



We Grow: In Knowledge. In Love. In Faith.

**FATHER VACHON
CATHOLIC SCHOOL
2019-2020**

**3722 Centennial Drive
Saskatoon, SK
S7L 5K4
Telephone: 659-7210
Robyn Flaman, Principal
Erin Hilbig, Vice-Principal**

ADMINISTRATOR'S MESSAGE

A special welcome to all of our new and returning students and families to Father Vachon School for the 2019-2020 school year. We welcome students from a variety of communities, including Pacific Heights and Kensington.

At Father Vachon we strive to live out our division mission statement in which we welcome others, nurture faith, encourage excellence in learning and inspire students to serve others. We do this daily through prayer and our interactions with each other. As we carry through our daily work we are reminded of our call to serve others. We will model this and encourage our students to do the same. Throughout the school year we will focus on the gospel virtues of Love and Respect, Community, Faith, Hope, Courage, Reconciliation, and Justice. From our gospel virtues we have developed our school wide belief statements:

- It is a prayerful, faith-filled school.
- It is a safe and happy place.
- We have the right to learn and have fun.
- We will respect ourselves and others.
- We will try our best and work hard.

Father Vachon School also has an active Catholic School Community Council (CSCC) which promotes the involvement of the parents and community within Father Vachon School. We realize that many parents and guardians are very busy with activities in and out of school. However, we would encourage parents and guardians to become involved in our CSCC (in any capacity). Please contact the school for more details.

This handbook is intended to provide information regarding the vision, policies, and procedure for this upcoming school year.

If you would like any additional information, please feel free to drop by the school for a visit or phone the main office.

Yours truly,

Robyn Flaman, Principal

Erin Hilbig, Vice-Principal

DIVISION MISSION STATEMENT

Greater Saskatoon Catholic Schools adopted its new mission statement in August 2009. The Board of Education carefully considered input from students, staff, parents, parishes and community partners. Trustees believe the new mission statement clearly and eloquently states the division's purpose, not only for those within our school division but for the wider community as well.

**Greater Saskatoon Catholic Schools: a welcoming community
where we nurture faith, encourage excellence in learning
and inspire students to serve others, making the world a better place.**

***We love because He first loved us.
– 1 John 4:19***

ABOUT GREATER SASKATOON CATHOLIC SCHOOLS

Greater Saskatoon Catholic Schools is Saskatchewan's largest Catholic school division. We serve approximately 16,000 students in 45 schools located in Saskatoon, Humboldt, Biggar and Viscount. The division employs approximately 1,900 people who work as teaching, service and support staff.

Though Catholic education has existed in Saskatchewan for more than 100 years, our division continues to adapt for the future and implement innovative programming. At the same time, we continue to offer students a unique, faith-filled perspective that teaches them they have the ability to make the world a better place.

At Greater Saskatoon Catholic Schools we are proud to say our schools and our students are rooted in faith . . . growing in knowledge . . . reaching out to transform the world.

HISTORY OF FATHER VACHON SCHOOL

Named in honor of . . . FATHER L. VACHON, O.M.I (1864-1918)

Father Vachon served as the parish priest of St. Paul's Parish in Saskatoon from the early 1900s until 1912. During his term as parish priest:

- The Catholic population of Saskatoon increased a great deal.
- He worked to have the Grey Nuns of Montreal establish St. Paul's Hospital in Saskatoon.
- He served on a committee to begin negotiations with the government to establish a Catholic Separate School District in Saskatoon. The committee was successful and on June 14, 1911 the first Ratepayer's Meeting of the St. Paul's R.C.S.S.D. No. 20 was held. Father Vachon was appointed Chaplain of the district and as such saw the first pupils attend classes on September 5, 1911 in the basement of St. Paul's Church.

Father Vachon was equally respected by all members of the community and was always held in great esteem for the way in which he completed the tasks entrusted to him.

Our patron saint is St. Eugene de Mazenod. Father Eugene spent his life rebuilding a world of Christian values. He created the Oblate order of priests. He was declared a saint in 1995. His feast day is May 21st.

FATHER VACHON MISSION AND VISION

Mission

Father Vachon is a community guided by God's light and the traditional teachings of Mother Earth. We nurture relationships and embrace diversity, while fostering a love of learning.

Vision

As a Catholic school community we inspire one another to follow God's light and use our unique gifts to make the world a better place.

"Clothe yourselves in compassion, kindness, humility, gentleness and patience"

~Colossians 3:12

FATHER VACHON SCHOOL'S CODE OF CONDUCT AND BELIEF STATEMENTS:

At Father Vachon we are guided by our division's mission statement grounded in the gospel values and by the belief that we grow in knowledge, in love and in faith.

At Father Vachon School:

- It is a prayerful, faith-filled school.
- It is a safe and happy place.
- We have the right to learn and have fun.
- We will respect others and ourselves.
- We will try our best and work hard.

FATHER VACHON CODE OF CONDUCT

Students, staff and parents of Father Vachon School, will contribute to a safe, positive learning environment. Each person within this school has the right to feel spiritually, emotionally, and physically safe. Father Vachon School has the following expectations for its partners:

For Students:

- To attend school regularly
- To be willing to learn
- To respect others
- To take responsibility

For Staff:

- To participate in creating a safe, positive, learning environment conducive for learning
- To involve students in developing classroom discipline practices with reasonable and respectful consequences
- To model, teach and reinforce appropriate behavior

To Parents/Guardians:

- To ensure that your children attend school and are on time

- To support the creating of safe, positive, learning environment for your children at school
- To cooperate with this school in resolving concerns involving your children

FATHER VACHON ANTI-BULLYING POLICY –

Statement of Policy

Father Vachon School will not tolerate bullying behaviour. Guided by our gospel values and our belief statements, bullying behaviour will be dealt with in a serious and timely manner.

Rationale

Father Vachon School supports the following belief statements:

- It is a prayerful, faith-filled school.
- It is a safe and happy place.
- We have the right to learn and have fun.
- We will respect ourselves and others.
- We will try our best and work hard.

Definition of Bullying

A student is bullied when he or she is repeatedly exposed to negative actions on the part of one or more students causing emotional, psychological, or physical harm. These negative actions are intentional and hurtful. Bullying can be verbal, physical, relational, or reactive. Bullying (cyber bullying) can also occur online (for example: Snapchat, instagram, email, etc.) Bullying involves an imbalance of power, creates fear, and is not gender specific.

Roles and Responsibilities

A. Students

I. Students who choose to engage in bullying behaviour are expected to:

- accept responsibility for their behaviour.
- accept the consequences of their behaviour.
- understand the distinction between their behaviour and who they are as a person.
- learn and apply respectful strategies to overcome bullying behaviours.

II. Bystanders are expected to:

- become an honest witness.
- report in an honest and fair manner accurately.
- support the bullied in positive ways.
- have an understanding of their power and ability to make a difference.

III. Students who are bullied are expected to:

- honestly and accurately report bullying behaviour.
- understand that all bullying incidences will be dealt with in a caring and respectful manner.
- learn and apply respectful strategies to counter bullying behaviour.

B. Staff members at Father Vachon are expected to:

- provide an atmosphere where Father Vachon's belief statements are demonstrated daily.

- keep lines of communication open between home and school.
- understand the distinction between the bully's behaviour and who they are as a person.
- assist students in making healthy and positive choices.
- teach social skills and anti-bullying programs.
- follow through with consequences.
- monitor progress and resolution.
- stay current in research and practice.
- conduct themselves in a manner that is Christ like.

C. Parents, Guardians, Parish, and Community Members

- To become familiar with Father Vachon's Anti-bullying policy
- To share in the responsibility of teaching appropriate behaviour.
- Learn about bullying behaviour
- To recognize warning signs of your child's positive or negative behaviour that may indicate bullying issues.
- To communicate and work with the school to resolve bullying issues.

Procedures

A. Prevention - Prevention of bullying is the ultimate goal. To accomplish this we will promote and follow our Belief Statements and the Gospel virtues. Prevention strategies are ongoing and should include: a broad range of educational experiences and teaching for students, staff, parents/guardians, and community; common language and understanding of bullying; open communication and collaboration.

B. Investigation

1. All allegations are taken seriously with the safety of all students being the primary concern.
2. Student(s) allegedly engaging in bullying behaviour shall be dealt with individually.
3. Information related to bullying behaviours shall be gathered and documented from all students involved, including any witnesses. **To ensure success of this program, the identity of witnesses will be kept in confidence.**
4. A *Bullying Incident Report* will be completed and sent home.
5. Student action plans will be used as an investigative tool.

C. Actions if Bullying Occurs

Actions to address incidences of bullying behaviour shall take into account:

- Recording of bullying incidences to note frequency and intensity.
- Age and maturity level of students.
- Surrounding circumstances and the context in which the incident occurred.
- Nature of behaviours in the past related to similar incidents or continuing patterns of behaviour.
- Relationships among the parties involved.

When bullying occurs:

- Everyone involved will be informed individually that there will be an investigation and follow-up of the incident.
- The in-school administration or the classroom teacher(s) shall determine whether it is appropriate to contact the parents/guardians of the students involved in the incident.

- The in-school administration may request assistance from Student Services personnel, the Police Resource Officer, or other appropriate resources.
- Intentionally and falsely accusing another student of bullying behaviour shall be considered bullying behaviour and dealt with as such.
- In-school administration will complete a *Bullying Incident Report*. Upon completing the *Bullying Incident Report*, the in-school administration will:
 - Contact the parents/guardians of each student involved and invite them to participate in meetings to discuss their child’s involvement in the incident(s). In most instances separate meetings will be arranged.
 - Keep a copy of the *Bullying Incident Report* and plan of action to be followed by the school, parents/guardians, and all students involved.
- Consequences for bullying behaviour may involve in-school and out-of-school suspensions.
- Restitution (making it right) may begin at the student level
- Students who choose to continue in bullying behaviour may have to participate in bully-awareness programming (i.e. – video)
- The intensity of bullying will determine course of action

FATHER VACHON SCHOOL STAFF

Mrs. R. Flaman -----	Principal
Mrs. E. Hilbig -----	Vice-Principal/LAT
Mrs. L. Gabruch -----	Office Coordinator
Ms. C. Kowaluk -----	Pre-Kindergarten
Mrs. A. Doherty -----	Kindergarten
Ms. K. Casey -----	Grade One
Mrs. J. Schulte, -----	Grade One
Mrs. J. Thachuk -----	Grade Two
Ms. H. Thompson -----	Grade Two/Three
Mrs. L. Pek -----	Grade Three
Mrs. N. Neshcheretna -----	Grade Four
Mrs. T. Haeusler/Ms. N. Forsberg -----	Grade Four/Five
Mrs. C. Munroe -----	Grade Five
Mrs. J. Kimberley -----	Grade Six/LAT
Ms. T. Hydomako -----	Grade Six/Seven
Mr. S. Kelly -----	Grade Seven
Mr. L. Bryksa -----	Grade Eight
Mrs. H. Hill -----	Grade Eight
Mrs. J. Sproule -----	Release
Mr. S. Fortosky -----	Release
Ms. M. McLean -----	Release
Mrs. C. Ens -----	Learning Assistance
Ms. R. Lajeunesse -----	ELO Catalyst
Mrs. B. Shingoose -----	Band
Mrs. H. Boyko -----	EAL
Ms. H. Anderson -----	SLP
Ms. D. Waring -----	OT
Ms. B. Keshane -----	ASAC Worker
Mrs. D. Antolic -----	Educational Assistant
Ms. M. Bykowy -----	Educational Assistant

Mrs. B. Cortes-----	Educational Assistant
Mrs. D. Holman-----	Educational Assistant
Mrs. J. Kitzul-----	Educational Assistant
Mrs. Sherril McLaughlin-----	Educational Assistant
Ms. W. Meyer-----	Educational Assistant
Mrs. C. Mulhall-----	Educational Assistant
Ms. D. Mulhall-----	Educational Assistant
Mrs. T. Novak-----	Educational Assistant
Ms. N. Peterson-----	Educational Assistant
Ms. R. Ramos-----	Educational Assistant
Ms. K. Walker-----	Educational Assistant
Ms. A. Kluk-----	School Counselor
Mr. S. Eufemia-----	Head Caretaker
Mr. C. Domapias-----	Evening Caretaker

DIRECTOR AND SUPERINTENDENT

Mr. G. Chatlain	Director	659-7000
Mr. G. Martell	Superintendent	659-7000

SCHOOL DAY TIMES

8:35 AM	Warning Bell
8:40 AM	Classes Begin
10:10 AM	Recess Bell
10:25 AM	Ending Recess Bell
11:40 AM - 12:02 PM	Lunch Break
12:02 PM - 12:25 PM	Lunch Recess Bell
1:40 PM	Afternoon Recess Bell
1:55 PM	Ending Afternoon Recess Bell
3:10 PM	Dismissal Bell

FATHER VACHON CATHOLIC SCHOOL COMMUNITY COUNCIL

On behalf of the Catholic School Community Council I would like to welcome you to this new school year at Father Vachon School; and introduce you to the Catholic School Community Council. As parents and members of the school community, the Catholic School Community Council members form a link between our families, our school, and the larger community.

The CSCC meets once a month and has both elected members and appointed members. We work with the school staff to plan fun events, such as the annual Pancake Breakfast, Staff Appreciation Week and Meet the Teacher Night. We also do fundraising, through the Schools Win Twice ticket sales and the Turkey Bingo nights at the school. Monies raised through fundraising activities go back into the school – and the CSCC works with the school to find the best ways to utilize these funds.

The CSCC is a great way to be involved in your child’s life, and it’s a perfect opportunity for working parents to stay current on what’s happening at school. The meetings are generally

fairly brief; and with elected and appointed membership you can be as involved as your schedule allows. The meeting times and dates are noted in the newsletters, and I would encourage you to attend, as new members are always welcome!

If you have questions or would like to volunteer, please email fvparentcouncil@gmail.com.

PROGRAMS

SCHOOL-WIDE LEARNING IMPROVEMENT PLAN

Father Vachon School will continue to develop a School Wide Learning Improvement Plan. This plan focuses on specific goals for the 2019-2020 academic school year. Father Vachon School will be focusing on three areas:

- Improved student learning in math outcomes
- Improved student learning in literacy outcomes
- Improved literacy outcomes for First Nation and Métis students
- Improved faith

SOCIAL SKILLS PROGRAM

Time will be dedicated each week to the teaching of Social Skills in every classroom. We will use the Second Step Social Skills program to teach skills such as conflict resolution, anger management, making friends, empathy and many others. The eight gospel values that Jesus taught us will be embedded in the social skills focus and programs.

MATH PROGRAM

Greater Saskatoon Catholic Schools has incorporated “*Math Makes Sense*” as the primary resource for teaching Math according to the Saskatchewan Curriculum.

RELIGION AND PARISH INFORMATION

As a Catholic school, we offer approximately one-half hour of instruction per day on religious education. However, religion and spirituality is not restricted to this time but encompasses a student’s entire day at Father Vachon School. We promote the gospel values that Jesus Christ taught us throughout each of our actions each day.

Prayer is also a very important part of our faith and Father Vachon School. We begin and end each day in prayer over the intercom as well as in the daily classroom routine. We are also blessed to have a partnership with Father Gerard Cooper and St. Patrick Parish through school wide liturgies or masses held at the church. Children also prepare for the sacraments of Eucharist, Reconciliation and Confirmation.

At some point during the school year, Father Vachon School offers the family life program “Fully Alive” from grades 1 to 8. Notification as to when and how this program is being taught is communicated to parents on a yearly basis.

LEARNING ASSISTANCE PROGRAM

The role of the Learning Assistance program at Father Vachon School is to help support student learning through collaboration and consultation with parents, consultants, and with classroom and catalyst teachers. This is achieved through meeting and planning with parents, teachers and educational assistants, assessment of students' strengths, by differentiating instruction (students working in small groups at their own level), and through co-teaching with classroom teachers. The Learning Assistant Teacher will work with teachers and educational assistants to support classroom teachers in planning and developing programs, communicating with parents and working with outside agencies.

At Father Vachon School we also incorporate the use of Academy of Reading and Academy of Math programs to help with intervention of reading and math skills.

LITERACY PROGRAMS

Our classrooms use a balanced approach to instruction in Language Arts. This approach uses a balance of instruction and practice in reading, phonemic awareness, spelling, and writing. Modeled reading, shared reading, guided reading and independent reading are all incorporated into the reading instruction in order to teach students multiple strategies to becoming proficient readers. Our teachers, particularly in the primary grades, incorporate a Home Reading Program in which students are encouraged to read at home daily.

ASSESSMENT

Teachers use assessment and evaluation on an on-going basis. Many criteria are used in evaluating the effectiveness of our school program and the progress of our students. The day-to-day performance of our students is one of the main criteria used in student evaluation. Assessment and evaluation are necessary to provide students, parents and teachers with feedback. The classroom teacher evaluates the student's progress daily through anecdotal records, conferencing with the students, checklists, rubrics and work samples. Twice a year (November and March) we formally invite parents to come in and meet with their child and his/her teacher at a three-way or student-led conference. Portfolios of student work are sent home prior to the conference. The conference is an opportunity to celebrate successes and to identify goals for learning. At certain times in the year other group tests are administered. These tests include the Canadian Achievement Test (CAT IV) and the Cognitive Insight, as well as the OurSchool survey. You will receive notification by classroom letter if your child is in a grade where these tests are administered. Please feel welcome to contact the teacher at any other time if you have concerns regarding your child's progress.

HOMEWORK

Homework may be assigned at any grade level at the teacher's discretion. Homework has its place and purpose. Usually there are four basic purposes for assigning homework:

1. to prepare a lesson for the following day
2. to complete assigned exercises
3. to do research on certain materials or studies
4. to review work that has been taken during the day

Teachers will exercise moderation with respect to homework. The following guidelines on completing homework may assist your child to be successful:

- Help your child find a quiet space to complete homework.
- Help your child with time management.
- Watch for signs of frustration and communicate with your classroom teacher respecting these concerns.
- Set a schedule for homework with a beginning and end time.

POLICIES AND GENERAL INFORMATION

ATTENDANCE

Regular attendance is necessary if the student hopes to get the best results in his/her school work. ***Please inform*** the school if your child must be late or absent for any reason at all. A message concerning absences or late arrivals may be left with the office coordinator – 659-7217.

When a child recovers from a communicable disease, parents must forward a health certificate that may be obtained from the Public Health Department (655-4279) or from your family doctor.

SCHOOL ENTRANCE: STUDENTS

The front entrance of the school is used by students in grades pre-K to 2 and parents. All students from Grade 3 – Grade 8 are expected to use the Boot-room Entrance when entering and leaving the school before and after school. At recesses, classes will use their respective doors for entering/exiting. All doors, other than the front entrance are looked following morning arrival and after recesses.

BEFORE AND AFTER SCHOOL PROGRAM

The Boys and Girls Club hosts the before and after school program at Father Vachon. It begins at 7:30AM until 6:00PM. For information go to www.bgcsaskatoon.com, email office@bgcsaskatoon.com, or call 306-244-7820.

STUDENT BUSSING

Father Vachon School will provide bussing to eligible students (residing more than 1 km from the school) in our community. We have three busses who serve our school. Please contact the school to determine if your child is eligible for busing. For information on routes and pick-up times please contact your bus driver or call First Student Canada at 306-343-2125.

All students are required to abide by the following rules:

1. Follow all drivers' instructions.
2. Sit in assigned seating and stay seated until the bus comes to a complete stop at required stop. Arms and legs must be kept in the seating area.
3. Be polite and quiet. Respect the driver and fellow passengers. Foul language, shouting and fooling around are not permitted.

4. Carry on items such as lunch boxes or books must be held on the lap or kept on the floor by your feet. Some items present a safety concern and will not be permitted on the bus.
 5. Aisles must be kept clear of all obstructions.
 6. Windows are to be adjusted only with the permission of the driver. Do not throw anything out of the bus.
 7. Eating and drinking is not permitted on the bus.
 8. Students are required to enter and depart the bus in a safe manner. They need to wait until the bus comes to a complete stop and opens doors before attempting to load the bus. As well, they are required to wait until the bus has departed before crossing the street and then only when it is safe to do so.
- Any students who do not follow the above rules will receive a suspension from the bus. The suspension may be permanent for ongoing problems.

SCHOOL HOURS/DOOR POLICY

Classes are in session from 8:40 a.m. to 11:40 a.m. and 12:25 p.m. to 3:10 p.m. Students are encouraged not to come to school until 8:20 a.m. as there is no formal supervision until that time. Students are asked to wait in the boot-room until 8:20.

There is ***No Playground Supervision Before or After School***. Once our students are in the morning and after each recess the mudroom doors will be locked. If students are arriving late, they need to use the front entrance and can then pick up their late slip at the office. This procedure ensures that any visitors to the school must come in the front door to make their presence known. Through this practice we can better assure the safety of all students and staff.

NOON LUNCH

Students and teachers need and deserve a break during lunch hour. Generally students should try to eat their lunch at home or away from the school. Therefore, students who live near the school should rarely stay for lunch. In special circumstances, such as emergencies, extremely cold weather or long distance from school, students may stay at school for lunch. Lunchroom supervision is provided though, for children who, for a variety of reasons, must eat lunch at school. All children who stay for lunch, even occasionally are asked to sign a Lunchroom Contract that clearly outlines expectations and consequences. (Lunch Rules are outlined below) This contract will be reviewed by teachers and students and will be sent home to be signed by parents as well.

Your cooperation and adherence to the above policy will be appreciated. It will result in a pleasant and orderly lunch hour for everyone. Please discuss this with your child and keep this policy for future references.

LUNCH RULES

- a) Students staying for lunch must conduct themselves appropriately or they will be asked to eat their lunch at home.
- b) Students are to obey and follow any other instructions as explained to them by the teacher supervising.
- c) Inappropriate behavior in the lunchroom may result in the following:
 - i) Student is given a warning.
 - ii) Student is to eat their lunch away from the classroom for one week.

- iii) Student is to eat their lunch away from the school for two weeks or longer.
- d) After lunch (approximately 12:02 p.m.) and weather permitting, students are to go outside to play.
- e) To ensure students safety, students staying for lunch are not permitted to leave the school ground unless they have written permission from a parent, and it is presented to the classroom teacher prior to the lunch break.

Your cooperation and adherence to the above policy will be appreciated. It will result in a pleasant and orderly lunch hour for everyone. Please discuss this with your child and keep this policy for future references.

STUDENT POSSESSIONS

Parents, please make sure that your children's supplies, equipment and clothing are clearly labeled. This will help cut down the amount of lost items. We also request that students do not bring valuable items to school as the school does not carry insurance for those items.

WE DISCOURAGE STUDENTS FROM BRINGING CELL PHONES AND OTHER ELECTRONIC DEVICES TO SCHOOL. If students choose to bring these items to school then these items are the responsibility of the student and must be turned off and put away during school hours, unless requested by the classroom teacher. Students choosing to not follow these expectations may have their cell phone taken away and a parent may have to come pick it up. If a student continues to not follow the expectations they may be asked to leave electronic devices including cell phones at home.

STUDENT DRESS

We ask that students dress appropriately for the school setting. Students in all grades are permitted to wear shorts during very warm weather. Short shorts, halter tops, brief tee shirts (spaghetti straps or exposed midriffs) and exposed undergarments are not considered appropriate for school wear. Clothing and accessories should not reflect gang related symbols, references to tobacco or alcohol or use obscene words or gestures. We also discourage students from wearing tops with crude or suggestive sayings. No headwear shall be worn inside the building by any students except on spirit days.

FIRE DRILLS AND LOCKDOWN PRACTICE

A number of fire drills will take place during the year. Students will be instructed as to proper exiting procedures. It is very important that students are attired in proper footwear at all times. Arrangements have been made with Lester B. Pearson School and St. Patrick's Parish in the event that we need to evacuate the school.

NEWSLETTERS

Newsletters are sent home on Thursdays, twice monthly through email. Please check the newsletter for important information on school and community activities, field trips and important reminders.

MILK PROGRAM

The school provides a milk program for students. You may wish to purchase daily or have your child on a prepaid program card. The milk cost is \$1.00 cents or \$20.00 per card of 20.

MEDICATION POLICY

Greater Saskatoon Catholic Schools has committed to providing a safe and secure school environment for all students. There are policies which outline appropriate procedures dealing with a variety of emergency situations. This includes administration of emergency medical assistance or medication. As well there are policies that govern administration of medications on a regular basis. Parents should contact their principal when their child requires medication. The administration of any kind of medication (Tylenol, Advil, antibiotics, etc.) requires the parent/guardian to complete a parental consent form and a physician's request form. These forms can be obtained at the school's office.

KINDERGARTEN AND GRADE 1 REGISTRATION

Kindergarten is a very special school experience! At Father Vachon it's an exciting beginning with a positive and nurturing environment. Children who will be five years of age on or before January 31st, 2021 may enter Kindergarten in September 2020.

Children who will be six years of age on or before January 31st, 2021 may enter Grade 1 in September, 2020.

PARKING REGULATIONS

Please do not park in the No Parking zones at the front of the school. The police department monitors these areas from time to time and parking violation tickets may be issued.

PARKING LOT

We have a limited number of parking stalls available for our staff in the Parking Lot. We ask your cooperation to please not use the school parking lot when dropping your children off or picking them up in the morning, at noon or after school. You are most welcome to utilize this lot for evening activities.

SCHOOL VOLUNTEERS

Father Vachon School has a great parent community and as such we encourage our parents to become involved in supporting student learning here at the school. Some examples include **reading with children, volunteering in the classroom and working in our school library**. As well, there are opportunities provided through the CSCC to volunteer on a casual basis for evening fundraisers such as Bingos and Santa's Market. If you would like to volunteer at Father Vachon School please contact your child's classroom teacher or drop by the office. A short period of time on a regular basis can help greatly. Dependent on the volunteer position, volunteers may need to complete a criminal occurrence check.

CRIMINAL OCCURRENCE CHECKS

Parents and guardians wishing to volunteer for field trips or activities within the school are asked to get a criminal occurrence check. Forms and a letter are available at the office and can be taken to the police station to be completed for no charge. Please share a copy of the completed letter with the office.

DRIVER REGISTRATION

Volunteer Driver Registration – All parent drivers who may be involved in transporting students to and from sport games/activities must register at the office. Please bring your driver's license and proof of insurance to the office and sign a form to complete the process.

STUDENT USE OF SCHOOL TELEPHONE

School telephones are to be used for business and/or emergency purposes. **Interruptions for social calls take up a great deal of class time.** Social calls are not allowed. Students require teacher's permission to use the phone.

PARENTAL CONCERNS

Parents, Guardians and Schools Working Together: Conflict Resolution Protocol

PROTOCOL FOR RESOLVING CONFLICT

We in the Greater Saskatoon Catholic School Division recognize there is nothing in life more important to parents or guardians than the well-being of their children. As a school division we strive to provide a safe respectful environment for our staff and students. We believe that the best outcomes for all students occur when parents, guardians and the school staff work together. Conflict is part of all human relationships. We do not view conflict as something negative. When handled appropriately, conflict can lead to growth, personal development and positive change.

Procedures for Conflict Resolution

1. A concern should be addressed firstly to the person who is most closely associated with it. Consequently, if a parent or guardian has a concern with a teacher, the initial contact should be made with the teacher so that the problem can be aired and discussed.
2. If the parent or guardian is not satisfied with the results of the initial discussion, an in-school administrator should be contacted to resolve the difficulty.
3. If the parent or guardian is not satisfied with the results of these discussions, the Unit Superintendent should be contacted to resolve the concern.
4. If the parent or guardian remains dissatisfied with the resolution of the concern, that person should contact the Director of Education. The Director of Education or designate shall review the situation **as soon as is practical**. A person not involved in the dispute must conduct the review. He or she shall:
 - a) Consult with the school division staff member who has been involved in the dispute.
 - b) Consult with the parent or guardian.
 - c) Investigate the circumstances surrounding the dispute.
5. The above procedure will be conducted in a timely fashion.

Following the review:

- a) The director/designate will bring closure to the dispute by summarizing his or her findings and by communicating a final decision regarding the issue(s) to the involving parties.

HEALTH NURSE AND COMMUNICABLE DISEASES

The Public Health Office provides our school with a nurse when required. The nurse is responsible for immunization, nutrition education, and other health-related matters. Our public health nurse for Father Vachon School can be reached at **655-4279**.

Communicable diseases can spread rapidly through a classroom. To control the spread of these diseases, children who have fever, diarrhea, or rashes should not attend school until they are well and/or have been treated by a doctor.

Children who have been in contact with a communicable disease should be kept home at the first sign of illness. Children with the following should not attend school until they have been treated:

Lice (pediculosis)	Strep Throat
Scabies	Scarlet Fever
Ringworm	Eye Infections
Impetigo	Flu like symptoms

SCHOOL SPEED ZONES

All school and playground areas have a speed limit of 30 km/hr. The speed zones are in effect from 8:00 a.m. – 5:00 p.m. Monday to Friday. We ask for your cooperation in seeing that our students remain safe. Please use the designated crosswalks and remember that U-turns are not permitted in the school zone.