



School Agenda 2018-2019

Eastdale CI

701 Gerrard St. E.

Toronto, Ontario, M4M 1Y4

Tel (416) 393-9604 Fax (416) 393-9832

Principal: Andrea Hicks, B.A., B.Ed., M.A.

Vice-Principal: Ruth Burden, B.A., Diploma.Ed., M.A.

PRINCIPAL'S MESSAGE

Welcome to the 2018 - 2019 school year! Your agenda can be one of the most important tools for success at school. Please make yourself familiar with the expectations at Eastdale and refer to your agenda regularly.

[Learning For Life @ Eastdale](#), affirms our commitment to assist you to gain the skills needed to make a successful transition from school to adulthood.

Success, whether in school or in life, depends on the three "A"s : **Attendance**, **Academic** performance, and a positive **Attitude**. These three elements depend on each other - if you attend school regularly with a positive attitude then your academic performance will be excellent. If you go to work each day with a positive attitude and a sincere desire to do your very best, then you will be a valued employee.

Your school agenda is designed to assist you in organizing your time at school and your assignments. It will help you meet the clear and positive expectations that the Eastdale Community has of its students. We expect regular attendance. We expect you to have pride in your accomplishments and pride in your school. We will assist you in every possible way to be the best that you can be.

I and the entire staff at Eastdale hope that this school year will be a most productive and enjoyable year for you.

NOTE TO PARENTS/GUARDIANS

We hope that you will stay involved in your student's education. As you are aware, success is greatly enhanced when the home and the school work together. Here are some strategies which we hope you will try with your son / daughter:

- Encourage regular homework and study habits.
- Reinforce positive expectations for school attendance and behaviour.
- Encourage reading and discussion in your home.
- Limit, as far as possible, the student's hours of employment on weeknights.
- Keep in touch with the school via phone or email.
- Encourage the consistent use of this planner.
- Participate in School Council; meetings are posted on the Calendar on the [school website](#), on page 11 of this agenda and in the quarterly school newsletters.
- Follow the school blog '[Learning4Life@Eastdale](#).



EASTDALE VISION

Eastdale is a small learning community committed to supporting and empowering all students to achieve their full potential, through a focus on the development of social, academic and employment skills.

Mission

Our school is a committed community of learners. All staff work as a team in a small, caring and structured environment to offer a variety of programs and placements personalized to each student's specific needs. At Eastdale:

- Student voice is part of daily learning and decision making;
- Student diversity and inclusion is highly valued and embedded in our programs and school culture;
- Student learning for life is emphasized through an array of community partnerships and experiential learning programs;
- Students grow with confidence both in and outside of school through a range of extracurricular activities;
- Students transition successfully from school to work and post-secondary opportunities.

SUPPORTING STUDENTS, BUILDING FUTURES

Many of Eastdale's graduates have noted upon leaving the school what this year's students will no doubt discover: that the school's small size, supportive atmosphere, fantastic students, and dedicated team of teachers, administrators, and support staff make Eastdale a special, caring place to be. Students who have had difficulties in larger schools often surprise themselves as to how successful they can be in their studies when they are learning in the right environment. Eastdale, for many, is a place to shine.

As a student at Eastdale for the 2018-2019 school year, set goals for yourself both inside and outside of class. These goals may include improving your grades or taking part in school activities such as clubs, teams, or trips. With these goals in mind, take advantage of the opportunity and support which Eastdale provides and be as successful as possible. Have a great year!

LEARNING FOR LIFE @ EASTDALE

Our programs emphasize Academic, Social and Life Skills:

- Developing functional literacy and numeracy skills critical for success in school, life and work.
- Developing positive attitudes, interpersonal relations, responsibility, communication and cooperation skills that support students in school, life and work.
- Developing teamwork, problem-solving, career exploration, resume writing, interview and time management skills that assist students with living in the community/finding employment and making good career choices.

STUDENT SERVICES

The Eastdale Guidance Counsellor is available to help students with personal problems, course selection, dropping or adding courses, as well as any academic concerns that students may encounter. A Child and Youth Worker, Social Worker, Attendance Counsellor, and Psychologist are available for booked appointments. Students may also be referred, if they so wish to community agencies. Student Services also offers up-to-date information on career planning and post-secondary education/destinations. A wide range of pamphlets and books is available, as well as online resources to help students make important decisions about their futures.

EASTDALE ACTIVITIES

There are many ways for students to get involved in school life outside the classroom, including sports, intramurals and a variety of clubs such as: basketball, badminton, floor hockey, baseball, WAG (wilderness activity group), eco-schools, boys / girls group, fun club, choir, etc.



BEHAVIOUR EXPECTATIONS

Students need to remember three 'R's' at Eastdale:

Respect Yourself
Respect Others
Take Responsibility

The intent of the 3 'R's is to follow our 'Code of Behaviour' that will lead to a safe, nurturing, positive, and respectful learning environment that enables all students to succeed to their full potential. The guiding principles of these behaviour expectations create a **RESPECTFUL** and **SAFE LEARNING ENVIRONMENT**.



The standards of behavior outlined in the Eastdale C.I. Code of Conduct shall apply to all members of the school community, including students, parents and guardians, teachers and other school staff, Board members, volunteers and visitors:

- On school property.
- While traveling on a school bus that is owed by the Board or that is under contract to the board
- In-school sports activities.
- In off-site school-sponsored activities.
- In circumstances where engaging in an activity will have an impact on the school climate.

RESPECT FOR SELF AND OTHERS:

- Treat all members of the school community as well as visitors with respect and dignity.
- Be courteous and respectful in language, tone and manner.
- Respect others' right to learn.
- Promote an environment that is free of racial, ethnic, physical, sexual, or verbal discrimination or harassment.
- Communicate without using rude, abusive or obscene actions or language and listen when others are speaking.
- Follow instructions from all staff, not just those who are your classroom teachers.

RESPECT FOR PROPERTY:

- Take good care of our shared environment, keeping classrooms, washrooms, hallways, and the cafeteria clean.
- Return all library and school books/materials on time and in the condition in which they were received.
- Treat computer equipment, including other people's files, with care and respect.
- Treat your locker with respect, the locker belongs to the school. You have borrowed it for the duration of the school year.

RESPECT FOR CANADA:

- Stand silently and still during the national anthem.

RESPECT FOR THE LEARNING PROCESS:

- Attend classes regularly and arrive on time.
- Bring the required materials to classes.
- Participate in and contribute to class activities.
- Complete the required class work and assignments.
- Follow rules and routines and accept responsibility for actions.
- Keep all electronic devices powered off and out of sight during class time unless under the direction of the teacher.

GOOD NEIGHBOUR POLICY

Eastdale Collegiate Institute is situated in a residential area where many families with young children and senior citizens make their home. When students travel through the local streets to and from school, or relax outside at lunchtime, it is important to respect the homes, property, safety and security of our neighbours.

Students should:

- Avoid obstructing the normal flow of traffic on neighbouring streets and sidewalks.
- Refrain from littering on school grounds or neighbour's property.
- Respect private property as you would want your own home to be respected.
- During winter be mindful that snowball throwing is both a dangerous and prohibited activity.
- Surprise someone with an unexpected act of kindness and feel good about yourself and your school.

SAFETY AND SECURITY



Students are expected to follow supervision and safety rules and to co-operate fully with all staff in their expectations. Discrimination or incidents involving sexual, personal or racial harassment will not be tolerated. Some behaviors such as intimidating, threatening or injuring others are criminal offences. The law also forbids possession, use and/or the sale of alcohol, illegal drugs, and weapons (including replica weapons) on school property. Persons who are under the influence of drugs or alcohol will face serious consequences. Smoking is also prohibited on school property.

The use of on-line social sites such as Facebook, Youtube, Myspace, etc. to demean, bully or intimidate other students or school staff will result in appropriate consequences.

CONSEQUENCES FOR INAPPROPRIATE BEHAVIOUR

When students breach the code of conduct, consequences will be consistent with progressive discipline techniques. Progressive discipline is a whole-school approach that utilizes a continuum of interventions, support, and consequences to address inappropriate student behaviour and to build on strategies that promote positive behaviour.



When inappropriate behaviour occurs, disciplinary measures should be applied within framework that shifts the focus from one that is solely punitive to one that is both corrective and supportive. Schools utilize a range of interventions, support, and consequences that include learning opportunities for reinforcing positive behavior while helping students to make good choices.

Possible consequences include:

- **Informal interview:** with teachers
- **Parent involvement:** parents contacted for their support and participation in monitoring and changing behaviour
- **Formal interview:** to develop a behaviour plan with Vice Principal and/or CYW
- **Restorative Practice:** participation in a Peace Circle
- **Mediation:** to resolve problems
- **Detention:** during lunch or after school
- **Withdrawal from class:** temporary withdrawal from class
- **Student Services involvement:** School or Board support personnel
- **Restitution:** compensation for damage or theft
- **Behaviour/performance contract**
- **Suspension:** according to Ministry regulations and Board policy
- **Community Service**
- **Written or Oral apology**
- **Outside agency involvement**
- **Reflection sheet**
- **Possible expulsion**

SUSPENSION

The behaviors for which a principal may consider suspending a student include:

- Uttering a threat to inflict serious bodily harm on another person
- Possessing alcohol or illegal drugs
- Being under the influence of alcohol
- Swearing at a teacher or at another person in a position of authority
- Committing an act of vandalism that causes extensive damage to school property at the pupil's school or to property located on the premises of the pupil's school
- Bullying
- Willful destruction of school property; vandalism causing damage to school or Board property or property located on school or Board premises
- Use of profane or improper language
- Use of tobacco
- Theft
- Aid/incite harmful behavior
- Physical assault
- Being under the influence of illegal drugs
- Sexual harassment
- Racial harassment
- Fighting

- Possession or misuse of any harmful substances
- Hate-motivated violence
- Extortion
- Distribution of hate material
- Inappropriate use of electronic communications/media; and /or
- An act considered by the principal to be a breach of the Board's or School's Code of Conduct.

EXPULSION

The behaviors for which a principal will consider recommending to a Committee of the Board that a student be expelled include:

- Possessing a weapon, including possessing a firearm
- Using a weapon to cause or to threaten bodily harm to another person
- Committing physical assault on another person that causes bodily harm requiring treatment by a medical practitioner
- Committing sexual assault
- Trafficking in weapons or in illegal drugs
- Committing robbery
- Giving alcohol to a minor
- Possession of explosive substance and/or
- An act considered by the principal to be a serious breach of the Board's or School's Code of Conduct.

EASTDALE POLICIES AND PROCEDURES

Academic Policy

Each student's academic progress is monitored on an on-going basis. Those students whose academic standing falls below acceptable levels (i.e. failing 2 or more courses), will be supported through credit rescue and individual teacher support.

Attendance

Students are expected to attend classes every day, in every subject, and be on time.

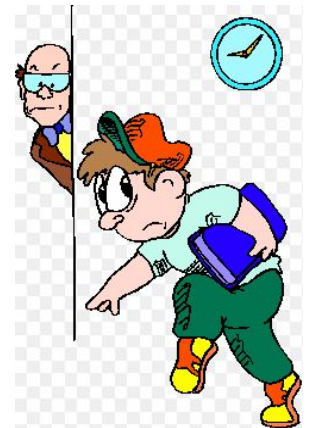
Morning Routines

8:45 a.m. **5-minute warning bell.** Students should proceed directly to their Period 1 class.

8:50 a.m. **School day begins. Students not in their class at this bell will be marked late.** Students must stop, stand at attention and wait quietly during the playing of the national anthem.

Students who are repeatedly in the halls at this time will be referred to their Vice-Principal.

- Attend all classes and be punctual. Every student at Eastdale has a full timetable and attendance is taken every class.
- Students are late if they are not in class by the bell and must get a late slip from the attendance office.



- Students may only attend classes in which they are registered according to their timetable.
- Parents are expected to notify the school if their son/daughter is going to miss school for any reason.
- It is the student's responsibility to complete missed assignments if absent.

Signing In/Signing Out

Students who wish to be excused during the day must observe the following procedures:

- Students must present a note from their parent/guardian to the Attendance secretary before 8:45 a.m.
- Students who wish to go home during the school day must sign out in the VP's office. The parents of students under the age of 18 will be contacted before the student is allowed to leave
- If a student goes home for lunch and is unable to return, a parent/guardian must contact the school by phone
- Students returning from an appointment must sign in at the VP's office

Dress Code Policy

All headgear that is not required by religion, culture, or medical requirements is not permitted. This will include hoods, ball caps, wave caps, bandanas, and sweatbands. Religious/medical/ cultural requirements will be verified as necessary.

- Clothing will reflect the serious purpose of school and support a safe learning environment.
- Clothing with writing or insignia will respect TDSB policies and other statutes.
- Students participating in phys. ed. programs/classes are expected to wear appropriate phys. ed. clothing (running shoes, T-shirts and shorts/track pants).

Hall Pass Protocol

- Hall pass is a privilege and abuse may lead to being put on escort.
- You may leave the class only with the teacher's permission and with a hall pass. You must return promptly. You may only go to the location for which you have permission. The entire hall pass must be clearly visible. You must present it if asked by any staff person.
- Visits to other staff or programs will only occur when staff has arranged such visits in advance through the office. Failure to follow the hall pass protocol or misuse of the hall pass will result in clear consequences.

Food And Drink Policy

- Students cannot bring food and drink into class unless directed by staff for curricular or celebratory purposes. When food is part of the program, staff members are responsible for all necessary clean-up.
- Food and drink may not be consumed in hallways, stairwells or in unsupervised classrooms. Staff will direct students to the cafeteria under these circumstances.
- Some classroom settings – computer labs, science labs, art room – should never have food or drink allowed.

Visitors to the School

- All visitors to the school must be on school business and must first report and sign in at the Main Office.
- Please do not arrange to have your friends make social visits to the school.

School Parking Lot

- As parking spaces are extremely limited, there is no parking available for students.

Valuables

Students are strongly encouraged to leave valuables at home. Students should never leave valuables unattended in gym dressing rooms or classrooms. **The TDSB is not responsible for lost, stolen or damaged items.**

Lockers and Locks

- Students will be assigned a locker for their exclusive use. Lockers may be subject to search.
- Students will provide a combination lock and give the combination to their Homeform teacher, and sign the Locker Use Agreement.
- Students must store all hats, coats, backpacks and other personal belongings that are not required for instructional purposes.
- Students must remove their locks at the end of the school year or upon departure at any other time of the year.
- Students are responsible for all items contained in their locker and for the hygiene and cleanliness of the locker. Lockers are to be cleaned out regularly.
- Students may purchase a security lock in the Main Office.



The Toronto District School Board does not accept any responsibility for articles missing from lockers. Valuables should be left at home. Thefts or locker break-ins must be reported to the Vice-Principal's office as soon as possible.

Photographs

Use of school facilities and participation in school events requires proper school identification. All students **must** have their photograph taken on school photo day (See calendar).

COMPUTER USE POLICY

Eastdale has many computers throughout the school with Internet access for students. As such, students have the ability to greatly enhance their education by taking advantage of the quick and almost limitless pool of knowledge which the Internet provides. Students may only use computers under staff supervision. Students must follow the instruction of the staff supervisors.

Access to the Internet through facilities provided by the Toronto District School Board is a privilege. All students at Eastdale must sign a Computer Use Agreement and Code of On-line Conduct form before they can log on. The agreement stipulates that school computers must only be used for school purposes and that inappropriate use of computers at school will result in the cancellation of computer privileges as well as disciplinary action.

Acceptable educational uses of the Internet include accessing:

- Information and news from many libraries, universities, colleges, and scientific research institutions.
- Discussion groups on a huge variety of subjects.
- Electronically joined educational opportunities and experiences.

All users of the TDSB Internet access points are forbidden to actively seek out materials that are not appropriate in an educational setting. This includes the checking of e-mail accounts during class time. Other inappropriate materials include but are not limited to texts, images, graphics, sound clips, videos, or animations which:

- Promote racism, sexism, or hatred.
- Are pornographic in nature.
- Promote, commit, or counsel the commission of illegal or immoral acts.
- Are harassing, inflammatory, malicious, fraudulent or libelous.
- Are chat-lines or avenues to meet unknown users. (i.e. Facebook, YouTube, Myspace, etc.)

Electronic Devices



All personal electronic communication and media devices (cell-phones, iPods, etc.) must be powered off and out of sight during instructional time, unless directed to use them by the teacher for educational reasons. Headphones must also be out of sight during class time.

ACADEMIC HONESTY

At Eastdale C.I. we value honesty, integrity and respect for ones own work as well as the work of others. Students are expected to follow the school's academic honesty policy in all their courses to ensure that each student's evaluation reflects their own work and individual level of achievement.

Academic Honesty is defined as follows:

- **Academic Honesty** is the legal and ethical use of information.

Academic Dishonesty and Plagiarism include:

- Copying and submitting another student's work or allowing another student to copy your work.
- Submitting a piece of work that was written for another course or by another person.
- Using another person's ideas as your own without properly documenting the source.
- Copying and pasting information from print material, electronic encyclopedias, and online databases or from the internet without properly documenting the source.
- Cheating on quizzes, tests or exams.

Academic dishonesty and/or plagiarism are both unethical and illegal and as such, hold strict consequences. They include:

- A mark of zero will be given on the entire assignment or test in question.
- Parents/Guardians will be contacted.
- Administration will be notified of the offence with the possibility of further action and consequences imposed at the Principal's discretion.

TDSB School Library Website

The Toronto District School Board maintains a **School Library Website** for our school with great Internet sites and free databases to use at school and at home. Ask your teacher-librarian for the website's address (URL) to access:

1. our school library catalogue
2. the **Home Page**: online databases, quick-start searching, and key reference resources
3. great directories and search engines
4. quality links for subjects and courses
5. quality French links, directories, and search engines
6. key links and resources for research
7. career information from A to Z
8. special links created by your teacher-librarian
9. Find what you want in two clicks. Click the button on the left and then click on the link. Bookmark the school library website and make it your gateway to the Internet!

SCHOOL COUNCIL

All parents in the Eastdale CI community are invited to participate in the School Council. The Council meets on a regular basis to discuss issues of relevance to parents, students, and staff. Sign up to receive regular School Council e-mail updates or follow the school blog '[Learning4Life@Eastdale](#)' or email or contact Office Administrator, Ms. Hills, at Cynthia.hills@tdsb.on.ca or 416-393-9630 extension 20000.

SCHOOL COUNCIL MEETING DATES FOR 2018-2019

Note: dates are also listed in the school's website calendar.

Meetings take place in the Principal's office, 6:00 - 7:30 p.m.

September: Wednesday, September 29, 2018
October: Wednesday, November 28, 2018
January: Wednesday, January 16, 2019
February: Wednesday, February 27, 2019
April: Wednesday, April 3, 2019
May: Wednesday, May 29, 2019

Timetable Schedule 2018-2019

Regular Day Schedule

| | Time |
|--------------|---------------|
| Period 1/HF | 8:50 – 10:05 |
| <i>Break</i> | 10:05 – 10:10 |
| Period 2 | 10:10 – 11:25 |
| <i>Lunch</i> | 11:25 – 12:25 |
| Period 3 | 12:25 – 1:40 |
| <i>Break</i> | 1:40 – 1:45 |
| Period 4 | 1:45 – 3:00 |

Early Dismissal

| | Time |
|--------------|---------------|
| Period 1/HF | 8:50 – 9:50 |
| <i>Break</i> | 9:50 – 9:55 |
| Period 2 | 9:55 – 10:55 |
| <i>Lunch</i> | 10:55 – 11:45 |
| Period 3 | 11:45 – 12:45 |
| <i>Break</i> | 12:45 – 12:50 |
| Period 4 | 12:50 – 1:50 |
| Meeting | 2:00 – 4:00 |

Late Start

| | Time |
|--------------|---------------|
| Meeting | 8:50 – 9:50 |
| Period 1 | 10:00 – 11:00 |
| <i>Break</i> | 11:00 – 11:05 |
| Period 2 | 11:05 – 12:05 |
| <i>Lunch</i> | 12:05 – 12:55 |
| Period 3 | 12:55 – 1:55 |
| <i>Break</i> | 1:55 – 2:00 |
| Period 4 | 2:00 – 3:00 |

RESOURCES

Support for MID Students (Mild Intellectual Disability):

Development Services Ontario (DSO) provides support and services for students with Mild Intellectual Disabilities (MID).

The website is <https://www.dsontario.ca/agencies> (click on the link)

There are nine Developmental Services Ontario agencies across the province. To find the right agency for your region, click on the "Find Your DSO" search box then enter your postal code, or look it up in the list on DSO's home page.

If you're still not sure which agency to contact, don't worry! By calling any of the DSO offices, you can speak to a staff member who will be able to give you the right number for your region.

Phone:

1-855-DS-ADULT

(1-855-372-3858)

or

Email:

DSOTR@surreyplace.on.ca

<http://connectability.ca/en/>

Save the date October 16, 2018 for the free DSO Information fair at:

Warehouse Event venue, Downsview Park

25 Carl Hall Rd., Unit 2

Contact is Mia.tremblay@cltoronto.oca; 647-729-1158 – free and no registration

Autism Support

<http://connectability.ca/2017/05/30/geneva-centre-for-autism/>

Cell Phone Safety

<http://connectability.ca/2010/09/28/cell-phone-and-internet-safety/>

Employment

<http://connectability.ca/2016/07/05/employment/>

Crisis & Phone Hotlines/Counselling

Kids' Help Phone

1-800-668-6868

www.kidshelpphone.ca

Youthdale Psychiatric Crisis Service

(416) 363-9990

Suicide/Distress Centre

(416) 408-HELP (4357)

Gerstein Centre Crisis Line

(416) 929-5200

Toronto Mobile Crisis Unit – Scarborough/E.York

(416) 495-2891

Toronto Children's Aid Society

(416) 924-4646

Assaulted Women's Help Line

(416) 863-0511

Toronto Rape Crisis Centre

(416) 597-8808

TDSB Student Safety Line

(416) 395-SAFE (7233)

Crime Stoppers

(416) 222-TIPS (8477)

Walk-In and Counselling

Oolagen Health Services (walk in counselling on Tuesdays)

(416) 395-0660

www.oolagen.org

Youthlink (walk in counselling on Wednesdays)

(416) 967-1773

www.youthlink.ca

Turning Point (www.turningpoint.ca)

(416) 925-9250

Blake Boulton Youth Counselling Centre- www.bbyos.org

(416) 465-1410

Ontario 211 (provides info about all community services)

DIAL 211

Bereaved Families of Toronto

(416) 440-0290

Volunteer Work

Neighbourhood Link

(416) 691-7407

Volunteer Toronto

volunteertoronto.ca

Intergenerational Partnerships

416-531-8447 or A46-DCTI

Woodgreen Employment Centre

(416) 462-3110

Youth Employment Services www.yes.on.ca)

(416) 504-5516

Healthy & Sexuality

| | |
|---|--------------------------------------|
| Telehealth Ontario | 1-866-797-0000 |
| Lesbian, Gay, Bi Youthline (4-9:30 Sunday to Friday) | (416) 962-9688 |
| Teen Health Source | (416) 961-3200 or text 647- 933-5399 |
| Aids & Sexual Health Information line | (416) 392-2437 |
| Hassle-Free Clinic www.hasslefree.org Women | (416) 922-0566 |
| Men | (416) 922-0603 |
| Bay Centre for Birth Control | (416) 351-3700 |

Addictions

| | |
|---|----------------|
| Sick Kids' Hospital – Youth Substance Abuse Program | (416) 813-5097 |
| CAMH (Centre for Addiction & Mental Health) | (416) 535-8501 |
| YMCA Substance Abuse Counselling | (416) 504-1710 |
| YMCA Youth Gambling Program | (416) 609-0218 |
| Problem Gambling | 1-888-230-3505 |

Housing/Shelters/Welfare

| | |
|--|------------------------------|
| <i>Touchstone Youth Services</i> www.touchstoneyc.org | <i>(416)-696-6932</i> |
| <i>Ontario Works</i> | <i>(416)392-3213</i> |
| <i>Covenant House</i> | <i>(416) 593-4849</i> |