



# HANDBOOK

## 2021-2022

Welcome to Niverville Middle School!

This Handbook is intended to provide information about the processes, procedures and expectations at Niverville Middle School. It is important that students, parents and guardians read the following pages carefully. Please feel free to contact us at 388-4731, if you have further questions.

Partnering in Education,

Craig Cumming

Principal

Tamra Yorke

Vice-Principal

### Mission Statement

Niverville Middle School staff and students are committed to working cooperatively within the community to develop well-rounded, life-long learners in a safe, respectful and positive learning environment.

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## Staff of Niverville Middle School

### ADMINISTRATION:

Craig Cumming, Principal	Tamra Yorke, Vice Principal
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### FACULTY:

Lynn Albig	Caitlyn Arnould	Kailyn Dunn	Danielle Cadieux
Carling Comte	Brendan deGeus	Riley Desautels	Roman Esau
Matt Fast	Crystal Friesen	Kelley Heintz	Kris Peters
Judith Hinton	Jennifer Horne	Kirstyn Kowalchuk	David Kukkonen
Laurie Loeppky	Robin Marchadour	Nicole Morissette	Sean Willms
Tammy Peters	Deidre Plett	Susan Simcoe	Becky Tomlinson
Laura Van den Brul	Aundrea Wallace	Laureen Nickel	

### SUPPORT STAFF:

Alanna Dunn School Administrative Secretary	Sara Conway School Secretary/Library Support Specialist	Jacques Levesque Head Custodian
	Galina Zhurina Custodial Assistant	Melva Maendel Custodial Assistant

### EDUCATIONAL ASSISTANTS:

Frieda Friesen	Jacki McKinley	Sharon Harder	Ruth Hiebert
Kelly Hobday	Ashley Lejeune	Gillian Wiewel	Savannah Keeping

### STUDENT SERVICES STAFF:

Geri Harder-Robson Assistant Superintendent of Student Services	Kelsi Abbot	Jamie Dejarlais	Laurie Kraynyk
Kathy Wiens	Barb Galissiere/Sina Bateman	Lorie Lenchyshyn	Raelene Sarmiento
			Stephen Schluter

### WORKING TOGETHER FOR THE STUDENTS OF NMS ALSO INCLUDE:

Shelley Amos Interim Superintendent/CEO	Colin Campbell Assistant Superintendent	Leanne Peters Assistant Superintendent
The HSD Board of Trustees including our local Trustees: Carissa Klassen & Shannon Friesen	NMS PAC	

## **Education at Niverville Middle School**

Education is a life-long process. Here at Niverville Middle School we want to stimulate an avid interest in learning for the sake of personal development for all of our students.

We highly encourage parents/guardians and their children to sit down and discuss the educational goals that each student wishes to accomplish for this school year. Studies have shown that students who participate in setting their own learning goals in the classroom are consistently more motivated and self-directed. Students take learning more seriously, in part because they recognize the personal benefits of their efforts.

### **Our Kid**

A number of years ago, our school embraced a divisional initiative called “*Our Kid*.” It looked at the characteristics and qualities that we would like to see in our students. Through various collaborative opportunities involving all school stakeholders, the following have been identified as attributes we want to see develop in our students as they progress from grades 5 through 8 and beyond:

*Values:* Respect, Integrity, Responsibility

*Skills:* Critical Thinking, Problem Solving, Self-Management

*Dispositions:* Empathy, Teachability, Self Confidence

*Knowledge:* Literacy, Numeracy, Health & Wellness

### **NMS CAREs**

Within our Niverville Middle School culture, students and staff are encouraged to develop and grow according to four core beliefs:

C – Contribute to a positive and safe learning community

A – Act responsibly

R – Respect yourself, others and your environment

E – Enjoy the journey – Dream big!

NMS CAREs promotes an atmosphere of self-reflection and accountability as well as an environment conducive to academic and social growth.

## NMS Bell Schedule 2021/22

It is preferred that students arrive at school at approximately 8:40 am. Students who arrive earlier than that will be asked to wait outside until the 8:45 am buzzer. In case of inclement weather, exceptions to the above may be made.

Time	Activity	Length	Bell
8:30 - 8:50	Buses Arrive	20 minutes	
8:50 - 8:55	Religious Exercises	5 minutes	
8:55 - 9:00	Transition to Homeroom	5 minutes	8:58, 9:00
9:00 - 9:35	Period 1 (Announcements @ 9:00)	35 minutes	9:35
9:35 - 10:10	Period 2	35 minutes	10:10
10:10 - 10:25	Recess for Grades 5 & 6	15 Minutes	(No Bell @ 10:25)
10:10 - 10:20	Break for Grades 7 & 8	10 minutes	10:20
10:20 - 10:55	Period 3	35 minutes	10:55
10:55 - 11:30	Period 4	35 minutes	11:30
11:30 - 12:05	Period 5	35 minutes	12:05
12:05 - 1:05	Lunch	60 minutes	12:25, 1:00, 1:05
1:05 - 1:40	Period 6	35 minutes	1:40
1:40 - 2:15	Period 7	35 minutes	2:15
2:15 - 2:25	Recess (Gr. 5 / 6) & Break (Gr 7 / 8)	10 minutes	2:25
2:25 - 3:00	Period 8	35 minutes	3:00
3:00 - 3:35	Period 9	35 minutes	(No Bell @ 3:35)
3:35 - 3:40	Prepare for dismissal	5 minutes	3:40

April 1, 2021

## **1. ACADEMICS**

Students have 3 reporting periods – November, March and June. Students are evaluated on a continuous basis throughout the school year. Students are encouraged to do their best rather than to just get by.

### **1.1. Evaluation**

- a) Final assessments should test student knowledge of core content but should not require content-recall for an entire course. The emphasis should be on the outcomes in the curriculum, including demonstration of learned skills and process.
- b) Final assessments in core subjects (Math, ELA, Science and SS) are expected to have written components but may include verbal or practical demonstrations of skills learned.
- c) Final assessments in elective subjects should be appropriate to the subject matter and outcomes being taught and may not require a written component.
- d) Students with Adapted Programs or Student Specific Plans: In the case of provincial assessments, the regulations provided by MET (Manitoba Education and Training) will be followed. In the case of divisional or school assessments, decisions regarding type and scope of final assessments for individual students will be made by the school team, including the teacher, the administration, the Learning Support teacher, the parents/guardians, the student and Student Services personnel, where applicable.
- e) During Strong Connections, grade 5-8 students will participate in both a Math and a Reading (Fountas & Pinnell) assessment.
- f) CAR Assessment: Grade 7 and 8 students will have Provincial middle year assessments in key competencies such as Mathematics, Reading Comprehension, Expository Writing and Student Engagement. Reports will be prepared and sent home in March.
- g) There will be no exemptions from final assessments.
- h) Grade 7 & 8 year end assessments will be worth a maximum of 20% of the final mark.

### **1.2 At-Risk Students**

Parents/Guardians of all students with failing marks will be called in for a conference with the teacher.

### **1.3 Options**

At the Grade 7/8 level, students may choose to participate in our Band program which offers them exciting musical training and a chance to perform at a variety of concerts throughout the year. Students who choose not to take Band will automatically be enrolled in Arts programming that includes Visual Art, Digital Art/Coding, Guitar and Photography.

All Grade 7 and 8 students take both Human Ecology and Tech Ed for half the year each.

## **2. FEES**

School fees are posted and paid via the Parent Portal.

### **2.1 Technology Education/Human Ecology**

Grade 7 and 8 students pay an annual \$15.00 fee for consumable materials used in the Technology Education and Human Ecology program.

### **2.2 Band**

- The Hanover School Division Instrument Rental Fee is paid to Niverville Middle School.
- \$150.00 for players of tuba, euphonium, french horn, baritone sax, alto sax, tenor sax and bass clarinet.
- \$150.00 for percussion players.
- All renters will need to sign a rental and maintenance agreement at the start of

the school year.

- Supplies (reeds, oils, slide grease, mutes, etc.) will be required for the start of the school year. These items can be purchased at most music stores and may need to be purchased a few times throughout the school year.
- A music stand and a metronome are essential and are available at any music store.
- Band T-shirt fee of \$17.00 is required for grade 7 and 8 students. A letter with more information will be sent home in the Fall.
- The band uniform at all levels also requires black pants.
- Concert Band class is a prerequisite for Jazz Band.

### 2.3 School Lock

Students who lose or damage their school lock will be assessed a replacement charge of \$7.00.

### 2.4 Activity Fee

The student activity fee for all students is \$20.00. This will help to offset the cost of school activities and guest speakers sponsored by the school.

### 2.5 Art Fee

The Art fee for grade 7 and 8 students is \$16.00. This will outfit students with supplies needed to meet the course requirements.

### 2.6 Sports Fees

All grade 7 and 8 students will be assigned a school team jersey. This jersey can be used for all sports activities at Niverville Middle School. Students will return this jersey, when transferring to Niverville High School or another school.

User fees are as follows:

<b>Sport</b>	<b>User Fee Amount</b>
Volleyball	\$40.00
Basketball	\$50.00

Fees may vary depending on the number of tournaments attended and by the number of players on each team. Fees for other sports will be determined as the need arises.

In order to plan (coaching, tournaments, gym scheduling), fees should be paid once the team is set. This is recognized as a commitment of participation. *No refunds* will be issued should a player quit playing for a team. Refunds will only be considered, if a student transfers schools or becomes ill during a season. As per the Player Guidelines, no player will be allowed to play until fees are paid.

*Sports fee monitor – NMS Office and Dave Kukkonen*



### 3. EXTRA-CURRICULAR

#### 3.1 Extra-Curricular activities

Extra-Curricular activities play an important part in the lives of many students. In order to make this a positive experience for everyone involved, the following expectations of student participating in drama, music, sports or any other extra-curricular activities have been set up:

School performance & attendance as assessed by teachers.

- Working to one's capabilities i.e. marks and homework.
- Showing respect and striving to be socially responsible in the class and hallways with teachers and peers.
- Being prompt and not late for classes.
- Being in school on the day of the activity.
- Following the school attendance policy as printed in this Handbook.

Responsibilities as a representative of Niverville Middle School.

- Showing proper conduct and respect at extra-curricular activities to others (including other schools, peers, staff, audience members, referees, opposing players, coaches and sports spectators).
- Showing proper behaviour at destination.
- Showing good citizenship.
- Expectation is that the student's involvement in the activity is for the duration. Inconsistent involvement will affect future participation in Extracurricular activities.

Transportation.

- Showing proper etiquette on the bus or with a volunteer driver.
- Providing written permission to the staff/supervisor, if the student is going or returning in a vehicle other than the bus.

Fees

- Where applicable, fees must be submitted prior to any activity (i.e. practice, meeting, game, etc.) related to the group or team.

Failure to meet the expectations mentioned above can result in a range of consequences, such as being removed from extra-curricular activities, or being temporarily suspended or restricted in the participation of activities. Each instance will be reviewed on a case by case basis.

Note - Parents/Guardians also are encouraged to display proper conduct and behaviour at all activities. If concerns arise, parents/guardians are encouraged to wait *at least 24 hours* and then direct those concerns through proper channels such as coach/teacher supervisor, program leader, staff, or school based administration.

#### 3.2 Sports Club Program

Grade 5 and 6 students will be provided the opportunity to participate in Sports Club programs on Tuesday and Thursdays at 4 pm.

#### **4. INTRAMURALS**

Not all students are able to play on inter-school sports teams. We provide all students with an opportunity to participate in team and individual activities through our Intramural Program.

#### **5. GYM**

Physical fitness and healthy lifestyles are important to all of us! White soled or non-marking runners are required in the gym. Outdoor or regular shoes are not allowed. All students are expected to change into appropriate gym clothes (shorts and shirts). Jewelry of any kind is not permitted during gym class, intramurals or extra curricular activities.

#### **6. NOON HOUR POLICY**

Lunch hour for students is 12:15-1:10 p.m. All students are expected to eat lunch in their homerooms from 12:15-12:35. After that time frame, grade 5 & 6 students will go outside for recess. Grade 7 & 8 students have the choice of going outside or staying inside the school. Niverville Middle School has a closed campus policy for students in Grades 5 to 8. This means that they require permission from a parent/guardian to leave school grounds during the lunch hour. At the start of each school year, Grade 5 to 8 parents/guardians must complete a permission form that will allow their child to leave the school grounds at lunch time. All Grade 5 to 8 students leaving school grounds must sign out at the office prior to leaving during lunch time. Grades 5 - 8 students will be allowed to participate in Son City lunches on Tuesdays.

Students and parents/guardians are reminded that staying at school during lunch hour is a privilege. Students who cannot conduct themselves appropriately during noon hour will be asked to make alternate arrangements for lunch.

#### ***General Lunch Hour Discipline Cycle***

- First occurrence - Conversation with student and parents/guardians notified.
- Second occurrence - Lunch hour detention for a period of 1 to 5 days.
- Third and subsequent occurrences - Students are not allowed at school during noon hour for a specific number of days or the remainder of the school year.

NOTE - Consequences for inappropriate noon hour behaviour remains at the discretion of school based administration.

#### **7. RECESS POLICY**

Students must respectfully follow the rules and regulations of the teachers and educational assistants. Outdoor recess information for Grade 5 and 6 students will be communicated by email/PA announcements to both students and teachers in a timely fashion. Student well-being is paramount at all times.

Guidelines:

-25C to -29C *wind chill* - All students are inside when they come to school as the Environment Canada website indicates a possible risk of frostbite for prolonged exposure. Partial outside recess for Grades 5 and 6 may be considered throughout the Day.

-30C *wind chill and colder* - All students are inside when they come to school and there will be indoor recess for Grade 5 and 6 students.

## **8. ATTENDANCE AND LATES**

Regular punctual attendance impacts learning. If students miss class, they are missing instruction, practice, and assessment of the curriculum.

Student grades are based on achievement of outcomes; in some cases, the process of learning is the outcome being assessed, so attendance is critical for successful achievement.

Our Bright Arrow communication system will make calls home to inform parents/guardians of absence from class. Parents may also track student attendance LIVE on the Parent Portal. Parents/Guardians should call the school to provide reason for any student absence.

We ask students to be responsible for their attendance and invite parents/guardians to make arrangements with us in advance of all planned events where students are away from school. Students are responsible for demonstrating that they have achieved the outcomes covered during their absence.

By Manitoba law, students are required to attend school up to the age of 18.

### **Attendance**

- Students who leave during the day must report to the office and sign out before they leave. Parents/Guardians are asked to call or email the school office or visit the parent portal and inform us that their child has permission to sign out.
- Parents/Guardians are asked to email the school at [nms@hsd.ca](mailto:nms@hsd.ca), phone, use the Parent Portal or send a written note to the school office at the time of the absence, prior to the absence, if possible, or immediately upon return if the student is absent or late. All notes must be signed by the parent/guardian. Students are responsible to deliver notes for absences to the office. If the parent/guardian does not provide the school office with a valid reason, the absence will be classified as unexcused on the student's record. For family planned vacation absences please email the school at [nms@hsd.ca](mailto:nms@hsd.ca) or visit the parent portal as soon as vacation plans are arranged.
- Teachers will record absences for all classes each day. The school will report records of attendance to parents/guardians via the school Bright Arrow communication system, the Parent Portal, and the report card.
- For school generated activities such as sports, music, etc. students are present for the purpose of the attendance policy.
- Work missed, assignments due, tests and final assessments missed due to any absences will all have to be made-up ASAP.
- Students who miss their final assessments due to illness may be required to present a doctor's or health care practitioner's note.
- Any student found to be blatantly skipping a class will be required to make up the lost time with either the teacher or the administration. Additional consequences may be issued. A student skipping a class may be awarded a zero for missed oral or lab work.
- Each day in a suspension is considered an absence.
- At the discretion of the administration, a student's absence may result in a student not being allowed to participate in sports or other school activities on that day.

### **Lates**

- Warning buzzers (at 8:55 am and 1:10 pm) give students ample time to find their classrooms first thing in the morning and afternoon.

- Being chronically late to class is unfair to the teacher and the rest of the students in the class. Students who are frequently late without cause must work to break bad habits.
- Students are on time for a class when they are seated in the classroom, ready to pay attention, with all books, notebooks, supplies and assignments needed for that class when the buzzer goes or when the teacher is ready to commence the class (3 minutes after class change).
- There are no official breaks before the start of periods 2, 4, 5, 7 and 9. However, students are given up to three minutes of grace to get from one class to the next.
- Detained slips will be issued to students who are late due to a meeting with a teacher or the administration.
- When a student arrives at school late in the *morning* and *after lunch*, the student will come to the office and ask the secretary for a late slip. The student will present this late slip to the classroom teacher.
- Teachers will record lates for all other periods of the day.
- A student arriving 20 minutes into a class will be marked absent for that period in PowerSchool.

## 9. **STUDENT SERVICES**

### 9.1 **Guidance**

- Academic support:  
The guidance counsellor can work with students and teachers to plan for academic success. Plans may include things such as a quiet work space, movement breaks, or study skills training.
- Confidential personal support:  
Students can refer themselves to the guidance counsellor, or parents/guardians and teachers can refer students. Topics of discussion could include: anxiety, emotional intelligence, relational intelligence, conflict resolution, and self-regulation.

### 9.2 **Learning Support**

The Learning Support teacher is available to students, teachers, and parents/guardians. The LS will provide suggestions and resources, and work with classroom teachers to adjust programming for students who require alternate educational opportunities. The LS in consultation with the classroom teachers, will also help plan, monitor, implement, and evaluate programming for students on a modified program. The Learning Support teacher is available to help classroom teachers refer students to clinicians. These clinicians include a social worker, psychologist, speech & language pathologist, physiotherapist, and occupational therapist. All referrals must be approved by the parents/guardians as well as school and division administration.

## 10. **LEARNING COMMONS**

The Learning Commons is a place where students, teachers and staff come together to collaborate, work, research, read, play board games, build with Lego, create and innovate. Students will find an extensive fiction section as well as many books to meet their research needs. The Learning Commons also houses our school Makerspace where students can tinker, create, build, play and learn. Creative thinkers are always welcome!

Using the Learning Commons is a privilege and students must adhere to the following guidelines:

- All Learning Commons materials must be handled with care.

- All books must be checked out properly with your librarian prior to leaving the Learning Commons in accordance with current policies. Materials must also be returned or renewed promptly.
- Food and drinks are not permitted in the Learning Commons (water bottles are the exception).
- Students may check out a maximum of 3 books
- Most books have a three-week loan period. Books may be renewed for another three-week period if required or for longer at the discretion of the librarian.
- Graphic novels and Comics may be signed out for a one-week period and can be renewed once.
- Students are required to return or renew overdue books before checking out more.
- Magazines and comics do not circulate.
- Students' well-being is always more important than a lost or damaged book. Please see your librarian if your book is damaged or lost. The sooner we see the damage the easier it is to fix the problem.
- The Learning Commons attempts to accommodate everyone for usage, reading/studying, book check out, Makerspace use and group work.
- Each class has a regularly scheduled period in the Learning Commons. During those scheduled periods no other students or groups are permitted use of the Learning Commons. This will allow each class to have a quiet, uninterrupted reading period.

#### **11. SCIENCE LAB SAFETY CONTRACT**

All students taking Science are required to sign a *Science Lab Safety Contract*, as per Department of Education guidelines. This contract also has to be signed by the student's parents/guardians.

All students taking Science are provided with a copy of this Safety Contract and are required to abide by the terms of the signed contract. Main safety clauses in the contract pertain to general behaviour in a Science lab setting, listening to and following safety instructions, handling chemicals and equipment, handling biological specimens, and protection of eyes, hands and clothing. With this in mind, in most labs, particularly the ones dealing with Chemistry, students are required to wear aprons, safety glasses, shoes or runners (not sandals) and gloves before starting to work on their experiments.

It is of utmost importance that students learn to follow safety regulations and instructions, both for their own safety and safety of others in the class. As such, students not bringing back their signed safety contract forms will not be allowed to participate in any lab work and will be assigned alternate work.

#### **12. HANOVER SCHOOL DIVISION COMPUTER & INTERNET USE**

##### **12.1 Use of Information Technologies & Student Responsibilities**

Hanover School Division offers employees, students and other authorized users (as determined by the ICT Services) access to a variety of information technology resources, including computer workstations, local area networks, a wide area network, and the internet.

Digital information research skills are fundamental. HSD expects that staff will blend thoughtful use of such information throughout the curriculum and provide guidance and instruction to students in the appropriate use of such resources.

Students are responsible for ethical behaviour on school computer networks, and with school and personal digital equipment. General school rules for behaviour and communications apply.

Access to network services will be provided to students who agree to act in a considerate and responsible manner.

Use of the Internet and other computer networks will take place in a teacher supported supervised setting. Before a student is permitted access to the Internet, the student and his or her parent/guardian will be asked to complete the form entitled “*Student Acceptable Internet Use Agreement & Parent Permission Form.*”

Find the HSD Acceptable Use Policy document and permission form online at <https://hsd.ca/wp-content/uploads/2016/01/HSD-RUTA-Grades-5-12.pdf>.

### 12.2 NMS Computer Use

Our goal is to develop engaging learning environments, and collaborative learning partnerships by using digital technology. Students may have access to a Chromebook, iPad and/or computer in school. This will support collaborative inquiry, and expand learning beyond the classroom.

- User IDs and passwords are for individual use and are not to be shared with other students.
- Internet filtering is implemented by GoGuardian. Web filtering and all activity on the computer is recorded regardless of whether using school or personal WiFi.
- No food or drink will be allowed in the computer lab or the learning commons.
- No games, programs or inappropriate content is to be loaded onto computers from the internet, from students’ flash drives or from other storage media. Teachers may confiscate flash drives or other media from students who use them inappropriately.
- Computers are not to be used for online games or streaming content (such as videos or music) except where there is a clear, stated and teacher-approved educational reason for using such content.
- Use of the lab outside of classroom times will be by permission only, and with a staff supervisor present in the lab.
- Damage due to tampering, vandalism or other violations of the computer guidelines or the computer user’s contract (including hacking, storing inappropriate files, propagating viruses) will result in serious consequences for those who cause such disruption.
- Damage caused by a student will have to be repaired at the student’s expense.
- Students are responsible for making sure that files and materials going back and forth to other computers are compatible with school systems and programs before the due date of any assignment.
- Cyber-excuses for non-completion of assignments (from home or from school) should be accompanied by clear evidence that all efforts were made in good faith to complete the assignment. Such evidence may include handwritten drafts, copies on disks, drives and other media to be printed at school; reasonable care to make files compatible with different software and hardware systems.

Computer access is a privilege that can be revoked if a student breaks the user contract.

### 12.3 Communication With the Home

Parents/guardians are encouraged to regularly check the school website [www.nms.hsd.ca](http://www.nms.hsd.ca) for updates. Also, the school office uses email as a communication tool with parents/guardians when necessary in an effort to reduce the amount of paper that the school sends home. Please ensure that the school office has your current and most used email address(es) and check your email regularly to stay informed.

### 13. LOCKERS AND LOCKS

Lockers are stationed throughout the school.

#### 13.1 Lockers

Lockers are assigned on the first day of school. Locker records (student's names, locker numbers and school lock combinations) will be kept by homeroom teachers who will monitor all changes after the first assignment. Students are not permitted to transfer from assigned lockers without authorization from the homeroom teacher. Students who are required to share a locker will assume equal responsibility for it and its contents and for the lock provided. Lockers are to be kept clean. Waste and garbage must not be allowed to accumulate in them. Offensive material such as pornography, questionable slogans, or inappropriate literature is not to be in or on lockers. Lockers are subject to inspection. Should material considered offensive or dangerous be found, the student will be subject to disciplinary action.

#### 13.2 Locks

Locks for corridor lockers are provided by the school for students' convenience to keep belongings safe in a locker. Students are required to use their school locks at all times to reduce theft and loss of belongings. Failure to do so will lead to loss of locker privileges. Keep combinations confidential. Only school locks are allowed on corridor lockers. Students who lose or damage their school locks will be assessed a replacement charge of \$7.00. Also, students failing to turn in their locks at year-end, will receive a debit of \$7.00 on the Parent portal. The school cannot be held responsible for lost or stolen articles.

### 14. PERSONAL COMMUNICATION DEVICE (PCD) RESTRICTED-USE POLICY

Students are encouraged to keep their personal communication devices at home. If they choose to bring one to school, they are to be kept turned off and out of sight during instructional times of 9:00-12:15 and 1:15-3:40.

PCD's are not allowed in the gym at any time, nor are they to be used outside on the playground.

There is a phone in the front lobby outside the main office for student use. Students must obtain permission to use the phone, and must limit calls to less than three minutes.

Telephone messages for students will be held in the office and delivered at class breaks. Students will only be called out of class in an emergency.

Personal music devices can be used in class provided the teacher has granted permission.

Please note that the School has limited, or no control over photographs and videos taken by the news media, or by others, in public locations or at school sanctioned events open to the public such as sporting events, student performances, concerts, and similar events. When parents/guardians or other members of the public are invited to an event (other than as volunteers within the school), the event becomes public, and anyone in

attendance may take student photographs, videos, and/or publish names without first obtaining written consent.

#### **15. ACCIDENTS**

All accidents should be reported to the office immediately. Parents/guardians will be notified if the injury requires medical attention. If parents/guardians cannot be reached, the emergency contact person will be phoned. Should neither be available, the injured student will be taken to a hospital for medical attention.

#### **16. MEDICATIONS/HEALTH PLANS**

We are not legally able to give out medication (Tylenol, Advil, etc.) to students. Exceptions to this are those medications prescribed by a doctor that need to be administered throughout the school day. Those medications are kept under lock and key and are carefully monitored by school staff.

Other medications that we are able to administer must be part of a student's URIS Health Plan. These plans are for students with major health issues (asthma, severe allergy, diabetes, etc.). The plans are completed/reviewed by parents/guardians every year and approved by Southern Health. All staff members are trained each year on the medical needs in the building. The plans and the instructions they contain are vital to meeting a student's needs should an emergency occur. Teachers also rely on them, along with a Transportation Plan, when out of the building on learning trips. Students with a URIS plan must have the necessary equipment, such as inhalers or epipens, with them at school.

#### **17. SCENT FREE**

Individuals within the school community suffer from allergies and sensitivities to certain scented products. The rising incidence of asthma, migraines, and upper respiratory conditions combined with the increased use of powerful long-lasting fragranced products has caused fragrances to become a school issue. While recognizing that controlling external factors is extremely difficult to monitor, the school strives to keep exposure to all chemicals at as low a level as practical by encouraging the curtailment of the use of scented products. We ask students and staff to refrain from wearing or using perfumed lotions or sprays. Your consideration of others is appreciated.

#### **18. ILLNESS**

Students who become ill during the day should inform their teacher and report to the office. Parents/guardians will be contacted to make arrangements for student pick-up.

#### **19. DRESS AND APPEARANCE**

The school dress code is based upon these understandings:

- Dress, within acceptable limits, is a matter of personal taste which the school will respect.
- Dress communicates messages about the individual and the school. It can both reflect and affect a school's culture and values.
- Dress should observe and respect the formality of the school setting.
- Dress should respect the sensitivities of others.

The school dress code takes into account safety, health, and the maintenance of a non-distracting work atmosphere for both staff and students.

The following guidelines are to be adhered to:

- Suggestive or revealing clothing is not to be worn in school (i.e. Underwear should not be visible).



- Clothing with inappropriate language and/or images related to smoking, drugs or alcohol are not acceptable.
- The PE teacher will inform students of appropriate gym attire.
- For safety reasons, sandals with open toes are not appropriate footwear in the Tech Ed, Human Ecology, Science labs, and gym settings.

If students do not adhere to the policy above, parents/guardians will be contacted and arrangements will be made for the student to change into more appropriate clothing or footwear.

#### 20. **LOST AND FOUND**

A lost and found box is located by the main entrance. All lost and found articles can be turned in at the office. Periodically, if items remain unclaimed, they are forwarded to the Thrift Shop.

#### 21. **BICYCLES**

All bicycles must be parked in the racks provided. All bicycles should be locked with the student's own lock. The school is not responsible for damage or theft of bicycles or their parts while they are parked in the racks.

#### 22. **SKATEBOARDS, SCOOTERS, WHEELIES & In-Line SKATES**

We encourage students to have a healthy lifestyle which may include skateboarding, scootering, or skating to school. Please ensure a proper helmet and safety gear is worn and that these items are not used in front of the school, or on the sidewalk during bus loading and unloading times.

#### 23. **DRILLS AND EMERGENCY EVACUATION**

A total of ten fire drills, two lockdown drills and one Tornado drill will be practiced each school year to familiarize students with evacuation procedures. We ask students to follow the instructions from staff members. Evacuation routes are pre-assigned for each room. Students and staff are asked to move to the designated area and for fire drills well away from the building (and the bus loop). Teachers will stay with their class so that attendance can be taken quickly. Do not re-enter the building until either the buzzer sounds or the signal to re-enter is received from school based administration.

In the event of an emergency:

<i>Primary Relocation Site:</i> Word of Life Mission Church 233 - 3rd Street South, Niverville, MB (204) 388-4800	<i>Secondary Relocation Site:</i> Niverville Elementary School 181 Main Street, Niverville, MB (204) 388-4861
<i>Primary Parent Receiving <u>MUSTER POINT</u>:</i> WOL Parking lot	<i>Secondary Parent Receiving <u>MUSTER POINT</u>:</i> NES Parking lot

#### 24. **COMMUNICATION**

We believe that communication between parents/guardians and school/teachers is one of the most important aspects of creating a learning environment that is essential for students.

Teachers are using a variety of ways to communicate updates, homework, and other information. Please email the teacher, if you are unsure what communication tool the teacher uses.

If you have a concern with an issue in a particular classroom, please phone, write a note or send an email to the respective teacher. Often this will help sort things out. If a teacher has a concern, they will do the same.

Regardless of the level on the following outline, the communication process remains the same:

Level 1 - Student	A. Start at the source.
Level 2 - Parents/ Teachers	B. Clarify your concern.
Level 3 - NMS Administration	C. Discuss the concern with the other person.
Level 4 - HSD Administration	D. Resolve the concern
Level 5 - Trustee(s)	(review after a set period of time).
Level 6 - Provincial Government	E. If the concern cannot be resolved, consult the next level.
	F. If necessary, a mediator can be arranged.

Regardless of the concern, remember the best overall interest of the child is our primary focus. Parents/guardians and school staff members may disagree about what is the best way to resolve an issue. Please remember that the school staff has a responsibility to look after the best interests of all children. The needs of the many may be different than the needs of a particular child. The most important consideration is to help parents/guardians and the school staff work together in the best interests of students.

## 25. **PARENT VOLUNTEERS**

The school encourages the parents/guardians of our students to get involved and volunteer. Hanover School Division policy states that all volunteers, drivers, and coaches must complete a Child Abuse Registry check and a Pledge of Confidentiality form. The necessary forms are available in the school office. Also, all volunteer drivers must complete and submit an HSD Volunteer Drivers form before transporting students.

## 26. **DROP - OFF ZONE**

The bus loop in front of the school is one-way. No car traffic is allowed through the bus loop during the loading/unloading of students and staff. Students may be dropped off on Third Street south in front of the school. Also, please be advised that a designated 15 minute parking spot is also available on Third Street south in front of the school.

## 27. **STUDENT TRANSPORTATION ON SCHOOL SPONSORED EVENTS**

Hanover School Division student transportation policy states that school buses will be used to transport students participating in learning trips and extracurricular activities.

Private vehicles operated by volunteer drivers may be used provided the volunteer is an employee of Hanover School Division or a parent/guardian with a valid driver's license, has adequate insurance, has completed all forms listed in # 25 above, and is approved by the principal. Mileage is not paid to volunteer drivers.

## 28. **LEARNING TRIPS**

Students will not be allowed to go on a learning trip unless authorization is received from a parent/guardian. There will be no exceptions. Students who do not have permission will remain in a supervised environment at school. Authorization must be in the form of a completed consent/permission slip. No email or verbal consent will be accepted.

## 29. **BUS PASSES**

Bus passes will only be issued for emergencies and will be issued by the Principal.

## 30. **SCHOOL BUS DISCIPLINE POLICY**

The Hanover School Division has adopted the following rules and regulations. It is hoped that these guidelines will help us to provide safe transportation to and from school for your student. Students should be at the bus stop at least 5 minutes prior to the scheduled time. It is a privilege, not a right, to ride school buses in Hanover School Division.

### 30.1 **Bus Discipline Policy**

Students who have the opportunity to ride division school buses may do so as long as they display behaviour that is reasonable and safe. Choosing to follow unacceptable behaviour may result in the loss of bus service. The bus driver is responsible for the safety and discipline of students on the bus. School based administration is available for assistance to the driver and will determine consequences of misbehaviour and the reinstatement of bus service to offending students should a suspension become necessary. The responsibility for student supervision by the Hanover School Division shall begin when the student boards the bus in the morning and is retained until the student leaves the bus at the end of the day or is released to the parent/guardian in a manner consistent with the guidelines on release of students.

*NOTE:* The bus is an extension of the school day. The bus driver has the authority to assign seats. The sexual/racial harassment policy of Hanover School Division will be strictly enforced on the school bus as well as at school.

### 30.2 **Behaviour Guidelines and Consequences**

#### A. Class I Offenses

- Spitting
- Excessive noise
- Excessive horseplay
- Eating or drinking on bus
- Riding unassigned bus without permission or attempting to ride any bus after receiving a suspension
- Leaving seat/standing while bus is in motion
- Profanity, verbal abuse, harassment or obscene gestures or possession of unacceptable material
- Disobedient or impudent to the driver
- Other offenses as reported by the driver or school based administration

#### B. Class II Offenses

- Hanging out of window
- Throwing/shooting of any object
- Use of tobacco or any controlled substance
- Physical aggression against any person
- Vandalism to bus (restitution will be made)
- Holding onto/attempting to hold onto any portion of the exterior of the bus
- Lighting of matches, fireworks or any flammable object or substance
- Unauthorized entering or leaving bus through emergency door/tampering with bus equipment
- Other offenses as reported by driver or school based administration

- Any offense committed on any bus outside of regular transportation to and from school (activity, field trip, shop shuttles, etc.) will carry a minimum penalty of a class II offense.

### C. Consequences

#### 1. Class I

- First Offense – Warning or 1 to 5 days suspension
- Second Offense – Warning or 1 to 5 days suspension
- Third Offense – 5 to 10 days suspension
- Fourth Offense
  - 10-day minimum suspension
  - Possible loss of all bus service
  - Parent/guardian & Vice Principal meeting (optional)
- Fourth Offense – loss of bus service

#### 2. Class II

- First Offense – Warning or 1 to 5 days suspension
- Second Offense – 5 to 10 days suspension
- Third Offense
  - 10-day minimum suspension
  - Possible loss of all bus service
  - Parent/guardian & Administration meeting (optional)
- Fourth Offense – loss of bus service

**NOTE:** A fourth offense of any class or combination thereof may result in loss of bus service. A severe offense may result in immediate loss of bus service.

### 31. **SCHOOL CLOSURE POLICIES AND PROCEDURES**

In the case of school closure and/or cancellation of bus service throughout Hanover School Division, announcements will be made on a variety of local and provincial media outlets including: 96.7 FM, 1250 AM, CJOB and CBC, *between 6:00 a.m. and 8:00 a.m.* Details of school closure, cancelled or delayed buses, are also available that morning at the HSD website ([www.hsd.ca](http://www.hsd.ca)).

#### 31.1 **Full School Closure Due to Weather & Road Conditions**

Schools will be closed when weather and road conditions in HSD are such that it is not advisable to transport students via school buses as determined by procedures set out in HSD policy.

- Schools will be closed to all students on these days.
- School buses will not be operating on these days.
- Rentals, scheduled events at the school and all extra-curricular trips will be cancelled.

#### 31.2 **Partial School Closure Due to Extreme Cold**

The school will be closed for cold weather reasons when it is too cold to operate our school buses and it is too cold for students to be exposed to the elements for even a short period of time. The division will close for cold weather reasons when the temperatures in most locations in the division are *-35 degrees Celsius or colder* **or** *-45 degrees Celsius or colder wind-chill*. Consideration to close the school may also be given if either the temperature or the wind-chill significantly surpasses these levels, or there are other extenuating circumstances as determined by the Superintendent, Director of Transportation and Board

Chair. The temperature and wind-chill information at Steinbach online between 6:00 a.m. and 6:30 a.m. will be used to make the decision on whether to close schools or not.

- The school will not be open to students on these days.
- School buses will not be operating on these days.

### **31.3 Unsafe Conditions Arising During the School Day**

If unsafe driving conditions necessitate cancelling bus service for the entire division for the home trip, students will be held in school until other arrangements can be made. Buses will not be sent out early. The school administration will receive instructions from the superintendent on implementing the Emergency Action Plan. The decision to cancel an entire route or part of a route may be made by the Transportation Supervisor.

Students are required to indicate on their Student Registration forms the name and phone number of an alternate person whose home they can go to in the event of bus cancellation. Also, before leaving the school on these days, students will be expected to turn in to their homeroom teacher the confirmed name and phone number of the person to whose home they are going. Parents are asked to keep the school informed of any changes.

### **32. SMOKING, TOBACCO AND ELECTRONIC CIGARETTES**

Niverville Middle School is a smoke and tobacco free school. Use of cigarettes, chewing tobacco or any other smoking-related paraphernalia such as e-cigarettes is strictly prohibited anywhere on school property. Violators will be suspended from school.

### **33. USE OF ALCOHOL OR DRUGS**

Possession or use of alcohol or drugs is not permitted under any circumstances. Violation could result in police involvement, suspension from school and a recommendation to the school board for expulsion from Niverville Middle School and Hanover School Division. Students will be required to meet with the Guidance counselor and HSD Social Worker as part of their re-entry plan after their suspension. Parents/guardians will be contacted, if school based administration suspects a student is under the influence of drugs or alcohol.

### **34. PLAGIARISM**

The MLA Handbook for Writers of Research Papers defines plagiarism as “the act of using another person’s ideas or expressions in your writing without acknowledging the source”. Copying words or ideas from any source, including another student, without appropriate attribution constitutes academic theft, and will result in the loss of marks for the assignment. The same penalties will result if a student is found guilty of cheating or contributing to cheating on any test, or term assignment. Parents/guardians will be contacted.

### **35. CODE OF CONDUCT**

The staff at Niverville Middle School aim to make the school a safe and comfortable place for students to gain the maximum benefit from their educational experience and from the various extracurricular and intramural activities offered at the school.

The school would like to help students develop mature and socially responsible behavior. They will be expected to use good judgment and respect in their relations with each other and with adults in the building, and to respect school property and the property of other students. Our “NMS CARES” model should act as a compass-point for appropriate conduct at school

## GOALS

To develop and maintain an optimum environment for learning by:

- educating students in behaviour patterns that will be helpful to them individually and to the school community as a means to enhance academic, intellectual, social and emotional engagement consistent with Hanover School Divisions Deeper Learning Plan.
- correcting behaviour which is disruptive to the learning environment.
- applying the Hanover School Division Code of Behaviour in all school situations.

## *STUDENT EXPECTATIONS AT SCHOOL*

- Be responsible for your own actions, have self-control
- Listen and follow the rules
- Respect personal space
- Use appropriate language
- Hands to yourself
- Use a reasonable voice volume in class and in the halls
- Cooperate with staff and students
- Be helpful to school visitors and to new students...be friendly
- Exhibit a positive attitude
- Be organized
- Ask questions
- Listen to teachers, adults in the school and to each other.

## *PRINCIPLES OF DISCIPLINE*

- While all students are entitled to an education, no student is entitled to deprive anyone else of theirs.
- Discipline is a process that may include positive encouragement or corrective measures.
- Teachers and parents/guardians should instruct students in expected classroom deportment.
- Before disciplinary measures are taken, all the facts must be known. Punishment should never be handed out on the basis of assumptions or educated guesses.
- Students and parents/guardians should understand clearly why disciplinary actions have been taken with reference to consequences of choices made by the students.

## *PARENT/GUARDIAN INVOLVEMENT*

Creating the positive learning environment desired in school requires support and cooperation from parents/guardians and the community. Therefore, every attempt to involve parents/guardians and to communicate with them will be made. Parents/guardians should contact teachers first with regard to disciplinary measures taken in the classroom. Parents/guardians may be asked to attend conferences with the teacher(s) and/or administration. Parents/guardians may be contacted if a student is asked to serve an in-school suspension or is repeatedly removed from class. Parents/guardians will be contacted when their child is suspended from school.

## *DISPUTE RESOLUTION PROCEDURES*

- A student and his/her parent(s) or legal guardian(s) should appeal directly to the teacher who made the disciplinary decision in dispute.
- In the event that the issue is not resolved at this level, an appeal may be made to the school administration.

- In the event that the issue is not resolved at the school level, an appeal may be made to the Superintendent of schools.
- Only after “all normal dispute resolution procedures or formal channels have been exhausted” may students or parents exercise their right to appeal to the Board of Trustees of the Hanover School Division.

### 35.1 General Behaviour Expectations

The following contains most behavioural expectations of students at Niverville Middle School:

#### *Respect for Teachers, Support Staff and other Adults*

Students are expected to respect and support teachers’ efforts at maintaining proper classroom order and conduct. Our goal to produce socially responsible individuals dictates that students who do not work cooperatively to be part of the solution to a problem may be considered to be contributing to the problem. This also applies to non-classroom areas of the school, learning trips and sporting events.

Physical or verbal abuse of staff is a serious offense and could result in suspension from school.

#### *Respect for other Students*

Students are expected to respect the rights of others to benefit from instruction and the right of a teacher to teach by not disrupting a class in session.

At Niverville Middle School, we wish to maintain an environment that is respectful of everyone. Students are reminded that public displays of affection are exclusionary and awkward for other students and are therefore inappropriate.

Physical or verbal abuse of other students is a serious offense and could result in suspension from school. Note: The degree of abuse is determined by the victim of the abuse rather than by the abuser.

#### *Respect for Property*

Students are expected to treat school property with respect and are expected to respect the property of other students. Restitution will be expected for damage caused to another student’s property.

#### *Attention to Assignments*

Students are expected to show their best effort in completing and handing in school assignments. Failure to meet assignment expectations will be reflected in the grade for the course. Test marks will likely also be affected when students are not prepared due to incomplete assignments. Some work done for credit in class cannot be made up if a class is missed, which will also be reflected in the grade for the course. This should be taken into account when planning absences from school.

#### *Use of Free Time*

Students are expected to use their free time constructively and in a way that ensures that they do not impede others from achieving their goals.

### *Out of Class Obligations*

Whether students are on a learning trip or participating in an athletic event, they are representatives of Niverville Middle School and Hanover School Division. Student behaviour should always bring credit upon the student, the school, and the school division. Violation of these obligations will have consequences.

### *Harassment*

Students who feel they are being harassed by another student should report this to a staff member or to administration. The harasser will be given a verbal warning to stop. Another report will result in a meeting with parents/guardians. A third report will result in a harassment form being signed; stating that if this harassment continues it could become a police matter. Suspension of the harasser may occur at any point in the process, depending on the severity or nature of the harassment.

### *Hazing*

Initiation activities or hazings, which involve bullying, will not be tolerated. Hazing involving physical assault will result in a minimum 5 - day suspension issued by administration and a police report. This suspension may be extended by the Superintendent or raised to an expulsion by Hanover School Division and charges may be laid by the RCMP.

### *Gang Involvement*

Gang activity or involvement will not be tolerated on the school site.

### *Weapons*

Bringing a dangerous weapon to school or threatening to use a weapon could result in RCMP involvement, suspension and/or a recommendation to Hanover School Division for expulsion.

### *Use of Technology*

In order to promote an atmosphere conducive to learning, student use of electronic devices will have the following limitations:

- Use of personal communication devices are not allowed in the classrooms, unless authorized by the teacher for educational purposes.
- During school outings such as learning trips or sporting events, the use of cell phones is by permission of the supervising teacher or community coach only.
- The use of electronic devices or digital cameras during a test or assessment will result in the removal of the student from the assessment. A mark of zero may be assigned.
- Cell phones, or any other video-capturing devices, are not allowed in the gym, washrooms, change rooms or any other private area.
- Use of electronic devices such as audio or video equipment to make recordings must be done with permission of the supervising teacher and any individual or group being recorded.
- Recordings made secretly and/or used maliciously will result in disciplinary action which could include expulsion by Hanover School Division and a police report.

Any inappropriate use of electronic communication devices will result in immediate confiscation of these devices by school staff. Disciplinary action may be applied to any student who refuses to surrender their device on the grounds of defiance.



### 35.2 Definition of Problem Behaviours

*The relative seriousness of a behaviour depends more on the effect of the behaviour than on its original intent.*

#### *Minor Infractions*

These are mild behaviours that are disruptive to the teaching and learning process, and can easily escalate into more serious behaviour. Examples include being tardy for class, talking too loudly in the hallways, not having materials for class, excessive talking in class, etc.

#### *Consequences for Minor Infractions*

- Verbal warning
- Change of seating
- Student/Teacher conferences
- Removal from class for the remainder of the period
- Detention
- Referral to Guidance counselor

#### *Serious Violations*

These represent breaches of school guidelines and behaviours that seriously disrupt school functioning. Included are noncompliance, defiance, verbal abuse towards staff, physical aggression, vandalism, gang involvement and repeated minor infractions that demonstrate a pattern of unacceptable behavior.

#### *Consequences for Serious Violations*

- Any of the consequences for minor infractions may be used
- Discipline notice sent home
- Parent/guardian, student & teacher conference to agree upon future actions
- In-school suspension
- Referral to HSD Student Services
- Out-of-school suspension of up to 5 days
- A signed contract of future actions may be required before a student returns to school from a suspension
- A conference involving parent/guardian, student, teacher & administration to agree upon future actions

#### *Illegal Behavior*

These are in violation of the law. Included are things like possession or use of a weapon, alcohol or illicit drugs, theft, assault, vandalism, hazing and intimidation/harassment.

#### *Consequences for Illegal Behaviour*

- Any of the above consequences may be used
- Possible police involvement
- Possible minimum suspension of 5 days
- Possible request to the Hanover School Division to have the student expelled from school
- Referred to appropriate authorities for possible legal action

*Please note the above list is not exhaustive and may not necessarily be adhered to in the sequence recorded. It does, however, communicate to students and parents what the consequences will be for violating school behavioural expectations.*

### RETURN TO CLASS AFTER SUSPENSION

Each day in a suspension is considered an absence (see Attendance #8). Students are expected to initiate the process of making up missed work, tests, etc. and then follow through with the arrangements in order to catch up. In most cases, a conference involving student, parent(s)/guardian(s), teacher(s) and the administration will be held to agree on future actions.

### **36. NUTRITION POLICY**

We recognize the responsibility of the school in cooperation with the home and the community to encourage healthy lifestyles and acknowledge the important role that nutrition plays in the total development and performance of the individual. We also believe that where possible, the food and beverages served or sold in school should reinforce good nutrition as outlined in the Manitoba School Nutrition Handbook – *Guidelines for Foods Available in K to 12 Schools in Manitoba*.

#### Vending Machines

Food products and beverages sold in our vending machines will adhere to the guidelines in the Manitoba School Nutrition Handbook.

#### Fundraising

All fundraising activities involving the sale of food or beverage items will incorporate the guidelines in the Manitoba School Nutrition Handbook.

#### Classroom Rewards

Rewards distributed in the classroom, used as incentive for things such as good behaviour, achievement and participation should adhere to guidelines outlined in the Manitoba School Nutrition Handbook.

#### Food Activities

Overeating or undereating activities must be avoided (eg. Starvathons).

#### Peanuts/Nuts

There are students in our school who have extremely severe allergies to peanuts/nuts. Even exposure to a tiny amount of this item could be potentially serious and life-threatening. We can all play a role in preventing such a dangerous and frightening situation at school. Although the specific children and their family must take responsibility to avoid exposure; staff, students and their families can also help to make the school environment safer.

We kindly ask you to co-operate in the following manner:

- Please check the list of ingredients on items you send to school.
- Avoid sending peanuts/nuts or items containing peanuts/nuts to school with your child, including: sandwiches, granola bars, cookies, etc.
- Teach your son/daughter to respect this very serious situation; teasing or threatening students that have these serious allergies will not be tolerated.

This situation may be an inconvenience to you and your family, but please realize how important your cooperation is. We would take the same care should your child require the same health care needs.

### 37. **AWARDS**

Part of the proud tradition of our school is the excellence that our students demonstrate in various areas. To help promote this excellence and the school pride that goes with it, we offer some awards.

The following is a list of the awards that may be earned each year by deserving students:

<b>Award</b>	<b>For Grades</b>	<b>Criteria</b>
<b>Attendance</b> (Certificate)	<ul style="list-style-type: none"> <li>Gr. 5-8</li> </ul>	<ul style="list-style-type: none"> <li>All students in each grade who attend school 100% of the time receive a certificate with their Report Card</li> </ul>
<b>Medal of Excellence</b>	<ul style="list-style-type: none"> <li>Gr. 7</li> <li>Gr. 8</li> </ul>	<ul style="list-style-type: none"> <li>Recognizing all students who maintain a minimum of 90% in each of the 4 core subject areas (ELA, Math, Science and Social Studies) during the school year.</li> </ul>
<b>Growth &amp; Advancement</b> (Certificate)	<ul style="list-style-type: none"> <li>Gr. 5</li> <li>Gr. 6</li> <li>Gr. 7</li> <li>Gr. 8</li> </ul>	<ul style="list-style-type: none"> <li>Homeroom initiated</li> <li>This may include 0, 1, or more from each homeroom</li> <li>Advancement in any/all of the following areas: Academic, engagement, participation and social-responsibility</li> <li>Student will receive a certificate with their Report Card</li> </ul>
<b>Citizenship</b> (Certificate)	<ul style="list-style-type: none"> <li>Gr. 5</li> <li>Gr. 6</li> </ul>	<ul style="list-style-type: none"> <li>Homeroom initiated</li> <li>This may include 0, 1, or more from each homeroom</li> <li>Student displays a positive, caring attitude toward fellow students and teachers</li> <li>Student contributes positively to the overall well-being of NMS</li> <li>Student will receive a certificate with their Report Card</li> </ul>
<b>Citizenship</b> (Medal)	<ul style="list-style-type: none"> <li>Gr. 7</li> <li>Gr. 8</li> </ul>	<ul style="list-style-type: none"> <li>This award is presented to one student in both grade 7 &amp; 8</li> <li>Student displays a positive, caring attitude toward fellow students and teachers</li> <li>Student contributes positively to the overall well-being of NMS</li> </ul>
<b>General Proficiency Award</b> (Medal)	<ul style="list-style-type: none"> <li>Gr. 8</li> </ul>	<ul style="list-style-type: none"> <li>1 male and 1 female student who has an average of 80% or better</li> <li>Student participates at a high level of competency in many areas of school life: sports, drama, music, student leadership</li> <li>Student consistently displays positive behavior and work habits</li> </ul>
<b>The Dana Dueck Sportsmanship Award</b> (Medal)	<ul style="list-style-type: none"> <li>Gr. 5</li> <li>Gr. 6</li> <li>Gr. 7</li> <li>Gr. 8</li> </ul>	<ul style="list-style-type: none"> <li>1 male and 1 female student from each grade, who play fair, follow the rules of the game, respect the judgment of referees and officials and treat opponents and teammates with respect will qualify for this sportsmanship award in memory of a former PE/HEA teacher at NMS.</li> </ul>
<b>Human Ecology</b> (Medal)	<ul style="list-style-type: none"> <li>Gr. 7</li> <li>Gr. 8</li> </ul>	<ul style="list-style-type: none"> <li>This award is presented to one student in both grade 7 &amp; 8</li> <li>Good marks on tests and assignments</li> <li>Self-motivation and independence</li> <li>Positive attitude</li> <li>Willingness to take on extra responsibilities</li> </ul>
<b>Technology Education</b> (Medal)	<ul style="list-style-type: none"> <li>Gr. 7</li> <li>Gr. 8</li> </ul>	<ul style="list-style-type: none"> <li>This award is presented to one student in both grade 7 &amp; 8</li> <li>Good marks on tests and assignments</li> <li>Self-motivation and independence</li> <li>Positive attitude</li> <li>Willingness to take on extra responsibilities</li> </ul>
<b>Music</b> (Medal)	<ul style="list-style-type: none"> <li>Gr. 5</li> <li>Gr. 6</li> </ul>	<ul style="list-style-type: none"> <li>Music award is presented to one student in both grade 5 and 6 that has gone above and beyond to learn their music and instruments. They work to create a safe space for students to learn and are a positive contributor within the classroom.</li> </ul>

<b>Band (Medal)</b>	<ul style="list-style-type: none"> <li>• Gr. 7</li> <li>• Gr. 8</li> </ul>	<ul style="list-style-type: none"> <li>• This award is presented to one student in both grade 7 &amp; 8</li> <li>• Positive Attitude</li> <li>• Strong Performer</li> <li>• High marks</li> <li>• Engaged in the classroom</li> <li>• Dedication to the band</li> <li>• Extra effort - honour band, jazz band, festivals etc.</li> </ul>
<b>Arts (Medal)</b>	<ul style="list-style-type: none"> <li>• Gr. 7</li> <li>• Gr. 8</li> </ul>	<ul style="list-style-type: none"> <li>• This award is presented to one student in each of the four Arts areas at both the 7 &amp; 8 grade levels</li> <li>• Attention to detail, design and artistic elements</li> <li>• Willingness and interest to explore many media and subject matter</li> <li>• Conscientious work habits</li> <li>• Positive attitude</li> </ul>
<b>French (Medal)</b>	<ul style="list-style-type: none"> <li>• Gr. 7</li> <li>• Gr. 8</li> </ul>	<ul style="list-style-type: none"> <li>• This award is presented to one student in each grade 7 &amp; 8 Homeroom</li> <li>• Good marks on tests and assignments</li> <li>• Self-motivation and independence</li> <li>• Positive attitude</li> <li>• Willingness to work with others</li> </ul>
<b>Drama: Supporting Female (Medal)</b>	<ul style="list-style-type: none"> <li>• Any Grade</li> </ul>	<ul style="list-style-type: none"> <li>• Best Actress in a Supporting Role</li> </ul>
<b>Drama: Supporting Male (Medal)</b>	<ul style="list-style-type: none"> <li>• Any Grade</li> </ul>	<ul style="list-style-type: none"> <li>• Best Actor in a Supporting Role</li> </ul>
<b>Drama: Lead Female (Medal)</b>	<ul style="list-style-type: none"> <li>• Any Grade</li> </ul>	<ul style="list-style-type: none"> <li>• Best Actress in a Lead Role</li> </ul>
<b>Drama: Lead Male (Medal)</b>	<ul style="list-style-type: none"> <li>• Any Grade</li> </ul>	<ul style="list-style-type: none"> <li>• Best Actor in a Lead Role</li> </ul>
<b>Jazz Band (Medal)</b>	<ul style="list-style-type: none"> <li>• Gr. 7</li> <li>• Gr. 8</li> </ul>	<ul style="list-style-type: none"> <li>• This award is presented to one student in both grade 7 &amp; 8</li> <li>• Self-Discipline</li> <li>• Good individual practice habits</li> <li>• Willingness to improvise</li> <li>• Consistent punctuality</li> </ul>
<b>Young Leaders Award (Medal)</b>	<ul style="list-style-type: none"> <li>• Gr. 7</li> <li>• Gr. 8</li> </ul>	<ul style="list-style-type: none"> <li>• Recognizes a male and a female in both Grade 7 and Grade 8 who demonstrate leadership within their school through supporting the NMS educational mission. They contribute to the social, cultural and philanthropic well-being of local and global communities on and off campus and demonstrate sustained leadership and initiatives that are worthy of recognition.</li> </ul>