



# Parkland Village School

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Phone # 780-962-8121/Fax # 780-962-9369

Website: <http://parklandvillage.psd70.ab.ca/>

## **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: "Where the World Opens Up"**

### **We Value:**

- ✓ Collaboration and engagement with students, parents and our communities. Our successes are not possible without these contributions.
- ✓ Trust and mutual respect among all of our education stakeholders.
- ✓ Inclusion and diversity within our school.
- ✓ Citizenship and recognize our central role in guiding students to understand their responsibilities and their place in the world.
- ✓ Leadership in all places – everyone in our school has the potential to be a leader.
- ✓ Excellence, innovation and risk-taking.

### **We Believe:**

- ✓ Learning is the foundation of all we do.
- ✓ Integrity and fairness are key pillars for student growth.
- ✓ That confident, adaptable and resilient students are successful students.

### **We Are:**

- ✓ A caring and compassionate organization-guided by what's in the best interest of our students.
- ✓ Committed to providing a safe and caring place for all students to learn.

### **We Embrace:**

- ✓ Open and honest communication.

We are proud of the educational opportunities we provide our students and the culture that has been created at Parkland Village School. In everything we do, we do what is best for students.

## Innovative Learning

*"Learning and innovation go hand in hand. The arrogance of success is to think that what you did yesterday will be sufficient for tomorrow."* - William Pollard

- ✓ MicroSociety - "Bringing Real Life to Learning"
- ✓ Technology Integration
- ✓ Personalized, Authentic Learning
- ✓ Inquiry
- ✓ Passion Projects Balanced
- ✓ Common Literacy and Numeracy Time
- ✓ Collaborative Team Teaching
- ✓ Balanced Literacy/Daily 5
- ✓ Critical Thinking
- ✓ Research Community of Practice

## Student Leadership

*"Leadership and learning are indispensable to each other."*  
- John F. Kennedy

- ✓ Ethical citizenship & character education
- ✓ Personalized MicroSociety leadership jobs
- ✓ Classroom & school leadership opportunities
- ✓ 7 Habits of Happy Kids
- ✓ Kindness projects

## Student Success

*"When you catch a glimpse of your potential, that's when passion is born."* - Zig Ziglar

- ✓ Levelled Literacy Intervention
- ✓ Levelled Home Reading
- ✓ Inclusive Education Lead
- ✓ Community Support Worker
- ✓ Collaborative Teaching Partners
- ✓ MicroSociety Facilitators
- ✓ Sensory Room
- ✓ Zen Den (support for dealing with anxiety)
- ✓ Rainbows (support for dealing with change or loss)
- ✓ Social Skills & Friendship Groups
- ✓ Lunch Intramurals
- ✓ Physical Literacy
- ✓ Roots of Empathy

## Stay Connected

*"In this complex world, it takes more than a good school to educate children. And it takes more than a good home. It takes these two major educational institutions working together."*

- Dorothy Rich

**Our door is always open - come pay us a visit or give us a call!**

School & Classroom Blogs - subscribe for email notifications and find class blog links at [bit.ly/pvsblog](http://bit.ly/pvsblog)

Remind 101

Twitter - [@parklandvillage](https://twitter.com/parklandvillage)

Facebook - [bit.ly/pvsfacebook](https://bit.ly/pvsfacebook)

YouTube - [bit.ly/pvsyoutube](https://bit.ly/pvsyoutube)

## Our Community

*"We cannot always build the future for our youth, but we can build our youth for the future."* - Franklin Delano Roosevelt

- ✓ Resiliency After School Programs
- ✓ MicroSociety community partnerships
- ✓ Before & After School Care
- ✓ Early Education Program
- ✓ Active volunteerism
- ✓ School Council
- ✓ Parent learning workshops
- ✓ Nutrition Nook

## Parkland Village School

**"Where the World Opens Up"**

Parkland Village School had its inaugural year in 1984. Built in the mobile home community of Parkland Village, Parkland Village School had 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 190 students being served by 22 staff members. The school functions as the center of the community.

- Programming at Parkland Village School has an emphasis on language and math literacy through all grades. Grades Kindergarten through Grade Four utilizes the Balanced Literacy and Daily 5 approach to language learning. A key concept in this approach is instructing students at their individual instructional level to maximize growth for each student. This is done through our Common Literacy Times throughout the school so that each child's individual needs are met. Alberta Learning curriculum is followed, preparing students for education at higher grade levels.

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. We are an inclusive school that strives to personalize learning for all of our students.

Parkland Village School is a *MicroSociety* School. 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.

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## **Bell Schedule**

7:50 a.m.	first bell
8:00 a.m.	classes begin
9:30 - 9:45 a.m.	recess
11:15 - 11:45 a.m.	lunch recess
11:45 - 12:00 p.m.	lunch
12:00 p.m.	classes begin
2:25 p.m.	students dismissed



## **Office Hours – 7:30 AM – 3:30 PM**

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

**Parkland Village School hosts a Before and After School Care Program. Please contact Cindy Van Beers at 780-918-7825 for further information and to register.**

## **ABSENTEE CHECK**

If your child is going to be absent from school, please write a note to the classroom teacher in the Student Agenda, send an email to ldworak@psd70.ab.ca or call the school at

780-962-8121 to let us know. The school secretary will be available to take your calls after 7:30 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 8:30 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 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 2:25 p.m. and asked to go directly home or to the babysitter.

**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.

## **INDOOR FOOTWEAR**

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

## HOMEWORK

### **Daily Expectations**

Homework for students is generally home-reading 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. Each student has a Student Agenda 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 home/school communication.
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

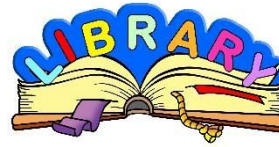
**Therefore, it is extremely important that the school has current phone numbers for all contacts.**

**Call 780-962-8121 with any changes.**

## 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.



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. You can order and pay for your Hot Lunch using our order form. 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 (10 coupons per sheet) for your child to redeem during the lunch hour, please contact the office.

## BYOD at Parkland Village School

### We believe:

- We believe technology is a wonderful tool for learning
- We believe in teaching, modeling and reinforcing digital citizenship
- We believe students should have access to technology for learning in the classroom and we provide 1:1 technology (IPAD's or Chromebooks)
- At Parkland Village School students are allowed/invited to bring personal devices from home.
- If a child brings a personal device from home the school is not responsible if the device gets broken, goes missing etc. Bringing a personal device to school is a personal risk.
- Students are not required to bring personal devices to school, this is optional.
- Technologies are available for learning in the classroom.
- Students need to check in with their teachers when would be a good time to use their device to facilitate learning.
- Collaboration times in the library will be available Tuesdays - Grades K-2 and Thursdays Grades 3-4 during lunch recess. This is a supervised time when students can socialize use personal devices and play board games
- Personal devices are not allowed outside for recess and the hallways as this is difficult to supervise and we want students to learn to engage in face-to-face social interactions, and encourage physical activity during recess.
- If a student has a device outside or in the hallway an adult will ask them to put it in their backpack.
- If the device is still not put away, then the device will remain in the office for the remainder of the day.

- After the third time of the device not being used according to this BYOD policy then the device will remain in the office until a parent picks it up.

## 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.

## 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. listening 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 Education: 7 Habits of Happy Kids

Parkland Village School will introduce a NEW Leader in Me focus for the monthly Assemblies. By using Sean Covey's The 7 Habits of Happy Kids each student will have the opportunity to learn the 7 habits and show their leadership skills by demonstrating the habit that is being taught.

Here are the 7 Habits that we will be focusing on:

**Habit #1- Be Proactive-You're in Charge** (responsible for actions)

**Habit #2-Begin with the End in Mind**-Have a Plan (plan ahead and set goals)

**Habit #3-Put First Things First**-Work First, Then Play (set priorities, make a schedule, self-disciplined and organized)

**Habit #4-Think Win-Win**-Everyone Can Win (everyone is successful, look for the solution when a conflict happens)

**Habit #5-Seek First to Understand. Then to be Understood**-Listen Before You Talk (listen to other people's ideas without interrupting)

**Habit #6-Synergize**-Together is Better (working in groups to help create better ideas)

**Habit #7-Sharpen the Saw**-Balance Feels Best (take care of my body by eating right, exercising and getting sleep)

**Habit #8-Find Your Voice and Help Others Find Their Own**-Speak Up To Be Heard (understand what you have to say and share is important)

## 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 Agenda, 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

## STUDENT CODE OF CONDUCT

Our Student Code of Conduct exists to ensure that each student and staff member has access to a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging. The Code of Conduct ensures that our school promotes a culture of wellness that:

- Establishes and maintains a welcoming, caring, respectful, and safe learning environment for all students, staff, families and the greater community;
- Establishes and maintains an appropriate balance between individual and collective rights, freedoms, and responsibilities in the school community;
- Establishes and publishes expectations for student behavior while at school, at a school-related activity, or while engaging in an activity at any time that may have an impact on others in the school;
- Ensures that healthy environments exist in all schools that are free from fear, discrimination and harassment while promoting inclusive strategies to ensure that every student is treated with respect and dignity. Parkland School Division is a place where exploration, creativity and imagination make learning exciting and where all learners aspire to reach their dreams.

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 keeping with a commitment to the Alberta Human Rights Act and the Canadian Charter of Rights and Freedoms, in Parkland School Division everyone is

accepted and experiences a sense of belonging. The Division supports the endeavors of staff, students, parents and the community to promote positive student behavior and conduct throughout our community of schools.

Parkland School Division has a responsibility to ensure that each student enrolled in a school operated by the Board and each staff member employed by the Board is provided with a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging.

All stakeholders in the success and well-being of students, and especially the students themselves, are expected to recognize their responsibilities in developing student self-discipline within a culture of wellness. Staff members and students will not be discriminated against as provided for in the Alberta Human Rights Act or the Canadian Charter of Rights and Freedoms.

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 an 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

- 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***