

# Pleasant Corners Public School

School Handbook  
2023-2024



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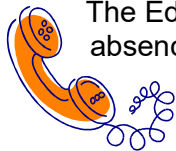
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**facebook**

[www.facebook.com/PleasantCornersPublicSchool](http://www.facebook.com/PleasantCornersPublicSchool)

## Pleasant Corners Public School Policies: A Quick Reference Guide

### Attendance and Safe Arrival



The Education Act of Ontario requires students to attend school regularly. Prolonged absence or sporadic attendance will result in a lack of continuity in learning.

Parents/Guardians *are asked* to notify the school if their child will be absent or late. Please use your **My Family Room** account or call **each day** of your child's absence. Messages may be left on the school answering machine (24 hours a day) at **613-678-2030**. Please ensure that your child arrives to school *on time*. Students who arrive after morning entry are asked to report to the office to be recorded as present.

### Transportation, STEO, and Inclement Weather



The Student Transportation of Eastern Ontario (STEO) provides detailed guidelines for parents and guardians regarding the transportation of students. An information booklet is given to every student at the beginning of the school year, and is also posted on the STEO website at [www.steo.ca](http://www.steo.ca). Parents/guardians should be aware that school bus drivers can only pick up and drop off riders at one authorized regular daily stop. Drivers can not make changes to stops without authorization from the Transportation Department. Transportation for all non-school related functions is the responsibility of parents/guardians. Transportation can not be provided for after-school visits, sleepovers, homework projects, etc.

**During the winter months**, road conditions may necessitate the cancellation of school bus and special vehicle transportation. Unless otherwise announced, schools will remain open in these instances. Announcements regarding the cancellation of school bus and special vehicle transportation will be shared starting at 6:15am. Please check your local radio broadcast, [www.steo.ca](http://www.steo.ca), the UCDSB and/or Pleasant Corners P.S. Facebook page, or visit your "My Family Room" account for information.

### Changes in Transportation and Pick-Up Arrangements



If there is a temporary change in your child's regular transportation or pick-up routine, please notify the school **in advance** by either by contacting your child's teacher, or by calling the school at **613-678-2030 by 2:00pm, when possible**. Unless there are extenuating circumstances, such as an appointment or emergency situation, parents/guardians are asked to wait until 3:50pm to pick up their child(ren).

### Contact Information



Please be sure to notify the school when there is a change of address and/or phone number. For emergency purposes, it is very important that the school has up-to-date information. You can notify the school of any changes to your contact information by calling the main office at **613-678-2030**.

### Student Illness



Whenever a child is ill at school, we will phone home to request that someone pick up the child. **We, therefore, require an emergency contact number** in case no one is available at the primary phone number(s).

### Visitors



With everyone's safety in mind, **please make the office your first point of contact when visiting the school for any reason.**

### Recess



Unless other programs or activities are being offered (e.g. school clubs or intramurals), students are required to go outside during recess. We will not, of course, send children out during inclement weather, but please ensure that your child is always dressed appropriately for current and forecasted weather conditions.

### Allergy Alert



Please be aware that Pleasant Corners Public School is a nut-sensitive school. Due to severe, life-threatening allergy concerns, any products containing nuts/traces of nuts (including soy-based products, intended to resemble nut products) are not permitted at school. It is also school policy not to allow the sharing of homemade or baked goods between students or with an entire class. Our school has a snack program, so students who accidentally forget their lunch or otherwise need additional food items can be accommodated. Your cooperation in this very important health and safety matter is greatly appreciated.

### Medication at School



If your child needs to have medication administered by staff at school, you need to fill out an **Authorization for Administration of Medication** form. This form must be filled out and then signed by both a parent/guardian and the physician who prescribed the medication. You can get an *Authorization for Administration of Medication* form at the office. All medications, including over-the-counter medications, should be delivered to the school by an adult.

### Student Dress Policy



Appearance reflects a commitment to promoting a positive and inclusive environment. Students are expected to be dressed in an appropriate manner. School staff will consult with the Principal or Vice-Principal if they have concerns about student dress. Appropriate clothing is required for physical education and outdoor activities. Appropriate footwear is to be worn at all times.

### Parking



Visitor parking is located in the north parking lot and outside the main office. Please be courteous and careful when driving on school property, and be sure not to block entrances, exits, or school bus and special transportation lanes.

### Technological Devices



At Pleasant Corners Public School, we encourage the use of technology. Students will be given age-appropriate access to technology such as personal computers (PCs), Smartboards, iPads, laptops, etc. as part of the educational experience. Students may also choose to bring their own technological devices to enhance an educational opportunity; however, these devices will be accessed at the discretion of school staff, during instructional time. **Students who bring a personal device to school do so at their own risk and responsibility.**

The recording and/or dissemination of audio files, video files, or pictures of students and staff is not permitted unless the proper authorization/permission has been obtained, in advance, in accordance with Upper Canada District School Board policies and procedures. Such recordings may constitute a compromise of privacy and/or pose a personal safety concern.



### Valuables at School

In general, if an item is of great monetary or sentimental value, it should be left at home. Any student who brings such items to school assumes all risk and responsibility should the item be lost, stolen, or damaged.

### Prohibited Items at School



The possession, display, or use of any items that pose, or could potentially pose, a safety risk is prohibited on school property. Such items may include (but are not limited to) weapons, firecrackers, lighters, and matches. In the interest of student and staff safety, water pistols, toy guns, and laser pointers are not permitted on school property. Students are not be allowed to be in possession of alcohol, tobacco products, cannabis products, e-cigarettes, and/or vaporizers. Smoking/vaping on school property is prohibited at all times.



Students are expected to demonstrate respect towards the school, school facilities, and school property at all times. Students who purposefully cause damage to the school and/or school property may be required to pay for repair/replacement, complete restorative measures, or be subject to other forms of progressive discipline.



Bullying is behaviour that can be repeated or occur one time and can be carried out by an individual or group of individuals.

Bullying can occur in situations where there are real or perceived power imbalances between individuals or groups, and may be a symptom of racism, classism, homophobia, sexism, religious discrimination, ethnic discrimination or other forms of bias and discrimination. Bullying can also be based on, but not limited to, body size, appearance, abilities, or other real or perceived factors. Perceptions about differences are often based on stereotypes perpetuated in broader society.

Bullying, including cyber-bullying, may be intentional or unintentional, direct or indirect. It can take many forms including physical (for example, pushing, tripping), verbal (for example, name calling, insults, threats, sexist/racist/transphobic comments), social, also known as relational (for example, spreading rumours, intentionally excluding others, humiliating others with public gestures) and causing harm to one's property.

At Pleasant Corners Public School, we are committed to stopping bullying in the following ways:



- Teaching students about the effects and consequences of bullying
- Teaching and promoting character education virtues such as **caring, fairness, honesty, empathy, responsibility, perseverance, respect, resilience, generosity, and courage**
- Teaching students that if they see someone being bullied, they should not be a bystander, laugh or join in
- Teaching students how to get help if they, or someone they know, is being bullied
- Modelling appropriate and respectful behaviour

**Strategies for dealing with a small problem:**

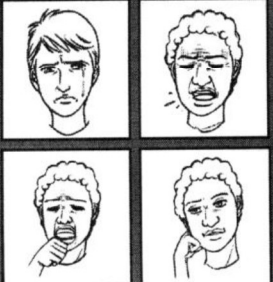

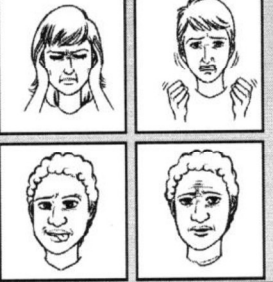
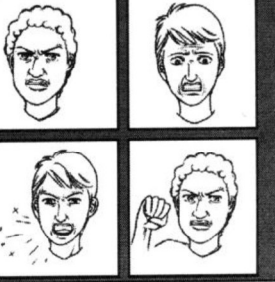
- Talk it out
- Share and take turns
- Ignore it
- Walk away
- Tell them to stop
- Apologize
- Make a deal
- Wait and cool off
- Go to another game

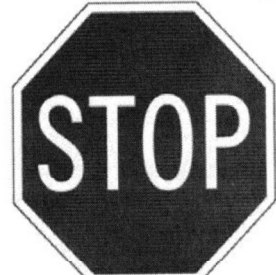


**If a small problem becomes a big problem, tell an adult right away!**



# The ZONES of Regulation®

			
<p><b>BLUE ZONE</b></p> <p>Sad Sick Tired Bored Moving Slowly</p>	<p><b>GREEN ZONE</b></p> <p>Happy Calm Feeling Okay Focused Ready to Learn</p>	<p><b>YELLOW ZONE</b></p> <p>Frustrated Worried Silly/Wiggly Excited Loss of Some Control</p>	<p><b>RED ZONE</b></p> <p>Mad/Angry Mean Terrified Yelling/Hitting Out of Control</p>



**Blue Zone Tools**

Stretch

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**Green Zone Tools**

Drink water

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**Yellow Zone Tools**

Deep breaths

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**Red Zone Tools**

Take a break

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