



ROOTED IN



Our Lady of the Prairies

STUDENT-PARENT HANDBOOK 2026/2027

MISSION STATEMENT

THE MISSION OF OUR LADY OF THE PRAIRIES SCHOOL IS TO PROVIDE A JOYFUL CATHOLIC EDUCATION THAT INSPIRES STUDENTS TO GROW IN FAITH, HOPE, AND LOVE GUIDED BY THE VIRTUES OF MARY, THE MOTHER OF GOD.



Students at Our Lady of the Prairies Catholic Elementary are expected to conduct themselves in a manner that safeguards and contributes to a safe and caring Catholic environment that fosters and maintains respectful and responsible behaviours.

As part of this commitment, Edmonton Catholic Schools has Administrative Procedure 172, which outlines how to report incidents of racism and discrimination.

At Our Lady of the Prairies we treat our friends, classmates, teachers, and school staff with kindness and respect. Sometimes, people say things that make us feel like we don't belong. If this happens to you, talk with your family, your teacher, or a trusted adult at your school.





Our Lady of the Prairies Student Code of Conduct



Our Lady of Prairies, in accordance with Edmonton Catholic Schools, strives to foster a positive and safe learning environment. We believe that everyone is created in the image and likeness of God and that all are capable of caring and respectful actions. In the process of growing up, children will occasionally make “thumbs down” choices, therefore our conduct policy seeks to respect the uniqueness and dignity of each child and to encourage the student to learn from their mistakes. We affirm that the rights set out in the Alberta Human Rights Act and the Canadian

Charter of Rights and Freedoms are afforded to all students and staff members within Our Lady of the Prairies School. Our School Code of Conduct has been developed by the school community and is based on input from students, parents and school staff. It is reflective of the expectations of students as addressed in legislation and district policies. The policy is reviewed and adapted as necessary on an annual basis by the members of the school community.

Defining Appropriate Conduct

According to section 31 of the Education Act, a student shall conduct themselves to reasonably comply with the school code of conduct. In addition to compliance with the code of conduct, we affirm that pursuant to the Alberta Human Rights Act and the Canadian Charter of Rights and Freedoms, students and staff members are protected from discrimination. More specifically, discrimination refers to any conduct that serves to deny or discriminate against any person or class of persons regarding any goods, services, accommodation or facilities that are customarily available to the public, and the denial or discrimination is based on race, religious beliefs, colour, gender, physical disability, mental disability, ancestry, place of origin, marital status, source of income, family status or sexual orientation.

As a school community, we believe that all students deserve:

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|  A positive, proactive approach to learning |  Social skills development |
|  Clear expectations |  Supervision and monitoring |
|  Positive reinforcement |  Fair consequences for inappropriate behaviours |



Our community members are expected to behave in a Christ-like, self-disciplined and responsible manner when interacting with others in the school building, outside of school hours, or electronically.

ACCEPTABLE BEHAVIOURS	UNACCEPTABLE BEHAVIOURS
Behaviours that contribute to a respectful and safe learning environment include:	Behaviours that interfere with the learning of others and/or the school environment or that create unsafe conditions including but not limited to:
+ Respect yourself and the rights of others in the school. + Refrain from, refuse to tolerate, and report bullying or bullying behaviour. + Inform an adult you trust in a timely manner of incidents of bullying, harassment, intimidation or other safety concerns in the school. + Act in ways that honours and appropriately represents you and your school. + Refrain from engaging in violence of any kind at school and during school-related activities. + Assist in the prevention of violence without putting the student's own safety or well-being at risk, by co-operating with school staff and supporting intervention efforts. Students are encouraged to report incidents of concern to school staff. + Attend school regularly and punctually. + Be ready to learn, actively engage in and diligently pursue your education. + Know and comply with the rules of your school. + Cooperate with all school staff. + Be accountable for your behaviour to your teachers and other school staff. + Contribute positively to your school and your community.	+ Rude or inappropriate language. + Physical violence. + Acts of bullying (*See "Peer Conflict, Mean Behaviour & Bullying" table for definition), harassment, discrimination or intimidation. + Retribution against any person in the school who has intervened to prevent or report bullying or any other incident or safety concern. + Illegal activity such as: + Possession, use or distribution of illegal or restricted substances + Possession or use of weapons + Theft or damage to property

Encouraging Appropriate Conduct

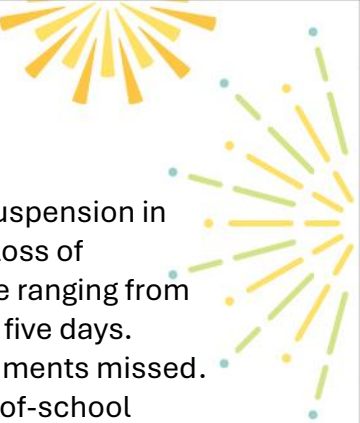
In every instance, the child will be asked to identify and assume responsibility for his/her behaviour. A student will be asked to reflect upon his/her conduct in writing and to suggest steps towards improvement and growth. Consequences and events will take into consideration unique student attributes such as age, maturity and individual circumstances. **All information affecting the decisions made about the consequences or supports put in place for a student will be discussed with their parent/caregiver only, in compliance with the Protection of Privacy Act (POPA).**

A continuum of supports will be provided for students who have been impacted by inappropriate behavior as well as for students who have engaged in inappropriate behaviors and may include mentoring and restorative processes as well as regular check-ins with teachers, learning coach, chaplain, Emotional Behavioural Specialist or referrals to professionals as required.

PEER CONFLICT, MEAN BEHAVIOUR AND BULLYING WHAT'S THE DIFFERENCE?

Social Responsibility & Diversity Team – Vancouver School District #39

Peer Conflict	Mean Behaviour	Bullying
It's a natural part of growing up. Children disagree and can't solve their own problems. They become so frustrated that they say mean things or act out physically by hitting, kicking or trying to hurt.	Children may try out behaviours to assert themselves – sometimes saying or doing mean things – such as making fun of others, using a hurtful name, taking something without permission, leaving a child out, or “butting” in line.	Bullying is serious behaviour that has three key features – all three must be present for the situation to be considered bullying.
If it's peer conflict you will be aware that these children: ✚ Usually choose to play or hang out together; ✚ Have equal power (similar age, size, social status, etc.); ✚ Are equally upset; ✚ Are both interested in the outcome; and ✚ Will be able to work things out with adult help (after calming down). Adults can respond by helping the children talk it out and see each other's perspective. This is often referred to as “conflict resolution”.	If it is mean behaviour, usually: ✚ It is not planned and seems to happen spontaneously or by chance; ✚ It may be aimed at any child nearby; ✚ The child being mean may feel badly when an adult points out the harm they've caused. When adults see mean behaviour they should not ignore it. Adults should respond quickly, firmly and respectfully to stop the behaviour, to let kids know that their actions are hurtful, and to re-direct children to more positive behaviour.	✚ Power imbalance - One child clearly has power over the other(s), which may be due to age, size, social status, and so on. ✚ Intention to harm - The purpose of the behaviour is to harm or hurt other(s) – it's clearly not accidental. ✚ Repeated over time - continues over time, and gets worse with repetition. There is a real or implied threat that the behaviour will not stop, and in fact will become even more serious. The effect on the child who is being bullied is increased fear, apprehension, and distress. Adults must address the bullying behaviour and ensure the safety of the student who has been targeted.



Severe breaches of conduct will generally result in an in-school or out-of-school suspension in accordance with Section 36 of the Education Act. In-school suspensions include: loss of privileges such as recess, clubs, teams, or field trips; and/or a time out in the office ranging from 30 minutes to a full-day. An out-of-school suspension ranges in length from one to five days. During the suspension, the student will be responsible for any class work or assignments missed. School administration will determine the length and nature of the in-school or out-of-school suspension based on the severity and/or frequency of the incident.

Reporting Bullying

Students who are being bullied or witness someone being bullied have the responsibility of telling an adult. Some ways to report are:

- ✦ Tell an adult in the school that you trust
- ✦ If you need support telling an adult at school you can talk to a parent, relative, coach, mentor, or friend and have them help you report bullying to the school.

What does it mean to “not tolerate bullying”? This doesn’t mean you have to step into the middle of something. You can show your support in many different ways:

- ✦ Model the behaviours you would like to see in others
- ✦ Support the person who is the target of the behaviour
- ✦ don’t watch or encourage bullying behaviours - this sends a message that you think these behaviours are okay
- ✦ If it’s safe say to the person “hey, let’s go” and walk away with them
- ✦ Check in with the person who was bullied to see if they are ok and if they have someone to talk to. This could be in person or by text.
- ✦ Support the person to tell an adult. This might be through encouraging them or going with them.

Responsibilities of Students

Students are accountable for their conduct. What does it mean to be accountable for your conduct? Everyone makes mistakes so it’s not about being perfectly behaved all the time. When you do make mistakes, it is about admitting and owning up to those mistakes, taking responsibility and when necessary, making things right.

You can contribute positively to our school environment by:

- ✦ Smiling at your peers and the adults in your school
- ✦ Greeting visitors to your classroom or school
- ✦ Encouraging your friends to contribute to a welcoming, caring, respectful and safe environment

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- + Being friendly and helpful towards students that are new to the school and others
 - + Sitting with someone who is alone at lunch, inviting someone to play with you at recess or working together to complete a project
 - + Keeping your school and school grounds clean and tidy
 - + Coming to school/class on time and as prepared as possible treating everyone with respect even if you don't agree with their beliefs and/or values
 - + Demonstrating empathy for others
 - + Following classroom and school expectations so everyone is able to learn
 - + Not putting down when questions are asked in class – no one should feel afraid or nervous about coming to school
 - + Get involved in school activities that interest you
 - + Doing your best in all your school work. Let your talents shine through. Encourage others to also do and be their best.
 - + Respecting personal space and belongings

Responsibilities of Parents

Parents are expected to conduct themselves in a manner that supports a safe and caring learning environment through respectful behaviour within the school community.”

Parents have an important role to play, whether they are in the school regularly or not.

- + Make sure your child attends school regularly and punctually
- + Pay attention to how you talk about the school, staff, other students and their families in front of your child
- + Speak respectfully to and about school staff
 - + All parties in a conflict situation must recognize and respect the principle of “**first contact**”. This means that the person(s) who have the concern, have a responsibility to begin addressing the concern directly with those persons with whom they have the concern before taking their concern elsewhere.
- + Model kindness
- + Take responsibility for your mistakes
- + Model peaceful problem solving when you have a conflict
- + Make appointments to ensure the person you want to speak with has sufficient time to have a focused conversation
- + Report any problems at school to the teacher as soon as you can
 - + Problems are easier to solve when they haven't been going on for a long time.
 - + Always start with your child's teacher.



Our Lady of the Prairies Standard of Student Dress

In Edmonton Catholic Schools, students are expected to dress in a manner that honors the dignity of the human person, who was created in the image of God, and that supports a caring, respectful, safe, and Catholic learning environment that promotes the well-being of all. Each school in the Division will have a Standards of Student Dress for their community. Understanding that it is not possible to list all the specific types of acceptable and unacceptable student dress, the purpose of establishing Standards of Student Dress is to empower students to make appropriate choices.

Students are expected to dress in a manner which is appropriate for the school day or for any school sponsored event. All students shall come to school dressed in a comfortable manner that allows them to be authentically who they are, while also meeting the standards in this document.

Students who do not meet the Standards of Student Dress will be required by the school principal or their designate to meet the standards before participating in school activities. Schools will facilitate the enabling of students to meet the standards in such situations whenever possible.

Student dress must maintain personal safety and the safety of the school community. Students are not permitted to wear articles of clothing, jewelry or accessories that indicate or suggest membership in or affiliation with any group or organization that does not support a caring, respectful, safe, and Catholic learning environment that fosters a sense of belonging. Underwear must not be visible or exposed, and buttocks and nipples must be covered with opaque fabric and remain so during all activities over the course of the school day.

Students at Our Lady of the Prairies School must wear:

-  A shirt or the equivalent (such as t-shirts, sweatshirts, sweaters, tank tops) with fabric in the front, back, and sides under the arms
-  Pants or the equivalent (such as jeans, leggings, sweatpants, skirts, dresses, shorts), and
-  Shoes

****Courses or activities may require specific attire for safety or curriculum purposes (ie: CTF/CTS, PE, science labs, field trips)***

Students at Our Lady of the Prairies School may wear, as long as they are in alignment with this standard's philosophy:

-  Headwear that is specifically required for religious observance (i.e. hijab, yarmulke, turban) or for medical reasons in consultation with the principal
-  Clothing with logos or text on it that is positive in nature, respectful, or implies or encourages a healthy lifestyle/choices for children and youth
-  Hats and other headwear must allow the face to be visible to staff, and not interfere with the line of sight of any student or staff. Hoodies must allow the face and ears to be visible to school staff.

Students at Our Lady of the Prairies School may not wear:

- ✚ Articles of clothing that discriminate based on age, religion, gender, gender identity/expression, body type, race, ability, and socio-economic status
- ✚ Articles of clothing with words or text that depict or imply hate, violence, profanity, drugs/drug use, alcohol/alcohol use, sexual activity, or criminal activity.

Students who have not met the standard, as outlined above, will be addressed in the following manner:



At the first possible opportunity for a private conversation, the staff member who has identified the issue will speak to the student about the concern in a manner that respects their privacy and dignity. Care will be taken to avoid “shaming” or statements of bias.

The student will be presented with options to bring them into closer alignment with the standard for the remainder of the school day such as:

1. Wearing another article of their own clothing which they have at school that is in alignment with the standard
2. Contacting a parent or guardian to bring in an article of clothing that is in alignment with the standard
3. Borrowing an article of clothing from a friend that is in alignment with the standard.

Where possible, students should not be required to wear school owned replacement garments and should never be required to wear specific garments as a disciplinary measure.



ROOTED IN JOY



“ The fruit of the Spirit is love, joy, peace,
patience, kindness, generosity, faithfulness...”

Galatians 5.22