



Robertson Elementary School
46106 Southlands Crescent
Chilliwack, B.C. V2P 1B1
Phone: 604-795-5312
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<http://robertson.sd33.bc.ca>

BELL SCHEDULE

8:05 – 8:24 a.m.	Morning Supervision
8:20 a.m.	Warning bell
8:24 a.m.	Classes Begin
10:00 – 10:15 a.m.	Recess
12:15 – 12:35 p.m.	Playtime
12:35 – 12:55 p.m.	Eating Time
12:55 p.m.	Classes Resume
2:17 p.m.	Dismissal
2:17 – 2:32 p.m.	Afternoon Supervision

Please Note: For the safety of our students, we ask that parents and students make note of the following times.

Morning Arrival: Students should not arrive at school prior to morning supervision at 8:05 a.m.

Dismissal: Students are asked to go home by the end of supervision. They are welcome to return to the school, once they have checked in with parents and received permission from their parents to return to the school (with the understanding that there is no longer school supervision provided).



2025-2026 Robertson School Calendar

Days in Session	187
Number of Instructional Days	177
Number of Non-Instructional Days	10
Schools Open	September 2
NON-INSTRUCTIONAL DAY #1 (Pro-D Day)	September 29
Truth and Reconciliation Day – Statutory Holiday	September 30
Thanksgiving Day - Statutory Holiday	October 13
Early Dismissal Day @ 11:24am	October 23
NON-INSTRUCTIONAL DAY #2 (Pro-D Day)	October 24 (Provincial)
NON-INSTRUCTIONAL DAY #3 (Pro-D Day)	November 3
NON-INSTRUCTIONAL DAY #4 (Pro-D Day)	November 10
Remembrance Day - Statutory Holiday	November 11
Last Day of School before Christmas Holidays	December 19
Christmas Holidays	December 22 to January 2
Schools Reopen after Christmas Holidays	January 5
NON-INSTRUCTIONAL DAY #5 (Pro-D Day)	January 23
NON-INSTRUCTIONAL DAY #6 (Pro-D Day)	February 13
Family Day - Statutory Holiday	February 16
Early Dismissal Day @ 11:24am	February 27
Last Day of School before Spring Vacation	March 13
Spring Vacation Period	March 16 – March 27
Schools Reopen after Spring Vacation	March 30
Good Friday - Statutory Holiday	April 3
Easter Monday - Holiday	April 6
NON-INSTRUCTIONAL DAY #7 (Pro-D Day)	April 24
NON-INSTRUCTIONAL DAY #8 (Pro-D Day)	May 15
Victoria Day - Statutory Holiday	May 18
NON-INSTRUCTIONAL DAY #9 (Pro-D Day)	May 29
Last Day for Students / Early Dismissal @ 11:24am	June 25
Administrative Day	June 26

Our Mission Statement

The mission of Robertson Elementary School is to teach children to be competent, caring people, who are well prepared for the future.

The Robertson Raptors Motto

We **SOAR** to success with....

Self-Regulation, Open-Hearted, Attitude and Respect

Robertson Elementary 3 R's

Respect Yourself, Respect Others, Respect This Place

At Robertson Elementary School we are working collaboratively to create an inclusive learning community, to learn and achieve essential curriculum outcomes, to develop students' unique talents and abilities and to practice leadership and service in their school, community and world.

Our Vision Statement

We want our school to be a safe, positive and respectful place where a passion for learning is shared by all.



Robertson Elementary Code of Conduct

Purpose

As a learning community at Robertson Elementary, we provide a nurturing environment for students to achieve high standards and to become respectful, responsible, cooperative members of society. Our Code of Conduct takes into account the rights, freedoms and responsibilities of both individuals and the school community and clarifies behavior expectations that are acceptable and unacceptable.

The Code of Conduct is established to maintain a safe, caring and orderly environment for purposeful learning for all students. Students are responsible for respecting the rights and dignity of others in a learning environment free from discrimination as set out in the B.C. Human Rights' Code.

Conduct Expectations

Our Code of Conduct is designed to teach children to make choices with a focus on:

- Self -regulation and contributing to a safe, caring and Open Hearted school community;
- Demonstrating positive Attitudes towards learning, self and others and putting forth their best efforts to engage in purposeful learning;
- Respecting self, others and the environment;

It is understood that as students become older and more mature, expectations of increasing responsibility and self-discipline will be evident. This may lead to increasing consequences for inappropriate behaviour.

Expectations of Conduct

Expectations apply to behavior at school, during school organized or sponsored activities, and behavior beyond these times (including on-line bullying that negatively impacts the safe, orderly environment of the school and/or student learning).

Acceptable Conduct

While going to and from the school and while attending any school function students are expected to:

- Respect self and the rights of others;
- Respect the property of others and the school;
- Attend school regularly and punctually;
- Inform an adult of any unsafe behavior;
- Work diligently and to the best of their ability; and
- Abide by school rules and expectations

Unacceptable Conduct

Behaviors and acts that interfere with the learning of others, with an orderly environment or create unsafe conditions are considered unacceptable.

All behaviors are not listed in the Code, but those cited are examples.

Examples of unacceptable conduct:

- | | |
|---|-------------------------|
| * Vandalism | * Theft |
| * Weapons | * Insolence/defiance |
| * Illegal substances | * Harassment/racism |
| * Lying/cheating | * Violence |
| * Intimidation | * Threatening behaviour |
| * Bullying (verbal/physical/online or cyber bullying) | |

Discrimination of the following will not be tolerated:

- | | |
|------------------------------|------------------------------|
| * Race | * Religion |
| * Colour | * Marital status |
| * Ancestry | * Family status |
| * Age | * Physical/Mental disability |
| * Place of origin | * Sex |
| * Gender identity/expression | * Sexual orientation |

Consequences

When a student chooses actions detrimental to him/herself or the school community, they will face a series of consequences. The severity of the incident, the frequency, the age and maturity of the students are all taken into consideration when unacceptable conduct occurs.

Responses to unacceptable behaviors are consistent and fair. Considerations may apply to students with a disability of an intellectual, physical, sensory, emotional or behavioral nature when determining appropriate disciplinary action.

Disciplinary action, whenever possible, is preventative and restorative, rather than merely punitive. As often as possible, students are encouraged to participate in the development of meaningful consequences using:

- Problem solving assignments
- Restorative circles
- Contracts/school or public service
- Counseling
- Suspension (in school/out of school)

Notification and Communication

At Robertson Elementary, we share a responsibility to protect every teacher's right to teach and every student's right to learn. The classroom teacher handles most issues arising from classroom behaviour. Issues are referred to the Principal if they are major offences or chronic behaviour problems.

In the event that there is a concern for the safety of students or staff, school personnel have a responsibility to inform other parties of a serious breach of conduct. (Eg. Parents, school district officials, police and/or other agencies)

FAIR NOTICE

To ensure safe schools for students and staff, the Chilliwack School District has outlined procedures for responding to all student behaviours that are potentially threatening.

The Chilliwack School District and community partners are committed to making our schools safe for students and staff. As a result, schools will respond to all student behaviours that pose a potential risk to themselves, other students, staff and members of the community.

Student threat assessment protocol: Fair Notice

What behaviours initiate a student threat assessment?

A student threat assessment will be initiated when behaviours include, but are not limited to, serious violence or violence with intent to harm, kill, verbal/written threats to harm/kill others, Internet website/MSN threats to harm/kill others, possession of weapons (including replicas), bomb threats and fire setting.

Duty to Report

To keep school communities safe and caring, staff, parents, students and community members must report all threat-related behaviours.

What is a threat?

A threat is an expression of intent to do harm or act out violently against someone or something. Threats may be verbal, written, drawn, posted on the Internet or made by gesture. Threats must be taken seriously, investigated and responded to.

What is a Threat Assessment Team?

Each school has a Threat Assessment Team which is multi-disciplinary. The team may include Principal, Vice Principal, District Resource Teacher, School Counsellor and Police.

What is the purpose of a student threat assessment?

The purposes of a student threat assessment are:

- To ensure the safety of students, staff, parents and others.
- To ensure a full understanding of the context of the threat.
- To understand factors contributing to the threat makers' behaviour.
- To be proactive in developing an intervention plan that addresses the emotional and physical safety of the threat maker.
- To promote the emotional and physical safety of all.

What happens in a student threat assessment?

All threat making behaviour by a student shall be reported to the Principal who will activate the protocol for the initial response. Once the threat has been activated, interviews may be held with the student(s), the threat maker, parents and staff to determine the level of risk and develop an appropriate response to the incident. Intervention plans will be developed and shared with parents, staff and students are required.

Can I refuse to participate in a threat assessment process?

It is important for all parties to engage in the process. However if for some reason there is a reluctance to participate in the process by the threat maker or parent/guardian, the threat assessment process will continue in order to promote a safe and caring learning environment.



Robertson Elementary Code of Conduct Matrix – S.O.A.R.

S.O.A.R.	LEARNING SPACES (Library, Gym, Multipurpose Room, Online, In/Outdoor Classroom Areas)	PLAYGROUND	AWAY FROM SCHOOL
Self-Regulation <i>"I will take ownership of my goals, learning and behavior."</i>	I will: <ul style="list-style-type: none"> follow directions of adults be a powerful listener use class time wisely work to the best of my ability persevere with challenging tasks sit peacefully enter the learning space quietly use technology responsibly 	I will: <ul style="list-style-type: none"> use my W.I.T.S. to help solve problems <ul style="list-style-type: none"> Walk Away Ignore Talk It Out Seek Help take turns keep my hands and feet to myself walk my "wheels" on school ground 	I will: <ul style="list-style-type: none"> remember my actions and choices reflect on my school community make healthy, safe choices show appropriate sportsmanship and teamwork use technology responsibly
Open-Hearted <i>"I will show understanding, acceptance, tolerance, kindness and generosity towards others"</i>	I will: <ul style="list-style-type: none"> treat others the way I want to be treated be a kind friend advocate for others build positive relationships welcome guests 	I will: <ul style="list-style-type: none"> include others play cooperatively with others be aware of when others need support and provide it 	I will: <ul style="list-style-type: none"> recognize that I am part of a larger community show pride in my school
Attitude <i>"Never give up! Encourage others! Do your best!"</i>	I will: <ul style="list-style-type: none"> develop a growth mindset learn from my mistakes and realize mistakes lead to further growth learn from others' and build upon their ideas strive to be my best in all settings 	I will: <ul style="list-style-type: none"> use strategies that help me manage my feelings and emotions play fairly accept help from Peer Leaders be a Positive Leader set a positive example 	I will: <ul style="list-style-type: none"> be polite and use my manners be an outstanding representative of my school community
Respect <i>"Be a <u>Bucket Filler</u> ~ Not a Bucket Dipper"</i>	I will: <ul style="list-style-type: none"> wear my Robertson shirt and indoor shoes respect myself, others and this place use manners and appropriate language respect adults and guests 	I will: <ul style="list-style-type: none"> use appropriate language put my garbage away respect others remember the <u>Golden Rule</u> and treat others how I want to be treated 	I will: <ul style="list-style-type: none"> follow all expectations show appreciation honour and respect the property of others show respect to presenters be a respectful digital citizen



Visitor Information

- To ensure the safety of our students we REQUIRE all volunteers to check in at the office first. All volunteers need to sign in at the office.
- If you have items (lunch, library books, etc.) that need to be delivered to classrooms please leave those items at the office and we will deliver them to classrooms.

Shoes

- Indoor Shoes: Runners with non-marking soles that are appropriate for running and active play
- Outdoor Shoes: Must be suitable for outside and playground activities

Student Dress Guidelines

All SD #33 Elementary school student clothing should be suitable for a school learning environment. Clothing and footwear should be comfortable and appropriate for students to participate safely in all school activities. (P.E, Recess, Lunch activities) Clothing should demonstrate respect for the school community and the [B.C. Human Rights Code](#). Any person dressed in an inappropriate manner will be advised personally and discretely, and given an opportunity to meet the school dress guidelines.

Walk Your Wheels

We encourage students to walk, bike or “scoot” to school. We have plenty of spots for bicycles to be locked up and urge students to have a lock for their bikes. Additionally, we have scooter storage racks inside the school. Students biking, skateboarding, scootering, or rollerblading to school **MUST WEAR A HELMET**. For the safety of all, **students MUST “walk their wheels”** once they have entered the school property.

Parking Lot

As we are considered a walking school, space is very limited in our parking lot. We continue to have a large number of students who are driven to school, which therefore creates congestion in the parking lot. Congestion creates unsafe conditions for our students. Although there has been improvements with our parking lot, we continue to ask for the support of all parents/guardians, in order to maintain safety. Please be mindful of the following:

- Traffic flow around Southlands Crescent is one-way during school hours
- BC is an idle-free zone
- No parking in either lane in front of the school; these are for quick drop-offs and pick-ups only
- Slow down to 10 km/hr
- Use the designated crosswalk, rather than darting between parked vehicles
- Adhere to the posted signs identifying “entrance only” and “exit only”
- In order to avoid congestion and unsafe conditions in our parking lot, vehicles need to park in stalls or on the street in front of the school

Absences from School

If your child is going to be absent from school, please use the SchoolMessenger App that you can download on your phone or the website at <https://go.schoolmessenger.ca/#/account/login>, or call the toll free number at 1-833-698-6567. These options are available 24 hours/day, 7 days a week. Future absences can be reported at any time.

It saves us a great deal of time and ensures the safety of your child if you communicate their status to us. If a parent/guardian notify the school of a child's absence, the school will attempt to call your home to check on the absence. If your child does arrive after the bell in the morning or after lunch, they MUST report to the office.

When students arrive late, they need to check in at the office as part of our safe arrival program. We ask that parents/guardians do not walk them to the classroom. We are encouraging students, walking to the classrooms independently and prefer for them to be here on time and line up with their class at the beginning of the day.

After School Expectations

Please remember that supervision ends at 2:32 and students can only stay out on the playground or field if their parents are actively supervising them in the area that they are playing. If they are not being supervised they will be sent home or to waiting vehicles.

If you are unable to pick up your children by 2:32 please notify the school.

Administrative Procedure for Student Attendance

If a student is absent with an unexcused absence at any time in the school day, the student's parents/guardians will be notified immediately. First through the online School Messenger System and a follow-up phone call if there is no parent response. If a student has five (5) or more unexcused absences in a single month, the teacher will have a documented Attendance Conversation with the parent/guardian and student.

Telephone

The school telephone is provided for school business and emergencies. Arrangements to go to a friend's house should be made with parents/guardians before students come to school that morning, NOT AT THE END OF THE DAY. All calls out of the school must be made on a school phone and not from personal cell phones.

Contact Information

It is important that we always have your up-to-date information as well as your alternate contacts in case of emergency. Please ensure we have your latest information so we can connect with you when necessary. For health and safety reasons, it is imperative that we have contact details for an adult who can immediately pick up your child from school.

Pets on the Playground

We often have family pets “walking” their family member to school. However, as safety is paramount, we ask that parents/guardians please be vigilant with their pet and have them under control at all times. Even the gentlest of creatures can become “antsy” when approached by a crowd of excited children and the animal’s response cannot be guaranteed. If you are walking your child to school with your family pet, please be mindful of proximity to other children when on the school grounds. Although we are all drawn to furry friends, as a parent/guardian/pet owner you may not be aware of allergies, medical concerns of other children, or the animal’s response in that particular instance – so please do not encourage groups of children to pet your dog. Please ensure to pick-up after your dog. Thank you.

Parent/Guardian Advisory Council (PAC)

Our school has an active Parent/Guardian Advisory Council, which helps enrich your child's education and helps you become involved in the school. The PAC organizes fundraisers for the school, discusses school board policies, student safety, and any other concerns you may have regarding your child's school. All parents/guardians are welcome and encouraged to attend these meetings. PAC meetings information will be on the PAC facebook page, school website and the PAC bulletin board in the school lobby.

Volunteering

To ensure student safety, all volunteers must complete a Vulnerable Police Information Check through the Criminal Records Review Program. PICS are valid for 5 years and are free for volunteers.

To complete your PIC online, please use the link below. You will need the access code provided. Be sure to review the step-by-step guide and prepare all required documents before starting the submission.

Processing time: It can take up to 10 business days for the RCMP to process your request. Once your request has been processed and received at the School District office, it can take an additional 7 business days to be entered into the system.

Note: Volunteer drivers must also submit a driver’s abstract or disclose any traffic violations or accidents on record to the school in which they are volunteering at.

Online link: <https://justice.gov.bc.ca/criminalrecordcheck>

Access Code: UKAGZSBMJ2

Student QuickPay Accounts/ Online Payments

School supplies and field trips can be paid for online through your students [QuickPay Account](#). These are set up for all parents and you can activate them by using the same email address that is on your child’s file. If you are asked to enter your child’s student number and do not have it, please contact the office.

ADMINISTRATIVE PROCEDURE 318: STUDENT CELL PHONE AND DIGITAL DEVICE USE

The Chilliwack School District (the “District”) is dedicated to fostering a positive and productive learning environment, prioritizing academic achievement and appropriate socialization. The use of cell phones and personal digital devices is a privilege that comes with the responsibility of maintaining this environment. Our classroom and school-wide expectations are designed, in alignment with Ministerial Order 276/07, to uphold this commitment with the recognition that the student use guidelines align with students’ developmental stage and age:

All Students:

- To contact a student during instructional time, call the school office’s number.
- Students who have accessibility or accommodation needs, where a personal digital device is needed to ensure equity of learning, will have access.
- Students with medical or health-related reasons who require a personal digital device will also have access.
- For privacy considerations, unauthorized taking of pictures, videos, or recordings at school or during school activities (including riding the school bus) is strictly prohibited as per Administrative Procedure 481: Audio / Video Recordings, Photography and Live Streaming.
- Headphones or earbuds must not be worn or visible during instructional time, including assemblies, unless the teacher has allowed them.

Elementary/Middle Students:

- During break and lunch periods, students are encouraged to be active and socialize with friends. Students are not permitted to use their cell phones and other devices during this time.
- Students are to store their devices in a designated area identified by staff.
- Your child’s teacher may permit cell phones or personal digital devices in class for educational reasons.

Secondary Students:

- During break and lunch periods, students are encouraged to be active and socialize with friends. They are also encouraged to put their cell phones and other devices away.
- During instructional times, students will silence their devices and store them in their bag, locker or a designated space provided by staff.
- Your child’s teachers will decide if students can use their cell phones or digital devices during class time for educational purposes.

THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 33 (CHILLIWACK)



Administrative Procedure

Unauthorized use of electronic devices is not tolerated. If a student is found using a device without permission, it will be confiscated and returned at the end of the class or day as determined by school staff.

For repeated offences, the device(s) will be given to the office who may return the device(s) to the student and/or contact the parents if the issue persists. Students may then be asked to turn their cell phone in the office each morning and pick it up at the end of the day or to leave it at home.