



Parkland Village School

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website: www.psd70.ab.ca/schools/ParklandVillage

PARKLAND SCHOOL DIVISION #70 - VISION

Parkland School Division is a place where exploration, creativity, and imagination make learning exciting and where all learners aspire to reach their dreams.

PARKLAND SCHOOL DIVISION #70 - MISSION

Our purpose is to prepare, engage and inspire our students to be their best in a quickly changing global community.

Parkland Village School Motto: *"Together Making a Difference"*

We Believe:

- ✓ The school is a safe, warm and caring place.
- ✓ The school is an integral part of the community.
- ✓ Parents and staff work together to support children's learning.
- ✓ Positive attitudes, cooperation and respect for individual differences foster desirable working relationships.
- ✓ Meaningful educational experiences facilitate the continuous development of the whole child.
- ✓ Linking assessment, curriculum, and instruction provides for more effective evaluation of student learning.
- ✓ Individuals assume responsibility for their own choices and their learning.

Guiding Principles

- ✓ Open and ongoing communication.
- ✓ Supportive and collaborative interactions.
- ✓ Organized learning environment.
- ✓ Respect for the rights and property of self and others.
- ✓ Sense of school pride.

This agenda belongs to:

NAME _____

ADDRESS _____ **POSTAL CODE** _____

HOME PHONE _____

MOM'S CELL _____ **DAD'S CELL** _____

BABYSITTER'S NAME/PHONE _____

EMERGENCY CONTACT/PHONE _____

COMPUTER PASSWORD _____

ALLERGIES/MEDICAL CONDITIONS _____

Parkland Village School

"Together Making a Difference"

Parkland Village School had its inaugural year in 1984. Built in the mobile home community of Parkland Village, Parkland Village School has been a small K-6 elementary school and beginning in 2005-2006 PVS became a K-4 Early Years school. Parkland Village School has a population of over 218 students being served by 25 staff members. The school functions as the centre of the community and is host to the majority of community functions and events.

- Programming at Parkland Village School is centered on small class sizes with a low teacher to student ratio. There is an emphasis on language and math literacy through all grades. Grades Kindergarten through Grade Four utilizes the Balanced Literacy approach to language learning. A key concept in this approach is instructing students at their individual instructional level to maximize growth for each student. Alberta Learning curriculum is followed, preparing students for education at higher grade levels.

The school Resource Centre (library) is a key part of the school and a real gem for the community. With books and resources being added yearly, the resource centre provides excellent reading and learning resources.

A true strength for Parkland Village School is the staff. The staff is extremely dedicated to the education and well-being of the student population and works closely as a team towards that end. The staff recognizes that professional development is a key component to staying on top with educational practice and delivery. Each year the staff identifies areas for professional development/growth and works in those areas.

Community/parent volunteers are a vital part of the school. Parents supplement the activities and programs at the school making available opportunities that are beneficial additions to the learning and development of the students. It is through their efforts that the school is able to offer additional educational opportunities and resources that benefit the educational experience for all.

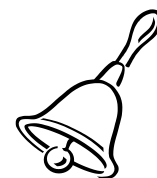
Parkland Village School believes in the notion of a community school. Building a community that supports learning and social values takes the involvement of all working together. Parkland Village School works closely with community groups in providing activities for all that live in the community. Inclusive education is encouraged and provided for to the best of the school's ability. We all have something to learn from one another.

Parkland Village School is pleased and excited to bring the *MicroSociety Initiative* to our school community for the 2015-2016 school year. The *MicroSociety* School is an innovative design where children create a microcosm of the real world inside the school. Each student has a role in running that world. Young entrepreneurs produce goods and services, elected officials establish laws, Crime Stoppers keep the peace, judges arbitrate disputes, and reporters track down stories. All citizens earn wages in the school's "Micro" currency, invest in product ideas, deposit and borrow money from "Micro" banks, and pay taxes, tuition and rent. Classroom connections are made throughout the day.

The *MicroSociety* initiative also helps students find meaning in school and ignites their sense of purpose and work ethic in order to compete in their chosen profession. They gain an understanding of why work is fulfilling and how it helps them tap into their innate skills and talents and discover their own leadership potential. The *MicroSociety* initiative helps students find a purpose in their education and prepares them to become active citizens.

Bell Schedule

8:30 a.m.	first bell
8:35 a.m.	classes begin
10:15 - 10:30 a.m.	recess
12:00 - 12:50 p.m.	lunch break
12:50 p.m.	classes begin
3:00 p.m.	students dismissed



Office Hours – 8:15 AM – 4:00 PM

After school, students are required to go directly home or to the babysitters. We appreciate your cooperation in this safety-focused arrangement.

ABSENTEE CHECK

If your child is going to be absent from school, please write a note to the classroom teacher or call the school at 780-962-8121 to let us know. The school secretary will be available to take your calls after 8:20 a.m. To ensure that no child is lost or experiencing problems on the way to school, we will make every effort to contact parents.

Letting us know ahead of time will prevent us from having to disturb you with a phone call from the school to check on the whereabouts of your child. Thank you for your cooperation.

Calls will be made prior to 9:30 a.m. Students who are late are asked to check into the office as soon as they arrive at school.

COLD WEATHER

During cold weather, please be certain that your child comes dressed well enough to spend time playing outside during recess and lunch hour. On cold weather days, it is best if students plan on arriving at school close to bell time in the morning. When it is extremely cold, students are allowed to stay in their classrooms during recess. Students are dismissed at 3:00 p.m. and asked to go directly home or to the babysitters.

Even though busses are running and school is open, the final decision to send your child to school rests with you the parent. If you, as a parent, think the weather conditions make it unsafe for your children to attend school, please keep them at home.

DRESS CODE

Parents and students are reminded that clothing must be appropriate for a public place. Students may be asked to change if their clothing is deemed inappropriate. This would include:

- t-shirts/shirts with inappropriate or offensive material stenciled on them (related to drugs, suggestive language, alcohol, violence, etc.)
- clothing that is too revealing (for girls; no backs, no bellies. For boys, their underwear must not be showing, they must wear shirts).

HOMEWORK

Daily Expectations

Homework for students is generally home-reading and spelling word practice on a daily basis. Students may also be assigned some work tasks to complete at home and students who wish to take work home for completion will certainly be encouraged to do so. Parents may also request additional work in any area they feel may be important in supporting their child's learning. We are open to working with families to support the learning of the children we serve.

School Responsibilities

1. Provide students with a daily planner or agenda book to help students organize their time, report on their learning and help in developing self-reliance.
2. Time is provided each day for the recording of daily planner or agenda book information.
3. Ongoing monitoring will take place within each classroom.



ILLNESS, STUDENT ACCIDENTS, EMERGENCIES

Normally, children who are too ill to participate in regular classroom activities or to go outside for recess are too ill to be at school. This is particularly true in cases of severe colds, infections, headaches, etc. With severe colds and other infections, students are unable to function well at school; they also provide a source of infection for other children and staff; and would recuperate faster at home. The following procedures will be followed in the case of accidents or other emergencies:

1. phone the parent at home/or on cell phone
2. phone a parent at work
3. phone the emergency contact

Therefore, it is extremely important that the school have current phone numbers for all contacts.

ADMINISTRATION OF MEDICATION

(PSD#70 Administrative Procedures #318)

Primary responsibility for the administration of medication rests with the child's parents/guardians and/or appropriate medical personnel. However, in certain circumstances staff is asked to assist in the administration of medication. We will only administer medication prescribed by a physician along with the appropriate documentation that includes written instructions completed by the physician and the parent. Forms are available at the school.

INDOOR FOOTWEAR

All students require one pair of indoor non-marking running shoes, to be left at school.

LIBRARY

All students have a scheduled library class once a week, although students may be brought in at other times for projects and research. We strive to introduce many types of literature, varied authors and illustrators and their works, and explore different themes.

Students are responsible for the care and safe return of their library materials. The students are reminded how to care for their books and we ask that parents reinforce these guidelines at home:

1. Wash hands before reading.
2. Do not lay a book on a table that has food or drink.
3. Have a special place in the home for keeping library books so that they do not get lost (preferably a place that is out of reach from younger children).
4. We provide a strong plastic bag in your child's backpack to protect library books from accidental spills and crumbs (do not place your child's book in the home-reading bag, as the books are returned to different areas and can be misplaced).
5. Students with overdue or lost/damaged library materials may have library privileges removed until their materials are returned or paid for.

It is a fact that children of all ages benefit educationally and emotionally when family members read with them on a daily basis. Your child will look forward to the shared reading time for their closeness to you as well as to see what happens next in the story. Please share reading time with your child daily, even 15 minutes a day is of benefit.

Lunch and Snack

Children are to bring their own snack and lunch daily. You may send a thermos along with their lunch to provide them with something warm to eat as we do not have the facilities to warm up food for the children.

PEANUT AND NUT AWARENESS

We are Peanut and Nut Aware!

Please refrain from bringing products with peanuts or nuts to school. Let's all take part in making our school safe for everyone.

There may be a need for an allergy alert program in your child's classroom. You will be notified of any food restrictions for lunch, classroom parties and snack times. Please respect and respond to the information provided about individual student needs.

Hot Lunch

We continue to have health and wellness as a focus in our school and try to include this in our Hot Lunch Program. This year we piloted an online Hot Lunch ordering process <http://parklandvillage.hotlunches.net>. To date the program worked really well and we will be continuing with this process during the 2015-2016 school year. Please watch newsletters or call the school for more information on the hot lunch program.

Milk Program

Parkland Village School offers a Milk Program. If you are interested in purchasing milk coupons for your child to redeem during the lunch hour, please call the office.

Student Toys and Valuables

Students are reminded to leave personal items such as toys, iPods, cell phones and other electronic devices at home. The school cannot be responsible for money or personal items that are broken or go missing.

TEXTBOOKS AND OTHER MATERIALS

All workbooks and textbooks are provided to students by the school under an Instructional Materials Fee assessed annually by the Parkland School Division No. 70. Students are responsible for their assigned textbooks. It is expected that students will return the texts in the condition in which they were loaned.

Lost, missing, damaged texts will be assessed at the cost of replacement.

Volunteers/Parent Helpers

Teachers will have the responsibility for coordinating duties for volunteers working within the classroom and within the school. Teachers will be responsible for assigning parents to duties such as:

- Working with individual or groups of students.
- Preparation of materials.
- Any other required duties inside or outside the classroom.

Parents are encouraged to identify where their skills might best be utilized or how they might be of help to the teacher, but the final decisions regarding volunteer placement rests with the teacher.

As part of Parkland School Division Policy: G34, beginning 2005-2006, all volunteers shall:

- **Complete a Volunteer Registration Form**
- **Provide a Criminal Records Check**
- **Sign a Confidentiality Agreement**

Classroom Help

A volunteer form will be given to each parent to indicate ways you'd like to become involved. They include the following:

- Help prepare instructional materials (at school or home)
- Help with celebrations in the classrooms (e.g. Halloween, Christmas, Valentine's Day, Easter, and End of the Year).
- Accompany the class on a field experience.
- Help with class special projects (e.g. stitchery, science experiments).
- Assist children with their learning (e.g. listen to a child read).
- Share a talent, skill, or information with small or large groups of students.
- Assist students during Center time.
- Help with general classroom upkeep.

Behaviour Expectations

During our first few weeks at school and as needed throughout the school year, the children will be involved in discussions about ways to make our school a safe, happy, productive place to learn. It is important that each child feels that he/she has made a contribution to the shaping of our school atmosphere. An environment filled with mutual respect, cooperation, and responsible attitudes and

behavior, will help to ensure a positive climate conducive to optimum learning. After the initial tone setting discussions, each child will understand acceptable behaviour at our school and in the classroom.

If a student is having ongoing difficulty, we will contact you. We will discuss ways to help your child learn to behave appropriately in the school setting using cooperative discipline strategies.

Please do let us know if your child is having any difficulties at school that we may not be aware of, so we can be of help. Also, please inform us if sleeping or eating habits, health conditions, or medications change, as these often affect behavior.

Character Trait Education Focus

We are pleased to introduce a NEW Citizenship program which includes a character trait education focus at Parkland Village School. Our Spirit Assembly will change to Citizenship Assembly and will be more focussed and meaningful to the children. In September the Character Trait that will be introduced to the students is RESPECT, students will learn what the character trait means and how to demonstrate the character trait through examples, stories, etc. At the end of October a few children from each classroom will be recognized for their efforts by showing and demonstrating RESPECT introduced at the beginning of September. The following character traits will be introduced as follows: November - CHOICES, January - CARING, March - EFFORT, and May - INTEGRITY.

Teachers report on the Character Education Traits in our report card and they are;

1. Respect (rules, routines, expectations, who and whom do we show respect to?)
2. Choices (big Problems/small Problems, tattling vs responsibility)
3. Caring (generosity, compassion, kindness)
4. Effort (trying to be your best)
5. Integrity (truthfulness, trustworthiness, fairness)

WELCOME BACK OUR MASCOT BUZZ...

Students will have the opportunity learn **Buzz's Code** and discuss how they can help make Parkland Village School a safe, happy and productive place to learn. Buzz's Code is the center point of our Pro-Social Skills and Citizenship discussions.

Buzz's Code:

I will always think of the other person.

Before I say or do something, I will ask myself:

✓ Will this be ***helpful?***

✓ Will this be ***hurtful?***



BEE A SPECIAL PERSON...DO THE RIGHT THING!

TOGETHER MAKING A DIFFERENCE

In order to guarantee your child has a successful year at Parkland Village School, we need to work together to meet the following requirements:

Student Requirements:

- ✓ Come with a positive attitude
- ✓ Be ready to succeed
- ✓ Attend regularly
- ✓ Complete all assigned work
- ✓ Read daily, choosing from a variety of materials
- ✓ Use pro-social skills regularly

School Requirements:

- ✓ We will confer with you through the year regarding your child's progress.
- ✓ We guarantee your child the opportunity to have a successful year.
- ✓ We will modify our programs to meet student

needs.

- ✓ We will provide your child with the opportunity to participate in extracurricular activities.
- ✓ We guarantee a safe, clean and positive environment.

Parental Requirements:

- ✓ Check or ask about daily work (student planner, home reading).
- ✓ Make sure your child attends school regularly.
- ✓ Attend Student-Parent-Teacher Conferences.
- ✓ Check on your child's progress on a regular basis (please phone or come in).
- ✓ Support school activities.

STUDENT RESPONSIBILITIES

(Section 12, School Act)

The student shall conduct himself/herself to comply with the following code of conduct:

- a) be diligent in pursuing his studies;
- b) attend school regularly and punctually;
- c) cooperate fully with everyone authorized by the Board to provide education programs and other services;
- d) comply with the rules of the school;
- e) account to his teachers for his conduct;
- f) respect the rights of others

CODE OF CONDUCT

(Policy H32)

In Parkland School Division, all members of our school community are expected to promote and demonstrate respect, civility, and responsible citizenship.

With these goals in mind, everyone must:

- ***demonstrate honesty and integrity***
- ***respect differences in people, their ideas and their opinions***
- ***acknowledge the right of everyone to be treated with dignity, at all times***
- ***take appropriate measures to help those in need***
- ***use non-violent means to resolve conflict***

- ***honor the role(s) of persons in positions of authority***
- ***show care and regard for school property and the property of others***
- ***comply with all applicable federal, provincial and municipal laws***

In Parkland School Division, we are all models for the kinds of citizens we desire to be. We teach and learn by example.

Failure to comply with these codes of conduct may result in disciplinary action in which the staff will, where possible, work with the student's parents, division resource staff, and where appropriate, staff from community agencies.

GUIDELINES FOR APPROPRIATE BEHAVIOUR

These guidelines are discussed with all students and posted in each classroom. Students are provided opportunity to learn and practice appropriate behavior through our Pro-Social Skills program and the "Safe and Caring School" curriculum.

BE SAFE

Physical Safety

Avoid activities that may cause bodily harm

- walk bikes on the playground
- remain on school grounds during the school day

Move throughout the school in a quiet and orderly fashion

- walk slowly and safely
- talk softly, using inside voices

Emotional Safety

Avoid circumstances that hurt feelings

- treat others as you would wish to be treated.

No one may deliberately hurt another person.

BE COOPERATIVE

Getting Along

With classmates, other students, and adults

- wait your turn
- play fair
- share

Be prepared

- be on time
- have necessary supplies

Follow instructions

- do as asked the first time you are asked
- complete assignments
- do your best

To learn, to play, to work with others

BE RESPECTFUL

Be Kind and Considerate

Towards classmates, other students, and adults

- listen when others are speaking
- use nice talk (a friendly voice, a friendly look)
- use good manners

Keep Our School Clean

- remove outdoor footwear when entering the school
- place outdoor footwear on boot racks
- wear indoor shoes throughout school
- Keep school clean
- Keep playground clean

BE PROUD OF OURSELVES



BE PROUD OF OUR SCHOOL