**Centennial Public School**

 **2016-2017**



141 Amos Avenue

Waterloo, Ontario, N2L 2W8

# Telephone: (519) 885-5660

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Attendance Line: (519) 570-8064 ext.3138

**Website: cnw.wrdsb.ca**

**Principal: Mrs. B. Adams**

**Vice-Principal: Mr. B. Weigel**

**This planner belongs to:**

Name: Class: \_\_\_\_\_\_\_\_

Homeroom Teacher \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

###### WELCOME TO CENTENNIAL!

Centennial P.S. is committed to providing a stimulating and positive learning environment for all students. Setting personal goals and working hard to achieve them are priorities at Centennial. We believe that your success depends on a positive attitude toward meeting new challenges, respect for others and yourself, and contributions to the school and broader community.

This planner will be used daily to keep track of your classes, assignments and school responsibilities. Please read the school guidelines and procedures carefully. Adhering to these expectations from the beginning of the year will help ensure a successful school experience for yourself and others.

We wish you a great year and hope you will fondly remember your time at Centennial for years to come!

*The Centennial Public School Staff*

 **MISSION STATEMENT**

 We show respect, we work together

 We’ll make a better school, for now and forever!

 Friendship, diversity, leadership too!

 We’ll use these “keys” to improve me and you!

 **Roar, Centennial, Roar!**

PLEASE NOTE: Events, dates and times listed in this planner were accurate at the time of printing and are subject to change.

**SCHOOL BEHAVIOUR CODE**

Schools must maintain a safe and positive learning environment for students, staff and the community. The purpose of the Behaviour Code is to clearly state the school's expectations to our community.

We take great pride in the accomplishments, attitude, and behaviour of Centennial students. We assist students in the growth and development of self-discipline, including respect for the needs, feelings, heritage and rights of all.

We expect all community members to demonstrate

**RESPECT** for **people, property, routines and expectations.**

**Respect People**

-Be neat and clean with appropriate clothing.

-Treat others as you wish to be treated. Be fair, kind and honest, use appropriate language with others, and consider the effect of your behaviour on others. Help to build a cooperative school community.

-Demonstrate self-control and respect for others. Learn to solve problems through productive methods. Use negotiation, talking and compromise, as opposed to verbal or physical aggression. Seek assistance from peers or staff if necessary.

**Respect Property**

-Help care for books, supplies, school property and our playground.

-Respect digital property. Be responsible and appropriate in your use of computers and all digital means of communication, at school and at home.

-Represent Centennial in a positive way by respecting the property and rights of our school neighbours

**Respect Routines**

-Come to school every day and be on time.

-Follow school and classroom routines established to ensure safety and a positive learning environment.

**Respect Expectations**

-Follow this Behaviour Code.

-Be prepared for all classes. Have necessary materials, complete assignments on time, and be prepared for tests and other evaluations.

-Participate cooperatively and conscientiously in class. Ask teachers for help and advice when needed.

**CONSEQUENCES**

Progressive discipline strategies are applied so students may account for and respond to inappropriate behaviour:

**LEVEL 1:** Student doesn’t meet expectation(s)

-Verbal reminders or warnings

-Student - teacher conference

-Time out from class

-Denial of privileges and/or assignment of meaningful homework

-Detention and/or restitution

-Involvement of parents

**LEVEL 2:** Student disregards expectation(s)

-Involvement of parents

-Involvement of guidance personnel

-Restorative practices

-Consultation or conference with school principal

-Consequences from principal

**LEVEL 3:** Student repeatedly disregards expectation(s) and/or poses a risk to the learning or safety of him/herself or others

-Removal from class

-Modifications to classroom program

-Involvement of parents, community agencies and/or authorities

-Suspension from school

**SUSPENSION**

Suspension is considered if the principal believes a student 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. Possessing alcohol or illegal drugs
3. Being under the influence of alcohol
4. Swearing at a teacher or at a person in a position of authority
5. Committing an act of vandalism that causes extensive damage to school property or to nearby property
6. Bullying
7. Any act considered by the principal to be injurious to the moral tone of the school
8. Any act considered to be injurious to the physical or mental well-being of any member of the school community
9. Any act considered by the principal to be contrary to the Board or school Code of Conduct

A student will be suspended for:

1. Possessing a weapon, including possessing a firearm
2. Using a weapon to cause or to threaten bodily harm
3. Committing physical assault on another person that causes bodily harm requiring treatment by a medical practitioner
4. Committing sexual assault
5. Trafficking in weapons or in illegal drugs
6. Committing robbery
7. Giving alcohol to a minor
8. Bullying, if the pupil has previously been suspended for engaging in bullying, and the pupil's continuing presence creates an unacceptable risk to the safety of others
9. Any activity motivated by bias, prejudice or hate
10. Any other activity that, under Board policy, warrants consideration of expulsion

The principal will contact the parent/guardian, and may contact the school superintendent or Waterloo Regional Police Service if required.

**DRESS CODE**

Centennial is a **learning environment** and a **workplace** for all school

community members--staff, students, parents, visitors and guests. We expect

students to dress in a manner appropriate to this environment:

1) Clothing must cover the midsection.

2) Undergarments should not be visible.

3) Low cut tops, halter tops, off-the-shoulder tops, boys’ sleeveless shirts and see-through garments are not appropriate for school.

4) Clothing may not display suggestive or offensive messages (rude sayings, drug or alcohol-related slogans or symbols, etc.).

5) Shorts should have an inseam. The length of shorts or skirts should allow students to sit, bend and walk with dignity as determined by staff.

6) Hats may not be worn in class or in hallways during class time.

If a student’s mode of dress does not meet expectations, he/she may be asked to change into different clothing to meet expectations. Students requiring multiple reminders may be sent home.

*We ask our Centennial families to be familiar with and support our student dress expectations in conversation with their children.*

###### SCHOOL ROUTINES

ABSENCES & ATTENDANCE CHECK

Centennial must make every effort to confirm the attendance and safe arrival of each student. In case of student absence, parents/guardians must call our attendance line:

 **519-570-8064 ext. 3138**

Please leave a message including the child’s name, homeroom, and details about the absence.
If a student will be absent for five or more days for reasons other than illness, parents must complete an Extended Absence Form available from the office.

**BICYCLES, SKATEBOARDS, SCOOTERS & ROLLER BLADES**

Bicycles must be locked in bike racks. Roller blades, scooters and skateboards may not be used on school property, and must be stored in lockers during the day. The school cannot be responsible for loss or damage to any of these items.

**BOOKS & SUPPLIES**

The school provides textbooks and learning materials. Students are asked to provide pens, pencils, erasers, rulers, paper and memory stick. In the case of damage to/loss of a textbook or library item, students will be required to pay for its replacement. Information will be shared by individual teachers about signing out subject textbooks, and student responsibilities for their safe return.

**COMPUTERS & WIRELESS DEVICES**

Centennial P.S. embraces technology as an essential part of learning. Students are trained in Digital Citizenship and, along with parents, sign a **Responsible Use Policy (RUP)** consent form. Signing the RUP indicates an understanding and acceptance of the terms of school technology use in accordance with WRDSB’s Digital Code of Conduct. Appropriate consequences, including loss of privileges and/or disciplinary action, will occur for any student not following the Responsible Use Policy.

Students are permitted to bring personal wireless devices to class (including iPods, smartphones, tablets, netbooks and laptop computers) **provided that these devices are used as directed by classroom teachers for learning purposes.** If personal electronics are not in use, they must be turned off and stored in lockers. Each individual student, not Centennial P.S., is responsible for loss or damage to personal electronic devices or other valuables brought to school.

**During the school day, students may not use their devices for personal**

**calls, e-mail or text messages, take photos without permission, or access**

**personal social networking sites.**

Students are responsible for the use of all devices and services, including e-mail, text messaging, Facebook, Twitter, or other social media, as it relates to the well-being of our staff and students. Any behaviour reported or discovered (e.g. cyber-bullying) that directs harm towards any school community member will be investigated. Students involved will be held accountable under WRDSB policies and procedures. Police will be notified if required.

**GUM**

Gum may not be chewed at school at any time during the school day. Students are encouraged to leave gum at home. If gum is brought to school, it must remain in the student’s locker for the entire school day.

**LATES**

Students should arrive and enter the school at 8:20 a.m. Students arriving after 8:35 a.m. must sign in at the office for a ‘late slip’ before proceeding to class. If a student is going to be late, parents are asked to contact the attendance line at **519-570-8064, ext. 3138**, and/or send a note with the student.

Students who are repeatedly late will face consequences aimed toward correcting the problem. Parents/guardians will be contacted for assistance if frequent lateness is not resolved.

**LOCKERS**

All students will be assigned a locker, which they may need to share with another student. Use of a lock is required at all times. Lock combinations must remain confidential. Purchase of a school lock is strongly recommended, as they are eligible for replacement in case of malfunction.

Lockers are the property of the Waterloo Region District School Board, and are subject to access or search by the principal or designate.

**MEDICATION**

All prescribed medication must be stored in the office in a properly labelled prescription container. Parents must sign a permission form authorizing staff to administer prescribed medication. Staff cannot administer any non-prescription medication to students.

**NUTRITION & ACTIVITY BREAKS**

Supervision is provided for students during breaks at school. Behaviour expectations are posted and must be followed. Students are expected to stay at school during Break A. Students living within a reasonable walking distance from school may go home for Break B with written permission note from home (friends are not permitted). Students at school must remain on the school grounds during breaks.

The Tuck Shop is open daily at the beginning of Break B. Items available are meant to supplement–not replace–a well-balanced lunch.

**SAFE WELCOME PROGRAM & SCHOOL ENTRY**

After the school day has begun, all school doors will be locked for the full day. Parents, guardians and visitors must access the school using the main entrance and request entry from our office staff via an intercom/ video camera system, and sign in at the office after entry.

Students will enter and exit via their usual doors at the beginning and end of the school day. Students arriving at school after 8:40 a.m. must request entrance at the main door.

**SCHOOL HOURS & BELL TIMES**

Our school day consists of ten periods, 30 minutes in length, on a 5-day cycle. Each day begins with an entrance bell at **8:20 a.m.**, followed by a warning bell and music at **8:30 a.m**. to assemble students. Students must be in class for Opening Exercises at **8:35 a.m.** Nutrition Break ‘A’ begins at **10:35 a.m.**, and Nutrition Break ‘B’ begins at **1:15 p.m.** Dismissal occurs at **2:55 p.m.**

**STUDENT PICK UP & DROP OFF**

The bus loading zone in front of the school is a “no stopping, no parking” zone. For the safety of our students and bus operators, **parents should not use the parking lot or bus loading zone to pick up or drop off students.** Students should be dropped off or picked up on one of the side streets around the school.

**TELEPHONES**

Staff will permit students to use the office telephone for urgent needs. Students are encouraged to make prior arrangements thus minimizing the need to use a telephone at school.

**Parents should call the school office if they need to contact students during the instructional day.**

**WEATHER DELAYS & CANCELLATIONS**

Delays, cancellations and school closures will be announced on local media (e.g. 570 News AM, CHYM 96.7 FM) and posted at:

-WRDSB – **www.wrdsb.ca**

-Centennial P.S – **cnw.wrdsb.ca**

-Student Transportation Services – **www.stswr.ca**

Parents, please ensure your child knows where to go in case of an

emergency school closing. Keep the office informed of changes to emergency

contact names and numbers.

**SCHOOL PROGRAMS**

**CURRICULUM**

The school program is founded on the Ministry of Education curriculum documents, available at http://edu.gov.on.ca. The development of courses of study and related materials is the responsibility of school staff under the direction of the principal. In grade 7 and 8, considerable emphasis is placed on student responsibilities and the development of solid study and work habits.

**HOMEWORK & EXTRA HELP**

Students’ daily academic responsibilities include review, preparing for tests, individual assignments, and long-term projects. Students are responsible for completing work they have not finished in class. All teachers are available for extra assistance. Students are encouraged to take advantage of these opportunities before or after school or during other times as scheduled with teachers.

**LIBRARY RESOURCE CENTRE**

Our library resource centre contains a variety of resources selected to meet students' information needs and recreational reading interests. It provides an area for teachers, students and the library clerk to engage in resource-based learning and practice independent research skills. Students are responsible for materials they borrow. We encourage parents to support the prompt return of materials from home. Student use of the library resource centre is incorporated into the regular program for opportunities to read, select materials, view non-print materials or access the Internet.

**OFF-CAMPUS**

Off-campus events are offered to extend and enrich the curricular program. Trip information will be sent home in advance. Signed permission forms are required for students to participate.

Families are sometimes asked to pay costs for off-campus activities. **Financial assistance is always available to facilitate every student’s participation.** Please contact the principal or your child’s teacher.

Occasionally, parents or guardians are needed to transport students in private vehicles. These drivers are required by Board policy to provide proof of insurance.

**PHYSICAL EDUCATION**

There are four physical education periods in each cycle. Students are required to wear a phys. ed. uniform (t-shirt, shorts, socks and running shoes) in class. Centennial t-shirts and shorts are available for purchase.

Students are encouraged to leave jewelry and valuables at home or in lockers while participating in phys. ed. Valuables may be placed in the phys. ed. office, but it is the student's responsibility to pick up these valuables after class. The school will not assume responsibility for lost or damaged valuables brought to physical education classes.

**PROGRESS, ACHIEVEMENT & REPORTING**

Teachers assess student progress and achievement on an ongoing basis using techniques that include observation, projects, tests and daily assignments.

All parents will be invited to formal interviews to discuss their child’s progress. **Parents are encouraged to contact any of their child's teachers with questions or concerns at any time during the year.**

**TRANSITION TO SECONDARY SCHOOL**

Beginning in November, grade 8 students and families will receive secondary school information. Teachers and guidance staff will assist students with the course selection process.

Students attend the secondary school designated by their home address, unless eligible for a Board-designated specialized program.

**SCHOOL COUNCIL**

Centennial School Council is comprised of parents, staff and community representatives. School Council advises the principal and Board on issues which lead to improved student learning. The election process for the Council occurs in September. Check our school website for agendas, minutes, and a list of monthly meetings.

**STUDENT RECOGNITION**

**GRADE 8 GRADUATION AWARDS**

**Academic Achievement Award**

Presented to students who have achieved an **overall average of 85% or higher**.

**Citizenship Award**

Presented to students whose teachers agree have **consistently** met the following criteria in an **outstanding** manner:

• Treating others with respect (tolerant, inclusive, kind, appropriate)

• Helping others without prompting

• Abiding by school rules and expectations

• Supporting and participating in school activities

• Assuming responsibility for his/her choices

• Working toward achieving academic and behavioural goals

**Recognition Award**

Presented to students who have met at least one of the following criteria:

• Outstanding **improvement** in social, emotional and/or academic areas

• Outstanding **effort** in curricular and/or extra-curricular activities

• Outstanding **performance** in a particular area of learning

**Valedictorian**

One or two valedictorian(s) will be selected to represent the graduating class by presenting a speech at the graduation ceremony. Grade 8 students nominate valedictorian candidates. Staff make the final selection based on specific criteria that include:

• Excellent writing and speaking skills

• Consistent commitment to academic success

• Consistent demonstration of citizenship

• Active involvement in school life

For up-to-date school information, including our calendar of important dates and complete event details, visit our website at:

 **cnw.wrdsb.ca**

Subscribe to **web site updates** to receive announcements, reminders and alerts directly in your inbox!

**IMPORTANT DATES 2016-17**

PLEASE NOTE: Events, dates and times are subject to change.

Fri. Sept. 16 Student Photo day

Tue. Sept. 27 School Council 6:30 p.m.

Mon. Oct. 10 Thanksgiving Day holiday

Tue. Oct. 25 School Council 6:30 p.m.

Fri. Nov. 18 P.D. day (no school for students)

Tue. Nov. 29 School Council 6:30 p.m.

Dec. 24-Jan. 6 Winter holidays

Fri. Jan. 27 P.D. day (no school for students)

Tue. Jan. 31 School Council 6:30 p.m.

Mon. Feb. 20 Family Day holiday

Tue. Feb. 28 School Council 6:30 p.m.

Mar. 13-17 March Break

Fri. Apr. 7 P.D. day (no school for students)

Fri. Apr. 14 Good Friday holiday

Mon. Apr. 17 Easter Monday holiday

Tue. Apr. 25 School Council 6:30 p.m.

Mon. May 22 Victoria Day holiday

Tue. May 30 School Council 6:30 p.m.

Fri. Jun. 2 P.D. day (no school for students)

Thu. Jun. 29 Last day of school

Fri. Jun. 30 P.D. day (no school for students)