



FOREST HILL ELEMENTARY SCHOOL
SENIOR CAMPUS
1449 Bédard
St-Lazare, Qc
J7T 3B4

Tel : (514) 798-5556 Fax : (514) 687-5550
Day Care : (514) 798-5557

PARENT INFORMATION PACKAGE

SCHOOL HOURS – 2018-2019

SENIOR CAMPUS

8:45 a.m.	Bus arrival / Supervision available
8:55 a.m.	Classroom instruction begins
10:00 – 10:15 a.m.	Cycle 2 Recess (15 minutes)
11:00 – 11:15 a.m.	Cycle 3 Recess (15 minutes)
12:15 p.m.	Lunch
12:15 – 1:15 p.m.	Supervision by lunch time supervisors
1:15 p.m.	Classroom instruction begins
3:20 p.m.	Classes end
3:30 p.m.	Buses leave school grounds

What is Deep Learning ?

It is a global innovation partnership dedicated to transforming learning by building knowledge about deep learning competencies, the pedagogical practices that develop them, and ways to measure progress. It is believed that every child deserves an opportunity to develop the competencies of collaboration, communication, critical thinking, creativity, character and citizenship so that all learners contribute to the common good, address global challenges and flourish in a complex world.

I KNOW MY 6CS

The six elements in the Deep Learning Competency Framework are:



COLLABORATION

Working independently and synergistically in teams with strong interpersonal and team related skills including effective management of team dynamics and challenges, making substantive decisions together and learning from and contributing to the learning of others.



CREATIVITY

Having an “entrepreneurial eye” for economic and social opportunities, asking the right inquiry questions to generate novel ideas, and leadership to pursue those ideas and turn them into action.



CRITICAL THINKING

Critically evaluating information and arguments, seeing patterns and connections, constructing meaningful knowledge and applying it in the real world



CITIZENSHIP

Thinking like global citizens, considering global issues based on a deep understanding of diverse values and worldviews, and with a genuine interest and ability to solve ambiguous and complex real-world problems that impact human and environmental sustainability.



CHARACTER

Learning to deep learn, armed with the essential character traits of grit, tenacity, perseverance and resilience; and the ability to make learning an integral part of living.



COMMUNICATION

Communicating effectively with a variety of styles, modes and tools (including digital tools) tailored for a range of audiences.

DAY CARE SERVICES

Forest Hill School offers the school community, as mandated by the MELS, a school-run Daycare service for all the children registered in Grade 3 to Grade 6.

Forest Hill's Daycare services offer a reliable program staffed by qualified school board employees. You will find a warm, safe environment in the convenience of your child's own school.

DAYCARE HOURS

Before school Daycare 7:00 – 8:45 a.m.

After school Daycare 3:20 – 6:10 p.m.

If you have any questions regarding costs, registration etc, please contact the Daycare Technician.

Kathy Battista, Daycare Technician SENIOR Campus (514) 798-5557

HOME & SCHOOL ASSOCIATION

What is Home & School all about? It's about the students and doing all that we can to ensure their school environment continues to grow and develop. Home & School is committed to this, whether it be buying popsicles for all students during school sporting events or purchasing computers or playground equipment and materials to enrich their academic experience.

It is with the support of the families like yours, that the Home and School Association will be able to continue to play such an important role in the lives of all students at Forest Hill Senior.

Please become a member of our Home & School Association and be part of your children's school experience. The Home & School cannot exist without your support.

GOVERNING BOARD

The Governing Board is comprised of elected parents, teacher and support staff representatives together with the school's Principal.

Governing board elections take place at the Annual General Meeting (AGM) in September, following the parent-teacher interviews.

The Governing Board members are your parent representatives at the school level, liaising with the School Board and government levels.

Immediate powers of the governing board are related to the school's educational project/success plan, student supervision, code of conduct, use of school premises, field trips, activities, implementation of regulations and approval of school budget. Governing Board also has a consultative role at the School Board and Ministry of Education.

Governing Board meetings are held monthly and are open to the public.

BUS PASSES

The Lester B. Pearson School Board Transportation Department is responsible for transporting your youngsters to and from school (within busing zones) using your regular address listed on the registration form.

It has been the practice in the past, whenever possible, to accommodate parents by helping to make arrangements to transport their youngsters to another address such as a babysitter or daycare centre when these arrangements were made on a permanent or regular basis.

Occasional changes can be made to regular bus arrangements for **emergency situations**. Please call the office prior to 2:00 p.m.

EMERGENCIES :

Call the school and give us exact details and instructions you wish to have relayed to your child. We are more than willing to help, but please remember this is for **EMERGENCIES ONLY**.

Bus passes or changes will not be issued to students without a signed note from the parent stating an urgent reason for the change of bus. Unfortunately we are unable to accommodate requests that are not of an urgent nature.

If there is a LAST MINUTE EMERGENCY, please call the office no later than 2:00 p.m. If your child goes to Day Care, please be sure to contact them directly (514-798-5557 Daycare office)

CHANGE IN YOUR CHILD'S END OF DAY SCHEDULE

We would ask that any changes to his/her end of day schedule be made in the morning before he/she leaves for school. Please make these changes in writing in your child's agenda book. In the case of an **emergency** situation, call the office no later than 2:00 p.m.

Thank you for your understanding and cooperation

REMOVING YOUR CHILD FROM THE SCHOOL BUS AT THE END OF THE DAY

For the safety and security of all our students, please read

It is not permitted to remove a child from the school bus. If your child has a note, but has gone on the bus anyway, parents need to go to the office and request permission to have their child removed from the bus by a staff member.

Parents ARE NOT permitted in the bus area at any time.

OUTDOOR CLOTHING

Parents are reminded that the children go outside throughout the year. They may be waiting for the school bus, out at recess or during the lunch period and need appropriate clothing for the weather. If it is raining or exceptionally cold, the children will remain indoors at a.m. recess and/or lunch.

SHOES / PHYSICAL EDUCATION

Each child is required to have in school at all times a pair of "indoor shoes". These shoes are to be worn inside the school only. **BLACK soles** are not permitted in the school or in the gym. When children go outdoors, they are to change their shoes before going outside and again when coming back inside.

All students have Physical Education classes 3 times over a 6 day cycle. They are required to wear appropriate clothing and footwear.

PERMITTED CLOTHING: Sports shorts, track pants, sweat pants, leggings and yoga pants

CLOTHING NOT PERMITTED: Cargo shorts/pants (pockets on sides), jeans, skorts/skirts.

APPOINTMENTS

If your child must leave during school hours for an appointment, please write a note to the teacher in your child's agenda. When picking your child up during school hours, we ask that you come to the office and your child will be called from class. All children need to be signed out in the "Log Book" in the entrance prior to their departure. If your child would normally attend Day Care that day, please be sure to advise the Day Care directly.

DROP OFFS / PICK UPS

Please use the school's designated area when dropping-off or picking-up your child. Parking is not permitted in this area. Do not leave your car unattended in this area. If you need to come into the school, we ask you to park your car in the parking lot and come directly to the office. We will be more than happy to help you.

HOMEWORK, BOOKS & ITEMS FORGOTTEN AT SCHOOL

Should students forget their books, homework or any other item at school, unfortunately they will not be permitted to go back to their classroom.

HOMEWORK, BOOKS & ITEMS FORGOTTEN AT HOME

Should students forget their books, homework or any other item at home, they will not be permitted to call home. If a student has forgotten their lunch, they will always be given permission to call home.

ATTENDANCE

Please make sure to call the school office prior to 9:00 a.m. to advise us of your child's absence or late arrival. A voice mail service is on hand at all times of the day to leave messages. Should you not call, the school will be calling to verify your child's absence. We ask that you make every effort to call and report your child's absence to avoid unnecessary phone calls to verify your child's absence/late arrival. Your cooperation is greatly appreciated.

WHEN CALLING TO REPORT YOUR CHILD'S LATE ARRIVAL OR ABSENCE PLEASE CALL :
(514) 798-5556 (Senior Campus) **Press 3** for "Attendance" mailbox

HOLIDAYS DURING THE SCHOOL YEAR

Parents that go on holiday during the school year and take their children with them must assume responsibility for any loss their child might suffer due to the absence from school. Teachers are not obliged to prepare an individual study plan for each child on holiday. Should you take your child away on holiday, it could be beneficial to have him/her do some work in the area of Reading, Spelling, Mathematics and French each day. You may also consider a travel journal.

Please make every effort possible not to have your child(ren) miss consecutive school days because of sporting events and/or extended vacations.

Exam periods: You will be notified by teachers of exam periods. These exams are administered over extended periods of time. Please make every effort to insure their attendance, as no part of the exam will be re-administered at another time.

EMERGENCY SCHOOL CLOSURE

- You may consult the school board's website for school closures www.lbpsb.qc.ca
- When possible, closures will also be on the school's website. <http://foresthillsr.lbpsb.qc.ca>
- There will also be an ERMS phone/email message sent for closures.
- The following radio/TV stations will also make the necessary announcement in the case of an emergency closure. **Parents are to listen for closure of the « Lester B. Pearson School Board ».**

<u>Listed by order of who receives the call first :</u> CJAD 800 AM Virgin 95.9 FM CHOM 97.7 FM	<u>TV stations to receive the call :</u> Global TV CFCF TV CBMT TV	<i>If the school is closed unexpectedly during the day, it is important that we have on file the name, phone # and address of the place your child is to go in such an emergency. A form will be sent home early in the year requesting that information.</i>
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MEET THE TEACHER NIGHT / ANNUAL GENERAL ASSEMBLY

August 30th – Grade 3 only

September 6th – Grade 4, 5, 6

AGM – September 6th

All parents are encouraged to set this evening aside and make babysitting arrangements, if needed, so that they can meet their child's teachers for this school year. This evening is an information evening **for parents only.**

PROTOCOL RE ADMINISTRATION OF MEDICATION AT SCHOOL

In every school, illness is an everyday occurrence. Usually it is easily dealt with by a period of rest at home.

However, some medical conditions require that medication be give on a regular basis.

If there is such a case and your child needs to take medicine at school, certain procedures need to be followed before we can accept the responsibility of keeping and administering the medication at school.

1. The medicine must come in its original container with the pharmacist's label and the dosage to be administered.
2. A doctor's authorization would also be acceptable.
3. We also need written permission from the parents authorizing us to administer the medication.
4. Please send only one container per child. For hygiene reasons and to avoid errors, we cannot, for example, have two children using the same inhaler.
5. All medication with an expired date will be returned home. It is the parent's responsibility to renew all prescriptions on time.

When possible please ask your doctor to prescribe antibiotic medication at 8 or 12 hour intervals to cut down on the amount taken at school. If this is not possible, ask the pharmacist to supply the medication in two containers, one for school and one for home.

As soon as there is a change in your child's medical condition, please advise us.

IMPORTANT NOTE RE DELIVERY OF MEDICATION TO SCHOOL

Please note that all prescription medications must be hand-delivered to the school office by an adult and given to one of the school's administration or Day Care personnel.

Children are not to keep prescription medication or any other type of medication in their school bag.

INFECTIOUS DISEASES AT SCHOOL

Infectious diseases are common in the schools and can impact health. Certain infectious diseases are contagious and can be transmitted from one person to another.

INFORM THE SCHOOL

- If your child is ill, you must inform the school of his absence. If you take him to the doctor, ask whether your child has a contagious disease; if so, please inform the school (see the list of diseases to be reported). The CSSS nurse will be informed and, if necessary, will contact you for more information and to answer your questions.
- The child who is ill must remain at home until he/she is able to participate in school activities. For certain contagious diseases, the child's return must be delayed until the end of the contagious period.
- If your child has a special medical condition such as immunosuppression, please ask your doctor which contagious diseases are dangerous for him and advise the school administration. The CSSS nurse will be informed and will let you know if a case is reported in the school.

VACCINATION AND HYGIENE: THE BEST MEANS OF PREVENTION

Vaccination is the best way to prevent certain diseases. As parents, you are responsible for having your child vaccinated.

- Your child should have received vaccines against diphtheria, pertussis (whooping cough), tetanus, poliomyelitis, measles, German measles, mumps, *Haemophilus influenza* type B and chickenpox (if he/she has not already had this disease). Quebec Vaccination Program also specifies that children in the 4th grade of elementary school receive, during the year, the vaccine against hepatitis B even though the product used also comprises a protection against hepatitis A. Girls in the 4th grade also receive the vaccine against human papilloma virus. If you are unsure, consult your CSSS or your family doctor so that you can complete your child's vaccinations if necessary.
- Children who suffer from certain diseases may require other vaccines. Consult your doctor or your CSSS.

Hygiene measures are also necessary to prevent the spread of contagious diseases. Wash your hands, use a paper tissue when coughing or sneezing, avoid sharing personal objects, cover wounds with a dressing and take measure to avoid contact with blood from another person. These are simple and effective actions that everyone can take.

Thank you for your cooperation.

LIST OF DISEASES WHICH PARENTS MUST REPORT TO THE SCHOOL ADMINISTRATION

Chicken Pox

Erythema infectiosum (Fifth disease)

Hepatitis A

Impetigo

Measles

Meningitis

Mumps

Pediculosis (Lice)

Pertussis (Whooping cough)

Rubella (German measles)

Scabies

Tuberculosis

CODE OF CONDUCT

The Goals of our Forest Hill Senior Code of Conduct are:

- To foster a sense of safety in all children
- To establish and maintain a positive school climate in which learning can take place
- To help students develop a sense of self-discipline and responsibility
- To respect the rights of students and staff to work and learn in a safe and respectful environment
- To foster a safe, caring and respectful relationship with school, community and digital environment

Our code of conduct applies to the classroom, all school activities, lunch time, daycare, extra-curricular activities, school bus transportation and school outings.

Expected school behavior

- I respect all the members of my school community; all adults in the school, fellow students, bus drivers, guests. Bullying, violence or any physical or verbal aggression will not be tolerated
- I use positive, encouraging and respectful language at all times as it reflects caring for others
- I resolve conflicts in a peaceful manner
- It is my responsibility if I witness an incident of violence or bullying to report it to an adult at school and to my parents
- I respect the rights of others to learn
- I respect the policy for Internet use. Cyber-bullying will not be tolerated
- I play safely and show good sportsmanship. At all times, I do not isolate, gossip or spread rumours about others
- I keep my hands and feet to myself
- It is my duty to report any damage that I see or witness
- I take care of my materials and respect others' belongings
- I conduct myself appropriately in the washrooms
- I conduct myself respectfully in the cafeteria area
- I use an indoor voice everywhere in the building
- I follow school and classroom rules (see further below)

Bullying: refers to any repeated direct or indirect behavior, comment, act or gesture, whether deliberate or not, including in cyberspace, which occurs in a context where there is a power imbalance between the persons concerned and which causes distress and injures, hurts, oppresses, intimidates or ostracizes.

Acts of violence or bullying will be dealt with in accordance to our **“Anti-Bullying and Anti-Violence Plan”**. Parents are encouraged to review this plan which can be found on our school website: <http://foresthillsr.lbpsb.qc.ca>

Violence: refers to any intentional demonstration of verbal, written, physical, psychological or sexual force which causes distress and injures, hurts, or oppresses a person by attacking their psychological or physical integrity or well-being, or their rights or property.

School Rules:

By following all school and classroom rules I show respect for myself, for others and for my school environment.

- I arrive at school on time for class
- I maintain regular attendance
- I walk quietly through the school corridors at all times

School Rules: (cont'd)

- I ask an adult permission to go past the playground gates to retrieve objects
- I complete my homework
- I come to class prepared with all my materials
- I put my best effort into my work and hand it in on time
- I go directly to the bus, daycare or pick-up area at dismissal time
- I come to school dressed and groomed appropriately which reflects pride and respect for myself and my school.
- I am dressed to play in most outside temperatures and have suitable active wear and shoes for Physical Education class.
- I wear indoor shoes at all times in the school
- I get off my bicycle as soon as I arrive on school grounds. I respect bicycle safety rules
- I respect bus safety rule
- I remove my hat/cap inside the school
- I respect the school environment
- I do my part to recycle and compost
- Toys are not permitted in class
- Electronic devices are permitted in school at the staffs discretion. School is not liable for broken, lost or stolen personal devices
- I do not share food with my peers
- Scooters are permitted as long as they can be locked up on the bicycle rack. Roller blades and skateboards are permitted however they **MUST** be placed in your school bag before you enter the school. A helmet is mandatory when using bicycles, scooters, roller blades and skateboards.

** The Forest Hill staff and administration reserve the right to lend a child a t-shirt to wear over clothing deemed inappropriate or offensive*

Expectations and consequences

I am expected to abide by the school's Code of Conduct. I will be held accountable for my actions and will assume the consequences of my behavior.

The administration will impose consequences that will reflect the severity and/or the repetitive nature of the behavior. It is to be noted that our long term goal is to educate our students to become respectful children able to make appropriate choices. The safety of all students is always our primary goal.

Disciplinary sanctions may include

- Immediate discussion with intervening staff member and/or homeroom teacher
- Recess/lunch recess reflection
- Lunch or after school detention
- Phone call/written communication with parents/guardians
- Behavior report from the office
- Meeting with parents
- Short-term assignment to another classroom for independent school work
- Community service in and/or around the school
- Loss of privileges (can include extra-curricular activities, school events, field trips, grad events)
- Loss of bus privileges
- Meeting with the principal
- In-school suspension
- Home suspension with a required principal/parent meeting before the student is able to return to school.
- Plan for the reintegration of a student
- Temporary increased supervision of student

BUS SAFETY RULES

1. Be respectful to the driver and follow the driver's instructions.
2. Remain seated, facing forward at all times.
3. Keep body parts and objects inside the bus, away from windows.
4. Safety on the bus means avoiding horseplay and teasing.
5. Refrain from eating, drinking and littering.
6. Swearing and spitting are prohibited.
7. Speak in a moderate volume without any yelling making excessive noise.
8. Only bring your school bag and lunch box on the bus.
9. Keep the center aisle free of objects or body parts at all times.



*** Bus privileges may be suspended after numerous reports and/or according to the severity of the incidents.



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SENIOR CAMPUS

1449 Bédard

St-Lazare, Qc

J7T 3B4

Tel : (514) 798-5556 Fax : (514) 687-5550

Day Care : (514) 798-5557

**All attached documents are to be signed
and returned to your child's teacher the
first week of school.**

STUDENT'S NAME: _____

HOMEROOM : _____

CODE OF CONDUCT Student's Contract:

I am capable of assuming responsibility for my words and my actions.
I understand and accept the Code of Conduct of Forest Hill Senior
School as well as the consequences attached to it.

Student's signature

Parent's signature

Date

3KM RADIUS PERMISSION TO LEAVE SCHOOL GROUNDS

Dear Parents,

A number of activities take place in the vicinity of our school. Rather than repeatedly sending you forms to fill out, we have opted to ask for your permission once at the beginning of the year.

This permission form will allow your child's teachers to take him/her off school property on foot to various locations throughout the school year for various activities. You will be informed of all activities prior to the outing.

Examples of outings:

- Terry Fox Run (fund raiser)
- St-Lazare Library (no cost)
- St-Lazare Community Centre (no cost)
- St-Lazare Sports Complex (school activity – fee to be charged)
- Forest Hill Junior Campus (no cost)
- Camping Lac des Cèdres (field trip – fee to be charged)
- Parc Bédard (no cost)
- Cross country skiing and snow shoeing (Phys Ed class - no cost)

PARENTAL PERMISSION & RELEASE

NAME OF STUDENT : _____

GRADE LEVEL: _____

1. The Undersigned declare that the above named student is a minor in their legal charge.
2. The Undersigned acknowledge full awareness of the risks involved in this trip, and accept the arrangements for supervision as noted above; consequently, the Undersigned hereby grant permission for the above named student to participate in this activity.
- 3. A signed Emergency Medical Treatment Form is on file. Please submit a revised form to reflect any changes.**

NAME OF PARENT/GUARDIAN (PLEASE PRINT) : _____

SIGNATURE

DATE

EMERGENCY MEDICAL TREATMENT FORM

We will be using only one medical form to cover all activities your child will be participating in. Should there be any change in information during the year, please notify the school office immediately.

Any field trips involving swimming or boating of any kind will require another special form be completed. This form will be sent home should an event of this nature arise.

STUDENT'S NAME:

STUDENT'S QUEBEC HEALTH INSURANCE #:

EXPIRY DATE:

MEDICAL ALERTS, ALLERGIES, ETC. (SPECIFY TYPE)

IF MEDICATION HAS BEEN PRESCRIBED, PLEASE SPECIFY TYPE

If your child is using prescribed medication for Asthma, he/she must carry this medication on his/her person at all times (i.e. puffers, etc.) either hand-held or carried in a zippered pouch belt. Failure to do so will result in your child being disallowed from participating in this event.

NAME OF FAMILY PHYSICIAN (IF AVAILABLE)

EMERGENCY MEDICAL TREATMENT

The Undersigned hereby agrees that, in the event that I or my spouse or parent/ tutor/guardian cannot be contacted within a reasonable period of time, the person in charge as indicated be appointed to authorize the admission to hospital, if deemed necessary by a medical doctor, and emergency medical treatment recommended by a medical doctor to be given to the above named student while participating in this trip and related events.

NAME OF PARENT, TUTOR OR LEGAL GUARDIAN: _____

HOME ADDRESS: _____

HOME TELEPHONE #: _____ ALTERNATE TELEPHONE #: _____

NEIGHBOR OR RELATIVE

BUSINESS TELEPHONE #: _____
FATHER MOTHER

MOTHER'S MAIDEN NAME: _____

SIGNATURE

DATE

FOOD ALLERGIES

Food / Environmental

We are responsible and play an important role in providing the utmost safety to our children. Please take careful note of the following anaphylactic/fatal allergies present in our school.

- EGGS
- GUAVA
- KIVI
- LATEX
- PAPAYA
- PEANUTS
- TREANUTS
- SESAME
- FLAX

Thanking you in advance for your consideration and cooperation in keeping our students safe.

In classes with highly allergic students, an extra letter with specific instructions about which foods to avoid will be sent home in the school opening package.

SPECIAL EVENTS (CELEBRATIONS): On special events such as Xmas, Halloween, Valentine's day, Easter, etc. students are permitted to bring special treats to school. This permission is at the teacher's discretion. You must put your request in writing to the teacher prior to the date of the event. Do not send treats in unless you have received a response from the teacher. Please note the following guidelines: **PLEASE NOTE THIS DOES NOT INCLUDE BIRTHDAYS, please do not send food for birthdays.**

We ask that your child be able to bring these items to school themselves and that they not be dropped off at the office.

EPIPENS

Children can be anywhere in the building at any given time (phys ed, music, computer room, outdoors, etc.) For these reasons, children with Epi Pens are strongly encouraged to carry them around their waist at all times and have an extra one at the office.

It is the responsibility of the parents to ensure that ALL Epi-Pens are replaced based on expiry dates.

All students are required to carry their epipens on themselves at all times.

I have read and understood the above letter regarding food allergies.

Signature

Child's Name

STUDENT MEDIA/PHOTO CONSENT FORM

Please ensure that one box is checked for Part 1 and one box is checked for Part 2

Part 1: Photo/Video/Audio/Works (PVAW)

I hereby agree and give my permission for the
(Name of parent/guardian if student is a minor. Name of student if an adult, 18 years of age or older.)

Lester B. Pearson School Board and/or its schools/centres, to record (audio/video), copy, film or photograph my/my child's name, image, student work, and performance (hereinafter collectively referred to as "Works"¹) and to distribute these Works for the purpose of publishing, posting on LBPSB/school/centre websites, posting in schools/centres, posting on LBPSB/school/centre social media sites/blog sites and/or for broadcasting on television or radio as determined by the Lester B. Pearson School Board and its schools/centres.

I hereby waive any right to approve the use of these Works now or in the future, whether the use is known to me or unknown, and I waive any right to claim royalties from the Lester B. Pearson School Board related to the use of these Works. I understand that the Works may appear in electronic form on the Internet or in other publications outside of the LBPSB's control. I agree that I will not hold the Lester B. Pearson School Board responsible for such unauthorized reproduction.

Please mark this box if you AGREE that your/your child's Works may be published/posted/viewed by the Lester B. Pearson School Board and/or its schools/centres.

OR

Please mark this box if you DO NOT WISH your/your child's Works to be published/posted/viewed by the Lester B. Pearson School Board and/or its schools/centres.

Part 2: Media Outlets

I also understand that external media organizations may attend LBPSB/school/centre events. I give permission for my/my child's name, image, student work, and performance to be recorded (audio/video), copied, filmed or photographed for the purpose of being published and/or broadcast on-line, on television or radio.

Please mark this box if you AGREE that your/your child's Works may be published or broadcast organizations external to the Lester B. Pearson School Board.

OR

Please mark this box if you DO NOT WISH your/your child's Works to be published or broadcast by organizations external to the Lester B. Pearson School Board.

I have read this Media Release Consent Form and I fully understand the contents and meaning of this release.

Student's Name: _____ Grade: _____

Parent's/Guardian's Signature: _____

TECHNOLOGY PERMISSION FORM

Forest Hill Senior School is fortunate to have access to technology such as computers, mobile technologies, audio visual tools, etc which includes internet and email capabilities. We believe it is important for students to learn the responsible use of these valuable resources, which will greatly enhance their learning environment.

Although our school board uses practical means to screen out inappropriate materials, there is always a possibility that students may come across text or images that are not consistent with our educational goals and values. While providing students with protection from accidental exposure to such materials is impossible, we believe that the benefits of using this medium far outweigh the risks.

The use of the school's technology equipment and networks is a right accorded to all students, however, they are expected to conduct themselves responsibly and politely. Attached is the LBPSB Digital Rights and Responsibilities. We encourage you to discuss with your child, and hope that you will also find them beneficial if you child is using technology at home.

I have reviewed the guidelines herein with my child for acceptable use of digital communications and technology and we agree to abide by them. We understand that any violation of these rules will result in sanctions as outlined in the Appropriate Use of Digital Communications and Technology Policy.

DIGITAL RIGHTS AND RESPONSIBILITIES

Digital citizenship involved understanding the social, ethical and legal issues relation to all aspects of technology in order to use it appropriately and effectively. There are rights and responsibilities that go hand in hand with being a good digital citizen. The rights and responsibilities listed below apply to all users of the Lester B. Pearson School Board network.

I have the **RIGHT** to:

- Learn and work in a safe, appropriate and secure environment free from harassment *
- Use the school board network for education purposes
- Be respected as an individual
- Express options, ideas and feelings, while keeping in mind the rights of others
- Have my digital identity protected from unauthorized use
- Have managed access to the internet **
- Report any action interfering with a safe learning environment to the appropriate authority

I have the **RESPONSIBILITY** to:

- Contribute to a positive culture of learning
- Use school/centre space and equipment, as well as personal devices, in an appropriate, responsible and respectful way
- Respect others and their right to privacy
- Practice safe, appropriate and legal and responsible use of information and technology
- Protect my person information and that of others
- Engage in technology use for educational purposes and respect for educational value.

* Please refer to the definition of *harassment* as defined in the Lester B. Pearson School Board's Policy on Safe and Caring School (pages 5-6). In the context of digital rights and responsibilities, examples of harassment would include, but are not limited to :cyber bullying, posting, publishing or displaying any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, sexist or illegal material.

** The *internet* refers to the worldwide system of computer networks, linked by a broad range of electronic, wireless and optical networking technologies.

Parent/Guardian Name: _____ Signature: _____

Student Name: _____ Signature: _____

Date: _____