

Parent Quick-Reference Guide



Jarvis Community
Christian School



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Mission, Vision, and Core Values

The Mission, Vision, and Core Values of an organization provide the framework by which every decision, action, and correspondence is based. These three areas unite together as being the principles that guide an organization. The following are Mission, Vision, and Core Values of JCCS.

Mission Statement

Faith and Community; Accountable to God; working together to educate His children.

Vision Statement

JCCS will provide a Christ-centered education that awakens each child's God-given gifts, to inspire and to grow God's kingdom.

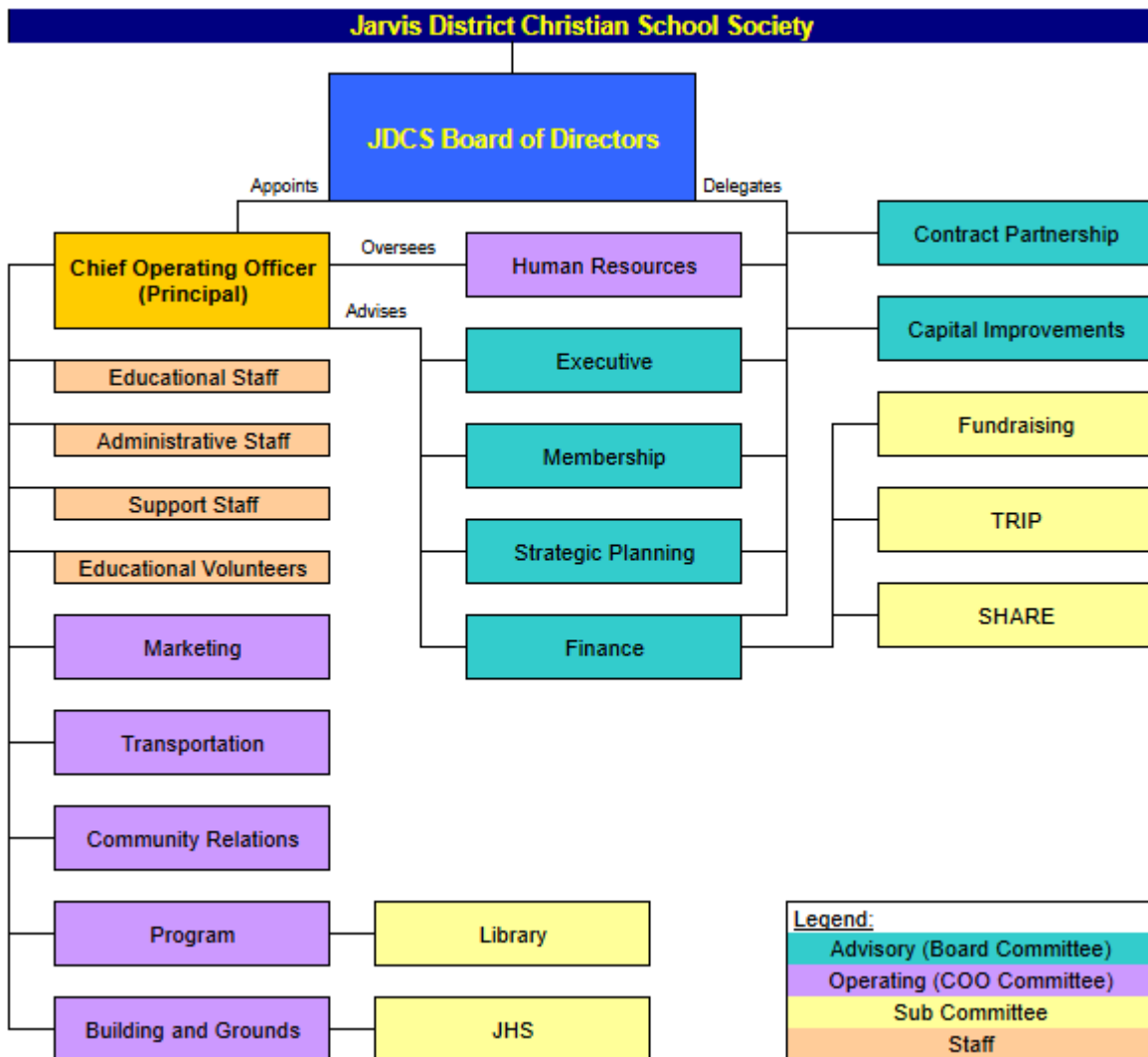
Core Values

1. We believe that all of **LIFE** is a faith response to God's covenantal grace, for God created man to serve Him everywhere and requires us to educate our children for this purpose.
2. We believe that **CREATION** in its origin is the work of Triune God. Since its purpose is the glorification of His Name, we can understand it only in our proper relation to Him. We believe that the fall of man into sin distorted God's beautiful creation and that God is graciously preserving and restoring the creation to Himself.
3. We believe that **MAN** was created in the image of God to enjoy covenantal fellowship with his Creator and to reflect in his person and works the excellence of his Maker, and we believe that man was instructed to exercise dominion over the world in strict obedience to God and to interpret all reality in accordance with His design and law.
4. We believe that **SIN** is disobedience of God's law and that man, by sinning, forsook his office and task in the world, separated himself from God, and brought God's curse upon creation. As a result of man's sin, we believe that man is separated from his neighbour, is corrupt in heart, and is blind to the true meaning of life, repressing and misusing the knowledge of God which confronts him in nature and Scripture.
5. We believe that **CHRIST JESUS** was born of the Virgin Mary, is true God and true Man, lived a sinless life on earth, died on the cross for us, and rose bodily from the grave. We believe that Christ through His death restored the creation to God. We believe that Christ ascended to the right hand of His Father and now rules over His established Kingdom and that He shall do so until He comes again.
6. We believe that the **KINGDOM OF GOD** is the rule of Christ over all creation and that Christ's rule over all of life makes education possible and meaningful. Being redeemed by Christ, we reject every attempt to withdraw any area of life from the divine command, to love the Lord with all our heart and mind.

7. We believe that the **PURPOSE OF EDUCATION** is to bring covenant children to a scripturally directed life response to the commands and promises of their covenant God. Therefore we must form and train the children as God's prophets, priests and kings that they may attain to true knowledge, righteousness and holiness, thus to serve God responsibly in home, church and society.
8. We believe that **PARENTS** have the God-given responsibility to nurture and educate their children in the fear of the Lord. Therefore, we as Christians have established and maintain this Christian School.
9. We believe that **CHILDREN** with their variety of abilities and needs, are image-bearers of God and are to be guided by means of selected curricula to develop to responsible maturity, and to prepare them for responsible stewardship in God's unfolding of His creation.
10. We believe that **TEACHERS** are servants of the Lord and have the responsibility to guide pupils into deeper understanding of God's world and to help them reach a cultural maturity grounded in the Biblical faith.
11. We believe that the **AUTHORITY** of the teacher in discipline and character training is derived from the fact that he stands in "loco parentis" and is accountable for this responsibility to the sovereign God.

The Jarvis District Christian School Organization

Jarvis Community Christian School is operated by the Jarvis District Christian School Society. Membership in the school society is open for the parents of children who attend JCCS or for other supporters that align with the school's mission, vision, and core values. Members of the school society are encouraged to be involved in the school's operations by serving on school committees and/or as volunteers. For more detailed information, please contact the school office.



JCCS has established Board Policies and Administrative Procedures that guide JCCS operations. For more information on these and/or to read them, you can find them [here](#).

JCCS Committees

Board Committees

STRATEGIC PLANNING COMMITTEE assists the Board in the development, compiling, and managing of the Strategic Plan of the school and holds the Board accountable to the Board-decided goals and timelines of the Strategic Plan.

FINANCE COMMITTEE supports the Board in leading the sustainability, efficiency, and innovation of school finance, provides direction in budget formation and implementation, reviews the terms of Compilation engagement, Compilation Financial Statements and Management Letter, and oversees and implements all fund development initiatives (ie. Fundraising Committee, donations, etc.) of the school.

MEMBERSHIP COMMITTEE ratifies memberships in the JDCS Society on behalf of the Board, oversees and maintains the current membership list, collects attestations annually from members, cultivates a culture of belonging and fellowship among members, and promotes volunteering opportunities within the Board sphere of school operations.

FUNDRAISING COMMITTEE raises funds for the school through events and other opportunities, and monitors cash flow relating to the events to ensure profitability.

CONTRACT PARTNERSHIP COMMITTEE discusses, consults, negotiates, and recommends modifications to the conditions of employment (salaries, benefits, contract conditions, etc.) for the JCCS Teaching Staff, and monitors and acknowledges staff employment milestones.

CAPITAL IMPROVEMENTS COMMITTEE assists the Board in the long-term provision, maintenance, and repair of the JCCS building and grounds, reports and recommends to the Board regarding capital improvement projects requiring long-term financial allocation planning.

COO Committees

BUILDING AND GROUNDS COMMITTEE assists the COO in the ongoing provision, maintenance, and repair of the JCCS building and grounds, and reports and recommends to the Board and/or the Capital Improvements Committee regarding building and ground projects requiring long-term financial allocation planning.

MARKETING COMMITTEE assists the COO in promoting JCCS to the external community.

COMMUNITY RELATIONS COMMITTEE assists the COO in promoting JCCS within the internal community through hospitality.

TRANSPORTATION COMMITTEE assists the COO in the provision of transportation of students to and from JCCS and other schools if required.

Other Committees

GOLF COMMITTEE is not a JCCS-operated committee. However, its members coordinate an annual golf tournament in September that raises funds for school operations.

THRIFT STORE COMMITTEE is not a JCCS-operated committee. However, its members oversee and operate a Thrift Store in Simcoe that supports Christian Education (including JCCS) in the Haldimand/Norfolk Region..

Parent-School Understanding

Parents at JCCS can expect the school to:

- Fulfill its mission
- Pursue its vision
- Abide by its core values
- Provide a safe and caring environment
- Provide communication about your child(ren)
- Provide communication about JCCS
- Provide opportunities for involvement
- Treat them with respect
- Pray for your family

JCCS expects parents to:

- Support the mission, vision, and core values of JCCS
- Provide an environment for school work completion at home
- Provide communication to the school as necessary for absences, vacations, emergencies, etc.
- Attend necessary school meetings
- Be involved/volunteer as they are able
- Respect the school facility and staff
- Pray for the school

Curriculum

The educational program provided at JCCS is structured to align itself with the mission and vision of the school. As a result, we utilize curriculum that is faithful to God's Word, our core values and beliefs, and utilizing the best researched teaching and learning methods. The following are some highlights of our programming.

Note: Unless otherwise stated, each subject area is taught from Kindergarten through Grade 8. In addition, the minute totals after each subject represent the approximate amounts. Different grade levels may have different allotments of time.

Bible (140 minutes per week)

- Focus on Memory Work—All students memorize Scripture passages based on the school theme, as well as the content that they study in class.
- Key Bible stories are taught and revisited in primary years
- Studies shift to “Heroes of the Faith” in the intermediate years
- In the senior years, students study different styles of writing in the Bible and Biblical doctrines such as prayer.

Language Arts (480 minutes per week)

- Students are directed to discover the joy of learning through literacy. They are challenged to become fluent readers, writers, and communicators as language is a large basis of human interaction.
- Literacy skills are developed through a balance of teacher-directed and student-directed learning opportunities.
- Cursive Writing in Grades 3-6

Mathematics (300 minutes per week)

- Students are taught using a balance of building knowledge and memorization.
- They are given opportunities to practice learning in real-world applications.
- Mathematical skills are developed using student-led inquiry and teacher-directed instruction.

Creation Studies (200 minutes per week)

- Through as much experiential learning as possible, students are given opportunities to engage the properties of God's creation. This includes how God has interwoven science into the world as well as our role in the making of history.
- Creation Studies is two separate subject areas: Science and Social Studies
- In Grade 7/8, Social Studies is split into History and Geography as separate subjects.

Music (80 minutes per week)

- Rhythm in Kindergarten
- Reading Music and Theory in Grade 1-2
- Recorders, Rhythm, and Theory in Grade 3-4
- Full Band Instruments in Grades 5-8

French (120 minutes per week)

- French language instruction typically begins in Grade 3

- The focus of instruction is in conversational French. Students use songs, plays, and gestures as ways to learn language more deeply.

Physical Education/Health (120 minutes per week)

- Students are taught skills and strategies pertaining in soccer, volleyball, hockey, basketball, track and field, and baseball.
- The Health curriculum is based on the core values of JCCS while maintaining the professional distinction of following the Ontario Health curriculum. All objectives align with the Ontario curriculum except in sexual education. All concepts discussed with students in sexual education align with the core values and teachings of the school.

Visual Arts (80 minutes per week)

- Learning opportunities range in sketching, drawing, painting, sculpting, etc. Students create masterpieces combining guidelines and individual creativity.

Technology (40 minutes per week)

- Using Chromebooks, students use GoogleDrive, other apps, and the internet to create technological literacy. Areas of focus include typing, word processing, computer coding, and some robotics.

Dance/Drama (40 minutes per week)

- Students participate in activities that familiarize themselves with rhythmic movement, expression, and stage presence. Some of their learning is put on display during our annual Christmas and Spring Concerts.

Student Support Services/Special Education

JCCS provides support for students with exceptional learning needs. These students are integrated into the classroom as much as possible, as well as receiving one-on-one support as necessary.

If modifications are needed for students, parents are requested to contact our Student Support Teacher, Mrs. Zandstra, to explore any possibilities. This can include diagnostic testing or discussions pertaining to modifications and acceleration/retention as necessary.

Student Learning Parent-Teacher Conferences/Progress Reports/Report Cards

Jarvis Community Christian School reports on student progress the following ways:

- Term 1 Progress Reports (mid-November)
- Parent-Teacher Conferences (following Progress Reports)
- Term 1 Report Card (end of January)
- Parent-Teacher Conferences (following Term 1 Report Cards)
- Term 2 Progress Reports (mid April)
- Term 2 Report Card (end of June)

Parent-Teacher Conferences (PTCs)

Prior to PTCs, you will receive a communication from the school office asking you to “sign-up” for a time-slot. Each time-slot is 10 minutes in length and is measured according to a bell/tone system. The PTCs usually take place in the gymnasium where each teacher is assigned a table. Parents are advised to arrive on time for conferences and to end a conference quickly once the bell/tone sounds.

Any time a parent desires to discuss a matter relating to their child or about the school in general, they are encouraged to contact the teacher or school office. These meetings are encouraged as they allow the parents and the school to better understand how they can serve each student.

Report Cards

The grades that a student receives are based upon the standards outlined by the Ministry of Education. A student that is achieving the provincial standard is awarded a ‘3’ grade (or ‘B’ or 80%). Teachers present students with opportunities to demonstrate understanding above the provincial standard and thus, students that receive above a ‘3’ (or ‘B’ or 80%) have demonstrated proficiency.

Family Folders... Information Sharing Between School and Home

JCCS uses online digital folders as a primary way of sharing information between home and the school office. Each family has a folder created for them and access to this folder is shared with each family. Families are recommended to bookmark the link to this folder for future use.

The family folders are the storehouse for family information including tuition coverage forms, student report cards, registration updates, etc. At various times of the year, the school office will communicate for families to check their family folders for updates and/or communications.

If You Have a Concern

Within any organization, Christian or otherwise, there will come times of conflict and concern. What allows us, as Christians, to differentiate ourselves from the world is the way in which we handle such conflicts.

JCCS believes in following the Matthew 18 principle. When a concern arises with any individual,

1. Please go to the individual in which there is conflict/concern and discuss this issue with him/her.
2. If resolution could not be found, please contact the COO/Principal. If the conflict is with the COO/Principal and resolution was not found, contact the JCCS Board Chair.
3. The COO/Principal will meet with you to determine next steps. If you are dissatisfied with how the COO/Principal's work in this meeting, please contact the Board Chair.

Often times, conflicts are simply a case of misunderstanding. As a result, we strongly encourage one-on-one discussions surrounding conflict. However, one exception to the Matthew 18 principle is in the event of bullying/harassment. If there is significant fear or hesitancy between the two people in conflict, a discussion with the COO/Principal may be necessary first.

Prior to any meetings or discussions, please be prepared to create/find a peaceful and profitable resolution to any conflict. Consider the following suggestions:

1. If conflict revolves around a student, place the student at the forefront of the conversation. Ultimately, any conflict that is not resolved well will negatively affect that student
2. Gather information about the situation to ensure that you are perceiving the situation clearly and objectively.
3. Focus on facts and data, not on presuppositions of the other person's behaviour.
4. Never assume the motive behind another's actions. This often perpetuates conflict into difficult spaces. Asking questions to understand is better than stating outright what you "know" transpired.
5. Please avoid immediate, impulsive, and angry responses. Listen to the other party to understand their perspective, not just to respond and convey your own.
6. Pray for and reflect on the concern for a day or two prior to initiating a meeting/discussion.
7. When meeting/discussing, be as selfless as possible. Be clear with specific details while conveying them in love to your fellow brother or sister in Christ. Avoid defensiveness and attacking comments at all costs.

Technology Use

The school promises...

- to keep technology current and accessible for our students.
- to maintain a network capable of servicing the needs of our students.
- to meet all legal requirements for licensing programs used on our network
- to provide reasonable access to the internet
- to minimize the risk of students using the internet at school to access inappropriate sites
- to teach the skills necessary for safe, productive and enjoyable use of the school's technology
- to work at using these gifts from God to make the learning at JCCS more relevant, engaging and effective.

The student promises...

- to learn the skills to enable them to use technology effectively
- not to share their log in and/or password
- to use equipment carefully and responsibly, and to report any damage promptly to a teacher
- to make no attempt to load software not owned by the school onto any school computer
- to make no attempt to access inappropriate content from the internet, and to report to a teacher any inappropriate sites which inadvertently appears
- not to use any of these technology tools provided by the school to attack, insult or demean others
- to use his/her computer skills willingly to help those with lesser skills

Transportation Information

Bus Driving Policies

In order to implement the bus driving policies effectively, parents will be required to fill out a form annually that provides JCCS with important information (such as permitted adults to greet children at stops or appropriate conditions to signify that a parent is home).

Communication between parents and drivers

JCCS seeks to not only provide transportation services to our parents, but also to partner with parents to be as “on-the-fly” as possible in the changing nature of when and where students will be picked-up or dropped-off. As a result, bus drivers and parents are encouraged to be flexible in working together on a daily basis by communicating about any changes to routes.

Communications from parents to bus drivers typically include:

- Requests to have child(ren) be dropped-off or picked-up at a different location or time (the bus route will not be rerouted into new areas).
- Informing the bus driver that their child(ren) are not going to be on the bus. Communications from bus drivers to parents typically include:
- Informing parents that the bus will be late (more than 10 minutes).
- Informing parents that the bus route will be cancelled (this does not include snow days).

In order for bus drivers to modify their routes to parent communications, parents MUST contact the bus driver by 7:00AM with any morning route information or 2:45PM with any afternoon route information. If a parent fails to communicate by these times, JCCS reserves the right of the bus driver to not honor the parental request.

If parents wish to discuss other aspects of the transportation system such as new drop-off or pick-up locations or times, they must contact the COO/Principal.

Pick-Up/Drop-Off Policies

JCCS desires to ensure the safety of all families that use our transportation system. As a result, the following are a list of policies related to drop-off and pick-up that bus drivers and parents need to be aware of.

- Families need to be at their stop location(s) 5 minutes earlier than their scheduled time. This allows the route to run freely in the event that the route is running slightly quicker. However, bus drivers may not run the route more than 5 minutes ahead of schedule to allow families to be at the stop in time for pick-up and drop-off.
- If all of the children alighting the bus for a family are Grade 3 and younger, a designated adult or condition must be visible to the bus driver to ensure appropriate safe transfer of the students. For these children, if there is no designated adult present or condition met, JCCS reserves the right to withhold the students from alighting the bus. At that time, the bus driver will contact the COO or designate to get in contact with the parents. The bus driver will then be contacted later with anything further details.
- If a family has any children in Grade 4 and up, all their children are permitted to alight the bus without a permitted adult or condition present.

- In the event that a child misses their stop for any reason, parents will be required to meet the bus at the final stop of the route. For every minute past 5:00 that a bus driver has with an unclaimed child on their bus, the child's family will be charged \$1 (provided that JCCS or any of its staff are not responsible).

Universal Bus Rules

Having a unified set of rules goes a long way to ensuring not only the safety of our students, but also so that the students can be riding with different drivers and expect the same level of expectations and rewards. As a result, the following are the unified set of bus rules for the whole JCCs fleet:

- Everyone will have assigned seating on the bus. Students that are on infrequently (ie. Visiting a friend) will be placed in a seat at the discretion of the driver.
- Everyone will treat each other with love and respect at all times. This means talking to each other respectfully as well as no swearing.
- Students must remain seated while the bus is in motion. The bus driver must be able to see out the lower back window of the school bus. Students are permitted to request a seat change from the driver.
- No fighting, roughhousing, or violent movement of any kind is permissible.
- Students may not eat on the school bus. The only permissible drink on the bus is water.
- Students must follow the bus driver's commands and instructions at all times.
- Students must confirm that it is safe to cross with the driver, as well as looking both ways before crossing any road.
- Students are encouraged to tell the bus driver of anything he/she might need to know to operate the bus safely. (Eg. another student is sleeping, dangerous behaviour by other students, ripped seat, etc.)

Bus drivers are expected to be managers over the students on their bus. They are expected to deal with disciplining students up to a certain point. If a student is not compliant after multiple attempts at intervention, bus drivers will bring the matter to the COO/Principal for further disciplinary action up to and including the loss of busing privileges.

Bus drivers are also encouraged to implement reward systems for the students as well. This can be ideas such as special treat days or allowing students freedom to select their seat and seat partner.

General School Information and Procedures

Absences and Tardiness

- If your child will be absent, arriving late, or leaving early, please notify the school immediately.
- Students are not permitted to leave the school grounds during school hours without a parent, teacher, or designate.
- Students must report to the office if they are late. If tardiness becomes common, parents will be advised and requested to make adjustments.
- JCCS has a legal obligation to ensure the provision of education for a child. If truancy is evident, parents will be advised to make changes or JCCS will involve children support services as needed.

Typical School Day (JK/SK)

- 8:30AM – Teacher supervision begins. Prior to this time, any student on the school grounds needs to be accompanied by a parent or designate.
- 9:10AM – Each class begins with morning meeting/devotions.
- 12:00-12:30 – Recess
- 12:30-1:00PM – Lunch
- 2:50-3:15PM – Recess
- 3:20PM – End of the School Day Bell Rings
- 3:25PM – Teacher supervision ends. After this time, any student on the school grounds needs to be accompanied by a parent or designate.

Typical School Day (G1-8)

- 8:30AM – Teacher supervision begins. Prior to this time, any student on the school grounds needs to be accompanied by a parent or designate.
- 8:45AM – Bell rings. Each class begins the morning with devotions.
- 10:10AM – Snack
- 10:20-10:40AM – Recess
- 12:40-1:00PM – Lunch
- 1:00-1:20PM – Lunch Recess
- 3:20PM – End of the School Day Bell Rings
- 3:25PM – Teacher supervision ends. After this time, any student on the school grounds needs to be accompanied by a parent or designate.

Transporting Students To and From School

- At the start of the year, parents are provided with bus routes and times. From there, parents are asked to liaise their typical transportation schedule with their bus driver. This includes the typical frequency of using the bus.
- Should a parent need to pick up their children from school at the end of the day, he/she needs to connect with the school office to be placed on our master pick-up list.
- Upon arriving at the school to pick up your child, please collect your children by the south entrance of the school (behind the school buses) and confirm with the attending teacher that is responsible for the pick-up list.
- This process is done to ensure a successful transfer of a student to his/her parent for safety, but also to avoid unnecessary confusion about which form of transportation a student is using to get to his/her parent.
- Parents may not drop-off students at the school prior to 8:30am and/or pick up

students after 3:25pm unless there are other arrangements established with the school.

Chapel/Assemblies

- Chapel services are held in the gymnasium from 8:45-9:30 once a week on Fridays. Students gather in the gymnasium to sing worship songs and hear a message from the Principal, or other leader in the community. Parents are welcome to attend these services as they feel inclined.
- Additional assemblies throughout the school year may occur. Examples of this include our open day assembly and our awards assembly in the final week of the school year.

Other Events

- All school events are posted to the JCCS School Calendar. This calendar can be found by clicking this [link](#) or the link in the Weekly Squawk.
- Back-to-School Social
 - Early September – we have a school community meet-and-greet evening.
- Grandfriends' Day
 - October – Grandparents and other “older” friends of students are invited to come to JCCS for an open house, student-led program, and free lunch.
- History Fair
 - Grade 7/8 students research a project pertaining to Canada. They create a report and display that is then judged by volunteers.
- Science Fair/Challenge
 - Alternating every two years, Grade 7/8 students participate in the Science Challenge and the Science Fair.
 - The Science Challenge is a one-day challenge whereby students build a mechanical machine that performs a specific task.
 - For the Science Fair, the students choose a hypothesis to test. They then create a report and display that is judged by volunteers.
- Skating
 - December and January – 2 or 3 times annually, Grade 1-8 students are bused to a local arena for 1-hour skating sessions. Parents are invited to join us during this event.
- Concerts/Student Celebrations
 - Just before Christmas and in early Spring, we hold performances in which the whole community is invited to attend. The evening is meant to entertain as well as showcase our students' talents and hard-work, while focusing on the themes of the teachings of Jesus and God's faithfulness.
- Track and Field Day
 - May – students are taken to Holy Trinity Catholic High School in Simcoe for the track events. Our field events occur at JCCS. Parents are invited to join us for this event. Many volunteers are needed for this event so contact the school if you are willing to help.

Student Trips (including sports tournaments)

- The costs for student trips are included in tuition. Each class usually has 2 trips per year. Any additional trips that students take are related to specific learning targets and achievement.
- Transportation to student trips, if arranged by the school, will include the use of buses. In other cases, volunteer parent/teacher drivers may be needed; as such, parents are required to fill-out a transportation waiver.

Communication

- You can expect multiple methods of general communication between school and home. These include and are not limited to:
 - [FaceBook](#) and Instagram
 - The Weekly Squawk – the weekly communication sent via email
 - Remind
- If you wish to communicate with the school in any manner, please consider one of the following options:
 - Phone – (519) 587 4444
 - Email – info@jarvisccs.com
 - In person
- Specific communications with individual teachers may take the form of emails, remind texts, phone calls, or other methods.
- All administrative and teaching staff at JCCS have an official school email address that they use for communications. The email addresses are (teacher'slastname)@jarvisccs.com. For example, Tom Smith's email address is smith@jarvisccs.com

Clothing

- [Official Dress Code](#)
- Uniforms
 - Students are required to wear uniform shirts purchased through our supplier. When a student is in the school building, the top that they wear must be a designated uniform shirt/sweater.
 - Students are permitted to wear bottoms that are in good condition and reflect the mission, vision, and core values of JCCS (no tattered/ripped clothing, no clothing with mature themes)
 - Uniforms can be purchased online from our supplier [here](#).
 - There are delivery days at specific times in the school year, but you can also pick up the uniforms from their store.
- Gym Clothes
 - Students in Grades 4-8 are required to change into gym clothes for Physical Education class.
 - They must change into athletic clothing (no denim, corduroy, etc.)
- Dress-Down Days
 - Periodically, there are dress down days where students may wear clothing other than their uniform shirts.
 - Students are permitted to wear clothing that are in good condition and reflect the mission, vision, and core values of JCCS (no tattered/ripped clothing, no clothing with mature themes)
- Special Spirit Days
 - On JCCS Spirit Days, students may be permitted to wear other clothing if it aligns with the Spirit Day. If a student does not wish to participate in the Spirit Day, they are expected to wear their uniform shirt.
- JCCS SWAG Days
 - At various times, JCCS SWAG will be available for purchase through the school. Students are permitted to wear SWAG items on special SWAG days as long as they still align with the dress code. A JCCS SWAG day will always fall on a Friday.

Homework

- Homework is meant to allow a student to complete assigned tasks and stay in-line with classroom progress. It is never used to discipline a child.
- Younger students use agendas to track anything to be completed at home. This is a great tool for communication to the teacher as well.
- As students age, responsibility for school work is placed onto the student increasingly. As a result, homework is tracked and monitored by teachers. Parents can expect communication if homework completion becomes an issue.
- If homework cannot be completed for some reason, please inform the teacher as soon as possible.
- Should a student get behind in school work completion, they will be assigned to attend the homework room during lunch recess each day.

School Closure (Snow Days)

- In the event of school closure, you will receive communication from the office administration and/or your bus driver. The method for cancelling school is done using the Remind App. Parents are required to register for this app in order to receive this information. If a cancellation occurs in the morning, expect a communication prior to 7:30AM. If this occurs in the middle of the day, expect communication as quickly as possible. These communications will be sent to the cell phone number(s) that you have provided the school.
- Depending on the reason for school closure, if you cannot respond to communications, JCCS representatives may contact the emergency contact that you have provided.

Safe-School - Allergens

- Due to severe allergies of school community members, JCCS offers a safe environment for all that attend where they can be free to partake in the overall functioning of the school. As a result, JCCS prohibits the following substances from being on-site due to being common allergens.
 - Peanuts
 - Tree Nuts
 - Some Latex items (balloons, elastic bands, poinsettias)

Medication

- If a parent desires to have JCCS administer medicine of any kind to a child, we require your written permission to do so.
- Please contact the office and request to fill-out the *Medical Alert Form*.

Indoor Recess

- Rain
 - In the event of rain, indoor recess will be called and students will not be permitted to go outside.
- Cold
 - If the temperature is -20°C or lower with wind-chill, students will be required to remain inside at recess.
- Heat
 - If the temperature is 40°C or greater with humidex, students will be required to remain inside at recess.

Recess Play/Equipment

- Each classroom is provided with one class ball to use for different outdoor activities.
- Students may bring in personal equipment to use at recess (soccer balls, baseball gloves, etc.) at their discretion. However, students are responsible for their own possession and loss or damage to them is their own responsibility, not the responsibility of the school.
- Hockey
 - Students playing hockey are required to wear hockey helmets with face-shield if they desire to play.
 - Students must also have a stick to play hockey. They may not use their feet.
- Baseball
 - Students playing baseball must demonstrate control of the baseball bat and awareness of their surroundings. Students that losing focus on their baseball game may be required to be removed from playing altogether.
 - There are designated areas that students can play baseball games with bats. Outside of these designated areas, they may not play baseball due to the safety of all our students.
- Wheeled objects (skateboard, bikes, roller blades, etc.)
 - Due to safety concerns, students are not permitted to use wheeled equipment at recess.

TRIP (Tuition Reduction Incentive Program)

Every Thursday, a group of volunteers processes request forms whereby school supporters can pay for gift cards to local businesses such as Canadian Tire, Esso, Zehrs, and Tim Hortons. In fact, iTunes and Amazon are now included. The supporter may then purchase items at these businesses and a percentage of their spending can be deducted from their annual tuition amount. The JCCS general fund receives 60% and the parent individually receives 40%.

Below is an example of weekly spending and savings:

\$250 card for No Frills	(4%)	\$4.00 for you	\$6.00 for JCCS
\$100 card for Pioneer Gas	(3%)	\$1.20 for you	\$1.80 for JCCS
\$5 for Tim Hortons	(4%)	\$0.08 for you	\$0.12 for JCCS
\$25 Cineplex Card	(4%)	\$0.40 for you	\$0.60 for JCCS
\$25 Montanas/Swiss Chalet	(4%)	\$0.50 for you	\$0.75 for JCCS
Weekly Total		\$6.18 for you	\$8.47 for JCCS
Annual Total (38 weeks of school)		\$234.84 for you	\$321.86 for JCCS
If 10 families use TRIP		\$2348.40 for them	\$3218.60 for JCCS

SHARE (Sharing, Helping and Reducing Expenses) Program

JCCS also has an incentive program whereby a family can receive a reduction in tuition through

volunteering at the school. Families that volunteer at the school can accumulate hours in one year and then apply the SHARE earnings to their tuition in the year after, up to a maximum of \$499. For more information on the SHARE Program, click [here](#).

Private Music Lessons

We are blessed to have third-party piano teachers that offer private piano lessons in the school building during school hours. If you are interested in having your child take piano lessons, contact the school office.

Note: the piano teachers are supporters of JCCS, but not employees of JCCS. All dealings with them are separate from other school operations.

JCCS Acronyms – What Does That Mean?

Edvance – Edvance Christian Schools Association

- This is the supporting body to Christian Schools and Christian School Boards of Directors. They provide services such as governance support, learning support, and business/financial management.

OSR – Ontario Student Record

- This is a file that is kept on every student in Ontario in a school that has declared its intent to operate as an organized school with the Ministry of Education.
- This file contains documentation of all academic reports, special education reports, and other pertinent information that follows with a student while enrolled at a school in the province of Ontario.

OCT – Ontario College of Teachers

- This is the professional governing body for teachers. They grant titles and distinctions to teachers that have met the requirements of being a teacher in Ontario.

VOCATE

- This is an employment services organization for Christian School employees.

IEP – Individual Education Plan

- This is a document that outlines the learning support plan for students with official medical or psychological diagnoses.