



# *St. Edmund Elementary School*

*1250 Melton Drive, Mississauga ON L4Y 1L5*  
*Telephone: 905-277-8962 Fax: 905-277-8421 [www.dpdsb.org/EDMUN](http://www.dpdsb.org/EDMUN)*

September 6, 2011

Parents/Guardians:

This package contains several documents which need to be completed and returned to the school by September 9. Please keep all the documents together.

The documents included are:

1. Student Verification Form – review and make any corrections so we may updated our records.
2. Freedom of Information and Protection Act, Photo/Image Release – allows the school to use your child’s photo in school items such as yearbooks, class activities, etc.
3. Elements of Risk Form – required so child may attend mass at church next door, participate in class/school events that take place in parks adjacent to the school.
4. Lunch Letter – will your child stay at school or go home at lunch time?
5. GF 066 – Network User Application and Agreement – please review this with your child.
6. Appendix A-E1 – Physical Education Safety Guidelines – required so child may participate in gym classes and DPA (Daily Physical Activity).
7. Appendix A-E2 – Intramural participation – required so child may participate in sports/activites such as floor hockey, chess, choir that take place within the school.

A package containing the Bus rules and permission form, and the Kindergarten to Grade 1 Safety Protocol will be sent home separately with bus students on the first day of school. These documents will also be due on September 9. Applications for Courtesy Seats will be available upon request.

Your cooperation in completing and returning all the forms by September 9 is greatly appreciated.

September 6, 2011

## FREEDOM OF INFORMATION AND PROTECTION ACT

I am aware that from time to time, the day to day activities of the school, my child's picture may be taken in the form of photographs, slides, or in the form of a video recording. I am also aware that these pictures may be used for school related functions and publications including community masses, school assemblies, curriculum evening with parents, Sacramental Celebrations, Grade 8 graduation, school newsletters, yearbooks, and achievement recognition celebrations.

My child's name is: \_\_\_\_\_

Parent(s)/Guardian(s) name is: \_\_\_\_\_

I give permission to St. Edmund School for my child's photograph and/or video recording to be taken and used at the various school-related functions and publications as stated above.

Signature of Parent/Guardian: \_\_\_\_\_

Dated: \_\_\_\_\_

I would prefer if the school **NOT** use my child's picture and/or video recording for the various school-related functions and publications as stated above.

Signature of Parent/Guardian: \_\_\_\_\_

Dated: \_\_\_\_\_

**PLEASE RETURN THIS FORM TO YOUR CHILD'S TEACHER BY SEPTEMBER 9.**

September 6, 2011

Dear Parents /Guardians

From time to time during the school year, we will be going on walking excursions in the school neighbourhood (e.g. to the church, or the park). Since these may often be spontaneous activities and require no special transportation or financial arrangements, we find it more convenient to obtain your permission only once for the children to take part in all such walks. Should we plan any trips requiring either transportation or money, we would, of course, contact you in writing.

### **ELEMENTS OF RISK**

Educational activity programs, such as sporting events or activities, field trips and other activities, may present various elements of risk. Incidents related to such activities may occur and cause injury through no fault of the school board or the facility at which the activity or event is being held.

Participants must assume these risks.

The Dufferin-Peel Catholic District School Board does not provide any accidental death, disability, dismemberment or medical expenses' insurance on behalf of students participating in these activities.

### **ACKNOWLEDGEMENT**

WE HAVE READ AND UNDERSTAND THESE WARNINGS.

\_\_\_\_\_ has permission to accompany his/her teacher on walking excursions in the school neighbourhood, provided they require no money or vehicular transportation. This permission is granted for the 2010-2011 school year.

SIGNATURE OF PARENT/GUARDIAN \_\_\_\_\_

**PLEASE RETURN THIS FORM TO YOUR CHILD'S TEACHER BY SEPTEMBER 9.**

**September 6, 2011**

Dear Parents/Guardians:

Students are allowed one hour for lunch (11:45 – 12:45). This gives many students who live nearby the opportunity to go home for lunch. We ask that these students return directly to the school after they have had their lunch at 12:45.

In order to monitor the number of students who go home for lunch, we ask that you let us know on the section below whether your child will eat lunch at school or go home.

Students **who do not go home for lunch on a regular basis will need a note signed and dated** from their parent/guardian to leave the school grounds at lunch time. Students will be not allowed to call home for permission to go out for lunch. Students are asked to finish eating their lunch before returning to the school. Food and snacks are not permitted in the schoolyard. There is supervision in the schoolyard from 12:05-12:45.

If your child is leaving the school to go to an outside establishment for lunch, please write a note and indicate where they are going. They should not be visiting any other stores along with way. Please review these expectations with your child.

Your cooperation in this matter will help ensure the safety of your children.

Yours truly,

T. Frendo  
Principal

Child's Name: \_\_\_\_\_ Teacher: \_\_\_\_\_

Yes, my child will be staying at school during the lunch hour:

No, my child will be coming home during the lunch hour:

Parent/Guardian Signature \_\_\_\_\_

**PLEASE RETURN THIS FORM TO YOUR CHILD'S TEACHER BY SEPTEMBER 9.**



# Dufferin-Peel Catholic District School Board

40 Matheson Boulevard West, Mississauga, Ontario L5R 1C5 • Tel: (905) 890-1221 • Fax: (905) 890-7610

## NETWORK USER APPLICATION AND AGREEMENT

### **TO BE COMPLETED ON FIRST REGISTRATION IN DUFFERIN-PEEL**

The Dufferin-Peel Catholic District School Board policy supports the use of the local and wide area networks for electronic communication and the Board believes this to be an integral part of the school curriculum.

In addition to the school's Code of Student Behaviour and Discipline and to outline in some detail the responsibilities of the school and the Dufferin-Peel Catholic District School Board, any student using the school network is required to adhere to the following rules:

1. These are the "Rules of Conduct" for Electronic Networks in Dufferin-Peel schools, including Internet access.
2. The school reserves the right to change the rules at any time without notifying users. (Changes to rules will be posted.)
3. The school reserves the right to remove network access from any user who breaks these rules.
4. The school does NOT warrant that the functions will meet any specific requirements the student may have; nor that it will be error free or uninterrupted; nor shall it be liable for any indirect, incidental, or consequent damages (including lost data, information or profits) sustained or incurred in connection with the use of, operation of, or inability to use the system. The student maintains responsibility for meeting all personal deadlines regardless of network availability.
5. The student is responsible for his/her actions while using the computer.
6. The student will not assist others in breaking these rules or be a party to others breaking these rules.
7. The student must not intentionally seek information, browse, obtain copies, modify files, or passwords belonging to others, whether at the school or elsewhere, unless specifically authorized to do so by those individuals.
8. Consistent with Item #7, the student will refrain from using or introducing to the school computer environment, whether network or stand-alone, files, programs, or disks known to contain viruses. In this spirit, the student will also regularly check his/her files and disks for viruses and endeavour to keep computing systems virus free.

*/ Continued . . .*

## NETWORK USER APPLICATION AND AGREEMENT

*Continued. . .*

9. The student must not try to obtain system privileges to which he/she is not entitled.
10. The student will not share his/her login and password with others, nor attempt to learn or use logins and passwords which are not his/her own.
11. The student must not exploit any gaps in security and, furthermore, must report these gaps immediately to his/her teacher.
12. The student must not seek or send images, sounds, or messages which might be considered inappropriate, obscene, abusive, offensive, harassing, illegal, or counsel to illegal activities.
13. A student who receives or encounters any of the material indicated in Item #12 which makes him/her feel uncomfortable, should report it to his/her teacher immediately.
14. The student is responsible for determining the copyright status of any program(s) or data used, and for respecting intellectual property rights and the laws which govern them.
15. It is the student's responsibility to back-up, save, and maintain any of his/her information.
16. The student must abide by all federal, provincial and local laws.
17. The school reserves the right to review, edit or remove any material stored on Board computer/network facilities.
18. The school will be the arbiter of what constitutes a violation of this Agreement.

School: \_\_\_\_\_

Name of Student (please print): \_\_\_\_\_

**I acknowledge that I have received and will abide by the Network User Application and Agreement and that this Agreement remains in effect for the duration of the student's tenure in this school system.**

Signature of Parent/Guardian: \_\_\_\_\_

Date: \_\_\_\_\_

DUFFERIN PEEL CATHOLIC DISTRICT SCHOOL BOARD  
PHYSICAL EDUCATION SAFETY GUIDELINES  
ELEMENTARY PHYSICAL EDUCATION CURRICULUM - ELEMENT OF RISK AND MEDICAL INFORMATION FORMS

Dear Parent/Guardian:

Vigorous physical activity is essential for normal, healthy growth and development. Growing bones and muscles require not only good nutrition, but also the stimulation of vigorous physical activity to increase the strength and skills necessary for a physically active lifestyle. Active participation in games, dance and gymnastics provides opportunities for students to discover and trust themselves and gain the confidence necessary to play and work cooperatively and competitively with their peers. Physical education programs at both the curricular and co-curricular level provide opportunities for students to experience the fitness feeling and to help them understand and make decisions regarding personal fitness and the value of physical activity in their daily lives.

ELEMENTS OF RISK NOTICE

The risk of injury exists in every athletic activity. However, due to the very nature of some activities, the risk of injury may increase. Injuries may range from minor sprains and strains to more serious injuries. The safety and well being of students is a prime concern and attempts are made to manage as effectively as possible, the foreseeable risks inherent in physical activity.

It is important that your child participate safely and comfortably in the physical education program. In your child's best interests we recommend the following:

- a) An annual medical examination.
- b) Appropriate attire for safe participation (T-shirt, shorts or track pants and running shoes). Hanging jewelry must not be worn. Jewelry which cannot be removed and which presents a safety concern must be taped.
- c) The wearing of an eyeglass band and/or shatterproof lens if your child wears glasses which cannot be removed during physical education classes.
- d) The wearing of sun protection for all outdoor activities.
- e) Safety inspection at home of any equipment brought to school for personal use in class, e.g. skis, skates, helmets.

Please complete the Elements of Risk Notice and the Medical Information forms attached and have your child return them to his/her teacher. If you require further information, please contact the school.

DUFFERIN PEEL CATHOLIC DISTRICT SCHOOL BOARD  
PHYSICAL EDUCATION SAFETY GUIDELINES  
ELEMENTARY PHYSICAL EDUCATION CURRICULUM - ELEMENT OF RISK AND MEDICAL INFORMATION FORMS

MEDICAL INFORMATION FORM  
*This form is to be completed for all students and returned to the classroom teacher.*

Name of Student \_\_\_\_\_ Grade \_\_\_\_\_ Teacher \_\_\_\_\_

I would like to inform the school about these facts pertaining to my child's physical/medical condition related to his/her participation in Physical Education Curricular and Intramural Programs.

1. Please indicate if your son/daughter/ward has been subject to any of the following and provide pertinent details: epilepsy, diabetes, orthopedic problems, heart disorders, asthma, allergies: \_\_\_\_\_  
head or back conditions or injuries (in the past two years): \_\_\_\_\_  
arthritis/rheumatism; chronic nosebleeds; dizziness; fainting; headaches; dislocated shoulder; hernia; swollen, hypermobile or painful joints; trick or lock knee: \_\_\_\_\_
2. What medication(s) should the participant have on hand during the sport activity? \_\_\_\_\_
3. Does your son/daughter/ward wear a medical alert bracelet \_\_\_\_\_ neck chain \_\_\_\_\_ or carry a medical alert card? \_\_\_\_\_  
If yes, please specify what is written on it: \_\_\_\_\_
4. Any other relevant medical condition that will require modification of the program: \_\_\_\_\_

**ELEMENTS OF RISK NOTICE**

The risk of injury exists in every athletic activity. However, due to the very nature of some activities, the risk of injury may increase. Injuries may range from minor sprains and strains to more serious injuries. The safety and well being of students is a prime concern and attempts are made to manage as effectively as possible, the foreseeable risks inherent in physical activity.

In signing this form, I acknowledge the element of risk information noted above for the Curricular.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Various curricular and intramural programs may take students into the immediate community to participate, e.g. in class cross country running, orienteering, soccer/softball, etc...at nearby community parks. For these activities the annual walking excursion form is sufficient for parent/guardian consent. Any curricular or intramural activity which requires transportation to an off-site location (downhill skiing, skating, bowling, camping, swimming etc...) parent/guardian consent forms will be required to take your child off the school grounds (see GAP Excursion Policy 801).

MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT. Personal information on this form is collected under the legal authority of the Education Act, R.S.O. 1990, c.E.2, as amended. This information will be used for purposes of planning and administering Physical Education programs for students and providing health and safety services in the event of an emergency. Questions regarding the collection of personal information are to be directed to the School Principal.

**If during the school year your child's medical information profile changes please notify the school.**

**DUFFERIN PEEL CATHOLIC DISTRICT SCHOOL BOARD  
PHYSICAL EDUCATION SAFETY GUIDELINES  
ELEMENTARY INTRAMURAL - REQUEST TO PARTICIPATE FORM**

Dear Parent/Guardian:

Vigorous physical activity is essential for normal, healthy growth and development. Growing bones and muscles require not only good nutrition, but also the stimulation of vigorous physical activity to increase the strength and skills necessary for a physically active lifestyle. Active participation in games, dance and gymnastics provides opportunities for students to discover and trust themselves and gain the confidence necessary to play and work cooperatively and competitively with their peers. Physical education programs at both the curricular and co-curricular level provide opportunities for students to experience the fitness feeling and to help them understand and make decisions regarding personal fitness and the value of physical activity in their daily lives.

**ELEMENTS OF RISK NOTICE**

The risk of injury exists in every athletic activity. However, due to the very nature of some activities, the risk of injury may increase. Injuries may range from minor sprains and strains to more serious injuries. The safety and well being of students is a prime concern and attempts are made to manage as effectively as possible, the foreseeable risks inherent in physical activity.

It is important that your child participate safely and comfortably in the physical education program. In your child's best interests we recommend the following:

- a) An annual medical examination.
- b) Appropriate attire for safe participation (T-shirt, shorts or track pants and running shoes).
- c) Hanging jewelry must not be worn. Jewelry which cannot be removed and which presents a safety concern must be taped.
- e) The wearing of an eyeglass band and/or shatterproof lens if your child wears glasses which cannot be removed during intramurals.
- f) The wearing of sun protection for all outdoor activities.
- g) Safety inspection at home of any equipment brought to school for personal use in class, e.g. skis, skates, helmets.

Please complete the attached form and have your child return it to his/her teacher. If you require further information, please contact the school.

MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT: Personal information on this form is collected under the legal authority of the Education Act, R.S.O. 1990, c.E.2., as amended. This information will be used for purposes of planning and administering Physical Education programs for students and providing health and safety services in the event of an emergency. Questions regarding the collection of personal information are to be directed to the School Principal.

DUFFERIN PEEL CATHOLIC DISTRICT SCHOOL BOARD  
PHYSICAL EDUCATION SAFETY GUIDELINES  
ELEMENTARY INTRAMURAL - REQUEST TO PARTICIPATE FORM

Name of Student \_\_\_\_\_ Grade \_\_\_\_\_ Teacher \_\_\_\_\_

The emphasis in the intramural program is maximum participation, fair play, teamwork and sportspersonship. The program is used to enhance and extend the Physical Education program in the classroom. Your child has indicated an interest in participating in \_\_\_\_\_ intramural program.

**MEDICAL INFORMATION FORM**  
*This form is to be completed for all students and returned to the classroom teacher.*

I would like to inform the school about these facts pertaining to my child's physical/medical condition related to his/her participation in Physical Education Curricular and Intramural Programs.

1. Please indicate if your son/daughter/ward has been subject to any of the following and provide pertinent details: epilepsy, diabetes, orthopedic problems, heart disorders, asthma, allergies, \_\_\_\_\_  
head or back conditions or injuries (in the past two years): \_\_\_\_\_  
arthritis or rheumatism; chronic nosebleeds; dizziness; fainting; headaches; dislocated shoulder; hernia; swollen, hypmobile or painful joints; trick or lock knee \_\_\_\_\_
2. What medication(s) should the participant have on hand during the sport activity? \_\_\_\_\_  
What medication(s) should the participant have on hand during the sport activity? \_\_\_\_\_
3. Does your son/daughter/ward wear a medical alert bracelet \_\_\_\_\_ neck chain \_\_\_\_\_ or carry a medical alert card? \_\_\_\_\_  
If yes, please specify what is written on it: \_\_\_\_\_
4. Any other relevant medical condition that will require modification of the program: \_\_\_\_\_

**ELEMENTS OF RISK NOTICE**

The risk of injury exists in every athletic activity. However, due to the very nature of some activities, the risk of injury may increase. Injuries may range from minor sprains and strains to more serious injuries. The safety and well being of students is a prime concern and attempts are made to manage as effectively as possible, the foreseeable risks inherent in physical activity.

In signing this form, I acknowledge the element of risk information for the above Intramural Program

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Various intramural programs may take students into the immediate community to participate. E.g. in class cross country running, orienteering, soccer, softball, etc... at nearby community parks. For these activities the annual walking excursions form is sufficient for parent/guardian consent. Any intramural activity, which requires transportation to an off-site location (downhill skiing, skating, bowling, golf, etc...) parent/guardian consent forms (see GAP 801-Excursions) will be required to take your child off the school grounds.