# Dufferin-Peel Catholic District School Board

40 Matheson Boulevard West, Mississauga, ON, L5R 1C5, Tel: (905) 890-1221

## 2018 - 2019 School Year Calendar

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>First day of classes Elementary and Secondary Schools</td>
<td>Tuesday, September 4, 2018</td>
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<tr>
<td>First Day of classes Semester Two Secondary</td>
<td>Friday, February 1, 2019</td>
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<tr>
<td>School Year ends Elementary and Secondary Schools</td>
<td>Friday, June 28, 2019</td>
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<tr>
<td>Number of school days for the 2018 – 2019 school year</td>
<td>194</td>
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<tr>
<td>Number of Instructional Days in Elementary Schools</td>
<td>187</td>
</tr>
<tr>
<td>Number of Instructional Days in Secondary Schools</td>
<td>187</td>
</tr>
<tr>
<td>Number of Professional Activity Days in Elementary Schools</td>
<td>7</td>
</tr>
<tr>
<td>Number of Professional Activity Days in Secondary Schools</td>
<td>7</td>
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</tbody>
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### School Holidays for the 2018-2019 School Year

- **Every Saturday and Sunday**
- **Labour Day** Monday, September 3, 2018
- **Thanksgiving Day** Monday, October 8, 2018
- **Christmas Break** Monday, December 24, 2018 to Friday, January 4, 2019 (inclusive)
- **Family Day** Monday, February 18, 2019
- **Mid-Winter Break** Monday, March 11, 2019 to Friday, March 15, 2019 (inclusive)
- **Good Friday** Friday, April 19, 2019
- **Easter Monday** Monday, April 22, 2019
- **Victoria Day** Monday, May 20, 2019

### Elementary Schools – Professional Activity Days

1. **Friday, September 14, 2018** Principal’s Day: Re-organization/Faith Development
2. **Friday, October 5, 2018** Provincial Priorities in a Catholic Context
3. **Friday, November 16, 2018** Provincial Priorities in a Catholic Context
4. **Monday, January 21, 2019** Term 1 Assessment and Evaluation of Pupil Progress
5. **Friday, February 8, 2019** Reporting to Parents
6. **Friday, April 12, 2019** Provincial Priorities in a Catholic Context
7. **Monday, June 10, 2019** Term 2 Assessment and Evaluation of Pupil Progress

### St. Sofia Only – Professional Activity Days

1. **Friday, October 5, 2018** Provincial Priorities in a Catholic Context
2. **Friday, November 16, 2018** Provincial Priorities in a Catholic Context
3. **Monday, January 7, 2019** Principal’s Day: Curriculum and Faith
4. **Monday, January 21, 2019** Term 1 Assessment and Evaluation of Pupil Progress
5. **Friday, February 8, 2019** Reporting to Parents
6. **Friday, April 26, 2019** Provincial Priorities in a Catholic Context
7. **Monday, June 10, 2019** Term 2 Assessment and Evaluation of Pupil Progress

### Secondary Schools – Professional Activity Days

1. **Friday, October 5, 2018** Provincial Priorities in a Catholic Context
2. **Friday, November 16, 2018** Provincial Priorities in a Catholic Context
3. **Thursday, January 31, 2019** Principal’s Day: Semester Turnaround
4. **Friday, April 12, 2019** Provincial Priorities in a Catholic Context
5. **Wednesday, June 26, 2019** *Principal’s Day: Year End Reporting and Activities*
6. **Thursday, June 27, 2019** *Principal’s Day: Year End Reporting and Activities*
7. **Friday, June 28, 2019** *Principal’s Day: Year End Reporting and Activities*

*Semester and year end evaluations and school wide promotion meetings; contact parents with summer school recommendations, OSR and report card preparation; inventory management of books, equipment, learning materials; curriculum development for new course outlines; goal setting for the upcoming school year.

### Secondary Schools – Examination Days

| Semester 2: June 18, 19, 20, 21, 24, 2019  | June 25, 2019 – Instructional Day – Examination Review |
In August 2014, following a comprehensive Strategic System Review, Dufferin-Peel’s board of trustees approved a series of system goals that frame the essence of the work we do as a board, as schools, as faculty and staff and as a Catholic educational community over the next five years (2014-19).

The Strategic System Plan reflects our promise to each and every student and family of rigorous academic standards, safe, clean, healthy, caring and inclusive schools, a vigorous and diverse curriculum, a faithful, engaged, technologically focused community and wide range of extra-curriculars infused with Gospel values in the Catholic faith tradition.

“...do not be afraid of making decisive choices in life. Have faith; the Lord will not abandon you!”

Pope Francis

**CATHOLIC CODE OF CONDUCT**

In light of its Mission Statement, the Dufferin-Peel Catholic District School Board is committed to the implementation in every school of the Catholic Code of Conduct that clearly reflects the need to provide a safe, caring, inclusive and healthy Catholic school community. All community members will work together to develop spiritually, intellectually, physically, socially, and emotionally by aspiring to the highest possible standards of Catholic behaviour, in living out the gospel values, and by fostering a Catholic culture of respect, responsibility and concern for the common good.

**RESPONSIBILITIES OF STUDENTS**

Students will exercise self-discipline in their respect for self, staff, fellow students, school property and the property of others. They will take full responsibility for their own actions and strive to live up to the expectations of the Catholic Code of Conduct and all other board/school/class expectations, policies and procedures. They will work towards achieving a virtuous lifestyle, high standards of personal conduct and academic performance, active participation in leadership and service initiatives, concern for the environment, and compassion for those in need.
Students fulfill these responsibilities by:

- coming to school prepared, on time, ready to learn, and properly attired;
- striving for excellence in personal conduct and academic performance;
- cultivating opportunities to develop talents and strengthen personal leadership skills;
- demonstrating courteous behaviour to fellow pupils and staff;
- contributing to an inclusive school culture by advocating that no student be excluded;
- defending the rights of fellow students by reporting and/or safely intervening when the rights of others are threatened or violated;
- cultivating a virtuous life through a commitment to gospel values and service to others;
- participating respectfully in the faith life and liturgical practices of the school community (sacraments, retreats, religion courses, etc.);
- participating in school programs related to wise stewardship of resources, human and other;
- accepting school discipline as a tool for personal growth, and as an extension of the responsibilities that would be exercised by a kind, firm and judicious parent;
- refraining from bringing anything to school that may compromise the safety of others;
- acknowledging that school safety is a shared responsibility that depends on student commitment and involvement.

**BULLYING PREVENTION**

DPCDSB prohibits bullying in all its forms, as a serious offence against the dignity of persons created in God’s image, and as an affront to the integrity of Catholic learning communities. Bullying will not be permitted on school property either in classrooms or common areas, at school-related activities, on school buses, via social media, or in any other circumstances (including cyber-bullying) where engaging in behaviour will have a negative impact on the Catholic school climate or disrupt the learning environment.

The board considers homophobia, gender based violence, and harassment on the basis of gender, gender identity, gender expression, sexual orientation, race, colour, ethnicity, culture, citizenship, ancestry, origin, religion, creed, family status, socio-economic status, disability and/or any other immutable characteristic or ground protected by the Human Rights Code, as well as inappropriate sexual behaviour unacceptable and supports the use of positive practices to prevent such behaviour and authorizes principals, or their delegates, to impose consequences in appropriate circumstances, up to and including a referral to the Discipline Committee of the Board for expulsion from all schools.

**ONTARIO MINISTRY OF EDUCATION’S DEFINITION OF BULLYING**

http://www.edu.gov.on.ca extra/eng/ppm/144.pdf

**BULLYING**

“Bullying” means aggressive and typically repeated behaviour by a pupil where,

(a) the behaviour is intended by the pupil to have the effect of, or the pupil ought to know that the behaviour would be likely to have the effect of,

(i) causing harm, fear or distress to another individual, including physical, psychological, social or academic harm, harm to the individual’s reputation or harm to the individual’s property, or

(ii) creating a negative environment at a school for another individual, and
ETHICAL AND RESPONSIBLE USE OF TECHNOLOGY

All students shall adhere to Board policies and guidelines ensuring ethical and responsible use of technology.

PERSONAL ELECTRONIC DEVICES POLICY

Personal Electronic Devices on Board Premises and/or at Sanctioned Events for Educational Purposes:

The Dufferin-Peel Catholic District School Board acknowledges the value of the use of technology to support learning. Dufferin-Peel’s policy indicates that students will be permitted to register and use personal electronic devices (PEDs) on board premises and/or at sanctioned events for educational purposes, under the direction of staff per the Personal Electronic Device Used With Wi-Fi Network Student Agreement, which includes parental permission as appropriate.

The use of personal electronic devices during school-sanctioned activities for designated purposes outside of instructional spaces and/or in common areas may be authorized by the school principal (or designate).

(b) the behaviour occurs in a context where there is a real or perceived power imbalance between the pupil and the individual based on factors such as: size, strength, age, intelligence, peer group power, economic status, social status, religion, ethnic origin, sexual orientation, family circumstances, gender, gender identity, gender expression, race, disability or the receipt of special education supports or services.

For the purposes of the definition of “bullying” above, behaviour includes the use of any physical, verbal, digital, written or other means.

CYBER-BULLYING

For the purposes of the definition of “bullying” above, bullying includes bullying by electronic means (commonly known as cyber-bullying), including,

(a) creating a web page or a blog in which the creator assumes the identity of another person;
(b) impersonating another person as the author of content or messages posted on the internet; and
(c) communicating material electronically to more than one individual or posting material on a website that may be accessed by one or more individuals.

IF YOU ARE FEELING BULLIED, listen to God’s voice & take care of yourself: TELL AN ADULT YOU TRUST.

IF YOU KNOW SOMEONE WHO IS BEING BULLIED, listen to God’s voice & help them. DO ‘SOMETHING’ THAT YOU FEEL SAFE DOING.
Technology and Digital Citizenship

"...to witness consistently, in one’s own digital profile and in the way one communicates, choices, preferences and judgments that are fully consistent with the Gospel..."

The Dufferin-Peel Catholic District School Board is committed to a responsible approach to addressing the technology needs of our learners in a faith-filled global context. The Board incorporates next generation learning technology, including: internet access, use of personal electronic devices at school, Microsoft Office 365 Education, Google for Education, Brightspace by D2L (Desire2Learn), and other programs/apps [educational technologies] as approved by the Board and/or Ministry of Education for educational use. Students use Board-assigned email addresses and cloud storage spaces to support ongoing access their digital learning spaces and collaboration with students across the Board.

(Pope Benedict XVI, June 5, 2011).

- create a sense of well-being, self-confidence, achievement and positive identity;
- teach competitive skills and learning stances for global competencies (i.e. critical thinking, communication, collaboration, creativity and innovation);
- acknowledge and respond to diverse learning needs;
- stimulate interest, motivation and engagement through authentic, relevant and experiential learning;
- enhance equity and provide barrier-free opportunity and access to learning;
- facilitate collaboration and inquiry on a local and global scale, linking the classroom environment and the world beyond;
- amplify student voice and choice and promote student-centered learning; and
- nurture responsible digital citizens, consistent with our Gospel values, who act morally and legally, with compassion, to support the human dignity of all.

Supporting and programming realized through the Catholic Board Learning Plan, ensures that each child is firmly rooted on their journey to achieving the Ontario Catholic School Graduate Expectations within our vision of global competencies. Rooted within a Catholic faith-based environment, the expectations will assist in the development of responsible digital citizens. The intention is to develop meaningful and innovative next generation thinking and problem-solving skills within a Catholic context.

Learners will need to become critical consumers of information, effective problem solvers, capable decision makers and innovative communicators. Hence, learners must be able to attain the ability to think critically through the exploration of ideas and concepts, encouraging inquiry, imagination, discovery and creativity through the connection of learners to information, to each other, and to the communities around the world through the digital environment.

Digital Citizenship

We respect the dignity and value of each person, consistent with our Faith tradition, and celebrate our increasingly diverse, global and digital school cultures. A responsible digital citizen acts morally, legally, and responsibly; supports and promotes diversity, equity, justice, peace and compassion in their daily encounters within the digital environment; and makes positive contributions to their community through the exercise of rights and responsibilities, while ensuring the human dignity of all.

Students shall use technology in accordance with the expectations of behaviour outlined in the Catholic Code of Conduct, and other board policies and procedures. Under the direction of staff, students will be permitted to bring their own devices and to use such devices in a responsible and ethical manner for educational purposes.
Responsibilities When Using Technology

Students shall:

- demonstrate responsible digital citizenship through the appropriate use of technology, as outlined in the Catholic Code of Conduct and other board policies and procedures;
- report inappropriate use of email, social media, data or technology to a teacher or administrator immediately;
- practice self-regulation and are accountable for their behaviour and actions, and are mindful of the well-being of others, reporting instances of inappropriate or concerning online activity (i.e., bullying, hate-speech, depression, self-harm);
- accurately represent themselves while online and ensure that their online interactions are reflective of Gospel values and virtues;
- care for, maintain and secure their personal devices at all times and recognize that the Board is not responsible for the replacement of lost, stolen or damaged items;
- take the necessary steps so that their personal device is connected to the Dufferin-Peel’s wireless network, as the board will not be responsible for any cost incurred through the use of personal data plans;
- use personal electronic devices for curriculum-related/educational/instructional purposes only while on board premises and/or while engaged in board sanctioned activities;
- use board wireless technology for curriculum-related/educational/instructional purposes only and under the direction of staff;
- ensure their personal electronic device is fully charged upon arrival to school and should not assume access to electrical outlets for charging;
- ensure any personal communications (i.e., phone calls, text messages, etc.) will continue to be directed through the main office
- not expect privacy with respect to the use of technology while on Board property or during school related activities.

Parents shall:

- ensure any communication with their child (i.e., personal phone call, text messages, etc.) continues to be directed through the main office in order to avoid distractions within the learning environment; and
- review, discuss and encourage responsible use of technology at all times in the school environment.

Expectations for Appropriate Use of Educational Technology for Students in the Dufferin-Peel CDSB

The Dufferin-Peel Catholic District School Board policy supports the use of the technology for educational purposes and the Board believes this to be an integral part of the school curriculum.

When using technology at school, students shall abide by the school’s Catholic Code of Conduct and Board policy and procedure and must follow the rules set out below. Technology includes hardware (PDES or provided by the board) and digital tools (i.e., email/extensions/apps).

Expectations

1. Students are responsible for their actions while using the technology and will be a responsible digital citizens by adhering to guidelines regarding content, security, safety and ethical use. This means that students must not seek or send images, sounds, or messages which might be considered inappropriate, obscene, abusive, offensive, harassing, illegal, or counsel to illegal activities. A student who receives or encounters any such material, which makes him/her feel uncomfortable, should report it to his/her teacher immediately. Students shall not share passwords or personal information of others, nor shall they attempt to learn or use logins and passwords of others.
2. Students will accurately represent themselves while online and ensure their online interactions are reflective of our Gospel values and virtues.

3. The student will not assist in breaking these rules or be a party to others breaking these rules.

4. 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.

5. Student must abide by all federal, provincial and local laws. Failure to abide by the laws of Ontario and Canada may involve the police.

6. Upon reasonable grounds the staff reserves the right to review, edit or remove any material viewed, shared, created or saved on Board technology or to review, edit or request removal of any material created at school and stored on PEDs.

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. The student must not try to obtain system privileges to which he/she is not entitled.

9. The student must not exploit any gaps in security and, must report these gaps immediately to his/her teacher. They will not use educational technology in a manner that will harm the board's technology or another person's work.

10. Use of technology in common areas shall be as designated by the principal in accordance with the expectations of appropriate use.

11. The decision to bring a PED to school for educational use rests with the student and their parent/guardian. They assume responsibility for the safety and security of that PED and the school assumes no responsibility for lost, damaged or stolen devices.

12. Technology (PEDs) may be used during instructional time and in instructional space only with the expressed permission of the classroom teacher and/or staff and only in a manner that supports teaching and learning and digital citizenship.

13. Students should not expect that they will be able to charge their device at school.

14. Students shall not photograph or record others at school unless authorized to do so by the teacher for instructional purposes and with appropriate consent. Students shall only use photographs and recordings taken at school as authorized by the teacher.

15. Failure to comply with these expectations may result in loss of education technology privileges, confiscation of the PEDs, discipline and/or any other consequences deemed necessary by school administration.

16. The Board/school reserves the right to update these expectations as required. Changes shall be communicated to the school community.

Please refer any questions or concerns to your school principal.
NOTIFICATION OF THE COLLECTION, USE AND DISCLOSURE
OF STUDENT PERSONAL INFORMATION FOR THE PURPOSE COLLECTED
OR FOR A CONSISTENT PURPOSE – ELEMENTARY AND SECONDARY

The Dufferin-Peel Catholic District School Board (DPCDSB) wants to help you understand how we use personal information that we collect about your child in keeping with our legislated duties under the Education Act and the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA).

The Education Act requires that school boards promote student achievement and well-being and deliver effective and appropriate educational programs for students. Schools collect and use student personal information to fulfill their legislated duties. The school principal is required to establish and maintain an Ontario Student Record (OSR) for each student attending school in accordance with the Ontario Student Records Guideline and Board Policy. The OSR is a cumulative record of the student’s progress used by staff to support student achievement and well-being that follows the student through Ontario elementary and secondary schools.

The Municipal Freedom of Information and Protection of Privacy Act sets guidelines for schools/boards to follow when collecting, using and/or disclosing students' personal information. Under this law, personal information refers to recorded information about an identifiable individual and may be used or disclosed:

- for the purpose for which it was obtained or a purpose consistent with the reason collected;
- to board officers or employees who need access to the information in the performance of their duties, if necessary and required for the discharge of the board’s duties;
- to comply with laws, a court order or subpoena to aid in a law enforcement by a law enforcement agency; or
- to report to the Children’s Aid Society regarding child protection matters in compelling circumstances affecting health or safety of staff or students in accordance with the law.

EXAMPLES OF ROUTINE USES OF STUDENT PERSONAL INFORMATION

Student Instruction, Achievement and Well-Being

- Student personal information, including OSR information, will be used by school and board staff for the purpose of meeting student’s needs, promoting student achievement and well-being and to support the transition of students between schools and programs (elementary to secondary school, French Immersion programs, etc.). Staff may include teachers of the student, guidance counselors, student success teachers, educational resource workers, special education teachers and administrators.

- Information about the student’s progress at secondary school may be shared with their former elementary school to support the continuous improvement of the elementary school program to benefit all students.

- Students may be photographed or recorded as part of teaching and learning to support student achievement and assessment.

- Student work, including student name, may be displayed throughout the school and in school and Board newsletters. It may also be displayed at community events such as science fairs, colouring/writing/poster contests or similar events outside the school.

- Contact information, marks and transcripts are shared with Ontario colleges and universities to support post-secondary applications.

- Referrals to personal health services such as psychological assessments, speech and language assessments, social work and child and youth service require the consent of the parent/guardian/adult student. On referral, you will be advised how personal health information is collected and used.

- Ancestry information of self-identified First Nation, Métis and Inuit students, will be used to allocate resources, improve student learning and student success and reported to the Ministry of Education and the Education Quality Accountability Office (EQAO).

Health and Safety/Transportation

- Student medical health information provided by parents/guardians or adult students will be used to address the student’s medical needs at school and during school activities.

- Personal information is shared with the Regional Public Health Units in accordance with the Education Act the Immunization of School Pupils Act. Communicable diseases shall be reported in accordance with the Health Promotion and Protection Act and the Education Act.

- Surveillance equipment may be used on school property to enhance the safety of students and staff, to protect property against theft or vandalism and to aid in the identification of intruders or persons who endanger the health, well-being or safety of school community members.

- Student accidents will be reported to the board’s insurer. Reports include the name of the injured student(s) and details about the incident, as well as the name and contact information of witnesses to the accident.
Notification of the Collection and Use and Disclosure of Student Personal Information – Page 2

School Events and Activities

- Personal information including student name, number and date of birth are shared with the Board's online payment system provider so parents may remit student activity and other fees online.
- Personal information such as student name, date of birth, year of entry into grade 9 and credits achieved, shall be shared with Board-approved Governing Athletic Associations for the purpose of determining eligibility requirements to participate in interschool competitive programs.
- Student names and/or photographs may be printed in school yearbooks, school programs or brochures (i.e. graduation programs, celebration of sacraments, school plays and musical productions), on student awards, honour roll, class assignment lists and posted throughout the school.
- School newsletters report on school events and activities. They may include limited student personal information such as student name and student photos. Consent is sought to share personal information and/or photos on the internet or on social media.
- On occasion, the media may be invited to schools and board sites to report on school/board events or activities. Students may be photographed/recorded as part of a group, but only those students with appropriate consents will be interviewed and identified.
- Contracted photographers will take individual and class photos of students. These photos will be used for administrative and archival purposes, on student cards, in school yearbooks and will be offered to parents for purchase.
- Birthdays may be celebrated at school. Class lists with student first names and last initial may be distributed for the purpose of addressing greeting cards or invitations in connection with holidays, birthday parties, etc.
- Authorized volunteers or school council members may contact parents on behalf of the school regarding school-related activities which benefit the student and the school community or for the safe arrival/attendance verification program.

Community or Public Events

- We understand that parents, family members or friends may want to take photos/videos at school events or activities where the public is invited. Visitors are asked to follow the direction of the principal at these events as in some cases, photos or recordings may not be allowed. Where photography or recording is permitted, visitors should always try to capture photos/videos of only their own child. Where photos/videos include other students or staff, please respect the digital footprint and privacy rights of others, by not sharing them with the media or on the internet/social media.
- Extra-curricular activities that take place in or outside of school and are open to participating schools or community members may be covered by media and others. In some cases, media may want to feature and/or interview students. If you do not want your child to participate in media reports/interviews, please advise the coach and/or indicate your wishes to your child.
- Please note, when events take place in public areas, it may be difficult for the school to prevent the media or others from recording or photographing students. If you have concerns about your child's participation in such forums, please speak to the school principal.

Consent for Other Purposes

In accordance with MFIPA and the Education Act, releasing personal information for any other purpose requires the informed consent of:

- the parent/guardian for children under 16 years of age;
- the parent/guardian and the student where the student is 16 and 17;
- the student where the student is over 18 or is 16 or 17 years of age and has withdrawn from parental control.

Questions

Please contact the school principal to discuss any concerns you may have with how these practices affect your child. The above will apply unless a concern or objection is filed with the principal and an alternative resolution can be found.
HOMEWORK POLICY AND PROCEDURES
DPCDSB Summary for K – 8

“Teach the righteous and they will gain in learning.” – Proverbs 9:9

As a faith-based system, the Dufferin-Peel Catholic District School Board approaches all issues from a Catholic worldview that recognizes the importance of family time and honours the bonds between school, family, and parish in all that we do. The stronger these bonds, the more effectively our students are able to learn and to develop the unique talents and gifts with which they are blessed.

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<tr>
<th>Types of Commonly Assigned Homework</th>
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<tr>
<td><strong>Completion</strong></td>
<td>any work assigned following instruction that is begun in class and completed at home</td>
<td>helps students to keep up to date with the instructional program</td>
</tr>
<tr>
<td><strong>Practice</strong></td>
<td>any work that reviews and reinforces skills and concepts learned in class</td>
<td>helps students to develop newly acquired skills and consolidate new concepts</td>
</tr>
<tr>
<td><strong>Preparation</strong></td>
<td>any work that prepares students for new learning or for upcoming summative assessments / evaluations</td>
<td>requires students to gather information or artifacts in preparation for learning or requires students to prepare for tests, presentations, performances, etc.</td>
</tr>
<tr>
<td><strong>Extension / Projects / Major Assignments</strong></td>
<td>any work that explores learning in new contexts or integrates / expands on classroom learning</td>
<td>encourages students to problem solve, think creatively, and think critically</td>
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| Quantity of Homework | | |
| --- | --- | --- | --- |
| **Kindergarten** | **Primary (Grades 1 to 3)** | **Junior (Grades 4 to 6)** | **Intermediate (Grades 7 & 8)** |
| Homework shall not* be assigned to students in kindergarten. | Daily homework shall be limited to 20 minutes on average, in total. | Daily homework shall be limited to 40 minutes on average, in total. | Daily homework for all subjects shall be limited to 60 minutes on average, in total. |

*Kindergarten: Suggestions and resources for optional learning activities outside of the classroom may be provided by the teacher.
Reporting of Homework

The Learning Skills and Work Habits section of the provincial report card describes skills which are foundational to student success. Homework, as a learning skill, is reported in this section, separate from achievement of curriculum expectations. Late, missed, and incomplete homework will impact the Learning Skills section of the report card.

Homework during Extended Absences

Teachers shall not be expected to provide detailed homework assignments to students who are away for extended periods of time as a result of family initiated absences, although a general overview may be provided. For absences due to extended illness, parents should contact the school administration to discuss available options.

Student Responsibilities

- manage time and priorities to ensure a healthy balance between homework, extracurricular activities, and leisure time;
- ensure that they clearly understand the homework assigned and ask for clarification or assistance from the teacher when homework assignments or the expectations are not understood;
- complete assigned homework on time;
- complete assigned homework to the best of their ability;
- record homework in their agenda or student planner;
- ensure that required materials and resources are taken home and returned, as necessary.

The K-12 Homework Policy & Procedures may be viewed at:

https://www3.dpcdsb.org/parents/help-your-child-learn/homework-policy

It is available in .PDF format in 13 languages: English, French, Arabic, Korean, Polish, Malay, Portuguese, Punjabi, Chinese, Spanish, Tagalog, Urdu, Yoruba
Extraordinary lives start with a great Catholic education.

At Dufferin-Peel Catholic schools, students aspire, learn and grow in FAITH

The Mission of the Dufferin-Peel Catholic District School Board, in partnership with the family and church, is to provide, in a responsible manner, a Catholic education which develops spiritual, intellectual, aesthetic, emotional, social, and physical capabilities of each individual to live fully today and to meet the challenges of the future, thus enriching the community.

Dufferin-Peel Catholic District School Board
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@DPCDSBSchools @DPCDSBVideos
www.dpcdsb.org
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- for the purpose for which it was obtained or a purpose consistent with the reason collected;
- to board officers or employees who need access to the information in the performance of their duties, if necessary and required for the discharge of the board’s duties;
- to comply with laws, a court order or subpoena to aid in a law enforcement by a law enforcement agency; or
- to report to the Children’s Aid Society regarding child protection matters in compelling circumstances affecting health or safety of staff or students in accordance with the law.

EXAMPLES OF ROUTINE USES OF STUDENT PERSONAL INFORMATION

We will inform you at time of collection how the personal information we collect will be used. In addition, we draw your attention to the following routine uses of student personal information. Please contact the school principal to discuss any concerns you may have with how these practices affect your child. The following uses will apply unless a concern or objection is filed with the principal and an alternative resolution can be found.

Student Instruction, Achievement and Well-Being

- Student personal information, including OSR information, will be used by school and board staff for the purpose of meeting student’s needs, promoting student achievement and well-being and to support the transition of students between schools and programs (elementary to secondary school, French Immersion programs, etc.). Staff may include teachers of the student, guidance counsellors, student success teachers, educational resource workers, special education teachers and administrators.
- Information about the student’s progress at secondary school may be shared with their former elementary school to support the continuous improvement of the elementary school program to benefit all students.
- Students may be photographed or recorded as part of teaching and learning to support student achievement and assessment.
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- Contact information, marks and transcripts are shared with Ontario colleges and universities to support post-secondary applications.
- Referrals to personal health services such as psychological assessments, speech and language assessments, social work and child and youth service require the consent of the parent/guardian/adult student. On referral, you will be advised how personal health information is collected and used.
- Visitors to schools/classrooms such as volunteers, third-party service providers, or government and community agency staff, may on occasion visit schools/classrooms under the approval and direction of the school principal and/or superintendent. Any information they receive as a result of this visit is subject to confidentiality in accordance with Board policy and procedure.
- Ancestry information of self-identified First Nation, Métis and Inuit students, will be used to allocate resources, improve student learning and student success and reported to the Ministry of Education and the Education Quality Accountability Office (EQAO).
- Information may be shared with Police Services and School Resource Officers to investigate school incidents that involve possible criminal offences as outlined in the Police School Protocol or to comply with police investigations in accordance with the law. Information may include statements relating to the matter under investigation.

Health and Safety/Transportation

- Student medical health information provided by parents/guardians or adult students will be used to address the student’s medical needs at school and during school activities.
- Personal information is shared with the Regional Public Health Units in accordance with the Education Act the
Immunization of School Pupils Act. Communicable diseases shall be reported in accordance with the Health Promotion and Protection Act and the Education Act.

- Surveillance equipment may be used on school property to enhance the safety of students and staff, to protect property against theft or vandalism and to aid in the identification of intruders or persons who endanger the health, well-being or safety of school community members.

- Student accidents will be reported to the board’s insurer. Reports include the name of the injured student(s) and details about the incident, as well as the name and contact information of witnesses to the accident.

**School Events and Activities**

- We understand that parents, family members or friends may want to photograph or record school events or activities where the public is invited. Visitors are asked to follow the direction of the principal at these events as in some cases, photos or recordings may not be allowed. Where photography or recording is permitted, visitors should always try to capture photos/videos of only their own child. Where photos/videos include other students or staff, please respect the digital footprint and privacy rights of others, by not sharing them with the media or on the internet/social media.

- Personal information including student name, number and date of birth are shared with the Board’s online payment system provider so parents may remit student activity and other fees online.

- Personal information such as student name, date of birth, year of entry into grade 9 and credits achieved, shall be shared with Board-approved Governing Athletic Associations for the purpose of determining eligibility requirements to participate in inter-school competitive programs.

- In accordance with the Board Sportsmanship and Ethical Conduct Guideline, personal information shall be shared with Board-approved Governing Athletic Associations and Community Agencies for the purpose of investigating non-compliance and inappropriate behavior while attending or participating in sporting activities, including during travel, at accommodations and at any location students attend as part of the school-sponsored activity.

- Student names and/or photographs may be printed in school yearbooks, school programs or brochures (i.e. graduation programs, celebration of sacraments, school plays and musical productions), on student awards, honour roll, class assignment lists and posted throughout the school.

- School newsletters report on school events and activities. They may include limited student personal information such as student name and student photos. Consent is sought to share personal information and/or photos on the internet or on social media.

- On occasion, the media may be invited to schools and board sites to report on school/board events or activities. Students may be photographed/recorded as part of a group, but only those students with appropriate consents will be interviewed and identified.

- Contracted photographers will take individual and class photos of students. These photos will be used for administrative and archival purposes, on student cards, in school yearbooks and will be offered to parents for purchase.

- Birthdays may be celebrated at school. Class lists with student first names and last initial may be distributed for the purpose of addressing greeting cards or invitations in connection with holidays, birthday parties, etc.

- Authorized volunteers or school council members may contact parents on behalf of the school regarding school-related activities which benefit the student and the school community or for the safe arrival/attendance verification program.

**Community or Public Events**

- Extra-curricular activities that take place in or outside of school and are open to participating schools or community members may be covered by media and others. In some cases, media may want to feature and/or interview students. If you do not want your child to participate in media reports/interviews, please advise the coach and/or indicate your wishes to your child.

- Please note, when events take place in public areas, it may be difficult for the school to prevent the media or others from recording or photographing students. If you have concerns about your child’s participation in such forums, please speak to the school principal.

**CONSENT FOR OTHER PURPOSES**

In accordance with MFIPPA and the Education Act, releasing personal information for any other purpose requires the informed consent of:

- the parent/guardian for children under 16 years of age;
- the parent/guardian and the student where the student is 16 and 17;
- the student where the student is over 18 or is 16 or 17 years of age and has withdrawn from parental control.

Schools will send home a form to seek consent for the use and disclosure of student work, identifiable student photos and student recordings on the internet/social media; to media and within the school community; and other permissions as appropriate. Please complete the form and return it to the school as soon as possible.
SPORTSMANSHIP AND ETHICAL CONDUCT

The Dufferin-Peel Catholic District School Board (the “Board”) is committed to establishing sportsmanship and developing healthy environments for competition. We believe that the role of Catholic Education in sport is to create a sports environment that is consistent with the expectations and virtues of our Catholic system and teaches all involved in sports programs to conduct themselves with sportsmanship and respect for all. The DPCDSB Sportsmanship and Ethical Conduct Guideline outlines the various expectations for all groups and individuals associated or participating in sports programs.

Board student athletes must behave as ambassadors of their Catholic schools and athletes must honour the responsibilities that accompany the privilege of representing our schools by behaving with dignity and respect at all times, regardless of the behavior of others. Students are accountable for their actions in accordance with the Catholic Code of Conduct and the principles of Progressive Discipline.

Parents/Guardians attending games or other sporting events are reminded that all competitions are to be viewed in the context of a Catholic school learning environment for all students. Parents/Guardians and family members attending competition are expected to act in an appropriate manner and respect all coaches, managers, teachers, officials and students.

Further, students must also meet and comply with requirements and rules and policies established by the Board-approved governing sports associations including:

- the Region of Peel Secondary School Association (ROPSSA);
- the Ontario Federation of Secondary Sport (OFSSA);
- community leagues subject to joint-agreements with the Board;
- and/or tournament sponsors/organizers.

Students who fail to comply with rules and appropriate behavior while attending or participating in sporting activities, including during travel, at accommodations and at any location students attend as part of the school sponsored activity, may be subject to penalties and sanctions imposed by the Boards of Reference which may include, but are not limited to: suspensions from play, notification to appropriate sport governing bodies, restitution, letter of apology, stripping of awards. The Board will cooperate with these groups to ensure adherence to league guidelines, investigate possible inappropriate behavior and enforce sanctions imposed.