

WELCOME TO CAPTAIN R. WILSON PUBLIC SCHOOL

2145 GRAND OAK TRAIL
OAKVILLE, ON L6M 4S7

School Phone Number: 905-465-3881 Fax: 905-465-3194

Student Attendance Line: 1-877-409-6310

go.schoolmessenger.ca

Website: <http://crw.hdsb.ca>

Twitter: @CRWPS



Captain: Mrs. K. Fournier
First Mate: Mrs. C. Peaker
Senior Secretary: Mrs. S. Jain
General Secretary: Mrs. R. Chamberlain
General Secretary: Mrs. L. Bellavia



Captain's Message: Ahoy Mates! Welcome Aboard!

In 2018-19, we will continue to strive towards building and supporting a strong community of learners who care for and support each other academically, socially, physically and emotionally. Our goal is to engage all teachers, all school staff, volunteers, administrators, students and families in working together as a learning community that is dedicated to caring and support, active participation and positive expectations for all. We hope that you will join us as we chart the course for a new school year and set sail for another voyage of learning and growing.

Smooth Sailing in 2018-19
Captain Fournier

TIMETABLE FOR 2018-2019

Morning Supervision Begins <i>Note: Students SHALL NOT be on school property before 8:00 A.M.</i>	8:00
Entry	8:10
Period 1 <i>Note: Students who are not in class by 8:20 a.m. are LATE and MUST sign in at the office and receive a late admit slip before being admitted to class.</i>	8:15 – 9:05
Period 2	9:05 – 9:55
1st Nutrition Break (Snack) <i>All students remain at school</i>	9:55 – 10:35
Period 3	10:35 – 11:35
Period 4	11:35 – 12:15
2nd Nutrition Break (Lunch) <i>Students may go home with parental permission</i>	12:15 – 1:05
Period 5	1:05 – 1:45
Period 6	1:45 – 2:45
Dismissal	2:45
Supervision Ends	3:00

*Note: Students who leave before 2:45 p.m. **MUST** sign out in **the office and have** parental permission to do so.*

The following information is for students and parents/guardians.

Please review it together.

We wish you a successful year!

WHO IS CAPTAIN R. WILSON?



Captain R Wilson, a resident of Oakville from 1806 to 1888, was Captain of two Lake Ontario schooners, the “Lady Colborne” and the “Baltic”. Captain Wilson was instrumental in aiding escaped slaves get to the safety of the harbour in Oakville.

The African-American escapees were concealed in the grain vessels aboard his ship. Captain Robert, as he was known, also built a house at 279 Lawson Street that became known as “Mariners’ Home” because of his custom of welcoming and accommodating ill and homeless sailors during the winter months.

Following the American Civil War, many former slaves would come to George’s Square in Oakville to celebrate Emancipation Day, and those who had been helped by Captain Robert would visit him at his nearby home.

Captain R. Wilson is a school where everyone shares a collective responsibility...

- creating a school where every individual feels welcomed, accepted, valued and inspired towards a life-long love of learning
- promoting a sense of community through a positive, safe, inclusive educational environment that instills respect and appreciation for all, while recognizing and celebrating individuality and diversity
- creating and maintaining a healthy environment – physically, mentally, socially – by promoting respect for self, others and the learning environment through academic achievement, co-curricular activity, physical fitness, healthy nutrition and balanced social lives leading to productive, well-rounded citizenship
- encouraging all students, staff and parents to commit to shared responsibility for academic excellence, personal best and social accountability leading to independence
- celebrating individual accomplishments while recognizing and valuing each person’s unique potential
- promoting and enhancing effective communication, collaboration and sharing between administration, teachers, students, parents and community members
- enabling all students to have equitable access to a variety of learning experiences and resources to promote learning

SCHOOL OFFICE HOURS

The school office hours are 7:30 a.m. to 3:30 p.m.

Visitors, please remember to check in at the office whenever you enter the school. If you are visiting the school to see your child or any staff, our office team will call them to the office. If you are visiting any area of the building, you are required to sign in and wear a visitor's sticker. If you are not wearing a visitor's sticker, you will be asked by our staff to return to the office for one. This policy is strictly enforced to ensure a safe learning environment for all our students.

SCHOOL ROUTINES AND PROCEDURES

Arrival and Dismissal:

- Playground supervision begins 15 minutes before the start of classes. Parents are reminded to time their child's arrival at school to coincide with playground supervision times. Children are not to be left on the playground unattended. Once students arrive at school, they must proceed to the playground area and remain on school property.
- **We ask students to refrain from playing ball and running games during arrival and dismissal times.** This rule is in place for the safety of our students as well as the many parents, care-givers and younger siblings on the blacktop at these times.
- If your student arrives after the bell rings he/she must sign in at the office and take a late slip prior to heading to class. This ensures we have an accurate attendance record for your child and that we confirm their safety in the school.
- When students are dismissed at the end of the day they are encouraged to go straight home. **Students may not use the school phones to make social arrangements after school.**
- Should you need to pick up your child during the day, **please check in at the office and your child will be paged to come to the office.** We do not permit parent pick-ups from the classroom to avoid disrupting the other students.

Please Note: It is important for students to attend school regularly and on time. When students are consistently late or absent, it is disruptive to their learning since they miss the interaction in the classroom that helps establish a positive routine to their day, consolidation of concepts, and develops appropriate learning skills. It is important that students consistently start their day on time and establish positive attendance patterns to be successful in their learning.

WEBSITE/E-MAIL

Our website is the best place to find school-wide information. We also use the mass e-mail system to keep parents informed. It is important for families to read all email received from the school. Please notify us if you are not receiving regular email communication from the school or if your email address changes. The Halton District School Board also has a new Mobile App, School Messenger. When you register for *SchoolMessenger* (go.schoolmessenger.ca), you can choose how you wish to receive messages from the school and HDSB. This system is also used for reporting student absences.

LIBRARY

Students are encouraged to borrow materials from the Captain R. Wilson library's extensive collection. Students generally have a weekly scheduled library time where they are able to exchange their books. Materials are to be returned on time and in good condition. If books are lost, families are asked to pay the replacement cost. If the book is found and returned to the library after the replacement fee has been paid, the fee will be refunded.

LOST AND FOUND

Lost and Found items are kept at the school until the end of each month and then sent to charitable groups. Students may look for missing items at recess, lunch or after school and parents are encouraged to check for lost items at any time. Small items are kept at the office.

Expensive or important items **should not be brought to school** due to the possibility of loss, theft or damage. We call these items "Treasures" and "Toys" and they should be left at home. This includes all electronics. Please note that the school will not replace the cost of any lost or stolen items.

LUNCHROOM BEHAVIOUR EXPECTATIONS

Students are expected to:

- Eat lunch at their desks, in their own classroom and remain seated until dismissed by a supervisor
- Ask permission to go to the washroom or to get a drink
- Speak in an appropriate voice and use appropriate table manners
- Keep all food and other objects at their own desk
- Clean up their own eating area and throw out garbage when dismissed
- Respect fellow students
- Not share food with other students
- Be courteous to the supervisors and monitors
- Not use electronic devices (e.g., smartphone, laptops, etc.)
- Line up quietly when dismissed and put their lunch bags away.

Food

At Captain R. Wilson School, we ask students not to share or trade food. We have this rule in place for safety. There are many food allergies as well as specific diets that students follow for a variety of reasons. We ask parents not to send food to school for children to share for birthdays or for other celebrations.

**Please remember some students may have a severe nut allergy.
Please refrain from sending any food items containing nuts or nut
products at any time.**

STUDENT SAFETY

Our students' safety is our prime concern. The Town of Oakville provides crossing guards for those students who must cross busy roads while travelling to and from school. It is most important that children cross only with the guards. Parental support in reinforcing this safety precaution is very much appreciated.

PLAYGROUND BEHAVIOUR EXPECTATIONS

Students are expected to stay within playground boundaries in clear view of supervising staff.

The following areas are out of bounds:

- The parking lot
- Fences and trees
- Neighbours' property and pets
- Bicycle racks

The following routines and procedures are designed to ensure a safe playground:

- Walk bikes and scooters on school property. Students are advised to lock bikes and scooters onto the racks
- Skateboards and rollerblades are not to be used on the playground
- Refrain from throwing any object that could cause injury (stones, sticks, sand, snow, etc.)
- Play fighting and/or rough games are not permitted
- Students are responsible for using appropriate and respectful language at all times
- Throw garbage in garbage cans
- Pick-up and return any equipment that was brought outside
- Dress appropriately for the weather
- Stay outside unless you have permission from a supervisor to enter the school
- Use playground equipment safely and appropriately
- Students must not leave the building to go outdoors until there is staff on duty outside

Please remember that dogs should not be on the blacktop during entry and dismissal times.

NUTRITION BREAKS

Students may bring their lunch to school. Students in Grades Kindergarten to Grade 5 must be signed out by a parent/guardian in order to leave the school at lunch. At the beginning of the year, parents of students in Grade 6, 7, and 8 will be asked to complete a form indicating whether your child will remain at school for the lunch portion of the nutrition break. **(All students are expected to stay during the 1st nutrition break).** If you make other plans, please send a note with your child.

CHANGES IN STUDENT INFORMATION

Please let the office know as soon as possible if during the school year you change your address, email, home phone number, work or emergency contact telephone numbers. Up-to-date information is essential if we need to contact you in case of illness or emergency.

When identifying an "Emergency Contact Person" please ensure that at least one person is from the Oakville area. Also, be sure that your children know who the emergency contact is and that it is someone with whom they are comfortable. It is prudent to have two or more emergency contacts on file.

PHYSICAL EDUCATION

All students are expected to participate in physical education classes. If your child has an injury that does not allow him/her to participate for an extended period of time, then he/she must have a note from a doctor. The office requires one copy for your child's file and a copy should also be provided to his/her physical education teacher.

Physical Education Dress

Physical Education programs are an important part of the curriculum. Children need to be dressed appropriately to allow them to take full advantage of the Phys Ed program. For safety reasons, running shoes must be worn. T-shirts and shorts are most acceptable. Please plan to leave the physical education attire at school, clearly marked with the student's name and class number.

Sports and Clubs

A wide variety of extra-curricular activities are provided throughout the school year for the students' enjoyment. These will occur before school in the morning, during nutrition break/lunch or after school hours. Encourage your child to listen for club announcements and look for information on the website or in the school newsletter. Encourage your child to participate!

APPROPRIATE DRESS

The expectation is that students come dressed in a respectful manner for school. Clothes should not contain obscene, racial or other inappropriate language or pictures. Clothing should provide appropriate coverage when reaching or bending.

LABELLING BELONGINGS/LOCKERS

Please label your child's gym equipment, boots, outer clothing (coats, snowsuits, etc.), lunch boxes and other belongings. Parents are welcome to look through our collection of Lost and Found items at any time to claim lost articles.

All students in the building will be assigned lockers or a cubby to store their belongings in. In some cases, students may have to share lockers with a classmate, so labeling items becomes even more critical. Lockers are to be kept tidy and free of stickers, however, a class timetable and a calendar may be posted inside the locker door. It is recommended that students in Grades 4 to 8 use a combination lock on their lockers.

Under teacher direction and permission, students may visit their lockers, before and after instructional blocks in order to retrieve books or in preparation for nutrition breaks.

Please note that CRW is often used for community purposes after school, and as such, guests have access to our school after hours. It is important that students do not leave items in the change rooms or valuables in their lockers. All items such as footwear and clothing must be placed in students' lockers at the end of the school day. Items left in the hallways will be placed in the Lost & Found.

ELECTRONIC DEVICES

We strongly recommend that children refrain from bringing expensive toys and electronic hand held devices to school. We cannot guarantee that these articles won't be stolen, lost or broken. If your child brings such a device to school, it is to remain in his/her backpack or locker during instructional time.

Misuse of this policy will result in consequences. This may include confiscation of the device until the end of the day and/or loss of privileges to bring it back to school.

Cell Phones and Personal Electronic Devices

We do not recommend cell phones, tablets or iPod type devices for students from JK to Grade 5. For students in Grades 6 to 8, we have the BRING I.T. program. In the Fall, parents will receive terms and conditions for BRING I.T.

Cameras

There may be occasions (with teacher supervision) during a school event, when a student may take photographs of other students/staff for use at an upcoming assembly or an in-class presentation. Students may bring their own equipment to school for this reason. However, under no other circumstances are students to bring cameras of any type to school for personal use. This includes photo capable players and P.E.D.s. Once again, equipment will be confiscated and the photos erased. Equipment will be returned to the student at the end of the day. Students must not post anyone's picture on social media without written permission of that person.

STUDENT EXTENDED VACATIONS

If you are planning to take your child on a vacation which will result in them missing over 15 school days, you are required to contact the office. Your child may be demitted until they return to school.

PARKING PROCEDURES

The **South** parking lot is for parents and visitors. Upon entering the driveway, proceed to the right side which has been clearly marked Kiss N' Ride to drop off your child. Grade 1—8 students may be let out along the south parking lot sidewalk areas that are marked Kiss N' Ride. The Kiss N' Ride area in front of the school is for Kindergarten or students with Special Needs ONLY to be dropped off.

If you will be parking and entering the school, please stay in the left "Drive Thru" lane and park in the designated areas.

Please use the Kiss N' Ride and Drive Thru lanes appropriately. This will assist in traffic flow and keeping our school children safe. **When dropping students off in Kiss N' Ride zones, students should exit the vehicle on the passenger side to prevent them from stepping into traffic.**

Please proceed slowly and cautiously when using the parking and drop-off zones. Check carefully while backing up and pulling out of spots. Student safety must be everyone's primary concern.

CARS MUST NEVER BE LEFT UNATTENDED IN FIRE ROUTES AND KISS N' RIDE ZONES. These are no parking zones.

Please note that the North parking lot is for staff and buses ONLY. Please do not park there.

