



Orillia Secondary School SEPTEMBER 2016



Welcome to the new school year!

Procedures help keep our school safe

The safety and well-being of students is our top priority. We have a number of procedures in place to keep our school safe. You can help your child understand and feel safe by:

- talking to them about the situations below
- reminding them that emergencies are rare
- telling them it's important to follow staff instructions in these situations

Parents should talk about the following emergency drills with their children:

- **Shelter in place** is used when there is an environmental or weather-related situation, like a chemical spill outside the building, or a major storm. Activities continue inside the school. Students and staff are not allowed to leave the building. The ventilation system may be shut off.
- A **hold and secure** is used when there is a situation in the community, not related to the school, like a bank robbery nearby. Activities continue, but all doors are locked. No one is allowed to enter or exit the school.
- A **lockdown** is used when there is a major incident or a threat of violence related to the school. Students and staff move to secure areas, away from doors and windows. Doors are locked, lights are shut off and blinds are drawn. Students and staff remain quiet. We practice lockdown drills at least two times per year. In the unlikely event of an actual lockdown situation, police ask that parents do not go to the school. Information will be communicated through the school board social media sites (www.facebook.com/SCDSB and www.twitter.com/SCDSB_Schools) and website (www.scdsb.on.ca), through local police and local media.
- All schools have **evacuation plans** in case of gas leaks, bomb threats or fire incidents that would require everyone to leave the school. Each school has an evacuation site. Ours is **Emmanuel Orillia** – 300 Coldwater Road and **Samuel de Champlain School** – 275 Park Street. We hold drills to practice our evacuation plan. In a real evacuation, students and staff may go to the evacuation site, depending on the situation. Parents will be informed about pick-up procedures by the school, school board and local media.

- Elementary school main doors are locked during the school day. Visitors must use the **intercom system** to enter the building. **Staff may not be available to answer the door immediately, please be patient.** All visitors, including school volunteers, are required to **sign in** at the school office and wear **visitor identification**.
- Staff and volunteers must complete a **criminal record check** before having contact with students.
- We ask parents to contact us when their child will be absent from school as part of our **Safe Arrival** program. When we don't hear from a parent/guardian, and a student is absent, we will call home to find out the reason for the absence.
- At least two staff members in every school are trained in **first aid and CPR**. All Simcoe County District School Board schools **have Automated External Defibrillators (AEDs)**.

When parents are at school during a drill or emergency event, they must follow direction from school staff, police, fire and/or emergency personnel. Parents may not have immediate access to their children during drills or emergencies. They may need to wait until the situation is resolved and school staff and/or emergency personnel release students into parent care.

It's important for you to know we'll always take whatever precautions are necessary to keep our school and students safe.

Volunteering and Criminal Records Check

All volunteers are required to complete an Annual Offence Declaration for Volunteers form after providing the original Criminal Records Check and Vulnerable Sector Screen. Current volunteers who do not submit an Annual Offence Declaration for Volunteers on or before December 31, 2016, will be deleted from the database on January 1, 2017, and will have to submit a new Criminal Records Check and Vulnerable Sector Screen.

Student Accident Insurance 2015-2016

Student injuries at school, during school events, and extra-curricular activities (athletics, clubs, and out-of province/out-of-country trips) are not covered by the Board or its insurance company. While every precaution is taken to provide a safe learning environment, accidents can and do happen.

It is essential that all students participating in extra-curricular activities have adequate insurance coverage for all instances of injury.

The Simcoe County District School Board has selected the "insure my kids" program through Old Republic

Canada as an option for students/parents/guardians to consider with regards to purchasing student accident insurance coverage for the upcoming school year. The coverage is for 24 hours a day. This insurance offers a variety of plans and benefits at reasonable annual prices. Coverage can be purchased online at www.insuremykids.com .

Please watch for your student accident insurance package along with a letter about requirements for extra-curricular activities and out-of-province or out-of-country trips.

**There are lots of ways to dress for school:
Learn about the new student dress code**

The SCDSB is introducing a new student dress code this school year. The dress code was developed in consultation with staff and students. Students are expected to respect the guidelines when dressing for school. Our school is a safe space. We work to be equitable and inclusive, and understand that students may choose to express themselves through their clothing choices. Student clothing cannot pose a safety concern or conceal identity. Exceptions are granted to students who wear head coverings or other garments/objects for the purposes of religious observance, medical or sensory needs, or other reasons protected by the Ontario Human Rights Code.

The SCDSB dress code is available in the student agenda and online at www.scdsb.on.ca. If you have questions about the dress code, you can contact the principal or the SCDSB Equity and Inclusive Education Team at 705-728-7570.

**There are lots of ways
to dress for school...**



...but there are a few things that aren't okay.



Exposed underwear



Spiked or chained accessories



Offensive or inappropriate content

Safety reminder from the Simcoe County Student Transportation Consortium (SCSTC)

A reminder to drivers as children return to school this fall, and school buses are back on the roads:

- Take caution – be extra cautious in the vicinity of school buses and around school bus loading and unloading zones
- Pay attention – Watch for school buses' distinctive chrome yellow colouring, flashing red lights and stoparms. **Drivers travelling in both directions on a road without a median must stop for a stopped school bus** that has its upper red lights flashing
- Know the repercussions – Any driver that fails to stop for a school bus with its lights flashing is subject to a fine of up to \$2,000 and six demerit points for a first time offence
- Be empowered – Anyone who witnesses a driver failing to stop for a school bus can report the incident to the police

Visit the SCSTC web site at www.simcoecountyschoolbus.ca and click on the 'Home' button then the 'Safety' tab for more details.

Pay for field trips, athletic fees etc. with SchoolCash Online

The SchoolCash Online program is available at our school. Parents can pay online for lunch days and other items. Parents who sign up will receive a notification when a new item becomes available for purchase. Items are personalized to each student. Parents use a secure online account to process payments, and can either make a one-time payment for each item as it occurs, or load money to carry a balance in the online account to make payments in the future. To create an online account, go to simcoecounty.schoolcashionline.com. Please contact the school office with any questions.

Schools are available for community use

Through our Community Use of Schools program, almost all of our schools are available outside of school hours for not-for-profit community groups. Our gyms, fields, auditoriums and classrooms are available for your sporting events, concerts, recitals and more.

You can apply online. A Permit Clerk will process the application and advise if the facility is available at the requested time. Once an application is approved, a rental contract will be issued and the applicant will be invoiced.

For more information, visit www.scdsb.on.ca, click on 'Schools' and then 'Community Use of Schools.'

Free International Languages classes – registration for fall program available now

Would your child like to learn a new language or maintain their first language? These courses are FREE and open to any student in Grades 1 to 8. Classes run Saturday mornings from 9 to 11:30 a.m. beginning Sept. 17, 2016. Registration forms can be found at www.thelearningcentres.com or call 705-725-8360 x45151 or 45160 if you have any questions.

Register now for ESL fall classes

Do you or someone you know want to improve English language skills? The SCDSB Learning Centres can help. English as a Second Language (ESL) classes for adults are offered at the Alliston, Barrie and Bradford Learning Centres. Visit www.thelearningcentres.com or call for more information: Alliston: 705-435-7778; Barrie 705-725-8360; Bradford: 905-775-4432.

Active and Safe Routes to School

Walking or cycling to school is a great way to help your child get the 60 minutes of recommended daily physical activity. It also teaches them to be aware of their own safety, builds responsibility and independence, and helps them to feel more connected to the community. And it's good for their physical and mental health!

More walkers also means less car traffic around our school, which will help keep students safe and improve outdoor air quality too. Committing to even one day a week of walking or cycling to school can make a big difference!

To find out more about the recommendations for physical activity and how to make Active and Safe Routes to School happen in your school community, visit www.saferoutestoschool.ca.

Reminder from the Health Unit: School grounds are smoke free 24/7

Protect yourself and your children from the health hazards of secondhand smoke. Remember, it is against the law to smoke ANYWHERE on school property at ANY TIME. This includes smoking in your vehicle while picking up or dropping off students. It is also against the law to smoke or hold lit tobacco in a vehicle carrying anyone under age 16. The fine for ignoring the law is \$250. For more information contact the Simcoe Muskoka District Health Unit 705-721-7520 or 1-877-721-7520 or visit www.simcoemuskokahealth.org.

