

PARENT HANDBOOK

JOHN KNOX CHRISTIAN SCHOOL Oakville

2232 Sheridan Garden Drive
Oakville, ON L6J 7T1
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www.jkcs-oakville.ca

Mission Statement: *Igniting Wonder for God, Neighbour, and Creation*

Leadership Team

Principal: Mr. George Petrusma
Vice Principal: Mr. Steve Cruickshank
Director of Learning: Mrs. Edith van der Boom
Director of Student Life and Leadership: Mrs. Betty Panza
Junior Lead Teacher: Mrs. Lydia Bosch
Senior Lead Teacher: Mrs. Maureen Jarvis

School Hours

Entry:	8:30 a.m.
1 st Nutrition Break:	10:10 - 10:45 a.m.
2 nd Nutrition Break:	12:45 – 1:25 p.m.
Dismissal:	3:35 p.m.

Principal's Message

You have become part of a school which seeks to provide an education aimed at developing every aspect of who each child is. We provide a Christian view of the world, demand an excellent academic program, develop Godly character traits, encourage leadership skills, and stimulate 21st century learning skills. Our mission is to “Ignite Wonder for God, Neighbour, and Creation.” Since 1959, we have been challenging our students to become all that the Lord intends them to be through an inspiring Christian education! Thank you for joining us!

In Christ
George Petrusma, Principal

Communication between Home and School

At JKCS, we strongly encourage communication between home and school. Feel free to contact your child(ren)'s teachers or any other staff member, with any questions or concerns. All current contact information is available through our website at: www.jkcs-oakville.ca under “Contact” on the main page. A current school calendar is also available on the website, under “News” and then “Calendar.” Please consult the “News” section of the website for all current “School News” and “Upcoming Events.”

If you need to leave a phone message for a teacher, please press **“Star” (*)** before entering the classroom extension. By doing so, your call will go directly to voicemail without ringing the phone and disrupting the teacher or class. All **emergency messages** should be called into the office administrator at extension 0.

Learning Reports and Parent-Teacher Conference Schedule

<u>Term</u>	<u>Learning Report Issued</u>	<u>Parent/Teacher Conference Time</u>
Term 1	Last week of November	December - week following the distribution of Learning Reports
Term 2	March	March/ April – week following the distribution of Learning Reports
Term 3	June – last day of school	No scheduled conferences

The Learning Reports are sent home via the students. Each parent is asked to attend the conferences as scheduled after the first term reports have been issued. These conferences are scheduled during the afternoon and evening. After the second term Learning Reports, the parent may choose to schedule a conference. If parents or teachers wish to have additional conferences, they are arranged directly with the teacher. We encourage teachers to contact parents on a regular basis. We also encourage parents to contact the school whenever they have concerns to share with their child's teacher. Please leave a message and the teacher will contact you as soon as possible.

Should you have an item that involves more than academics, please contact either the vice principal or the principal.

Our Community Commitments

We at John Knox Christian School are interested in working together in our JKCS community in order to give students the best opportunities to learn and grow. In order to do that, we need to work together well as John Knox staff, parents and students. Clearly communicating expectations is necessary in forming and developing this partnership. Below you will find a list of what will help us work well together.

What JKCS will do:

1. We will provide a safe, respectful, and orderly environment.
2. We will hire approachable, professional Christian people who will communicate and demonstrate their love and respect for God and the students.
3. We will hire committed and passionate teachers who love working with students and learning more about the God's world.
4. We will answer e-mails directed to school personnel by the end of the following school day.
5. We will challenge our students and staff to continually grow in their relationship with God.

What JKCS parents will do:

1. I will bring my child to school on time, well rested, well fed, and focused on participating in the lessons and events at school.
2. I will communicate well with the staff and do so in a respectful manner that promotes a stronger relationship between home and school.
3. I will stay connected with the school by reading the Parent Update newsletter each week.
4. I will support learning at home by talking about school regularly and helping with school work when necessary.
5. I will provide spiritual nourishment for my family and pray for the students and the staff of JKCS.

What JKCS students will do:

1. I will give my best effort in everything I do.
2. I will be prepared for the school day with all supplies and adequate rest.
3. I will respect myself, other people, my environment, and my God.
4. I will meet deadlines and ensure that I arrive at school on time.
5. I will make integrity, grace, love, and responsibility an important part of my life.

What JKCS teachers will do:

1. I will be planned and organized for each school day and come prepared to teach my students more about God's world and our role in it.
2. I will ensure lessons and experiences are engaging, relevant, and helpful to the development of my students.
3. I will return all assignments, tests, projects, and other evaluations no later than two weeks from the date that students hand them to me.
4. I will treat students fairly, with respect, and demonstrate that I have students' best educational interests in mind.
5. I will extend the grace and love of Christ to others.

Our Foundational Beliefs

At John Knox Christian School, we acknowledge the Triune God as central to our existence as a school community. We believe that God is our Creator and that He has made us all in His image. Jesus is our Redeemer and extends grace and forgiveness through His death and resurrection. The Holy Spirit walks with us and in us to place on our hearts the desire to live obedient and faithful lives. These foundational belief statements create the necessary context of our understanding and practice of discipline.

Our Christian Culture

The basic guideline is positive: We encourage and channel children to appropriate, respectful behaviours in all our relationships. Here are some of the attitudes and actions required:

Our relationship with God

- We will speak of God in respectful terms.
- We will encourage close relationship with God in others as well as ourselves.

Our relationship with those in authority

- We will be respectful in our speech and conduct.
- We will be obedient to those in authority over us.
- We will not condone any disrespect displayed by others to those in authority.

Our relationship to others

- We will be respectful of others.
- We will address each other properly and not resort to name-calling, swearing, or foul language towards each other.
- We will respect each other's property.
- We will encourage everyone to feel included.
- We will respect each other's person and remember "no touching except for helping."
- We will learn to apologize when we fail and seek God's strength to continue trying to live in fellowship.

Our relationship to school property

- We will respect school property, including furniture, books, equipment, and the building.
- We will report any damage done and agree to pay for damages, when required, if we are responsible.
- We will accept responsibility for the cleanliness of the school and grounds.

Discipleship Practices

We are aware that even though various policies and procedures may be put into place to prevent inappropriate behaviour, there will be those who will need support in order to help them behave in a more appropriate manner. Therefore, the following guidelines spell out more clearly the consequences of certain actions.

Our goal is to provide a school environment in which students are empowered to reflect thoughtfully when the expected behavior has been lacking, to consider the consequences of this behavior on others, to seek to reconcile with those negatively affected, and to learn how to improve behavior in similar situations in the future.

As stated in “Restorative Practices,” our staff commits to employing the practices that “help students learn from their mistakes and reconcile and resolve problems with others.” (excerpt from *Restorative Practices Research Document 3*.)

As such, we subscribe to an approach that works with students, a practice that is authoritative, re-integrative, collaborative and cooperative (excerpt from Ted Wachel, 1999.)

When an incident occurs, students will be asked to reflect upon the following questions using the discipline form located in the office. This form may or may be sent home for parents to review, sign, and return to school.

1. What happened?
2. How did you act?
3. Who was affected?
4. How were they affected?
5. What needs to happen to make things right?
6. How will you behave differently if this situation happens again?

This process may be supplemented with additional conversations and/or inclusion of parents. Teachers need to assess each incident on its own merit and decide whether to deal with the issue themselves and consider whether parents need to be involved.

Should the teacher exhaust all avenues to move the situation forward positively, they can contact the administration for their involvement. The administration is also available at all times for consultation. It is possible that in-school or home suspensions may occur should the situation warrant a student be removed from his classroom community.

School Special Events:

1. **Chapel** - Chapel is held on Monday mornings. Teachers and their class take a turn leading Chapel which is usually related to the year’s school theme. Chapel time is meant to praise the Lord and build community among the student body. In addition, we host “Spirit Day” assemblies centered around a theme chosen by the Student Council.
2. **Special Emphasis** - Throughout the year there are certain events which receive special emphasis. In most cases they are tied to either the curriculum or a special community event. Following is a list of the events that normally receive special emphasis:

- a. Grand-friends day – This is a well-received event which is attended by most of the grandparents of the students (or anyone who is *like* a grandparent).
 - b. Christmas program - A great opportunity for the parents and the community to enjoy a program hosted by our students.
 - c. Celebration of Missions – students individually or as a group raise funds for a charity of their choice by selling items at a special mission focused evening for all families to attend.
 - d. Celebration of Learning – students have the opportunity to showcase to the school community what they have been learning in their class.
 - e. Celebration of the Arts – students sign up to perform their talents (song, dance, musical instruments) for a performance and Art work display evening.
3. **Homeroom** – Each student in grade K-8 is assigned to a homeroom. Teachers with subject specialties such as art, technology, library, music and physical education will either rotate into the homeroom or the students will move to the area assigned the activity.
4. **Co-curricular Programmes** – JKCS recognizes the value of experiences that take place outside of the homeroom classroom. Students are therefore provided with an excellent array of co-curricular programmes as listed below:
- a. **Praise and Worship Team (grades 5-8)** – working with a staff member, they take part in chapels, and assemblies by leading in worship.
 - b. **Tech team (grades 7/8)** – Are in charge of setting up the sound system in preparation for all assemblies, chapels, and special events.
 - c. **Student Council (grades 7/8)** - work with those in charge of assemblies and special emphasis days in order to allow for the students to have a voice in the events. Those on student council volunteer for the position and must have the approval of their parent, their homeroom teacher and the teacher representatives on the council.
 - d. **Servant Team (grades 6-8)** – Students from grades 6-8 who serve in the communities of Mississauga and Oakville by helping the elderly, working in the local mission and, in general, put their faith into action.
 - e. **Sports:**
 - i. **Intramurals** – (grades 4-8) Students at these levels have the opportunity to sign up for intramural sports throughout the school year. The intramural program happens at nutrition breaks.
 - ii. **Team sports** – (grades 6/7/8) JKCS enters teams in the Oakville Private Schools Athletic Association (PSAA) tournaments as well as the Ontario Alliance of Christian Schools (OACS) athletic tournaments. The major tournaments are cross country (September), soccer (September /October), volleyball (November), basketball (February), Floor Hockey (April), and badminton (April).
 - iii. **Track and Field** (grades 4-8) takes place in May for all students. Those students who excel in their events are chosen to represent the

school at the District Master track meet sponsored by the local district of the Ontario Alliance of Christian Schools.

5. Fundraising Opportunities

We have the privilege of raising funds during the school year for targeted projects as identified by the Board of Directors. Examples of previous targets include the playground upgrades, bursary fund, and technology needs.

The three activities organized by our Development Director include:

- a. **Celebration Dinner** -- a formal event in which a meal and entertainment is provided with an opportunity to donate to a specific school need.
- b. **Bowling Event** -- the entire student body goes bowling and raises money through sponsorships towards a specific school need.
- c. **Golf Tournament** -- this event is a Saturday outing that includes many golfers and business and community people who sponsorship holes in an effort to support an identified school need.

School Uniform Policy

For daily wear and Physical Education, all students are required to wear uniforms. The following uniform pieces must be purchased at our official uniform supplier:

- Girls' Jumpers
- Girls' Kilts
- Navy blue Pants
- Burgundy Sweaters (pullover, vests or cardigan)
- Gym shirts with current logo
- All socks (white, navy or burgundy)
- Burgundy tights
- Plain white turtlenecks
- Plain white polo shirts
- Plain white blouses
- Navy shorts or skorts
- Navy gym shorts

❖ Girls – Junior Kindergarten – Grade Four (inclusive)

- Stewart plaid jumpers.
- Navy McCarthy pants.
- Plain white blouse with collar, plain white turtleneck or plain white polo shirt with or without JKCS logo.
- Burgundy cardigan, pullover or vest with JKCS logo.
- Burgundy leotards or burgundy socks with jumpers.
- White or navy socks with pants.

❖ **Girls – Grade Five – Grade Eight (Inclusive)**

- Stewart plaid kilt (length must be no shorter than student’s fingertips when arm is straight down and no longer than the bottom of the knee) or navy McCarthy pants
- Plain white blouse with collar, plain white turtleneck or plain white polo shirt with or without JKCS logo.
- Burgundy cardigan, pullover or vest with JKCS logo.
- Burgundy leotards or burgundy knee socks with kilt.
- White or navy socks with pants.

❖ **Girls – Junior Kindergarten – Grade Eight (WARM WEATHER UNIFORM)**

- Navy McCarthy shorts or skorts (length must be no shorter than student’s fingertips when arm is straight down and no longer than the bottom of the knee).
- Plain white blouse with collar or plain white polo shirt with or without JKCS logo.
- White or navy ankle socks

❖ **Boys – Junior Kindergarten – Grade Eight**

- Navy McCarthy pants.
- Plain white shirt with collar, plain white turtleneck or plain white polo shirt with or without JKCS logo.
- Burgundy pullover, cardigan or vest with JKCS logo.
- Navy or white ankle socks.

❖ **Boys Summer uniform (WARM WEATHER UNIFORM)**

- . Navy shorts (length of shorts must be no shorter than student’s fingertips when arm is straight down and no longer than the bottom of the knee).
- Plain white polo shirt or oxford shirt with collar.
- Navy or white ankle socks.

❖ **Shoes**

Each student is to have two pairs. One pair of shoes is to be worn for physical education and indoor wear, the other pair is for outdoor wear. This saves wear and tear on floors in the halls, classrooms, and gym. It is important that students have proper running shoes that can be tied (laces/Velcro) securely to avoid injury. Shoes that make black marks should not be worn at school.

❖ **Belts**

Belts may be worn but must be plain and black in colour with no ornamentation or design.

❖ **Physical Education Class Uniform (Grades 2-8)**

Boys and girls are to wear the following attire when participating in physical education classes and/or any other school sponsored sports activity for grades 2-8.

- Grey T-shirt with current burgundy JKCS logo.

- Navy gym shorts with or without JKCS logo (if shorts are plain, they must be absent of any sports logo or printing)

Gifts Program – Getting involved for the Students (G.I.F.T.S.)

The GIFTS program is a valuable way of building a spirit of community at JKCS. It encourages participation by acting as a reminder of the importance of volunteering, and it helps to keep down the overall cost of operating the school. Parental participation also has a direct positive impact on student performance. For these reasons we ask families to actively participate by volunteering their time over the course of the school year.

Please choose a volunteer job from the GIFTS book of volunteer opportunities that best suit your time schedule and talents/interests. The GIFTS book is available on our website under “News” and “Downloads.” Once you have decided your top three choices, e-mail them to our volunteer co-ordinator at volunteer@jkcs-oakville.ca.

If you choose not participate in the GIFTS program, a \$1000 fee will be applied to your account.

School Procedures

Absence Reporting

If a student will be absent for the day the parent is asked to phone or email the main office by 9:00 a.m. Parents may also phone or email the teacher if they wish. In the case of short-term absence due to a vacation, the parent is asked to submit a Student Vacation Withdrawal form to the office. This form can be found on the school website under “News” and “Downloads.” It is the parent's responsibility to contact the teacher(s) as well so that additional work can be completed in order to allow the student to stay current with the rest of the class.

Agendas

At the beginning of the school year each student in grades 1-8 is given an agenda. The purpose of the agenda is one of the ways for the teacher to communicate with the home and, at the same time instill responsibility in the student for the organization of their homework and future obligations. Please refer to this agenda in order to help you with your child's school work. The agenda will be checked and signed by the teacher at the end of each school day and by then also checked and signed by a parent at home each evening.

Accidents

A student who is involved in a major accident at school will have the event recorded and the parents will be notified.

Arriving Late

All students should be seated in their homeroom classroom by 8:40 a.m. If they are late, they must report to the office and obtain a late slip. This slip will allow them to enter their homeroom.

Before & After School Club (B.A.S.C.) – From 7:00 a.m. – 8:20 a.m. and 3:35 p.m. until 6:00 p.m. there is before and after school supervision available at an extra cost. Please read through the information on the website at: www.jkcs-oakville.ca under “BASC.” You can also sign up for regular or occasional use of the BASC program on the website itself.

Birthday Invitations

It is the school’s policy that birthday invitations not be distributed to classmates and friends at school. Although inconvenient for parents, it does decrease the hurt felt by those who are not invited to the party. Family emails are available from the office by emailing office@jkcs-oakville.ca.

Canadian Tests of Basic Skills (October)

Every other year, all the students in grades three to eight, write a series of tests over a period of six or seven days, in order to determine their progress in the basic skills of arithmetic, language, spelling, grammar, map and graph reading, and comprehension. The results of these tests are available to the parents. Once the results are in, an announcement will be placed in the Parent Update and all interested parents may request a meeting to review their child’s results.

Closing for Inclement Weather

Should the school need to be closed due to inclement weather you will be notified by way of our automatic voice messaging system, by email, and the information will be published on the homepage of our website.

Class Trips

Typically each class takes two or three trips outside of the school each year. Transportation for these trips is by bus. Parents are encouraged to join their child’s class on these outings. At the senior level (grade 7/8) there are two class trips that have become traditions, these are:

- Three-day, two-night trip to Pioneer Camp by the grade 8 class at the beginning of each school year. Pioneer is a Christian youth camp located in Port Sydney, Ontario (north of Bracebridge).
- Senior Tour (May) – This tour involves our grade 7 & 8 students. Typically it tours Quebec City one year and the Ottawa region the alternating year. This trip is connected to the curriculum and the students will learn more about history, French, art, science, civics and geography. This costs for this trip are included in the tuition costs.

Criminal Record/Police Checks/Child Welfare

All employees and any volunteers who have ANY contact with students must provide the school with a criminal record check and vulnerable sector screening obtained through the police department of the municipality in which they live. In addition, all adults must be trained in child welfare procedures by reading the school’s policy and attending a meeting with the vice principal.

Cheating and Plagiarism

Cheating and plagiarism are strictly prohibited. Cheating during a test, including the inappropriate use of a programmable calculator, will normally result in a mark of zero. Cheating on an assignment will normally result in a mark of zero. Students who use the material of others including internet sources without appropriate acknowledgements are plagiarizing and will normally receive a mark of zero.

Exams (mid-winter and mid-June)

In the middle of the winter season, grade 7 and 8 students will write a language arts exam. At the end of each school year, the students in grades 7 and 8 will write exams in Math, French, and Science. The reports from our graduates show that our exam process helps our students prepare well for high school.

Graduation

Grade 8 graduation is normally the Friday evening prior to the end of the school year. The graduation ceremony is open to all parents, grandparents and siblings of the graduates. Following the ceremony a dinner is provided at a location determined by the graduation committee for the graduates and parents only. Parents pay for their dinner and the pay a small fee to cover the costs.

Electronic Equipment (cell phones, ipods, ipads, etc.)

Cell phones are not to be used in the school. Should a student need to be contacted or you need to be contacted, the classroom or office phones are available upon request. If it is imperative that a student have a cell phone in his/her possession, it needs to be left out of sight during school hours. If a student should be seen using the cell phone inappropriately, it will be confiscated by the teacher and returned at the end of the day. Repeat offences will be referred to the office.

Technology Tools

Technology is in each of our classrooms. In all classrooms, BrightLink systems are in place to provide the option for the teacher to display images, concepts, and learning outcomes. That technology will give the teacher the option of a whole-class display for instruction. In addition, the students will receive access to technology for themselves.

Grade Level Expectations for Technology Use

John Knox has a balanced view towards the use of technology. That means that we neither always use, or never use technology. We see it as a tool to help us accomplish our learning goals.

As the student gains in age and grade level, so will the goals for technology use. In the primary section of the school (grades K—3), students will experience games and activities via devices that will familiarize them to develop their levels of understanding around the learning goals.

In the upper grades (grades 4-8), the students will continue that process and will begin to develop their understanding of technology as a tool and its role in our society today. In addition, the senior students will develop their understanding of the use of technology as a communication tool and its responsible use. Senior grade students will have some of their courses that will deploy technology through the use of technology-based notes, instructions, and resources.

Bring Your Own Device (BYOD)

In grades K-4 the students will be using devices provided by the school. In grades 5-8 the students are required to bring their own devices to school and use them when instructed to do so by the classroom teacher. All students will connect to the school's network and their screens will be monitored through our LanSchool technology.

Minimum Requirements for Devices

All devices must have a dedicated keyboard. Therefore, items such as cell phones, tablets, and ipads that provide the user with only a screen in which to keyboard, are not permitted. Some devices may be set up to include a dedicated keyboard via Bluetooth and those will be permitted. Our network system requires a minimum standard for all devices to have an Internal Operating System (ISO) 7.0. Students may not bring devices that have their own individual network.

Internet and Computer Use Policy (Acceptable Use Policy)

JKCS students are offered the use of networked computers that provide access to the internet, local technology resources, and email. These resources are intended for academic use only. Each student will be provided with their own account once the acceptable use agreement has been read and signed by both the student and his/her parent/guardian. The policy applies to all electronic services and any other message or communication service facility such as Hotmail.

Hot Lunches are provided each day to students that have pre-ordered from *The Lunch Lady*.

Order forms can be submitted at the beginning of each term to the office or ordered online at any time through the school year at www.thelunchlady.ca

- Hot Lunch program (every Monday, Tuesday and Friday)
- Pizza (every Wednesday)
- Hot Dog day (every Thursday)

Medical and Dental Appointments

We realize that it is not always possible to schedule these appointments after school or on non-school days. However, we would like to point out that students coming and going during the day can be very disruptive to the educational process. As well, your child could miss important learning opportunities.

Meet the Teacher

Prior to the beginning of school all parents and students are invited to come to the school to meet their child's teacher and tour the school.

New Parent Orientation Night

Prior to the beginning of school, parents new to the school are invited to an orientation session. The exact date and time will be communicated.

Out of Bounds

The students are not allowed outside of the fence that borders the perimeter of the school unless they have been given special permission of the teacher.

Parking

Please park your car in the designated parking area if you plan on entering the school. Do not leave your vehicle parked in the area designated for bus traffic or for the express flow of car traffic (kiss n' ride lane).

Parent Update Newsletter

Every Friday a newsletter is emailed to you. It contains general items that concern the whole JKCS community as well as specific items that relate to the individual classroom such as homework for the upcoming week. Copies of the newsletter are available on our website at: www.jkcs-oakville.ca.

Awards Program

Awards assembly (January and May) – The purpose of our awards program is to acknowledge the participation of students in activities that are over and above the normal curriculum. There are a number of extra-curricular activities for which the students at JKCS may receive an award. For each completed extra-curricular activity, an activity bar is awarded.

Once a student has accumulated five bars they will receive an extra award of a letter (i.e. “J”). For each additional five bars students will receive additional letter awards. These include the small letters for “JKCS” and then the larger letters which also spell “JKCS”. Opportunities to participate in extra-curricular activities vary from grade to grade as well as from year to year. For example, team sports tend to be limited to grades 7 and 8 students.

The following are a number of the activities that have been offered over the years:

21	Office Admin. Team	Tech Team
Basketball	Peer Mediator	Track and Field
Battle of the Books	Prayer Team	Volleyball
Cross Country	Servant Team	
Floor Hockey	Soccer	
Intramurals	Spelling Bee	
Junior Basketball	Student Council	
Leadership	Summer Reading Program	
Monitor	Sweeper Team	

Summer Reading Club Program Criteria

In an effort to encourage reading during the summer months, JKCS offers a summer reading club.

Kindergarten – Grade 1

Participant must read a minimum of 10 books, at their current reading level, to complete the program and receive an achievement certificate.

BAR recipients in this category must read a minimum of 50 books.

Grade 2 & 3

Participant must read a minimum of 8 books, at their current reading level, to complete the program and receive an achievement certificate.

BAR recipients in this category must read a minimum of 50 books, and 2,500 pages, (based on 50 page book).

Grade 4 & 5

Participant must read a minimum of 8 books, at their current reading level, to complete the program and receive an achievement certificate. BAR recipients in this category must read a minimum of 50 books and 5000 pages, (based on 100 page book).

Grade 6 – 8

Participant must read a minimum of 8 books, at their current reading level, to complete the program and receive an achievement certificate.

BAR recipients in this category must read a minimum of 50 books and 6,500 pages, (based on 130 page book).

Graduation Awards

Lucie Stackaruk award for Christian Discipline

Criteria:

1. Demonstrate a personal commitment to developing a relationship with the Lord.
2. Express Christ-like character in relationships with others – builds up, edifies, encourages.
3. Lives with a whole – hearted vision; is motivated, purposeful, accountable, and goal orientated.
4. Evidence of Biblical knowledge and application of the Word in their life.
5. Expresses a servant leadership style.
6. Shows appropriate respectfulness and humility to both peers and teachers.
7. Is involved in extracurricular activities at JKCS and is a positive role model for the school community.
8. Shows self-discipline as demonstrated in being on time for school and for class, care of school materials, taking responsibility for assigned work and its completion on time.

Anthony Malandra Music Award:

This award is given to the grade 8 student who best displays; musical ability, integrity, passion, leadership, and a teachable spirit.

Valedictorian:

The John Knox valedictorian is a graduating student who, after being selected by staff and peers, delivers a speech during the graduation ceremony. Being chosen as a valedictorian is an honour, and carries with it the responsibility of representing the graduating class in a worthy manner.

The valedictorian's speech should be designed to be a retrospective for the class, an inspirational address, and a thanksgiving to the school community and, most importantly, to the Lord for His faithfulness. The valedictorian will work together with their teacher or a member of the staff to prepare his or her speech.

In the process of selecting a valedictorian, there are several important qualities to be considered:

Academic:

- Good study skills
- Average of 80% or greater
- Good effort and attitude
- Participates in class
- Organized
- Hands in all homework assignments on time

School Participation:

- Participates in / contributes to the life of the school
- i.e.: Student Council, Bus Patrol, Peer Mediation, etc.
- also: clubs, teams, intramurals, classroom help

Shows Fruit of the Spirit (from Gal. 5:22):

- displays qualities of love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, and self-control

Public Speaking:

- Must be proficient at public speaking, displaying good preparation skills and confidence in delivery

Minimum Attendance:

- Should have been a student at JKCS for a minimum of two year

It has been the tradition to allow the students to vote for their choice(s) via a secret ballot, with the results being tabulated, discussed, and approved of by staff. The student who has been chosen is then approached in private and is given the opportunity to accept or decline the nomination. If they insist on declining, staff will consider the student with the next most votes.

HOMWORK GUIDELINES

Teachers give homework as a planned part of the educational process. It is designed to enhance student learning and assist in the development of life-long learning skills such as self-discipline, task and time management, prioritization, responsibility, independence, initiative, and problem solving. Studies have shown that students who set aside time at home for studying, reading and doing school work experience greater achievement than those who do not.

Homework is generally divided into 4 types:

1. **completion** of classroom work
2. **practice** and review of concepts
3. **preparation** for future learning
4. **creative extension** of classroom learning (projects and independent study assignments)

As a guiding principle, students should expect to spend at least 5 minutes and no more than 15 minutes per grade per night doing homework. For example, a grade 3 student would have up to 30 minutes of homework per night. Homeroom teachers monitor the flow of assignments and ample notice with respect to due dates is given for large assignments/projects. Students are encouraged to be self-advocates when flexibility is required to complete work.

Junior Kindergarten – Grade 3

- Unfinished class work may be sent home for completion
- Parent reading with child, shared reading
- Learning and review of high frequency words
- Practice of weekly spelling
- Drilling math facts
- Memory work
- Preparation for quizzes and tests when required
- Collecting materials for classroom based on current themes
- Using day-to-day activities to practice counting, calculation, arranging objects by size and shape

Grade 4 – Grade 6

- Parent reading with child, shared reading, listening to child read, independent reading, book reports
- Completing daily assignments
- Drilling multiplication and division facts
- Regular reviewing of French verbs, structures and vocabulary
- Reviewing for quizzes and tests
- Collecting materials
- Working on projects

- Journal writing
- Memory work
- Practicing recorder/band instrument

Students are required to complete their work. Incomplete assignments may result in loss of marks, and even removal from co-curricular activities. Parents/guardians will be contacted if there is an on-going problem with homework completion.

Grade 7 and 8

- Completion of daily assignments
- Reading, book reports
- Review for quizzes and test preparation
- Working on projects and preparing for presentations
- Journal writing
- Memory work
- Practicing recorder/band instrument

Students are required to complete their work. Incomplete assignments may result in loss of marks, removal from co-curricular activities and school teams.

JKCS PRIVACY GUIDELINES

John Knox Christian School is committed to maintaining the confidentiality, accuracy and security of your personal information, as well as that of your children, in line with principles established by the Personal Information Protection and Electronic Documents Act (PIPEDA). Information provided at registration is used to connect our constituents and strengthen our school community by informing them of school news, events, issues, and opportunities for involvement.

When you, as a parent, student, alumnae or other individual, provide personal information to the school such as your name, address, telephone number, and email address, it is shared with the Communications Office so that we may communicate with you. The school solicits financial and volunteer support of its many constituents through Development Office. While John Knox Christian School aims to celebrate the many donations and gifts to the school, our goal is to respect and work with our donors, within the principles of the law.

All information is stored in password protected databases and in secure files on school premises. Access is restricted to authorized staff. Under no circumstances is this information rented, sold or given to any organization outside of John Knox Christian School. You have a right to access your personal information, or that of your child, upon request through our JKCS Privacy Officer:

George Petrusma
Principal
Tel: (905) 829-8048 Ext: 222
Email: gpetrusma@jkcs-oakville.ca

If you would prefer not to have your personal information shared or, have any concerns or questions please contact the principal.

