

SOUTH HULL ELEMENTARY SCHOOL

STUDENT HANDOUT 2025-2026



CONTACT US

School Phone: 819-684-6565 ext. 1

School website: southhull.westernquebec.ca

Daycare: 819-684-6565 ext. 2

Home & School website: southhullhs.ca

WQSB Phone: 819-684-2336

School e-mail: southhull@wqsb.qc.ca

Follow us on Twitter @wqsb_southhull

Daycare email: nsplane@wqsb.qc.ca

Home & School email: southhullhomeschool@gmail.com

WQSB website: www.wqsb.qc.ca

Principal: Erick Tremblay

School Secretary: Linda Hennink

Daycare Technician: Norma Splane

School Secretary: Amélie Girard

Dear South Hull Elementary School Community,

It is with great pleasure that I return as the Principal of South Hull Elementary School. I look forward to working alongside our dedicated staff, enthusiastic students, and supportive families as we embark on an exciting new school year.

South Hull is a vibrant learning community where students grow academically, socially, and creatively. We are proud of our students' academic successes, our dynamic staff, and the wide range of cultural activities that enrich school life.

Creating a safe and supportive environment for everyone is at the heart of our mission. Our School Code of Conduct and Anti-Violence and Anti-Bullying (AVAB) Plan guide our daily practices. We regularly hold fire drills, lockdowns, lock-ins, and bus safety practices to ensure preparedness, and many of our staff members are trained in First Aid, Behavior Management Systems (BMS) and Crisis Prevention Intervention (CPI).

We also encourage healthy lifestyles and environmental responsibility. Our school is strengthened by the dedication of our parents and community partners. The Home and School Committee organizes fundraising activities that directly benefit our students and teachers, while the Governing Board works diligently to make decisions that put students first. South Hull truly stands at the heart of our community and its future. I am excited for the year ahead and grateful for the opportunity to continue learning and growing together.

Warm regards,

Erick Tremblay
Principal

STUDENT TIMETABLE

7:40	Buses arrive
7:50	Entry Bell
7:55	Homeroom
8:00	Classes begin
8:00 – 8:50	Period 1
8:50 - 9:40	Period 2
9:40 – 10:00	Recess
10:00 – 10:50	Period 3
10:50 – 11:40	Period 4
11:40 – 12:30	Lunch
12:30 – 1:20	Period 5
1:20 – 1:40	Recess
1:40 - 2:30	Period 6
2:30	End of Day

SCHOOL CANCELLATION AND EMERGENCY DISMISSAL

In the event of a school cancellation and/or school closure, you will receive a text from the Western Quebec School Board. Please ensure that all your contact information is current with the office by emailing us at southhull@wqsb.qc.ca.

HEALTH AND SAFETY

Please try and send "garbage less" lunches and use reusable or recyclable containers. Do not send any snacks and lunches containing peanuts/nuts/fish/seafood/seaweed products as there are several students/staff with allergies. The teacher will inform you of any allergies in the classroom. Also, we have students and staff who have perfume allergies, please refrain from wearing scented products in clothing/hair/sprays.

DAYCARE SERVICE

South Hull School has a daily "before and after" daycare program for students and provides service on professional development days. Rates are subject to change and subject to the rules and regulations governed by the MEQ.

Regular school days: 7:00 am – 7:50 am / lunch period / 2:30 pm – 6:00 pm

Professional Development Days: 7:00 am – 5:00 pm

Regular: 1 day a week or more, on a consistent basis:

- **\$9.70** per day if registered and attending by September 30.

Sporadic: drop-in once in awhile:

- Before school cost is **\$3.15** per day; After school cost is **\$11.05** per day.
- For both before and after school, the cost is **\$14.20** per day.
- Professional Development days the cost is **\$15.20**.

PD days are open to all students and are registered separately. Students must be registered in advance and the fee is non-refundable. The Daycare closes promptly at 5:00 PM for P.D. days and 6:00PM on regular days. ***Any parent or guardian who arrives after closing hours on any daycare day will be charged a late fee of \$3.00 per minute.***

Please contact Miss. Norma at nsplane@wgsb.qc.ca should you require daycare services.

SCHOOL GOVERNING BOARD

The Governing Board is a structure for the involvement of parents and staff in the management of the school. The Governing Board has decision-making powers and will work with the principal to meet the local needs of the students and the community. The Governing Board General Assembly is held in September.

HOME AND SCHOOL COMMITTEE

The Home and School Committee works closely with the Governing Board. They provide extra-curricular and fundraising activities that are essential to building school-spirit. Parent involvement is welcome.

EDUCATIONAL ENVIRONMENT

The South Hull School Community wishes to create a climate where: every student has the right to learn in a safe, clean environment; there is an atmosphere of respect and school values; lifelong learning and cultural diversity is fostered; all individuals including students, parents, teachers and staff, accept responsibility for ensuring school success. All partners share a common vision and work in a collaborative, cooperative manner; a shared leadership model promoting "risk taking".

REPORTING METHODS

Parents will be provided with information about their child's learning, behaviour and competencies on four separate occasions with one Progress Report (October) and three Report Cards (November, February and July). At the end of each term, parents will have access to report cards on the Parent Portal. Parent-teacher interviews are held in November for all students. March interviews are held for students who are experiencing difficulties. The school encourages parents and teachers to maintain regular communication.

HOMEWORK ASSIGNMENTS

Regular homework teaches children a sense of responsibility and provides an essential link between home and school. Include homework time in your child's daily schedule along with all other activities. ***Parents should be*** providing a quiet place for reading and doing homework; choosing times when you will be available to help; asking questions about the work; reading instructions making sure they understand. ***Please note that if you choose to vacation outside the school's scheduled vacation time, teachers will NOT MAKE-UP EXAMS OR ASSIGNMENTS.***

HEALTH SERVICES

We have a CISSSO nurse assigned to us and can be contacted as required.

STUDENT ABSENCES AND ILLNESS

Report student's absences daily by leaving a phone message or by sending an email to southhull@wqsb.qc.ca.

If your child has a cold and is too sick to come to school, please keep them home. If your child exhibits any symptoms of being sick at school, parents will be called to pick them up. ***Accommodations cannot be made for sick children at school.***

HEAD LICE

It is the responsibility of the parent to remove lice and nits and to check for head lice on a regular basis. Students can return to school once their hair is thoroughly free of lice and nits. During the school year, school staff may check your child's hair to help control the spread of head lice. Should children have head lice at school, parents will be called to pick them up.

MEDICATION

Medication should be taken at home, however; if this is not suitable, it is Western Quebec School Board policy that staff will only administer medications with a **doctor's prescription** and **the written consent of parents**. Parents must bring the medication to the main office of the school to fill in the required consent form.

MISSING AND LOST ITEMS

Please remind your child to check the "lost and found" regularly. Label clothing for easy identification. The school is not responsible for replacing lost, stolen or damaged items. ***At the end of the school year, you are responsible to collect your child's items before the last day of school as they will not be retained over the summer.***

LIBRARY

Your child is permitted to borrow one English book and one French book per weekly visit to the school library. Should the book be lost or stolen, parents will be advised on the amount of the fee for the replacement cost of the book. Students will not be permitted to borrow any books until lost books have been returned or fees have been paid.

TECHNOLOGY

Classrooms are networked and have access to the Internet. Check out our website at southhull.wqsb.qc.ca. The website will be updated regularly, please check for newsflashes, newsletters, important documents, etc. You can also follow us on Twitter @wqsb_southhull

SOUTH HULL ELEMENTARY SCHOOL
CODE OF CONDUCT
2025-2026

Declaration of Principle to Prevent Bullying and Violence

At South Hull School, we are committed to promoting a healthy and safe environment for all. We do not tolerate bullying or violence of any kind, and such behaviours will be treated punctually and seriously.

At South Hull School, we are open and respectful of differences and believe everyone has a place. Our staff is committed to supporting students and working together to resolve conflicts peacefully.

Disciplinary Measures

Our school's Code of Conduct supports students' autonomy, ensures they are safe and that their needs are met. It is the students who help to create a climate conducive to learning. Therefore; it is important that they respect the orientations of our success plan, and the values advocated by the school: success through respect, equity, commitment, and collaboration.

Our approach is one that is educational and non-coercive, which encourages appropriate behaviour. Logical consequences are an opportunity to teach and reflect, not to punish

A range of progressive consequences are available following a breach of the Code of Conduct, at the discretion of school staff. These include, but are not limited to:

- Student discussion with most appropriate staff member
- Written reflection/performance of restorative gesture
- Detention to complete classroom assignments or make up for lost instructional time
- Withdrawal of privileges and participation in certain activities
- Communication with parents
- Referral to resource personnel (PIT), or additional educational services, including the creation of a behaviour plan
- Suspension from school, whereby the student does not come to school according to the Authority of the Education Act
- Involvement of, or referral to, outside agencies (e.g., CISSSO, DPG, Police)
- Expulsion from the school board

Students: Have the right to...

- Feel safe at school
- Freedom from physical and verbal harassment
- Assistance from teachers to ensure individual success
- A school climate that encourages respect, caring, and support for others

Students: Have the responsibility/duty to...

- Be punctual, attend regularly, and complete assigned work
- Respect the rights of other students and staff members
- Always Engage in safe and responsible behaviour (including when on the bus or outside)
- Wear appropriate clothing

Staff: Have the right to...

- Expect appropriate behaviour in the classroom, throughout the school, and in all other educational settings (on the bus, school trips)
- Receive support from administration and parents in the performance of their duties
- Expect cooperation from all students to help create a positive learning environment
- A respectful, safe, and secure work environment free of physical and/or verbal violence

Staff: Have the responsibility/duty to...

- Be fair and consistent when interacting with students
- Inform students of expectations of acceptable behaviour
- Report progress and conduct to administration and parents
- State the learning objectives of each lesson Plan, implement, and evaluate an effective program for all students

Parents: Have the right to...

- Expect that classes and programs will be conducted in an orderly manner Receive regular communications from the school
- Discuss with the school any concerns regarding their child
- Expect a safe and supportive environment for their child
- Be treated in a respectful manner

Parents: Have the responsibility/duty to...

- Encourage positive attitudes in their children towards school, learning, and behaviour
- Ensure regular and punctual attendance
- Be their child's advocate
- Be respectful when communicating with the school

School rules and regulations

School Access

Students are permitted access to the school grounds beginning at 7:40 am when supervisors are on duty. Students are permitted access to the school building at 7:50 am through the designated doors.

At all other times, parents, students, and visitors must enter the building through the main entrance **ONLY**. All visitors must report to the office and receive and wear a visitor's pass before proceeding to any other area of the school. Any parent that is volunteering in class or for a school trip must provide administration with an up-to-date Security Background Check and adhere to the school rules and regulations. Parents collecting students during school hours must wait in the foyer for their children.

Attendance and Punctuality

Punctuality is extremely important, and it is the responsibility of our parents to ensure students are on time for school. All students entering after 7:50 am must report to the office to verify their attendance. Requests for early dismissal (i.e., medical appointment) require parent/guardian contact with the office. Any changes to student end-of-day routines must be called into the office at 819-684-6565 or emailed to the secretary before 2 pm at southhull@wqsb.qc.ca.

In accordance with Section 14 of the Education Act, the Principal must report chronic absenteeism to Youth Protection.

Absences

Must be confirmed by phone or email by parents/guardians. If a parent/guardian is unable to speak directly to staff, please leave a message on the answering machine.

Appropriate Dress

- Students are expected to dress appropriately for the weather
- For safety reasons, students should have proper indoor and outdoor shoes
- Students are expected to dress in an appropriate manner. Messages with profanity, drugs, alcohol, hate or sexual messages, or any other subjects deemed to be offensive will not be tolerated at school
- Extreme modes of dress or clothing normally considered undergarments are not acceptable (bra tops as tops, boxers as shorts, etc.)

Behaviour

- Students must show respect for self, others, and property. It should be reflective of a safe school environment. Therefore, the following will apply:
- No weapons or weapon-like devices, including toys, as per the Safe Schools Act
- Absolutely no fighting
- No rough play and/or physically or verbally abusive behaviour
- Follow the routines established by staff
- Demonstrate respectful and socially acceptable manners
- Seek staff assistance to resolve conflicts

Appropriate Language

Students are expected to demonstrate respectful and socially acceptable language towards students and staff. Therefore, the following will apply:

- No profanity
- No suggestive comments, including sexist, racist, or provocative comments
- No rude comments or gestures

Bullying and Acts of Violence

Please refer to our Anti-Violence / Anti-Bullying Plan.

Buses and Bus Behaviour

The behaviour and expectations of students on the school bus are the same as those during school. Students must adhere to the following requirements in the interest of safety for all passengers. Failure to do so may lead to the suspension of riding privileges.

- Remain in their seat at all times
- Use appropriate language
- Avoid distracting the driver by creating unnecessary noise or uncooperative behaviour
- No eating or drinking on the bus
- Demonstrate acceptable behaviour, which respects rights of the driver and other passengers

The driver is in complete charge of the bus and passengers at all times. If any of the above outlined Code of Conduct rules are violated, the driver will report the problems to the Principal.

Electronic Devices

Electronic devices which include any device capable of communicating with or accessing the internet such as a smartphone, tablets, smartwatches, headphones etc are not permitted by students on the bus, on school property or at outside school events. These may be confiscated, and it will be the parents' responsibility to pick up these devices from school.

Summary and Conclusions

The Code of Conduct is required to ensure that students, parents, and staff all understand the standards we expect at South Hull Elementary School. The discipline policy must be consistent, yet flexible enough so that we are positioned to be fair, reasonable, and sensitive in our relationships with students and others. It is not our intent to have rules for everything; however, appropriate consequences are needed for inappropriate behaviour. We sincerely hope that these words help to communicate and clarify our Code of Conduct. Please take the time to discuss the expectations outlined in the Code of Conduct with your child.

Thank you.

Annex A

Incident Form

Date : _____

Student Name: _____

Homeroom : _____

Dear parent(s),

This letter is to inform you that your child has had unacceptable behavior for:

- | | |
|---------------------------------------|--|
| ☐ Bullying | ☐ Defiance |
| ☐ Intimidation | ☐ Physical Violence |
| ☐ Rudeness | ☐ Stealing |
| ☐ Vandalism | ☐ Verbal Aggression |
| ☐ Other: _____ | |

DESCRIPTION OF THE INCIDENT :

APPLIED CONSEQUENCE :

- ☐ Written reflection completed at home/school that is signed and returned to school.
- ☐ Internal school suspension; a written reflection will be written at this time and schoolwork will be completed.
- ☐ External school suspension for ____ day(s) with work to be completed with behavior contract put in place upon return.

Date of the measure put in place: _____

Date of Return to School: _____

When returning to school, the student

- ☐ must meet with principal ☐ must be accompanied by their parents
- ☐ must hand in suspension work ☐ must apologize to: _____

We look forward to working with you to quickly correct this behavior.

Principal

Staff Member

Parents Signature: _____

Date: _____

N.B. This sheet must be signed and returned to the school the next day

GOLDEN TICKET ~ BILLET D'OR

Name: _____

Homeroom: _____

Date: _____



You were Being Golden by:

- ☐ Being polite with your words/actions ☐ Being helpful to a friend or adult
- ☐ Respecting the environment ☐ Cooperating and being honest
- ☐ Using appropriate strategies to resolve conflict
- ☐ Respecting school rules ☐ Other: _____

You were seen Being Golden by:

Supervisor: _____



PLEASE HELP US FILL UP THE BUCKET FOR A SPECIAL DAY!