



Student Agenda 2022-2023
Clarington Central Intermediate School
A Caring Community for Student Success

“CCISS is a caring community of active leaders united in developing character, valuing diversity, and building spirit and pride. We strive to achieve student success and to inspire learning by promoting rich and innovative educational experiences.”

Student Name: _____

Peggy Perkins
PRINCIPAL

Sarah Carroll
VICE-PRINCIPAL

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**Kawartha Pine Ridge
District School Board**

KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD
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CCISS Local Trustee:

Cathy Abraham
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INTERMEDIATE TIMETABLE

8-8:15	Day 1	Day 2	Day 3	Day 4	Day 5
8:15-9:05 (50)					
9:05-9:55 (50)					
Break (20)					
10:15-11:05 (50)					
11:05-11:55 (50)					
Lunch (40)					
12:35-1:25 (50)					
1:25-2:15 (50)					

IMPORTANT DATES 2022-2023

August 31 and September 1, 2022	PA Day
September 2, 2022	Board Designated Holiday
September 5, 2022	Labour Day (Holiday)
October 10, 2022	Thanksgiving (Holiday)
November 24, 2022	PA Day
December 26-Jan 6, 2023	Winter Break
February 3, 2023	PA Day
February 20, 2023	Family Day (Holiday)
March 10-17, 2023	March Break
April 7, 2023	Good Friday (Holiday)
April 10, 2023	Easter Monday (Holiday)
April 28, 2023	PA Day
May 22, 2023	Victoria Day (Holiday)
June 9, 2023	PA Day
June 29, 2023	PA Day
June 30, 2023	Board Designated Holiday

CCISS CORE BELIEFS

We, the staff, students, parents and community partners of CCISS, are proud of our school and its place in the community. We will demonstrate our pride through our commitment to these core beliefs:

- We wish to create within our school a sense of Respect, Responsibility, Self, Community and Pride;
- We have the right to learn, achieve and work in a safe environment;
- We value individual differences and diversity;
- We are committed to excellence.

CODE OF CONDUCT

1. Rationale

The Ministry of Education requires that all schools develop a code of conduct, which communicates to all the members of the school community the standards of behaviour expected from them. Members of the school community include: students, staff, parent(s)/guardian(s) and others such as visitors and volunteers. The Board recognizes that all students, parents, teachers and staff have the right to be safe, and feel safe in their school community. This school code of conduct has been developed in accordance with the guiding principles of the Safe Schools Policy in order to create a common understanding upon which safe learning and working environments can be maintained for all school community members.

2. Responsibilities

In order to uphold the right of all school members to have a safe school community, there are a number of corresponding responsibilities for which all school members must be accountable to ensure a safe and positive learning environment.

2.1 School Community Member Responsibilities

Everyone has the responsibility to:

- contribute to making the school environment safe and conducive to learning/working, free from discrimination, physical and/or psychological abuse;
- be a partner in the school community and to work cooperatively with each other; and
- model appropriate behaviour and to support the school code of conduct by upholding the standards of behaviour.

2.2 Student Responsibilities

Each student has the additional responsibility to:

- exercise self-discipline, follow the established rules and accept responsibility for their actions based on age and individual ability;
- come to school prepared, on time and ready to learn;
- show respect for themselves, for others and for those in authority; and
- refrain from bringing anything to school that may compromise the safety of others.

2.3 Educator Responsibilities

Teaching staff have the additional responsibility to:

- help students work to their full potential and develop their self-worth;
- assess, evaluate and report student progress;
- communicate regularly and meaningfully with parents;
- discipline fairly and consistently in a manner in keeping with the Administrative Regulation of Discipline and the school code of conduct;
- be on time and prepared for all classes and school activities;
- prepare students for the full responsibilities of citizenship; and
- safeguard students from persons or conditions which interfere with the learning process.

2.4 Parent/Guardian Responsibilities

Parent(s)/guardian(s) have the additional responsibility to:

- attend to their child's physical and emotional well-being;
- show an active interest in their child's school work and progress;
- communicate regularly with the school;
- help their child be neat, clean, appropriately dressed and prepared for school;
- ensure that their child attends school regularly and on time;
- promptly report to the school their child's absence or late arrival;
- become familiar with the Code of Conduct and school rules;
- encourage and assist their child in following the rules of behaviour; and
- assist school staff in dealing with disciplinary issues.

GENERAL INFORMATION FOR STUDENTS AND PARENTS/GUARDIANS

ASSESSMENT AND EVALUATION POLICY

We believe and know:

- All students can learn and achieve.
- Students learn differently and require a variety of learning experiences.
- Students require multiple opportunities to master their learning.
- Students need regular and up-to-date feedback in order to improve.

A. Rational

The intent of this policy is to promote communication among students, parents/guardians, and teachers by ensuring clear and consistent student assessment and evaluation practices at CCSS. Assessment and evaluation practices will be consistent with Ministry policy as outlined in ***Growing Success: Assessment, Evaluation & Reporting in Ontario Schools, 2010*** and with Kawartha Pine Ridge Policy ES-4.1. Assessment and evaluation will be used to support student learning and to provide information to students, teachers, parents, and others about that learning. Assessment and evaluation practices are clear and consistent, and provide ongoing feedback to students and parents/guardians.

B. Assessment Strategies

A variety of strategies will be used to allow students the opportunity to demonstrate the full extent of their achievement of the curriculum expectations, across the four Achievement Chart categories (Knowledge/Understanding, Thinking/Inquiry, Communication, and Application). Marks will be determined by the collection of data gathered from a variety of assessment methods which may include: essays, oral examinations, tests/quizzes, worksheets, performance assessments and presentations, projects, portfolios, journals, demonstrations, role playing, debates, profiles, case studies, conferencing, discussions, research inquiries, labs, etc. Teachers will make professional judgments on the assessment data collected and individual circumstances affecting students, including the accommodations and modifications outlined in a student's Individual Education Plan (I.E.P.). The Individual Education Plan will be implemented to address individual student learning needs.

C. Communication and Reporting Achievement

Clarington Central Intermediate School teachers are committed to providing ongoing feedback to students and parents/guardians regarding progress in the subject areas studied. Students are expected to maintain a record of achievement in each class to personally track their success. If a student has any questions about his/her progress or a particular assessment, the protocol is: the student (and parents / guardians) should speak with the teacher first. Communication of student progress to parents will include a variety of the following: email or telephone contact or Edsby; a Progress Report, 1st Term and Second Term Reports; an opportunity for interviews with teachers on Parents' Night. Parents are also welcome to contact subject teachers regarding student progress at any time.

ATTENDANCE POLICY

We believe and know:

- Regular attendance is essential to student success.
- There are individual and confidential issues relating to student attendance that must be respected.

Our school participates in the SAFE ARRIVAL PROGRAM. It is the responsibility of parents to use the Safe Arrival program to indicate if a student will be absent or late for the day. Our current program "School Connects" allows parents/guardians to report their child's absence quickly and conveniently in any of the following ways:

- by calling 1-844-434-8119 toll free
- by logging into the Parent Portal website at kprdsb.schoolconnects.com to set up the ability to report absences online or
- by downloading an app from the Parent Portal onto your cell phone/IOS or Android device to report absences.

Parents are able to use whichever of these methods they prefer to report their child's absence 24 hours a day, 7 days a week. Parents are also able to report future absences at any time. Students with numerous absences/lates will be referred to the Board's Attendance Counsellor for support.

Policies and Procedures:

Students must attend all classes and assemblies. Students must remain under the care and direct supervision of their classroom teacher.

BUS TRANSPORTATION POLICY

We believe and know:

- Safety is always our main concern in transporting students.
- Student conduct on the bus is as important as conduct in any aspect of school life.

Buses are considered to be the property of KPRDSB and all rules of behaviour apply to students while being transported. School buses are provided to transport students from their designated bus stop to school and back to their designated stop. Students who walk to school shall not use school buses. Since riding the school bus is a privilege, **students with inappropriate behaviour will be reported to the office and may lose bus privileges. In this event, parents will be required to provide their child's transportation to and from school.**

CLUBS AND ACTIVITIES:

In keeping with the Board's Equity, Diversity and Inclusion policy (B-3.2) and administrative regulation (B-3.2.1), all schools within the Kawartha Pine Ridge District School Board, including Clarington Central Intermediate School, support students who wish to lead or participate in school clubs, groups, or activities that promote safe, accepting, equitable, positive, diverse and inclusive environments. This includes activities that promote anti-racism, gender equity, respect for people living with disabilities, and for people of all sexual orientations, gender identities and expressions (including clubs, groups or activities with the name Gay-Straight Alliance or GSA).

COMPUTER ETIQUETTE

The computer can be a very valuable learning tool. KPRDSB provides a network of resources specifically developed to support the academic pursuits of its students. Students may only access files and programs that have been assigned by staff. Computer access is a privilege that will be **revoked** in cases of:

a) Breach of Security - Security on any computer system is a high priority, especially when the system involves many users. Do not use or access another student's account. If you feel that you can identify a security problem on the network, promptly notify a teacher or administrator.

b) Vandalism - Vandalism will result in the immediate cancellation of computer privileges. Vandalism is defined as any malicious attempt to harm or destroy computer hardware, software, data or networks. This includes, but is not limited to, the uploading or creation of computer viruses. *Students may not download or use programs from external devices on the network.* Any user who violates this condition is financially responsible for any repair costs to revert the network to its original state.

c) Misuse - With the sole intention of education, computers used for alternate purposes will lead to loss of computer privileges. Running programs from USB devices or downloading music to the network is prohibited. Using the internet bandwidth inappropriately is also in violation of the KPRDSB Network Agreement. Using alternate web browsers and proxy servers to access internet resources is also forbidden. Students may not play online games, listen to or watch streamed media from the internet unless directed to do so by the teacher.

d) Netiquette - Misconduct carried out over the internet –including Edsby- may be subject to school discipline, whether carried out at home, at a school or elsewhere. Students are NOT allowed to post photos, videos or derogatory remarks regarding their peers or staff. In addition, students cannot use cell phones in washrooms or change-rooms. Furthermore, students must use appropriate language when naming files on the school's computer network.

e) Violations - Any violation of the above may result in the loss of computer privileges and/or school disciplinary actions.

COMMUNITY THREAT ASSESSMENT PROTOCOL

KPRDSB also has a Community Threat Assessment Protocol (CTAP) in place with many local agencies and police services. When student behaviours pose a potential threat to safety or there is a risk of serious harm, the CTAP helps principals take immediate steps to protect student well-being and respond to threatening incidents. Please speak with the principal for further information on this protocol.

DRESS CODE

The dress code for CCISS has been created in accordance with KPR's regulation ES-1.1.11 – Safe, Caring and Restorative Schools: Dress Code, the Ontario Education Act, the Ontario Human Rights Code, and the Canadian Charter of Rights and Freedoms.

The dress code at CCISS recognizes the uniqueness of individuals, acknowledges respect for self and others and permits each student to actively participate in the learning environment. CCISS has an expectation that staff and students are dressed in appropriate attire to ensure a positive and safe learning environment. This requires adequate covering of the body, including secure shirts and bottoms, and appropriate footwear.

Clothing or jewelry that promotes or symbolizes drugs, alcohol, or intoxication is not permitted.

Clothing or jewelry that promotes, symbolizes, or incites discrimination in any form (e.g., racism, sexism, transphobia, homophobia, islamophobia, etc.) is not permitted.

Due to allergies, perfumes, colognes, after shave lotions and other perfumed products are not permitted.

ELECTRONIC DEVICES

The use of technology for student learning is a key 21st century skill to enable all of our students to learn and succeed. Under staff direction, Personal Electronic Devices (PEDs) can be used effectively as an educational resource, support or aid for teaching and learning. Furthermore PEDs, when used appropriately, can provide a safety net for students and staff. In our school community, PEDs are to be used respectfully and conscientiously. **If students have not been given direction to use them, cell phones and other PEDs must be turned off and stored out of sight in classrooms or lockers during instructional time.**

Guidelines include: The privacy, dignity and safety of others must be maintained through the appropriate use of cell phones and electronic devices both on school property and during off site school events. **Under no circumstances are students permitted to record (i.e. pictures, video, audio) other individuals without prior consent, and it is to be assumed that students do not have consent to record unless explicitly given.** The teacher will determine and authorize the usage of a PED during instructional time. The usage of PEDs is restricted in the washrooms and change rooms. PEDs may be used during regularly scheduled breaks, such as lunch hour and recess. As with other personal property items, schools are not responsible for lost, stolen or damaged PEDs. These guidelines apply to all stakeholders in the school including students, staff, parents, volunteers and visitors.

When the usage of a PED is inappropriate, the school principal or designate will apply progressive discipline strategies. Depending on the infraction. Strategies may include, but are not limited to; speaking with said student, parent meeting, detention, confiscating the PED, removal of privilege to have a PED at school or suspension.

In the event of an emergency or for parents/guardians to leave important messages for students during the instructional time, we ask that you contact the school office at 905-697-9857.

EMERGENCY DRILLS

a) Each room has a posted fire exit route. When the fire alarm sounds, move quickly and quietly to the indicated exit. DO NOT RUN. Once outside, students are to remain in class groupings with their teacher. Move well away from the building and keep the roads clear for emergency vehicles. There are six mandatory fire drills per school year.

b) Two mandatory lockdown practices will take place during each school year. Students are to follow instructions from their teachers and from signs posted in the classroom.

HOMEWORK EXPECTATIONS

At the grade 7 and 8 levels, homework assignments are considered an essential component of student learning. Homework assignments incorporate a wide variety of activities and involve the reinforcement, application and extension of concepts taught, as well as the study of new concepts in preparation for the next day's learning. As such, the completion of assigned work (both in-class and homework) is important to the student's demonstration and successful achievement of curriculum expectations.

LATENESS POLICY:

We believe and know:

- Late entry to class is disruptive to the teaching/learning process.
- On-time attendance and preparedness is a habit essential for future employability.

Policy and Procedures:

Arriving on time and being ready to work are essential skills for student success. All students are expected to arrive at class on time.

If students are late, they report to the office, where they will be recorded as such in Aspen Attendance. Chronic lateness will result in consequences from teachers, parent/guardian contact and/or referral to administration.

LEARNING SKILLS

The development and demonstration of strong, effective learning skills are critical to each student's achievement of curriculum expectations. As well, positive learning skills are essential for personal success in the workplace and post-secondary endeavours. Learning skills will be reported separately from percentage grades. Learning skills include the following:

- * Responsibility
- * Initiative
- * Independent work
- * Organization
- * Collaboration
- * Self-Regulation

The Progress Report Card specifically assesses these skills early in the term to ensure the student is on the path to success.

LOCKS AND LOCKERS

- Lockers are provided for student use but remain the property of the Board.
- The Board has full rights of access to every locker at any time.

MISSED EVALUATIONS

All class assessments are considered important opportunities for students to demonstrate their achievement of the class expectations. To foster a culture of responsibility and ensure fairness to all students, the following will take place in the event of missed assignments/assessments.

Students who are aware of absences in advance (doctor or specialist appointment, school trip or activity) need to discuss expectations with their teachers *before their absence*. **It is the student’s responsibility to inform their teacher and make the necessary arrangements in advance.**

Students, who miss a test with a valid reason, can expect to write the test on the day of their return to school or in certain circumstances (i.e. extended illness/absence) at a time negotiated between the student and teacher.

SAFE SCHOOLS

a) Tobacco Policy:

The Smoke-Free Ontario Act, 2017 prohibits the smoking of tobacco, the use of electronic cigarettes (e-cigarettes) to vape any substance, and the smoking of cannabis (medical and recreational) on school grounds or within 20 metres of any point on the perimeter of the grounds of the school.

b) Drugs and Alcohol:

Any student in possession of, under the influence of, or distributing any alcohol or drug substance or paraphernalia will be subject to appropriate police action, suspension, and/or expulsion from Clarington Central Intermediate School.

c) Search and Seizure:

If there is reason to believe that a student is in possession of a substance or prohibited material, the school has the right to search school and personal property such as desks, knapsacks, purses, pencil cases, lunch boxes, etc. without prior notice or permission from any person. The police may from time to time be invited onto school premises to conduct their own searches, also without prior notice to or permission of any member of the school community.

SCHOOL CASH ONLINE:

For safety and efficiency reasons, Kawartha Pine Ridge District School Board would like to reduce the amount of cash & checks coming into our school. Please join the thousands of parents who have already registered and are enjoying the convenience of paying ONLINE! It takes less than 5 minutes to register. For step-by-step instructions to begin to receive email notifications regarding upcoming events involving your child(ren). <https://www.kprschoools.ca/>

SCHOOL COUNCIL:

A school advisory council is elected each September. The council is composed of members of the community. At the first meeting, we will select our School Council executive for the school year. Parents are encouraged to attend.

SUSPENSIONS AND EXPULSIONS

The following are grounds for **suspension** (Suspension is from the school and lasts 1-20 days)

- a) Swearing at a teacher or at another person in a position of authority
- b) Uttering threats to inflict bodily harm on another person
- c) Possessing alcohol or illegal drugs
- d) Being under the influence of alcohol or illegal drugs
- e) Committing an act of vandalism that causes extensive damage to school property at the student's school or to property located on the premises of the student's school
- f) Assault
- g) Being involved in a physical altercation
- h) Engaging in another activity that, under Board policy, is one for which a suspension must be considered, such as:
 - inappropriate physical contact
 - persistent opposition to authority
 - use of profane or improper language
 - habitual neglect of duty
 - conduct injurious to the moral tone of the school or to the physical or emotional well-being of self or others (e.g., shoplifting during school day, possession of drug paraphernalia, taking a photo of a student / staff and distributing it, etc.)
- i) Bullying, harassment and/or cyber bullying.

Bullying, by definition, is aggressive and typically repeated behaviour by a pupil where:

- the behaviour is intended by the pupil to have the effect of, or the pupil ought to know that the behaviour would be likely to have the effect of, causing harm, fear, or distress to another individual including physical, psychological, social or academic harm to the individual, or to the individual's reputation or property, or creating a negative environment at a school for another individual.

-the behaviour occurs in a context where there is a real or perceived power imbalance between the pupil and the individual based on factors such as size, strength, age, intelligence, peer group power, economic status, social status, religion, ethnic origin, sexual orientation, family circumstances, gender, gender identity, gender expression, race, disability, or the receipt of special education.

Cyber-bullying includes bullying by electronic means, including:

- creating a webpage or blog in which the creator assumes the identity of another person
- impersonating another person as the author of content posted on the internet
- communicating inappropriate material electronically to more than one individual or posting material on a website that may be accessed by one or more individuals

The following are grounds for **expulsion**:

- a) Possessing a weapon (including a firearm)
- b) Using a weapon to cause or threaten bodily harm to another person
- c) Committing physical assault on another person that causes bodily harm requiring treatment by a medical practitioner
- d) Committing sexual assault
- e) Trafficking in weapons or in illegal drugs
- f) Committing robbery
- g) Bullying (if the student has been previously suspended for bullying and the student's continuing presence creates an unacceptable risk to the safety of another person)
- h) Any activity listed in subsection 306 (1) of the Education Act that is motivated by bias, prejudice or hate
- i) Giving alcohol to a minor
- j) Engaging in any other activity for which a student may be expelled in KPR board policy (including extensive damage to Board property or to goods on Board property).

VALUABLES

The school will not be held responsible for valuables; therefore,

- a. Do not bring large sums of money or valuable personal items (such as jewelry, phones and electronic devices) to school.
- b. Do not carry wallets, cell phones, watches or jewelry to gym or fitness classes.
- c. Do not wear or carry outerwear to classes.

VISITORS

Visitors must sign in at the Main Office and be issued a guest pass. Student guests (family and/or friends) are not permitted to visit during school hours. Visitors must leave the school grounds if directed to do so by staff or administration.