

**WELCOME  
TO  
PRINCE CHARLES  
SCHOOL**



2025-2026

***“MISSION STATEMENT”***

Our School Community believes Prince Charles School is a welcoming and safe community school with high academic and behavior expectations for each student.

Each student is required to be Responsible, Respectful, Safe, and Prepared in our Positive Learning Environment.

We will all work together to ensure each student experiences success.

## **We all embrace our-CODE OF CONDUCT**

**I AM A MONARCH, THEREFORE I AM...**

**RESPONSIBLE, RESPECTFUL**

**SAFE, PREPARED**

**As a Monarch I must use appropriate language, therefore I will always use:-Polite language--A respectful voice level--A respectful tone**

**As a Monarch I must dress in an appropriate way, therefore I will always:**

- **Remove my outdoor wear during instruction**
- **Wear modest clothing free of offensive language**
- **Dressing appropriately does not include my;**
  - **Allowing my undergarments to show**
  - **Wearing shirts that show my midriff**
  - **Wearing tank tops, pajama pants or shirts with spaghetti straps**
  - **Wearing offensive clothing, headgear, or ball caps**

### **REMINDERS:**

- **Please label all personal belongings. Ask your child's teacher for a school supply list if you did not get one.**
- **If there is any change to a student's daily pick up routine parents/guardians are asked to notify the school in advance in writing or a with a call.**
- **Students wear some type of shoes at all times, in case of fire drills or emergencies. This is especially true in winter when boots are worn to school and must be removed before entering the classroom.**

- As a sign of respect and courtesy we all will remove our hats when entering the school and have our hood on sweatshirts and hoodies down.
- It is expected that we all show respect toward each other; teachers, school staff and guests. We must all conduct ourselves in such a way that supports a Positive Learning and Working Environment.
- Students are asked not to arrive before 8:10am, and to enter and exit using the appropriate doors.
- Students are expected to be on time and attend school daily. For safety reasons, it is requested that parents/guardians notify the school by phone (leave message) on the day of a student's absence. (658-5355)
- Students should bring a plastic water bottle for school use.
- K-2 children should be dropped off & picked up by an adult. Grades 3- 5 will exit on their own through the appropriate door.
- NUT AND SCENT FREE- We have several serious allergies in the building and as a result must be scent and nut free. Since the resemblance to peanut butter might cause anxiety and confusion, peanut butter substitutes, like WOW butter must be clearly labelled with the stickers that come with the product. We also are asking that parents not send any food into the school to share with the class- cupcakes, birthday cakes, treats etc cause safety issues in the classrooms and in order to be inclusive we do not wish to serve things that not all our children can eat. Special pencils, erasers, stickers etc can be sent in on special occasions to share with everyone safely.
- No smoking or vaping on school grounds. Please do not bring dogs to the property even on leashes.
- If you call the school during Mrs. Carrier's lunch time- 12:15-12:50 please leave a message and your call will be returned when she is back.

- **Students must respect that no electronic device use is permitted in the school. Phones must be kept in lockers or at home. Locks are important in the middle school for this purpose.**

## **DAILY SCHEDULE**

|               |                                                           |
|---------------|-----------------------------------------------------------|
| 8:10          | Teachers in rooms to receive children and doors will open |
| 8:30          | Classes begin                                             |
| 10:15 – 10:30 | Nutrition Break                                           |
| 12:15         | Lunch                                                     |
| 12:55         | Lunch break ends                                          |
| 1:00          | Classes start                                             |
| 2:45          | K – 8 Dismissal                                           |

Stay tuned for info regarding our lunch program (limited spots available) and Breakfast Program start dates.

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Please return bottom portion.

I have reviewed the PCS Handbook with my child.

Parent/Guardian signature \_\_\_\_\_

Student's signature \_\_\_\_\_