

the world is our classroom



Omololu
INTERNATIONAL SCHOOL

Parent Handbook

2016-2017

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For the purpose of this handbook, any reference to the parent also includes legal guardian and/or custodian. The primary function of the parent/ student handbook is to make available to the students and parents the applicable rules and policies of Omololu International School.

While the handbook cannot possibly list every situation, it does provide the basic information. Omololu International School reserves the right to amend, delete, add, and/or modify policies, rules, procedures, and regulations stated herein based on changes in local conditions and when current practices may dictate.

1. PRINCIPAL'S WELCOME

Dear Parents,

I want to welcome everyone to another wonderful year at Omololu International School. In addition to our already excellent program, we have many exciting new initiatives planned for the 2016-17 school year. On the following pages of this handbook, you will find guidelines and information designed to help you and your children understand the functioning of the school, to answer practical questions, and to facilitate a smooth transition into our community for new families. We invite you to read this handbook carefully and discuss the contents with your child.

At its heart, Omololu School is a community of learners where students, staff and parents all contribute to creating a stimulating, healthy, enriched learning atmosphere. We truly are a family here with one shared vision - the education of your children.

After an amazing year last year, which saw us have split classes for the first time, and finally reach our dream of being a fully Authorized International Baccalaureate - Primary Years Program World School, we are excited for what the 2016-17 School year has in store for us. Because of this program and because of our outstanding staff, OIS will continue to reach even higher heights as we move forward.

We will continue to offer the best in specialist education as well, with Physical Education, Visual Art, ICT, Music, Spanish, and French as a part of our regular weekly schedule.

With all this, we will still be utilizing the latest in technology, teaching methods, and classroom strategies to help guide our young learners to becoming open-minded, independent life-long learners as promised by our Mission and Vision statements.

Here at Omololu International, open communication is very important. We encourage a strong link between school, home, and community and welcome parents to contact us with any questions or concerns you may have.

We look forward to working with all the members of your family. Please do not hesitate to contact me at jscheer@omololuschool.org or (264) 497-5430 for any further information.

Best Wishes for a Fantastic School Year,

Jordan Scheer
Head of School

2. CONTACT INFORMATION

Omololu International School

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Mrs. S. Falzon		
Mr. M. Bourne		
Mr. D. Gumbs		
Mr. Patrick Lynch		
Ms. Ronya Foye-Connor		
<u>Advisor to the Board</u>		
Mrs. J. Verschueren-Sommers		
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Ms. Amanda Murdoch	Grade 1 Teacher/ PYP Coordinator	amurdoch1@omololuschool.org
Mrs. Natasha Welcome	Pre-K/ Kindergarten Teacher	nwelcome@omololuschool.org
Mrs. Samantha Alfred-Derrick	Office Administrator	info@omololuschool.org
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Mr. Jordan Scheer	ICT/Technology	jscheer@omololuschool.org
Mrs. Patricia Payne-Webster	School Attendant	ppayne@omololuschool.org

3. ABOUT OMOLOLU INTERNATIONAL SCHOOL

The Omololu International School was originally founded in 1994 under the name Teacher Gloria Omololu Institute. It was the first school on Anguilla with the goal of providing private innovative education to the children of Anguilla.

Omololu is a Yoruba name from West Africa which means: "Child of God". Over the years, the school has established a strong pedagogical vision, believing in the holistic development of the child. Since its inception, Omololu has been celebrating the achievements, growth and development of students through an inclusive, child-centric learning environment. The close-knit, caring setting allows each child to be appreciated for their uniqueness with the ultimate goal of preparing students for the local and global world. One of the highlights in the history of the school was the commendation received in 2001 from UNESCO and the International Bureau of Education, that "the school is a model for UNESCO's vision of education for the 21st century."

In the past, Omololu was unable to settle in a permanent campus location. In 2010, this long awaited dream became reality; through numerous fundraising efforts and major donations, Omololu opened the doors to an eight-classroom campus, designed after the model of a mixed African and Caribbean village, and displaying the concept of community based and integrated learning. The strong pedagogical vision emphasizes a friendly and inviting community that celebrates the human spirit and embraces the rich cultures, background and differences of the people in the school community.

The school has always used a blend of its own curriculum and the National Curriculum of Anguilla. The curriculum is directed towards a sound core program: multicultural education, foreign languages, the creative and performing arts, and personal, social and physical development. Every week "Omololu Time" is scheduled. During this special assembly, personal and group achievements are celebrated, guests are invited to interact and speak on different topics with the children, special workshops are organized and students socialize and have fun through song, dance and other creative performances and community activities.

This vision is directly in line with the IB Primary Years Programme, and for the past eight years, wishes were expressed by management, staff and parents to become affiliated with the IB Organization. Last year, the school received full IB Authorization for the Primary Years Programme, earning OIS a spot in a very exclusive group of schools from around the world who are members of the International Baccalaureate community. The implementation of this program will allow OIS to continue its innovative and exciting educational program. Omololu has had and will always have a prominent impact on the former, present and future students and parents in Anguilla.

With an exciting year in store and plans for expansion in the future, the Board of Directors have charted a new course for the school and the future is bright at OIS.

4. OMOLOLU'S VISION

VISION

We will advance into one of the leading centers of learning in the Caribbean through building collaborative relationships among students, staff, parents, and the wider community.

MISSION STATEMENT

To provide our students with a stimulating and engaging learning experience that inspires them to be balanced, open-minded and reflective global citizens. We use an internationally recognized curriculum of the highest standard embedded with the IB philosophy. The world is our classroom; all students have the courage and freedom to think, create and discover in a fun, safe and open environment.

CORE VALUES

We believe Omololu School is ...

an internationally-minded school that:

- respects every individual, regardless of our differences
- has a curriculum that promotes international mindedness while keeping in mind the perspective of the local community
- regards the different socio-economic, geographic, religious and cultural backgrounds of its student body as a cause for celebration
- provides a language-rich environment and encourages students to study two extra languages besides the instructional language of English
- promotes active service to the wider community socially and environmentally

an open, inclusive community that:

- treats everyone with fairness
- listens to and treats with respect those with different points of view
- makes decisions after conducting open-minded consultation and seeking consensus
- establishes community spirit through responsibility and accountability
- empowers its members to be proactive
- encourages parents, students and teachers to work together

a school without walls that:

- is open to the outside world locally and globally
- encourages and supports innovation and sustainability
- gives rein to the creativity and imagination of its members
- encourages the use of modern technology in communication and the delivery of the curriculum
- is a part of a professional learning community in which all of its members see themselves as lifelong learners
- equips its members (teachers, students and parents) with mindsets and skill sets to successfully navigate and seize opportunities in the changing world they live in

a school which meets the individual needs of its students by:

- adapting to different learning styles, interests and aptitudes
- developing pride in oneself as an individual and a member of a community

ARTICLES OF CONFEDERATION

The Omololu International School was established in order to:

1. To establish a school for children in Anguilla with a curriculum and instructional programmes that are designed with a strong pedagogical vision, believing in the holistic development of the child and providing a sound, international-minded educational foundation.
2. To promote, encourage and provide opportunities for students to achieve multilingual competence by exposure to languages other than their first language from early in their school careers.
3. To promote, encourage and provide opportunities for students to achieve information and communications technology competence by exposure to from early in their school careers.
4. To promote, encourage and establish relationships with educational establishments of all kinds both locally and internationally, so as to foster cross cultural exchange and a greater appreciation of and sensitivity to people of other cultures.
5. To promote multicultural education and heritage education in order, inter alia, to foster a sense of identity and the development of greater tolerance and understanding of the uniqueness and worth of each human being.
6. To provide a holistic educational programme which fosters environmental awareness and promotes the development of gender sensitivity, healthy self concepts, positive attitudes and a commitment to excellence.
7. To establish within the Anguillian community the general commitment to provide a high quality of education which is innovative and allows for the development of expressive and creative skills, including skills developed through involvement in the performing arts and non traditional forms of education.

5. SCHOOL ORGANIZATION

Board of Directors – Management and Staff – Organization of classes

Governance by Board of Directors

The Omololu International School, Inc. is governed by a Board of Directors drawn from the ranks of leaders in civil society. The Directors' capacity to chart a course for the school's future is exemplified by the roles they have in the different fields.

Board members have a legal/fiduciary role and have the following tasks:

- in charge of furthering the school's mission and ensuring the school's success.
- involved in long range issues (NOT the day-to-day operations) and overseeing the school, keeping in mind the "big picture".
- financial planning and budgeting.

Management and Pedagogical Leadership Team

The core Pedagogical Leadership Team consists of the Principal and the P.Y.P. Coordinator. Together they plan the implementation process and share tasks and responsibilities with the staff. The team is further supported by the Office Administrator and representative from the teaching staff.

Staff

The staff consists of IB trained classroom teachers and specialist teachers. All staff members are trained for their specific position, and through continuous professional development, they keep up-to-date with current best practices and technological innovations in education.

The school believes that open communication and interaction between all stakeholders is the guaranteed key to success and will assist the school significantly in promoting quality private education in Anguilla.

Organization of Classes

Omololu International School is proud to have a trained and certified teacher in every classroom. Students in the Pre-Kindergarten and Kindergarten classes will be combined in one classroom, but all other grades will have their own dedicated classroom teacher. Some specialist classes (Art, Music, Foreign Language, PE, Technology) may have combined grade levels due to small class size.

6. ADMISSION GUIDELINES

We wish to promote effective learning, interest in other cultures and global perspectives, as well as international mindedness.

We seek students with a positive attitude, who are motivated, who are eager to learn and who wish to be involved in an IB education.

Enrollment Procedure

- Complete Application Forms (Registration, Health, Parental Involvement), which can be downloaded from the school's website
- A copy of your child/children's birth certificate or equivalent and passport outlining Immigrant status. Your child's immigration status must be regularized prior to entry into school.
- 2 passport pictures
- Official School Records (last 3 years where applicable)
- Copy of Vaccination booklet/Immunization Records
- Payment of US\$625.00 Non-refundable Registration Fee (\$375 for PK/K)
- Tuition fee payment can be arranged the following ways:
 - Term Fees
 - Whole school year 2016/2017
 - Monthly payment plan
- There is a US\$50 charge for tuition payments made after the first Monday of the month in question.

Transferring from another school to Omololu International School

Students transferring to Omololu International School from another school must present a recent report card from the previous school attended. Kindly include any other pertinent documents to facilitate the registration process, which is explained on the Omololu website. A placement exam may be part of the registration procedure.

Non National/CARICOM Students are required to have their Immigration Status regularized prior to entering the school. Please see the [Department of Immigration website](#) for more information.

Remission of Fees

The Board of Management may grant remission of fees if:

(a) any student is absent for the whole term on account of illness, and a Doctor's Certificate or other satisfactory evidence is given to the school with a due notification of the student's absence.

(b) The Principal is duly notified that the student will be absent from the Island together with her/ his parents for a whole term, provided that a term's fee is paid no later than the first day of the term that student is absent. This fee will be credited to the following term. Should the student not return, the fee will cover a term's notice of removal.

7. SCHOOL COMMUNITY AND PARENT/ TEACHER ASSOCIATION

PARENT CONFERENCES

Parents are partners in the education process. Please discuss all matters of concern with the teacher before requesting a conference with the principal. However, since interruption of classes interferes with the learning process for students, the parent should first send a note to the teacher or contact the office to arrange an appointment with the teacher.

STUDENT-PARENT-TEACHER CONFERENCES

For years parent-teacher conferences have been the primary means of parent-teacher communication. But now, many schools are trying something new -- student-led conferences that communicate not only how a student's doing but also why. As of school year 2013-2014, Omololu International School made a start with student-led conferences at the end of the second and third term.

Students show parents some of their work and explain their grades. At the beginning of the school year, the teacher has students set up a binder to contain graded work. It will be explained to the students that they keep their binder orderly because they will use them to lead their conferences.

PARENT - SCHOOL COMMUNICATIONS

As always, we like to keep the lines of communication open between parents and the school. If you have any questions concerning absences, grading, or any classroom procedure, the teacher should be contacted **first**. If you do not receive satisfaction with the response received from the teacher, you may contact the office to set up a meeting with the Principal. The Board of Directors will only deal with parent concerns if no satisfactory solution at the school level is established.

TELEPHONE

Students will be permitted to use the school telephone for **emergency calls only**. The school telephone is for business only.

PARENT/ TEACHER ASSOCIATION

The aim of the Parent/ Teacher Association (PTA) is to promote a strong school community and provide opportunities for members of Omololu International School to contribute to the life of the school. The PTA provides a forum for communication, and is an organisation for providing volunteer services and help for families to integrate into the school community. The PTA coordinates social events, fundraisers and activities throughout the year. All parents and teachers are automatically members of the PTA. From its inception in 1994, Omololu has always been known as a school that was and is strongly supported by parents and the community. Through assisting teachers in the classroom, going on field trips, or planning events to generate income for the school, the OIS PTA has a vested interest in the well-being and performance of children. We can proudly say that our parents are always at the forefront to show their dedication towards the school and the children.

Omololu's Parent/ Teacher Association would like to

- Provide a structured forum for communication between administration, faculty and parents
- Assist teachers and students in the classroom and beyond by e.g. joining classes on field trips, help out in the school's resource center, support the teachers during lunch breaks.
- Help integrate new families into Omololu International School
- Support special programs and activities, academically, culturally, socially and financially, which strengthen the Omololu community. Examples are the co-organization of fundraising activities, social events for children and their families, supporting local and global awareness community programs and contributions to the scholarship fund.

The PTA wishes to provide good support and encourage your ideas, support and feedback. You are kindly asked to join us for the regular PTA Meetings, which are open to all parents, for the opportunity of direct communication between the entire PTA, the teacher representatives and the school administration.

VISITORS

Visitors are welcome; an appointment must be made with the Office Administrator before arrival. Upon arrival, the visitor(s) must report to the office.

PARENT VOLUNTEERS

Parent volunteers are a vital part of our success with students. It is imperative however, that parents understand that when they are volunteering, they assume the role of a professional employee of the school.

What they see individual students do in school is confidential. It should not be discussed. Children have different strengths and are developing at varying rates. Discussion about particular students outside the school is absolutely inappropriate. A parent who chooses to break this confidentiality will be asked not to volunteer again. We strive to protect our children's confidentiality, and believe that parents appreciate this policy. The use of parent volunteers in the classroom is at the discretion of the teacher.

Please contact your child's classroom teacher if you would like to offer your assistance.

8. ATTENDANCE, ARRIVAL & DISMISSAL PROCEDURES

DAILY ATTENDANCE

School attendance is mandatory everyday OIS is in session. A student will be considered "in attendance" if he/she is off campus formally representing the school while participating in a school-initiated activity. Parents will be expected to provide a reason in the event that a student is absent. Excessive absences will be addressed by the school administration. Students with excessive absences may be held in the same grade the following year if deemed necessary.

TARDINESS

Students are encouraged to arrive on time for school, at or just prior to 8:15. A tardy may be excused if a doctor's note or other official documentation is provided. Excessive absences, tardiness, and early check-outs will be documented in the class register. A parent meeting is required with the principal on the fifth unlawful tardy before the student is admitted to class.

CHECK-OUT POLICY

The children are expected to be in attendance the entire day to benefit from the educational environment. If it becomes necessary to check a child out, the parent or the person who has been designated will have to provide a written, signed notice of such. Excessive check-outs will be addressed by the principal or his/her designee. A parent must complete a form to designate who may check out his/her child. A person checking out a child must show to know the child and report to the office first before proceeding to the child's class.

LUNCH

We invite parents to come to campus to eat with their children or take them out to lunch, but parents must come to the office first to sign out their child before taking them. Please ensure that your child is back on campus by the end of lunch as dictated by your child's daily schedule. If you are coming to the school to eat with your child here, please enter through the office and inform the administration and classroom teacher that you will be staying for lunch.

ARRIVAL ON CAMPUS

- Arrival time: 8:00 a.m. - 8:15 a.m.
- Class start: 8:15 a.m.
- Dismissal: 3:00 p.m.
- Students should be picked up before 3:30 p.m.
- Students will be considered TARDY at 8:15 a.m. or later.
- A fee of US \$5 per 15 minutes will be charged for students who are picked up after 3:30 p.m.

9. SCHOOL TIMETABLE & SCHOOL CALENDAR

SCHOOL TIMETABLE

Each class has a different timetable, which is shared with the parents through email and/or on the website.

Before lunch time, classes will focus on academic subject areas, while in the afternoon the emphasis will be on the Visual Arts, Music, Foreign Language, and Personal, Social and Physical Education.

OIS ACADEMIC CALENDAR

While Omololu International School follows the Anguilla national curriculum, please know that we are a private institution and that, while closely aligned, our yearly calendar does not line up exactly with the yearly calendar of the government schools. Below please find a copy of our 2016-2017 Academic Calendar. This calendar is also posted on the school's website.

Omololu International School has organized its school year in three terms.

- 1st term: 5 September 2016 – 9 December 2016
- 2nd term: 3 January 2017 – 7 April 2017
- 3rd Term: 18 April 2017 – 7 July 2017



Omolu International School ACADEMIC CALENDAR 2016-2017 (182 Days)



August 2016 (0 days)							September 2016 (20 days)							October 2016 (18 days)							November 2016 (22 days)						
Su	Mo	Tue	We	Thu	Fri	Sat	Su	Mo	Tue	We	Thu	Fri	Sat	Su	Mo	Tue	We	Thu	Fri	Sat	Su	Mo	Tue	We	Thu	Fri	Sat
	1	2	3	4	5	6					1	2	3	30	31					1			1	2	3	4	5
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26
28	29	30	31				25	26	27	28	29	30	23	24	25	26	27	28	29	27	28	29	30				
December 2016 (8 days)							January 2017 (21 days)							February 2017 (17 days)							March 2017 (22 days)						
Su	Mo	Tue	We	Thu	Fri	Sat	Su	Mo	Tue	We	Thu	Fri	Sat	Su	Mo	Tue	We	Thu	Fri	Sat	Su	Mo	Tue	We	Thu	Fri	Sat
				1	2	3	1	2	3	4	5	6	7			1	2	3	4			1	2	3	4		
4	5	6	7	8	9	10	8	9	10	11	12	13	14	5	6	7	8	9	10	11	5	6	7	8	9	10	11
11	12	13	14	15	16	17	15	16	17	18	19	20	21	12	13	14	15	16	17	18	12	13	14	15	16	17	18
18	19	20	21	22	23	24	22	23	24	25	26	27	28	19	20	21	22	23	24	25	19	20	21	22	23	24	25
25	26	27	28	29	30	31	29	30	31					26	27	28					26	27	28	29	30	31	
April 2017 (13 days)							May 2017 (20 days)							June 2017 (20 days)							July 2017 (8 days)						
Su	Mo	Tue	We	Thu	Fri	Sat	Su	Mo	Tue	We	Thu	Fri	Sat	Su	Mo	Tue	We	Thu	Fri	Sat	Su	Mo	Tue	We	Thu	Fri	Sat
30						1	1	2	3	4	5	6			1	2	3	30	31					1			
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	23	24	25	26	27	28	29	

August 2016

- 1—August Monday
- 4—August Thursday
- 5—Constitution Day
- 20—First Day for Staff

September 2016

- 5—First Day of School for Students

October 2016

- 20-24—Mid Term Break
- 25—C-Tec Technology Conference in SKM (No students)

November 2016

- 20—Omolu Culinary Sampler

December 2016

- 5—Parent/Teacher Conferences
- 7—OIS Holiday Production—12:00 Dismissal
- 9—Last Day of Term 1—12:00 Dismissal
- 13—National Heroes and Heroines Day
- 25—Christmas Day
- 26—Boxing Day

January 2017

- 2—New Year's Day Holiday

3—First Day of Term 2

- 25—Professional Development—12:00 Dismissal

February 2017

- 23—27—Mid-Term Break (not confirmed)

March 2017

- 2—James Ronald Webster Day

April 2017

- 5—Student—Led Conferences
- 7—Last Day of Term 2: 12:00 Dismissal
- 10—17—Easter Break
- 18—First Day of Term 3

May 2017

- 1—Labour Day
- 10—Professional Development—12:00 Dismissal
- 30- 31—Anguilla 50th Anniversary of Independence

June 2017

- 5—White Monday
- 13—Queen Elizabeth's Birthday (not confirmed)

July 2017

- 5—Graduation Ceremony—12:00 Dismissal
- 7—Last Day of Term 3- 12:00 Dismissal

School Resumes



National Holiday



No School



12:00 Dismissal



Teacher Work Day (no students)



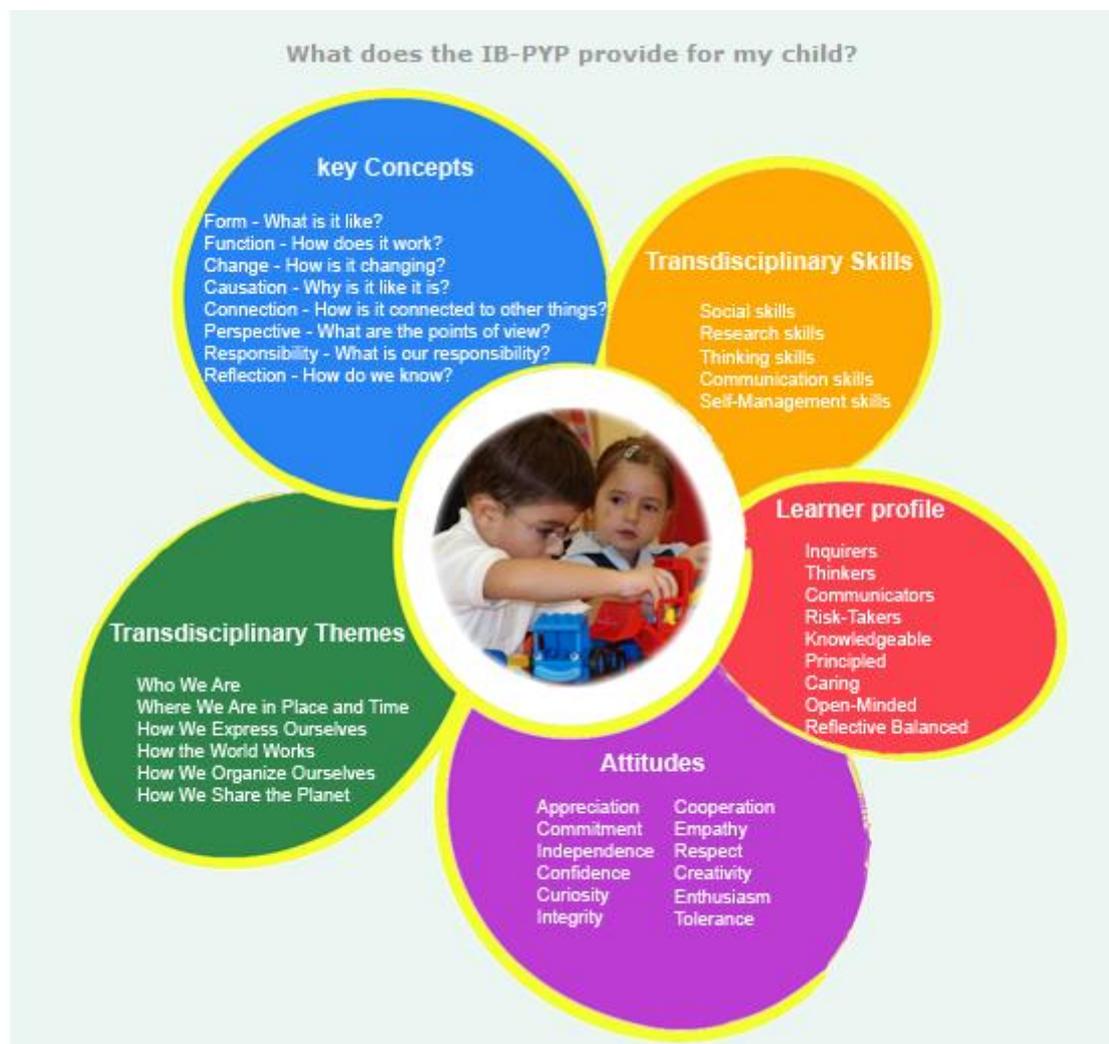
Professional Development Day



All dates subject to change pending approval of the OIS Board of Directors

10. CURRICULUM

INTERNATIONAL BACCALAUREATE - PRIMARY YEARS PROGRAMME



The PYP views the development of these skills and characteristics as essential for the success of the student:

1. Transdisciplinary Skills

Social skills

Research skills

Thinking skills

Communication skills

Self-Management skills

Throughout their learning students acquire and apply these skills

2. Key Concepts

The key concepts help teachers and students to consider ways of thinking and learning about the world, and act as a provocation to extend and deepen student understanding.

- Form - What is it like?
- Change - How is it changing?

- Perspective - What are the points of view?
- Function - How does it work?
- Responsibility - What is our responsibility?
- Causation - Why is it like it is?
- Connection - How is it connected to other things?

Reflection - How do we know?

By focusing on these concepts, the students develop higher order thinking skills and better questioning techniques.

3. Five essential elements

In order to achieve balance the curriculum, five essential elements are emphasized.

Knowledge- What do we want students to know about?

- Significant, relevant content that we wish the students to explore and know about, taking into consideration their prior experience and understanding.

Concepts- What do we want students to understand?

- Powerful ideas that have relevance within the subject areas but also transcend them and that students must explore and re-explore in order to develop a coherent, in-depth understanding.

Skills- What do we want students to be able to do?

- Those capabilities that the students need to demonstrate to succeed in a changing, challenging world, which may be disciplinary or transdisciplinary in nature.

Attitudes- What do we want students to feel, value and demonstrate?

- Dispositions that are expressions of fundamental values, beliefs and feelings about learning, the environment and people.

Action- How do we want students to act?

- Demonstrations of deeper learning in responsible behavior through responsible action; a manifestation in practice of the other essential elements.

4. Transdisciplinary Themes

Using the strategy of guided inquiry, students explore specific units of study . These transdisciplinary themes are developed around the following universal themes:

- Who We Are
- Where We Are in Place and Time
- How We Express Ourselves
- How the World Works
- How We Organize Ourselves
- Sharing the Planet

These units are carefully planned across the year levels to provide a complete and coherent elementary curriculum. These themes constitute the school's programme of inquiry.

5. Learner Profile

The aim of Primary Years Programme is to develop internationally-minded people who, recognizing their common humanity and shared guardianship of the planet, help to create a better and more peaceful world.

The school focuses on developing a series of attitudes and attributes in the students that together make up the PYP Student Learner Profile.

Attitudes: IB Students demonstrate:

- Appreciation
- Commitment
- Independence
- Confidence
- Curiosity
- Integrity
- Cooperation
- Empathy
- Respect
- Creativity
- Enthusiasm
- Tolerance

Attributes: IB Students strive to be:

- Inquirers
- Thinkers
- Communicators
- Courageous
- Knowledgeable
- Principled
- Caring
- Open-Minded
- Reflective
- Balanced

6. Curriculum Model of the Primary Years Programme (PYP)

The curriculum model is inquiry based and transdisciplinary. The framework for learning and teaching, or Programme of Inquiry (POI), is based on six organising themes:



- Who we are
- Where we are in place and time
- How we express ourselves
- How the world works
- How we organise ourselves
- Sharing the planet

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For more information, [view the PYP curriculum](#)

SUBJECTS COVERED

The Omololu International School offers a curriculum that is in line with both the National Educational Standards of Anguilla and the International Baccalaureate Primary Years Programme (PYP). This curriculum is taught using a combination of Anguillian national texts as well as the most current international pedagogical methods. Our broad curriculum covers the following subject areas.

- Science
- Social Studies
- English Language
- Mathematics
- Personal, social and physical education
- Visual Arts
- Technology
- Foreign languages

11. ASSESSMENT, REPORTING & GRADING, PROMOTION AND HOMEWORK

GRADING

Depending on grade level, students at Omololu International School are graded on different scales. Please find the grades and appropriate scales below.

Pre-Kindergarten and Kindergarten: Our younger students are graded on different criteria in all core subjects and specials on the following 4-point scale:

4	Exceeds the grade level standards
3	Meets the grade-level standard and is producing quality work
2	Is progressing toward the standard. Producing required grade-level work with teacher direction and assistance.
1	Beginning to develop the standard. Not yet able to produce required grade-level work.

Grades 1-6: All students older than Kindergarten age are graded using the above scale for individual subject criteria as well as the following percentage scale for work submitted in class.

Below 50%	50% - 69%	70% - 79%	80% - 89%	90% - 100%
Not Proficient	Beginning Proficiency	Gaining Proficiency	Proficient	Exemplary

In addition to these scales, all Omololu International School students will be graded on each of the Attributes of the IB Learner Profile. This will be a separate report that will be attached the existing report form.

REPORTING PERIODS

Formal Reports will be issued 3 times a year, at the end of each term. As mentioned previously, student-led conferences will accompany the reports for the 2nd term.

PROMOTION AND RETENTION

Promotion to the next grade level formally occurs at the close of each school year. Students are promoted except in circumstances where it is agreed that it is in the student's best interest to repeat their current grade. Discussions for possible retention must be initiated early in the school year and in order for a student to be retained, both the school and the parents must agree that the child would benefit significantly by repeating his/her current grade. As the school year progresses, all possible avenues must be explored before retention will be considered.

12. SCHOOL AND PERSONAL PROPERTY

Here at Omololu, students have daily access to a wide range of facilities and materials that are found nowhere else in Anguilla. Once a student begins school here, some of these materials are signed out to that child personally and they are expected to take ownership of them. If, during the course of the year, the student loses, damages, or destroys any of these materials, they are responsible for the replacement cost of the materials. These materials include, but are not limited to, library books, text books, Learn Pads, Promethean Boards, classroom desks and chairs and general school property. The student's end of year report will be withheld until all fines and damages are paid in full.

Below is a more detailed description of the different materials that students will have access to and the responsibilities assumed by them.

LEARNING MATERIALS

The school loans class books, library books, ICT equipment, art and music supplies, and other instructional materials on the understanding that students will return them in good condition. It is the responsibility of the student to make sure that these items are not stolen or damaged beyond reasonable wear and tear. Students who are unable to return, in reasonable condition, a book loaned to them by the School will be required to pay the replacement costs, including the cost of shipping.

SCHOOL PROPERTY

As good citizens, everyone should take pride in his/her school and help take care of the buildings and grounds by observing the following rules:

1. Use waste cans and trash bins for the disposal of waste materials.
2. Do not mark on the walls, desks, tables, floors, or buildings.
3. Do not abuse school property in any way.

Students are also responsible for appropriate use of other school property: the building, furniture, computers, library, science, and PE equipment. Any loss or damage to school property, whether accidental or deliberate, may require reimbursement for the cost of replacement or repair.

SALES

Nothing may be sold on the school campus without permission from the principal and school board when applicable.

SCHOOL FACILITIES

No one may use the school facilities without permission from the principal and the Board or their designee. Appropriate paper work must be obtained from the school, completed, and approval granted before the facility can be used.

LOST AND FOUND ARTICLES

If you have lost an article of value, notify the school's office. If you found an article of value, take it to the office. Students should not bring unnecessary personal items of value to school. The school is not responsible for any damaged, lost, or stolen personal items. Any items not claimed by the end of the year may be donated to charity.

PERSONAL PROPERTY

Students must assume responsibility for personal property, sports equipment, and other items brought to school. These should be appropriately labeled. We strongly advise that parents not send large amounts of money or valuable personal items such as iPods, MP3 players, mobile phones or expensive toys with their children.

At no time are knives, toy guns, or other weapon-like objects allowed at school. If there is a question as to whether an item is defined as a weapon, management will have the final say in determining its appropriateness at school. Violators of this policy could be subject to suspension or expulsion.

DAMAGE AND THEFT OF PERSONAL PROPERTY

The school is not responsible for damage to, or theft of, students' private property; unless the school has been negligent. We recommend students not to bring to school expensive items which may be stolen – clothing, mobile phones and jewelry.

Non-valuable items can be taken care of during Physical Education lessons.

The school does not accept responsibility for these items and is therefore not obliged to pay compensation for lost or stolen items.

USE OF PHONES & CAMERAS

Students may request use of school telephones only in case of emergencies.

Students may not use mobile phones or cameras during school hours unless the classroom teacher allows students usage for educational purposes. We are aware that mobile phones have become an important and invaluable part of our modern lifestyle. The school understands there are times when possession of a mobile phone can provide a sense of safety and security while travelling to and from school, as well as enabling urgent calls or contact for parents. However, we request your support in implementing the following:

- During school hours the use of mobile phones is not permitted on school grounds. If a mobile phone is brought to school, it has to be kept in the 'off' mode at all times.
- Any student found using a mobile phone in an inappropriate manner (bullying, harassing, intimidating) will have the phone confiscated and returned to the parent. The student would also be subject to the appropriate discipline code.
- Students bring mobile phones to school at their own risk.
- Parents do not to call their children on their mobile phones during school hours.

WAIVERS

Certain items require a specific waiver form in order to sign them out to students for the duration of the school. These waivers will be handed out at the beginning of the school year.

13. STUDENT DRESS CODE

The dress code, as outlined in this policy, is the only acceptable form of attire for students. Staff will monitor students dress, and they will send students who are dressed inappropriately or are not in compliance with the school's dress code policy to the management, who will deal with the situation on a case by case basis.

The following is a description of the clothing that students shall wear while attending school. When purchasing your child's clothing for school, you are encouraged to purchase within the guidelines listed below. If you have questions about a certain style of clothing, you are encouraged to contact the office for clarification prior to the purchase of the clothing.

We currently offer two options for purchasing uniforms. Towards the end of the school year, a form is sent out to all families where they may order in advance for the coming school year. These items are ordered from off island and are then embroidered by Silk Screen Clothing in South Hill. You may also purchase your own items without the OIS log and bring them to Silk Screen for embroidery.

The second option is to order on your own through Lands' End Clothing. They have our logo on file and know where to attach it on each item of clothing. This option is not done through the school, but on an individual basis. Lands' End accepts orders all year. Please use the following link for this option:

<http://www.landsend.com/pp/SchoolSearch.html?action=landing&selectedSchoolNum=900165606>

STUDENT DRESS CODE

Students are expected to come to school each day in full Omololu International School uniform, the details of which are below. On occasions where full dress is not required, students are still expected to be attired in such a way as to positively reflect upon themselves and the school within the community.

Daily Attire:

Shirt:

Polo shirts: Anguilla national colors (white, light blue or orange) with the Omololu International School logo.

Bottoms:

Dark blue or navy pants/skirts/skorts. Skirts and/or skorts should be no shorter than two inches above the knee.

Shoes and Socks:

Black, white, or dark blue shoes and socks must be worn every day. Shoes must be solid-color, closed-toed, and should be comfortable for the day. Socks must be single-colored (no pattern) and must be ankle-height or taller.

Jewelry/ Body Ornamentation:

Students may not wear any jewelry aside from ear studs/ posts. No necklaces, bracelets, dangling earrings, or rings are permitted other than for a medical reason. No nail polish or make-up is permitted.

Physical Education Uniform

During physical education and/or athletics, students wear an orange P.E. school shirt with logo. Shorts must be navy blue. Students may wear white, black, or dark blue sneakers or trainers.

Field Trip Uniform

All students should wear their orange Omololu International School polo shirt and the rest of the standard uniform on all field trips unless otherwise notified by the teacher.

Dress Down Days and Birthdays

Occasionally, on Fridays, students will be given the option to have a Dress Down Day where they may pay a nominal fee in order to wear more casual, everyday-type clothes. During these days, please refrain from wearing any clothing that could be deemed as inappropriate. Please contact the principal or office administrator for a more detailed list of what is and is not permissible. On their birthday, a student may come to school as though it were a Dress Down Day.

Special Occasions

Dress code for special occasions such as holiday performances, graduation ceremonies, etc will be emailed to parents prior to the event.

14. CODE OF BEHAVIOUR

At Omololu International School an underlying atmosphere of respect pervades the classrooms and campus. Our students have the right to a safe and caring learning environment. Through the the 4 "Rs" of Rights, Responsibilities, Rules and Routines, which also reflects the IB attitudes, we model and apply the Code of Behavior. We acknowledge that there are cultural differences in what is considered polite behavior. Nevertheless, our expectations are based on the universal values of respect, integrity, kindness and tolerance. Teachers work with their students to establish specific rules of class conduct all based on these basic values. We believe strongly in communication and working in partnership with parents to solve problems that arise and request parents to support us in teaching these values.

Rights <i>We have a right to...</i>	Responsibilities <i>Our responsibilities are...</i>	Rules <i>Our rules are that ...</i>	Routines <i>Our routines are that ...</i>
To be treated with respect.	To be honest. To be considerate of others. To treat others with respect. To be a caring communicator.	We listen to others and take turns when we speak. We use school appropriate language.	We keep our class and our school clean and tidy. We are principled about our classroom duties.
To be safe.	To be responsible for our school, our belongings and those	We keep our hands to ourselves.	We move around the school in a safe, orderly and quiet manner.

	of others.		
To learn.	To be committed to learning.	We use standard English as our common classroom language.	We are in the right place at the right time. We follow morning and afternoon routines in class, during breaks and on the playground.

Disciplinary actions:

Violations to the above code of conduct are typically dealt with by the classroom teacher unless they feel the infraction is severe enough to warrant administration involvement. In such cases, the parents will be contacted and most often a conference will be set up involving the teacher, student, parents, and administrator.

Potential consequences of code of conduct violations include, but are not limited to:

- Warning
- Time out (with discussion of desired behavior)
- An Incident Report which is communicated to parents (see copy on next page)
- Removal of school privileges
- Teacher-Parent-Student conference
- Suspension for an agreed number of days
- Dismissal from school (will be decided by Board of Directors OIS)

Rewards:

Rewards are given on an individual or classroom basis as seen fit by the classroom teacher. Rewards may include, but are not limited to:

- Classroom parties
- Extra recess time
- Celebrating individual students

INCIDENT REPORT FORM

Teacher: _____

Date: _____

Location of incident: _____

Time of occurrence: Date: _____

Time of day: _____

Student(s) involved: _____

If injury, to whom and to what extent: _____

Description of incident: Witness(es) account:

Witness (1) _____

Witness (2) _____

Action taken by reporting teacher at time of incident: _____

Follow up Action:

Disciplinary action for students:

Call Parent(s)

Formal Letter to parent(s):

Referred to Principal for action:

Comments: _____

15. RESOURCE CENTER & USE OF ICT/TECHNOLOGY

ACCEPTABLE USE COMPUTER POLICY

The Internet is an electronic highway connecting thousands of computers all over the world and millions of individual subscribers. On-line resources can be used to educate, to inform, to communicate, and to entertain. As a learning resource, it is similar to books, magazines, CD-ROM, and other information sources. With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of the school setting. **The most important prerequisite to receive Internet and computer access is to take responsibility for one's own actions.** OIS has taken available precautions, which are limited, to restrict access to controversial materials by the choice of LearnPads for students. Students in grade 6, to whom personal laptop computers will be leased, are also responsible for not only the physical condition of the computer throughout the year, but also the appropriate usage of that machine. A staff member will supervise while students are using the school's Internet resources. However, on a global network it is impossible to control all materials and an industrious user may discover controversial information. We firmly believe that the valuable information and interaction available on this world-wide network far outweighs the possibilities that users may procure material that is not consistent with the educational goals of OIS.

Digital Citizenship and Internet safety guide

1. Discover the Internet together. Be the one to introduce your child to the Internet. For both parent and child it is an advantage to discover the Internet together. Try to find web sites that are exciting and fun. Hopefully you will together achieve a positive and conscious attitude to Internet exploration, which again could make it easier to share both positive and negative experiences in the future.
2. Agree with your child on a framework for Internet use in your home. Try to reach an agreement with your child on the guidelines which apply to Internet use in your household. Here are some tips to get started:
 - How to treat your personal information (name, address, telephone, e-mail)
 - How to behave towards others on the net (chat, e-mailing, messaging)
 - What type of sites and activities are OK or not OK in our family
3. Encourage your child to be careful when disclosing personal information. It is important that adults are aware that many web pages made for children require giving out personal information to access content. Being conscious of when and where it is all right to reveal personal information is vital. A simple rule could be that the child should not give out name, phone number or picture without your approval.
4. Talk about the risks associated with meeting an e-pal face to face. Adults should understand that the Internet could be a positive meeting place for children, where they can get to know other children and make new friends. However, to avoid unpleasant experiences, it is important that children do not meet strangers they have met on the net without being accompanied by an adult, friends or others they trust. In any case, the child should always have his/her parents' approval first.

5. Teach your child about source criticism on the net. Most children use the Internet to improve and develop knowledge in relation to schoolwork and personal interests. Net users should be aware that not all information found online is correct. Educate children on how to verify information they find by comparing with alternative sources on the same topic.
6. Don't be too critical towards your child's exploration of the Internet. Children may come across adult material by accident on the Web. If a child intentionally searches for such web sites, remember that it is natural for children to be curious about off-limits material. Try to use this as an opening to discuss the content with them, and perhaps make rules for this kind of activity. Be realistic in your assessment of how your child uses the Internet.
7. Report online material you may consider illegal to the appropriate authorities. It is vital that we all take responsibility for the Web and report matters, which we believe could be illegal. By doing this we can help to prevent illegal activities online, such as child pornography or attempts to lure children via chat, mail or messaging.
8. Encourage good Netiquette. Netiquette is the informal code of conduct for the Internet. As in everyday life, there are informal ethical rules for how to behave when relating to other people on the Internet. These include being polite, using correct language and not yelling at (writing in capital letters) or harassing others. Also, children as well as adults should not read other's e-mail or copy protected material.
9. Know your child's net use. To be able to guide your child with regard to Internet use, it is important to understand how children use the Internet and know what they like to do on-line. Let your child show you which websites they like visiting and what they do there. Acquiring technical knowledge could also make it easier to make the right decisions regarding your child's Internet use.
10. Remember that the positive aspects of the Internet outweigh the negatives. The Internet is an excellent educational and recreational resource for children. Encourage your child to be conscious and explore the Internet to its full potential.

16. EXTRA-CURRICULAR ACTIVITIES, FIELDTRIPS, and CELEBRATIONS

OMOLOLU COMMUNITY SCHOOL

The Omololu Community School After-School Program is a place where children, both those who attend Omololu International School and those who do not, can have a supervised after-school program where they can further develop their skills in a variety of different areas. This program involves partnerships with numerous Anguillian organizations in order to expose the children to as many opportunities as possible. The program's core responsibilities are as follows:

- **Friends & Fun**
Working together to create an art project, initiate a game of soccer, or play a game helps kids practice communication, problem-solving, and friendship skills.
- **Positive Adult Role Models**
College students, community leader volunteers, classroom teachers and other school staff members create a culture of caring, compassion, and genuine concern for the Kids.
- **Half Hour power**
As the school day ends at 3:00, OIS students start their afternoon with a healthy snack and then settle into their classroom with an opportunity to work on their homework with support from school staff and trained college students till the after-school programme starts at 3.30. They also can have play time, while welcoming students from other schools. Teachers or other support staff can also use that half hour program to do targeted academic intervention activities with students who may be struggling academically.
- **Safe & Welcoming**
Rather than going to an empty home and unsupervised time alone, children stay right in the welcoming, supportive environment of their school with plenty of fun activities, school friends, and caring adult supervision.
- **Enriching Experiences**
The kids are introduced to a variety of activities and people that they might not have the opportunity to have contact with outside of the OCS, developing life-long habits of healthy exercise and an enjoyment of fun learning.
- **Academic Support**
In addition to help and guidance from classroom teachers and college students to finish their homework, OIS Kids benefit from extra hours of academic intervention activities increasing students' learning.

FIELD TRIP GUIDELINES

Attendance on a field trip is considered an educational learning experience. Students not attending a field trip will be assigned appropriate educational activities for that day on campus. Students attending a field trip must return signed field trip permission slips. Only parents or guardians may check out a child from a field trip. This will be considered an early checkout for perfect attendance.

1. All students are to remain with their class during the field trip.
2. Parents are asked to follow classroom teacher's procedures for field trips.
3. Please provide all the necessary medication and appropriate instructions that should accompany your child/ward on any field trip.

SNACK/PARTY POLICY

Sometimes students are asked to bring snacks for class. We appreciate all parent support in this request. All snacks should be as healthy as possible. In the event of a birthday celebration, parents are asked to provide prior notice if their child/children will be having a celebration of the event at the school. During this time parents are encouraged to be present in the classroom and lead the celebration. Where party favours or bags will be issued, please ensure that the snacks/treats are healthy and age appropriate. Parents are expected to clean-up after the event.

BIRTHDAY CELEBRATIONS

If you would like your child to celebrate their special day with their class at school you need to contact the class teacher.

Birthdays are a very exciting event for children. If you choose to celebrate a child's birthday in school with snacks please consult first with your child's teacher to decide upon an appropriate arrangement that will not disrupt the class routine.

Some children have serious allergies which may limit the types of foods they can safely eat. Individual treats are more desirable (cupcakes, cookies, brownies, etc.) as they can be passed out without taking additional class time for cutting and serving.

17. HEALTH & SAFETY

ILLNESS

Please call the Office by 8:00 am on the day your child will not be coming to school. For security reasons we require that you call in person or send in a written notice of absence. Notification by a third party will not be accepted.

Children, who are running a fever, have a severe cold or otherwise appear to be too sick to be in school must be kept home. Your child must be fever-free for at least a day before being sent to school. Contagious diseases such as pink eye or strep-throat must be under control before your child is admitted back to school.

If your child is absent between 1 and 3 days, please send a written and signed notification to the classroom teacher. If your child has been absent for over 3 days, please send a doctor's statement indicating the dates of the illness. If your child required a doctor's visit or hospitalization (especially when having a contagious infection), please submit a doctor's statement indicating your child is now fit to come back to school.

SENDING A CHILD HOME

In the event it becomes necessary to send a child home due to illness, parents or the emergency contact listed in your child's records will be notified and arrangements will be made for the child to be picked up at school.

Remember that the students must be checked out through the office before they leave. No child will be given permission to leave school without consent of the parent. If the parent(s) cannot be contacted and the student's situation is severe, school officials will contact emergency medical personnel.

ACCIDENTS AND EMERGENCY PROCEDURES

Emergency information authorization is required to be on file at the school for each child.

The office staff will contact parents at the emergency contact numbers in your child's file for any serious injury and illness as a matter of routine. When in doubt, the school will call and ask the parent to make a decision as to whether a child should remain in school, go home and/or receive medical attention.

If we are unable to contact anyone concerning a sick or injured child, we will either call an ambulance or take your child to the nearest hospital or clinic.

MEDICATION

No medication, whether prescription or over-the-counter, will be given to any student without written instructions from the child's physician and/or parent.

This includes commonly used medications such as Aspirin, cough syrup, and cough drops.

Should it become necessary for a child to take medication at school, please leave written instructions along with your signature with the School Office Administrator.

In order for prescribed medication to be given to a student during school hours, the School Administration Officer will receive a note from parents requesting medication administration, and the note should specify dosage, time of day, and length of treatment.

INHALERS -ASTHMATIC CONDITIONS

The Board shall grant authority to permit a student with an asthmatic condition to possess an inhaler for emergency treatment. The following conditions must be met:

- A written request from the parent(s) requesting the student be granted permission to possess the inhaler must be on file in the principal's office. No student other than the approved student will be allowed to use or possess the medication. The request is good for the current school year only. Each year the parent must repeat the documentation process.
- The inhaler must be prescribed by a medical physician and a written order from said physician indicating the necessity for the student to possess an inhaler at all times must be on file in the principal's office and the nurse's office.

SPECIAL NEEDS AND ALLERGIES

Please advise your child's teacher of any allergies, disabilities, fears, strong dislikes or any other conditions which affect your child's health, happiness, or ability to function in a group. Please note that OIS is a NUT FREE CAMPUS and therefore all foods that are made from, or contain nuts as an ingredient are prohibited at school.

HEAD LICE

Parents need to inform the school immediately in case the children have head lice. Children infected with head lice must be treated and kept at home until all nits (eggs of lice) have disappeared. Our staff will perform a thorough inspection. All children with live lice or nits will be sent home immediately. Students will only be allowed back to school upon showing proof of treatment.

18. STUDENT INSURANCE

All Omololu International School students are covered by a comprehensive Nagico Student Insurance Policy that covers them while on school grounds or while off campus at school-related events.

All OIS students are covered up to:
US \$5,000 for accidental death or dismemberment
US \$500 Accidental medical expense reimbursement

Additional policy details can be obtained in the front office.

19. RELIGION POLICY

Omololu International School is a secular school, however it is respectful to the Christian nation in which it resides. As such, the following regular assemblies and events take place at OIS.

MONDAY ASSEMBLY

Each week begins with Assembly which takes place at 8:15 on Monday morning. Each week assemblies follow the same format: the National Song of Anguilla; news and notes for the coming week; 2-3 songs selected by the students (which may be devotional in nature); the stating of the Lord's Prayer; and our school's Daily Affirmation (see text below). Participation in any or all parts of this assembly is not compulsory.

The Lord's Prayer:

Our Father, who art in Heaven, hallowed be thy name. Thy kingdom come, thy will be done, on Earth as it is in Heaven. Give us this day, our daily bread, and forgive us our trespasses, as we forgive those who trespass against us. Lead us not into temptation, but deliver us from evil, for thine is the kingdom, the power, and the glory, forever and ever. Amen.

The Omololu Daily Affirmation

Be good to yourselves, be good to each other, respect your differences, celebrate your successes, and have an absolutely amazing day.

OIS EVENING EVENTS

On occasion, OIS will host an evening event on campus (i.e. Holiday Concert, Graduation Ceremony). These events will feature a blessing to be conducted at the start of the proceedings.

PRAYER DURING THE SCHOOL DAY

Students who wish to pray during the school day, prior to snack and lunch, or at the close of the day are free to do so of their own accord, however in-class prayers will not be teacher-led.

20. EMERGENCY PROCEDURES

DRILLS

Special drills are planned by the primary school to train everyone in procedures to be followed in particular types of emergency. Emergency exit procedures are clearly posted in all classrooms and public areas. Teachers are familiar with basic emergency procedures and exit routes and model the required response and behaviour for their students.

EMERGENCY EVACUATION

In the case of fire or other types of emergency, students, staff and visitors evacuate the school quietly without panic and in the least possible time.

Possible Reasons for Evacuation include, but are not limited to: A fire in the school, Extreme weather conditions, Civil unrest, Spillage of hazardous chemicals, Bomb threat

WHEN IT IS UNSAFE TO SEND CHILDREN HOME

If the school authorities believe it is unsafe to allow children to travel home, the children will be kept at the school and supervised by teachers until:

- It is safe to travel home or
- A parent collects the child.

The school will endeavour to contact all parents by phone to explain what is happening and provide them with the opportunity to collect their children from the school.

FIRE, TSUNAMI, AND LOCKDOWN DRILLS

Fire and emergency drills are required. Emergency procedures for exiting the area will be posted in each classroom and office area. When participating in any type of drill students are to move orderly and quickly to provide for the safety of the entire group. DO NOT RUN OR TALK.

EXTREME WEATHER CONDITIONS

Our area is noted for hurricane watches and warnings. If a severe weather warning, such as flash flood, hurricane, tsunami or earthquake warning is issued by the meteorological centre or Department of Disaster Management, please notify the principal. Children will remain in school until it is deemed safe to dismiss them, unless they are picked up by their parents. It is advisable for parents not to pick up their children while severe weather conditions persist. Students will not be allowed to use the telephone during severe weather warnings except in cases of emergency. Parents and their children should have an arrangement worked out in advance with regard to transportation during extreme weather conditions.

EMERGENCY CLOSING OF SCHOOL

The principal is authorized to announce the closing of school if prevailing or potential hazards threaten the safety and well-being of students and employees. The decision to close school shall be made by the principal after collaboration, when administratively feasible, with the president of the school board, and other community agencies responsible for the safety and well-being of the community. Public announcements and releases to news media shall be approved by the Board or his authorized designee. The principal is hereby authorized and may close school because of an epidemic prevailing in the school district or because of the death of a teacher or because of any other emergency necessitating the closing of school. However, school shall operate for the required full time after being reopened during the scholastic year. Parents, students and staff members should listen to a local radio or television station concerning emergency closing or early dismissals. The school will also use the parent's notification system.