



### **SAFE SCHOOLS REPORT FORMS AND RECEIPTS**

A reminder to members regarding the legal responsibility to report under the safe schools' act. If a teacher becomes aware that a student at the school may have engaged in an activity for which suspension or expulsion must be considered, they need to report the matter to the principal as soon as reasonably possible (no later than the end of the school day) and fill in the safe schools' report form.

The principal must provide the teacher who reported the incident with written acknowledgement of receipt of the report. The number on the report form should match the receipt. At this stage the teacher has no further responsibilities. The Principal will determine what action to take. OSSTF Provincial Office recommends that once the Teacher has the receipt of the report, they do not keep a copy of the report but they should **KEEP RECEIPTS OF REPORTS** for their records.

### **AMPA**

A notice will be going to each school providing information relating to the selection of Delegates to the 2015 Annual Meeting of Provincial Assembly to be held in Toronto March 13—16, 2015. We would encourage members, especially those who may not have participated previously, to consider putting their name forward to become part of the District 10 delegation. Provincial Executive elections will take place at AMPA 2015.

### **DONATION**

A donation has been made to the Secondary Schools Nutrition Program in both Lambton and Kent Counties on behalf of the teachers of OSSTF District 10.

### **STUDENT ACHIEVEMENT AWARDS (In Honour of Marion Drysdale)**

Information regarding the awards has been forwarded to the schools. Winning entries from each of the schools must be in our office by November 21, 2014. Local judging will take place and the winning entries will be sent on for Regional and Provincial adjudication. Contact the District Office if you would like us to pick up the entries.

### **SICK DAYS CARRIED FORWARD FOR TOP UP PURPOSES**

In the near future teachers will receive a memo from the Board indicating the number of sick days remaining of the eleven days allocated for the 2013-2014 school year. These days can be used to top up salary from 90 to 100 percent after the eleven day allotment for this year has been depleted.

### **OTIP RETIREMENT INFORMATION SESSIONS**

OTIP's and Educators Financial Group are hosting a 'Walk into Retirement with a Plan Workshop' in both Chatham (December 2) and Sarnia (November 18). Posters are in your schools. Register by email to Jessica Deshevy at [jdeshevy@otip.com](mailto:jdeshevy@otip.com) – register early as space is limited!