

# ROSLYN CODE OF CONDUCT

## Guiding Values and Rules

All our rules of conduct are focused on creating a peaceful, happy and safe environment for children to share as they engage in learning and playing together. Every staff member at Roslyn sees herself or himself as responsible for all the students entrusted to our care. In guiding our children we aim to:

- Make them aware of the effects of their behaviour.
- Model for them and teach them safe, fair and helpful ways of behaving.
- Help them correct what they did wrong when possible, and/or replace the negative behaviour with positive action.

Respect and Responsibility for self, others, and our environment are the “bottom line” commitments of the Roslyn Community, and they are reflected in our behaviour guidelines.

Roslyn Students show respect for themselves by:

- Attending school regularly and arriving on time each day.
- Making sure they have the materials needed for each class.
- Dressing in neat and appropriate clothes and looking after their personal hygiene.
- Putting their best effort into their learning, and asking for help when they need it.
- Completing their work on time in the best way they can.
- Keeping at home toys, electronic devices, and other distractions that do not belong in school.
- Staying away from areas that are off limits (i.e. parking lot, playground equipment area in the winter).

Roslyn Students show respect for others by:

- Walking, not running, in the hallways.
- Using quiet voices indoors, in consideration of others who are working.
- Being mindful of tone and choice of words when speaking to others.
- Helping other members of the Roslyn community whenever the need arises.
- Asking permission before borrowing anything, and returning items in good condition.
- Greeting each other politely and returning greetings that are offered.
- Respecting guidelines for the use of technology and our safe school guidelines.

Roslyn Students show respect for their environment by:

- Taking good care of school property.
- Fixing or replacing anything that they damage.
- Putting garbage in garbage bins and recycling in recycling bins.
- Keeping their belongings neatly in their designated place (bin, desk, cloakroom cubby)
- Not chewing gum inside or outside the building.

- Advising staff immediately of any unsafe, unsanitary or inappropriate situations that may arise.

*NB: Occasionally it may be necessary for school personnel to search a student's school bag, desk or other personal storage area.*

Valuables, such as i-pods, i-pads, tablets, music players, cell phones, video game players, etc. are not permitted at school. *Roslyn School is not responsible for any lost or stolen items.*

## **BEHAVIOR**

### **1. School Yard Behaviour**

For everyone's safety, students need to observe the following rules in the schoolyard:

- STUDENTS MAY ONLY EXIT THE SCHOOL BUILDING WITH AN ADULT SUPERVISOR.
- Students can only use the play structures with adult supervision.
- Students should not hang upside down from any of the play structures or climb above a height that allows them to be fully supported by their arms.
- Students must observe instructions to stay off the play structures when they are closed. The structures will be closed in winter due to icy conditions, and to specific groups, on a rotation basis, to avoid overcrowding.
- For safety reasons, students must stay off the following outdoor areas:
  - 1) The area above the playground wall
  - 2) The teacher parking lot
  - 3) Any area marked by cones or by other means for safety reasons
- Students must stay within the areas of the yard designated for their class.
- Playing with sticks is not allowed.
- Throwing snow or ice is not allowed.
- Balls will be provided by the school, students may not bring balls from home!

### **2. Use of Technology**

We believe that technology offers tremendous opportunities for learning, infinitely expands the walls of the classroom, and makes available wonderful resources that our students can and should take advantage of. We support and encourage the use of technology for learning and we work to maintain appropriate equipment and regularly design learning tasks to that end. We are also fully aware of the dangers of unlimited and unsupervised access to technology and the internet. Our school will work in cooperation with parents to educate our children on the healthy use of these resources, will share

information and resources with parents, and will diligently pursue, in cooperation with parents, disciplinary measures to correct abuses in this area.

*The school will not be held responsible for the misuse of technology that is perpetrated outside of the school to invade or threaten personal privacy. It should be noted that social networking sites are not intended for use by children under the age of 13. It is the parent's responsibility to monitor their children's use of technology and the internet at all times.*

### **3. Birthday Celebrations**

Birthdays are very special days for our students, and each classroom teacher plans particular ways to celebrate them. Many parents choose to send cupcakes or other treats for the class to share on this day, and we are happy to accommodate them in our schedule. To make sure Birthdays are happy days for everyone, please make sure to observe the following simple guidelines:

- Birthday celebrations in school will involve all the students in the birthday child's class. Children from other classes will not be allowed to participate – please do not instruct your child to invite or distribute treats to friends outside his or her class.
- Please do not plan elaborate celebrations during school time – only cupcakes or small treats that can be easily shared. We cannot devote large amounts of learning time to birthday celebrations.
- Please do not give birthday invitations to teachers for distribution.
- The teachers are not permitted to share parent contact information without consent.

### **4. Field Trips**

Even though all our field trips have a strong educational component, we view them as enrichment activities. Participation in field trips is therefore a privilege that students earn, not a right. Roslyn School reinforces responsible behaviour and encourages good citizenship. The administration reserves the right to remove the privilege of participating in field trips from students who do not display behavior consistent with our school values.

### **5. Disciplinary measures**

Consequences for breaking our code of conduct are considered on a case-by-case basis. They vary according to the severity of the infraction, the age of the students involved, and the particular circumstances. Guided by the opening statement in our Code of Conduct, we will work to match consequences that teach appropriate social behaviour and orient our students to take responsibility for their actions.

## Suspensions

On rare occasions in-school or at home suspensions may be given to students. These will be for severe misbehaviour which either:

- caused bodily harm to a student or staff member,
- endangered the safety of a student or staff member, including self,
- jeopardized the learning of a group of students, or
- caused damage to school property.

Suspensions may also be given when a student uses abusive language with other students or staff, and when a student is not considered to be able to cooperate with the adults involved in his/her education, or with peers.

*In-school* suspensions may take part or all of the school day and will include actions to correct the wrong done or to practice positive behaviours. Community service may be done when appropriate.

*At home* suspensions are meant to give the student a time-out from the school environment, an opportunity to discuss with his/her parents the situation, and time to plan and execute restorative action when possible. When the suspension is served at home, there will be a clear condition set for re-admission into the school learning community.

Parents will always be informed when suspensions take place, even if they are served in school.

## SAFE SCHOOL ACTION PLAN

**With the introduction of Bill 56, schools across Quebec have been working to adopt a long-term strategy to prevent and better respond to occurrences of bullying and school violence. An essential part of this strategy is the development of an individual school action plan that establishes policies and practices to promote a positive school climate with the collaboration of various stakeholders from the school community.**

**As required by Bill 56, we conduct assessments of our school climate in order to identify areas of strengths as well as areas of concern, and establish priorities for our action plan. Below are some key points from our school's action plan that we would like to share with you:**

### **Our priorities and preventative measures for 2014-2015 were :**

- A Student Support Center room was established in the building to provide a safe space to process different situations with students

- We continue to hold an annual Anti-Bullying week involving community partners and a variety of social skills training programs.
- Lunchtime Behavior Management: Following the training given previously to lunch monitors, we carefully provide guidance, feedback and, when needed, sanctions to monitors who fall below our standards of supervision.
- Suspension Debriefing: Whenever a student is suspended, we ensure they have an opportunity to reflect on their actions, take responsibility for poor choices made, and correct the result of their behavior to the extent that is possible.
- All Child Care Workers and Behavior Technicians are engaged to support the lunch monitors during lunch recess and in the lunch room, as well as in the classrooms at lunchtime (for the classes that eat there).
- Grade Six students are engaged in a leadership program providing additional support at lunchtime and facilitating activities.

These measures will continue to be in place for 2015-2016. Additional social skills, mindfulness and self-monitoring measures are regularly being evaluated and will be incorporated throughout the year.

**Whom to contact for information or concerns about bullying at the school:**

**Rosana Caplan, Vice-Principal**

Please call the school office at 514.481.5581 or write to [rcaplan@emsb.qc.ca](mailto:rcaplan@emsb.qc.ca)

Our full Safe School Action Plan is available on our website <http://www.emsb.qc.ca/roslyn/>

For more information on Bill 56, please consult: <http://www.assnat.qc.ca/en/travaux-parlementaires/projets-loi/projet-loi-56-39-2.html>

For information on Bullying and school violence, please consult the following Canadian resources:

- [PREVNet](#)(Promoting Relationships and Eliminating Violence Network): This umbrella network of 65 leading Canadian research scientists, more than 90 graduate students, and 52 youth-serving organizations maintains as its mission the prevention of bullying and promotion of safe, healthy relationships for Canadian youth.
- [Bullying.org](#): This association offers educational programs and resources to individuals, families, educational institutions and organizations. This includes online learning and educational resources in order to help people deal effectively and positively with the act of bullying and its long-lasting negative consequences.

- [Define The Line](#): Excellent resources on cyberbullying for educators, parents and students.
- [risk-within-reason.com](http://risk-within-reason.com) Alissa Sklar, Ph.D. runs **risk(within)reason**, a Montreal consultancy project focused on teens, technology and risky behaviours.

## PROCEDURES

### 1. Presence in School

SCHOOL HOURS	MORNING	AFTERNOON
Cycles 1 and 3	9:02am to 12:30 pm	1:30 pm to 3:30 pm
Cycle 2	9:02 am to 12:00 pm	1:00 pm to 3:30 pm
Kindergarten	9:02 am to 12:00 pm	1:30 pm to 3:30 pm

### 2. Attendance and Punctuality

Get off to a good start: Be in school on time!

Regular attendance is important for good learning. When students miss school, they miss important information, new skills, and the opportunity to have their teacher's help to understand the material properly. Catching up by themselves can never replace that! Parents are asked to help us support their children's learning in the following ways:

- Schedule appointments outside of school hours.
- Make every effort to bring the children to school or to their bus stop on time each day.
- Schedule fun family days and vacations on pedagogical days and holidays already built into our calendar.

Parents are also asked to:

- **Notify the office of their child's absence by phone or e-mail. ([rgriffith@emsb.qc.ca](mailto:rgriffith@emsb.qc.ca))**. Send with their child, on the day of their return to school, a note justifying the absence.
- Notify the school if a child who normally goes home for lunch cannot return for the afternoon session.

### 3. Arrival and Dismissal

The school is only open at 9:02 am to welcome students, and they will not be permitted in the building before that time. Children are expected to be in their classrooms, seated and ready to work by 9:10 am.

- Upon entering the school in the morning, all students are expected to proceed directly to their own classrooms with no stops along the way.
- All students riding bicycles to school must use the bicycle rack on Grosvenor Avenue. Each student is responsible for locking his/her own bicycle.
- All students are expected to go outdoors at recess unless they have a signed note from their parents to the contrary.
- A student who has been absent from school is expected to complete at home the work which was assigned in class during the absence. It is their responsibility, with their parents' support, to get the work from their teacher or from a fellow student.
- No child may leave the school at any time during school hours without the written permission of a parent or guardian. If your child regularly takes the school bus but will be walking home on a given day, written permission to that effect will be required as well.

Parents picking up or dropping off students need to wait outside the school yard fence. All car drop-offs and pickups are on Grosvenor Avenue except for Kindergarten.

Only Kindergarten students who are picked up by their parents will be accompanied by their teachers to the upper Roslyn doors at 3:20 each day. Students in Grades 4-6 who take the bus will exit the school independently to get on their buses, but children in Kindergarten to Grade 3 will line up in the gym and be escorted to their bus by the teacher on duty for that bus.

## 6. Attire and Appearance

In order to instill in our students a sense of pride and identification with their school, Roslyn adopted the following **dress code** effective August 31, 2005:

- navy tunic, skirt, jumper, slacks or jogging pants (no jeans)
- solid white or pale blue blouse/shirt, polo shirt, T-shirt or turtleneck (no logos)
- navy cardigan, pullover or sweatshirt (no logos)
- for gym: navy shorts or sweat pants, Roslyn T-shirt, socks and sneakers.

These items may be purchased at the retailer of your choice, except Roslyn t-shirts, which are available in the school.

In addition, we expect our students to:

- Wear clean and appropriate clothing to school each day.
- Look after their personal cleanliness and personal hygiene.
- Wear winter boots and snow pants/splash pants in the winter.
- Wear properly-fastened shoes at all times indoors and outdoors (no flip-flops).
- Remove hats, caps and bandannas inside the school.
- Length of shorts should not be shorter than mid-thigh.

Bare midriffs, spaghetti straps and inappropriate decals such as skulls or offensive messages or pictures should not be worn to school.

No make-up is permitted at school.

## 7. Emergency Dismissal

Emergencies are rare, but we must be prepared for them. Please help us by keeping your emergency information up to date. Promptly fill up the form sent to you by the school at the beginning of the year and inform us immediately of any changes which may occur throughout the year.

## 8. School Closings due to Bad weather

During the winter months, inclement weather may disrupt bus transportation and regular school operations. This decision is usually made by 7:00 a.m. You may visit [www.emsb.qc.ca](http://www.emsb.qc.ca) or you may follow the EMSB on Twitter and Facebook or by calling the Community Hotline at 514-798-5606 or listen to any of the following radio stations for information: CJAD 800, Virgin Radio, CHOM, TheBeat925, CKGM, CBC Radio-88.5FM, Radio Canada-95.1FM, and Rythme FM.

You will receive one of the following messages:

- Buses are cancelled: this message means that the schools remain open for students, but transportation services provided by the EMSB are cancelled for the area(s) affected. When buses are cancelled in the morning, they will not run in the afternoon. Some fully-bused schools are closed to students when buses are not running. Individual communities involved are aware of these schools.
- The schools are closed. This message means that, due to bad weather conditions, schools are closed to students.

# COMMUNICATION BETWEEN HOME AND SCHOOL

## 1. Visiting the School

We are always delighted to welcome parents, grandparents, and other family members to our school, and we often invite special guests to speak to our students. To help us identify all honoured guests and keep away intruders, please follow the following simple steps:

- Always enter and exit the school by the front door.
- After ringing the intercom, please proceed directly to the office.

Get your visitor's badge from our receptionist. If you have an appointment, our receptionist will also be pleased to announce your arrival to the person you are meeting

## 2. Messages

### a. Messages for Teachers

With any questions, comments or concerns related to your child, always contact the teacher first. Your child's teacher is the best informed person in the school when it comes to your child's daily

experience, and will have the most up to date details on your child's progress. Always make an appointment in advance to talk to the teacher.

**b. Messages for Students:**

Students have access to the office phones in case of emergency. They should only use these phones on rare occasions. Parents needing to communicate an important message to students (such as a change in pick-up arrangements) should contact the school office, which will inform the student. Items that need to be delivered to students during school hours can be left with our receptionist and will be delivered to the students at an appropriate time. Please indicate the student's full name and classroom number.

**c. Messages for Administrators:**

Please call the office to arrange a meeting or email [Roslyn@emsb.qc.ca](mailto:Roslyn@emsb.qc.ca)

## **ROSLYN LUNCH PROGRAM**

**1. Registration and General Information:**

All students from Kindergarten to Grade 6 who stay for lunch must register and pay for the lunch program. The lunch schedule is as follows:

*Insert schedule chart*

**2. Behaviour Guidelines:**

The lunch program behaviour code will be sent home in September. Both children and parents should read and sign the notice, and return it to school by the deadline.

**3. Lunch Programme Fees:**

A fee per child is to be paid at registration by cheque, payable to Roslyn School. Families with more than two children at Roslyn pay a reduced rate for the 3<sup>rd</sup> and each subsequent child. *There is, however, no discount for Kindergarten Lunch Supervision fees.* You will be informed of the exact amounts at the beginning of the school year.

The following motion regarding school and lunch program fees was adopted by the Roslyn Governing Board and amended in June 2005:

*“THAT unless School Fees and Lunch Program Fees are paid and the accounts brought up to be current, students will be denied access to the following activities and services: pizza lunches, graduation dance, accommodation bussing, paid lunch time and after school activities and field trips that take place outside of regular school hours or that are deemed (by the administration) to be outside the scope of a regular daily classroom activity, (i.e. ski trip, activity day at Olympic Installation etc.)”.*

Special payment arrangements can be made by contacting the school secretary.

## **BOOKS**

### **1. Library**

The Roslyn School library is one of the best stocked school libraries in the province. It houses approximately 18 000 volumes and is widely used by both students and teachers. Our library is staffed by an experienced teacher-librarian and a team of dedicated volunteers.

#### **Linda Lee Fund**

Our library benefits from a generous bequest made by a former teacher, Ms. Linda Lee. Ms. Lee taught Grade 4 boys at Roslyn School from 1924 until 1959, and in 1990 bequeathed the sum of 60 000\$ to the Roslyn School library for the purchase of children’s books. This money has been carefully invested on our behalf by the School Board. Each year, the revenues from this bequest are used to purchase books that are inscribed in the memory of Linda Lee and placed into general circulation in the library so that all can enjoy and remember the generosity and kindness of Miss Lee.

### **2. Public Libraries**

Children are encouraged to join a community library. All Roslyn students may become members of the Westmount Public Library, free of charge, upon presentation of their school agenda. We encourage Roslyn students, as ambassadors of our school, to display exemplary behaviour when using community facilities.

### **3.Books and other school property**

Textbooks and library books are provided free of charge to the students. Students are expected to take care of them and return them in good condition. The cost of lost or damaged books must be reimbursed by the student. There are no fines for overdue books, but students may not borrow books until any late books have been returned and families will be charged for lost books. Once the lost book is paid for, borrowing privileges are restored. For that reason we ask that you respond to a lost-book notice immediately.

By the same token, students are taught and expected to make responsible use of school equipment and of the school building. Parents will be held financially responsible for the cost of any damage incurred by their children.

### **4.Resale (Fee for School Supplies)**

A resale fee for Kindergarten classes and for grades 1 to 6 will be collected at the beginning of the school year for each child. The resale fee helps defray the cost of consumable supplies and materials furnished by the school to the children. Parents are asked to send in the resale fee during the first week of school.

Special payment arrangements may be made by contacting the school secretary.

## **HEALTH**

### **1.School Nurse**

The CLSC Metro provides a nurse one half day a week. Her role is to teach preventive health programs, counsel individual students and families regarding health related issues, and organize the system of health, allergy and immunization information.

### **2.Parent Volunteers in the Health Room**

Parents are recruited on a voluntary basis to help deal with basic injuries or minor illnesses of students. This is a support system. No professional First Aid services are provided in the school.

### **3.Immunizations**

No regular immunization is given at school, except for the vaccine for Hepatitis B, provided to Grade 4 students. A consent form for this vaccine only will be sent home in the autumn and three injections will be given: one in October, one in November and one in the Spring. For all other immunizations, please consult your child's pediatrician.

### **4.Administration of Medication to Students**

For medication to be administered under school supervision, a waiver (available at the school office) must be signed. The waiver absolves the school and/or Board from any responsibility for side effects or unforeseen results from the medication.

- The specific dosage, frequency and possible side effects must be clearly written by the doctor, hospital or clinic.
- Adequate amounts of medication (properly labelled) must be supplied by the parent/guardian.
- Only oral medications will be given. (No injections)

## **5.EPIPENS**

Parents who have children with life-threatening allergies are urged to contact the school in this regard immediately upon registration. A separate waiver must be signed YEARLY. Parents need to supply the school with an epipen for their child.

## **6. Illness**

It is essential that parents inform the school right away when a child has one of the following diseases, in order to protect other students from the possibility of a serious outbreak. In every case, the child must remain at home until the child is no longer infectious or until the School Nurse gives authorization for the child to return to school.

Poliomyelitis - Measles - Diphtheria - German Measles - Mumps - Hepatitis B  
Whooping Cough - Chicken Pox - Scarlet Fever - Conjunctivitis (pink eye)  
Impetigo

**In addition we request that if your child has a fever she or he be kept at home until the source of the fever is clear and/or they have been fever-free for 24 hours.** Thank you for your cooperation.

## **7.Head Lice:**

In September, January and throughout the year, parent volunteers examine all the students to prevent a lice epidemic. Please shampoo your child's hair the night or morning before the scheduled check. Please consider volunteering for this important task – we will teach you how to do it!

# FOOD ALLERGIES



## PEANUT/NUT ALLERGIES

Dear Parents,

Some students in our school are afflicted with food allergies. In order to reduce the risk of unfortunate events, all students are asked to prioritize fruits and vegetables and dairy products as snacks.

Students at risk of anaphylactic reactions should only eat food prepared from their home and should be discouraged from sharing food with classmates. They should refrain from buying food from outside suppliers (hot lunch programs, fundraising pizza lunches...) or school cafeterias and from consuming food offered through nutritional support programs. Although peanuts or nut products are not used in the preparation of the meals/snacks in these suppliers' production kitchens, cross-contamination may have occurred on site, in transit or at the original source of the primary ingredients.

Parents of students with food allergies are reminded to inform the school Principal of the allergy and must ensure that auto-injectors are readily available. They should inquire about the "designated eating area for allergic students" in their school.

As providing a safe environment for our students is a major concern, we wish to remind all parents that a **peanut/nut free environment cannot be guaranteed in our school as complete avoidance of all allergens is not possible.**

Please take particular note that:

- "peanut/nut free" labeling is not government regulated since the presence of peanuts or nuts cannot be tested, and
- a list of ingredients free of peanuts/nuts is not necessarily safe, since "May contain traces of peanuts /nuts..." labeling is not mandatory or controlled.

*Therefore, no packaged/processed food can be guaranteed as being peanut/nut free.*

Consequently, it is not possible to reduce the risk to zero and to create a "peanut/nut free" environment.

Thank you for helping us to keep our children safe.

Your Principal and School Board Dietitian

N.B.: Special payment arrangements may be made by calling Debbie Hanley, school secretary.



## Fueling the Future!

*With Healthy Foods and Physical Activity*

The English Montreal School Board Nutrition Policy aims at promoting healthy lifestyles to our students. Help us in the push to better nutrition and active lives. Fuel your child's growing body and mind with healthy food and encourage physical activity every day. After all, they are the future!

### Yum, Yum, Yum!

What makes a winning lunch box?

- At least one serving from each of the 4 food groups from Canada's Food Guide.
- Enough fluid to drink
- Appropriate packaging to keep foods safe (frozen ice pack/the meal container)
- Being appetizing and delicious!

### Munch, munch, munch!

Snacks are mini-meals and should be light to appease hunger sensations without spoiling the next meal and nutritious to provide children with essential nutrients and energy needed to grow, play and learn.

- Choose snacks from the four groups of Canada's food guide.



**Canada's Food Guide:** 4 food groups + 2a + 2b  
[www.canada2foodguide.info](http://www.canada2foodguide.info)

**Vegetables and Fruits:** red peppers, carrots, blueberries, peaches  
**Cereal Products:** bread, pasta, rice, quinoa, couscous  
**Milk & Milk Alternatives:** milk, fortified soy milk, yogurt, cheese  
**Meat & Meat Alternatives:** beef, turkey, tofu, fish, legumes

### We need your cooperation!

To provide students with an environment which encourages healthy eating habits; parents are asked to please avoid sending the following snacks to school:

- Chips; Chocolate; Candy
- Sweetened Fruit bars
- Cakes and doughnuts
- Fruit drinks; Soft drinks
- Cookies with icing or cream
- Chocolate/yogurt coated granola bars or raisins

### Gulp, gulp, gulp!

Growing bodies need lots of fluid to stay hydrated, alert and focused. Satisfy thirst with healthy choices like water, milk and 100% fruit and vegetable juice.

BEWARE! Fruit drinks, cocktails and punches are made of sugar and water and are not real juices. Look for key words such as: 100% pure juice, concentrate and unsweetened for a REAL FRUIT JUICE.

### Jump up and down and move it all around!

Encouraging kids to include activity in their daily routine helps to create a pattern that may stay with them for the rest of their lives. Being active enhances healthy growth and development, is fun and can also...

- ✓Build strong bones
- ✓Strengthen muscles
- ✓Help meet new friends and increase relaxation
- ✓Help to focus in class



*Be Cautious and Nutrition Education*

# ROSLYN SCHOOL COMMUNITY

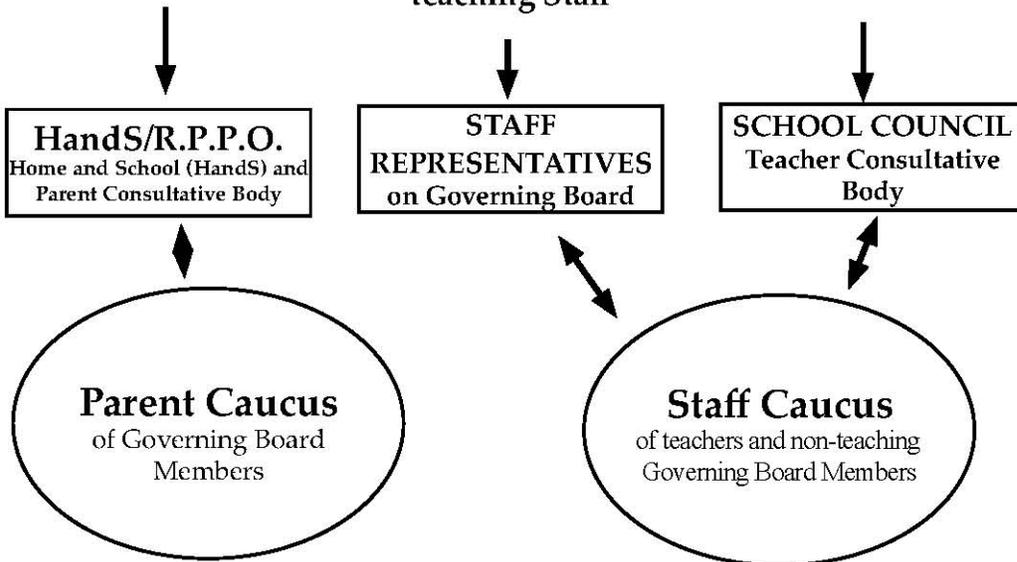
( revised 2003-06-26 )

*Parents are invited and encouraged to become active in the Roslyn School Community.*

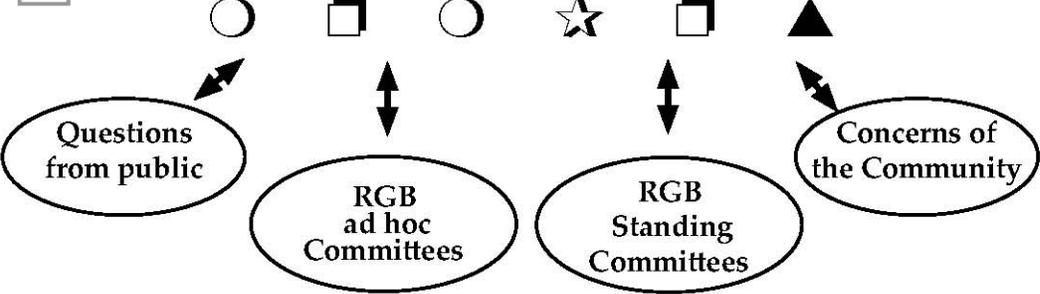
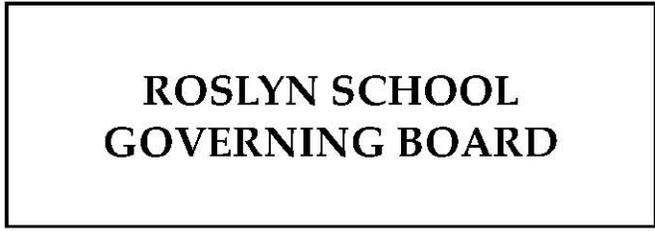
**Concerns of Parents**

**Concerns of Non-teaching Staff**

**Concerns of Teachers**



**VISITORS**



★ Administrator(1)   □ Staff Caucus(7)   ○ Parent Caucus(7)   ▲ Community Representatives

## **ROSLYN HOME AND SCHOOL ASSOCIATION - Hands**

The Roslyn Home and School Association manages almost all the fundraising needs for Roslyn activities, and relies primarily on the active involvement of many, many parents. If you can make time to help, you can become an invaluable part of school life. In fact, there are so many ways to lend a hand — we could say our volunteer program is almost as eclectic as our enrichment program. We are confident you will find it a rewarding experience.

To become involved, please attend our monthly meetings. The dates and time can be found in the school calendar and in your child's agenda.

You can also visit the [Roslyn Home and School](#) website and sign up to receive email notifications and important reminders of Hands events and activities. We look forward to your involvement!

## **ROSLYN SCHOOL FOUNDATION**

The Roslyn School Foundation (RSF) is an independent organization of alumni, families and friends of Roslyn School. The Foundation seeks to support and enhance the educational experience offered at Roslyn School, by means of ongoing fundraising for the purpose of establishing an endowment under prudent financial management. Through endowed funding and donations, the RSF strives to ensure the needs of the school are met, improve the quality of education and enrich the learning experience at Roslyn.

Roslyn School, which opened its doors in September of 1908, is a school with a history of excellence and leadership in educational reform, most notably as a pioneer in French Immersion education. By reaching out to the support of Roslyn community, the Roslyn School Foundation intends to uphold this tradition in order to meet the challenges of public education in the 21st century. We invite you to join our efforts on behalf of Roslyn School.

*The RSF was established in 2004 by Roslyn parents and Alumni. It is legally independent of the Roslyn Home and School Association and the English Montreal School Board.*

Roslyn School Foundation  
B.P. 13 Succursale Victoria, Westmount, Québec H3Z 2V4  
Charitable number • numéro de charité: 84935 2273 RR0001  
[www.roslynschoolfoundation.ca](http://www.roslynschoolfoundation.ca)  
[info@roslynschoolfoundation.ca](mailto:info@roslynschoolfoundation.ca)

## **THE ENGLISH MONTREAL SCHOOL BOARD**

Roslyn school is a proud member of the EMSB community of schools. The School Board is an invaluable resource and support to both staff and parents of each of their schools. A wealth of information is available from their website: [www.emsb.qc.ca](http://www.emsb.qc.ca).

**(Separate page at the end)**

We have read and understood the Code of Conduct of Roslyn School. We undertake to respect it and behave according to the rules and regulations included in it. We will undertake to review it as necessary throughout the school year.

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Parent's signature

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Student's signature

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Parent's name

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Student's name and room number