



OAKVILLE SCHOOL STUDENT/FAMILY HANDBOOK

Oakville School

2022-23

www.ovs.plpsd.mb.ca

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August 2022

Dear Students, Families and Friends of Oakville School:

I would like to welcome everyone back to our school community this year and wish you all the best in your upcoming school year. We are a small school with a big heart at Oakville and we are glad that you are with us.

This year I want us all to continue to work hard at our learning and show our Panther Pride by taking pride in our learning, taking pride in how we take responsibility for our choices, and taking pride in how we treat each other with kindness and respect.

I encourage everyone to get involved in our school when and where you can. Committees, teams, special groups and other school and in-class initiatives that may be offered throughout the year are very important to participate in because they help round out your school year and create many lasting memories and a much more fun school experience.

I expect that we will continue to make good choices and learn from our mistakes with supports from our PBIS program.

This handbook will give some important information that you will need to know to help you have a great year. Please take the time to review it. It may be subject to change as the year goes on.

Please do not hesitate to contact us at 204-267-2733 for anything that you may need.

All of us at OVS are excited and looking forward to having you with us this year!

Go Panthers Go!!

Mark Sokolowski
Principal, Oakville School

2022-23 STAFF

Mark Sokolowski	Principal
Greg Burnett	Assistant Principal ; Basic French Gr. 4-8; Gr. 1-8 Health; Gr. 7 Science Burnett (7Homeroom)
Monika Metzloff	Kindergarten; Gr. 1 Social Studies; Gr. 1-4 Music;
Tricia Sawchuk	Grade 1; Gr. 2 Science; RTI Coach
Coralee. Thiessen	Grade 2; Reading Recovery
Alicia Hill	Grade 3
Ashley Tully	Grade 4; Gr. 2 Social Studies;
Scott Pynn	Grade 5
Kelsey Brooks	Grade 6 Science; 6 Social Studies; 6 Fine Arts; Grade 7 Social Studies &
Fine Arts	
Shauna Smoliak	Grade 6-8 ELA; K ELI (Gr 6 Homeroom)
Ashtyn Hodges	7-8 math; 8 science
Cam Scott	K-8 Phys. Ed.; Gr. 8 Social Studies
Natalie Harrison	Guidance
Paula Mellen	Resource, ELI
Karen Moar	Foods @YQS
Sherri Larson	Graphic Design @YQS
Rhonda Hannah	Textiles @LVS
Ben McGowan	Metals @ LVS
Teph Clink	Band @ LVS
Ed Goertzen	Guitar @ EAMS
Rita Zacharias	Administrative Assistant
Betty Reimche	Librarian; Speech/Language Assistant
Chris Reimche	Day Custodian
Ryan Lawrence	Evening Custodian
Cecile Comte	Educational Assistant
Samantha Fox	Educational Assistant
Karen Irving	Educational Assistant
Teresa Dyck	Educational Assistant
Lesley Dalrymple	Educational Assistant
Alexandra Smith	Psychologist
Alana Jack	Speech/Language Pathologist



OVS Daily Timetable

8:30-8:50 am: buses arrive. All students move to the back field in their assigned areas upon arrival

8:50 am: first bell, students enter

8:55 am: opening exercises 1st period/attendance

9:37 am: 2nd Period

10:15 – 10:30 am: morning recess

10:30 am: 3rd period

11:08 am: 4th period

11:45 am -12:10 pm Lunch Recess
(K-3 eating) (4-8 outside)

12:15 – 12:40 pm Lunch Recess
(4-8 eating) (K-3 outside)

12:40 –12:45 pm: attendance/homeroom

12:45 pm: 5th period

1:23 pm: 6th period

2:00 – 2:15 pm: afternoon recess

2:15 pm: 7th period

2:53 pm: 8th period

3:30 pm: dismissal (bus students and pick-up). .

OAKVILLE SCHOOL BELIEF STATEMENT

We are proud of our school because:

- We show respect to our peers, adults, school and ourselves.
- We take pride in our school, our daily accomplishments and our schoolwork.
- We attend our classes prepared and ready to work.
- We help each other in class and on the playground.
- We use our manners by saying “Please and “Thank you.”

GOALS OF OAKVILLE SCHOOL

These goals are endorsed by the Board of Trustees as being relevant for students of all ages. The staff and the students of Oakville School will work toward the following:

1. To improve student learning with literacy instruction and assessment strategies for all K-8 students.
2. To increase teacher capacity with numeracy instructional and assessment strategies for K-8, students in both French Immersion and English programs.
3. To increase academic success for Indigenous students.
4. To plan and support for the successful engagement and attendance for students from K-8.
5. To support the mandatory implementation of technology as an instructional tool and a record keeping platform for monitoring student learning and reporting progress.

CREATING A SAFE AND CARING SCHOOL AND COMMUNITY

Four principles guide all of our actions and interactions. They provide a foundation for relationship building.

The guiding principles are:

- Everyone is unique and has a contribution to make.
- Everyone has strengths which must be nurtured and supported.
- Everyone has the right to be respected and the responsibility to respect others. • Service to others performed with caring and love makes a difference.

As a staff we are focused on increasing protective factors so that children can grow and develop into caring and contributing citizens in their communities.

These protective factors are:

- School success
- Increased academic achievement
- A sense of self

- Safe, secure, and nurturing environment
- A healthful lifestyle
- Positive Family and school relationships
- Respectful and caring relationships
- Connection to caring adults

STUDENT ASSESSMENT

1. Oakville School believes that assessment should be used **AS, FOR** and **OF LEARNING**.
2. Reports will be issued three times during the school year, one per term.
3. Student led conferences interviews will be held twice per year.

LEARNING

Learning happens the most when students are actively involved, enjoy and “own” what they are learning. Learning does not start and end at school – it is a lifelong journey. Learning needs to be safe (physical, social and emotional). Learning is a community effort involving school, family and community. All children learn in different ways – there is not one “right” to learn something – there are many.

TEACHING

Teaching should be at the students’ level and includes differentiating and adaptations as needed. Teaching should be a shared process. Teaching starts and nurtures learning. Teaching needs to be safe (physical, social and emotional). Teaching involves skill, flexibility and passion.

STUDENT EXPECTATIONS

- Be courteous, kind, respectful and fair at all times.
- Be responsible for their learning, behavior and personal belongings.
- Complete their school work every day to the best of their ability.
- Take pride in their achievements and their school.
- Take an active part in their school.

PARENT EXPECTATIONS: Parents are expected to be partners with the school and the division in achieving a high quality education for their children in a safe and secure environment by:

- Being aware of the school and division’s policies concerning standards of behavior, attendance and procedures for dealing with inappropriate behavior.
 - Communicating with the school staff the scholastic achievement and personal deportment of their children/wards at scheduled student-led conferences and on other occasions.
 - Being supportive of good learning through a home environment that encourages good study habits, completion of homework and enthusiasm for learning.

- Encouraging students to be respectful of other students, staff and school property.

STAFF EXPECTATIONS: Staff are expected to carry out their responsibilities by: •

Setting and modeling good examples of behavior, demonstrating respect for authority and due process and being respectful of parents, colleagues and students.

- Always learning and expanding their knowledge, skills and techniques necessary to be effective with a wide range of student achievement and behavior needs.
- Establishing and maintaining a pleasant, safe, orderly and respectful learning environment throughout the school.
- Communicating information about student progress and achievement to students and parents.
- Communicating and sharing information with staff and administration.

STUDENT ABSENTEEISM

Students learn best when they attend school on a regular basis. We do understand that there may be times where students cannot be at school for a variety of reasons. Families are encouraged to try to have their children attend school daily and to contact the school and your child's teacher(s). All students' absenteeism must be covered by an explanation from the parent or caregiver.



POSITIVE BEHAVIOR INTERVENTION AND SUPPORTS (PBIS)

- PBIS is a divisional approach that we use to improve and support school safety and promote positive, respectful and expected behaviour.
- At its heart, PBIS calls on schools to teach students about behavioural expectations and directly teach social emotional skills just as they would teach any other subject.
- The following are the goals that are taught and reinforced each day.

AT OVS WE PRIDE OURSELVES ON:

Being respectful:

- Listen to adults the first time
- Use school appropriate language/tone
- Use an indoor voice

Being responsible:

- Actively participate in school activities and lessons
- Build positive relationships
- Walk on the right side of the hallways
- Choose kindness

Being safe:

- Keep hands and feet to self
- Wear indoor shoes at all times
- Hoods down/hats off inside the school



STUDENT CONDUCT/DISCIPLINE POLICY

At Oakville School, maintaining the dignity of each person, in all situations, is crucial in managing behavior. Effective discipline comes from the belief that teaching individuals to take responsibility for their behavior is more motivating in creating behavioral changes than teaching individuals to be obedient in order to avoid punishment.

At Oakville School we use the Positive Behavior Intervention Support System (PBIS). We believe that everyone makes mistakes, but the way we learn from these mistakes allows for positive change and personal growth. By implementing logical and consistent consequences, and by providing individuals with opportunities to correct their mistakes, people will learn about their behavior, their choices, and their impact on others while still maintaining their dignity. This will allow students to return to the group as a stronger member with an increased understanding of empathy.

Bullying:

Unfortunately, bullying can be a reality in any setting, including schools. At Oakville School we understand the pain that bullying can cause and work hard to eliminate it. In order to determine if a bullying situation is present, the staff at Oakville School carefully considers the following factors.

- **PATTERNED:** When a person is the target, over time, of repeated negative actions.
- **POWER IMBALANCE:** When one person has more power in a relationship, so the person being victimized feels that he/she can't defend him or herself.
- **PAINFUL:** When a person, who is the target, may feel embarrassed, hurt, scared, and/or angry.

Bullying can also involve bystanders and passive participants. Many times, these individuals are unknowingly giving the bully a sense of power and importance. Students are expected to report cases of bullying to an adult immediately.

Bullying may include:

- **Physical Aggression** – pushing, grabbing, hitting, pinching, spitting, tripping, etc.
- **Social Alienation** – gossiping, embarrassing others, ethnic slurs, excluding from group, etc.
- **Verbal Aggression** – mocking, put downs, swearing at others, etc.
- **Intimidation** – threatening others.
- **Sexual Harassment** – remarks, gestures, or actions of a sexual nature.

CLASSROOM AND OFFICE REFERRALS

Procedure:

1. For Minor/classroom infractions, it is the responsibility of the “adult in charge” (teacher, administrator, educational assistant, librarian, volunteer, etc.) to intervene and assign supports and consequences that teach and reinforce expected behavior. If it is not the homeroom teacher who initially intervenes, the classroom referral form will be forwarded to the student’s homeroom teacher. Parent(s) may be notified.
2. For Bottom Line Infractions, an administrator will be involved in the process. Parent(s) may be notified.
3. Positive behaviors will be recognized and celebrated in a variety of ways.

Examples of Minor Infractions

1. Name calling – includes put-downs, teasing, etc.
2. Ignoring the bell
3. Mild inappropriate language
4. Accumulation of 3 late assignments
5. Leaving school property during recess/noon hour without permission
6. Neglecting to show appropriate hallway/assembly behaviour
7. Forgetting to use good manners
8. Forgetting to follow classroom/school rules
9. Bringing personal items to school without permission
10. Littering on school property
11. Inappropriate physical contact/public displays of affection
12. Continually forgetting to bring appropriate materials to class
13. Violation of the ‘Internet Use Policy’
14. Inappropriate use of electronics

Possible Minor Infraction Consequences May Include:

1. Verbal reminder/conversation
2. Student is given a time-out
3. Place student in a “No-Play” zone outside to observe appropriate behaviours (shadowing)
4. Recess or noon hour consequence
5. Confiscation of property for a predetermined period of time
6. Child phones home
7. Parent(s) notified via phone call, text, or email
8. Classroom referral
9. Other actions at discretion of Administrator/teachers

Examples of Serious Infractions

1. Fighting
2. Weapons
3. Vulgar language
4. Drugs/alcohol/smoking/vaping/smokeless tobacco
5. Bullying- mental, physical, emotional
6. Anything that compromises safety of others and/or self
7. Disrespectful behaviour/language
8. Accumulation of 4 Minors in a 30-day period
9. Vandalism
10. Theft/extortion
11. Violation of Division Policy
12. Threats/intimidation
13. Skipping out of School
14. Inappropriate physical contact/public displays of affection
15. Cheating / Plagiarism
16. Violation of the 'Internet Use Policy'
17. Repeatedly using electronics inappropriately
18. Repeated defiance

Possible Serious Infraction Consequences May Include:

1. Administration involvement & support/office referral
2. Parents informed via phone call or letter
3. Restitution opportunities (working on letters, picture, or assignment related to the incident) set by Administrator
4. Loss of privileges
5. In-school suspension
6. Out-of-school suspension
7. Child phones home
8. Police involvement if needed
9. Other actions at discretion of Administrator

DIVISION POLICIES

Policies may be obtained at the Portage la Prairie School Division website (www.plpsd.mb.ca/division/policies.html)

CELL PHONE/ELECTRONIC COMMUNICATION DEVICES

The Portage la Prairie School Division recognized that the use of cellular phones, personal digital assistants (PDAs) pagers and other electronic communication devices is continuing to grow and expand. Furthermore, the Division recognizes the value of such electronic communication devices to students, families, and schools.

All electronic communication devices must be kept out of sight and turned off during school programs/presentations, and in the classroom, except when used with the prior

permission of the teacher/school for the purposes directed by the teacher/school. Unauthorized use of these devices disrupts the instructional program and distracts from the learning environment. At K-8 schools, student use of cell phones and other electronic communication devices is not permitted in the school and on school property unless directed by the teacher/school. This applies to recesses, locker breaks, class changes and lunch hour. It is expected that communication during the school day will occur through the school office or as directed by school policy.

The use of electronic communication devices to invade personal privacy or contribute to behavior that is injurious to another will be addressed through the Divisional Code of Conduct. Students who use electronic communication devices to access, upload, download, or distribute material that the school has determined objectionable will be subject to the provisions of the Divisional Code of Conduct.

Students who use an electronic communication device to send or receive personal messages, data or information that would contribute to or constitute cheating will be subject to consequences as determined by the school.

School officials, including classroom teacher, may confiscate electronic communications devices from students if they are used for unauthorized purposes or at unauthorized times. Repeated unauthorized use may lead to further action as determined by the school.

SUNFLOWER SEEDS

For sanitary reasons as well as cleanliness students are not allowed to have sunflower seeds at the school.

WEAPONS – POSSESSION

A “weapon” is any instrument designed or used to injure or intimidate another person. This includes items generally understood to be weapons as well as replicas of weapons. Any other item, if used to injure, threaten or intimidate, is also a weapon.

Weapons are not allowed:

- in the school
- on school grounds
- on the way to and from school
- at any school-related activity

The Division will not readily accept excuses or explanations for being in possession of a weapon or potential weapon. Excuses such as “I forgot I had it” or “It’s not mine” will not be accepted.

The Division reserves the right to confiscate any knife or other item that could be used a weapon.

DISCIPLINARY ACTION FOR WEAPONS OFFENCES

Violation of this policy will result in the following disciplinary actions for students in Grades 5 – 12

- a) an immediate five day out-of-school suspension, and
- b) Referral to the Superintendent's Department for review and possible extension of the suspension of up to 20 days, and
- c) Referral to the School Board for review and possible extension of the suspension and/or expulsion from school.

For students in Grades K – 4, violation of this policy will result in the following action:

- a) An investigation and assessment will be carried out by the Principal and/or a school team in an effort to determine the details and level of danger presented;
- b) Parents shall be notified as soon as possible, and a meeting arranged.
- c) Following the above steps, a report is to be filed with the Superintendent's Department, including the details of the incident, copies of all documentation, and the actions taken.
- d) Violation of this policy by K – 4 students may result in suspension or expulsion, dependent on the circumstances.

POLICY ON SMOKING AND VAPING

Smoking/vaping is not allowed on school property or on the way to or from school.

POLICY ON DRUGS AND ALCOHOL

All forms of alcoholic beverages, controlled substances and unauthorized drugs are prohibited in school buildings and on school property. Students are not permitted to sell or represent they are selling, dispense or represent they are dispensing, possess, use, abuse or be under the influence of alcohol or controlled substance on school property or at school sponsored events off campus. Parents of a student involved in alcohol and drug abuse shall be contacted immediately by the School Principal. The school authorities may contact the police. Any student in violation of this policy may be suspended or expelled from school and/or referred to outside agency for counseling assistance.

ZERO TOLERANCE

“Zero Tolerance: in the Portage la Prairie School Division is deemed to mean that all inappropriate behaviors by students will have a consequence. The consequences shall be appropriate for the student's age, the seriousness of the incident, behavioral record, and disability, where applicable. Depending upon the circumstances, consequences may vary. These may include a meeting with the Teacher or Principal to discuss the matter all the way through to expulsion by the Board.

RECESSES

We have three recess breaks throughout the day. Each recess is 15 minutes except for the lunch recess which is approximately 25 minutes. We have staggered lunch recess breaks at OVS. All K-8 students are expected to go outside for all three recesses, so families are reminded to ensure warm winter clothing is provided over the winter months. It is school division policy that if the temperature or wind chill is -27 degrees Celsius or colder that the students remain indoors for recess breaks.

STUDENT FEES

\$25 per student; \$40 band/guitar/art fee (grade 7&8 band students); \$30 Applied Arts fees (grade 7&8 Textiles, Graphic design, Metal Works and Foods).

SCHOOL PICTURES

School pictures are taken annually. All students have class and individual pictures taken. However, you are under no obligation to purchase them. We expect Lifetouch will be taking pictures on *October 28* and the retake date on *November 25*. These dates are subject to change. There are also spring pictures that may be offered. Families are under no obligation to purchase them.

NEWSLETTERS

Newsletters are sent home during the first week of every month. News flashes and special editions can be sent home at any time. Look for your OVS newsletter each month. Newsletters can be accessed through social media, email, our website, www.plpsd.mb.ca/ovs and/or by paper copy upon request. They will also be published on our school Facebook and Twitter feeds.

CLOTHING AND PERSONAL ITEMS

Students are asked to wear clothing that is neat, clean, appropriate and respectful to themselves and to others. Clothing that advertises alcohol/illegal substances, puts people down, is offensive or has inappropriate images or language are not allowed at Oakville School or at functions sponsored by the school. Hats, bandanas or other head gear are not to be worn in the school. Matters related to this policy will be dealt with by the administrators at school.

Division Student Dress Code

The Portage la Prairie School Division believes the best learning and behaving takes place in a safe, caring, and respectful environment. It is, therefore, the position of the Division that students shall be expected to dress appropriately for the occasion. The dress and appearance of students shall be the responsibility of the parents and students, unless:

- there is a reasonable expectation that a health or safety hazard will be presented by the student's dress or appearance.
 - there is a reasonable expectation that damage to school property will result from the student's dress.
 - there is a reasonable expectation that the student's dress or appearance will interfere with the normal educational process at the school.
1. Students are also expected to dress in a manner that does not pose a health or safety hazard (i.e., warm outerwear for bus travel in winter, suitable attire for physical education and vocational classes, footwear always).
 2. Students who are dressed in clothing viewed unacceptable by school administration will be asked to change or cover that clothing. This includes clothing that is deemed to target other people or groups, offensive/vulgar in nature, racist/sexist in nature and or otherwise hurtful.

The above expectations shall be dealt with at the discretion of the principal on an individual basis.

RULES ON PERSONAL DEVICES

Personal devices are not allowed from K-5. Students in grades 6-8 are permitted but discouraged to come to school with electronic devices such as cell phones. All these devices are not allowed in the classroom or hallways unless given special permission by the classroom teacher for educational purposes only. The school is not liable for any lost, stolen or damaged student electronic equipment brought to school – that is the sole responsibility of the student.

Consequences for using electronic devices without teacher permission may be as follows within a reasonable time frame:

- 1st occurrence: reminder from staff about our school rules regarding personal technology.
- 2nd occurrence: device may be confiscated and held by the teacher until later in the class or day.
- 3rd and subsequent occurrences: device will be confiscated and held in the office.

The parent/guardian may be required to come to the school to pick up the device. Other interventions may occur such as a meeting with administration, parent/guardian and student to review the school expectations on electronic devices. For further repeated occurrences, an in-school suspension may be given for defiance.

RULES ON BIKES, SKATEBOARDS, ROLLERBLADES, SCOOTERS, RIP STICKS, HOVERBOARDS ETC.

The school is not liable for any lost, stolen or damaged student equipment brought to school. Students must walk bikes when on the sidewalks, and tarmac beside or in front of the school. Bike racks are to be used and students should lock their bikes. Students not following the rules of biking will leave their bikes at home or may have their bike impounded until a parent/ guardian picks the bike up. Skateboards/rollerblades/rip sticks etc. must be carried on school property and then placed in lockers.

SCHOOL PATROLS

We hope to have our school patrol team in operation by the middle of September.

NOON HOUR & RECESS (K-8)

1. All students are to go outside during all three recesses; exceptions will be made during cold & inclement weather (-27 Celsius or inclement weather).

LUNCH

1. **Eating lunch in the classroom is a privilege.** Students who do not follow the lunch guidelines will have this privilege removed for a specified period.

Lunch expectations are listed below:

- Students will eat their lunch at their own Desk and remain seated until the bell.
- Students will ask for permission to go to the washroom.
- Students will use acceptable voice volume.
- students will not share their lunch items with others.
- Students will take home lunch items that were not eaten, they are not to be tossed in the garbage.
- Students will dispose of garbage and recyclables at the bell.

2. IF POSSIBLE, we would ask that town students please have their lunch at home as this will help with supervision.

USE OF GYM

Students must not be in the gym without being accompanied by a staff member. There are no exceptions to this rule.

MORNING ARRIVAL AT SCHOOL

Staff supervision begins at 8:30 daily. This time also coincides with the arrival of our first bus. The bell to enter the school is at 8:50. Students will wait at their door entry area (see below) until that time.

LEAVING THE SCHOOL GROUNDS

Bus students are **not** allowed to leave the school grounds at noon, recess or any other time of the day, unless they have a note signed by the parent or guardian. The note must include the date and the student's name and be dropped off at the office. The student must be signed out at the office before they are permitted to leave.

DISMISSAL

1. All K – 8 students are dismissed at 3:30pm.
2. Board your bus as quickly as possible. We are all waiting for you.
3. Students walking to the rink for skating, hockey or curling must wait for the buses to leave.

STUDENTS ENTRANCE / EXIT

In an attempt to ensure a safe and orderly traffic flow the following exits are to be used for each grade level.

- Kindergarten, Grade 1, 2 Northeast exit;
- Grade 3 - Front door
- Grade 4, 5 - Northwest exit;
- Grade 7, 8 - Southwest exit;
- Grade 6 - Front door (west)

EXTRA-CURRICULAR ACTIVITIES

1. The staff is committed to supporting activities that are educational, fun and of value to the school and its students. We urge you to take part in as many activities as you can handle. Joining these opportunities offered at OVS will help your experience at OVS be more enjoyable. Student insurance is recommended for all students and may be required for inter-school athletics and ski trips (see below).
2. Intra-scholastic sports that may be offered include cross country running, volleyball, basketball, curling, badminton, soccer and track and field. Fielding teams may depend on interest levels and availability of coaches.
3. Students may be required to pay a fee to help supplement the cost of these activities.

SCHOOL RELATED ACTIVITIES

For activities such as dances, field trips and sports trips, the same behavior expectations exist for our students. Inappropriate behavior will receive the same action as if it had happened during school hours.

ACCIDENTS, INJURY AND ILLNESS

Parents are notified at home or work if a child is injured or takes ill at school. No medication will be given to children at school unless parents have made some special arrangements. Emergency contact must be available at all times, and we ask that you make sure your emergency number is updated when it changes.

LOCKERS

Lockers are provided for all Grades 1-8 students. Lockers are used to store hats, and outdoor clothing. Lockers are the property of the school and may be checked from time to time. All lockers may have a combination lock on them (younger grades not necessarily) though some students in older grades may prefer not to have locks though it is recommended. Combination locks can be purchased from the school for \$5.00. Students may not change lockers without permission from the home room teacher.

STUDENT ACCIDENT INSURANCE

All students are insured by the school division under the Universal Student Accident Insurance Program. A description of the coverage will be sent home with each student. Parents may also purchase a separate plan that ensures more comprehensive coverage. Reliable Life is the student accident plan endorsed by the Portage School Division. The school sends home the application form. You decide if and what insurance you want, fill out the proper information, make out a cheque to the Reliable Life Insurance Company

and send the information and cheque directly to the company in the attached business envelope.

SCHOOL DANCES

1. Student in-school behavior and attendance will be taken into consideration for permission to attend dances.
2. When a student leaves the dance, they are not allowed to return.
3. Jr. High may be entitled to 3 dances per year- (2 after school dances from 7:00 to 9:00 p.m.); (1 Farewell/Prom dance from 7:00 – 9:00 p.m.)
4. There must be a visible space between students that are engaged in a dance.
5. No one is to be sitting on one another's laps or resting legs or heads over one another's laps.
6. Students are not to lie across chairs/benches or lie down on the floor.
7. Dress Code is always in effect.

Note: Failure to comply with the above will result in parent/guardian being contacted to pick up their son/daughter.

SCHOOL BUS CONDUCT GUIDELINES

For the safety of all those riding the school bus, the following rules have been approved by the Board of Trustees of the Portage la Prairie School Division.

1. Classroom standard of student conduct shall be expected at all times.
2. Each student shall be seated immediately upon entering the bus in the place assigned by the driver. This place shall remain his seat until further notice by the driver.
3. No students shall stand or move from place to place during the trip.
4. Absolutely no smoking, eating, or drinking shall be allowed on the bus. Students are to hurry to the bus prepared with all homework assignments, book bags, etc.
5. No windows or doors will be opened or closed except by permission of the bus driver.
6. No students shall enter or leave the bus until it has come to a full stop and the door has been opened by the driver.
7. Students must make every effort to board their bus for the return trip home as quickly as possible.
8. Any student not intending to ride on the bus either morning or evening must notify the driver, preferably the night before.
9. No school bus shall be used to carry any animal, firearm, explosive, flammable liquid, or anything of a dangerous or objectionable nature, or any article likely to endanger the safety of the passengers.
10. Unless ahead of schedule, the school bus driver is not required to wait for any individual at the point of pick up. The driver may, however, wait up to 2 minutes if

- time permits. He will not leave behind any student he can see unless that student is habitually tardy.
11. Students who act inappropriately on the bus may have this privilege suspended for a period.

OAKVILLE PARENT COUNCIL

Oakville Parent Council works in partnership with Oakville School in providing parents and community with information regarding the school and education. It has also been involved in other functions such as Trivia- Night fundraising and staff appreciation day. Please look for information on the Oakville Parent Council in newsletters regarding grade representatives, meetings, and other events.

SCHOOL LIBRARY

Oakville has a beautiful and well stocked library full of resources for learning and for pleasure reading and enjoyment. Please use our resources respectfully and with care so others may use them as well. Everyone is expected to use an appropriate voice volume. Students will be held responsible for lost or damaged library books.

CLEANLINESS AND PANTHER PRIDE

Cleanliness is a very important aspect of any school. Students can help in keeping the school clean by:

- keeping desks (and lockers) organized and tidy
- being responsible for the care of their books
- using a second pair of runners for the gym and for the school on days of bad weather
- using the mud scrapers provided at each entrance and removing footwear when inside on days of bad weather
- ensuring that their garbage goes into the garbage can

DAMAGE TO SCHOOL PROPERTY

1. Students will be held responsible for damage to school property resulting from willfulness or neglect. The school will be asking the student and/or the parent to make restitution.
2. You should take pride that Oakville School has an excellent record in this area.

CARE OF SCHOOL TECHNOLOGY AND MATERIALS

Students are expected to use the resources and equipment that we have at OVS in a respectful and appropriate manner to help their learning. Anyone causing unnecessary damage to school materials may be charged the full cost of replacement.

EMERGENCY DRILLS

Oakville School holds 15 emergency drills throughout the year. They include fire drills, evacuation drill to the Oakville Hall, lockdown drills & weather lockdowns. For details on each, please inquire at the school office.

STUDENT LEADERSHIP TEAM

The Student Leadership Team may consist of approximately 8 to 12 members. These members will be selected in the following manner: 4 students elected by the Middle Years students (Grades 5-8), 4 students who serve as Grade 7 and 8 Peer Connectors (as voted on by classmates), 4-6 students selected by the professional staff who have displayed a willingness to take on added responsibilities, leadership tasks, organizational and fundraising activities. It will be the goal of the Leadership Team to provide fun, safe and engaging activities for all students in the school. Examples may include school-wide barbecues, intra-mural activities, charitable activities, etc. The Leadership Team will be expected to meet once per cycle (in class time) with Mrs. Brooks, Mrs. Tully, Mrs. Harrison and Mr. Burnett to plan, organize and carry out duties. Team members will be expected to make up any missed assignments on their own time.

2022

September 5 (Monday)	LABOUR DAY - SCHOOLS CLOSED
September 6 (Tuesday)	K -12 Administration/Professional Development
September 7(Wednesday)	K-12 Professional Development in AM - No Classes / School Meet and Greet PM
September 8 (Thursday)	First Day for Students
September 14 (Wednesday)	Principals' Council
September 16 (Friday)	Strong Beginnings (K-9)
September 19 (Monday)	Strong Beginnings (K-9)
September 21 (Wednesday)	Administrators' Council
September 30 (Friday)	NATIONAL TRUTH & RECONCILIATION DAY – SCHOOLS CLOSED
October 10(Monday)	THANKSGIVING - SCHOOLS CLOSED
October 12 (Wednesday)	Principals' Council
October 19 (Wednesday)	Administrators' Council
October 21 (Friday)	MTS PD Day - No Classes
October 24 (Monday)	Divisional Professional Development - No Classes
November 4 (Friday)	K-12 Administration Day
November 11 (Friday)	REMEMBRANCE DAY – SCHOOLS CLOSED
November 16 (Wednesday)	Principals' Council
November 23 (Wednesday)	Administrators' Council
December 7 (Wednesday)	Administrators' Council
December 21 (Wednesday)	Last Day Fall Term
December 22 - January 4	CHRISTMAS BREAK - SCHOOLS CLOSED

K to 8 Report Cards
• November 17/182022
• March 23/24 2023
• June 28/29, 2023

2023

January 5 (Thursday)	First day of Spring Term
January 11 (Wednesday)	Principals' Council
January 13 (Friday)	K- 12 Administration – Student Led Conferencing/ -No Classes
January 18 (Wednesday)	Administrators' Council
January 30 – February 3	High School Exam Week
February 6 (Monday)	Second Semester begins at High School
February 8 (Wednesday)	Kindergarten Registration
February 15 (Wednesday)	Principals' Council
February 17 (Friday)	Divisional Professional PD Day - No Classes
February 20 (Monday)	LOUIS RIEL DAY - SCHOOLS CLOSED
February 22 (Wednesday)	Administrators' Council
March 6 (Monday)	K-12 Administration Day No Classes
March 8 (Wednesday)	Principals' Council
March 15 (Wednesday)	Administrators' Council
March 27 – March 31	SPRING BREAK - SCHOOLS CLOSED
April 7 (Friday)	GOOD FRIDAY – SCHOOLS CLOSED
April 10 – April 14	Education Week
April 12 (Wednesday)	Principals' Council
April 19 (Wednesday)	Administrators' Council
April 21 (Friday)	K to 12 Student Led Conferencing - No Classes
April 24 (Monday)	K -12 Professional Development – Year Reflection
May 17 (Wednesday)	Principals' Council
May 22 (Monday)	VICTORIA DAY - SCHOOLS CLOSED
May 24 (Wednesday)	Administrators' Council
June 7 (Wednesday)	Principals' Council/Admin Council
June 30(Friday)	Last Day for Students AM/ Administration PM -No Classes PM

