

NAME: _____

CLASS: _____

Jean Steckle Public School



MASCOT: STING

SCHOOL COLOURS: GREEN AND BLUE

As partners, you are asked to ensure that you and your child have read and discussed the information pages at the beginning of the planner.

Please record your signature and your child's signature below to indicate your awareness of the content of these introductory pages.

Student's Signature:

Parent/Guardian Signature:

Teacher Signature:

Welcome to Jean Steckle Public School:

Jean Steckle Public School is a primary-junior-intermediate school with approximately 900 students from Junior Kindergarten to Grade Eight. We believe in STING (Speak with good purpose; Teamwork; Integrity; Never gives up; Gratitude).



PLANNER USE

This Planner has been designed to enhance student learning and to facilitate communication between students, parents and teachers. Consistent, responsible use of the planner will enable students to demonstrate:

- more independent learning
- better study habits and organizational skills
- improved homework completion
- improved academic achievement
- improved attendance

Students will learn to plan better use of time, stay on task longer and set realistic goals.

This planner will communicate to parents:

- homework assignments
- upcoming events
- specific goals set by their child and/or teacher

The planner will also provide a means for parents to communicate with teachers.

Teachers will teach students to use their planner as part of their regular daily activities. Students and parents are expected to read through the first eight information pages and sign the front page to acknowledge understanding of them. Students are expected to have their planner at school **every day** and to show it to their parents on a nightly basis. If the planner is lost, the replacement fee is \$7.00.

School Year Calendar

Sept. 22	Professional Activity Day	Mar. 30	Good Friday
Oct. 9	Thanksgiving Day	Apr. 2	Easter Monday
Nov. 17	Professional Activity Day	Apr. 13	Professional Activity Day
Dec. 25-Jan. 5	Winter Break	May 4	Professional Activity Day
Jan. 26	Professional Activity Day	May 21	Victoria Day
Feb. 19	Family Day	June 1	Professional Activity Day
Mar. 12-Mar. 16	Mid-Winter Break	June 29	Professional Activity Day

Bell Times

Our start times will be at **8:30 a.m.** and our dismissal time will be at **2:50 p.m.** for every student.

Jean Steckle Public School will operate on the balanced school day system. Students will have 2 nutrition/exercise breaks, instead of the traditional recesses and noon lunch hour. Students will spend twenty minutes eating their lunch and 20 minutes outside.

School Property will be supervised from **8:15-8:30 a.m.** We ask that students arrive no earlier than **8:15 a.m.** unless previously arranged with staff.

Activity Breaks:

Students receive daily outdoor exercise breaks in the morning and the afternoon. In case of inclement weather (rain, extreme wind chill, etc.) outdoor breaks are reduced/eliminated.

Under normal circumstances, children who are well enough to attend school, benefit from and are expected to participate in these outdoor breaks. Parents are requested **not** to ask that students remain indoors at activity breaks.

No food is allowed outside at any time.

Attendance Check:

The Attendance Check Program is our way of knowing that your child/children are safe.

If you know that your child will be absent from school, please phone the school using the **Attendance Check phone number of 519-570-8018, then press 3943#.** Leave your child's first and last name, teacher's name, and the reason for the absence. Use the same process if you know your child will be late.

A student who arrives late at school, for any reason, must report to the office and receive a late slip to enter class. A parent wishing a child to be excused from school early must send a note to the teacher and also let the office know.

Emergency Closing And/or Early Dismissal:

The following information is provided to assist you in making **advance** preparations for the safety of your children, should it be necessary to close the school either for the whole day or during the school day. Severe weather conditions, power failure, breakdown of the heating system and broken water lines are just a few of the events for which we must be prepared. Advance preparation will provide for the safe placement of pupils at home or in facilities as close to home as possible. This will ensure the greatest peace of mind that is possible under such adverse circumstances.

Experience has taught us that under emergency conditions, telephone service will far exceed capacity. Parents are urged to develop a family plan that is independent of this means of communication.

If the **school is closed for the day**, an announcement will be made via the local radio stations - **CHYM 96.7 FM, KOOL 105.3 FM** or **570 News** as early as possible in the morning and repeated periodically until 9:00 a.m. Announcements will be sent through School-Day, the school's website (jst.wrdsb.ca), and the Waterloo Region District School Board (wrdsb.ca).

If the **school is to be closed at noon**, an announcement will be made via the local radio stations as soon as possible prior to the closing. School will resume the following day unless another closing is announced.

Severe weather is the most probable cause for using the above procedures. In the event of an approaching storm, parents may wish to pick up their children early.

**ATTENDANCE CHECK LINE
519-570-8018 Ext. 3943#**

Short Term Withdrawal from School:

If you need to withdraw your child from school for **5 days or longer**, please contact the school and arrange to complete the necessary form. Failure to fill out this form will have your child marked as absent instead of parent withdrawal.

Peanuts and Nut Products:

Several of our students have allergies and some are life threatening to peanuts and nut products. We are asking that you refrain from sending nuts and nut products to school with your children.



To ensure all students are safe, we are encouraging parents not to send in birthday treats as there are several students with food allergies.

Code of Digital Conduct:

Acting responsibly in the digital world means that:

I Respect Myself

- I never share my name, age, phone number, or address over the internet.
- I always ask a trusted adult for help if I feel uncomfortable about something I see or read on the internet.

I Respect Others

- I never ask my friends to share their email, game accounts or passwords with me.
- My internet messages are always respectful and polite.

I Respect Property

- I will always reference the websites that I use in my research.
- I will take care of school technology and use it properly.

I understand that failing to follow this code will include consequences consistent with the school's code of behaviour and the WRDSB Acceptable Use Procedures (AUP) which can be found at <http://www.wrdsb.ca/our-schools/school-year-information/responsible-use-procedure-rup/>

Medication at School:

From time-to-time a physician will prescribe medication that needs to be taken during the school day. In these cases, Board procedures **require the completion of a form** authorizing the administration of medication at school.



School personnel are authorized to administer prescription medication only and **it must be stored in the original labelled bottled**. Non-prescription medication e.g., Tylenol, Advil, etc., should not be brought to school and will not be handled by school personnel.

Illness and Injuries:

Children who are ill are best **kept at home**. Sending a sick child to school may spread the illness to other students. We have very limited facilities to accommodate an ill child. Please also note that a Doctor's note is required after 15 days.



An illness or an injury can happen at any time and our first concern is to give immediate attention to the student. If the injury is minor in nature, the student receives first aid at the school and when ready will return to class.

If there is doubt about the injury or illness, the parent is contacted immediately. This underlines the importance of an **accurate and up-to-date Student Data Sheet**, which parents complete in September and are asked to update during the year.

Please note that it is imperative that you always provide the school with up-to-date phone numbers so that we can contact you in case of injury, sickness or an emergency.



Wheels at School:



Many children ride bicycles and skateboards to school. The Regional Police recommend that children not ride bicycles to school until they are in **Grade 3**.

If your child rides a bicycle, please advise him/her about bicycle safety on the streets. Parents should be aware that the school is not liable for the security of bicycles. The wearing of a helmet is required by provincial law. **Bicycles, scooters and skateboards may not be ridden on school property.** Students are to walk their bicycles to the racks provided, lock them and then leave the immediate area. The bicycle area is off limits as a play area.

The parking lot in front of the YWCA child care will be closed to JSPS parent traffic. We are asking that there will be no student drop off between 8:15 a.m. & 8:35 a.m. or pick up between 2:50 p.m. & 3:05 p.m. in this area. Anyone using our parking lot is expected to exercise extreme caution at all times. Parent volunteers may use the parking lot if a spot has not been taken by staff. Parents picking up sick students may use the 15 min. parking in front of the school. **We are encouraging all students to walk to school.**

Lost and Found:

Students are reminded that if they bring toys/belongings to school it will be at their own risk and we are unable to guarantee the security of these items.

Please ensure that where possible, ***your child's name, is labeled on all items*** of outer clothing including boots, gym shoes, etc.

Encourage your child to look for any misplaced items in our "Lost and Found" box. At the end of each term, all Lost and Found items are displayed for parents and students. Any unclaimed items are given to charity.

Reporting to Parents:

Teachers evaluate the progress of each student daily. As well, evaluation takes place when units of work or projects are finished. Parents should keep daily contact with their child's successes by checking work sheets and completed assignments, as well as checking agendas.

REPORT CARD				
GRADING PERIOD	1	2	3	4
READING	A			
WRITTEN COMMUNICATION	A			
MATHEMATICS	C			
SCIENCE/HEALTH	B			
SOCIAL STUDIES	B			
ART	A			
MUSIC	A			
PHYSICAL EDUCATION	C			
Grade Average	B			
Attendance:	Present	U		
	Absent	2		
	Tardy	1		
<small>A = Excellent C = Good G = Satisfactory S = Needs Improvement U = Unsatisfactory I = Incomplete / Incomplete</small>				
Student:	Grade:	Year:		

Formal reporting procedures take place twice a year, with an informal progress report in the fall. This is when teachers report directly to parents with a written report and in some cases a parent/teacher interview. The Provincial Report Card will be used again this school year. Provincial primary and junior assessments will occur annually as dictated by the Ministry. Each term, the lower portion of the second page of the report card must be signed and returned to the school.

As well, parent/teacher interviews may be initiated by either party when the need arises.

Visitors:

Help us have a safe environment at our school. **We require that all visitors to the school sign in at the office,** and wear a visitor or volunteer sticker. These stickers are a signal to our students that you are a safe adult. This is the procedure to follow even when picking up your child.

Off Campus Trips:

Throughout the school year, as part of our regular program, students leave the school site on trips. Many of these include short trips into the community where the students walk (e.g., a visit to Steckle Heritage Homestead) while other trips are more distant and require transportation by bus.



All field trip permission forms will be completed through School-Day.

Student Behaviour

Our Code of Conduct Program has been established to provide consistent student behaviour expectations. We believe that to help our students live up to these expectations, it needs to be a shared endeavor with home, school and the extended Jean Steckle Public School Community. Our goal is to provide each student with the opportunity to reach his/her potential as an individual and as a contributing member of our society.



The goal of Jean Steckle's approach to discipline is to encourage students to become self-disciplined by taking responsibility for their behaviour. This means making and accepting no excuses for inappropriate behaviour. We recognize that this learning process begins long before the child enters school and continues throughout the education process. We assist students in developing appropriate behaviour through:

Encouragement: Frequent and positive acknowledgement is shown to all students, modeling exemplary and appropriate behaviour and conduct.

Prevention: Counseling and further encouragement for students who experience difficulty accepting and/or conforming to the rules of appropriate behaviour in the classroom, or on the playground.

Correction: When inappropriate behaviour occurs within the school setting, it must be dealt with promptly and directly in order to protect the rights of all people. Persistent displays of unacceptable behaviour may result in the following:

- Further dialogue with the student explaining the consequences and possibly implementing a behaviour plan
- Further dialogue and resolutions with other student(s) involved
- Parent contact and involvement
- Loss of privileges at Jean Steckle P.S.
- Temporary removal of the student from the setting where the unacceptable behaviour occurred
- Referral to Principal
- Detention during nutrition break
- Possible suspension from school

Cyberbullying: Any web-based accessible activity which harms another emotionally or socially or affects another's reputation is a serious offence and may result in a suspension and the involvement of the police.

Parent Reminders:

1. Get to know your child's teacher and communicate with the school.
2. Inform the teacher of any health or emotional problems.
3. **Be sure that your child is present and on time each day.**
4. A good breakfast and adequate sleep are essential to a child's daily learning.
5. Lost and found items are stored in a box at the school. Lost items should be looked for by the child. You are welcome to check this box after you have signed in any time.
6. Label your child's gym clothes, jackets, gloves, etc. Items that are found can then be returned to the owner.
7. Please encourage your child to participate in the many extra-curricular activities offered.
8. We always appreciate your positive interest in your child's day-to-day work at school.
9. **Do not drive your car into the school yard. Think of little, fast, and sometimes careless feet.**
10. If your child is well enough to come to school, he or she is well enough to be outside during recess.

Homework Guidelines:

Homework may be periodically assigned to reinforce and practice learned concepts. We encourage our students to read and practice their math facts each day. Parents may engage with their children by asking questions about the books their children are reading or taking their children to the library. Homework is one means that parents have to maintain a day-to-day connection with their children's education. It is expected that homework be established as a family routine. When parents and teachers work in an educational partnership, a difference is made for our students.



Students Moving:

During the course of the year, some families move from our area. In order that the next school will have as much information as possible on the educational development of your children, we need to prepare special transfer forms which accompany the children to the new school.



Please notify us in advance of your move so that these transfer papers can be carefully completed. When registration in the new school has been completed, all school records will be forwarded by mail.

Physical Education Classes:

Unless excused for medical reasons, all students are expected to participate in physical education classes.

In order to benefit most from the activities and participate to the fullest extent, students with the exception of those in kindergarten are requested to have proper gym attire (running shoes and loose-fitting clothes on gym days) or a Jean Steckle phys. ed. uniform for Gr. 7 and 8.

You are encouraged to send your child's physical education clothing in a plastic or "tote" bag that could be hung on a hook. **Please label all clothing!**

Communication:

At Jean Steckle Public School, we are always looking for ways to help improve communication between home and school. There are many ways to stay connected with the school:

- School Day: to receive weekly messages about upcoming events, sign permission forms and pay for school related materials
- Jean Steckle's School Website: to receive weekly messages about upcoming events and community news
- Twitter and Instagram (@JSTwrdsb): to view different activities from different areas around the school

School Day:

Thank you to our families who signed up for School-Day. School-Day is an online cashless system for use by parents, teachers and office administrative staff. We are implementing School-Day to minimize the handling of cash by teachers and office staff, reduces paper, and streamline office efficiencies.

School-Day can be accessed from any web browser and gives parents real-time, secure access to up-to-date information, and the ability to: complete on-line payments for trips or other activities, register your child for extra-curricular events, approve permission forms instantly on-line, sign up for parent/teacher interviews, update your mobile device with calendar events specific to your child, minimize the risks associated with sending money to school with your child ("backpack delivery") and reduce the environmental impact of photocopying permission forms and announcements. **It is essential to adhere to the deadline on trips. Late permission and payment will not be accepted at the office. All School-Day difficulties are to be directed to teacher/office at least a day prior to the event closing.**

All hot lunches will be processed through School-Day. If you are not on School-Day, please set up an appointment with the office to make purchases.



School bell times:

Period One: 8:30 – 9:00 a.m.

Period Two: 9:00 – 9:30 a.m.

Period Three: 9:30 – 10:00 a.m.

Period Four: 10:00 – 10:30 a.m.

First Nutrition Break: 10:30 – 11:10 a.m.

Period Five: 11:10 – 11:40 a.m.

Period Six: 11:40 – 12:10 p.m.

Period Seven: 12:10 – 12:40 p.m.

Period Eight: 12:40 – 1:10 p.m.

Second Nutrition Break: 1:10 – 1:50 p.m.

Period Nine: 1:50 – 2:20 p.m.

Period Ten: 2:20 – 2:50 p.m.

Please use the above period guide when you need to make appointments for your child/children.

Jean Steckle: The Woman



Jean Steckle (1929-2003)

Jean Steckle's creative energy and community spirit have touched the lives of children and adults around the world. Jean has used her education and life as a tool to enrich the lives of others. In 1993, Jean was awarded the Alumnus of Honour by the University of Guelph, for her volunteer and humanitarian work. They described the impact of her touch as follows: "As a result of Jean Steckle's vision, rural women in Third World countries have improved the health of their families through community education programs; Canada's Native peoples enjoy better health; immigrant families are learning to adapt their farming expertise to Canadian conditions and young Canadians are learning respect for the land on the J. Steckle Heritage Homestead in Kitchener."

Jean spent eighteen years in the field of international development focusing on agricultural techniques and nutritional self-sufficiency. She began as an economics expert and nutritionist for the United Nations Food and Agricultural Organization (FAO) in Sierra Leone and Ghana. Jean worked predominately with rural women, developing programs and resources focused on improving nutrition and health while respecting the cultural practices of the locals. In an interview she called to mind an interesting experience while working with a village woman: "I'll never forget the first time I saw a woman using oranges for no other purpose than to clean her cooking utensils. The acid in the orange juice did a wonderful scouring job. The idea that orange juice is of considerable dietary importance, amazed them."

In the late 1960s, Jean served as chief of Technical Services in the Home Economics branch of FAO's Nutrition Division in Rome. When she returned to Canada in 1976, she became a nutrition consultant for Health and Welfare Canada's Indian and Northern Health Services. Jean Steckle was named Canadian

representative to the United Nations Administrative Commission on Nutrition in Paris in 1980 and in Washington in 1987. She chaired the National Native Diabetes Working Group and she directed a national study on infant feeding practices for Native women.

Jean Steckle's heritage is rooted among the early pioneers of this area and that has been the basis of her lifetime achievement not only in Canada but internationally. The J. Steckle Heritage Homestead is simply one example of a lifetime of dedication to the enrichment of others, predominantly children and youth. After her retirement, Jean dedicated herself to the project of converting the family farm into the Steckle Heritage Homestead, an educational facility devoted to urban children and immigrant families.

When asked to describe Jean it could be said that, "most notable would be her vision, her determination and cheerful optimism. She was a leader with patience and understanding. She was a role model and mentor who inspired altruism and hard work in people." The Homestead shares Jean's vision of "Respect for the Land and for Each Other" and strives to instill an understanding of local and global community. Jean has been recognized locally and internationally for her devotion to others:

- In 1995, Medal of Honour, United Nations
- "Canadians who made a Difference", UNA
- Gryphon Sports Hall of Fame, University of Guelph.
- In 2000, Environmental Sustainability Award, Regional Municipality of Waterloo
- UNICEF's Volunteer of the Year, UNICEF
- Lifetime Honorary Membership with the Indian & Inuit Nurses of Canada

Courtesy of:

www.stecklehomestead.ca