

August/2013

**Woodhaven Middle School
Students Leaving School Grounds at Noon Hour**



According to provincial and Parkland School Division Procedures, students attending Woodhaven Middle School are under the jurisdiction of the Principal and Staff during school hours as well as 15 minutes prior to school opening and after dismissal. The School's Discipline Policy applies during this time, as do the consequences for violation. Students are expected to remain on Woodhaven School grounds during the school day, which is from 8:35 am to 3:10 pm. For bus students the policy applies from the time of arrival until the time of departure.

The only exception to this policy would be if the student's parent(s)/guardian(s) give(s) written notification to the school stating that the child is allowed to leave the school grounds during the noon hour to go directly home for lunch. Students should not be stopping at any business establishments during this time. Students shall not go uptown or to the homes of other students during the noon hour. Various activities are available at the school for students at this time.

Therefore, unless written notification is given to the Principal by a parent/guardian every time a student needs to leave school grounds to go anywhere other than home for lunch, the school is being absolved of any responsibilities for the child's welfare and behaviour during that time. The parent/guardian is taking over this responsibility by giving the child permission to leave the school grounds. Students who are bussed to the school will not be allowed to leave the school at lunch hour unless a parent/guardian picks up the student.

Every student is expected to remain on Woodhaven Middle School grounds from at least 8:35 a.m. until 3:10 p.m. Any student in violation of this rule would be considered to be in violation of the school's expectation. Random checks on student's whereabouts will take place during the lunch hour. Questions or concerns with this policy are to be directed to the Principal or Assistant Principal.

Please send a written letter notifying the office staff if your child can go home for lunch and we will keep record of it for the year. Such permission, however, can be revoked at anytime at the parent's discretion by simply informing the school.