



BX Elementary School

'Blazing Trails Since 1962'



5849 Silver Star Road
Vernon, BC
V1B 3P6

Telephone: 250-542-4013

Safe Arrival: 250-503-0210

Website: [www. https://sd22.bc.ca/bx/](https://sd22.bc.ca/bx/)

Principal:

Mr. L. Johnson

ljohnson@sd22.bc.ca

Vice Principal:

Mrs. L. Alexander

lalexander@sd22.bc.ca

Head Secretary:

Mrs. R. Kadach

rkadach@sd22.bc.ca

Parent/Caregiver

Student Signature

Teacher Signature

This agenda belongs to:

NAME: _____

ADDRESS: _____

CITY/TOWN: _____

POSTAL CODE: _____

PHONE: _____

STUDENT NO: _____

HOMEROOM: _____

BX Elementary



'Blazing Trails Since 1962'

Because BX C.A.R.E.S.

It is the mission of **BX Elementary** to foster:

**Cooperation,
Achievement,
Respect & Responsibility,
Enthusiasm in a
Safe environment.**

BELL SCHEDULE Monday – Friday



7:40 Teachers on Supervision
8:25 First Bell
8:30 Classes Begin
10:15 Recess Begins
10:30 Recess Ends
12:02 Primary Play Begins
12:30 – 12:40 Eating Time
12:40 Intermediate Play Begins
1:06 Play Period Ends
2:30 Dismissal

BUS INFORMATION

**All bus students must be registered with
Transportation # 250 549 9281**

Office Hours
7:30 a.m. to 3:30 p.m.

SCHOOL CALENDAR 2021 – 2022

Month	Date	Event
Aug	Aug. 30 th to Sept. 3 rd	New student Registration
Sept	Tues 7 th Mon 27 th	School Opens Pro D Day
Oct	Mon 11 th Fri 22 nd Thurs/Fri 28/29	Thanksgiving Pro D Day Student Parent Teacher Interviews
Nov	Nov 11 th Nov 12 th	Remembrance Day Pro D Day
Dec	Fri 17 th	Last Day Before Winter Vacation
Jan	Tues 4 th Fri 28 th	School Re-Opens Pro D Day
Feb	Fri 18 th Mon 21 st Thurs/Fri 24 th /25 th	Pro D Day BC Family Day BC Winter Games No school
Mar	Fri 18 th	Last Day Before Spring Vacation
Apr	Mon 4 th Fri 15 th Mon 18 th Thurs/Fri 28 th & 29 th	School Re-Opens Good Friday Easter Monday Parent Student Teacher Interviews
May	Fri 16 th Mon 23 rd	Pro D Day Victoria Day
June	Thurs 23 rd	Last Day for Students Early Dismissal @ 10:30am

SPRING BREAK

Saturday March 19^h to Sunday, April 3rd

**The School District has once again chosen to
have a 2-week spring break this school year.**

BX ELEMENTARY CODE OF CONDUCT

The purpose of the BX Code of Conduct is to promote the values expressed in the BC Human Rights Code respecting the rights of all individuals in accordance with the law, prohibiting discrimination based on race, color, ancestry, place of origin, political belief, religion, marital status, family status, age, physical or mental disability, sex, gender identity, gender expression, or sexual orientation, and unrelated criminal or summary convictions.

At BX, our Code of Conduct is based on the following Rights and Responsibilities:

The Rights and Responsibilities of everyone, whether child or adult, at BX are:

<u>RIGHTS</u>	<u>RESPONSIBILITIES</u>
Everyone has a right to learn in our school.	We have a responsibility to listen to directions, work as instructed and follow class procedures when we have a question, concern or need to leave the room.
Everyone has a right to hear, and be heard in our school.	We have a responsibility not to talk, shout or make noise in our school, when others are speaking.
Everyone has a right to be respected in our school.	We have a responsibility to be respectful to everyone, and not to tease or bug other people, or to hurt their feelings by using inappropriate language or tone
Everyone has a right to feel safe, and be safe in our school.	We have a responsibility not to threaten, kick, punch or physically or emotionally harm anyone else
We have a right to privacy and to our own personal space in our school.	We have a responsibility to respect the personal property of others, and to accept their right to privacy.

At BX we believe in Positive Behaviour Support (PBS). PBS emphasizes modeling and reinforcing positive social Behaviour. Students are taught expected behaviors and are acknowledged and rewarded for following them. Collaboration, consensus and consistency are key to a successful PBS system. Please refer to the School-Wide-Behaviour Expectations Matrix.

SCHOOL SUPPLY FEE

At BX each classroom teacher chooses a year's worth of the necessary supplies needed for each child. Teachers do this as the school is able to purchase top quality supplies at low prices through the district bulk purchase program and parents enjoy the convenience of not having to continually shop around to find the needed supplies. Teachers also benefit from having all students working with the same **type** and **quality** of supplies.

ACTIVITY FEE

In addition to our student fees a \$5.00 activity fee will be charged per student up to a maximum of \$25.00 per family. This is to help cover school-wide performing arts activities, which is in conjunction with our school board policy.

To help us with our accounting please have either a separate \$5.00 cheque or cash.

PAYMENT INFORMATION

To help us with our accounting, if possible please have either a separate cheque made out to BX Elementary or cash with the required amount for each of your children as each classroom teacher collects for their own students. Student supply payment is due by Friday, September 25th

SAFE ARRIVAL

PHONE # 250-503-0210

If your child is going to be late or absent it is important that you assist us in phoning the school and leaving a message on our safe arrival phone line.

- ✓ Each morning at approximately **8:30 a.m.** a parent volunteer or staff member will check the phone line for messages.
- ✓ If a message has not been left and your child is absent a phone call will be made to your home phone, cell phone and or business.
- ✓ If a student arrives late to school or is leaving early from school he/she is required to come to the office to make sure the necessary information is recorded.
- ✓ If arriving late the student must also bring a signed late slip to the classroom.
- ✓ A signed note from a parent/caregiver is required if a child is leaving early.

COMMUNICATIONS

- ❑ We maintain a school website so please check it for upcoming events and the latest news from BX.
- ❑ For special events, detailed information is sent as required.
- ❑ A 'PAC' bulletin board is located in the front hallway.
- ❑ Please **call** or **make an appointment** with your child's classroom teacher when you have **concerns** or **praises**.
- ❑ **Synervoice** phone messaging is used for special events.
- ❑ To reduce the amount of paper, we are using emailing and posting information on the BX Website

REPORTING

Elementary (K-7)

1. A proficiency scale with strength-based feedback will be used instead of grades.
2. Reporting will no longer be an event. Report cards and terms are replaced with ongoing Points of Progress.
3. Fall and Spring Conferences will be focused on student goals and growth.
4. A summary report at the end of the school year will be provided to students and parents.

www.sd22.bc.ca/Programs/curriculum/CSL



PARKING

Please keep the bus lane open and give busses the right of way.

Front Parking Lot

Please park vehicle in a parking stall or drop off your child/ren in the designated drop-off zone.

Staff Back Parking Lot

This is a **staff** parking lot, please avoid using it. Please do not block staff parking area.

NO PARKING in Drop-off zone - 8:00am - 8:45am OR 2:30 - 2:45

If visiting the school, ensure your vehicle is locked and valuables are out of site.

POLICIES AND PROCEDURES

Emergency and Evacuation Procedures

- Each year our students and staff practice emergency procedures.
- Parents/caregivers that may be in the school are to leave the school at the closest exit door and follow directions given by administration.
- Trained staff are responsible for getting the students out of the building.
- In case of a natural disaster where we need to vacate the school grounds, students will be escorted by staff to the Grace Bible Church 5661 Silver Star Rd.
- The local Radio Station, RCMP and Fire Department will all be notified.
- **Any parent/caregiver** that arrives to pick up their child **MUST NOTIFY BOTH THEIR CHILD'S TEACHER AND THE OFFICE.**

Volunteer Criminal Record Check

It is mandatory that all volunteers have a criminal record check completed. It is recommended that a criminal record check is completed at the start of the year to ensure that we have it on file in advance of volunteering as it is a minimum of 2 weeks to have the RCMP complete the required paper work. A Criminal Record check is free of charge and once done is good for 5 years, contact the school @ 250 542-4013 or email rkadach@sd22.bc.ca to get the form and/or information.

Visitor and Parents/Caregivers

Parents, community members, district employees and guests are asked to check in at the office before proceeding to any other school location.

Sign In/ Sign Out Book

To alleviate any anxiety or worry on behalf of the school or home we have established a Sign In/Sign Out Book which is located at the Office

Attendance and Tardiness

- Regular attendance and being on time are key factors in your child's school life.
- A note to your child's teacher explaining an absence is appreciated, especially if your child is leaving during the school day.
- It is an expectation that students be on time to school and to class each day.
- If your child is ill they should remain at home to rest, recover and if required seek out appropriate medical attention for your child.

School's Telephone Use

- Phones are primarily used for school business.
- Students are to use the phone for important messages only. ***It is not to be used for arranging after school play dates.***
- Students require a phone pass from a staff member before using the phone.

School Boundaries

- Once students arrive at school, they are expected to stay on school grounds unless they have a note from home or they are picked up by a family member. ***It is extremely important that the student/s sign-out at the office.***
- School gates, fences, trees and concrete barricades are off limits.
- The stairs to the back parking lot are out of bounds.

Weather Policy

- Students are expected to be prepared for all weather conditions.
- They are expected to play outside before school, at recess and lunch.
- During inclement weather conditions, students may be permitted to stay indoors and find an activity on their own.

Below -15 degrees or other extreme weather conditions students are expected to stay in.



Lost and Found

- Valuable items are turned in at the office.
- Clothing and footwear items are put into the lost and found area.
- Unclaimed items are sent to the local thrift shops throughout the year.
- Parents are asked to label your child's belongings with names or initials

Indoor Footwear

Students are expected to wear clean, non-marking indoor shoes at all times.

Accident and Injury

- Serious first aid will be administered by staff with First Aid Training,
- Minor injuries will be assisted by other staff members.
- Please report to the secretary any changes in phone numbers for home or emergency.
- If your child has a life threatening disease, allergy, or illness, please inform the classroom teacher and office each year.
- If a child is ill at school, parents or an alternate will be contacted and asked to take the child home.

Anaphylactic Procedures

- It is the responsibility of the parents/caregivers to inform the office and your child's teacher.
- The office will provide you with documentation that needs to be completed and submitted to the **Office**.
- Parents/caregivers must supply **2 current EpiPens**, one housed in the medical room, which is located in the Office and one on the child.
- The parents/caregivers and the child need to be pro-active by ensuring that the teacher is aware that an **EpiPen** is being carried.
- The parents/caregivers and child need to be proactive by ensuring that the teacher is reminded that the **EpiPens** are needed to be brought on field trips.

Medications

Medication will not be administered by staff or office, unless a proper office form has been signed by a doctor. (*Forms are available in office*)

Nut and Fragrance Allergy Awareness

As a proactive measure we ask our parents/caregivers to avoid including nuts and nut based products in their children's snacks and lunches as we have students, staff and community members with extreme nut allergies. As well, we have students, staff and community members that are allergic to fragrances. Please do your part by helping make our school community a safe and healthy environment for all.

Head Lice

It is recognized that head lice infestations are considered by public health as a nuisance condition and as such do not pose a serious health problem. If a child has lice a notice will go home to all parents in the classroom informing them that a student in the class has lice. The student will not be identified in the letter.

Pink Eye

- The school appreciates being informed by parents/guardians when a child is first noticed to have pink eye.
- If a child is detected with pink eye parents/guardians will be contacted to make arrangements to have their child picked up, so their child's condition can be treated immediately.
- Pink eye can be very contagious, therefore students must remain at home until treated and no signs of the virus is present.

Cellphones and Electronics

No cellphone use before or during school. After the final bell, students can use their cell phone outside to call parents. Phones should be turned off during the school day.

Digital Photography

Digital cameras may be used for class projects only under adult supervision.





Bussing

- Late bus students must remain within the playing fields. This is a safety policy.
- Students are required to follow bus guidelines.
- There is a bus supervisor on duty until the last bus leaves. Any questions or concerns should be brought to the bus supervisor's attention.

Bicycles/Scooters

- Bicycle helmet with a chin strap is mandatory and must be worn if riding your bicycle.
- Bicycles and scooters must be walked on and off school property before, during and after school.
- After a bike has been parked, the bike rack is out of bounds.
- It is strongly suggested that riders lock up their bicycle. **The school is not responsible for lost bicycles.**

Dress Code

It is expected that students dress in a manner that promotes a positive image of self and the school.

Articles of clothing that promote alcohol, drugs, inappropriate language, or racial issues, **are not acceptable**. As well, jewelry that is too aggressive, possibly a safety issue or promotes any of the above concerns is also not acceptable. If the staff deem an article of clothing or jewelry unsuitable, we will call home and talk with the student's parents.

To avoid any awkwardness or embarrassment on behalf of your child/ren we would appreciate that you discuss the importance of our dress code at home and help promote a positive image of self and school.

Personal Items such as toys etc.

To avoid arguments, disappointments, and frustrations, we suggest that all personal items such as trading cards, personal sports equipment, games, stuffies, MP3 players/iPods, digital/video cameras and other electronics and toys **stay at home** for safe keeping and to avoid distraction from learning. If these types of items are brought to school it is at the family's own risk and the **school will not be responsible for lost or broken personal items**.

Our education system values parents and includes them in a variety of ways. All parents are members of the PAC by virtue of being a school parent. PAC gives parents a voice in the educational decision-making process on local, district, regional and provincial levels. The more parents involved, the stronger the voice when it comes to educational issues that affect our children.

BX's PAC has been very instrumental in providing our school with materials, equipment, and programs through their consistent fundraising. The school has been lucky to have such an active PAC.

Briefly, the formal role of the PAC is to:

- ✓ Advise the school administration and staff on parental views about school programs, policies and activities.
- ✓ Communicate with parents about programs, policies and activities.
- ✓ Assist parents with information regarding the school growth plan.
- ✓ Organize PAC activities and events.
- ✓ PAC sends out a newsletter, has an email mailing list and a Facebook page.
- ✓ PAC Meetings are held monthly. Check the school website for exact dates and times. Everyone is encouraged to attend.

PAC Volunteers

Parents are very important to BX. They play a day-to-day role in helping to create a positive, creative school climate. The school appreciates all the help parents give in volunteering for a wide variety of activities.

Please join the BX PAC Facebook page to keep up to date on all our activities and school information.

<https://www.facebook.com/groups/1422782487963106>