



Julie Payette Public School

300 Garden Street, Whitby, Ontario L1N 3W4
Telephone: 905.668.2225 Fax: 905.668.7555

Safe Arrival Line: 1-844-350-2646

School Hours: 8:00am to 2:30pm

Principal : A. Williams

Vice-Principal: A. Atkinson

Special Education Resource Teacher: L. Clark

Secretaries: K. Gallacher, S. Walker

At Julie Payette PS:

We treat each other with respect
We are responsible for what we say and do.
We care about our school community.
We recognize our right to be safe.
We use our hands for helping, not hurting.
We are positive in thought, word, and deed.

Rêver. Viser. Devenir. ~ Dream. Aspire. Become.

Visit us online at <http://www.ddsb.ca/school/juliepayette/Pages/default.aspx>

Follow us on Twitter or Instagram @JuliePayettePS

A MESSAGE FROM THE PRINCIPAL

On behalf of the staff at Julie Payette Public School, we would like to take this opportunity to say "Bienvenue!" to parents and students who are returning and to extend a warm welcome to the families of students who are new to our school. We hope that 2020/2021 will be a fantastic year for you.

I am thrilled to be back as the principal of Julie Payette Public School and I look forward to working with you on your child's educational journey. JPPS is a vibrant school community with a culture of high expectations and a love of learning. We want our students to feel connected to the school, to know that they have a voice that is heard, and that they are valued at all times. It is essential that our school be a safe environment for our students where they comfortable taking risks in their learning and that they are supported by the staff in achieving their goals. We also believe in open and responsive communication. A strong partnership between home and school is important for your child(ren)'s success. Please do not hesitate to contact us if you have a concern or require clarification- we are here to help!

Please remember to always put your best effort forward in all aspects of school life. Never settle for anything that is not your best. Why be good, when you can be great? You all have extraordinary qualities. You all have something unique to offer. With respect to character, make sure to keep it growing- watch your words as they are very powerful, use them to be kind. At JPPS, we firmly believe in supporting you alongside your parents in achieving your personal best in your academics and equally in your character development.

Passez une excellente année!
Andrea Williams

Julie Payette Motto

“The Julie Payette crew, a partnership of families, school and community, is committed to working together in a bilingual culture. We strive to promote an equitable, safe and meaningful learning environment that fosters global awareness and creativity while challenging students to be passionate, lifelong learners on their journey to discovery.”

The Julie Payette Crew

SCHOOL HOLIDAYS

Labour Day	September 7, 2020
Thanksgiving	October 12, 2020
December Break	Dec. 21, 2020- Jan. 4, 2021
Family Day	February 15, 2021
March Break	March 12-19, 2021
Good Friday	April 2, 2021
Easter Monday	April 5, 2021
Victoria Day	May 24, 2021
Last Day	June 29, 2021

PROFESSIONAL ACTIVITY DAYS 2020-2021

•September 1st, 2nd, 3rd • November 13th • January 15th • June 4th • June 30th

There is **NO** early dismissal on the first day of school **OR** on the Friday before the Winter Break



As part of the Ministry of Education’s plan to maintain safe schools, all elementary schools are required to develop a Code of Conduct. The purpose of this Code of Conduct is to provide clear expectations on what constitutes acceptable behaviour for all members of the school community. The school community includes students, staff, parents, guardians and school visitors. The Ontario Code of Conduct or Parents Guide can be viewed at:

<http://www.edu.gov.on.ca/extra/eng/ppm/128.pdf>

<http://www.edu.gov.on.ca/eng/safeschools/code.pdf>

Julie Payette Public School’s Code of Conduct is a framework designed to ensure that our school has the best possible learning environment where everyone feels welcomed, safe and respected. It is an expectation that students, staff, parents, guardians, guests and community members act respectfully and equitably to honour the fundamental rights and freedoms of everyone.

Standards of Behaviour

The Durham District School Board and Julie Payette Public School support the provincial standards of behaviour which include respect, civility, responsible citizenship and physical safety. All students, staff, parents, guardians, volunteers, and guests are included in this Code of Conduct whether they are on school property, on school buses or at school-authorized events or activities.

All members of our school community are committed to ensuring a safe, stimulating, and positive learning environment where all individuals can question, learn, experience, and grow to their full potential. Creating this environment requires the cooperation, full attention, and best efforts of students, staff, and parents working together.

All members of our school community are entitled to be treated fairly and with respect. In return, they have a responsibility to behave towards others in the same way. All students must be aware of and follow all school rules during all school-sanctioned activities and field trips. Together we create an environment where students, staff and parents feel valued, safe, and respected.

Respect, Civility and Responsible Citizenship

All school members must:

- Respect and comply with all applicable federal, provincial and municipal laws;
- Demonstrate honesty and integrity;
- Respect differences in people, their ideas and opinions;
- Treat one another with dignity, and respect at all times, and especially when there is a disagreement;
- Respect and treat others fairly, regardless of, race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, marital status, family status or disability;
- Respect the rights of others;
- Show proper care and regard for school property and the property of others;
- Take appropriate measures to help those in need;
- Seek assistance from a member of the school staff, if necessary, to resolve conflict peacefully;
- Respect all members of the school community, especially persons in positions of authority;
- Respect the need of others to work in an environment that is conducive to learning and teaching;
- Use polite language with others

“We must become the change we want to see in the world.”

Mahatma Gandhi

Safety

All members of the school community must not:

- Engage in bullying behaviours;
- Commit sexual assault;
- Traffic in weapons or illegal drugs;
- Give alcohol or cannabis to a minor;
- Commit robbery;
- Be in possession of any weapon, including firearms;
- Use any object to threaten or intimidate another person;
- Cause injury to any person with an object;
- Be in possession of, or be under the influence of, or provide others with alcohol, cannabis (unless the recipient is an individual who has been authorized to use cannabis for medical purposes), and illegal drugs;
- Provide others with alcohol, illegal drugs, or cannabis (unless the recipient is an individual who has been authorized to use cannabis for medical purposes);
- Inflict or encourage others to inflict bodily harm on another person;
- Engage in hate propaganda and other forms of behaviour motivated by hate or bias;
- Commit an act of vandalism that causes extensive damage to school property or to property located on the premises of the school.

Student Responsibilities

WE EXPECT OUR STUDENTS TO...

Be Respectful

- Be honest and truthful
- Respect other people's feelings and differences
- Respect other people's belongings and public property
- Respect themselves
- During assemblies and public events, show respect for the performers and audience

Be Mannerly

- Use polite language
- Be punctual
- Practise cleanliness/personal hygiene

Be Responsible

- Come to school prepared, on time and ready to learn
- Respect due dates for assignments and projects
- Properly prepare for tests
- Ensure that if absent, missed assignments are completed
- Follow established rules and routines
- Take responsibility for words and actions
- Deliver notes and letters to parents and teachers
- Be organized and be prepared for class

Be Safe

- Show self-control at all times
- Follow yard rules
- Stay on school property
- Report any injuries, problems, or dangerous behaviour to staff on duty
- Stay within the designated areas during recesses
- Not bringing anything to school that would compromise the safety of others

Students who do not comply with the standards of behaviour as outlined in Julie Payette Public School's of Conduct will be dealt with in a fair, considerate and judicious manner. Actions will vary depending on the circumstances of each individual case.

Bias-Aware Progressive Discipline is a whole-school approach that utilizes a continuum of interventions, supports, and consequences to address inappropriate student behaviour and to build upon strategies that promote positive behaviours and choices. When inappropriate behaviour occurs, disciplinary measures are applied within a framework that shifts the focus from one that is solely punitive to one that is both corrective and supportive.

At JPPS, we utilize a range of interventions, supports, and consequences that include learning opportunities for reinforcing positive behaviour while helping our students make good choices. They may include:

- Caution and/or redirection by teacher, support staff or adult supervisor
- Temporary removal from class, activity or event
- Peer/teacher mediation
- Natural consequences
- Problem solving, conflict resolution or restorative practices
- Parental contact (Think Sheet, call or letter)
- Loss of privileges
- Detention
- Involvement/referral to the School Liaison Officer
- In-school sanction
- Suspension
- Expulsion

Bully Prevention

The staff at Julie Payette Public school is committed to providing students with an opportunity to learn and develop in a safe, inclusive, and accepting school climate that supports academic achievement for all students and that helps students reach their full potential. Bullying of any kind is not tolerated. If bullying does occur, students need to report it and know that incidents will be dealt with promptly and effectively. The Ontario Ministry of Education Definition defines bullying as,

aggressive and typically repeated behaviour by a pupil where,

- (a) *the behaviour is intended by the pupil to have the effect of, or the pupil ought to know that the behaviour would be likely to have the effect of,*
- i. *causing harm, fear or distress to another individual, including physical, psychological, social or academic harm, harm to the individual's reputation or harm to the individual's property, or*
 - ii. *creating a negative environment at a school for another individual, and*
- (b) *the behaviour occurs in a context where there is a real or perceived power imbalance between the pupil and the individual based on factors such as size, strength, age, intelligence, peer group power, economic status, social status, religion, ethnic origin, sexual orientation, family circumstances, gender, gender identity, gender expression, race, disability or the receipt of special education;*

Personal Electronic Devices

"On-line activity by staff, students and parents/guardians that is directly or indirectly related to the school should comply with the School Code of Conduct, in particular that a school is a place that promotes responsibility, respect, civility and safety in the teaching and learning environment."

The use of personal electronic devices during instructional time will be permitted under the following circumstances:

- For educational purposes, as directed by the educator in collaboration with administration
- For health and medical purposes
- To support students with special education needs

The use of personal electronic devices is prohibited during the school-day on school property unless deemed appropriate by the school administration and permission is granted by staff. *A student who brings a personal electronic device to school, should turn it off and keep it secured (in their lockers/backpack or in labelled bins in office).*

Personal electronic devices that are used inappropriately inside of schools during the normal school day are disruptive to the teaching and learning environment.

The use of personal electronic devices is permitted to support students with special education needs who require digital tools to support their learning and/or self-regulation.

If a student needs a personal electronic device for health and medical reasons then it should be incorporated into the student's Plan of Care.

In keeping with the Education Act and the Municipal Freedom of Information and Protection of Privacy Act, unauthorized video or audio recording on school grounds for any purpose is prohibited. Further, the taking of photos, filming or recording while at school or at a school related activity, is prohibited unless approved by DDSB staff. In particular, filming and/or recording is strictly prohibited in washrooms and change rooms.

"The taking of photos, filming or recording, or the broadcasting of live audio and/or video, while at school or at a school related activity, is prohibited unless approved by the DDSB or JPPS, and/or where proper consents have been obtained, as may be appropriate."

Teachers embed the use of personal technology into learning opportunities for students. One of the core priorities of the DDSB is Leveraging Digital. In support of this priority all students in Grades 7-8 are provided with devices (Chromebook) which may be used during the instructional day, with permission by the teacher. Students in Grades K-6 are given access to shared devices for instructional purposes.

The Durham District School Board does not assume the liability for lost, damaged or stolen personal electronic devices.

SCHOOL RULES

Entry, Exit - Movement in the School

Certain expectations exist regarding student movement in the school:

- (a) Students are to enter and exit the building through their own designated doors.
- (b) When moving through the halls students should walk quietly in a single file along the right side, physically distant.
- (c) Students should not be in the school at recess, lunch hour or before and after school without the permission of a teacher.

At recess time:

Playground

Our primary concern on the playground is for the safety and security of each and every student. Students must wash/sanitize hands before and after recess. They must remain with their cohort, in their designated area at recess time.

- (a) Students are not permitted to throw ice, snow, snowballs, rocks, sand or any projectile that has the potential to injure another student.
- (b) Students are not permitted to litter or be on neighbouring properties.
- (c) Games involving physical contact are not permitted.
- (d) Rough play and play fighting are never permitted.
- (e) Skateboards, roller blades, scooters, regular hockey sticks, toy guns or any other toys that might be dangerous in a crowded environment are to be left at home.
- (f) The school is unable to take responsibility for the replacement of toys that might be damaged or lost while at school. As a result, it is recommended that valued possessions are not to be brought to school.

During lunch:

- Remain seated
- Talk quietly
- Keep eating area clean
- Use good manners
- Any garbage can be placed back in your lunch bag as we are an ECO school that practices "Boomerang Lunch"
- Do not share or exchange your food with others
- Wash/sanitize hands before and after eating

During indoor recess:

- Remain in your designated area
- Quiet activities and talk quietly
- Permission is required whenever a student leaves the classroom

Valuables:

- Leave all valuables at home, we cannot be responsible for lost or stolen items

Bicycles:

- Bicycles must be walked on school property
- Lock bicycles in the appropriate racks
- Cyclists are required by law to wear a helmet



In-line skates, heellies, scooters and skateboards:

- Are not to be used on school property

Food and Drink:

- Food and drinks are not to be consumed outdoors
- Gum chewing is prohibited inside the school and on the school yard

Co-curricular Activities

Students may participate in school clubs, sports, etc. during extra-curricular time. When students are representing Julie Payette P.S., we expect them to follow all of our rules, regardless of whether they are on school property or in the community. It is a privilege to represent Julie Payette P.S. **Students may have this privilege revoked if academics, attendance and/or behaviour become a problem.**

Dress Code

Appropriate Dress

Students must wear;

- Clothing which includes both a top and bottom layer
- Footwear

Students may wear;

- Any clothing that supports a human rights related need or accommodation
- Clothing (tops) that expose arms, shoulders, stomach, midriff, neckline, cleavage, and straps but will cover nipples
- Clothing (bottoms) that expose legs, knees, thighs, hips and expose waistbands but will cover groin and buttocks
- Any headwear that does not obscure the face, subject to human rights related needs and accommodations

Inappropriate Dress

Students may not wear;

- Clothing that promotes /symbolizes illegal activity (including gang activity) or drugs or alcohol or their use
- Clothing that promotes, symbolizes or incites hate, discrimination, bias, prejudice, profanity, pornography, incites harassment or bullying, threatens harm to the safety of self or others or that includes offensive (e.g. sexist, racist, homophobic, anti-indigenous, anti-Black, anti-Semitic, Islamophobic, etc.) images or language
- Clothing (tops) that exposes nipples
- Clothing (bottoms) that expose groin and/or buttocks
- Clothing (mask/scarf) that obscures the face (unless required to meet human rights related needs or accommodations)
- Undergarments as outerwear
- Transparent clothing that fully exposes undergarments
- Swimwear unless required for curricular or co-curricular approved activities

Health and Safety Dress Code Requirements

Students must comply with Health and Safety requirements for specific courses and/or co-curricular programs. Specialized dress requirements including personal protective/safety equipment occur in many classes/programs including science, physical education, technology and cooperative education.

Bus Safety

- Respect bus drivers and other students
 - Remain seated, in designated spot
 - Wear a mask
 - Talk quietly
 - Keep hands, head, and other objects in the bus
 - Wait for bus to stop before moving from your seat
 - Do not eat or drink on the bus
 - Ensure that balls, skates, etc. are carried in a bag while riding on the bus
- *Please note that hockey sticks, large instruments or large bulky projects are not permitted on the bus.



A student's name must appear on the bus driver's list before they are allowed to ride that particular bus. For this reason, students may not use a school bus to attend personal after school events such as visiting a friend. Parents must make other transportation arrangements.

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SCHOOL PROCEDURES

Attendance

It is the duty of parents to ensure that their children attend school regularly and are punctual in their attendance. Students who arrive late to school must report to the office prior to going to their classroom. ***Serious attendance problems will be referred to the attendance counselor.***

Safe Arrival Program

The Safe Arrival Program has been established to ensure that all of our students are either safely at home (with a parent/guardian), or safely at school. **Parents are requested to contact 1-844-350-2646 or visit attendance.ddsb.ca before our morning bell time to report all absences (planned absences may be reported in advance).** If a child is absent without explanation, the school will make every effort to contact a parent or emergency contact person to determine the child's whereabouts. **It is the parent/guardian's responsibility to provide the school with complete and current information so that we are able to contact a parent or guardian.** If we are unable to determine the whereabouts of a child, the police will be contacted.

Signing in and Out of School

If you need to sign your child in or out during the school day, you will need input this information into our Safe Arrival (SchoolMessenger App). Instructions on how to sign up and use the app can be found on our website. This will allow us to plan for your arrival. We understand that there may be urgent situations where this cannot be done. In such instances, please make sure that you call the school in advance so that we can plan for your arrival. In all cases, there will be a log book located outside the main office where you will sign your child in or out. This area is visible to our office staff and the student will only be released once we have made eye contact with you and we have confirmed that is an adult that the child can be released to on our approved list.

Visitors to the School

To limit the number of contacts entering the building, unscheduled visitors, along with family members of child(ren) may not be able to enter DDSB schools or buildings without previous arrangements. Wherever possible, telephone meetings with parents/guardians, vendors and outside agencies will be held. If you need to get in touch with someone at the school, please call or email the school.

Lunch Protocols

Lunches at the elementary level will be taking place in each classroom with students in their cohort and will be supervised by an adult. Students will clean their hands before and after eating. Empty food containers are to be taken back home and not left at school. Students are encouraged to bring their own lunch from home and food sharing will not be permitted.

In our effort to keep students with their cohorts during the school day our expectation is that all students will stay at school for lunch, unless they are going home. If you would like your child to go home for lunch each day, please contact the school office to make arrangements. Please note that students should come prepared with their lunch each day. Students will not be allowed to have lunches ordered to the school. As always, we appreciate that there can be emergency situations where an exception must be made. Should this be needed, please contact the school ahead of time.

Access to the School

As we make every attempt to minimize outside traffic into our school, we need to ask for your assistance. Please make sure that your child has all of their necessary items each day when coming to school, as access to the school is largely by appointment.

It is essential that your child arrives at school on time and enters the building with their cohort. If your child is late, they will need to enter the building through the main entrance, give their name and class, they will be marked as late and will proceed directly to their classroom.

Students are not permitted to order food to the school as we cannot accommodate the orders coming in and deciphering to whom they should be delivered.

Yard Supervision

Yard supervision **begins at 7:45 a.m.** Students should not arrive before supervisors are on duty. When outside, students must stay in their designated area. Students must gain permission from a supervisor before entering the school for any reason during recess. **Students must not leave school grounds without the written permission of a parent/guardian.**

Dogs/Pets

The presence of animals on the school grounds represents a safety issue due to allergies and phobias of some animals. Please help us to maintain a safe school environment, and refrain from bringing your dog onto school property. In consultation with administration, special arrangements may be made for class visits.

“Il n’y a rien comme un rêve pour créer l’avenir.”

Allergy Alert

The Julie Payette P.S. is an "Allergy Alert School". Due to life threatening allergies for some students, no peanut or nut products are allowed at school. This includes products marked, "may contain traces of nuts" or "manufactured in a facility that also produces nut products". Additionally, no oranges, orange products, and/or cinnamon are to be brought to school. Other food restrictions may also be in place depending on other, life-threatening allergies in specific classrooms. Thank you for your continued cooperation in promoting the safety and security of our school. In accordance with the Durham District School Board guidelines, peanut butter replacement products, such as WOW butter, **are not permitted** within our school.

Scent Awareness

To ensure the health and safety of all who work, visit, and learn at Julie Payette, we request your cooperation in maintaining a scent-free workplace. Scents can cause irritation of the eyes, throat and nose for some individuals with allergies, asthma and other respiratory conditions. They can also cause health effects such as dizziness, headaches, skin irritation, fatigue and other symptoms for some people.

Medication

Please notify the office if your child(ren) take(s) any prescribed medication while at school. All medication brought to school must be kept at the school office. A **"Request for Administration of Medication"** form must be completed, and will be kept on file in the school office. These forms are available from the school office and the website. **Students who need EPIPENS must keep two at school**, one to carry on their person and one stored in the office.

Health Conditions

Please notify the office if your child suffers from asthma, allergies or any other special condition that could affect health or learning.

Emergency and Medical Procedures

In the event of an emergency school closing, please be sure that you have completed the registration form indicating choices for your child's dismissal. No student would ever be sent home or to another residence without the consent of a parent/guardian.

The safety of students and staff is of paramount importance. Fire Drills, Hold and Secure and Lockdowns are practised each year at school. Exits are clearly posted and procedures are explicitly reviewed.

If your child becomes ill while at school, you will be notified. If your child has a serious accident or an injury involving his/her head, you will also be contacted. Please be sure that all contact information is up to date.

If your child requires medicine or an epipen, please be sure that it is updated and that we have all of the documentation. This must be updated and submitted each school year. Medicine is typically stored in the office, but epipens/inhalers can also be with the child's teacher or carried by the child.

Emergency Evacuation Procedure

The immediate evacuation of the school building would mean that there is a need for students to leave the school before regular dismissal time. A case of fire, broken water pipes or danger of an explosion would necessitate this action. Our evacuation center has been established as **Anderson C.V.I.** if it is determined that our school yard is unsafe for students.

"Aim high. Dare to dream."

Julie Payette

School Closing

Schools closing due to severe weather conditions will be announced by the Durham District School Board through:

CKDO Oshawa 1350

MAGIC FM 94.9

CHUM FM 104.5

CKISS FM 92.5

CBC FM 99.1

CHFI FM 98.1

KX 96 FM 95.9

And the following website: www.dsts.on.ca

On stormy days, if it is necessary to dismiss students early from school, students will be dismissed only when it is established that a parent or a designated emergency contact is at home to receive the student. If no contact can be made, the student will be kept at school under supervision by staff until picked up by a parent or guardian.

“Talent wins games, but teamwork and intelligence win championships.”

Michael Jordan

Safe and Acceptable Use Procedure for Information Technology Resources

The DDSB is pleased to provide your child with access to a variety of computing and information technology facilities and resources. These are provided for educational purposes. The use of technology helps our students to achieve the learning outcomes, develop digital citizenship and prepare for the world beyond school.

Acceptable Use:

- I will use any technology, including chrome books, as instructed by the teachers and with care.
- I may use the internet only if a teacher is present or has given me permission.
- I will never use any technology for rude, impolite, bullying or illegal purposes.
- I must always reference another person's work.
- I will not download software.
- I will keep my password safe.

Safe Use:

- I will never give out any personal information on the internet.
- I will only use my first name.
- I will inform a teacher immediately if I find materials and sites that are not appropriate.
- I will inform a teacher if I ever feel unsafe, afraid or uncomfortable on the internet.

Appropriate Use:

- I will demonstrate all of the character traits while using technology or the internet. ("netiquette")
- I will not ever use the internet to bully, harass, threaten or harm another person.
- I will not ever damage or destroy another person's work or access another person's files
- I will not willfully damage any technology equipment (keys on computers, locks etc) or tamper with passwords

If I do not follow these rules, I may lose my technology privileges.

"Education is the most powerful weapon which you can use to change the world."

Nelson Mandela

