

**St. Jean de Brebeuf Catholic School**  
**SAFE SCHOOL PLAN**  
**2009 - 2010**

*This plan has been developed to identify effective practices that provide a safe and inclusive environment at our school as well as areas for improvement. This plan describes our on-going effort to address issues of bullying/harassment behaviour at our school. It is a living document which can be adjusted to best suit the needs of our school community.*

*This plan is based on the template provided on the TCDSB website.*

## **SCHOOL CODE OF CONDUCT**

The staff and school community have been updated on Bill 212 and TCDSB Safe Schools issues and initiatives reviewed. Current successful practices and those requiring further support have been identified. The Safe School Committee has reviewed the progressive discipline philosophy and taking into consideration the locations of discipline occurrences, devised the Our Respectful Playground set of rules and a progressive discipline plan within the restorative justice tradition. A summary of the most prevalent discipline issues has been made and a repertoire of interventions discussed. All stakeholders have reviewed the draft and the finalized progressive discipline plan which was implemented February 1, 2008. Our Code of Conduct is spelled out in the student agendas.

## **SPIRITUAL DIMENSION**

The St. Jean de Brebeuf school community is formed by Catholic beliefs and traditions; it is our mission to integrate these beliefs into the total learning experience and daily school life of our students. There is a prayer table located at the main entrance of the school. Each classroom also has a scripture/ prayer table and crucifix. Our students and staff demonstrate their commitment to our Catholic faith by praying together at the beginning of each day.

Our school community gathers together for mass at our school or the Church. Each classroom has an opportunity to plan and lead a mass according to the monthly theme. Each month a specific virtue (ex. honesty, patience, respect etc.) is celebrated at our school.

As a community of faith and learning, we pride ourselves on nurturing the spiritual, intellectual, physical and social growth of each community member through Discipleship in Action. Our tradition is one of helping others, raising awareness of social justice issues and acting upon them as well as providing many leadership opportunities for our students through Me to We and camp Olympia.. We also have a very involved Health Action Team.

## **TO AND FROM SCHOOL BEHAVIOUR**

At 8:10 a.m. staff supervision of the school yard begins. Students are required to wait until 8:30 a.m. (morning bell), to enter the school through the entrance doors with their classes. After school, staff is on supervision duty until 3:15 p.m. A bus code of behaviour has been established which outlines the appropriate behaviours students must display for the safety of themselves and others while maintaining a positive climate. This code of behaviour is also included as part of the student agenda and is reviewed with students at the beginning of the year. Students are aware that inappropriate behaviour on the bus will not be tolerated and may result in privileges being revoked. Our safe arrival program requires parents to contact the school before 8:30 a.m. to notify the school secretary of the reason for their child's absence. A voice mail system is available to receive calls.

If a parent has not called or left a message to report their child's absence, the school secretary will call the parent(s) at home or work. If a student is late for school he/ she is required to sign in with the school secretary and receive a late slip to give to their teacher.

## **DROP-OFF PROCEDURES**

Parents dropping off their children at the Kiss-and-Ride entrance are to line up in a single row, discharge their child and exit in order. Failure to do so will result in closure of the Kiss-and Ride driveway. This entrance is not to be used by parents who are leaving their cars to accompany a child to class or the schoolyard. Ample parking is provided in the parking lot or on the road for parked vehicles.

## **IN SCHOOL SUPERVISION**

Staff follow a supervision schedule that is in place to monitor the schoolyard during recess and lunch. An additional indoor/outdoor patrol is in place at lunch recess for hallways and washrooms. A buddy system is in place for younger students to travel in pairs when going to the washroom or anywhere else in the school. All visitors to the school must identify themselves to the school secretary. Upon entry they are required to sign in the visitor's book and wear a visitor's identification tag for the duration of their visit. A lunchtime supervisor is available daily during indoor lunch and outdoor lunch recess.

## **CLASSROOM BEHAVIOUR/EXPECTATIONS**

Students are empowered to be part of creating their classroom rules which encourage a climate of acceptance, tolerance and inclusion in their classroom. Teachers are encouraged to be consistent with the application of rules and consequences that promote fairness and pro-social behaviour and have generated a community agreement which is consistent across the classes. Students are encouraged to reflect on their actions through the use of think papers, written contracts, detentions, rewards and recognition for their progress.

## **ENTRY PROGRAM FOR STUDENTS**

There is a buddy system in place for students new to the school.

## **CURRICULUM COMPONENTS**

Program materials will be made available to teachers for teaching conflict resolution, problem-solving, decision making and bullying prevention. This correlates with Religious education, Family Life and Guidance programs.

## **INTERVENTION FOR BULLIES AND VICTIMS**

Bullying awareness and empathy sensitivity training has been provided to staff and students. Skills training, stress management, problem solving, anger management, decision making, conflict resolution and friendship skills are provide by the school social worker. There is follow-up to bullying incidents and referrals made to guidance, psychology and social work personnel when required. Our focus for restitution is restorative justice.

## **SCHOOL AWARDS**

As a school community we recognize our student's achievements beyond academic and athletic success in the following ways:

Individual classroom teachers provide recognition for their students on a regular basis.

## **SCHOOL YARD**

Our school yard is closely monitored by staff on duty. There are areas to play basketball, hopscotch, soccer etc. Students are encouraged to stay active and have fun while playing safe. Our school also follows an inclement weather plan in case of rain, extreme cold or hot weather as indicated by TCDSB; students remain indoors in their classrooms and are supervised by staff. During lunch, supervision is provided for younger students in individual classrooms by students assigned as lunch monitors.

## **PHYSICAL PLANT**

Our school strives to provide a positive and invitational climate. Visitors are welcome and required to adhere to our visitors' policy. Staff assist in making the school welcoming by creating a variety of displays that feature an array of student expression throughout the school.

## **PARENTS AS PARTNERS**

In order to keep our parent community up to date with current events we have a monthly school newsletter and a monthly classroom newsletter. Parents play an active role in the school community through planned spirit events, fundraisers and special days celebrations. Our CSAC Committee is a vital and valuable aspect of school operations. The Committee meets once per month. All parents are welcome to attend.

This Safe School Plan shall remain in place until June 30, 2010.