilege(s) for three months.

- B. **(i) Skipping Class** First occurrence: Verbal warning; inform parent(s); student makes up the time missed. Second occurrence: Student makes up the time missed; inform parent(s); loss of school privilege(s) for three months. Further occurrences: Student makes up the time missed; inform parent(s); loss of school privilege(s) for a calendar year; refer to social worker, if student is within the age of compulsory school attendance.
If a test is scheduled for a class that is skipped, student will receive zero mark on that test.
- (ii) Skipping Detention** Parent(s) notified. Student will do double the detention time skipped. Further non-compliance will result in an in-school suspension.

- C. **School Work & Homework**
 - (i) Coming to class without required materials Teacher conference with student. Parent(s) informed and possible suspension from class if pattern develops.
 - (ii) Homework not completed Teacher conference with student; if reason provided is unacceptable, student will complete the work after school; inform parent(s).
 - (iii) Late Assignments 5% will be deducted each day the assignment is late and they will not be accepted after 5 school days beyond the due date. [However, there are some courses (e.g. Mathematics, Physics, Chemistry, etc.) where this 5 school- day time frame may not be in the best interest of the class. An assignment may need to be returned and discussed with the class before introducing new material or giving a test. In such circumstances the teacher will inform the class, at the time the assignment is given, of the time frame beyond the due date for which the assignment will not be accepted. Assignments will not be returned until the due date has expired. Exceptions will occur only on approval of a school administrator. Students will be periodically reminded of the assignment due date. Inform parent(s) when assignment is late.
 - (iv) Work not done after a student's absence Inform parent(s); natural consequences; i.e., poor test scores; difficulty with subsequent course material, etc.
 - (v) Refusal to write test on returning to school after a legitimate absence Student will receive a zero mark for test; inform parent(s).

- 2.
 - A. **Courtesy** First occurrence: Verbal reprimands; inform parent(s). Second occurrence: In-school suspension;
 - B. **Language** Third occurrence: In-school suspension; Fourth occurrence: Out-of-school suspension. Using inappropriate language while interacting with a teacher or another student may result in an immediate suspension.
 - C. **Dishonesty** Students will receive a zero mark for a copied assignment, or cheating on a test; inform parent(s).
 - D. **Inappropriate Dress** Inform parent(s); student sent home to change.

E. Disrupting the Teaching/Learning Environment

First occurrence: Student removed from class; teacher/student conference; detention; inform parent(s). Second occurrence; an in-school suspension. Third occurrence: An out-of-school suspension. Fourth Occurrence: An out-of-school suspension and removal from the class where the disruption is occurring for the remainder of the school semester/year depending whether the course is semesterized.

F. **Curfew** First occurrence: Verbal reprimand; inform parent(s); student misses next school-sponsored activity (involving travel) in which the student participates. Second occurrence: Verbal reprimand; inform parent(s); student misses the next two school-sponsored activities (involving travel) in which the student participates. Further occurrences: Verbal reprimand; inform parent(s); student misses the next three school-sponsored activities (involving travel) in which the student participates.

3. A. Theft and/or Vandalism

An out-of- school suspension. Payment or replacement of the damaged or stolen property as per Section 21 of Schools Act, 1997; the RNC may be contacted.

B. Alcohol and/or Drugs

An out-of-school suspension; the RNC will be contacted.

C. Smoking

First occurrence: Verbal warning; inform parent(s). Second occurrence: Letter of warning; inform parent(s); loss of school privilege(s) for one month. Third occurrence: In addition to (2) above, the student will serve a one-day in-school suspension. Fourth occurrence: An out-of-school suspension.

D. Violence

Fighting: Out-of-school suspension; RNC may be contacted.

Harassment/Intimidation/Bullying: First occurrence: Since it is possible that the harassing student does not realize that his/her behavior is inappropriate, the student will be informed by school personnel (usually a teacher), that the behavior must stop. At this point, the student is warned that any similar behavior will result in suspension. Second occurrence: Administration officially notified; meeting with the offender and parents of the offender; offender required completing The Bullying Behavior Package, to the satisfaction of the administration. The student may need guidance to help him/her to complete this requirement appropriately. Any further harassment/intimidation will result in a suspension in accordance with the schools suspension policy. Police involvement is considered. In cases that are obviously more severe, interventions may start as if it were a second occurrence.

E. **Use of snowmobiles, motorbikes, or ATVs on school grounds between 8 A.M. and 3:45 P.M. on a school day.** Out-of-school suspension; RNC may be contacted.

Note: The principal reserves the right to apply consequence(s) for inappropriate behavior not specifically described in this code but nevertheless is determined to defy the spirit of the code.

SUSPENSION POLICY

1. (A) The vice principal may, in accordance with this suspension policy, suspend a student from
 - (i) one or more class periods;
 - (ii) one or more course or school programs;
 - (iii) school;
 - (iv) riding on a school bus; and
 - (v) participating in an activity sponsored or approved by the school council.
 - (B) A teacher may suspend a student from a class period in accordance with this suspension policy.
 - (C) A teacher shall report a suspension of a student to the vice principal as soon as practicable, but in any event before the end of the school day.
 - (D) The principal may reinstate a student suspended by the vice principal or a teacher.
2. When a student does not comply with the discipline code of the school, the vice principal shall:
 - (A) warn the student and record the date of the warning,
 - (B) discuss the incident with the principal,
 - (C) inform the student's parent(s) the circumstances giving cause for the warning,
 - (D) send a letter to the student's parent(s) confirming the circumstances giving cause for the warning,

- (E) place a copy of this letter in the student's discipline file,
 - (F) should a suspension not take place, remove this letter from the student's discipline file after one calendar year from the occurrence date, or at the end of the present school year, should the student be graduating.
3. If non-compliance with the school discipline code continues, the vice principal shall consult with the principal, and the vice principal may suspend the student from school as follows:
- (A) for the first suspension, a period up to two (2) school days;
 - (B) for the second suspension, a period up to four (4) school days;
 - (C) for the third suspension, a period up to eight (8) school days;
 - (D) for the fourth suspension, a period up to thirty (30) cumulative school days;
 - (E) should a further suspension occur, the vice principal shall make a request to the principal that the student be expelled in accordance with the expulsion policy. (Schools Act, 1997, Section 37).
4. Notwithstanding section (2) and (3) above, the vice principal, in consultation with the principal, may suspend immediately any student who engages in a severe breach of school discipline.
5. Upon receiving a report from the vice principal under sections (3) and (4), the principal, within three (3) school days of receiving the report, shall:
- (A) uphold the suspension;
 - (B) alter the terms if the suspension within the context of this policy;
 - (C) cancel the suspension.
6. Where the suspension is canceled under section 5(C), the principal may strike the suspension from the student record.
7. A period of suspension shall be no longer than thirty (30) school days in total in a school year.
8. Notwithstanding section (7), the principal may approve the extension of a period of suspension if the vice principal can demonstrate that the presence of the suspended student in the school threatens the safety of the school staff or students or frequently and seriously disrupts the classroom or the school.
9. Where a period of suspension is extended under section (8), before reinstating the student, the principal may require certification from a medical practitioner or other professional person whom the principal considers appropriate, that the student no longer threatens the safety of the school staff or students.
10. Where the vice principal suspends a student, the vice principal shall, as soon as possible:
- (a) inform the student's parents of that suspension;
 - (b) report in writing to the student's parent(s) and to the student all the circumstances respecting that suspension;
 - (c) report in writing to the principal all the circumstances respecting the suspension.
11. A student may serve an in-school suspension, or an out-of-school suspension, depending on the circumstances of the school discipline code.
12. When an in-school suspension is invoked, the student shall:
- (a) have no participation in any school activity;
 - (b) serve it in the school, removed from other students;
 - (c) complete course work assigned by the respective teacher(s).
13. A student who serves a suspension forfeits the eligibility to represent the school in any program that occurs within (i) three months after the first suspension date; (ii) one calendar year after the second suspension date. S(he) loses other school privileges(s) for the same period.
14. A student who serves a suspension shall be referred to the school counselor. The counselor shall be encouraged to also meet with the student's parent(s). The purpose of these meetings will be to help eliminate the possibility of further suspensions.

THE APPEAL'S PROCESS FOR SUSPENSION

The suspension of a student may be appealed in accordance with the following procedure:

1. The parent of the student or the student, if the student is 19 years of age or older, may indicate in writing to the Churchill Falls School Board, a request for an appeal.
2. Upon receipt of such a request, an Appeals Committee shall be formed comprising member(s) of the Churchill Falls School Board.
3. This appeals committee shall:
 1. uphold the suspension;
 2. alter the terms of the suspension within the context of the school's discipline code;
 3. cancel the suspension.
4. The student must remain in compliance with the suspension during the appeals process.
5. This appeal shall be commenced within 15 days from the date that the parent or student is informed of the decision.
6. The decision made through this process is final or a decision that is not appealed within the appeal period is binding upon the student, school, board, and other persons affected by that decision.

Students in Grades 3-6 will take their tests home for their parent's signature and return. Parents of students in Grades 7-12 may have this practice put in place by making a written request to the principal. Teachers (Grades 7-12), at their discretion, may require certain tests to be signed.

CLASS CANCELLATION DUE TO WEATHER

(approved by School Council, Meeting No. 207, Feb 26, 2015)

1. If there is a snowstorm and the streets are not adequately cleared for the safe operation of the bus, then classes will be cancelled for either part of the school day or the complete school day, depending on the conditions at the time.
2. If the driving visibility becomes seriously reduced due to drifting snow once school has opened, and if, in the opinion of the bus driver, supervisor and school administration it is unsafe to continue to operate the bus, then classes will be cancelled for the remainder of the school day, and the school bus will be discontinued once the students have been given an opportunity to use it to get home.
3. The following guidelines will be used for closing our school in extreme cold temperatures (wind chill factor included):
 - i. Grades K-6: -50°C
 - ii. Grades 7-12: -55°C

The temperatures listed will be those determined by Environment Canada and posted on their website:

http://weather.gc.ca/city/pages/nl-21_metric_e.html

4. If the bus service is unavailable and the weather conditions at the time are determined to be unsafe to have students walk, then classes will be cancelled.
5. If Nalcor Energy, CF closes their offices and work sites due to adverse weather conditions, the school will also be closed for that same time period.

Announcements regarding class cancellations will be communicated to the school community using various methods which may include one or more of the following (in order):

- Using a telephone/email communication system (Synervoice, Alert Solutions, etc.)
- Posting on the school website at www.ericglambert.ca
- [Notice posted on Nalcor's Storm Line at 925-3980](#)
- Announcements carried on CBC Radio (91.9 fm Churchill Falls), and Big Land (97.9 fm Churchill Falls).
- Individual telephone calls to households

Note: Parents can use their own discretion in sending their child(ren) to school during adverse weather conditions. Should you decide to keep your child(ren) home, we ask that you notify the school.

LIBRARY HOURS

Monday to Wednesday: 8:00-12:00, 1:00-5:00, 7:00-9:00

Thursday & Friday: 8:00-12:00, 1:00-5:00

Saturday: 1:00-5:00

HOMEWORK POLICY

(approved by School Council, June 16, 2016)

Parents are asked to please read this policy with your child so that you understand the expectations for students and parents with regard to homework. Following these guidelines can help decrease tension associated with homework and increase your child's learning.

Definition of homework

Homework is understood to include any course or program activity that teachers request students to complete outside of class time. This activity may not only include written work but also reading, studying, working on a project, or doing research at the library or on the internet.

Purposes of homework

Educational research has shown that homework is very important and that there are four main purposes for assigning homework: (1) to give students opportunities to practice skills based on previously learned outcomes; (2) to prepare students for a new topic; (3) to elaborate on introduced material; and (4) to help students cover the objectives of a course; (5) Homework is essential in helping to develop independent work and time management skills for students entering post-secondary education.

Homework during school holidays and weekends

- Homework shall not be assigned such that it must be completed during school holidays. However, long term due dates may occur directly following such holidays.
- Homework assigned over regular weekends is to be no more than what might be normally assigned on any given school night.

For your child to be successful with homework, (s) he needs:

- A place to do homework – if possible, your child should do his/her homework in the same place (an uncluttered, quiet space to study with no distractions).
- A schedule for completing homework – set a homework schedule that fits in with each week's particular activities and starts early enough in the evening before students get tired (not too close to bedtime). Based on the latest educational research, we recommend the following time limits as a guideline for nightly homework. Note that these are recommended limits when students are completely on task and focused on their work (not on the phone, not texting, etc.). **It must also be understood that these are average guidelines only and that they do not allow for individual differences among students:**
 - K – 3: 20 minutes
 - 4 – 6: 40 minutes
 - 7 – 9: 1 hour
- In Senior High, it is essential to recognize that the time commitment will be determined by the course or program selection of each individual student. Some courses may have more of an in-class focus for their learning while others require more out of class work.
 - 10 – 12: 2 hours
- Encouragement, motivation and prompting – Your child needs to practice independently and to apply what (s) he has learned in class. It is not a good idea to sit with your child and do homework with him/her. You should monitor your child's homework by checking his/her progress periodically. If your child consistently cannot complete homework assignments alone, please contact his/her teacher.
- Understanding of Knowledge – when your child is practicing a skill, ask which step (s) he finds difficult and easy and how (s) he plans to improve speed and accuracy with the skill. If your child is working on a project, ask what knowledge (s) he is using to complete the work. If your child consistently cannot answer these questions, please contact his/her teacher.
- Reasonable time expectations – if your child cannot consistently complete his/her homework in the time limits given above, please contact his/her teacher.
- A bedtime – when it is time to go to bed, please stop your child, even if (s) he has not finished the homework. If possible, have your child start homework so that it is done long before bedtime.
- Feedback/Discussion –The next day or during the next class, teachers will address each homework assignment for content and timeliness and will give students feedback for future learning. This may be done through individual or class discussion etc.
- When students are absent – It is the students' and parents' responsibility to find out what homework and class work is missed when students are absent from school. They should contact their teacher to ensure that they know what homework was assigned in their absence. It is the teacher's responsibility to provide to the student any information (notes, etc.) that was missed during the student's absence. Students are also expected to refer to the homework site for missed work.

SCHOOLS ACT (1997)

Compulsory Attendance

4. (1) A person who
 - (a) is entitled under subsection 3(1) to an education program in a school year;
 - (b) on December 31 in a school year is 6 years of age or older; and
 - (c) on September 1 in a school year is younger than 16 years of age shall attend a school for the entire school year.
- (2) A student enrolled with a board, unless otherwise permitted under this Act or by the board, shall attend the school that the board directs.
- (3) A board shall admit to a school at the beginning of the school year all children who are under the jurisdiction of the board who are 5 years of age before January 1 in that school year.
- (4) A board shall establish kindergarten classes in its schools for children who are 5 years of age before January 1 in a school year.

Excused from Attendance

5. Notwithstanding section 4, a student is excused from attending a school where the student,
 - (a) is unable to attend school by reason of illness or other unavoidable cause and the **teacher is advised of it**, but the principal may require that the illness be certified by a medical practitioner; has been expelled or suspended from the school under this act;
 - (b) with the prior written approval of the director, is under instruction satisfactory to the director, at home or elsewhere, for a period specified by the director;
 - (c) has the written permission of the principal to be absent from school for a reasonable period because, in the opinion of the principal and in accordance with the policy of the board, the student will be exposed to other experiences of significant educational and social value;
 - (d) is absent for another reason that in the opinion of the principal does not constitute neglect or refusal to attend school under this act; or
 - (e) has successfully completed the requirements for senior high school graduation.

ATTENDANCE CODES USED AT ERIC G. LAMBERT SCHOOL

The following codes are to be used for the recording of student absences:

- For absence due to participation in school sponsored activity** (Sports, Performing Arts, Student Leadership, Field Trips)..... T
(This code must be used when the child is absent from school because he/she is involved in a school sponsored activity, under the supervision of school personnel. This would include such events as tournaments, school tours, field trips, etc. It is necessary to record all instances of this code for the daily register and the monthly attendance statistics.)
- For absence due to home schooling**..... H
(This code is to be used for those children being schooled at home. In this instance, the child is to be placed on the register of the class in which the child would have been enrolled had he/she been in regular instruction in the school. The teacher responsible for that class must record daily attendance for the child and include him/her in monthly attendance reports as indicated on the Teacher's Monthly Attendance Report.)
- For absence due to illness**..... S
- For absence due to other unavoidable cause** (court, medical travel, orthodontist visits, death/sickness in family)..... O
(This code is to be when, in the opinion of the principal, the absence was unavoidable.)
- For absence due to weather** (flight cancellation, roads closed, high wind chill)..... W
(This code is to be used when the child is absent from school because of weather and the school is open for classes on that day.)
- For absence due to suspension**..... X
- For absence with written permission from the principal** (Encounters With Canada, Forum For Young Canadians)..... P
- For absence due to any reason that, in the opinion of the principal, does not constitute neglect or refusal**..... E
(This code is to be used when the child is absent for any reason that, in the opinion of the principal, does not constitute neglect or refusal of the parents/guardians to cause the child to attend school. It is to be used for instances when the parent/guardians have a valid reason for the child to be absent from school.) (Minor Hockey, NLVA Tournaments, Winter Games, RCM Exams, Interviews,(e.g.ROTP, CAF), extended holiday travel.)
- For unexcused absence** (other reasons or no explanation provided)..... A

ANTI-VIOLENCE POLICY

INTRODUCTION

A worthwhile school anti-violence policy must meet several purposes. This document attempts to address the more minor infractions on the violence continuum. Major incidents of violence, cases of severe safety and legal issues, are dealt with in other sections of the school's policies.

The intent of this policy is to:

- Heighten knowledge and awareness of violence in the form of bullying, harassment and intimidation. (See Appendix A for definitions.)
- Make the entire school community more aware of the harmful effects of bullying, harassment and intimidation.
- Teach effective coping strategies to all students.
- Provide guidance and support to both victims and bullies.
- Provide a safe and encouraging environment for students to report incidents of abuse.
- Encourage and assist students to help and support fellow students when they become aware of others being violated.
- Provide clear expectations and consequences for violent behavior in order to deter potential offenders and to allow them the opportunity to learn and grow from their mistakes.

Realizing that bullying is an abuse of power and control, this protocol or response plan is intended to give the victims as much control as possible in how the situation is managed, while at the same time encouraging them to be assertive in their responses to the bullying, harassment or intimidation.

GOALS

The main focus of this policy is to provide relevant and practical education to our students throughout the curriculum and to have a policy that will meet the following goals. These goals can then be used as indicators of a successful school program:

1. An increase in the number of students who report violence.
2. An increase in the number of students who help when someone is being violated.
3. A reduction in the number of students being bullied, harassed or intimidated.
4. An improvement in the school climate, so that students will feel safe.
5. Provide clear expectations and consequences for violent behavior in order to deter potential offenders and to allow them the opportunity to learn and grow from their mistakes.

When a school representative becomes aware of an incident of bullying through personal observation, or through reports from student or parents or community members, the following response protocols will be implemented. Every effort should be made to investigate reports immediately and to implement consequences within twenty-four hours of the reporting of the incident.

PROTOCOL FOR INTERVENTION

A. Behaviours of Verbal, Exclusion, Rumour, Racial and Verbal Sexual

The Intervening Teacher will –

- i) Provide a verbal reprimand to the bully(ies)
- ii) Reassure the student(s) being bullied
- iii) Tell the bully(ies) they will be monitored
- iv) Call Parent(s) of bully(ies) explaining what happened and what consequences have been given.
- v) Call Parent (s) of bullied student(s), explaining what happened and what has been done to protect their child.
- vi) Complete an Incident Report (see Appendix C) and pass to Administration

B. Behaviours of Physical, Threat, Damage to Personal Property and Cyber Bullying

The Intervening Teacher will –

- i) Provide a verbal reprimand to the bully(ies)
- ii) Immediately send bully(ies) to Administration
- iii) Reassure the student(s) being bullied
- iv) Obtain, if possible, a digital copy of any cyberbullying activity.
- iv) Call Parent(s) of bullied student(s), explaining what happened and what has been done to protect their child.
- v) Discuss with Administration calling of parent(s) of bully(ies)
- vi) Complete an Incident Report (see Appendix C) and pass to Administration

CONSEQUENCES FOR OFFENDING BEHAVIOUR

A. Behaviours of Verbal, Exclusion, Rumour, Racial and Verbal Sexual

The consequences of these behaviours shall be :

- A written incident report to be noted on student's file
- A written/verbal apology to the victim
- Monitoring for further behaviours
- Referral to the Guidance Counsellor

B. Behaviours of Physical, Threat, Damage to Personal Property, Cyber Bullying and Repeat Offenders

The consequences of these behaviours shall be :

- A written incident report to be noted on student's file
- A written/verbal apology to the victim
- In-school suspension (see Appendix B)
- Referral to the Guidance Counsellor
- If required by law, report behaviour to police

Note: On a second incident for the same student, additional consequences will be given at the discretion of the school administration (i.e., detention, suspension from extra-curricular activities, etc.)

Appendix A.

DEFINITIONS

NOTE: This policy is intended to eliminate or at least reduce violence of all kinds in our school community. Bullying, harassment and intimidation are considered to be under the umbrella of violence.

BULLYING is defined as an intentional, negative act. While it may be a single act, it is usually repeated behaviour that involves a power imbalance. Here are some examples of what may constitute bullying behavior:

- Condescending treatment that undermines another's self-respect, name-calling, teasing, disrespectful comments.
- Gossiping, spreading malicious rumors, threatening glares, social ridicule, public embarrassment.
- Social isolation ("freezing out" or rejecting others), exclusion from a group, threatening to withdraw friendship.
- Repeated unwanted hostile communication.
- Unwelcome jokes, innuendoes, insults, or put-downs: taunts about a person's body, disability, religion, attire, age, economic status, and ethnic, sexual or national orientation.
- Insulting graffiti directed at an individual or group.
- Unwanted and uninvited sexual attention, particularly when it is intimidating, hostile or offensive to the recipient.
- Verbal threats, threatening correspondences (phone calls, emails, social media postings etc.), threats of violence against person or property.

- Physical threats: Showing a person a weapon, jostling, threatening to punch, stalking.
- Defacing or stealing a person's property.
- Daring or coercing victim to do something dangerous or illegal.
- Extortion (demanding payment or goods for victim's safety).
- Inciting hatred towards a victim.
- Setting up a victim to take blame for an offence.

APPENDIX B

Eric G Lambert School Suspension Policy will be used. Suspensions may be served in-school or out of school. Suspensions are to be given in the following circumstances

- A. When the behaviour is of a serious nature, such as a physical altercation or theft.
- B. When there have been three written incident reports of bullying behavior from the beginning of Grade 5 to Grade 8 or Grade 9 to Grade 12 and each incident thereafter.
- C. When there is bullying behaviour of Physical Contact, Threats of any form, Damage to Personal Property and / or Cyberbullying.

ELECTRONIC DEVICES POLICY

Acceptable use of Electronic Devices by Students

Preamble: Technology is an integral resource in the delivery of educational programming and in the operations of the school. However, non-educational electronic devices are detrimental to the teaching and learning environment because they interrupt instruction and learning; compromise the privacy of individuals; may be used to store, retrieve and access information during exams; and, add to the administrative workload of school personnel. The school recognizes that there is a need to limit student use of such devices. Technology should not be disruptive to the teaching and learning environment.

Definitions: A sample list of such devices includes but is not limited to: iPods, MP3 Players, cell phones, cameras (video, picture), portable game stations, laptops, earphones, blackberries.

Policy Statement:

1. Technology can only be used during class time if its use is planned, supervised and supports the achievement of provincial curriculum outcomes.
2. At a minimum, cell phones, pagers, and other electronic devices shall be required to be turned off and kept out of sight during instructional time, except with the explicit permission of school personnel.
3. Portable electronic devices shall not be permitted in rooms where exams are being written, except with the explicit permission of the school administration.
4. Camera functions on cell phones and other devices are not permitted to be used on school grounds, school buses, and/or school functions outside of school, except with the explicit permission of school personnel.
5. Exceptions to this policy may be approved by the school administration for students who require specific devices as per their individual educational plan.
6. School personnel are delegated the authority to confiscate electronic devices from students as determined necessary for the effective functioning of the school, and to have such devices placed in the office for retrieval at a later time by either the student and/or the parent/guardian.
7. Eric G. Lambert School is not responsible for personal electronic devices that are misused, damaged or go missing at school.

Consequences (for failure to comply with the above policy):

Infractions on student use of electronic devices shall be addressed through the school's disciplinary process as currently outlined in the school's discipline policy, most notably consequences for disrupting the teaching/learning environment.

DRESS CODE

We expect our students to show respect for themselves and for others. We believe that this includes dressing, speaking, and acting appropriately for the school setting. Students should arrive dressed appropriately for the school environment. Revealing clothing and clothing that distracts students, or pose a health or safety threat, are not acceptable. Such items may include: tank tops, belly tops, mini-skirts, short shorts, visible underwear, low-cut shirts, clothing depicting alcohol or drugs, satanic dress, clothing with inappropriate language, logos or images, and hoodies pulled up are not permitted. As well, winter coats, hats and other outdoor clothing should be stored in student lockers and not worn in class. Cases will be dealt with on an individual basis and students may be sent home to change. If you are in doubt when you look in the mirror, the best advice is to change your clothes.

CO-CURRICULAR ACTIVITIES

X Country Running
Volleyball
Badminton
Table Tennis
Ball Hockey
Basketball
Reading Club

Student Council/Leadership
Yearbook Committee
Drama Club
Skills Canada
French Club
SADD Committee
Choir/Band

Grad Committee
Concour D'Art Oratoire
Games Club
EF Tours
Guitar Club
ROV
Archery

LOCKDOWN PROCEDURE

To be used when a dangerous intruder is in the building or whenever there is an immediate and imminent threat to the school building population.

1. The lockdown signal is given. The building administrator (school principal or delegate) will order and announce the signal. Repeat announcement several times.
2. Call the RNC (First 925-3524, Second 1-709-944-7602)
3. Call Fire and Security (925-3333 or -3334).
4. If not already in a classroom, teachers and students proceed to the nearest room as quickly as possible. Teachers/staff lock classroom doors, turn out lights, cover windows if possible and move students out of line of sight of windows. Remain quiet.
5. Do not lock exterior doors.
6. Teachers/staff take attendance and record students that are in the room, record missing and extra students from the hall and await further instructions.
7. Teachers should use extreme caution before opening doors for ANYONE under ANY circumstances.
8. All activities cease.
9. Students/staff outside building must evacuate to the youth centre. This includes bus runs and field trips.
10. Building administrator will announce "All clear".

STUDENT TRAVEL

To be eligible to travel in a school-sponsored activity, a student must meet the following criteria:

- | | | | |
|-------|------------|---|--|
| (i) | Attendance | - | No more than five (5) unexcused absences in each school year. |
| (ii) | Academic | - | The student must have an overall average of 60% as determined two weeks prior to travel. However, if a student has not meet the academic criteria at that time, and subsequently meets the criteria by the day before travel through the regular testing schedule, then the student will be permitted to travel. The student and student's parents will have the right to appeal to the school administration if they feel there are special or extenuating circumstances. |
| (iii) | Behavior | - | As determined by the school's discipline code. |

SCHOOL TRAVEL POLICY

1. All teachers are to pick up a "vehicle winter safety kit" and satellite phone when travelling in a vehicle to a school-sponsored event in winter.
2. (Rental or) Use of 15 passenger vans is prohibited. Vehicles must have winter tires.
3. Teachers and students must ensure that they have proper winter clothing and snacks in case they have to spend a long period in extreme cold conditions.
4. The staff member in charge must contact a school official and inform him/her of his/her arrival and of his /her departure on the return trip.

ERIC G. LAMBERT SCHOOL BUS SAFETY PROCEDURES

(**Note:** Eric G. Lambert School regularly uses two types of buses in which to transport students – the yellow bus and the blue bus. According to the “Bus Regulations” in the Newfoundland and Labrador Highway Traffic Act, the blue bus is considered a “school purpose vehicle” whereas the yellow bus is considered a “school bus”. While there are many things in this document that should apply to both vehicles, these procedures are intended primarily for the yellow school bus. They do not *all* apply to the blue bus. A special acknowledgement to students Rebecca Edwards [Class of 2008] and Laura Bonnell [Class of 2009] whose work in their Career Development 2201 class contributed greatly to this document.)

Introduction

Research conducted by Transport Canada shows that school bus travel is actually one of the safest modes of transportation. Riding in a school bus is 16 times safer than traveling in a family car. However, accidents can and do occur. The most common injuries involving a school bus include students being hit by their own bus, being hit by another oncoming vehicle, not getting on the bus properly, not riding on the bus properly and not leaving the bus safely.

Equipment Required

Every school bus must be equipped with the following features and equipment in order to be certified acceptable for driving:

- High-back padded seats – close seating
- Be coloured a bright yellow color
- Raised floor
- Shatter-proof glass
- Reinforced sides
- Flashing upper lights
- Stop Arm
- Crossing Arm
- Fire Extinguisher
- First Aid Kit

Rules for Waiting and Getting on the Bus Safely

1. Wear appropriate clothing for the weather.
2. Be at the bus stop on time. Never run to or from the bus.
3. Wait at the designated stop in a safe place well back from the side of the road.
4. Remember the danger zone around the bus. The danger zone is anywhere close enough to the bus to touch it. The bus driver cannot see you when you are in the danger zone.
5. When the bus comes, wait until it has come to a complete stop before approaching it and getting on.
6. Hold the rails as you get on the bus. Don't push or shove. Remember that the steps may be slippery, especially in winter.

Rules for Safe School Bus Riding

1. Take your seat promptly and sit properly, facing forward at all times. Fasten your seatbelt.
2. Hold bags and parcels in your lap. Do not stick your feet into the aisle; someone might trip.
3. Keep your head and arms – everything - inside the bus. Don't throw anything out the windows or around the bus.
4. Talk quietly. Do not distract the driver. The driver must concentrate to drive the bus safely.
5. Save snacks for snack time at school or till you get home. They may spill or you may choke if the bus goes over a big bump.
6. No fighting, shouting, or playing in and around the bus.
7. Always follow the bus driver's instructions.

Rules for Leaving the Bus Safely

1. When you leave the bus, hold the handrail and take two large steps away from the bus.
2. To cross the street in front of the bus, walk ahead at least ten giant steps (three meters). Cross only when the driver gives a signal. Cross the street in single file.
3. If you drop something near the bus, don't pick it up. Tell the driver or other adult.
4. If everyone is getting off the bus, the people at the front leave first. Do not push.
5. Be familiar with the rules for emergencies.

Rules for Emergencies

1. In an emergency, students must immediately follow all the driver's instructions.
2. If necessary, the driver will contact his supervisor for help using the bus VHF radio.
3. If necessary to evacuate the bus, do so quickly and quietly with no pushing or running. When outside the bus, move together to a safe area away from the vehicle. Stay together and wait for further instructions from the driver.

VOLUNTEER POLICY

Policy Statement

Eric G. Lambert School encourages, supports and values the involvement of parent/guardian and community volunteers in order to enhance school-based activities and academic learning and to increase communication and positive relationships amongst the school, parents and the community. The school administration shall, for the safety of students and the integrity of programs, ensure that appropriate procedures are in place for the screening, orientation, training, supervision, recognition and evaluation of volunteers at Eric G. Lambert School.

Rationale

Eric G. Lambert School recognizes the valuable contribution volunteers make towards the success of our school programs. It also recognizes its responsibility to ensure our students are cared for properly, and that appropriate measures are taken to select volunteers.

Scope

This policy is applicable to all school related activities, and to all who aspire to volunteer within this school.

Procedures

1. For the purpose of this policy, the following definitions apply:
 - 1.1 Volunteers are defined as persons who volunteer their services in school or school related activities. A volunteer may assist in the operation and supervision of an activity when a teacher advisor is or is not available to oversee or supervise the activity.
 - 1.2 **Level I Volunteers:** Volunteers who are under the direct and constant supervision of a teacher are considered Level I. Such a situation might also include the engagement of volunteers in open common areas of the school, or volunteers who do not come into contact with students, (e.g. volunteers assisting a teacher with photocopying/laminating materials).
 - 1.3 **Level II Volunteers:** Volunteers who might be working with a group of students in an isolated area of the school with only sporadic supervision, (e.g. a volunteer non-teaching coach for a school team or extra-curricular activity who meets with students in the gym or a room of the school where the teacher sponsor does periodic checks on the activities of the group).
 - 1.4 **Level III Volunteers:** Volunteers who are used for coaching for off-site field trips or volunteers who work with small groups/individual students in an isolated area of the school.

Selection, Screening and Supervision of Volunteers

2. In selecting volunteers, attention will be paid to the qualifications of volunteers and the age and number of children with whom the volunteers will interact. Level of risk will depend on the nature of the activity and/or level of direct supervision from the volunteer.
3. Volunteers categorized as Level II or III volunteers will be required to provide both a Criminal Record Check for a Sexual Offence and a Criminal Records Screening Certificate from the RNC/RCMP. Both applications are available from the school office.
4. Potential volunteers will be screened at the school level.
5. In all volunteer activities, there must be a school personnel designate assigned.
6. The school principal will be responsible for the overall supervision and evaluation of volunteers.
7. All first-time volunteers will be required to get the necessary checks done, and once completed, these will be valid for 3 years.

Conduct of Volunteers

8. At all times, volunteers are expected to respect student confidentiality, engage in respectful behaviour, and adhere to the guidelines and policies of the school.
9. Volunteers complement the work of the professional school staff, but are never considered substitutes for the staff. More specifically, volunteers shall not be considered as replacements for paid staff.
10. The school principal, or designate, will inform volunteers of the School Policy on Volunteers and any specific guidelines that they are expected to follow.

SEPTEMBER 2019 (20)

PLANNING CALENDAR

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Terry Fox Foundation National School Run Day: 26 M/F Regional X-Country Running: 27-28, Goose Bay				29 Administration Day (no classes for students)	30 Administration Day (no classes for students)	31
1	2 Labour Day	3 ¹ First Day of Classes Student Assembly K-12 8:30 a.m. - Theatre	4 ²	5 ³	6 ⁴	7
8	9 ⁵ MADD Presentation Grades 7-12 9:05-10:00 a.m. Gym	10 ⁶	11 ⁷	12 ¹	13 ²	14
15	16 ³	17 ⁴	18 ⁵	19 ⁶	20 ⁷	21
22	23 ¹	24 ²	*25 ³ Early Dismissal For Staff Meeting Classes finish at 2:04 p.m.	26 ⁴ Terry Fox Run	27 ⁵ School Photographer Life Touch	28
29	30 ⁶					

OCTOBER 2019 (22)

PLANNING CALENDAR

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 ⁷	2 ¹	3 ²	4 ³	5
6	7 ⁴	8 ⁵	9 ⁶ Safety Meeting All Staff 3:15 p.m.	10 ⁷	11 ¹	12
13	14 <u>Thanksgiving Day</u>	15 ²	16 ³	17 ⁴	18 ⁵ Fall Assemblies K-3 (10:20 a.m.) 4-12 (2:06 p.m.)	19
20	21 ⁶	22 ⁷	23 ¹	24 ²	25 ³ Halloween Parties Grades K-6 (PM) Halloween Dance 9-12 p.m. Grs. 7-12, C.C.	26
27	28 ⁴	29 ⁵	*30 ⁶ Early Dismissal For Staff Meeting Classes finish at 2:04 p.m.	31 ⁷	Fire Prevention Week: 6-12	

NOVEMBER 2019 (19)

PLANNING CALENDAR

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Parent/Teacher Conferences(Gr. 7-12): 12-15 (using Online Scheduler) M/F Regional Volleyball: 15-16, NWR SLP Visit (TBD)					1 ¹	2
3	4 ²	5 ³	6 ⁴	7 ⁵ Mid-Semester Reports, Grs. 7-12 Remembrance Assembly, K-12, 2:06 p.m.	8 Curriculum Planning Day	9
10	11 Remembrance Day	12 ⁶	13 ⁷ Safety Meeting All Staff 3:15 p.m. "Take Our Kids to Work" day – Gr 9	14 ¹	15 ²	16
17	18 ³	19 ⁴	20 ⁵	21 ⁶	22 ⁷	23
24	25 ¹	26 ²	*27 ³ Early Dismissal For Staff Meeting Classes finish at 2:04 p.m.	28 ⁴	29 ⁵ 1 st Semester Reports Grades K-6	30

DECEMBER 2019 (15)

PLANNING CALENDAR

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 ⁶	3 ⁷	4 ¹	5 ²	6 ³	7
8	9 ⁴	10 ⁵	11 ⁶	12 ⁷ Christmas Concert & 4 th Annual Christmas Tree Lighting 6:30 p.m. (Elem & Senior Choir)	13 ¹	14
15	16 ²	17 ³	*18 ⁴ Early Dismissal For Staff Meeting Classes finish at 2:04 p.m.	19 ⁵ Student Council Christmas Dance – 9-12 p.m. Grs. 7-12, C.C.	20 Class Parties, Christmas Assembly and Sing A-Long (Primary Choir) K-12: 10:30 a.m. Theatre	21
22	<u>23</u> <u>Christmas</u> <u>Holidays</u> <u>Begin</u>	<u>24</u>	<u>25</u>	<u>26</u>	<u>27</u>	28
29	<u>30</u>	<u>31</u>	Parent/Teacher Conferences(Gr. K-6): 3-13 (using Online Scheduler)			

JANUARY 2020 (19)

PLANNING CALENDAR

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
M/F Regional Table Tennis: 17-18, Shes First Semester Exams – Grades 7-12: 23-29			<u>1</u>	<u>2</u>	<u>3</u> Christmas Holidays End	4
5	6 ⁶	7 ⁷	8 ¹	9 ²	10 ³	11
12	13 ⁴	14 ⁵	15 ⁶	16 ⁷ Last Day Unit Tests/Assignments Grs. 7-12	17 Curriculum Planning Day	18
19	20 ¹	21 ²	22 ³	23 ⁴ First Semester Exams Begin Grs. 7-12	24 ⁵	25
26	27 ⁶	28 ⁷	*29 ¹ First Semester Exams End Grs. 7-12 Early Dismissal For Staff Meeting Classes finish at 2:04 p.m.	30 ²	31 ³	1

FEBRUARY 2020 (19)

PLANNING CALENDAR

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
2	3 ⁴	4 ⁵	5 ⁶	6 ⁷	7 ¹ 1 st Semester Reports Grs. 7-12	8
9	10 ²	11 ³	12 ⁴	13 ⁵ Valentine's Dance 9-12 p.m. Grs. 7-12, C.C.	14 Curriculum Planning Day	15
16	17 ⁶	18 ⁷	19 ¹ Safety Meeting All Staff 3:15 p.m.	20 ²	21 ³	22
23	24 ⁴	25 ⁵	*26 ⁶ Early Dismissal For Staff Meeting Classes finish at 2:04 p.m.	27 ⁷	28 ¹ Winter Assemblies K-3 (10:20 a.m.) 4-12 (2:06 p.m.)	29
			Teacher/Staff Appreciation Week: 9-15 Parent/Teacher Conferences(Gr. 7-12): 10-13 (using Online Scheduler) Pink Shirt Day: 27 th M/F Regional Ball Hockey: 28-March 1, CF SLP Visit (TBD)			

MARCH 2020 (17)

PLANNING CALENDAR

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	<u>2</u> <u>March Break Begins</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u> <u>March Break Ends</u>	7
8	9 ²	10 ³	11 ⁴	12 ⁵	13 ⁶	14
15	16 ⁷	17 ¹	18 ²	19 ³	20 ⁴ 2 nd Semester Reports Grades K-6	21
22	23 ⁵	24 ⁶	*25 ⁷ Early Dismissal For Staff Meeting Classes finish at 2:04 p.m.	26 ¹	27 ²	28
29	30 ³	31 ⁴	Parent/Teacher Conferences(Gr. K-6): Mar 24- Apr 3 (using Online Scheduler)			

APRIL 2020 (15)

PLANNING CALENDAR

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 ⁵ Safety Meeting All Staff 3:15 p.m.	2 ⁶	3 ⁷	4
5	6 ¹	7 ²	8 ³	9 ⁴ Mid-Semester Reports, Grs. 7-12	10 Good Friday	11
12	<u>13</u> Easter Break Begins	<u>14</u>	<u>15</u>	<u>16</u>	<u>17</u> Easter Break Ends	18
19	20 Curriculum Planning Day	21 ⁵	22 ⁶	23 ⁷	24 ¹	25
26	27 ²	28 ³	*29 ⁴ Early Dismissal For Staff Meeting Classes finish at 2:04 p.m.	30 ⁵		

MAY 2020 (20)

PLANNING CALENDAR

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
M/F Regional Badminton: 1-2 GB Safety Week: 3-9 SLP Visit (TBD)					1 ⁶	2 High School Graduation
3	4 ⁷ Safety Week Pres: Grade 12 and all staff, P.M. (No classes for students) Theatre	5 ¹	6 ²	7 ³	8 ⁴ Spring Assemblies K-3 (10:20 a.m.) 4-12 (2:06 p.m.)	9
10	11 ⁵	12 ⁶ Elem/High (4-12) Spring Concert 7 p.m. Theatre	13 ⁷	14 ¹ Primary(K-3) Spring Concert 6:30 p.m. Theatre	15 ²	16
17	<u>18</u> <u>Victoria Day</u>	19 ³	20 ⁴	21 ⁵	22 ⁶	23
24	25 ⁷	26 ¹	*27 ² Early Dismissal For Staff Meeting Classes finish at 2:04 p.m.	28 ³ Art Show 6:30 p.m.	29 ⁴	30
31						

JUNE 2020 (20)

PLANNING CALENDAR

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 ⁵	2 ⁶	3 ⁷	4 ¹	5 ²	6
7	8 ³ Last Day for Unit Tests/Assignments Grs. 7-12	9 ⁴ Jr/Sr High (7-12) Sports Day – P.M.	10 ⁵	11 ⁶	12 ⁷	13
14	15 ¹ High School Exams Begin	16 ²	17 ³ Elem (4-6) Sports Day – P.M.	18 ⁴	19 ⁵ Kindergarten Graduation Theatre, 10:30 a.m.	20
21	22 ⁶ Primary (K-3) Sports Day - P.M.	23 ⁷ Last Day of Classes Grs. K-6	24 High School Exams End	25 Year-End Assembly & Reports, Grs. 4-12, Gym, 7 p.m.	26 Year-End Reports, Grs. K-3, 9:00 a.m.	27
			Administration Day (no classes for students)	Administration Day (no classes for students)	School Closing	
28	29	30	Environment Week: May 31 – June 6			