



Montroyal Elementary School

5310 Sonora Drive, North Vancouver, B.C. V7R 3V8

Phone: 604-903-3650 Callback: 604- 903-3711

Our Mission Statement:

Montroyal strives to work in partnership with parents and the community to provide a dynamic learning environment for all students, where dignity, respect and the pursuit of excellence in all areas of the curriculum are fundamental goals.

Our Code of Conduct:

Respect for:

- others
- self
- property

Responsibility for:

- your behaviour
- your work

Safety for:

- self and others

Our School Plan Goals:

- Everyone belongs
- Students will achieve well rounded excellence
- Students will be resilient, make ethical decisions, and act on them

MONTROYAL ELEMENTARY CALENDAR 2021/2022

Days of Instruction	179
School Opens	Sep 7, 2021
School Based Non-Instructional Day	Sep 24, 2021
District-Wide Non-Instructional Day	Oct 1, 2021
Thanksgiving Day (School Closed)	Oct 11, 2021
Early Dismissal for Parent/Teacher Conferences	Oct 20 & 21
Province-wide Non-Instructional Day	Oct 22, 2021
Remembrance Day (School Closed)	Nov 11, 2021
Last Day before Winter Vacation	Dec 17, 2021
Schools Reopen	Jan 4, 2022
District-Wide Non-Instructional Day	Feb 4, 2022
BC Family Day (School Closed)	Feb 21, 2022
Early Dismissal for Parent/Teacher Conferences	Mar 9 & 10, 2022
Last Day before Spring Vacation	Mar 11, 2022
Schools Reopen	Mar 28, 2022
Good Friday (School Closed)	Apr 15, 2022
Easter Monday (School Closed)	Apr 18, 2022
District-wide Non-instructional Day	May 9, 2022
Victoria Day (School Closed)	May 23, 2022
Last Day of Classes for Students	Jun 29, 2022
Schools Close for Summer Vacation (Administrative Day)	Jun 30, 2022

Many children in our school suffer from a variety of food allergies that need to be taken seriously as they can be death threatening to the child. Please follow any restrictions that are given for those classes that have students with severe allergies. Given that peanut allergies are a very common, Montroyal is an allergy-aware school. Please do not send foods with common allergens (i.e. peanuts or peanut-butter) to school with your child.

This Agenda Belongs To: _____ Div: _____

**If found, please return to Montroyal School*

Code of Conduct

In accordance with *School District #44 Policy #302* students at Montroyal Elementary School are expected to meet the standards set out in the *BC Human Rights Code (Sections 7 & 8)* that include the prohibited grounds of discrimination, behaviours that discriminate against a person or class of person by publishing or displaying a statement, publication, notice, sign, symbol, emblem or other representation that indicates discrimination based on the race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, gender, sexual orientation, or age of that person or that group or class of persons. Students and adults at Montroyal are expected to follow our Code of Conduct.

Respect - for self, others and property

Responsibility - for your behaviour & work

Safety - for self and others

Members of the Montroyal Community are responsible for knowing the behaviour expected of them (following our essential agreements and managing inappropriate behaviours). Every effort is made to emphasize a problem-solving approach where respect and kindness are key.

Students are encouraged to solve problems independently, or with assistance using following these steps:

- **Stop:** Walk away, take deep breaths, calm down, get control
- **Think:** How should I handle this? (Ignore? Say something?)
- **Talk:** Calmly tell the person what you don't like and what you expect
- **Reflect:** Resume the activity, walk away, or get help from an adult

Our Safe and Caring School Community Depends on You

Usually behaviour is like a mirror - what you put out to the world is reflected back to you. If you treat others kindly, they will likely treat you kindly in return. If you speak to others the way you'd like to be spoken to, they will likely speak to you respectfully. If your actions are safe, others will likely try to be safe too. All students can model safe and caring behaviour for each other.

When behaviour concerns arise, please be a helper in the problem-solving process. Some ways you can do this include:

- ✓ Follow adult instructions on *first ask*.
- ✓ Be an effective communicator. Use "I" statements to express your feelings and needs.
- ✓ Apologize if you hurt someone else - physically or emotionally.
- ✓ Own your part of the problem. Take responsibility for your words and/or actions.
- ✓ Follow through with consequences of your misbehaviour and learn from your mistakes.
- ✓ Be part of the solution, not part of the problem.
- ✓ Stay out of problems that don't involve you.

Consequences for Unkind and/or Unsafe Behaviour

When students fail to adhere to the Code of Conduct, decisions about consequences or restitution for students' actions will be made considering the situation and the age of the child. Staff members aim to establish logical and age-appropriate consequences for misbehaviours. Older students who have been in school longer have had more opportunity to learn how to behave appropriately at school. We, therefore, have rising expectations for them to behave according to the Code of Conduct. We also carefully consider each child when determining consequences - what is appropriate in terms of consequence for one child may not be for another. Our primary goal in establishing consequences is to help students reflect on their actions and behaviours and learn from their mistakes.

School Routines and Procedures

Attendance

In the interest of the child's progress at school, it is important to maintain regular attendance and to arrive on time. However, when absence or late arrival is necessary, we ask you to note the following procedures:

- Absences – Please leave a message on the school's Callback Phone at 604-903-3711 (phone line open 24 hours per day) before 8:40 am if your child will be absent that day or arriving late.
- If emailing classroom teacher about an absence, please also contact the school office with the information.
- When calling, please state your child's name, their teacher's name, division or grade, and a brief explanation for their absence when you call. Please include symptoms if ill.
- If your child does not arrive on time for school, and we are not aware of a planned absence, a staff member at the school will attempt to contact you, or any of your approved emergency contact numbers. Please make sure your emergency contact phone numbers are up to date.

Students who arrive late or leave early must be signed in/out at the office. Late Arrivals (children who arrive after 8:44 am) must check in at the office before proceeding to class.

Supervision at School

All students are encouraged to arrive at school shortly before the first bell in the morning. Parents should be aware that there is no supervision of students on the playground prior to the start of school or after 3:00 pm dismissal.

In order to foster independence, parents are encouraged to say goodbye to students outside the school and allow them to enter the school on their own.

Supervision Aides and Education Aides provide supervision of students during the recess and lunch breaks. Students need to be dressed for the weather as it is our expectation that all students will play outside, even in inclement weather.

Intermediate students who stay at school for lunch go outside at 12:15 pm when the first bell rings. Primary students go outside at 12:20 pm.

Students who go home for lunch should sign out at the office when they leave, and sign back in when they return. For safety reasons, students are not permitted to go out for lunch unless they are accompanied by an adult. Students who are having lunch at home must have a written note of permission from their parents to go to another child's home.

Valuables

Students who choose to bring to valuables (electronic devices, jewelry, money, special toys, trading cards, etc.) to school run the risk of these items going missing. The School District cannot accept any responsibility or liability for damaged, lost, or stolen items brought to school by students. Students should not bring high-value items to school if they are not comfortable with the possibility these items may get lost or damaged. Families, please help your child make wise decisions about what to/not to bring to school.

Bicycles, Skateboards & Scooters

We encourage students to wheel to school. Please ensure helmets are worn at all times. Once on school property, bicycles must be walked to the bike racks and locked during school hours. Scooters, skateboards, and hover boards must be walked or carried into classrooms and stored safely out of the way. Again, the school accepts no responsibility for lost, damaged, or stolen “wheels”.

Clothing

Students should come to school dressed in clothing that allows them to get through the day comfortably and safely (clothes that will keep them warm and dry and foot attire suitable for school activities). For some children, having an extra set of clothing at school is helpful during inclement weather.

Learning at Montroyal

Montroyal offers a full range of programs to meet the diverse needs of students, including in class diversification to address a broad learning continuum, a learning assistance program, an English as an additional language program and gifted programming. Montroyal students are encouraged to be conscientious learners and leaders in their school.

Home Learning

Teachers will often ask students to practice basic skills, practice reading, work on long term projects, or finish assignments not completed in class, at home. If you are finding that your child is spending a significant amount of time on homework, please contact your child's teacher.

The students are encouraged to be cooperative and highly involved in a variety of school activities, ranging from academics, to the arts, to team sports. At Montroyal, we believe a well-rounded education is not just the three R's; success in the future will require digital-age literacy, inventive thinking, effective communication and high productivity.

Bell Schedule *

8:40 a.m.	Warning Bell
8:44 -10:20 a.m.	Instruction
10:15 -10:35 a.m.	Recess
10:40 -12:00 p.m.	Instruction
12:00 p.m.	Lunch
12:55 p.m.	Warning Bell
1:00-3:00 p.m.	Instruction

* Please Note: At the time of publication, we are uncertain as to the COVID protocols that may be in place for the 2021/2022 school year. The bell schedule may need to be slightly adjusted should we be required to continue with staggered starts and dismissals.

What All Students Need to Know

Make sure that you:

- Are respectful (e.g. Speak respectfully to others, be polite, offer help to others, follow instructions, ask for help if you need it, take care of our school)
- Know and follow the Code of Conduct and the school rules
- Dress appropriately for an elementary school environment
- Keep the school clean both inside the building and on the playground
- Manage your own behaviour

What All Parents Need to Know

Volunteers

Parents and community members who are working in classrooms or volunteering in the school are reminded that they need to sign in at the office and receive a visitor's tag to wear while they are in the building, or on the school grounds. This helps with the safety and security of students.

Please note: Due to COVID protocol, parent volunteers may be limited during the 2021/2022 school year.

A confidentiality declaration is required by all parents who volunteer in the school. This declaration is needed to ensure that the privacy of our students is protected. Parents are asked not to be on the playgrounds during recess and lunch breaks as this makes supervision more difficult for staff members.

Parking Lot

Please respect the signs indicating “Staff Parking” and **do not park or drop off students in the parking lots**. This includes dropping off students for early morning practices. Street parking is available above and below the drop-off area on Sonora Drive.

Getting Involved & Making A Difference

At Montroyal, we encourage kids to get involved and make a difference in their school, their community, or the world around them. Throughout the year, there will be many opportunities for students to try things that they have never done before. From sports, to fine arts, to leadership, there is a lot to do at Montroyal and it is your involvement and enthusiasm that makes our school great! So, get out there and try something new this year.

Student Belongings

Please label all possible belongings and clothing with your child’s name. It will help us to be able to return lost items to their rightful owners.

	CLASSROOM	HALLWAY	PLAYGROUND	WASHROOM
<i>Respect for Myself</i>	<input type="checkbox"/> Have materials neat and ready <input type="checkbox"/> Do your best <input type="checkbox"/> Listen to the speaker <input type="checkbox"/> Pay attention <input type="checkbox"/> Stay on task	<input type="checkbox"/> Walk <input type="checkbox"/> Stay on the right <input type="checkbox"/> Go straight to your destination <input type="checkbox"/> Use inside voices	<input type="checkbox"/> Seek help when needed <input type="checkbox"/> Dress for the weather <input type="checkbox"/> Stay in bounds <input type="checkbox"/> Problem solve	<input type="checkbox"/> Wash your hands <input type="checkbox"/> Flush
<i>Respect for Others</i>	<input type="checkbox"/> Cooperate <input type="checkbox"/> Use appropriate voice and language <input type="checkbox"/> Be encouraging (<i>put-ups only</i>) <input type="checkbox"/> Respect differences <input type="checkbox"/> Help and share with others <input type="checkbox"/> Keep hands & feet to self <input type="checkbox"/> Take turns <input type="checkbox"/> Use own supplies	<input type="checkbox"/> Keep hands & feet to self <input type="checkbox"/> Use inside voices <input type="checkbox"/> Stay on the right <input type="checkbox"/> Follow adults' instructions <input type="checkbox"/> Carry skateboards and scooters	<input type="checkbox"/> Cooperate <input type="checkbox"/> Include others <input type="checkbox"/> Help others in need <input type="checkbox"/> Problem solve <input type="checkbox"/> Play safely and fairly <input type="checkbox"/> Keep hands & feet to self <input type="checkbox"/> Follow staff instructions <input type="checkbox"/> Prearrange outside meeting places	<input type="checkbox"/> Place garbage in garbage cans <input type="checkbox"/> Respect privacy <input type="checkbox"/> Don't hang out <input type="checkbox"/> Keep it clean <input type="checkbox"/> Use only what you need <input type="checkbox"/> Don't block toilets and drains
<i>Responsibility for Myself</i>	<input type="checkbox"/> Listen carefully <input type="checkbox"/> Have materials ready <input type="checkbox"/> Do your best <input type="checkbox"/> Share ideas <input type="checkbox"/> Make good use of your time <input type="checkbox"/> Ask for help	<input type="checkbox"/> During morning messages and music, stop and listen <input type="checkbox"/> Use inside voices <input type="checkbox"/> Appreciate hallway displays (<i>eyes only</i>)	<input type="checkbox"/> Include others <input type="checkbox"/> Play fair <input type="checkbox"/> Follow rules of the game <input type="checkbox"/> Be a good sport <input type="checkbox"/> Problem solve	<input type="checkbox"/> Try to use only during breaks <input type="checkbox"/> Don't hang out
<i>Respect and Responsibility for Our Environment</i>	<input type="checkbox"/> Keep a neat desk and classroom <input type="checkbox"/> Keep property damage-free <input type="checkbox"/> Recycle, reduce and reuse <input type="checkbox"/> Put things back where they belong	<input type="checkbox"/> Appreciate hallway displays (<i>eyes only</i>) <input type="checkbox"/> Clean up after yourself <input type="checkbox"/> Keep property damage-free <input type="checkbox"/> Put garbage, recycling and organics in correct bins	<input type="checkbox"/> Keep playground litter-free <input type="checkbox"/> Take care of equipment <input type="checkbox"/> Keep property damage-free <input type="checkbox"/> Appreciate nature without damaging it	<input type="checkbox"/> Use only what you need <input type="checkbox"/> Keep property damage-free and clean
<i>Safety</i>	<input type="checkbox"/> Keep feet out of aisles <input type="checkbox"/> Keep floor clean of litter <input type="checkbox"/> Keep cloakroom tidy <input type="checkbox"/> Use class materials safely	<input type="checkbox"/> Walk <input type="checkbox"/> Stay on the right <input type="checkbox"/> Use stairs carefully	<input type="checkbox"/> Use equipment safely <input type="checkbox"/> Play safely and fairly <input type="checkbox"/> Dress for the weather <input type="checkbox"/> Stay in bounds	<input type="checkbox"/> Keep floors dry <input type="checkbox"/> Flush