



## *Parent Information Handbook*



*350 Rockwood Street  
Winnipeg, Manitoba  
R3M 3C5*

Telephone: (204)-452-4210

Fax: (204)-453-1970

Email: [rockwood@wsd1.org](mailto:rockwood@wsd1.org)

Website: [winnipegsd.ca/Rockwood](http://winnipegsd.ca/Rockwood)



WINNIPEG SCHOOL DIVISION

## HISTORY

A sod-breaking ceremony for Rockwood School, a facility of the Winnipeg School Division, was held on April 25, 1949 with trustee Mrs. D. A. P. McKay performing the honours. The cornerstone was laid by trustee Stanley B. Laing on February 17, 1950 at an event attended by former and present school board chairs G. P. MacLeod and Campbell Haig. Inside the cornerstone were lists of federal, provincial, city, and school officials, along with school reports, coins, and newspapers.

The building designed by local architect William A. Martin consisted of seven classrooms and a gymnasium and was built for \$205,464. The main contractor was the Gunn-Walen Construction Company with plumbing and heating was installed by the John Plaxton Company. It opened to students in grades kindergarten through four on May 1 1950, alleviating crowding at LaVerendrye School, Grosvenor School, and River Heights School. In 1952, six more classrooms were added on a design by Winnipeg architect J. N. Semmens, providing space for classes in grades five and six.

***(Manitoba Historical Society)***

## DESIGN CHARACTERISTICS

Rockwood elementary school opened in 1950 with seven classrooms and an auditorium in a single block facing the street; it is made of red brick, one story, with a prominent entrance tower of brick and protruding entrance vestibules at either end.

The centered entrance tower is somewhat raised with a small parapet carved with 'Rockwood School' and a set of three windows above the door, recessed doors set with a transom and some classic Art Deco details and three streamlined brick architrave bands with stone caps framing it all.

This 'framing' aspect of the design continues in narrow limestone bands running above and below the classroom windows, some of which have now been filled, as well as along the grade line and roofline; there is a strip of quoins on either side of the facade before the furthest classrooms; the effect of the ornamentation is an interesting interplay of textures and colours on all four sides.

1952 saw an annex added perpendicularly to the rear, consisting of more classrooms in a sympathetic design.

The ample playground is on the west side.

***(Winnipeg Architecture Foundation)***



## WELCOME

The Rockwood School Handbook is intended to provide families with information about the school. It is hoped that it will serve as a handy reference guide. Please take a moment to read this booklet and familiarize yourself with our policies and programs.

Rockwood School is a special place as it offers children a secure and intimate learning environment. As a small school, students are known to all staff. The staff is therefore able to give immediate and effective support.

Students, teachers, and parents working together is the key to a successful school year. The staff of Rockwood School join with you in a partnership to provide a productive, happy, and stimulating learning environment for your children. Please voice your support, ideas, questions, or concerns with us. By working together, much can be accomplished.

## DESCRIPTION

Rockwood School has classes from Nursery to Grade 6 in a small school setting. It has a population of approximately 130 students. The school offers a full range of elementary programming, in a multi-age setting. There is an YMCA-YWCA operated childcare centre within the school that provides before and after school care as well as half-day care for nursery and kindergarten students. There is also a lunch program run by our active and supportive Parent Council.

## MISSION STATEMENT

Rockwood School is committed to providing a dynamic learning environment that encourages and supports growth and achievement for all students in skills and attitudes necessary to become healthy, well-adjusted citizens who contribute to the overall well-being of our planet and its inhabitants both locally and globally.

## GUIDING PRINCIPALS

- Inclusion:** Rockwood student's individual needs are acknowledged and supported in an inclusive learning environment in which diversity is valued.
- Assessment:** Rockwood students monitor, confirm, and direct their own learning through assessment practices designed to create independence.
- Engagement:** Rockwood students achieve success when the purpose for learning is known and meaningful.
- Collaboration:** Rockwood students work together productively in a positive learning environment.
- Understanding:** Rockwood students acquire knowledge, become critical thinkers, problem solvers, and facilitators of their own learning.

## **PRIORITIES**

1. **Students**

To provide robust and comprehensive education, equitable access, diverse opportunity, and a supportive learning environment for all students to help them prepare for their journey with values of learning and social justice, and to be responsible community members.

2. **Learning Outcome**

To further improve school attendance, achievements and graduation rates through the exploration of additional programs and strategies.

3. **Addressing Barriers to Learning**

To further develop initiatives and innovative approaches addressing individual student needs and accessibility requirements, mental health issues, childcare needs, and nutritional needs.

## **SCHOOL DAY**

<b>8:55 a.m.</b>	Bell, Students enter the school
<b>9:00 a.m.</b>	Bell, Opening Exercises – Attendance, morning classes begin
<b>10:15 – 10:30 a.m.</b>	Bell, Recess
<b>11:30 a.m.</b>	Half-day Nursery and Kindergarten program students dismiss
<b>12:00 p.m.</b>	Bell, Dismissal for Lunch
<b>12:55 p.m.</b>	Bell, Students enter the school
<b>1:00 p.m.</b>	Bell, Attendance, afternoon classes begin
<b>2:15 – 2:30 p.m.</b>	Bell, Recess
<b>3:30 p.m.</b>	Bell, School finished for the day – Dismissal for all students

## **OFFICE HOURS**

Our office is open Monday to Friday from 8:00 a.m. until 4:00 p.m. If you are unable to reach us, please leave a message. Messages are checked daily.

## **IMPORTANT TELEPHONE NUMBERS**

<b><i>Rockwood School Office</i></b>	Fax 204-453-1970	204-452-4210
<b><i>YMCA-YWCA Kidspace</i></b>		204-453-6499
<b><i>Winnipeg School Division</i></b>		204-775-0231

## NON-INSTRUCTIONAL DAYS

Throughout the year there will be 10 non-instructional days due to in-service training for teachers, parent-teacher conferences, administration days, etc. You will find these days listed in the school calendar sent home in September.

## ATTENDANCE AND CALLBACK

Regular attendance and punctuality contribute to a good learning environment as well as a positive attitude towards educational experiences. We ask for your support in ensuring children arrive to school on time and ready to learn.

Our first bell rings at 8:50 a.m. Students should not arrive at school before 8:50 AM or 12:50 PM. Supervision begins at these times. This time also coincides with the times that patrols go on duty. During inclement weather, children should arrive at 8:55 AM and 12:55 PM. Supervision is provided in the tarmac area on the Northwest side of the school by the *Kidspace* doors. All primary students are encouraged to enter by the *Kidspace* doors and intermediate students at the North doors on Fleet.

Attendance is taken after the playing of our National Anthem; "O Canada" at 9:00 a.m. If students are later than this time they must stop in at the office for a late slip before they go to their class

The **SchoolMessenger SafeArrival system** is used at Rockwood School.

With SafeArrival, you are asked to report your child's absence in advance using any of these three methods:

1. Using your mobile device, download and install the SchoolMessenger app from the Apple App Store or the Google Play Store (or from the links at <https://go.schoolmessenger.ca>). The first time you use the app, select Sign Up to create your account. Select Attendance then Report an Absence.
2. Use the SafeArrival website, <https://go.schoolmessenger.ca>. The first time you use the website, select Sign Up to create your account. Select Attendance then Report an Absence.
3. Call the toll-free number 1-855-278-4513 to report an absence using the automated phone system.

Future absences can be reported at any time, 24 hours a day, 7 days a week.

Once you create your account, you will be automatically linked to your child/children's name by your email address. *Please ensure the email address we have on file matches the one you are using.* Parents have the ability to report planned absences, late arrivals and early departures to the school in advance.

## STUDENT CONTACT INFORMATION

Important home information is collected for each student when the Student Description form is sent home in early September. Please notify the school promptly of any change in your address or telephone numbers (work and home). The school must have an emergency telephone number other than that of parents.

If you know you are going to move from our school, please inform the classroom teacher **and** the school office as soon as possible. Your child's cumulative folder is sent to the new school when it is requested by them.

## CHILD CUSTODY

In most cases, when parents are divorced, both mother and father continue to have equal rights where their children are concerned. If you have a court order that limits the rights of one parent in matters such as custody or visitation, please bring a copy to the office. Unless your court order is on file with us, we must provide equal rights to both parents.

## DROP-OFF LOCATIONS

At times when the bus is not in front of the school on Rockwood Street, students may be dropped off directly in front of the school or anywhere along Rockwood from Fleet to Dudley on the West (school side) of the street. Students can also be dropped off on Garwood Avenue which is a good location area since students can walk up Garwood and be crossed by a patrol at Rockwood Street.

Always utilize extra safety measures and observe posted speed limits when driving in the school area. ***Be sure not to park at a location that may obscure the patrols' vision for crossing students.*** At times, when it is cold, the exhaust fumes make crossing dangerous because of the visibility factor.

***If you are bringing your child to Kidspace, they are to enter the door closest to Kidspace in the primary hallway of the school.***

## SCHOOL PATROLS

Being a school patrol is a privilege and responsibility. Trained patrols provide safe crossing for children in all types of weather. These boys and girls volunteer their own time before and after school.

Patrols are on duty from:

- 8:45 a.m. to 8:55 a.m.
- 11:55 a.m. to 12:10 p.m.
- 12:45 p.m. to 12:55 p.m.
- 3:25 p.m. to 3:40 p.m.

Patrols have been assigned to assist students with crossing streets at:

- Rockwood & Fleet
- Rockwood & Garwood
- Rockwood & Dudley
- Dudley Back lane
- Wilton & Garwood (numbers permitting)
- Thurso & Fleet (numbers permitting)

**Please do not to send children to school before patrols go on duty.** In order that children make their way safely to and from school it is important that all students cooperate fully with patrols.

Being a patrol has many rewards including free movies from time to time, winter hot chocolate, and end of the year trips, as well as other forms of recognition. Our school community extends sincere thanks to parents who allow their child to serve as a patrol.

## PARKING LOT

In the interest of safety parents are requested **NOT** to use the staff parking lot as a drop off and pick up area before school in the morning or at dismissal times. There have been many close calls where children could have been hit by cars backing out of parking stalls. In the winter time with the exhaust fumes, this area is even more dangerous. *We also request that parents do not use the lot as casual parking.* Please note that parking is not allowed in the back lane. Thank you for your cooperation in helping to provide for the safety of our students.

## OUTDOOR RECESS

All students are expected to go outside for all recess breaks unless weather storming or too cold. **Students will still go outside in light rain.** Please send your child in appropriate rain gear (rain boots, rain jacket, change of clothes). During the colder months, an indoor recess is called when it is  $-28$  C. or colder. We refer to the temperature reported from the Environment Canada location at the Forks as per *Winnipeg School Division* guidelines. There might be a **Polar Bear Club** supervised by a teacher that takes students out to enjoy the very cold days. Parents would have to consent before their child joins.

Occasionally parents send a note asking us to keep their sick child in at recess. We ask that you please keep them at home until they are well.

## DISMISSAL

When students are dismissed at 12:00 pm and at 3:30 pm, they are expected to go straight home or to their designated childcare place. Children must go home first before returning to play on the playground. Please notify the office if your children have permission to go to a friend's house after school. Ensure that you know the telephone number and address of your children's friends before giving permission for your children to visit. The school office personnel cannot be reached after 4:00 PM.

## LEAVING SCHOOL GROUNDS

Once students arrive at school, they must remain on the school grounds at all times. This includes the noon hour for those who are in the lunch program. Students will only be dismissed after their arrival if they are picked up by a parent/guardian or when special arrangements are made with the teacher or at the office.

## BICYCLES

Older students who wish to ride their bicycles to school are permitted to do so. Reasonable rules of behaviour are in effect in order to ensure safety:

- Bicycles must be walked at crosswalks, where patrols are located and once students enter the school grounds
- Bicycles must be locked up at the bike rack

**Please note that the school is not responsible for damaged or stolen bikes.**

## **STUDENT BEHAVIOUR EXPECTATIONS**

Please refer to the Rockwood School and Winnipeg School Division Code of Conduct which are sent home with students at the beginning of each school year.

We are a PBIS school. This means that we use positive behavior interventions and supports to maintain consistent school wide expectations. Our guiding principles are as follows:

- We are clear about behavioral expectations and what success looks like.
- We are fair, reasonable, and consistent with responses and/or consequences.
- We pre-teach and model positive behaviours and expectations.
- We respect the uniqueness of each student, each incident, and each set of circumstances.

There is signage throughout the school outlining expectations for behavior in specific areas. These “common area” expectations are taught and reviewed many times each year. Our school expectations are simply:

- Be **R**esponsible
- Be **O**rganized and Prepared
- Be **C**alm and In Control
- Be **K**ind

## **EXPECTATIONS FOR ACCEPTABLE DRESS**

We have appropriate dress expectations for staff and students. How students wear clothing is a statement of mutual respect for one another and for our school as a whole. We request that students not wear clothing with offensive language or signage. We thank you for your support in this.

## **ELECTRONICS AND TOYS AT SCHOOL**

Except for special “sharing” occasions, students are not to bring any electronics or toys to school. The school assumes no responsibility for lost, broken and/or stolen items and have the right to confiscate any of the above items when they interfere with our school expectations.

All weapons, even toy weapons are not permitted on school grounds and will be confiscated. Students who bring weapon-like toys to school may be suspended.

## **BIRTHDAY PARTY INVITATIONS**

Our staff attempts to acknowledge the birthdays of all students and wishes them the very best during their special day. It can be awkward for some students when invitations are delivered at school. We ask that you be discreet about delivering invitations at school and to do so in a way that helps to avoid hurt feelings amongst students.



## **LOST AND FOUND**

During the year, our “Lost and Found Box” grows and grows. We request that students and parents check the box if you note items are missing. We strongly suggest your child’s name be written on labels of clothing, boots, backpacks, etc. so that lost items can be promptly returned.

Please note that unclaimed items will be donated to charitable organizations three times throughout the year. The Lost and Found box is located along the west wall on the Primary side and just outside the gymnasium doors on the Intermediate side.

## **LUNCH PROGRAM**

The Rockwood Lunch program is operated under the direction of the Parent Council. Please note the lunch program operates on a non-profit basis, however there is a charge to cover the cost of supervision for each student. Applications are sent home with students at the beginning of the school year.

Parents who have children in this program are asked to direct all questions and concerns directly to the Lunch Program Supervisors, not the school staff. If you require further information, please contact the lunch program coordinator at [rockwoodlunchprogram@gmail.com](mailto:rockwoodlunchprogram@gmail.com).

## **LITTERLESS LUNCHESES**

As part of our ongoing sustainability initiatives in the school, we encourage students to bring litterless lunches. Some of the ways this can be done is by using a thermos, reusable water bottles and drink containers, reusable food containers and bags, cloth napkins and reusable utensils. Avoid pre-packaged, foil and plastic-wrapped items. There are recycling receptacles placed throughout the school for milk boxes, plastic bottles, juice boxes, etc., and there are compost collection bins located in the lunchroom for food scraps.

## **ILLNESS AND/OR INJURY**

If your child becomes ill or injured at school the following procedures are followed:

- A member of the staff will attempt to make contact with the parents/guardians or with the person listed as “emergency contact” on the registration form
- If the parent/guardian cannot be reached, the child will be made as comfortable as possible while he/she waits
- If the illness or injury appears serious, the child will be taken to the hospital (by ambulance if necessary)
- Attempts to contact parents/guardians will continue

## **STUDENT ACCIDENT INSURANCE**

In case of a serious accident or illness requiring emergency treatment, it may be necessary to call an ambulance. Since this cost must be borne by parents, you may want to examine your medical insurance coverage, or consider purchasing student accident coverage.

Applications for Student Accident Insurance come out each fall and are sent home with all students. Please read the brochure carefully. The basic insurance covers ambulance costs and many other benefits including dental damage due to accidents. The insurance coverage is 24 hours per day/365 days per year. Children are covered both during and after school hours.

## **PUBLIC HEALTH NURSE**

School health services provided by a nurse include immunizations, communicable disease follow-up, first aid, health counselling, health/injury assessments, consultation with school staff and referrals to other agencies.

For further information please feel free to contact the Public Health Nurse at 204-250-3804.

## **HEALTH CONCERNS**

Upon registering at Rockwood School, you are asked to fill out a form concerning any health concerns. We utilize the URIS (Unified Referral and Intake System). When this is activated our U.R.I.S. nurse will be calling you so that an Individual Health Care Plan can be put into place. We work closely with our nurses to ensure health care needs are managed and staff are trained.

**For temporary medication administering needs**, parents/guardians must complete an Authorization for Administration of Prescribed Medication form or an Authorization for the Self-Administration of Prescribed Medication form from the office. The medication must be in its original packaging from the pharmacy.

## **ALLERGEN AWARE SCHOOL**

Rockwood School strives to be an allergen aware school. This means that we request that students do not bring nuts, peanuts, and nut products to school for consumption. We do this to ensure the safety of our students with life-threatening allergies.

If your child has an allergy, and in particular a life-threatening allergy, please make sure that your child's classroom teacher is aware of the details of the situation. It is recommended that children requiring an Epi-pen carry it on their person at all times. There are a variety of fanny packs on the market available for this purpose. Please make sure that the Epi-pen that you send to school is up-to-date. It will also be important to keep your child's teacher aware of changes in their allergy situation. It is recommended that your child have a medic alert bracelet if they have a severe medical condition. If your child does not have one already, it may be possible to obtain one through the "No Child Without" program.

**As a safety precaution, the school has one epipen on hand in case of emergency.**

# **FIRE DRILLS, LOCKDOWNS AND EVACUATION PRACTICE**

Each school in the Winnipeg School Division follows the division protocol for preparing for school emergencies. This includes:

- Bus Evacuation Drills
- Fire Drills
- Hold & Secure Drills
- Lockdown Drills
- Evacuation Drill

## **EMERGENCY EVACUATION**

In the event of a real emergency evacuation, our relocation buildings are designated as **Corydon Community Centre (Crescentwood Site), 204-452-9844** or **Grant Park High School, 204-452-3112**.

Once we arrive at the evacuation site, parents will be called and arrangements will be made to have children picked up.

## **SEVERE WEATHER - EMERGENCY CLOSING**

In the event that it appears that schools will be closed due to severe weather conditions, parents/guardians are asked to listen to the radio for this announcement. There also may be days when school bus transportation is cancelled in the Division, but schools remain open. Local radio stations will broadcast closures and bus cancellations.

During inclement weather, we ask that students arrive at school just before school opening. We ask that all students dress appropriately for the weather. We expect that students wear warm clothing that includes mitts, hat and boots during cold weather.

# **ACADEMIC PROGRAMMING**

## **STUDENT ASSESSMENT AT ROCKWOOD SCHOOL**

The principle guiding student assessment at Rockwood involves working toward students monitoring, confirming, and directing their own learning through assessment practices designed to create independence.

Instructional leaders within the school establish learning expectations and criteria for success such as intent, task and criteria to students. They seek to actively involve and support Rockwood students in the learning and assessment process by providing descriptive feedback and support and allowing for reflection, planning and the implementation of the next steps.

The purpose of student assessment is to gather information to evaluate student competencies and achievement with regard to learning outcomes in subject areas to help determine programming goals and instructional strategies, and to provide information about student progress to parents. Assessment is based on a variety of sources and may include any of the following:

- checklists
- teacher observation
- work samples, including projects
- informal tests
- tests
- diagnostic tests
- interviews
- Rubrics
- SeeSaw
- Google Classroom

Rockwood students are encouraged to articulate and demonstrate an understanding of the learning intent, task and criteria for success.

Our students monitor and assess their learning through the use of goal setting, feedback, criteria, exemplars and reflection and they are aware of their individual strengths and the strategies needed to support their learning. Students are included in the process by setting goals (with teacher support) and reflecting on their own learning.

## **REPORT CARDS AND PARENT CONFERENCES**

There are three reporting terms during the school year for Grades N-6. In November we have Tri-Conferences focusing on your child's academic progress and in March we have Student Led Conferences. Interim Reports may be sent in February for students experiencing any Academic difficulties. Teachers will contact you more frequently than the reporting periods if they are concerned about your children's progress and development in both academic and social/emotional areas. Please do not wait until the school-wide scheduled reporting periods if you have any concerns about your Rockwood student's progress.

# **NURSERY AND KINDERGARTEN PROGRAMS**

We offer a half day Nursery/Kindergarten program in the morning from 9:00 am – 11:30 am. To be eligible for Nursery, children must have their fourth birthday on or before December 31 and to be eligible for Kindergarten, children must turn five on or before December 31. There is no cost for this programming but Nursery families must reside within the Winnipeg School Division boundaries.

## **SCHOOL LIFE**

Schools are compelled to follow Manitoba Department of Education Curriculum Guidelines in structuring the school day. All subjects are taught by the classroom teachers except for Physical Education, Music and French. The following subjects are included in the school curriculum:

- Language Arts
- Math
- Science
- Social Studies
- Health, Safety, Nutrition & Wellness
- Physical Education
- Music
- Arts

## **PHYSICAL EDUCATION**

The Physical Education program at Rockwood School is based on the Manitoba K-12 Physical Education Curriculum Guide.

### **The Primary Program includes:**

- Cooperation and Team Skills
- Physical Fitness
- Basic Motor Skills with and without Equipment
- Rhythm and Dance
- Games
- Gymnastics
- Outdoor pursuits

### **The Intermediate Program includes:**

- Cooperation and Team Skills
- Physical Fitness
- Large & Small Group Offense and Defense Activities
- Rhythm and Dance
- Gymnastics
- Outdoor Pursuits

In addition to the classroom program are special activities such as dance festivals, running clubs, soccer, volleyball, field days, winter activity days, and noon hour intramural sports for grades 4-6.

Students are asked to dress appropriately for physical education class--runners, t-shirts, shorts or sweatpants. Please encourage your child to find out which days they have Phys. Ed. so that they have the proper equipment in order to participate safely and effectively.

## **MUSIC**

Our music program includes an exciting combination of singing, playing percussion instruments, body percussion, Orff, Kodaly, recorder, listening, language development, movement, improvisation, music literacy, and an appreciation of the arts. Opportunities are available throughout the school year to perform for others at assemblies, the Remembrance Day Service, Concerts and at other special events. There is also choir for both the primary and intermediate students.

For many children music experiences become a particular source of pleasure and self-esteem; for others, an opportunity for musical expression through group participation. Though children's musical abilities may vary greatly, all children benefit from a wide range of musical experiences.

## **INDIGENOUS PERSPECTIVES**

The integration of Indigenous values, languages, histories and cultures occurs throughout all curricula K-6. Indigenous students acquire a positive self-identity through learning their own histories, cultures and contemporary lifestyles. Non-Indigenous students develop an understanding and respect for the histories, cultures, and contemporary lifestyles of Indigenous peoples. All students will develop informed opinions on matters relating to Indigenous People.

## **FIELD TRIPS**

Field trips are a valuable way to enhance the learning experiences of our students. They are part of your children's programs and are seen as school in a different setting. All students are expected to participate in field trips unless there is a specific reason why they cannot. We usually ask that parents pay part of the transportation cost and entrance fees for field trips. Our school budget and Parent Council fundraising looks after part of the costs as well. Students are never excluded from field trips if they have not paid. We realize that sometimes a family might not have the extra dollars requested to cover the cost of a field trip, and ask that you mention the matter to your child's classroom teacher or to the principal, so that your child will not be reminded to bring his/her money for the field trip.

Parents will be asked to sign a blanket consent form at the beginning of the school year. The consent form gives your authorization for your child to participate in all field trips that are within the city of Winnipeg. Parents still will be notified in advance of all field trips requiring students to leave the school property, but this will ensure no child is excluded from an opportunity simply because they don't have a signed permission slip.

# **INFORMATION AND COMMUNICATION TECHNOLOGY**

In the Winnipeg School Division, there is a focus on teaching students to become literate with and to apply ICT skills as part of their learning process. Internet safety is taught and students' use of computers is supervised.

Literacy with Information and Communication Technology (ICT) means choosing and using ICT responsibly and ethically, to support critical and creative thinking about information and about communication as citizens of the global community. Students can develop this literacy through a process of inquiry made up of: planning and questioning, gathering and making sense, producing to show understanding, communicating, and reflecting on their learning. ICT is not a separate subject and the continuum of Literacy with ICT is designed to be congruent and integrated with existing big ideas in core curricular areas. The infusion of technology occurs in all subject areas and grade levels.

Our goal is to have students use technology as a tool in their education, not as an end in itself. There is a network of computers throughout the school and each classroom is equipped with computers and handheld devices. Students have access to a number of programs that reinforce basic math, language arts, social studies, and science skills. Keyboarding and coding skills are also taught.

Rockwood School now has a STEAM Room (*Science, Technology, Engineering, Art, Math*). The purpose of STEAM is an integrated approach to learning that encourages students to think more broadly about real-world problems. Teachers can utilize this room for this purpose.

## **LIBRARY**

The Library serves as the core of an active learning program, dedicated to student inquiry, investigation and research. Rockwood School has a fully automated library system. The networked computers in the computer lab and in the classrooms also provide access to the system. The library offers a collection of books, periodicals, kits, charts, computer software and audio-visual equipment and materials.

## **PERSONAL SAFETY PROGRAM**

*Talking About Touching* and *Kids in the Know* are the personal safety programs supported by the Winnipeg School Division. The basic structure of the program's curriculum is to provide K-6 students with information and self-protective skills that will reduce children's vulnerability in dangerous or abusive situations. The messages addressed are simple and very straight forward.

## **LEADERSHIP PROGRAMMING**

All students in Grades 5 and 6 are encouraged to become involved in leadership activities. All these activities develop and encourage confidence, decision making skills, new friendships, helpfulness, flexibility, creativity, commitment, passion, new skills, and of course fun! Our staff volunteer their time at recess, lunch time and before and after-school to ensure there are many opportunities for students to become involved in school life.

# STUDENT SUPPORTS

## RESOURCE PROGRAMMING

Resource Programming at Rockwood includes:

- Consultation and planning with classroom teachers concerning curriculum Implementation and differentiated instruction
- Consultation and collaboration with classroom teachers concerning at-risk students
- Short-term small group or individual support
- Referrals, liaising and consulting with Clinical Support Services (CSS), Diagnostic Learning Centre (DLC), Inclusion Support Services (ISS) as needed
- Assisting classroom teachers with Individualized Education Plans (IEP), Education Learning Plans (IEPLP), English as an Additional Language Plans (LAEP) and Behaviour Plans (BIP)
- Ongoing assessment of students
- Scheduling and programming Educational Assistants to support student learning

## CLINICAL SUPPORT SERVICES

WSD Clinical Support Services offers specialized services to schools in The Winnipeg School Division. At Rockwood School, the CSS and school staff work together in order to best help children with educational needs.

CSS provides us with:

- A **Reading Clinician**: who operates as a resource for teachers and parents of children who have difficulty with literacy development. Diagnostic assessment and instruction, consulting and in-servicing may be provided.
- A **Speech Language Pathologist**: who works with teachers, families and students who have speech, language, hearing, stuttering and voice problems. Assessments, consultation and collaboration with teachers, home programs for parents as well as direct therapy can be provided.
- A **Social Worker**: who works together with the school staff, the family home and the child when there are social emotional needs
- A **School Psychologist**: who is able to assist in diagnosing and planning for academic and social emotional needs.

## THERAPUTIC ACADEMIC PROGRAM (TAP)

Rockwood School is home to a Divisional TAP program. The overall goal of the program is to assist children in developing appropriate constructive social/interpersonal behaviour, self-confidence and academic competency in order to return to their home school and an educational program as close as possible to the mainstream. TAP students are integrated into regular programs and activities.



## YMCA-YWCA KIDSPACE

Kidspace is a non-profit YMCA-YWCA before and after school program, and daycare for Nursery to Grade 6 children at Rockwood School. It operates under the auspices of the YMCA-YWCA who are responsible for all aspects of the program.

Kidspace is committed to offering an accessible, affordable, safe, creative and lively Before and After School Program. The program provides a nurturing environment that engages children's imaginations, develops self-esteem, encourages cooperative behaviour, and, most importantly, allows a child to have fun.

Kidspace operates from 7:30-9:00 AM and from 3:30-6:00 PM for Grades 1-6, and from 7:30 AM-1:00 PM or from 11:30 AM-6:00 PM for Nursery and Kindergarten. Alternative accommodations may be made through them for all Non-Instructional Days, Winter and Spring break, as well as summer months when the school is closed.

***If you are bringing your child to Kidspace, please use the door closest to Kidspace in the primary hallway of the school off Fleet Street.***

## PARENT PARTNERSHIP PARENTAL INVOLVEMENT

All research regarding successful students shows the importance of parental involvement in their children's education. Education is a three-way partnership between students, home, and school. We urge you to please:

- communicate with your children's teachers/school if there is a concern or any questions
- provide a quiet space at home for reading and any homework
- ensure that your children attend school when healthy and well rested
- discuss your children's schoolwork with them
- attend parent information evenings, conferences, and special events
- be involved in the Parent Council
- volunteer at the school, if possible
- provide positive comments to your children about their learning

## COMMUNICATION

Open communication is very important. Concerns about your child's progress or program need to be brought to the classroom teacher's attention immediately. If you have concerns, please telephone the school and request that the teacher contacts you to arrange a meeting time or email the teacher directly. Please be mindful that your child's teacher is very busy planning for learning each day and that it might take some time for them to respond to emails. By keeping communication brief and focused on important issues, you can help teachers keep their workload and communication manageable.

Information and important messages or reminders are frequently emailed to parents via the School Messenger system and the calendar of events can be found on our Rockwood website.

## **PARENT COUNCIL**

The Parent Council is a parent group that meets on the second Tuesday of most months at 6:30 PM in the school library. The parents work together with school staff to enhance the children's education.

Any parent who has a child attending Rockwood School is eligible for membership in the Parent Council and to attend the meetings.

The Parent Council also organizes and runs special lunches, Teacher Appreciation Week, provides advice with regard to policies and programs, and works to provide much needed help in all areas of the school. In addition, fundraising comprises a large part of the work of the Parent Council. Rockwood School has two play structures, technology in the classrooms, support for field trips, camp, extra-curricular activities, and funding for many educational resources because of the efforts of the Parent Council. \*\*All Rockwood parents are encouraged to become active members of the Parent Council.

## **VISITORS**

All visitors and volunteers are required to sign in at the office. Visitors are required to wear a visitor badge while at Rockwood so that they can be easily identified as persons permitted to be on school property. This is necessary so that everyone can be accounted for in case of an emergency.

## **VOLUNTEERS**

Parents, relatives, neighbours, and friends are welcome to volunteer in Rockwood School. All volunteers will receive guidance and orientation to familiarize them with the activities with which they will be involved. All volunteers must fill out an application as well as a Child Abuse Registry and Criminal Record Check. Applications must be renewed every 3 years.

Rockwood is fortunate to have a large group of volunteers who work in the following areas throughout the school:

- Classrooms
- Prepping material
- Motor Skills Program
- Hearing Screening
- Resource/Student Support Program
- Special events
- School lunch
- Field trips
- Supporting Nutrition program

The support teacher is in charge of volunteers. In September of every year, volunteer orientation session is held. All returning volunteers and new volunteers are asked to attend. The date and time of the sessions will be listed on the school calendar. There is a sign-in sheet for volunteers in the school office.

# **SCHOOL EVENTS**

## **MEET THE TEACHER**

This event takes place each September. It is planned so that parents may get acquainted with their children's teachers and have an opportunity to learn about the programs for the upcoming school year.

## **SCHOOL PICTURES**

School pictures are scheduled for the fall of each year. Individual and class pictures are taken. The proofs are sent home for your choice. There is no obligation to purchase any of the packages.

## **GRADE 6 FAREWELL**

Grade 6 Farewell is a special assembly at the end of June for our grade 6 students. Families are invited to attend. Many words of wisdom are passed on to the students as they reach this milestone as well as entertainment and the receiving of certificates. After the assembly, refreshments are served. The assembly is typically in the morning at 10:00 a.m. and we are finished by 11:30 a.m.

## **ADDITIONAL EVENTS INCLUDE:**

- ◆ Spirit Days
- ◆ Professional Theatre Presentations
- ◆ I Love to Read activities
- ◆ Santa Breakfast
- ◆ Jelly Bean Day
- ◆ Intramurals
- ◆ Winter or Spring Concert
- ◆ Healthy Living Activities
- ◆ Field Days
- ◆ Clubs
- ◆ June Family Picnic

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