

What if I'm getting picked up early from school?

If you are being picked up early, please have your parent report this pick-up through the School Messenger system. Your parent will meet you in the office and sign you out before you leave for the day.

What if I lose something...where do I look for it?

Larger items such as coats, shoes, and sweaters are placed in our Lost and Found bins. There is a bin located on both the first and second floor. Smaller items, or items of value, are kept in the office. Unclaimed items from our Lost and Found are donated to a local charity twice annually.

Can my parent volunteer in the school?



Yes! We encourage any parent to volunteer his/her time in our school. The Durham District School Board requires all volunteers to complete a Volunteer Information form and have a Criminal Background Check with Vulnerable Sector Screening completed through Durham Regional Police Services (DRPS). Before going to DRPS for a background check, your parent will need a letter from the school that reduces the cost of his/her background check. Volunteers must always sign in at the office and obtain an ID tag before going to the classroom. If your parent would like to volunteer, the first step is to speak with your classroom teacher or contact the School Community Council to learn about volunteer opportunities.



Follow us on Twitter: @BlairRidgePS

Settlement Workers in Schools (SWIS) Durham

Are you new to Canada and have questions about?

- learning English
- educational services
- housing services
- health services
- employment services
- immigration services
- legal services



SWIS Durham can help newcomers find answers to these questions and much more. Service request forms are available in the school office. Once SWIS Durham receives your completed form, the settlement worker will contact you. Contact SWIS Durham at 905-686-2661.

Together we are stronger!

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Principal: G. Perroni
Vice Principal: S. Hooper
Head Secretary: L. Hope
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Blair Ridge Public School STUDENT HANDBOOK Grades 1-8



Welcome to Blair Ridge Public School. We are excited to have you join us and hope you enjoy being a part of our great school community. We encourage you to read this handbook with your parent/guardian so all family members can better understand the daily routines at our school.

Frequently Asked Questions

The Parent Portal: Family Contact and Medical Information



After your registration is approved and you are ready to start school, it is extremely important that your parent verifies your contact and medical information online through our Parent Portal. The parent portal can be accessed on the main page of our school website. If your parent doesn't already have a Parent Portal account with the DDSB, he/she will need your Ontario Education Number (OEN) and the email address provided on your registration submission to create an account. The OEN can be found on your Ontario report card. If your family's contact or medical information changes during the school year, please have your parent submit this information, in writing, to the school office.

Where do I go on my first day of school?

Students starting AFTER the first day of school should report to the office to find out their classroom teacher and room location. Your classroom teacher will then provide you with information on where to line up outside each morning and other daily routines. Students starting on the first school day can look for a staff member (orange vest) outside who will assist students in finding their classroom assignment.

Kiss and Ride

Our Kiss & Ride is a VERY busy place - especially on inclement weather days! As a community-based school, we encourage all families to arrive at school on foot. If you MUST drive your child to school, please use the Kiss & Ride service as we do not have parking available for student drop-off. Please **do not park in the Kiss & Ride** at any time! You are asked to pull through the Kiss & Ride lane as far as possible. Once you have stopped safely, Kiss and Ride helpers (orange vest) will assist your child. The Kiss & Ride operates from 8:10-8:25 a.m. and from 3-3:10 p.m. Please have a plan in place with your child for days of inclement weather so that our office is not inundated with calls about pick ups or other arrangements. Remember, our Kiss & Ride is about SAFETY, NOT CONVENIENCE, so please be patient as we work to ensure all students are transported safely. Our parking lot is for staff and visitors on school business only and not for student drop-off and pick-up. At the end of the day, younger students are brought to the Kiss and Ride by a staff member or parent volunteer.

Crossing Guards

Town of Whitby crossing guards are on duty at various intersections surrounding our school. It is imperative that you cross at the intersections monitored by crossing guards and follow his/her directions at all times. Please model safe behaviour for younger students.

| Intersection | Time |
|----------------------------|--|
| Blackfriar Ave/Cachet Blvd | 8:05-8:25 am / 11:15-11:30 am / 12-12:15 pm / 3-3:20 pm |
| Blackfriar Ave/Wilshire Dr | 8:05-8:25 am / 11:15-11:30 am / 12-12:15 pm / 2:55-3:20 pm |
| Cachet Blvd/Princeton Crt | 8-8:25 am / 3-3:15 pm (no lunchtime service) |

DURHAM DISTRICT SCHOOL BOARD

WELCOME TO BLAIR RIDGE

Can my parent come to my classroom if he/she needs to get me?

All visitors, including parents, must enter the school through the front doors on Blackfriar Avenue Drive and report directly to the office upon arrival. Visitors must sign in and obtain an ID badge before proceeding to a classroom.

My parent is dropping an item off for me, how do I get it?

Parents may drop items on the drop-off cart located just inside the main doors off of Blackfriar Avenue. Your teacher will allow you to collect your item from the cart when time allows. We do not interrupt classrooms to inform students when items have arrived.

Where are the washrooms? Do I need to go with a buddy?

Students use the washrooms located on the same floor as their classroom. Your teacher will have someone show you the location of your designated washroom. Primary students are encouraged to go to the washroom with a buddy.

When is recess and where do I go?

Students have designated areas when they are outside. Teachers will discuss this with students on their first day of school. There is a morning recess from 10:30-10:45 a.m. and an afternoon recess from 1:50-2 p.m. Students also have outdoor time during their lunch hour and should be prepared for outdoor activity in varying weather conditions.

Do I need a pass to come into the building at recess and lunch?

Yes, all students need to get a hall pass from the yard duty teacher to come into the building at recess and lunch. All yard duty staff will be wearing an orange vest for easy visibility.

What will an average school day look like?

The school day is comprised of 10 periods. There will generally be a large block for language and mathematics instruction. Timetables will be set by the classroom teacher and posted in your classroom on the first day of school.

| | |
|-------------------------|---|
| 8:25 a.m. | Morning entry |
| 10:20 a.m. | National anthem and morning announcements |
| 10:30 - 10:45 a.m. | Morning Recess |
| 11:15 a.m. - 12:15 p.m. | Lunch 11:15—11:45: Grades 1-4 outside/ Grades 5-8 inside for lunch 11:45—12:15: Grades 5-8 outside/ Grades 1-4 inside for lunch <i>*this rotation is reviewed annually and may change based on numbers in each division.</i> |
| 12:15 p.m. | Afternoon entry |
| 1:50-2 p.m. | Afternoon Recess |
| 3:00 p.m. | End of day bell rings |



Students may not arrive before 8:10 a.m. when supervision begins

School Hours

Unless you are arriving early for a club or team event, you **should not arrive on school property before 8:10 a.m.** unless you're under the direct supervision of your parent/guardian. Once supervision staff are on duty (orange vest) your parent/guardian may leave you in your designated area.

Do I need an agenda and what do I use it for?

Agendas are given to students in grades 1-6 to record any homework or important school or classroom events taking place. It is a great tool for parents to communicate with the teacher regarding questions or concerns that arise. The agenda also reduces the number of classroom interruptions by having your parents communicate changes in your daily routine such as lunch or end of day pickup. At this time, the first agenda is free while a replacement agenda costs \$10.

How do I join clubs and teams?



Blair Ridge is very proud of the many opportunities available to students. Clubs for students generally begin in Grade 1 while most team sports begin in Grade 4. Clubs and Teams take place at various points in the school year. Team tryouts and club sign-up information is announced over the P.A. system during the morning announcements. Once a team is selected, students are given a schedule of practice and game times. It is the student's responsibility to communicate this information to parents who will arrange alternate pick up and drop off arrangements for events taking place before and after school.

What if my parent needs to get a message to me?

Limiting interruptions to the learning day is of utmost importance to us, however, we understand on occasion there could be a family **emergency**. If your parent needs to get a hold of you, they may call the office to pass a message along to you. This should be **limited to emergencies only**. Messages such as lunchtime plans and afterschool pick ups should be pre-arranged or written in your agenda. With teacher permission, students may use the office phone for emergencies or to let parents know of **last minute** changes to a team/club schedule. Students with cell phones must abide by their Digital Licence agreement and DDSB policies.

What type of equipment do I need for school?

All students should have a backpack big enough to carry school supplies and a large library book. Students also need comfortable indoor non-marking shoes that you can put on and take off easily. These shoes will be used for gym class so running shoes are best. Velcro straps work best for younger students that have difficulty tying their own shoes. Please label all clothing, hats, coats, backpacks, and shoes so they can be easily identified if lost or misplaced.

School Cash Online

All schools in the Durham District School Board use an online payment system called **School Cash Online (SCO)**. This helps to reduce risk to staff and students by limiting the amount of cash kept in schools. This system is used by parents to pay for school trips, pizza lunches, school clothing, and more. To register for SCO, your parent will need your Ontario Education Number (OEN) that can be found on your Ontario report card. Once registered, parents will receive an automated e-mail each time items are available for payment or purchase. Payments through School Cash Online can be made using a credit card or chequing account.



Is there a snack time provided?

All students will eat their snack in their classroom before or after the recess break. Each teacher will allocate a designated time for this. As posted in the yellow information box to the right, we have certain restrictions in place for students who have life-threatening allergies.

Is Blair Ridge an Eco-Conscious School?

Blair Ridge is an Eco School with a Boomerang program in place. Boomerang simply means - what you bring to eat or drink, you take home with you at the end of the school day to recycle at home. As an eco school, you are asked to bring a refillable water bottle to school as each floor has bottle filling stations. If you forget your water bottle, you will be given opportunities throughout the day to visit the water fountain. Please do not bring glass containers and remember to bring your own utensils.

It's my birthday, can I bring treats to share?

Due to a high number of student allergies, we ask you **NOT** to bring treats to share for classroom celebrations. Our teachers are very creative and can help you celebrate your special day without the need for cupcakes or other treats. If you feel the need to bring in items to share, please consider things like pencils and stickers.

When can my parent meet the teacher?

Early in the school year, the School Community Council often organizes a Meet the Teacher event - please watch for this information. Any parent wishing a personal meeting with a teacher can make this request by writing a note in your agenda, e-mailing the teacher, or by contacting the school directly at 905-620-1221. All teachers and administrative staff schedule their own appointments.

What happens if I'm going to be late or absent?

The Durham District School Board has a Safe Arrival system in place at all of its schools. Your parent can report your absence in 1 of 3 ways:

1. Toll Free Number: 1-844-350-2646 (follow the automated prompts)
2. Website: go.schoolmessenger.ca
3. Using the "SchoolMessenger" app (blue icon) available for download from the Apple Store or Google Play store.

The absence/late must be reported **before our morning bell (8:25 a.m.)**, otherwise the system will automatically generate a call to parents whose children were marked absent unexcused by the classroom teacher. If all parents use and support this system, we can eliminate unnecessary calls and more importantly, know immediately if a child does not arrive at school safely!

WE ARE AN ALLERGY AWARE SCHOOL!

We have students and staff with serious **life-threatening allergies**, please observe the following:

- No NUTS OR TREE NUTS
- NO LATEX
- NO KIWI
- SCENT-FREE

Some classrooms have additional restrictions in place - this will be communicated by your classroom teacher.

