



Name: _____

Teacher: _____

2018-2019

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Principal: Tom Lowe

"At Hawthorn, we inspire the academic, social, physical and emotional development of each child, creating a community of lifelong learners. We do this by providing a safe and caring learning community which challenges each student, instills the love of learning, a quest for knowledge and respect for themselves, others and the environment."

HAWTHORN SUCCESS TIPS

In the Classroom

1. Participate in class as much as you can; you will understand and remember more.
2. Ask questions if you don't understand - this lets your teacher know you need help.
3. Discuss what you learned with someone else. You get another's viewpoint which will help.
4. Sit near the teacher if you have trouble focusing.

At Home

1. Find a well lit place free from distractions, with a firm chair and table or desk.
2. Try to do your homework at the same time each day.
3. Limit your time playing computer games and internet chatting.
4. Talk to your parents about your day in school.
5. Mark important due dates on the family calendar.

Dear Students, Parents and Guardians,

Welcome to Hawthorn Public School. We are looking forward to this coming year as one that will continue the excellent traditions of community along with new perspectives that each year brings.

We welcome our new kindergarten children beginning their journey of lifelong learning with us. Becoming involved in Hawthorn's culture through play based learning will provide them an exciting introduction to school life.

At Hawthorn, we have an excellent staff of teachers, educational resource facilitators, custodial and administrative professionals. As part of the Peel District School Board, we are constantly learning new and current methods of instruction and assessment and we welcome the community to grow along with us. Knowing about what goes on in the classroom establishes the connection between curriculum and student engagement. Using this agenda as a communication tool between school and home is a powerful way to stay connected.

You can also get up-to-date information regarding registration, calendar dates, school council information, forms and news items through our website: <http://hawthorn.peelschool.org> and on Twitter @hawthornps.

We are very proud of the large team of volunteers that support the learning that goes on at Hawthorn. By helping students with reading, assisting teachers in the classroom or accompanying them on excursions, their partnership is a large factor in the success of the school.

At Hawthorn, we have a very active School Council and we invite you to become involved in their initiatives as well. It provides the opportunity to learn about the school success plan, explore EQAO information, school climate surveys and build school resources to support and broaden student experiences.

This agenda contains important information regarding the Peel District School Board's Code of Conduct and Hawthorn's own policies that are designed to ensure a safe and caring culture.

If you have any questions regarding your child's progress at Hawthorn, please do not hesitate to make an appointment to speak with the teacher concerned. Communication is the most necessary component in ensuring your child's experience at Hawthorn is a rewarding and successful one.

Sincerely,

Tom Lowe (Principal)

SCHOOL HOURS

Entry Bell	8:55 a.m.
School Day Begins	9:00 a.m.
Morning Recess	10:10 a.m.-10:25 a.m.
Lunch	11:45 a.m. -12:45 p.m.
Afternoon Recess	1:55 p.m. - 2:10 p.m.
School Day Ends	3:30 p.m.

SIGNING IN AND OUT

In ensuring the safety of our children, all parents must sign their child in at the office if they arrive anytime during the day, after the day has begun (9:00am) has begun. If a student leaves for lunch with parent's permission, they must sign out and back in on their return. If a student arrives just for the afternoon, they still must sign in and obtain an admit slip.

PARENTS IN THE SCHOOL

We want Hawthorn Public School to be a welcoming place for parents and visitors. The most important issue we have at the school is student safety. How do we best protect our children, and still have a school that is welcoming to parents? We have put a procedure in place that we are asking parents to follow. **At the end of the day if you are picking up your child at school, please wait outside their exit door.** Please do not walk down the hall to their classroom. In the case of inclement weather, the front doors of the school are open and you can wait in the front corridor for your child. **If parents or visitors are entering the school at other hours, you must report to the office first to sign in and receive a Hawthorn visitor's badge.** This badge identifies you as a welcomed guest to both the staff and the children. **Please note that the student washrooms are only for the children.** At no point in time should parents or visitors be in the student washrooms. If visitors need to use the washroom they are asked to use the office washroom. Thank you for your co-operation.

DRESS CODE

At Hawthorn students are expected to dress in a manner that demonstrates respect for self and others. Sleeveless muscle shirts, halter tops, crop tops, spaghetti straps, and clothing with distasteful or inappropriate slogans are not permitted. Shorts and skirts must be mid-thigh length or longer. All clothing must cover your body and all undergarments adequately). It is the responsibility of the student to dress appropriately for indoor and outdoor weather.

PE DRESS CODE (grades 3-8)

Running shoes, athletic shorts/track pants and T shirts should be worn. NO jewelry. Dress for the weather for outdoor classes.

DAILY PHYSICAL ACTIVITY (DPA)

Research has shown that DPA can improve students' behaviour, self-esteem, readiness to learn and achievement. All Hawthorn students will take part in 20 minutes of moderate to vigorous physical activity on non-PE days. Tied up running shoes are required.

RIDING TO SCHOOL

Many students enjoy riding bicycles, scooters and skateboards to school and we do wish to promote safe and healthy leisure activities. In order to ensure the safety of all members of our school, bikes/scooters/skateboards must be dismounted and walked and roller blades removed when reaching the school property boundaries. We also encourage students to be alert for vehicles, follow the "rules of the road" and wear protective gear (helmet, wrist guards).

HAWTHORN'S 3 R's

- **Respect** -- treat others as you would want to be treated -- with courtesy, tolerance, and kindness
- **Responsibility** -- make positive choices about your actions and learning
- **Reliability** -- show others that they can "count on you" to make positive contributions to Hawthorn and follow through with your commitment

HAWTHORN PUBLIC SCHOOL CODE OF BEHAVIOUR

The parents, teachers and members of the Hawthorn community, want the best for all our children. We believe that creating, using and referring to a consistent Code of Behaviour will assist our children to develop:

- Responsibility
- Respect
- Honesty
- Cooperation
- Inclusiveness
- Care for others

It is important we all clearly understand the behaviours that are expected of us:

Respect for Others

- We will be courteous and considerate
- We will use appropriate words, tone of voice and body language at all times
- We will respect the right of others to learn and teach in a classroom and on the school playground free of interference (e.g. bullying, physical or verbal assault, threats, intimidation or racist remarks including cyber-bullying)
- We will arrive at school and to class on time, prepared and ready to learn

Respect for Self

- We will not bring any weapons of any kind on to school property
- We will not bring any toy or pretend water guns, plastic or wooden guns, plastic, wooden, or rubber knives to school
- We will dress appropriately for school
- We will not wear clothing displaying inappropriate words, comments and/or pictures
- We understand that any involvement with cigarettes, drugs or alcohol on school property may result in suspension and/or expulsion

Respect for Authority

- We will respect the authority of the many adults who work at Hawthorn (teachers, custodians, secretaries, lunch room monitors, supply teachers, volunteers, teacher candidates, referees)

Respect for Safety and Property

- We will encourage students to practice safety procedures (e.g. on the creative playground)
- We will use our Code of Behaviour to ensure the safety of ourselves and others
- We will use the school grounds and building including the classrooms and washrooms carefully, keeping them clean, neat and free of vandalism

How will staff assist our students to become responsible for their own behaviour?

Students need staff assistance to develop to their full potential academically, socially and emotionally. Teachers may use a variety of strategies in their classrooms.

These may include:

- Talking with him/her
- Parent Contact
- Time out
- Loss of privileges
- Apology by him/her
- Problem Solving Strategies
- Referral to the Principal

INTERNET and TECHNOLOGY POLICY

There will be occasions when the need to use Peel District School Board facilities to access the Internet is required. Appropriate use of information technology is an important part of your learning process. The Peel District School Board policy is based on maintaining and teaching good moral values, accepting responsibility for acting appropriately and making good choices, and using this resource with respect and only for the use intended. Use of this technology will be with appropriate supervision. Students who follow the guidelines will be able to use the Internet to augment their work.

Bringing Your Own Device

Peel District School Board invites the use of technology in the classroom. When appropriate, students are encouraged to bring their own devices to be used as a learning tool. Please refer to the "Use of Technology" policy found later on in the Peel Policy pages, bordered in blue.

To ensure PEDs (Personal Electronic Devices) are used in accordance with the school and board's codes of conduct, the Peel Policy states a number of guidelines. Most importantly, **PEDs may be used in the classroom only** with permission of a teacher or other staff member. **PEDs should not be used at recess times, as they distract from this activity. Students are not to use cell phones during school hours unless it is specifically for a task assigned by a teacher. Students must refrain from texting , or using social media during school hours.**

Cell phones should be stored in a secure location by the students during the school day. The loss or damage of PEDs is the sole responsibility of the student. Failure to follow the guidelines will result in the storage of the PED in the office until the end of the day.

WALKING TRIPS

Periodically, throughout the year, our classes will be leaving the school property on walking expeditions within our community. We will be involved in numerous activities to enhance the curriculum, such as observation, mapping, sketching, community studies, orienteering, and other outdoor education events. Appropriate precautions with respect to traffic safety and appropriate dress would be strictly adhered to on these walking excursions.

A single permission form for the year is more practical and convenient rather than sending and requesting separate consents for each time to leave the premises.

Staying At School For Lunch Every Day

All students are expected to stay at school for the full lunch period. The students will eat their lunch in an assigned room (11:45- to 12:05) . The bell will then ring and students will have a recess (12:05 to 12:45)

Any child who stays for lunch must not leave the school property at any time during the lunch period without written permission from the parent. If there is permission from parents (in written form) to leave school property for lunch on occasion, please show the note to your teacher for every occasion and then sign out and back in at the office.

Going Home for Lunch Every Day

Students who will be going home for lunch every day, should sign the permission form provided by the school at the beginning of the year. This permission form will cover parental permission for the year; however, **signing in and signing out every day will still be necessary.**

Sharing of Food

There are several students in our school with a severe life-threatening food allergy to peanuts and tree nuts. Although this may not affect your child's class directly, please send foods with your child's lunch that are free from nuts/nut products. Also for this reason, **we ask that food treats NOT to be sent to school for sharing.** Students should only bring food for the own consumption. **On special holiday occasions, teachers will advise students what foods they can bring.**

BIRTHDAY TREATS

Please do not send birthday treats to be shared with your child's classmates. It impinges on instructional time and increases the likelihood for students with life threatening allergies to be exposed to substances that could result in severe reactions. To acknowledge your child's birthday, if you would like to send something, items such as pencils, or "dollar store treasures" that are not edible would be appropriate.

PARKING AND DROPPING OFF CHILDREN

Each morning and afternoon, Hawthorn's parking lot becomes a extremely busy spot with cars backing in and out and students walking to and from home which is why we ask you **not to use the parking lot for dropping off your children.** St Martin's Secondary School have agreed to allow us to use their Kiss and Ride drive through lanes, to the west of our school. By keeping this area moving, it goes a long way to reduce the congestion at the front of our school.

This is to remind you that the Kiss and Ride area is not for parking. If you leave your vehicle unattended, it may be ticketed. Also, please do not stop in-between the signs indicating our bus stop. Please be cognisant that parking for the disabled is for that purpose only. Parking in a designated spot illegally could result in a fine.

Report student absences through new *Safe Arrival* System

All parents/guardians need to report their children's full-day absences, late arrivals and/or early departures from school via our new automated *Safe Arrival* phone number at **1-855-209-6155**, online at **go.schoolmessenger.ca** or by **downloading the mobile app** for Apple and Android devices. **Do not call the school office for less than 5 days absence.** For absences longer than 5 consecutive school days, please contact the school office.

	1	2	3	4	5
Period 1 9:00 – 9:30 30 minutes					
Period 2 9:30 – 10:10 40 minutes					
Recess 10:10- 10:25					
Period 3 10:25 – 11:05 40 minutes					
Period 4 11:05-11:45 40 minutes					
Lunch Break – 11:45 – 12:45					
Period 5 12:45 – 1:25 40 minutes					
Period 6 1:25 – 1:55 30 minutes					
Recess – 1:55 – 2:10					
Period 7 2:10-2:50 40 minutes					
Period 8 2:50-3:30 40 minutes					

Hawthorn PUBLIC SCHOOL 2018-2019 CALENDAR

Peel District School Board

5 Day Cycle (PA Day = Professional Activity Day -no school for students)

	Mon	Tue	Wed	Thu	Fri	Mon	Tue	Wed	Thu	Fri	Mon	Tue	Wed	Thu	Fri	Mon	Tue	Wed	Thu	Fri	Mon	Tue	Wed	Thu	Fri
SEP						3 Labour Day	4 Day 1	5 Day 2	6 Day 3	7 Day 4	10 Day 5	11 Day 1	12 Day 2	13 Day 3	14 Day 4	17 Day 5	18 Day 1	19 Day 2	20 Day 3	21 Day 4	24 Day 5	25 PA Day	26 Day 1	27 Day 2	28 Day 3
OCT	1 Day 4	2 Day 5	3 Day 1	4 Day 2	5 PA Day	8 Thanksgiving	9 Day 3	10 Day 4	11 Day 5	12 Day 1	15 Day 2	16 Day 3	17 Day 4	18 Day 5	19 Day 1	22 Day 2	23 Day 3	24 Day 4	25 Day 5	26 Day 1	29 Day 2	30 Day 3	31 Day 4		
NOV				1 Day 5	2 Day 1	5 Day 2	6 Day 3	7 Day 4	8 Day 5	9 Day 1	12 Day 2	13 Day 3	14 Day 4	15 Day 5	16 PA Day	19 Day 1	20 Day 2	21 Day 3	22 Day 4	23 Day 5	26 Day 1	27 Day 2	28 Day 3	29 Day 4	30 Day 5
DEC	3 Day 1	4 Day 2	5 Day 3	6 Day 4	7 Day 5	10 Day 1	11 Day 2	12 Day 3	13 Day 4	14 Day 5	17 Day 1	18 Day 2	19 Day 3	20 Day 4	21 Day 5	24 W	25 I N T	26 E R	27 D	28 R E A	31 K				
JAN		1 W I N T E R	2	3 B R E A K	4	7 Day 1	8 Day 2	9 Day 3	10 Day 4	11 Day 5	14 Day 1	15 Day 2	16 Day 3	17 Day 4	18 Day 5	21 PA Day	22 Day 1	23 Day 2	24 Day 3	25 Day 4	28 Day 5	29 Day 1	30 Day 2	31 Day 3	
FEB					1 Day 4	4 Day 5	5 Day 1	6 Day 2	7 Day 3	8 PA Day	11 Day 4	12 Day 5	13 Day 1	14 Day 2	15 Day 3	18 Family Day	19 Day 4	20 Day 5	21 Day 1	22 Day 2	25 Day 3	26 Day 4	27 Day 5	28 Day 1	
MAR					1 Day 2	4 Day 3	5 Day 4	6 Day 5	7 Day 1	8 Day 2	11 S P R I N G	12	13	14	15	18 Day 3	19 Day 4	20 Day 5	21 Day 1	22 Day 2	25 Day 3	26 Day 4	27 Day 5	28 Day 1	29 Day 2
APR	1 Day 3	2 Day 4	3 Day 5	4 Day 1	5 Day 2	8 Day 3	9 Day 4	10 Day 5	11 Day 1	12 Day 2	15 Day 3	16 Day 4	17 Day 5	18 Day 1	19 Good Friday	22 Easter Monday	23 Day 2	24 Day 3	25 Day 4	26 Day 5	29 Day 1	30 Day 2			
MAY			1 Day 3	2 Day 4	3 Day 5	6 Day 1	7 Day 2	8 Day 3	9 Day 4	10 Day 5	13 Day 1	14 Day 2	15 Day 3	16 Day 4	17 Day 5	20 Victoria Day	21 Day 1	22 Day 2	23 Day 3	24 Day 4	27 Day 5	28 Day 1	29 Day 2	30 Day 3	31 Day 4
JUN	3 Day 5	4 Day 1	5 Day 2	6 Day 3	7 Day 4	10 PA Day	11 Day 5	12 Day 1	13 Day 2	14 Day 3	17 Day 4	18 Day 5	19 Day 1	20 Day 2	21 Day 3	24 Day 4	25 Day 5	26 Day 1	27 Day 2	28 PA Day					