

General Brock Public School

3312 Sandwich Street

Windsor, Ontario

N9C 1B1

519-254-2571

519-254-2840 (fax)

Mr. Clayton Callow – Principal

Ms. Asma Dahbour – Vice Principal

Ms. Jillayne Campbell – Secretary

General Brock Mission Statement

General Brock Public School is a school in which each student’s potential in Academics, the Arts and Athletics is nurtured and developed. Our staff expects high standards and works cooperatively with students, parents and the community to create a positive, safe, and inclusive learning environment. We strive to create and maintain an atmosphere that fosters caring, sharing, cooperation, positive self-esteem and respect for self, society, and property. We believe that character development supports academic achievement. Character development is embedded in all that we do. We are a Tribes School and participate in Restorative Justice when appropriate.

At General Brock Public School, “We Care About Each Other!”

Phone numbers you may need

General Brock – 519-254-2571

EarlyON Centre – 519-256-2490

Police Community Services – 519-255-6173

We are a “Balanced Day Schedule” School on a five-day cycle

Entry	08:30 a.m. and 8:35 a.m.
Period One	08:35 to 10:15
First Nutrition Break	10:15 to 10:55
Period Two	10:55 to 12:35
Second Nutrition Break	12:35 to 01:15
Period Three	01:15 to 02:55
Dismissal	02:55

*Teachers will walk students to exit door on main floor; parents meet children outside under the canopy.

Assemblies: Please join us!

Our monthly assemblies will resume on the last Monday of the month at 1:15 p.m. Parents, relatives, neighbours and friends are welcome to attend any of our assemblies to watch our talented Brock students. We have many seats available for you. You are welcome to bring your other children from home too! We'd love to see you.

Attendance – Please call us if your child will be absent at 519-254-2571. EDSBY attendance reporting is also an optional way to report an absence.

Morning Entry

Upon arrival, students will line up at the 8:30 bell and begin to enter the building at this time by their designated door. Please arrive as close to the bell as possible.

Students should not be on the yard and unsupervised before 8:20 a.m.

Lates

Learning begins each day promptly at 8:35 a.m. It is important for each student to arrive at school on time so that they do not miss learning nor do they interrupt the learning of other students. Breakfast Club is available beginning at 8:15 a.m. each morning. If a student arrives after 8:35 a.m., they must report to the office before going to class. This will allow us to correct attendance records and avoid unnecessary calls to parents.

Bicycles, Rollerblades, Skateboards

For the sake of safety and security, bicycles, in-line skates, heelies, skateboards and scooters are **NOT** to be used on school property during school hours.

Bullying and Harassment – Brock is a Bully Free Zone

As a Brock citizen, any form of abuse/violence is unacceptable. Harassment/bullying are part of the Safe Schools Policy. Insults, disrespect, and other hurtful acts disrupt learning and teaching in a school community.

What is Bullying?

The Ontario Education Act says that bullying means an aggressive behaviour that is usually repeated, by a child or youth, that is intended to cause fear, harm or distress to another person. This aggressive behaviour occurs in a relationship where there is a real or perceived imbalance of power based on factors such as: size, age, intelligence, peer group power, economic status, social status, religion, ethnic origin, sexual orientation, family circumstances, gender, gender identity, gender expression, race, disability and/or other reasons.

Types of Bullying:

- ✓ Physical (hitting, shoving, stealing or damaging property)
- ✓ Verbal (name-calling, threats, humiliating comments)
- ✓ Social (excluding others, spreading gossip and rumours)
- ✓ Electronic/Cyber (spreading hurtful rumours, images or comments using technology)

How Do I Report Bullying or Racism?

You have the right to feel safe at school, in your community and online. Talk to someone you trust, a friend, a teacher, a child and youth worker, a coach, or a guidance counsellor.

Adult intervention stops bullying. Tell someone so they can help stop the harassment. You don't have to deal with this alone! If you can't say how you feel out loud, write it down, then get it to someone who can help.

Once the bullying has been reported to the School Principal and/or Vice Principal (P/VP):

If you are the Victim:

- Share the details of the incident with an adult at school that you trust, remember – all conversations are confidential and dealt with strategically*.
- It is recommended that parents/guardians/caregivers be part of the solution. In fact, it is a MUST if you are under the age of 16 (unless there is a good reason not to).
- *If your safety is at risk, the office will respond to keep you or others safe. Please note that keeping you safe may affect confidentiality.
- Work with a trusted adult to problem solve the solution. Often, the incident being reported will need to be investigated.
- Honour the investigation and keep all information confidential from others if possible. Avoid social media and responding to students' questions in class or at lunch.
- Your Principal/Vice Principal and staff in the building will guide you with how to respond when other students get involved.
- Keep track of additional information that comes up related to the incident. Report this information to the office right away.
- Your Principal/Vice Principal cannot help if they do not know!
- Student Voice must be honoured, and the adults in the school will help you as every situation is unique.

If you are the By-Stander or Supporter:

- Encourage the victim to report the situation to a trusted adult.
- Encourage the victim to report the situation to the Principal and/or Vice Principal

- If anyone's safety is at risk, you report the incident immediately to an adult, P/VP, or the police, depending on the situation.
- Support the victim by actively listening, attending the school meetings with them, and checking in on them.
- You want to help them solve the problem. Always honour their confidentiality and the confidentiality of the situation.
- Avoid social media and responding to other student's questions about the incident.
- School staff will guide you and the victim by providing what to say when other's get involved.
- Keep track of additional information related to the incident and encourage the victim to report it to the office right away.

Teasing: Teasing can be positive or negative.

Positive Teasing:

- Shows closeness, affection, and familiarity with another person
- Person being teased is not distressed or upset
- Takes place within a strong relationship
- Strengthens the relationship

Negative Teasing:

- Criticizes and embarrasses the other person
- Person being teased is distressed or upset
- Takes place within a weak relationship
- Undermines the relationship

When Does Teasing Become Bullying?

- There is a power imbalance between the children/youth involved—the person teasing has more social power or social value among peers compared to the person being teased.
- The child who is teasing intends to distress or harm the child being teased.
- The child being teased is distressed or hurt by the interaction.
- The negative teasing occurs repeatedly.

[Bullying Prevention and Intervention in the School Environment](#)

Need Help NOW?

24/7 Support

Kids Help Phone 1-800-668-6868

Text: CONNECT to 686868

Character Education

We all know people who have great character, and we believe it contributes to the quality of life. At General Brock we believe that Character Education is important and our Teachers and Support Staff, teach lessons focused on character. Each month we will highlight a character trait and recognize our students for demonstrating a specific character trait. The selected student will be recognized at our monthly assembly. The character traits highlighted, but not limited to are noted below:

Trustworthiness, Respect, Responsibility, Fairness, Caring, Citizenship, Self-Discipline, Self-Improvement, Genuineness, Sportsmanship

Communication

School Communication will be done through EDSBY, School Messenger and our [General Brock Public School website](#). Additionally, follow us on Twitter [@Brockbulldogs](#) for news and events.

Discipline

We treat General Brock students with respect and dignity. In return, they must demonstrate respect for themselves, for others and for the responsibilities of citizenship through acceptable behaviour.

Students can expect a safe, healthy and friendly environment for their education at General Brock School. Excellence will be encouraged and celebrated. Each student must show respect and responsibility by:

- displaying a positive attitude toward school
- attending school every day and be on time every day; our warning bell rings at 8:30 am
- dress in such a way as to show pride in oneself and one's school
- come prepared with all materials
- be respectful to staff, other students, guests, and display good manners
- always use appropriate language with all children and adults in our building
- respect General Brock School and other's property
- solve problems without fighting - hands off others!
- behave co-operatively, following school rules and routines during all school programs, school-related activities and field trips
- follow the directions of all staff members (teachers, lunch aides, custodians, secretaries, educational assistants, or any other adults of authority.)
- keep the school surroundings tidy and free of litter.

Head lice (NITS) also called Pediculosis

When it is discovered that a child has lice (or nits –lice eggs), the child may be sent home. Lice LOVE clean hair. This is nothing to be ashamed of. If you notice an infestation in your child, we would appreciate hearing from you, so that we may send a letter home to other parents to check their

children. Please remind your children not to share scarves, coats, hats, brushes and combs.

Human Rights at GECDSB

For more information about human rights and responsibilities, please visit

<https://www.publicboard.ca/humanrights/>

Internet Access

Our school is connected to the Internet. Students are encouraged to use, under the direction of their teacher(s), technology that is provided by our school or themselves to access and use a variety of Digital Services provided by our school, the Board and external Internet sites. Students use technology to perform research, create Digital Content, to communicate, collaborate and share, and to complete their educational assignments. When using these Digital Services, all students agree to be [Digitally Responsible](#).

Lockers

If a locker is kept locked, the office requires the lock combination that will be kept in a secure location and may be used if the teacher, parent, principal, or designate requires access to the locker for student materials (due to illness, etc.) or for a locker inspection. Students need to keep their lockers clean for health reasons. No food should be kept in the locker overnight.

Media Consent

We use a variety of ways to acknowledge student achievement and reinforce appropriate expectations (e.g., office visits, newsletters, notes, assemblies, house or classroom points, displaying student work, having student names displayed on trophies and/or plaques, etc.) in place. If you have any questions regarding this, please contact us. Media Consent forms will be sent home for new registrations. Already registered, a media consent is on file for your child(ren).

Medication

Schools are not allowed to administer any medication without authorization from a doctor. An administration of medication form can be obtained from the office.

Nutrition Breaks

We are a Balanced Day School with two 40-minute nutrition breaks. The schedule for these breaks is as follows:

Grades 1-4 In the classroom eating from 10:35 – 10:55 and 12:55 – 1:15

Recess/fitness breaks from 10:15 – 10:35 and 12:35 – 12:55

Grades 5-8 In the classroom eating from 10:15 – 10:35 and 12:35 – 12:55

Recess/fitness breaks from 10:35 – 10:55 and 12:55 – 1:15

(These times may be adjusted in the Early Years classrooms)

If you intend on your child leaving the school occasionally at lunch (2nd nutrition break), then your child must show permission each day at the office via a signed note from home EACH time they leave the grounds, and they must sign out and back in at the office. We strongly encourage that your child remains at school during the lunch break. This is to ensure the safety of your children.

Parent Advisory Council

The meetings of the Council are public, and all members of the school community are welcome to attend. This is an important part of our school. Council meets once a month. Most Brock School Council members are parents. According to policy, other members must include the Principal, a Teaching Staff Representative, Non-Teaching Staff Representative and a Community Representative. We work together to create the best school possible!

Meetings are held at 8:45 am in our staff room. Dates to be determined during the beginning of each school year.

Parking

For the safety of our children do not pull into our parking lot or park in the bus bay. Parents dropping off or picking up their children need to make previous arrangements to meet them off school property. In this way we can have them cross the street safely with the crossing guard. Parking is available on Russell Street and at the Church south of Sandwich Street.

Sports - Code of Behaviour for all Brock Activities

Being on a school team should be an enjoyable and rewarding experience for the student-athlete. It does, however, carry an additional set of responsibilities and expectations.

All spectators should understand the following code:

1. Cheer in a positive manner.
2. Respect decisions of officials. No yelling at or questioning of referees
3. Do not interfere with the competition.
4. Keep off the playing area.
5. Be courteous and respectful.
6. Students must be with a parent.

Failure to comply with this Code of Behaviour may lead to ejection from the game.

Street Safety - Adult Crossing Guards

Our crossing guard is stationed at the crosswalk directly in front of the school for the safety of our students. This is one of the reasons we want your child to go home right after dismissal so that they can cross the very busy Sandwich Street safely. Please assist us by advising your child to pay close attention and DO NOT CROSS unless the crossing guard gives permission to do so.

Student Accident Insurance

Each September Student Accident Insurance forms will be available. It is extremely important for parents to understand that the board does not provide accident insurance to cover dental and/or other injuries that occur because of accidents during school activities. It may be beneficial for you to check out the insurance paperwork we send home.

Valuables

We discourage students from wearing or carrying any valuables to school. Such things as large sums of money or jewelry are better left at home. If personal devices are brought to school with parent permission, students are responsible for their safe-keeping.

Visitors to the School

Visitors are always welcome at Brock and we value your participation and input. Visitors and parents need to enter through the main front door unless otherwise noted. Safe entry is in place and you will be allowed entrance to the school once you have properly identified yourself. This is in accordance with provincial guidelines. All visitors to our building are required to sign in and out at the office. A Covid-19 screening will be required prior to entry.

Weather Issues

The following terms shall be used:

Closed - When schools are declared "closed", students, teachers and office staff are not required to report to school.

Early Dismissal of Student - When "early dismissal" is necessary for some or all students, the staff shall remain on duty pending further instructions.

Open - When schools are declared "open", each employee is expected to report for work and parents are advised to use discretion in sending children to school.

You can check the status of schools on the Board's website (www.publicboard.ca) and listen to local radio stations for the latest updates.