

Saint John Brebeuf Regional Secondary School

Your Role as Parents

Primary Responsibility for Education of Children

When you, as parents, enrol students at St. John Brebeuf, you are committing to the school's philosophy of education and undertaking an obligation to give both moral and financial support to the school. We encourage parents to become involved in the various parent participation programs at the school.

However, in sending your children to SJB, as to any other school, you as parents do not abdicate your primary role in the education of your children, but simply delegate some aspects of it. SJB sees parents as the primary educators of their children. Parents are expected to see the school as supporting, not substituting for, the faith and family life of the home.

Parents are an essential ingredient in developing an effective school and a true Christian community within the school. As parents you retain the responsibility of taking an active part in your children's education by co-operating with the teachers and the Education Committee in every possible way by upholding school discipline, by supervising homework, by attending parent-teacher interviews and school functions, etc.

Partnership Relationship with the School

Your children are at SJB because you believe in and support the educational philosophy of SJB. How can this belief and support be actualized?

- a. Development of a home-based faith life
- b. Awareness, understanding and support of the school's policies in your relationship with your children
- c. Daily communication with your children about what goes on at school
- d. Timely communication with the school staff about the progress of your children at SJB
- e. Presence and participation at school open houses, dances, intramural sporting events, concerts and plays, fund-raising activities and other school functions
- f. Participation in parent / volunteer committees

Vehicles of Communication

- a. Your child: general conversation, agenda book, involvement and support of home work assignments, activities and projects
- b. Parent-student handbook: be familiar with its content; make suggestions for its improvement.
- c. SJB monthly newsletter
- d. Parent-teacher interviews; interactions with staff
- e. Education Committee meetings: parents are welcome to attend Education Committee meetings, which take place at the school every third Thursday of the month (7:30 pm)
- f. Your Pastor, and the Archbishop's Representative for St. John Brebeuf School

Process for Dealing with Concerns

Go directly to the teacher; in most cases, the concern can be dealt with at this level. If after discussing the matter with the teacher, it remains a matter of concern, discuss the matter with the Principal. If the matter remains unresolved, bring the concern to the attention of the Archbishop's Representative.

Parent Participation Policy

General

The Parent Participation Program is an important dimension of the operation of St. John Brebeuf Regional Secondary School. An important aim of the program is to foster a spirit of community among families working to create a better school. As an active school community, we depend on parents to help with various school activities, including fundraising. This involves a minimum of 12 service hours throughout the year. Those who commit to the Parent Participation Program must submit a participation commitment cheque in the amount of \$300, dated **June 15, 2016**. This post-dated cheque must be submitted to the school with the registration but will only be cashed if the family does not complete their service hours. If you choose not to participate, you may pay the \$300 non-participation fee. This cheque should be dated **July 1, 2015**.

Participant Responsibilities

At the time of registration, participants will be required to indicate their areas of choice for the work participation program. Participants will note that some categories may require a trade qualification certificate, and that most require a commitment to a series of times over the year.

Please be aware that it is the responsibility of each family to complete their service hours. If you need hours, please contact the Parent Participation Coordinator. Service hour opportunities are often posted in the school newsletter.

Who qualifies as a family member for Work Participation?

Parents, guardians, grandparents, and other mature relatives (19 years or older) qualify.

Exemptions

Special exemptions can be indicated on the Parent Participation form and must be signed by your parish priest. Principals and teachers working in the Catholic School system are also exempt (pastor’s signature not required).

Participation Co-ordinator

The Participation Co-ordinator is a member of the Education Committee and is responsible for the following.

- ◆ appointing of volunteer category managers
- ◆ making changes between job categories
- ◆ monitoring overall compliance with program
- ◆ serving as a liaison between the category managers and the Education Committee

Categories for Participation

We have a wide variety of opportunities for service hours. Refer to the descriptions for details.

- | | | |
|---------------------------------------|--------------------------------|--|
| • Active Education Committee Member | • Spring Fundraiser | • Recycling |
| • Groundskeeping workbees | • Repair & Maintenance: Trades | • Baking |
| • Phoning | • Athletic Dept. Assistance | • Event Assistance |
| • Library Assistance & Lunch Coverage | • Uniform Fitting/Order Days | • Field Trip & Student Activity Assistance |

Category Description

Assisting with the tasks necessary for the fundraiser.

Fundraiser

1. To be part of the team responsible for the planning and organization AND/OR
2. To assist with setup, cleanup or various other activities during the event.

Recycling

1. To collect the paper for recycling and deliver to the depot (estimated one hour per week for 12 weeks) OR
2. To collect the bottles & cans and deliver to the depot (estimated two hours per week for six weeks) OR

3. To take responsibility for the management of the recycling program and organize the recycling teams.

Active Education Committee Member

Being a member of the Education Committee in itself does not qualify for service hours; however, working on a sub-committee does.

Repair and Maintenance: Trades

Mechanical: plumbing, heating, electrical, carpentry, painting or other related fields for special projects. Trade qualifications may be required.

Work Bees for Building & Grounds

1. To assist with minor maintenance and projects for building and grounds. OR

Note that access to special equipment (e.g., pressure washer, backhoe...) is appreciated and should be indicated on the Parent Participation sign up form.

Groundskeeping

Landscaping, lawn care, field upkeep and weed eating. Some of these activities will be coordinated with the monthly work bees. However, not all grounds maintenance can be accomplished on a once a month basis.

Please note: Need to be proficient with a riding mower and weed eater.

Baking

1. Bake for special events throughout the year. Two dozen cookies/bars = one service hour,
One iced cake = one service hour.
2. This category requires a coordinator to manage the activities and contact the bakers as they are required.

Athletic Department Assistance

Qualified participants, who are able to commit to being a full-time coach or referee, may use their skills for service hours.

Transporting students to and from sporting events qualifies for participation hours.

Drivers must

1. have a license in good standing,
2. have insurance that meets the requirements of the school,
3. have a schedule that permits them to be available during a 13 week season, **and** transport a minimum of **three** students.

Other types of participation would include the following:

- working at tournament concessions
- washing uniforms
- doing sewing repairs as needed

Help is also needed with the annual Big Bear Tournament in the following areas:

- Soliciting prizes,
- coaches' hospitality room,
- concessions and
- admissions/gate.

Event Assistance

To be present at and assist with Seniors' Tea, Mothers' Day Tea and/or other school activities.

Library Assistance

Assistance with routine tasks during the day and supervision for lunch hours in the library is required. No experience necessary – our librarian will train. The timing of service hours is flexible and a schedule will be arranged with the librarian.

Field Trip & Student Activity Assistance

To assist with transportation, supervision or other staff requests for field trips, band concerts, drama productions and other student activities.

Uniform Order Days

Parents to assist our uniform suppliers with fittings and orders by parents for uniform merchandise.