



PARENT HANDBOOK

Apr 22, 2026

Igniting Wonder for God, Neighbour, and Creation

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Vice Principal of School Life: Mr. Gordon Yip

Director of Discipleship and Leadership: Ms. Vinci Ng

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Student Mental Health: Mrs. Kristy Reckman and Mr. Kevin Fledderus

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PRINCIPAL'S MESSAGE

Dear Parent/Guardian,

Welcome to this parent handbook. It is designed so that you have a clear understanding of our school and of its policies and procedures. You will see that it details many of the ways in which we are working together with you to support your child.

Matthew 7:24 says, "Everyone then who hears these words of mine and does them will be like a wise man who built his house on the rock." These important words are so true. John Knox Christian School, along with your church and your home, builds a Christian foundation for each child, one that will support them throughout their lives.



As parents, and as members of JKCS, you have joined an amazing community, one that is committed to seeing children thrive and grow in their relationship with Jesus Christ. Your child has been given the opportunity to engage in dynamic learning, be disciplined in their faith, and flourish as a whole person. So, as you read these pages, think about your child and about all of the JKCS students as each expectation is designed to create that type of community.

All of these efforts point to our mission of "Igniting Wonder for God, Neighbour, and Creation." Since 1959, we have challenged our students to become all that the Lord intends them to be through an inspiring Christian education. We are so glad that you and your family have joined this community of faith and we look forward to the plans the Lord has for us.

Thank you for joining us!

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Baird".

Chris Baird

MISSION, VISION, AND VALUES

Mission

Igniting Wonder for God, Neighbour, and Creation.

Vision

Our vibrant, Christian school community will grow:

- Academically stimulated and joyful students
- Professionally engaged staff
- An economically, ethnically, and denominationally diverse membership

Organizational Values

- Nurturing joyful and competent staff members
- Growing our intimacy with Jesus Christ
- Serving our neighbours habitually
- Celebrating each student
- Cultivating lifelong learning
- Investigating life's diversity

Employee Values

- CHRISTIAN ... committed, grace-filled, fruit of the Spirit
- PASSION ... for Christ, for people, for learning
- GROWTH ... for excellence, goal-oriented, curious
- CONNECTION ... positive, collaborative, encouraging

GRADUATE PROFILE

The primary strategies by which the school will fulfill its mission include our Graduate Profile (areas in which we provide growth and development in our students):



Christian Worldview

We ensure that our program challenges each student to use the Bible appropriately to gain understanding, recall, and apply biblical truths to daily living and demonstrate wonder for God, neighbour, and creation.



Academic Excellence

We ensure that our program challenges each student through meeting the Ontario curriculum standards and going beyond them in cases when the student demonstrates an understanding that is beyond those standards.



Christian Character

We ensure that our school challenges each student to display the qualities of love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, and self-control.



Christian Leadership

We ensure that our school challenges each student to encourage others to reflect the love of Jesus, provide an opportunity for other students' voices to be heard, and act as a positive role model for other students.



21st Century Learning Skills

We ensure that our program challenges each student to respect and cooperate with others, complete a fair share of work in a group, properly use technology to learn, and encourage the participation of others in a group setting.

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 in our hearts the desire to live obedient and faithful lives. These foundational belief statements create the necessary context for our understanding and practice of discipline.

Our Christian Culture

We encourage and channel children to appropriate, respectful behaviours in all our relationships.

Our relationship with God

- We will speak of God in respectful terms.
- We will encourage a 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 to those in authority.

Our relationship with others

- We will be respectful of others.
- We will address each other properly and not resort to name-calling, swearing, or foul language.
- 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.

OUR COMMUNITY COMMITMENTS

We strive to give students the best opportunities to learn and grow. In order to do that, we must work together well as John Knox staff, parents, and students. Clearly communicated expectations are 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

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

What JKCS Parents Will Do

- I will bring my child to school on time, well-rested, well-fed, and focused on participating in the lessons and events at school.
- I will communicate well with the staff and do so in a respectful manner that promotes a strong relationship between home and school.
- I will stay connected with the school by reading the school newsletter.
- I will support learning at home by talking about school regularly and helping with schoolwork when necessary.
- I will provide spiritual nourishment for my family and pray for JKCS students and staff.

What JKCS Students Will Do

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

What JKCS Teachers Will Do

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

COMMUNICATION BETWEEN HOME AND SCHOOL

We strongly encourage communication between home and school. Feel free to contact your child(ren)'s teacher(s), or any other staff member, with any questions or concerns. Contact information is available through our website at www.jkcs-oakville.ca (click "ABOUT" on the menu bar, and select "JKCS Team"). The "PARENTS" section of the school website contains newsletters, downloadable forms, school calendars, and more.

It is best to contact teachers by email. All **emergency calls** should be called into the Welcome Desk at extension 0. We are committed to partnering with you. We look forward to that blessing.

Here are some other ways in which you can ensure that great communication between home and school exists.

Sycamore

Our school uses an online database and communication system called **Sycamore**. Currently, we channel virtually all of our communication with parents through Sycamore. Sycamore is your source for school news, classroom news and announcements, upcoming events, school directories, the school calendar, and more!

Every new JKCS family receives an instructional Sycamore Handbook to help them navigate the system. You can read the Sycamore Handbook [HERE](#).

Meet the Teacher / New Family Orientation

This back to school event is held on the Thursday before the school year is about to begin. All parents/guardians and students are invited to come to the school to meet their child's teacher and visit the classrooms.

New families are invited to attend an orientation session, during which time various JKCS staff are introduced along with their responsibilities, and some of the procedures related to their portfolios. There is also a special orientation for international families which outlines all the information needed to navigate the processes in our school and living in the Oakville area. New families will have an opportunity to meet their teachers before the rest of the school arrives for the event.

Social Media

Our school is active on social media. We encourage families to follow our accounts to stay connected with the school community and informed about JKCS activities.

Facebook: www.facebook.com/JKCS.Oakville

Instagram: www.instagram.com/JKCSOakville/

Twitter: <https://twitter.com/JKCSOakville>

The John Knox Journal

Every other week, each parent will receive an informative newsletter which contains a video and written reflection from the leadership of the school. In addition, the newsletter will contain announcements and other important information for all JKCS families.

Copies of *The John Knox Journal* can be found in the PARENTS section of the JKCS website and at this link: <https://www.jkcs-oakville.ca/parents/newsletters>.

SCHOOL UNIFORM POLICY

For daily wear and physical education classes, JKCS students are required to wear school uniforms. Our school uniform supplier is [InSchoolwear](#), located at [505 Iroquois Shore Road, Unit 7](#), in Oakville. All JKCS school uniforms must be purchased through InSchoolwear. Uniforms can also be ordered online from InSchoolwear. Our school code is: **jkcs**

Information about school uniforms can be found in the [ADMISSIONS](#) section of our website.

JKCS Used Uniform Store

JKCS is pleased to offer a used school uniform store, where parents may purchase gently used school uniforms. Located in the upper mezzanine, this store is operated by parent volunteers.

To learn more about the used uniform store, including days and hours of operation, please contact the school office at: office@jkcs-oakville.ca.

GIFTS PROGRAM – GETTING INVOLVED FOR THE STUDENTS

At John Knox, we believe that a strong school community starts with *you*! Our **GIFTS Program (Getting Involved for the Students)** is a valuable way of building community at JKCS. It promotes parent involvement at JKCS, is a vital reminder of the importance of volunteering, and helps keep down the cost of operating the school. Parental participation has a direct, positive impact on student performance.

JKCS publishes a [GIFTS catalogue](#) of volunteer opportunities. Families select a volunteer opportunity that best suits their time, schedule, and talents/interests. The GIFTS catalogue is available in the “PARENTS” section of our website under “Downloadable Forms”. Once you have decided your top three choices, fill out the [registration form](#) by **May 15th, 2026**.

While participation is mandatory for all families, we understand that sometimes schedules don't allow for volunteering. In these cases, families are welcome to make a **\$1000 contribution in place of volunteer hours** — a meaningful way to support our school programs.

Whether you give your time or choose to give through a contribution, your involvement helps us provide enriching experiences and resources for our students. The most recent GIFTS catalogue is available in May/June each year.

LEARNING REPORTS AND LEARNING CONFERENCE SCHEDULE

Term	Learning Report Issued	Learning Conferences
Term 1 September-January	Early November - Progress Report	November <i>The week following the distribution of Progress Reports for those with concerns or questions</i>
	Early February - Learning Report	February <i>The week following the distribution of Learning Reports for all those who did not meet with their teacher in November or have concerns to be discussed.</i>
Term 2 February-June	The last day of school in June - Learning Report	

Progress Report Conferences: Following the Progress Learning Reports that will be sent home with your child, there will be learning conferences available for those with concerns or questions.

Term 1 Learning Conferences: Learning Conferences will be available following the Learning Reports that will be sent home with your child. Parents may choose to schedule a conference, or the teachers may also request to meet with the parents to discuss the next steps for a child's learning. This is recommended for those who did not attend the Progress Report Learning Conferences in November.

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 email the teacher directly.

We expect that all parents abide by the spirit of Matthew 18 in which we communicate directly with each other. Should attempts to rectify a situation prove to be difficult and another person may be helpful to provide structure and leadership, we encourage both parties to reach out to someone from our staff leadership team.

DISCIPLINE

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 behaviour has been lacking, to consider the consequences of this behaviour on others, to seek to reconcile with those negatively affected, and to learn how to improve behaviour in similar situations in the future.

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 may 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 parent involvement. Teachers need to assess each incident on its own merit and decide whether to deal with the issue themselves, as well as consider whether or not 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 their classroom community.

For a complete description of all our discipline policies and procedures, please consult the Policy Documents page in the PARENTS section of our school website.

<https://www.jkcs-oakville.ca/parents/jkcs-policy-documents>

CODE OF CONDUCT

Student Code of Conduct (Grades 1-4)

At JKCS, we know God has created every student and staff member with unique and incredible value. We believe the Holy Spirit helps us show love to God and all people. JKCS wants this to be a safe place for all students to learn and grow in academics, athletics, musicality, social-emotional learning, and, most importantly, in their relationship with Jesus Christ. To make this possible, we expect all students to use the following to have healthy relationships at JKCS.

Our Relationship with God

- We will be respectful when we use God's name.
- We will be respectful during prayer and Bible reading.
- We will respect ourselves because God created us in His image.

Our Relationship with Those in Authority

- We will listen to all the adults at school.
- We will obey the school rules.

Our Relationship to Self and Others

- We will be polite and respectful to the people around us because we are all God's children.
- When we do or say wrong things we will learn to apologize and ask God to help us do what is right.
- We will encourage everyone to feel included.
- We will avoid touching except in friendship and to help.
- We will respect the belongings of others.

Our Relationship to School Property

- We will take care of our school and the things in it.
- We will take care of the school grounds and playground equipment.

What does it mean to be respectful?

- *polite, kind, courteous, gracious, humble, considerate*

What does it mean to respect?

- *value, appreciate, consider, regard, honour, esteem*

Student Code of Conduct (Grades 5-8)

At JKCS, we know God has created every student and staff member with unique and incredible value. We believe the Holy Spirit helps us show love to God and all people. JKCS wants this to be a safe place for all students to learn and grow in academics, athletics, musicality, social-emotional learning, and, most importantly, in their relationship with Jesus Christ. To make this possible, we expect all students to use the following to have healthy relationships at JKCS.

Our Relationship with God

- We will speak of God in respectful ways.
- We will encourage close relationships with God in others and ourselves through Chapels, prayer, sharing, etc
- We will respect ourselves because God created us in His image.

Our Relationship with Those in Authority

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

Our Relationship to Others

- We will be respectful of all students.
- We will address each other properly and not resort to name calling, swearing, racist slang or dirty language.
- We will respect each other's property.
- We will encourage everyone to feel included.
- We will respect each other's person and avoid touching unless to help or in friendship.
- We will learn to apologize and seek God's strength when we fail to continue building a community of love.

Our Relationship to School Property

- We will respect school property. This includes furniture, books, equipment and building.
- We will report any damage done and volunteer to pay for damages if we are responsible.
- We will accept responsibility for the cleanliness of the school and grounds.
- We will respect school rules and follow them to the best of our ability, including:
- We will respect school rules and follow them to the best of our ability, including:
 - We will not bring phones or smart watches to school.
 - We will be on task on our Chromebooks at all times.
 - We will do our homework, arrive at school on time, be well-rested, and bring what we need.
 - We will use academic honesty (our work will not be copied from the internet, AI, books, or other students).

SPECIAL EVENTS

Chapel

Chapel is held on Monday mornings and explores topics related to the school's annual theme. During chapel, we praise the Lord and build community among the student body.

We host chapels for students in Grades 1-6 and for students in Grades 7 and 8. Our Director of Student Life and Leadership is in charge of developing our school theme through our chapels, paying attention to the appropriate content and level of understanding for all involved.

Special Emphasis

Throughout the year, there are certain events which receive special emphasis. Most of these events are tied to school curriculum or a special community event. These include GrandFriends Day, Celebration of Learning, and our Christmas Program. In advance of these special activities, families will receive full details from the classroom teachers and/or the bi-weekly school newsletter, including information on how to participate.

Homeroom

Each student in grades K-8 is assigned to a homeroom. Specialized subjects such as art, technology, library, music, and physical education will either require the teacher to rotate into the homeroom, or the students to move to the area assigned for the subject.

Co-curricular Programmes

JKCS recognizes the value of experiences that take place outside of the homeroom classroom. The school offers a wide array of exceptional co-curricular programmes. Please see the [LEARNING](#) section of our website for a full list of co-curricular and extracurricular events.

Fundraising Opportunities

The faithful support of parents, alumni, and the JKCS community enables us to ignite wonder for God, neighbour, and creation. As stewards of the gifts we receive from our supporters, we administer these gifts in order to honour the Lord.

During the school year, we hold special events to raise funds for the JKCS Bursary Program and for targeted projects. Our targeted fundraising campaigns raised funds for many different needs. Most recently, we raised funds for our new building expansion, and we have also raised funds previously for playground upgrades, 21st-century classroom furniture, and technology needs.

The [JOHN KNOX CHRISTIAN SCHOOL FOUNDATION](#) helps donors tailor their giving and estate planning needs with gifts that can have an immediate or long-term impact. Planned gifts and estate gifts given to John Knox Christian School Foundation provide funds that contribute to tuition reduction, bursaries, enhanced programs, or capital expenditures. Learn more about our fundraising goals and how you can partner with JKCS by visiting the [SUPPORT](#) section of our school website.

SCHOOL PROCEDURES

Absence Reporting

If a student will be absent for the day, the parent must phone: (905) 829-8048 or [email](#) the office by 8:30 am.

Early Pick Up

If you need to pick up your child early from school, you must notify the office by 12:00 PM.

Please avoid picking up students between 3:00–3:30 PM as it disrupts end-of-day activities and announcements. This time is important for all students and teachers to finish the day smoothly.

Scheduled Early Pick Up (Repeated Scheduled Release from Regular School Hours)

While full attendance is strongly encouraged, parents may request an exemption under certain circumstances by submitting a completed [form](#) — along with supporting documentation such as training, therapy, or medical schedules — to the school office either at the beginning of the school year or at least 10 days before the new schedule begins. If approved, the school will offer some accommodations, but students are responsible for catching up on missed work, and the exemption may be revoked if responsibilities are not met.

Vacation Request

While we encourage students to attend school regularly, we also recognize the value of family vacations. Whenever possible, families should plan vacations outside of school days; if that's not feasible, please submit this [vacation form](#) at least two weeks in advance. It is also the parent's responsibility to contact the teachers, so additional work may be assigned to allow the student to stay current with the rest of the class.

Appointments (Medical, Dental)

We realize that it is not always possible to schedule these appointments after school or on non-school days. However, parents should be aware that students will miss part of the learning process that can never be fully replicated later.

We thank you in advance for keeping disruptions to the learning process to a minimum.

Arriving Late

All students should be seated in their homeroom classroom by 8:35 am. To help ensure this, parents/guardians are encouraged to be in the drop-off line by 8:25 am. Students arriving late must enter through the front doors of the school and report to the Welcome Desk before going to their classroom.

Accidents and/or Incidents

Major accidents and/or incidents that take place at the school will be documented and the family or families involved will be notified by the office or leadership staff. It is important to us that you as parents are aware.

Allergies (Food and Scent)

JKCS is a nut-free and scent-free school. This protects our students and staff who have sensitivities and allergies.

Please do not bring food that contains nuts into our school. No foods may be shared with other students. For special class events (with the teachers permission) items still must be nut-free. Please refrain from bringing foods to share from any bakery or Tim Hortons products as they all may contain nuts.

When you are at the school, please refrain from wearing perfume, cologne, or strong scents.

Thank you for keeping our students and staff safe!

Awards and Special Recognition

Our awards program acknowledges student participation in class and for activities that are over and above the normal curriculum. JKCS offers a number of extracurricular activities for which the students may receive an award.

During the grade 8 graduation ceremony, we distribute awards to members of the graduating class. Learn more about these [Graduation Awards](#) by visiting our website at <https://www.jkcs-oakville.ca/parents/jkcs-policy-documents>. (See also: [Graduation](#))

Before and After School Care (BASC)

From 7:00 am until 8:15 am and from 3:35 pm until 6:00 pm, JKCS provides Before and After School Care (BASC) for a modest fee.

Students in the BASC program are supervised by caring and qualified JKCS staff. Students are cared for in a nurturing, creative, and fun environment.

JKCS families can register for BASC on an ongoing or as-needed basis. Online registration for BASC, as well as policies and fees, are located in the [PARENTS](#) section of the website.

Birthday Invitations and Celebrations

It is the school's policy that birthday invitations are ONLY distributed at school if ALL classmates are invited. This decreases the hurt felt by those who are not invited to the party. Family emails are available in [SYCAMORE](#).

As you plan birthday parties and/or social gatherings, we thank you in advance for:

1. Inviting EITHER a small minority OR all students in the class.
2. Only handing out invitations to classmates at school when ALL are invited.
3. Erring on the side of inclusion rather than exclusion.

JKCS is a Healthy Eating School, which means we cannot have cupcakes, Tim Hortons, or other sugary treats brought in for birthdays or other special occasions. Exceptions will be made for special treats for Christmas and Valentine's Day classroom celebrations. Teachers will communicate when special treats may be brought in.

Closing for Inclement Weather

If the school closes due to inclement weather, JKCS families are notified through our automatic voice messaging system and via text. School closures will also be announced on the JKCS website and on our social media (Facebook, Instagram, Twitter).

Class Trips

Typically, classrooms take two or three trips away from the school each year. On most occasions, busing will be used to transport our students. Some trips involve walking to learning opportunities in the Clearview neighbourhood. Be sure to stay connected via the Classroom Connection that is maintained by the classroom teachers. Parents are encouraged to join their child's class on these outings.

Two class trips have become traditions for students in senior grades:

Grade 8 Leadership Retreat (October)

This three-day, two-night trip to [Ontario Pioneer Camp](#) takes place at the beginning of each school year. Pioneer is a Christian youth camp located in Port Sydney, Ontario (north of Bracebridge). The costs for this trip are included in tuition costs.

Grade 7 and 8 Trip (May)

This exciting trip is connected to the curriculum, and students will experience history, French, art, science, civics, and geography. In May, Grade 7 students will

travel to Ottawa, while Grade 8 students will go to Quebec City. Trip costs are included in the tuition.

Criminal Record/Police Checks/Child Welfare

All employees and all 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 [Child Welfare Policy and Procedures Manual](#). This training requires an annual follow-up video to be watched.

Dishonesty (Academic)

Cheating and plagiarism are strictly prohibited. Cheating during a test or 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 - Grades 7 & 8

In Term 1, grade 7 and 8 students will write a language arts exam and a science exam. At the end of Term 2, students in grades 7 and 8 will write math exams, and grade 8 students will also write a French exam. Our graduates consistently tell us that our exam process helped prepare them well for high school.

Electronic Devices and Technology

Cell phones are not to be used in the school. If a student needs to be contacted or if a parent needs to be contacted, school phones are available upon request. It is our practice for the senior homeroom teachers to collect phones at the beginning of the day and safely store them in a locked cupboard. The phones will be returned to the students at the end of the day before the students go home. If a student uses a cell phone inappropriately, it will be confiscated by the teacher and returned at the end of the day. Should any student require further support, the administration will be pleased to help.

Students in grades 5 to 8 are required to bring their own Chromebooks to school each day. **It must be a Chromebook**, and it may be any size. **It cannot be a laptop with Chrome or a MacBook**. Families will purchase and care for their own Chromebooks to use in the school and at home. Students are responsible for the care and use of their Chromebooks. Teachers and parents partner to help teach students how to handle this responsibility and use their devices to help ignite wonder for God, neighbour, and creation.

For more information on our technology policies, please visit the [JKCS Technology](#) page on our school website.

Graduation

The grade 8 graduation ceremony takes place in the last week prior to the end of the school year. The graduation ceremony is open to all parents, grandparents and siblings of the graduates. During the ceremony, [JKCS Graduation Awards](#) will be distributed.

Following the ceremony, a dinner for graduates and their parents only is provided at a location determined by the graduation committee. Parents pay a fee toward the dinner and ceremony costs.

Homework 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 lifelong 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 schoolwork experience greater achievement than those who do not.

Homework is generally divided into four 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)

Students should expect to spend an average of 10 minutes per grade per night doing homework. For example, a grade 3 student would have up to 30 minutes of homework per night. Homework 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.

JKCS Grade Level Learning Goals

As students enter JKCS, it's important to set them up for success. They are strongly encouraged to work on the following prior to their first day. To see expectations by grade level [click here](#).

Medical Information

If your child has a medical condition (e.g., asthma, allergies, diabetes, etc.), please complete and submit the appropriate medical forms (below). These forms **must** be submitted to the school office if your child:

- has a HIGH-RISK medical condition.
 - *Anaphylactic Allergy, Asthma, Diabetes, etc.*
- requires medication to be administered by school personnel
 - *Advil for headaches, antibiotics, etc.*

In addition, we ask that you complete a non-critical medical form if your child has a medical condition that does not necessarily require medication but may still occasionally present itself (e.g., mild eczema, migraines, sensory sensitivities). This helps our staff be aware of your child's needs, monitor them appropriately, and provide the right support should symptoms arise during the school day.

Critical Medical Alert Form
Asthma Medical Alert Form
Administration of Medication Form
Non-Critical Medical Information Form

PLEASE NOTE: These forms, along with necessary medicines, MUST be submitted to the school PRIOR TO the student starting school.

Medication

If your child requires the administration of medication during the school day, please fill out the [Administration of Medication Form](#).

Prescription medications or other medications sent to the school will be kept in a locked drawer in the office area for your child.

If your child requires one-time medication for headache or minor pain during school hours, the Welcome Desk staff will always call home to request permission from you first.

Out of Bounds

Students are not allowed outside of the fence that surrounds the perimeter of the school unless they have received special permission from a teacher or administration.

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. Thank you for ensuring that our parking lot is safe for all vehicles.

School Daily Timetable

JKCS daily [timetable](#) will be posted before the end of June, 2026.

School Lunch Program

Watch for information in September. Hot lunches is a service we provide for a fee.

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, alumni, 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 from its many constituents through the 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. If you would prefer not to have your personal information shared, or if you have any concerns or questions, please contact the Privacy Officer: Principal Chris Baird cbaird@jkcs-oakville.ca

Do Not Publish List

During the school year, we take photographs of our students engaged in classroom activities, during recess, at special events, and during field trips. These photographs may be posted on our website, on our social media accounts, and in promotional material produced by the school.

If you do not wish to have your child(ren)'s images shared publicly, you can ask the school to place your child(ren) on our Do Not Publish List. Students on our Do Not Publish List may have their photos shared on closed communication channels, such as Sycamore and Classroom Connection, but will not have their photos shared on social media or print publications. To have your child added to or removed from the Do Not Publish List, please contact the school office at office@jkcs-oakville.ca.

THANK YOU

It is a pleasure to work with you as parents and guardians. Thank you for your partnership. You are a valued member of our school community. May the Lord bless and keep you and your family as you journey with us in the task of Igniting Wonder for God, Neighbour, and Creation!