

# South Oaks Parent Handbook 2025-26

"Our job is too difficult and too beautiful to do alone"
- Amelia Gambetti

# Welcome, from the South Oaks Parent Advisory Council!

The South Oaks Parent Advisory Council is an elected group of parents that seeks to share in the purpose and goals of South Oaks School, and thereby help create a positive and beneficial educational experience for our children. We are a liaison between the community and the school staff, seeking to facilitate ongoing effective communication for the collective welfare of the students.

The Parent Council participates in a number of events that benefit our school, such as Hot Lunch days, the Christmas Concert, Winter Fun Day, Staff Appreciation Week and the Spring Picnic. We are also a sounding board for parents. Each year we hold a fundraiser to raise funds for school projects. In the past these funds have been used for the purchase of Music or PE equipment, enhancing technology in the school, playground improvements, etc.

You can contact an executive member with questions, suggestions or concerns. We look forward to hearing from you! Our contact information is below;

- Meagen Harder Chair mharder1726@gmail.com
- Randy Fast Treasurer randalfast@hotmail.com
- Shannon Scott shannonrscott20@gmail.com
- Samuela Reimer chris.samuela@gmail.com

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#### **LUNCH / FOOD POLICY**

Students are permitted to eat lunch in their classrooms during their designated lunch time. Each teacher helps her class get settled for lunch and then educational assistants who function as noon hour supervisors are on duty, moving from class to class. Please do not send lunches that need preparation by the staff, as our personnel are not able to heat student lunches, etc.

Children are reminded at lunch time to first have their sandwiches or whatever "main course" item that has been packed, **before** eating the chips or cookies that they might have for dessert. We do this because healthy eating habits are part of what we want students to learn for life. Also, please let us know if your child has any allergies. <u>Due to allergies and other concerns food is only to be eaten in classrooms</u>. Also, please remind your child that food is not to be traded or shared with students in other classrooms. Doing so could be unsafe for some children.

Information about hot lunch (pizza) Fridays will be sent home from the office.

## **CHANGE OF INFORMATION**

If at any time throughout the year you change your address, phone number, have an addition to your family, or wish to change the emergency contact person, please inform our school office at 204-434-6165.

#### **MEDICATION AND ILLNESS**

Teachers are not permitted to administer any medication to students unless forms are completed. If regular medication is required during the school day, a "Request for Medication Administration" form needs to be completed. Please see the office for this.

According to Hanover Policy, school staff shall not apply any external antiseptics such as mercurochrome to injuries sustained by students. In the case of minor cuts or abrasions, the wound is to be washed and, where necessary, a sterilized bandage applied. In the case of serious cuts or other such injury, the child is to be referred to a physician for treatment.

In the event a student demonstrates symptoms of illness or fatigue due to an injury sustained on the playground (e.g. a fall), the parents will be contacted. If it is advisable for the student to go home, the parent would take the child home and decide on treatment if needed.

If parents have questions about children's illnesses or injuries, or need other health information, Manitoba Health has a toll free number to access: *Health Links*:

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1-888-315-9257. A registered nurse will provide health care advice pertinent to the questions or situation described.

#### **HEAD LICE**

Head Lice are small insects that live on the scalp of humans. When they bite the scalp they cause itching. They do not cause or carry disease. Contrary to popular understanding, lice are not a cleanliness issue. Anyone can come into contact with lice, either at school, a sports complex, or even trying on headgear in a store.

Because of the contagious nature of the condition, the parents of any student who appears to have head lice will be contacted. Parents are asked to treat the child's head lice before they return to school. All household members should also be checked, and personal and household articles appropriately cleaned according to the public health guidelines.

If you suspect your child may have lice, please call the school immediately, as well as the local Public Health Nurse (204-433-7636), so that the necessary precautions can be taken to prevent the lice from spreading to other children in the school.

#### POISON IVY

"Children need to explore mysterious paths and special places in the outdoors. There is a universal tendency for children to create their own private places. How many of our playgrounds allow children to do these things?" (Davud Sobel,

Childhood and Nature).

South Oaks has one of the most beautiful playgrounds in the province. However, with this beauty and nature comes the reality of Poison Ivy. The debate about what to do about it has been around many years. This is very understandable because of the "tug-o-war" between children who are allergic to poison ivy and the desire to give children the best opportunity to connect with nature. Both concerns are extremely important to us.

The easy solution is to reduce bush access. However, children really need those "paths and private spaces" to explore. Playing creatively in nature is good for a child's mental health and physical development. So, what can we do instead of removing the natural elements that provide so much benefit to our kids?

As educators, we approach most challenges with the perspective of teaching and learning. So, we will begin the year, reminding students of the hazards of Poison Ivy. We will provide extra training as needed for students who are allergic. This may include one-to-one or small group visits to the playground to show students where the poison ivy is and what it looks like, so they are better able to avoid it. We will improve our network of pathways in the bush, so kids can navigate through it safely. We will teach proper hand washing habits and remind students to wash hands after recess. We will encourage proper coverage of the skin when playing. We can access support from Public Health to educate students/teachers/parents on the best way to manage exposure, much like we would do for any other allergy. We can even write specific safety plans if the allergies are extreme and need more attention. Finally, we will provide "forts" in the bush, so students can play more safely, rather than amongst the Poison Ivy.

The message I hope to convey is that we will do whatever we can to help your child to be safe, healthy and engaging with nature during recess. I believe we can do it if we work together. Please feel free to discuss any concerns you may have regarding poison ivy, with me or with PAC members anytime. Our goal is to give your child the gift of playing in nature, while staying healthy and safe at the same time.

#### RENTALS

According to Hanover School Division Policy, "school facilities are available to residents of the school division for educational, cultural, recreational, political, religious and charitable functions, provided that such functions do not interfere with school activities and the functions are of a nature acceptable to the board."

The rental period is between 7:00 p.m. and 10:00 p.m. during the school year, not including the Christmas Break, Spring Break, Summer Break, Good Friday, and before 1:00 p.m. on Remembrance Day. In addition, there will be no South Oaks School gym rentals during the two weeks prior to the Christmas Break, or the evenings prior to Winter Fun Day and the Spring Picnic, due to preparations for the respective events.

Much of the school gym equipment and musical instruments have been bought with

monies raised locally by fundraisers for the direct purpose of benefiting South Oaks students. Consequently, due to the wear and tear involved, school *equipment* is not generally available for rent. Adult group gym rental agreements will include the use of one game ball, as well as nets and poles where applicable. For further information about rentals, including rental fees and arranging reservations, please contact the division office rentals person.

#### **EMERGENCIES**

Parents are asked to notify the school office during the registration process regarding emergency contact information, for use if parents are not available.

### PRIVATE MUSIC LESSONS

South Oaks School recognizes the value of private music lessons offered by specialists within the community. Such lessons function as enrichment for students and contribute to their overall development. Parents are encouraged to book private music lessons on weekends, after school or during lunch hours, in order to enable students to benefit from both their regular course of instruction at school, as well as their enrichment classes, taken privately. When parents are unable to schedule private music lessons during these non-school times, South Oaks staff will work with parents and children to establish routines whereby students are able to independently note their music lesson times and leave and later return to their classes quietly. Because public address system announcements during school classes interrupt the learning of every child in the room, the school will make every effort to work with students, parents and private music teachers to ensure that such disruptions are not necessary to remind individual students about private music lessons.

#### **VOLUNTEERS**

Volunteers are welcome at our school for various activities, such as:

- a) reading with students.
- b) field trips.
- c) baking with students.
- d) crafts that require extra hands.
- e) activity days at the school
- f) etc.

If you are willing to volunteer your time, please stop by the office to arrange for Criminal Record Checks and Child Abuse Registry Checks to be done. Then, when your child's teacher needs volunteers for any activities, they would be able to contact you and have you start as soon as these checks are completed.

It is crucial that, as a parent volunteer in the classroom, the rights of each child is respected without prejudice, and that incidents and behaviours

## observed in the classroom be treated with strict confidentiality.

Volunteer Dress is expected to conform to the South Oaks Dress Code outlined below, which is applicable to all staff members and students.

#### SOUTH OAKS DRESS CODE

At South Oaks School, our standard of dress and expectations regarding appropriate attire are based upon common sense and respect for self and others, in a public school setting. The intent of the guidelines listed here is to help develop and protect the safety, self-confidence, self-respect and self-esteem of students.

- Clothing and accessories that promote alcohol, drugs, sex, violence, profanity, gangs, prejudice, sexism, or racism are not acceptable.
  - Shirts or tops must be modest. Sleeveless shirts are acceptable.
- For health and safety reasons, footwear must be worn in school. Flip flops are discouraged for outdoor play because they don't provide solid footing when playing soccer or climbing play structures, etc.
- Hats are permitted outside. Classroom/PE/Music teachers decide whether hats are appropriate for their students during class time.
  - Clothing must be clean.

These guidelines are representative but not exhaustive. Teachers and admin will make the final determination on what constitutes appropriate attire. Students who come to school dressed inappropriately will be asked to remedy the situation by changing into different attire. If the problem persists, parents will be contacted.

#### **USE OF PERSONAL DEVICES**

The school provides technology for students to use while at school. If communication with home is required, students may use the phone in the general office when given permission by a teacher or secretary. The phone in the West Wing foyer is available for use only after 4:00 p.m. by Green Valley School students using the South Oaks gym for practices or games. Students may not use cell phones, walkie talkies or other personal electronic communications devices while at school. If a student needs to contact a parent, the method to do so is through the office with the teacher's permission.

#### LIBRARY

The South Oaks library is a valuable resource, carefully maintained, and available to every student in the school. Students visit the library regularly and are able to sign out one or two books at a time. If a book is lost, it is at the librarian's discretion if that child will be allowed to take out another book before the lost book is either found or paid for. In such cases the librarian will contact the home as a notification or

reminder to parents. Lost books may be replaced or the cost charged to the student's parents at the new price or a depreciated value if the book was signed out more than five times.

#### **CLASSROOM VISITS**

Parents and caregivers are welcome at South Oaks as volunteers or visitors when prearranged with staff. However, unannounced visits to classrooms (i.e., apart from regular volunteer schedules) disrupt instruction and distract students from their work. Therefore, it is important to always inform classroom teachers beforehand of the intended time of the visit, and report to the office upon entering the school.

#### ITEMS FROM HOME

Students are asked not to bring any personal items from home, unless cleared by the school. When items are brought from home, there is always a chance that they will be lost/broken or stolen. This can result in hurt feelings and other complexities in relationships. Unless something specific (i.e. Show and Tell) has been arranged with your child's teacher, please keep all personal items at home. This includes toys, trading cards, electronic devices, valuable jewelery, etc. Thanks for your cooperation in this matter.

#### FIELD TRIPS

Each class will be able to take educational field trips during the school year. The trips are very important and always involve learning activities that are connected to the curriculum. Consequently, Field Trip days are just as important as any other school day. We request that your child participate in these learning experiences. Field trip parent volunteers may take their child home after field trips, but are asked not to try to collect any other children in school who may still be in class.

#### COLD WEATHER

Children are expected to spend recesses outside, weather permitting. A note to the teacher from the parents is required if a student has a valid reason to remain indoors. Staff members are considerate of each child, and all students remain indoors when the weather becomes extreme.

The general policy is that all students are required to go outside for some fresh air unless the temperature, with wind-chill, is below – 30. Staff members are sensitive to students' needs, and even when it is cold, the children may need to get some fresh air. The teachers make sure they are bundled up with all the warm clothes that are sent from home. There are also always supervisors on duty when students are outside, with the understanding that if the supervisors feel it is too cold, they will bring the children inside. When it is very cold, students either stay in all day, or are kept in for the morning recess and then go out for about ten minutes at lunch. Since the Hanover transportation division expects students to wait for the bus for ten

minutes, it is reasonable for students to go out for that length of time where they can run around and play.

#### **INCLEMENT WEATHER**

Please take note that school closing because of inclement weather will be announced between 6:00 and 8:00 a.m. on Radio Stations AM 1250, CJOB, CBC and 96.7 FM. Parents also receive an email from the school division, notifying them of school closure. Once students have been taken to school they will normally be required to wait until the regular pick-up time before being returned home, unless unforeseen circumstances or emergencies occur.

## **School Wide Discipline Policy**

## Overview;

The Social/Emotional goals of the Hanover School Division, and South Oaks School, are the same. They are to *create structures that are designed to help students understand the relationship between emotions and behaviors in relation to their*:

- a) self-identity/self worth
- b) academic achievement
- c) well-being
- d) ability to self-regulate
- e) relationship with others.

As a result, students are taught about social/emotional skills in their classes. These teachings, along with our school-wide values of "Safety, Kindness and Learning", as well as a "Green Slip" reward program to acknowledge positive student behaviour, is all part of our **proactive** approach to encouraging positive behaviour in school.

However, acquiring effective social skills takes time and this learning process is often slower than we would like, unfortunately. Therefore, we need effective tools to discourage the unskilled/unsafe/unkind behaviors we sometimes see from students. This policy responds to these behaviours with logical consequences and is part of our school-wide **reactive** plan.

# Offenses and Consequences

## A. Yellow (mid) Level Behaviours\*

- 1. Running in the hall
- 2. Play Fighting
- 3. Damaging trees
- 4. Excessive noise
- 5. Entering or Exiting Improperly
- 6. Not following posted expectations
- 7. Swearing or using obscene gestures
- 8. Lying
- 9. Talking back/rude

- 10. Throwing snowballs
- 11. Verbally or Physically *aggressive*

## Yellow Level Consequences;

## First stage

- Problem solving conversation (I noticed . . . My concerns are . . . How can we solve this problem?)
- Review the school behaviour expectations/rules as needed.
- Secure a verbal agreement from the student to do better next time.

## Second stage

- Student is given an "NR" (means no recess for the next recess)
- The student returns to recess after the NR consequence is completed and agrees to do better.

## Third stage

- One full day of recess suspension
- Parent communication from the office begins. Parents are informed via a behaviour report.
- The student may return to recess once the consequence is completed, and the student agrees to do better next time.

## Fourth stage

- Two full days of recess suspension.
- Principal arranges a meeting with parents to discuss the scenario and problem solve.
- The student returns to recess once the consequence is completed, and the student agrees to do better next time.

#### Fifth stage

- Recess is suspended until more recess supervision, or an alternative plan, can be arranged.
- Principal arranges a meeting with parents and the Learning Support/teacher team to collaborate/problem solve/plan.
- The student may return to recess once a plan is in place to manage the behaviours.
- Monitor the plan and work towards more student independence over time (baby steps are still progress).

## B. Red Level Behaviour;

- Verbally assaultive
- Physically assaultive
- Damage to school property
- Safety risk to self or others
- Inappropriate touching
- Bullying
- Intent to harm
- Deliberate disruptions to classes

## Running away

## Red Level Consequences;

Note; The Principal (or acting principal) may decide to send a student home at any time if the student cannot regulate at school. If parents cannot pick up their child when asked, the child enters an in-school suspension/supervised isolation for the remainder of the school day.

## First stage

- One full day of recess suspension
- Principal documents the incident and reports the incident/consequences to parents/staff as needed.
- Principal has a problem solving conversation with the student
- Student must agree to do better before returning to recess/class.
- Parent meeting may be necessary at this stage, depending on what has occurred.

## Second stage

- Two full days of recess suspension
- Principal documents the incident and reports the incident/consequences to parents/staff as needed.
- School team meets to problem solve and discuss next steps.
- Principal has problem solving/fix up conversation with the student.
- Student must agree to do better before returning to recess/class.
- Parent meeting may be necessary depending on what has occurred.

#### Third stage

- Recess is suspended until supervision can be adjusted/increased.
- In person meeting with the school team and parents arranged asap.
- Consult with the HSD behaviour clinician. Meet asap to problem solve with team.
- Student returns to recess/class when behaviour implementation plans (BIP) are ready to implement.

#### Fourth stage

- Recess suspension/restrictions continue as needed.
- Active consulting/planning and implementation with HSD behaviour consultant and our team
- In person meeting with parents to share our plans/ideas/questions/next steps.
   Parent feedback/approval of the BIP as needed.
- Inquire about interventions outside of school (i.e. family doctor, therapy, etc).
- Weekly team "check-in" meetings until things settle to a safer level. Are team roles clear and are members active?
- Student may return to recess/class once the formal plan (BIP) is ready and supervision is adequate.

#### Fifth stage

- Principal, LS, Teacher/EA, Divisional Support discuss the current plan and consider revisions and options for improvement.
- Consider an ARTO assessment (ARTO = Assessment of Risk to Others) by clinicians.

- Our team continues working/meeting with parents/guardians/doctors to explore further medical intervention as needed.
- Consider what temporary arrangements may be helpful (Alternate plans for recess?
  Half days at school? Adjust staff assignments? Analyze skill deficits? Consider barriers that need to be addressed).
- An out of school suspension and other exclusionary practices are considered a last resort. However, they will be considered when safety concerns are involved.

## **BUS TRANSPORTATION**

Hanover School Division provides busing for all students within their catchment area having more than 1 mile (1.6 kilometers) to walk to school. According to the Hanover School Division Policy, **Emergency Bus Passes will only be issued when there is a change from the normal routine.** This means that students are prohibited from taking a different bus, or getting on or off at a different stop. Non-bus students are not allowed on regular bus runs. Only in cases of an emergency is the principal of the school authorized to issue such a Bus Pass. Consequently, in **most** situations where there is a change from the normal routine, parents will have to make alternate transportation arrangements. *Please note that, under the policy, events such as trips, holidays and vacations do not warrant the issue of emergency bus passes.* 

All inquiries regarding bus transportation should be directed to Mr. Robert Warkentin, Supervisor of Transportation at the Hanover School Division Office (204-326-6471).

Large items are not to be transported on the bus. Skates may be taken on the bus only if they are in a cloth or canvas bag.

## Hanover School Division School Bus Discipline Policy

The Hanover School Division has adopted the following rules and regulations. It is hoped that these guidelines will help to provide safe transportation to and from school for all students. Students should be at the bus stop at least 5 minutes prior to the scheduled time. It is a privilege, not a right, to ride school buses in Hanover School Division.

## I. Bus Discipline Policy

Students who have the opportunity to ride division school buses may do so as long as they display behaviour that is reasonable and safe. Choosing to follow unacceptable behaviour may result in loss of bus service. The bus driver is responsible for the safety and discipline of students on the bus. The building principal is available to give assistance to the driver and will determine consequences of misbehaviour and the reinstatement of bus service for the offending students should a suspension become necessary. The responsibility for student supervision by the Hanover School Division shall begin when the student boards the bus in the morning and is retained until the student leaves the bus at the end of the day or is released to the parent/quardian in a manner consistent with the guidelines on release of

students.

Note: The bus is an extension of the school day. The bus driver has the authority to assign seats. The sexual/racial harassment policy of Hanover School Division will be strictly enforced on the school bus as well as at school.

## II. Behaviour Guidelines and Consequences – (Grades K-S4)

#### A. Class I Offenses

- 1. Spitting
- 2. Excessive noise
- 3. Excessive horseplay
- 4. Eating or drinking on bus
- 5. Riding unassigned bus without permission or attempting to ride any bus after receiving a suspension
- 6. Leaving seat/standing while bus is in motion
- 7. Profanity, verbal abuse, harassment or obscene gestures or possession of unacceptable material
- 8. Radios and electronic games are not allowed on the bus
  - 9. Disobedient or impudent to the driver
- 10. Other offenses as reported by the driver or principal

#### B. Class II Offenses

- 1. Hanging out of window
- 2. Throwing/shooting of any object
- 3. Use of tobacco or any controlled substance
- 4. Physical aggression against any person
- 5. Vandalism to bus (restitution will be made)
- 6. Holding onto/or attempting to hold onto any portion of the exterior of the bus
- 7. Lighting of matches, fireworks or any flammable object or substance 8. Unauthorized entering or leaving bus through emergency

door/tampering with bus equipment

- 9. Other offenses as reported by driver or principal
  - 10. Any offense committed on any bus outside of regular transportation to and from school (activity, field trip, shop shuttles, etc.) will carry a minimum penalty of a class II first offense.

#### C. Consequences

- 1. Class I
  - a. First Offense Warning or 1 to 5 days suspension

- b. Second Offense Warning or 1 to 5 days suspension
- c. Third Offense 5 to 10 days suspension
- d. Fourth Offense (Grades K-6)
  - · 10-day minimum suspension
  - Possible loss of all bus service
  - Parent/Principal meeting (optional)
- e. Fourth Offense (Grades 7-S4) loss of bus service

#### 2. Class II

- a. First Offense Warning or 1 to 5 days suspension
- b. Second Offense 5 to 10 days suspension
- c. Third Offense
  - · 10-day minimum suspension
  - Possible loss of all bus service
  - Parent/principal meeting (optional)
- d. Fourth Offense loss of bus service

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Note: A fourth offense of any class or combination thereof may result in loss of bus service. A severe offense may result in immediate loss of bus service.

## **Special Needs Student Bus Behaviour Policy**

Students, including those with special needs or transportation plans, who have the opportunity to ride division school buses, may do so as long as they display behaviour that is reasonable and safe.

Students with special needs, disabilities and/or behavioural challenges, like other students without special needs, that persist in choosing to follow unacceptable school bus behaviour (despite additional precautions taken as indicated in their personal transportation plan) may lose their bus service.

#### **Personal Transportation Plans**

A Personal Transportation Plan is an instrument for recording the individual student's special needs and the requirements for related transportation services. Appropriate behaviour is necessary to ensure safe transportation. Like all students, students with special needs are subject to disciplinary action by school officials. Written rules help to guide personnel involved. The circumstances and their uniqueness determine whether or not the student can be transported. When behaviour creates a situation that is dangerous to the driver and or other students, transportation could be interrupted in spite of the special need.

#### The Bus Driver and Bus Assistant Team

The bus driver and the assistant (an E.A. or another student on the bus) as a Driver Team are together responsible for the safety and discipline of students with special needs while they are on the bus. The Team is responsible to assure that special needs students on the bus comply with bus rules and discipline procedures.

The driving team on the bus is an extension of the special education system in the school. The same rules that apply to students within a special education program at school apply also to the bus ride.

When driving teams are provided discipline procedures, from the school principal or IEP team, then driver teams must comply with those procedures on the bus for their student riders.

## The School Principal

The principal is available to give assistance to the driver and the assistant. The principal determines consequences of student misbehaviour and possible suspension of bus service. The decision to suspend or not to suspend a student with special needs is not automatically made on the basis of the student's disability—but on the basis of the student's behaviour according to the rules for bus behaviour that apply to all student riders, and the individual behaviour plan of the student.

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## The Student Support Plan (SSP) Team

The decision by the principal to suspend a student with special needs from the bus (except in situations of immediate danger) should be made in consultation with the local IEP team and supported by them. The IEP team will ensure that the parent has been appropriately informed and understands the School Bus Discipline Policy. An essential member of that team is the student's parents. The principal may determine that suspension from school may also be required. Suspension of bus privilege does not automatically suspend the child from school even though his or her parents may have difficulty getting them to school during the suspension period. A suspension from the bus that requires alternate transportation will not necessarily result in a monetary payment in lieu of transportation.

### Parent / Guardian Responsibilities

Riding the school bus is a privilege not a right, and as such may be revoked for safety and discipline infractions. Parents or guardians will be responsible for instructing their child in safe school bus ridership practices. If the child violates division school bus policy, the parents will provide transportation for their child.

## **Bus Safety Rules for Student Passengers**

Arriving at the Pick-up Point

- 1. Be on time. Leave your home in good time so that you will arrive at the pick-up point before the school bus.
- 2. If you have to walk along the road to reach the bus stop, walk on the left side facing on-coming traffic.

3. Walk on the shoulder of the road where possible, and not on the traveled portion. 4. If other students are waiting at the bus stop, get in line without pushing or jostling and stay off the road.

## **Boarding the Bus**

- 1. Line up in single file with younger children in the front so they can board first. 2. Wait until the driver stops the bus before attempting to get on board.
- 3. Board the bus quickly but without crowding and pushing.
- 4. Be careful when approaching the bus, as the steps may be slippery especially in the wintertime. Place your foot squarely on the step, not on the edge. Use the handrail if there is one.
- 5. If you are carrying books and parcels, be particularly careful, as it is more difficult to see the steps and to hold the handrail.
- 6. Go directly to your seat.

#### **Conduct on the Bus**

- 1. Remain seated throughout the trip and leave your seat only when the bus has reached its destination and comes to a complete stop.
- 2. Keep your schoolbags on your laps. Keep the aisle clear.
- 3. Do not talk to the driver except in case of an emergency.

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- 4. Avoid anything which might disturb the driver or interfere with his work. Refrain from loud or boisterous talking or yelling.
- 5. Do not open windows without the driver's permission.
- 6. Never stick your hands, arms, head or feet out of the window.
- 7. Do not throw anything inside the bus or out of the window. You might injure a pedestrian or force a motorist to make a dangerous maneuver.
- 8. Do not touch the emergency door or exits or any part of the bus equipment. 9. No eating on the bus.
- 10. Obey bus captains when waiting in line to board the bus.
- 11. Obey promptly the directions and instructions of the school bus driver. Your first responsibility is to him.

# Getting off the bus

- 1. Remain seated until the bus has reached its destination and comes to a complete stop.
- 2. Do not run when getting off the bus.
- 3. If you have to cross the road when you get off the bus, walk along the edge of the road until you are about 10 feet in front of the bus where the bus driver can see you. Then look left and right and proceed into the roadway where you are protected by the stopped bus until you are level with the left front fender of the bus. Remain in this position until you are certain that all traffic has stopped. Wait for the bus driver to signal for you to cross the road. When s/he has done so, the way is clear in both directions, and you may proceed across the road.
- 4. Continue to look left and right as you cross; at an intersection look in all directions. 5. Cross at right angles, never diagonally.
- 6. Walk quickly across the road, but do not run.
- 7. Never cross the road BEHIND THE SCHOOL BUS.

At all times exercise care, caution, good manners and consideration for other people.

## **Communicable Diseases in Schools**

Much information is available regarding communicable diseases. Since we are not a medically trained facility, we rely on our public health experts for advice on medical issues. The Southern Health website is a good start to learn about communicable diseases. This document from the Canadian Paediatric Society is also referenced. Parents are also encouraged to call Manitoba Health Links at 204-788-8200 for health care advice.

If needed, we can also gladly connect you with the public health nurse assigned to our school or visit a Community Health Clinic which takes place at the school. Just let the office know and they can direct you as needed.