

Battleford Central Elementary School

2015 -2016



A HANDBOOK FOR STUDENTS AND PARENTS

BATTLEFORD CENTRAL SCHOOL
Box 400, Battleford, Saskatchewan S0M 0E0
Telephone: (306)937-2112 Fax: (306) 937-7175
e-mail: bcs@lskysd.ca

Welcome to Battleford Central School.

We are a pre-kindergarten to grade 6 school offering a full range of programs and services. We have a proud history dating back to 1878. We're proud to serve the community of Battleford and surrounding area. BCS is a child centered school. Students are placed in an environment where they are free to make mistakes as they learn. Emphasis is placed on the mastery of the basic reading, writing and mathematical objectives.

Mission Statement

“To create a positive environment providing quality education in which students are challenged and supported in becoming independent learners.”

School Philosophy: Battleford Central School will endeavor to provide an enjoyable and challenging atmosphere which is supportive, caring, and conducive to learning and operates within a moral framework of mutual respect and tolerance.

We will strive to meet the unique intellectual, social, and personal needs of the individual student by using a team approach to education. This team includes students, teachers, support staff, parents, central office staff and the community at large.

Our main goal is to have each student develop to his/her full potential. We hope they become independent, responsible, and caring citizens, who value learning, show maturity in judgment, and strive for personal excellence.

We strive to develop lifelong learners that will adapt into our modern changing society.

School Motto: *Success Through Caring*

School Spirit is “Encouraging your friends to do their best.”

School Mascot and Logo:



Faculty and Staff
Staff List 2015-2016

Principal	Monique Sommerfeld		* Indicates Staff on Leave
Vice Principal	Jim Ellis		** Denotes New Staff
Pre-Kindergarten	Amy Hoiseth		
Kindergarten	Marilyn Taylor	Student Services	Brad Corbeil
	Claire O'Hanlon **		Terry Rowley
Grade One	Joanne Berezowski		Cheryl Dyck
	Katerina Hellofs **	Literacy Coach	Hannah McTaggart
	Ivy Regnier		Cathy Fleming
Grade Two	Barb Lilly	Educational Asst.	Sara Belyk
	Elizabeth Rolheiser		Lee-Ann Chartier
	Cheryl Dyck		Michelle Collins
Grade Three	Ashley Bullerwell **		Denean Degenstein **
	Aaron Dobson *		Suzanne Gauthier
	Amanda Grosjean		Chelan Green
	Krista Gubbe **		Leah Gristwood
Grade Four	Erin Foreman		Michele Korpach
	Laurie Sneddon		Karen Lapman **
	Kanndece		Nancy Moline-Gagne
	Quijada-Sawitsky		Arlene Nikiforuk
	Laurie Sneddon		Marine Peterson
Grade Five	Joyda Bristow		Monica Raiche
	Rob Cook		Hope Ramsay
	Kimberly Primas		Charlene Shutra **
Grade Five/Six	Ava-Lynne Greening		Brandi Strain
Grade Six	Cathy Chomey	School Liaison	Dan Fox
	Madison Pederson **	Office Secretaries	Kerilee Tady
STEP	Brendan Legario		Jan DeRoo
Phys-Ed	Myrna Nelson	Custodians	Derrick Mann
	Joyda Bristow		Jim Barr
	Cathy Fleming		Radojko Rmus
Band/Music	Barry Ursaki		Ken Fisher **

CARING BEYOND THE BASICS

PROGRAMS

Battleford Central School adheres to a program of study determined by Saskatchewan Learning known as the *Core Curriculum*.

Understanding the Conceptual Foundations

An effective learning program is purposefully planned to connect the parts to the whole. The broad Areas of Learning, Cross-curricular Competencies, area of study K-12 aims and goals, and grade-level outcomes are interconnected. It is important that teachers keep this interconnectedness in mind when planning.

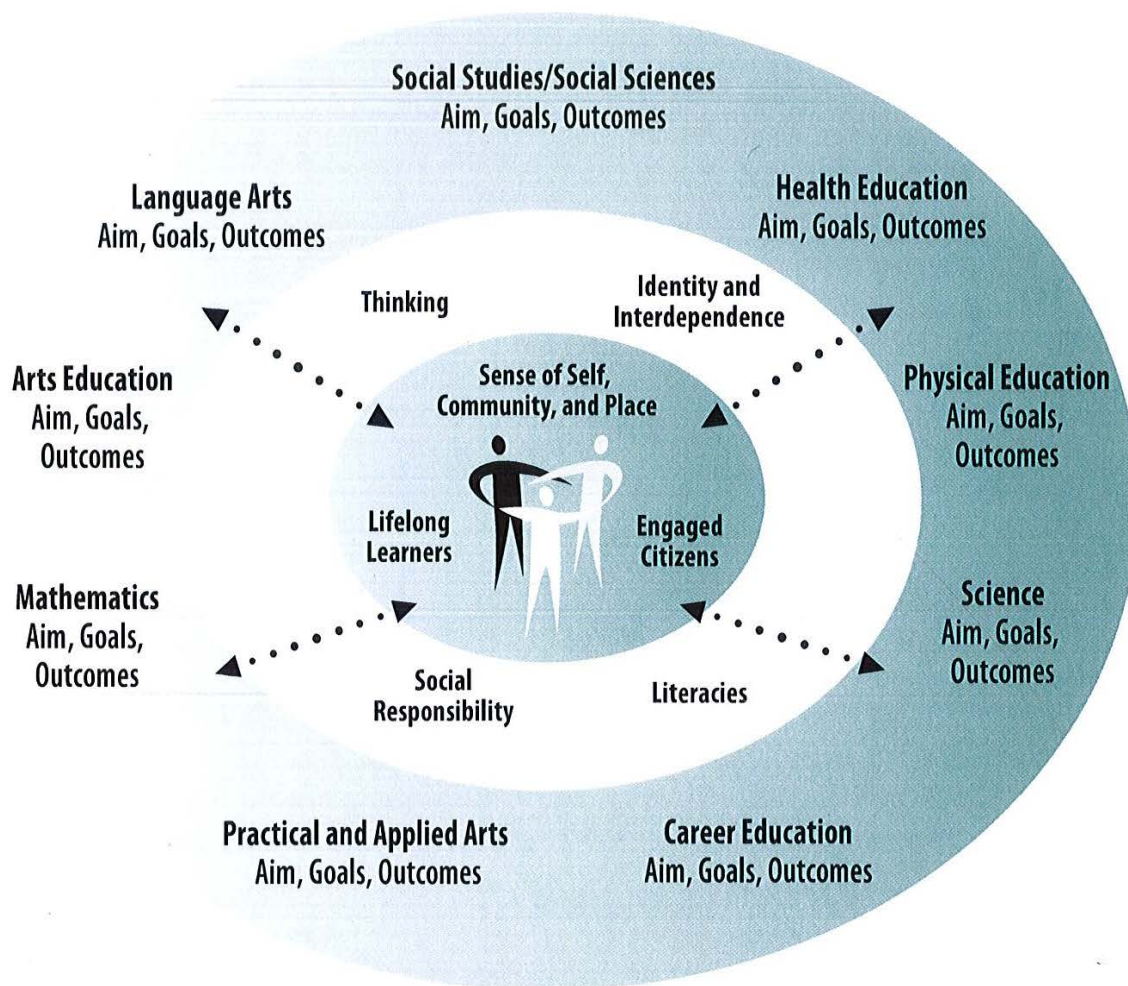


Figure 1. Conceptual Foundations for Saskatchewan Curricula

Broad Areas of Learning

Sense of Self, Community and Place

Students possess a positive sense of identity and understand how it is shaped through interactions within natural and constructed environment. They are able to nurture meaningful relationships and appreciate diverse beliefs, languages, and practices from the First Peoples of Saskatchewan and from the diversity of cultures in our province. Through these relationships, students demonstrate empathy and a deep understanding of self, others, and the influence of

place on identity. In striving to balance their intellectual, emotional, physical, and spiritual dimensions, students' sense of self, community, and place is strengthened.

Lifelong Learners

Students are curious, observant, and reflective as they imagine, explore, and construct knowledge. They demonstrate the understandings, abilities, and dispositions necessary to learn from subject discipline studies, cultural experiences, and other ways of knowing the world. Such ways of knowing support students' appreciation of Indigenous worldviews and learning about, with, and from others. Students are able to engage in inquiry and collaborate in learning experiences that address the needs and interests of self and others. Through this engagement, students demonstrate a passion for lifelong learning.

Engaged Citizens

Students demonstrate confidence, courage, and commitment in shaping positive change for the benefit of all. They contribute to the environmental, social, and economic sustainability of local and global communities. Their informed life, career, and consumer decisions support positive actions that recognize a broader relationship with, and responsibility for, natural and constructed environments. Along with this responsibility, students recognize and respect the mutual benefits of Charter, Treaty, and other constitutional rights and relationships. Through this recognition, students advocate for self and others, and act for the common good as engaged citizens.

Cross-Curricular Competencies

Each cross-curricular competency has three K-12 goals:

- ❖ Goals to develop Thinking are:
 - Think and learn contextually
 - Think and learn creatively
 - Think and learn critically.

- ❖ Goals to develop Identity and Interdependence are:
 - Understand, value and care for oneself (intellectually, emotionally, physically, spiritually)
 - Understand, value, and care for others
 - Understand and value social, economic, and environmental interdependence and sustainability.

- ❖ Goals to develop Literacies are:
 - Construct knowledge related to various literacies
 - Explore and interpret the world using various literacies
 - Express understanding and communicate meaning using various literacies.

- ❖ Goals to develop Social Responsibility are:
 - Use moral reasoning processes
 - Engage in communitarian thinking and dialogue
 - Take social action.

Aims for Areas of Study

Arts Education

The K-12 aim of arts education curricula is to enable students to understand and value arts expressions throughout life.

Career Education

The aim of career education curricula is to enable all students to develop essential skills and career management competencies to assist them in achieving their potential as they construct their personal life and work career.

English Language Arts

The K-12 aim of English language arts curricula is to help students understand and appreciate language, and to use it confidently and competently in a variety of situations for learning, communication, work, life, and personal satisfaction.

Health Education

The K-12 aim of physical education curricula is to support students in becoming physically educated individuals who have the understandings and skills to engage in movement activity, and the confidence and disposition to live a healthy, active lifestyle.

Mathematics

The K-12 aim of mathematics curricula is to help students develop the understandings and abilities necessary to be confident and competent in thinking and working mathematically in their daily activities and ongoing learnings and work experiences. The mathematics program is intended to stimulate the spirit of inquiry within the context of mathematical thinking and reasoning.

Physical Education

The K-12 aim of physical education curricula is to support students in becoming physically educated individuals who have the understandings and skills to engage in movement activity, and the confidence and disposition to live a healthy, active lifestyle.

Practical and Applied Arts

The aim of practical and applied arts curricula is to enable students, through exploration and experience, to demonstrate practical skills and understanding in the context of practical and applied arts.

Science

The K-12 aim of science curricula is to enable students to develop scientific literacy within the context of Euro-Canadian and Indigenous heritages, both of which have developed an empirical and rational knowledge of nature.

Social Studies and Social Sciences

The purpose of Kindergarten to Grade 12 social studies is to help students know and appreciate the past, understand the present, influence the future, and make connections between events and issues of the past, the present, and the future. Further, its purpose is to make students aware that, just as contemporary events have been shaped by actions taken by people in the past, they have the opportunity to shape the future. The ultimate aim is for students who have a sense of themselves as active participants and citizens in an inclusive, culturally diverse, interdependent world.

Assessment and Evaluation

Phases of Assessment and Evaluation	Purpose	Also Called
Assessment for learning (before)	To determine students' prior knowledge and skills.	Diagnostic assessment
Assessment for and as learning (during)	To determine the next steps in learning	Formative assessment
Assessment of learning (after)	To judge what students have learned based on data obtained through several recent and varied assessment techniques.	Summative assessment and evaluation

Pre-Kindergarten

Battleford Central School houses a pre-kindergarten program for eligible preschoolers planning to attend either BCS or St. Vital Catholic School. There are 16 students in the pre-kindergarten class. Students must be at least 3 1/2 years of age to register. Students must be completely toilet trained.

A child may be eligible if:

- He/She is 3 - 5 years old.
- He/She has speech problems.
- He/She has behavior problems.
- He/She is involved with the Early Childhood Intervention Program (ECIP).
- He/She has a single parent family.
- The family is involved with Kidfirst.
- The family is receiving social assistance.
- The family is low income.
- A parent is attending school.

Further information is available by contacting the school.

Kindergarten

A child who is 5 years of age on or before December 31, 2015 may enroll.

Students attend every other day from 8:55 to 3:30 or every day from 8:55 to 11:45.

Social and emotional growth is fostered through an activity learning situation. With teacher guidance the children have opportunities to work alone with others, to make hands and

mind work together to finish what they start, to respect others, to practice good work habits, and to find satisfaction in achievement.

Student Services

Student Services currently has a staff of three student services special education teachers and a team of Educational Assistants.

Services offered include:

- Formal and informal assessment to determine student's strengths and needs.
- Personal Program Plan (PPP) development involving a team approach.
- Co-ordinate Educational Assistants.
- Support students and classroom teachers with their educational curriculum.

S2 Program

The S2 classroom has a staff of one teacher and one Educational Assistant.

The S2 classroom helps students who are unable to cope, due to severe behavioral difficulties, in a regular classroom setting. The primary focus is on social adjustment and the secondary emphasis is on educational attainment. Instruction is individualized and kept as close as possible to regular programs. The ultimate goal is to have students return to regular academic programming.

Physical Education

The program goal is to enhance the "total development of each student" via the physical domain by:

- Developing a positive self-concept through participation in activities.
- Developing a positive student attitude towards movement by participating in activities.
- Increasing the student's awareness of the importance of physical activity in their day to day lives.

Band

Grade 5 and 6 students at Battleford Central School are involved in a compulsory Band program. Grade 4 students will learn music by playing recorders, while grade 5 and 6 students will learn music by playing band instruments. We look forward to the students providing an instrumental recital in the spring.

Music

Grades 1, 2 and 3 students at Battleford Central School are involved in the music program.

LIBRARY

Our library contains a variety of fiction, picture or easy books, nonfiction books and magazines available to all students. Other materials such as encyclopedias, DVD's, audio and video cassettes and pictures are available for use at school but may not be borrowed to take home. An Internet workstation has been set up for student research under teacher supervision in the library.

If a book is lost, the student will be asked to pay the replacement cost.

REPORTING PROCEDURES

Education is a shared responsibility - shared among parents, teachers, students and the administration team. Sharing implies a two way communication.

Formal report cards will be issued three times during the year: mid-November and March, and June. Teachers may supplement these reports between report cards.

Student Led Conferences for the first term are scheduled for November. The second term conferences are scheduled for March. Parents are encouraged to take advantage of these opportunities to have their child share their learnings. Parents are invited to contact the school at any time if they have concerns about their child's progress. Although teachers can sometimes see you on short notice it would be most helpful if you could call in advance to make an appointment.

SCHOOL HOURS

Warning Bell 8:50

Morning Bell 8:55

Morning recess..... 10:30 to 10:45

NOON DISMISSAL..... 11:45

Lunch Dismissal..... 12:05

Warning Bell 12:30

Second Bell 12:35

Afternoon Recess 2:05 to 2:20

Dismissal 3:27

SCHOOL RULES

School rules are established under the authority of *The Education Act*. These rules are found in the *Battleford Central School Code of Student Conduct*.

1. Duties of pupils: (*The Education Act*)

In the exercise of his right to access to the schools of the Division and to the benefits of the educational services provided by the Board of Education, every pupil shall co-operate fully with persons employed by the Board and such other persons who have been lawfully assigned responsibilities and functions with respect to the instructional program of the school or such special or ancillary services as may be provided or approved by the Board or the Department and, and without restricting the generality of the foregoing, every pupil shall:

- (a) attend school regularly and punctually;
- (b) provide him/her with such supplies and materials not furnished by the Board of Education as may be considered necessary to his/her courses of study by the principal;
- (c) be diligent in his/her studies;
- (d) conform to the rules of the school approved by the Board of Education and submit to such discipline as would be exercised by a kind, firm judicious parent.

2. Student conduct: (*The Education Act*)

Every pupil shall be accountable:

- (a) to the teacher for his conduct on the school premises during school hours and during such hours as the teacher is in charge of the pupil in class or while engaged in authorized school activities conducted in out-of-school hours;
- (b) to the Principal for his general deportment at any time that he is under the supervision of the school and members of the teaching staff, including the time spent traveling between the school and his place of residence;
- (c) subject to the stated policies of the Board of Education, to the driver of a school bus and to any other person appointed by the Board for the purpose of supervision during hours when pupils are in the personal charge of such employees of the Board, and those employees shall be responsible to and report to the Principal in accordance with procedures approved by the Board.

MILK

The school is involved in the Saskatchewan Dairy Foundation's School Milk Program. This program makes cold milk, a nutritious beverage, available to children during school noon hours. Providing milk allows your child to practice the principles of good eating habits taught in classroom nutrition education programs and makes it easier for your child to have a balanced meal which includes food from all Four Food Groups.

The cost of a 250 ml carton of milk is \$1.00. For ease of money collection, funds will be collected in advance each month. Students will have a choice of white or chocolate milk. Students not on the milk program may bring \$1.00 on the day they wish to have milk.

LOST AND FOUND

Please label all students' belongings. A lost and found table is kept in the hallway beside the library. Please check this area if your child has lost something.

Unclaimed lost and found articles are donated to charity after June 30th of each year.

VOLUNTEERS

Volunteers can assist the school in valuable ways. In turn volunteers can learn more about the school program. Volunteers can assist with:

Kindergarten	Library
Student Services	Regular classroom activities
Special Events	

If you are interested in volunteering please contact the school. Special requests will be made to parents at various times throughout the year.

STUDENT FEES

School fees are used to pay for special activities and events such as swimming, transportation, guest speakers and fine arts events.

- Kindergarten to Grade 4: \$25.00
- Gr 5: \$25.00 + \$25.00 swimming = \$50.00
- Grade 6: \$25.00 plus \$5.00 locker lock deposit = \$30.00

BICYCLES

Bicycles are to be left in the bike compound at the North end of the school. All bicycles should be locked. In the interest of safety, bicycles cannot be ridden on the school yard.

PARENTS PICKING UP CHILDREN AFTER SCHOOL

Parents are asked to exercise extreme caution in the school area. The area is congested with traffic and children do not always watch traffic carefully.

Parents should pick children up on the North side of the school (25th Street). It is recommended that parents avoid parking along the yellow curbs so as to avoid being in violation of Town of Battleford bylaws. Parents are also asked not to drive into the staff parking lot.

Traffic is restricted to buses in the bus loading zone: 8:00 a.m. – 9:00 a.m.
3:00 p.m. – 4:00 p.m.

BUS STUDENTS

Parents of bus students know that their children miss their buses at the end of the day for a variety of reasons. When a child misses their bus the school may be unable to contact parents to make alternate arrangements to have the child return home safely. To ensure that all children are safely returned home we are asking for the co-operation of parents, students and bus drivers.

- Parents are asked to advise the bus driver and school at any time a child is not taking his/her bus home. A daily record will be completed with relevant details at the school and made available to bus supervisors. Please ensure that your child knows his/her bus number and the driver's name. This will assist in accounting for students at the day's end.
- It is necessary that your child's school registration information is current and accurate. This will assist us in contacting you or your child's emergency contact quickly if required. Please advise the school of any changes to this data.
- Bus drivers have been asked to advise school personnel if they are unable to locate a student passenger or knowingly leave one behind. Staff members are always available to assist in locating students.
- All bus students must have a town billet, a place where your child could go to in the event that your bus cannot return your child home. Names and telephone numbers of these billets should be included on his/her registration sheet.

The decision as to whether buses will operate in adverse weather conditions rests solely with the bus driver. The driver will contact the parents and the school on such occasions.

PERSONAL ELECTRONIC EQUIPMENT

The use of cell phones and personal devices at school may be used to enhance learning as per directed by their teacher. If personal devices interrupt the learning environment and/or are being misused they will be taken away and returned at the end of the day or to a parent. Any use of these devices must be with permission of the homeroom teacher and must not contradict the Battleford Central School Code of Student Behavior (disrupt classes, cheating etc.).

Video games may not be used at school.

Students assume full responsibility for this equipment in the case of loss or theft.

CALENDAR OF EVENTS

BCS is a very busy place with a wide variety of events. Information regarding these events can be found in our monthly newsletters, on our school web page (www.bcs.lskysd.sk.ca) or our Facebook page.

SCHOOL ATTENDANCE

Pursuant to *The Education Act*, school attendance is compulsory for children between the ages of 7 and 16 years. Consistent attendance helps ensure success at school. Students are encouraged to make every effort to attend regularly and punctually.

Parents are asked to call the school if their child will not be in attendance.

This allows the school to account for your child's whereabouts and provides an opportunity to collect missed work. The school may call parents at home or at work to enquire about students with unexplained absences.

The school presents awards for excellent attendance. Excessive tardiness may affect a student's qualification for this award.

SHARING OF STUDENT NAMES AND TELEPHONE NUMBERS

From time to time the school receives requests from students or their parents for the names and telephone numbers of classmates. Requests are made so students in class pictures can be identified or to extend invitations to birthday parties. Out of respect for personal privacy the school will not share this information without written permission from parents.

DRESSING FOR THE WEATHER

Students are expected to go out-of-doors at recess (weather permitting) and must dress appropriately for conditions. **Exceptions to the above** may be made in the case of illness. Please contact the homeroom teacher by note or telephone to make arrangements.

Please label all items of clothing, particularly footwear.

Please refer to the *BCS Code of Student Behavior* for dress code information.

HEAD LICE

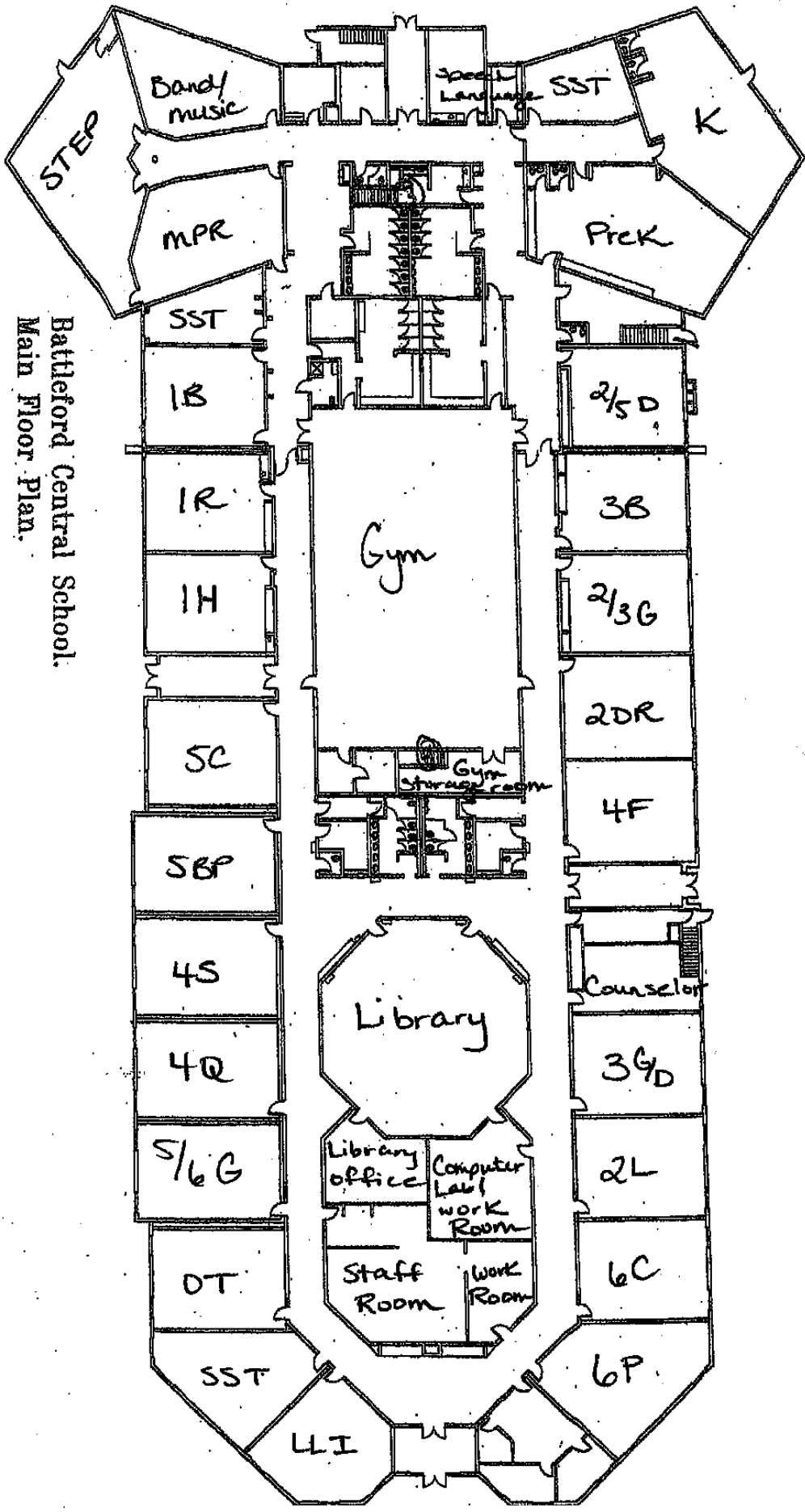
Unfortunately, head lice are easily spread within groups of children. Anyone can get head lice. It is extremely important that parents check their children's hair carefully for nits. (Nits look like tiny white sesame seeds firmly attached to hair shafts.) They are most often found in the hair behind the ears and at the nape of the neck. Your child may or may not scratch his head. It is recommended that you check your child's head at least once per week.

If you find or suspect head lice, the hair must be washed with special shampoo available at drug stores. Once the hair is washed, every single nit must be removed. Bedding, hats, clothing, brushes, combs, etc. should be washed. If nits are not destroyed, the lice will reproduce again. It is definitely best to nip this problem in the bud. It is much easier to remove a few nits than wait and have to remove dozens later.

Your child may return to school as soon as the hair has been treated and nits have been removed.

Remember that head lice are not a disgrace but a nuisance that must be dealt with properly to prevent re-infestation.

If you need more information please contact the public health nurse or your physician.



Battledore Central School.
Main Floor Plan.



Living Sky School Division No. 202 2015-16 SCHOOL YEAR CALENDAR

3

AUGUST 2015

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

27, 28 & 31 - Non-Student Days

21

SEPTEMBER 2015

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

1 - Students Return
7 - Labour Day
21 - PD Day

21

OCTOBER 2015

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

12 - Thanksgiving
26 - PD Day

20

NOVEMBER 2015

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

11 - Remembrance Day
23 - PD Day

14

DECEMBER 2015

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

18 - Early Dismissal (2:30 pm)
21 - Christmas Break Starts

20

JANUARY 2016

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

1 - New Year's Day
4 - Return to School

25 - 28 - Dept. Exams

18

FEBRUARY 2016

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29				

8 - PD Day
15 - Family Day
16-17 - Days in Lieu of Student-Led Conferences
18-19 - Winter Break

18

MARCH 2016

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

7 - PD Day
25 - Good Friday
28-31 - Easter Break

19

APRIL 2016

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

1 - Easter Break
18 - School Holiday

21

MAY 2016

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

2 - PD Day
23 - Victoria Day
24 - PD Day

22

JUNE 2016

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

29 - Non-Student Day
30 - Report Card Day (No Buses)

23, 24, 27-28 - Dept. Exams

Total 197

- School Closed (Holidays)
- Teacher Days/Non-Student Days

BATTLEFORD CENTRAL SCHOOL CODE OF STUDENT BEHAVIOUR

Battleford Central School Mission Statement

“To create a positive environment providing quality education in which students are challenged and supported in becoming independent learners.”

School Motto: Success Through Caring

“School spirit is encouraging your friends to do their best.”

STATEMENT OF TEACHERS’ BELIEFS

We believe that every child has the right to receive a quality education.

We believe that everyone should have the opportunity to work and learn in a positive environment.

We believe that all children are special, talented, and important and should be challenged to achieve to their maximum potential.

We believe that we should foster a love for learning and the importance of pride in “doing our best.”

We believe that frequently rewarded success builds self-esteem.

We believe that the quality of education is improved if staff, parents and students respect each other.

We believe we must help students develop responsibility for their behavior and learning.

We believe that children need to be treated with patience, consistency and fairness.

We believe that we must teach to the individual needs of all children.

We believe that regular parental support and involvement are essential to the success of our school.

We believe that happy enthusiastic teachers create happy enthusiastic students.

We believe that teachers and students should be continually aware of common, realistic goals.

We believe that high expectations produce higher achievement.

We believe that it is the parents’ responsibility to send children to school clean, rested, well-fed and mentally ready to participate in the learning process.

TO THE STUDENTS

At BCS, students are expected to exhibit a commitment to learning and to achieve success. We have guidelines for appropriate student behavior which reflects the school’s philosophy of openness and respect for fellow students and staff. The guidelines show that you are expected to take personal responsibility for your behavior. This responsibility applies not only to your academic duties, but also to your use and care of school facilities, equipment, textbooks and supplies.

Each responsible student contributes to the well-being and success of everyone at BCS, where learning is fun.

TO THE PARENTS

This code has been drafted by the school staff with the input from students, parents, the School Community Council and the Living Sky School Division Board of Education. We want students to be fully informed of their responsibilities at BCS. We try to ensure that in all cases, students will be treated in a fair manner by being kept fully informed of an incident, charge or outcome which affects them. We have a consistent approach to school discipline; thus rules will be applied as the situation and continued inappropriate behavior warrants.

We try to be firm and fair with decisions which result from complete fact-finding and communication with all parties concerned.

Students, who disobey school rules or directives from teachers or the administration, will be required to accept the consequences of their behavior.

With parents and teachers continually working together in this endeavor, students will become more responsible and successful. When students have successes in these areas they will feel good about themselves and improve their self-esteem.

SECTION 1 - ACADEMIC SUCCESS

Expected Behavior

To ensure success in your school year, you are expected to complete all class and homework assignments on time and to the best of your ability. You are also expected to show up for class with the necessary materials. The consequence for not doing the work is doing the work.

Reason for Expected Behavior

Effort and determination are the keys to success. Putting forth your best effort and taking pride in work helps to ensure that it will be acceptable.

Consequences of Misbehavior

If your effort on homework is unacceptable you will complete it or redo it, possibly out of class time (recess, noon hour, after school). Continued infractions will lead to parent notification, detention and/or in-school suspension.

SECTION 2 – HONESTY

Expected Behavior

You are expected to be honest in your relations with students, staff and others within the school and when representing BCS around our communities. Lying, stealing and cheating are forms of dishonesty and as such are unacceptable behaviors. You are expected to submit work which is original and represents your own best efforts.

Reason for Expected Behavior

You will benefit from your relationships with others only by being open and honest in what you say and do. Dishonesty in your words or actions or written work has a negative effect on your reputation and that of your school.

Consequence of Misbehavior

You must realize that proof of dishonesty carries very serious consequences. In the case of stealing, restitution will be at your own expense and/or community service may be assigned as restitution. Cheating on a test or project will require that **the work be redone** to be marked by your teacher and/or may result in a mark of zero. In the case of lying, a meeting may be arranged with you, your parents and your teacher, to discuss the situation.

SECTION 3 – ATTENDANCE, ABSENTEEISM AND TARDINESS

Expected Behavior

You shall report to class promptly each day, ready, willing and able to work. Absenteeism requires a written explanation or phone call from your parent or guardian. Telephone calls will be made to your home to verify absences. (We would prefer that your parents call the school to tell us the reason for your absence.)

Reason for Expected Behavior

Punctuality is a form of courtesy towards your teacher and your classmates. Punctuality is a learned skill in making good use of your time at home and at school. If you are late, you disrupt your class when you enter. Students who miss a great deal of time are certain to encounter difficulty keeping up in their school work. In order for you to achieve to maximum potential, regular attendance is essential. Punctuality and regular attendance are necessary life skills.

Consequences of Misbehavior

On some occasions lateness and absences are unavoidable. However, if habitual lateness and absenteeism appear to be a problem it will be investigated as a discipline problem. Your parents will be consulted and you will be required to make up lost time. As per school policy, repeated and unexcused absences may lead to detentions and/or in-school suspension.

SECTION 4 – RESPECT FOR OTHERS

Expected Behavior

You are expected to treat all people with consideration and respect.

Name-calling, gossiping, spreading rumors, vandalism, fighting, pushing, shoving, tripping, kicking, biting, spitting, throwing objects and rough horseplay are not acceptable student behaviors.

Reason for Expected Behaviors

Every person needs a good self-image and has the right to be treated with respect. Getting along with others is a very important skill in making your way in today's world. In addition rough behavior may hurt someone's feelings or physically injure them.

Consequences of Misbehavior

Disrespect or inappropriate behavior may result in an immediate time out, a written account of the incident and possibly notification of, and meeting with parents. Continued infractions will lead to detentions, in-school suspension, and/or community service or suspension from school.

SECTION 5 – APPROPRIATE LANGUAGE

Expected Behavior

Your language will be such that it shows respect for staff and students. Name calling, crude, rude and obscene language, written, texting, emailing, implied or gestured are unacceptable.

Reason for Expected Behavior

Being able to use appropriate and tasteful language is a valuable life skill. When language is offensive to others, hurt feeling may lead to further conflict.

Consequences of Misbehavior

If you use inappropriate language you may be given an immediate time-out and may be required to write an account of the incident. Serious infractions lead to parent notification, and if continued, detention, community service, in-school or out of school suspension.

SECTION 6 – STUDENT MOVEMENT

Expected Behavior

In the morning you will enter at designated entrances. Student arrival at school before 8:30 a.m., except for bus students required teacher permission. (We do not have supervision before 8:30 a.m.)

While inside the school and in the bus-loading areas you shall walk in a quiet orderly manner.

When walking in hallways you shall keep to the right hand side. During fire drills, you shall travel toward a designated exit in a quiet, orderly manner and remain with your teacher.

At lunch time you shall remain orderly and quiet in our classroom until 12:10, after which you may go to your designated play area. Students involved in intramural sports will proceed to the games area and wait for the teacher supervisor.

Students staying for lunch shall remain on school property during the school day unless written permission is given by parents.

Reason for Expected Behavior

These guidelines are necessary for security, order and to ensure that all students are being safely looked after during their school day. You have the right not to be disturbed by unnecessary noise.

Consequences of Misbehavior

You will be reminded of the expected behavior and of your obligation to follow it. If the offence is serious or repeated, appropriate action will be taken.

SECTION 7 – DESIGNATED AREAS

Expected Behavior

You will be in the following areas only if you have the permission of a teacher: gymnasium, an equipment room, a science room, the computer rooms, the library, a janitor's room, staffroom, a music room, the audio-visual room, the sick room, classrooms and bathrooms other than your own.

Reason for Expected Behavior

These guidelines are necessary for your own protection and proper security of specialty equipment which assists in your own instruction.

Consequences of Misbehavior

You will be reminded of the rule and may have privileges restricted for a time in designated areas.

SECTION 8 - NOON HOUR AND LUNCH **ROOM EXPECTATIONS**

Lunchroom Expectations

Eating at school is a privilege and so inappropriate behavior may result in a loss of that privilege. It is expected that bus students will remain at school during lunch hour unless parents or guardians and the school have given consent for the student to leave.

Parents and guardians are requested to send the homeroom teacher a note on each occasion that their child is required to leave the school premises during noon hour.

Town students eating at the school must remain on the premises during the lunch hour unless parental and school consent has been given to leave.

When eating lunch students are:

- to eat in their designated lunchroom which is usually their homeroom;
- to respect supervisors and follow their direction;
- to remain seated and use good table manners;
- to talk quietly;
- to clean up their desk and floor around them;
- to assist in clean up as requested;
- not to leave the lunchroom without a supervisor's permission or the dismissal bell sounds;
- to go outside or to their designated activity at the dismissal bell; and
- strongly discouraged from sharing food.

Reasons for Expected Behavior

By knowing where students are during the noon hour the school is able to account for their whereabouts and help ensure their safety.

All students have a right to a safe and respectful atmosphere in which to enjoy their lunch.

Sharing food presents health concerns.

Consequences of Misbehavior

Consequences may include, but are not limited to, a written assignment, cleaning up, being assigned special seating or an isolated area in which to eat. Serious misbehavior may result in communication with parents/guardians and the result may be restrictions to, or loss of the privilege, to eat lunch at school.

SECTION 9 - PLAYGROUND EXPECTATIONS

Expected Behavior

You are to behave in a safe and respectful way in the school yard and playground following school rules and procedures. Students are expected to follow the directions of supervisors and peer patrollers.

Generally speaking the east side of the school is reserved for Pre-K to grade 3. The west side is reserved for grades 4-7. Only students in grade 5, 6 and 7 are permitted to use the basketball court area between B.C.S. and St. Vital. Students must avoid playing behind, or between any shed, bin or the bike compound.

Students playing team sports must play in a designated area and with others of the same grade level.

Rough play that involves pushing, shoving, tackling, grappling, kicking and tripping is not acceptable.

Eating food or chewing gum on school grounds is not permitted.

Bicycles must be walked on school property. Skateboarding and roller-blading is not permitted in the school yard.

Playground equipment must be used for its intended purpose.

Climbing on soccer goals, backstops and basketball nets is not permitted. Any abuse of equipment, fences and plants is unacceptable. Students are not permitted to play any form of tag on playground equipment.

Reason for Expected Behavior

Everyone has the right to be in a safe environment. Rough play and abuse of equipment endangers others. Everyone must work together to ensure that the school yard is both safe and enjoyable.

Consequences of Misbehavior

Students who do not follow these guidelines may be required to serve time-outs, and/or loss of privileges on the playground. Serious or continued infractions may result in parental contact, in-school or out-of- school suspension. Willful damage of property will require students to pay for the damage. Serious or continued infractions will be reported to the office and may result in further disciplinary action.

Playground Guidelines

1. Rough Play (forbidden) includes:
pushing jumping on backs kicking tripping
shoving play fighting grappling
2. Walk bicycles, carry skateboards.
3. No play on grassed area in front of school (flagpole area).
4. Benches are for sitting only.
5. No Div. II students on Div. I side without supervisor's permission.
6. No hanging out in front of doors, ever. Visitors cannot enter the school safely.
7. Outdoor equipment is to be used for intended purpose only. Do not climb fences or soccer goal-posts.
8. Students must cooperate with all supervisors and peer patrollers.
9. Grade 5, 6 and 7 students only on BB Courts.
10. No eating food or chewing gum (choking hazard, litter problem).
11. No playing tag in any form on the playground equipment.
12. Consequences may include time outs, loss of playground privileges.
13. Keep balls on Div. II side west of the playground equipment.
14. Do not cross the bus lane or 2nd Ave. without permission.

SECTION 10 - CARE OF SCHOOL PROPERTY

Expected Behavior

You will respect all school property (classrooms, halls, entranceways, bathrooms, playground, gym, library, desks, all equipment, textbooks and supplies).

Your desk and the floor area around it are to be kept neat and tidy. Tables and desks will be used for their intended purpose.

You are expected to treat the school and equipment with the same care and respect as you would your own valuable personal possessions.

Reason for Expected Behavior

In taking care of school property you display pride in your school. You also help to maintain safe and attractive surroundings and useful facilities which are necessary to successful learning for you and your fellow students.

Consequences of Misbehavior

If you damage school property, you are expected to pay for repair or replacement costs. In certain cases, you may be required to repair or clean up the damage yourself. If a textbook or library book is destroyed or lost, you or your parents will be requested to make restitution or to provide community service to make restitution. Intentional damage is a crime and it will be dealt with by the proper authorities.

SECTION 11 - PERSONAL APPEARANCE **(Expected Behavior)**

1. Clothing that advertises or suggests any product or substance not legal for minors, or that displays obscene messages, is not acceptable at BCS.
2. Head covers are to be worn for medical or religious reasons only. Students are not permitted to wear head covers in the school at any time.
3. Clothing should cover the student from the neck to the mid-thigh as a minimum. Shirts/blouses/tops must overlap pants/jeans/skirts.
4. Clothing such as “tube tops”, “halter tops”, “spaghetti tops”, and “muscle shirts” are not appropriate for school, and are forbidden under the dress code.
5. All items that are designated underwear must not be showing and must be under cover.
6. Clothing worn in the gymnasium should meet the school’s policy and would not include tight clothing or shorts that are deemed revealing. For example, fitness club attire is not likely to be appropriate for school gymnasium clothing.
7. There may be school spirit days which require some flexibility in the dress code. The principal shall indicate to the students if a certain activity allows for a slight modification in the dress code for that day only.
8. Bare or stocking feet are not appropriate in the school or school yard at any time. There are health reasons why this cannot be permitted such as transmission of athlete’s foot, planter warts, etc., as well as safety (fire drills, broken glass).
9. Any adornment such as chains or spikes that could be perceived or used as a weapon and any symbols, styles, or clothing frequently associated with gangs or other forms of violence and intimidation can be prohibited by the school under the terms of this policy.
10. Consistent with these rules all faculty and employees shall dress in a manner and have an appearance that is appropriate and professional in light of the environment in which they work, the duties of their jobs, and the impressionable youth they serve.

Reason for Expected Behavior

Students and staff are expected to adhere to standards of dress and appearance that are compatible with an effective learning environment. Personal protection, such as UVA/UVB sun safety is also another reason for these expectations.

Consequences of Misbehavior

Students wearing inappropriate clothing will be asked to change into something that meets acceptable standards of dress. Alternately, students may be asked to cover offensive clothing or wear it inside out. The school may provide acceptable clothing on a temporary basis. Students refusing to comply with these requests will be placed on an in school suspension for defiance.

SECTION 12 – CURRICULAR AND EXTRA CURRICULAR ACTIVITIES

Expected Behavior

All relevant school rules apply while on school buses, at extra-curricular activities, or on field trips.

Reason for Expected Behavior

It is important to remember that on these activities you represent your school. Always let others know that you are proud to be a student at Battleford Central School.

Consequences of Misbehavior

Appropriate disciplinary action will be taken. A serious offence could result in your removal from the field trip, future events or school teams. Your parents may be responsible for your transportation home and further action could be taken upon your return to school.

SECTION 13 – COMPUTER AND INTERNET USE

Expected Behavior

All students are expected to comply with conditions of the Internet Acceptable Use Student Contract Agreement outlined by the Living Sky School Division. (Students in grades 4 to 8 are required to sign this agreement upon registration.)

In addition, BCS students are to visit only web pages listed on the school web page or sites previously approved by teachers.

Printing of any document requires previous teacher approval.

Students are expected to treat the school and equipment with the same care and respect as one would their own valuable personal possessions.

Reason for Expected Behavior

The internet is a powerful learning tool that if not used responsibly, may lead to mischief or harm. Students have a responsibility to safe guard themselves against inappropriate content and harm. Students also have a duty to use this tool in way that will not bring harm to others.

Consequences of Misbehavior

Students found using computers and/or the internet inappropriately will lose the privilege for three days. Subsequent abuse will result in the suspension of the student computer account. Access to a computer and/or the internet will be through a teacher on an “as needed basis.” Willful damage to hardware may also result in the student being required to make restitution financially or through community service.

SECTION 14 - ALTERNATE AFTER-SCHOOL ARRANGEMENTS

Expected Behavior

The school must be notified in writing or by phone of any requested change in student's regular after school travel arrangements. Unless an emergency arises the school should be notified in writing before noon on the day of the requested change. Bus students must complete information forms in the office when they are not taking the bus home. Students will not be allowed to make changes in transportation without written or verbal permission from their parents. Students who have made the proper arrangements to change their regular busing routine must complete a form in the office indicating the change, the reasons for the change and information about their bus number and driver. This will assist teacher supervisors and bus drivers in monitoring the whereabouts of students.

Reason for Expected Behavior

The school shares responsibility for the safe arrival of students to the home. If the bus driver or school has not been informed of a change in after school travel arrangements, staff may spend unnecessary time and effort searching for students.

Appropriate disciplinary action will be taken. This may include a call to parents and include restriction to the office area of direct teacher supervision to ensure that expectations are met.

SECTION 15 - BUS LOADING SAFETY RULES

Expected Behavior

Bus students are encouraged to learn their bus drivers' names and/or the bus number.

Bus students who are not riding the bus after school must sign the absentee form with all required information in the office before 3:27.

Students who are not waiting for a ride must leave the school grounds promptly after school.

Students need to be aware of their bus schedule and be prompt in boarding their bus when it does arrive.

Students are to safely stand within the designated areas and wait until it is safe to board the bus by lining up in an orderly fashion and waiting their turn to board the bus.

Students are not to board the bus beyond the chain link fence.

Reasons for Expected Behavior

These expectations are for the safety and orderly movement of students.

Consequences for Misbehavior

Student will remain standing in a designated spot outside until the bus arrives.

Student will be asked to remain on the bench outside the office until his/her bus arrives.

Student may be asked to remain in his/her classroom until his/her bus arrives.

Perpetual or continued misbehavior will be reported to administration.

SECTION 16 – LIVING SKY SCHOOL DIVISION **BUS SAFETY RULES**

Expected Behavior

All bus students are accountable to the school for their behavior on the bus.

- Passengers must remain quiet and orderly.
- Passengers must remain seated in assigned seats.
- Use of profanity prohibited.
- No smoking or use of tobacco.
- Passengers will be held responsible for damage.
- Eating and drinking is at the discretion of the driver.
- Bus must be kept clean and sanitary.
- Skate guards are required on all skates.
- Passengers must wear warm clothing during winter months.
- Firearms and pets are not allowed on the bus.
- Arms, heads, etc., may not protrude beyond open window.
- Use rear door in case of emergency only.

Reason for Expected Behavior

These expectations are for the safety and comfort of persons traveling on the bus.

Consequences for Misbehavior

Warnings will be issued for inappropriate behavior. Suspension from the bus will be imposed for serious infractions and persistent misbehavior. Students and parents may be required to meet with representatives of the Board of Education to discuss and resolve behavior problems.

SECTION 17 – LOCKERS

Students in Grade 6 & 7 are assigned lockers and issued a school lock for the storage of their personal belongings. Those lockers remain school property and are subject to inspection by school staff as may be required. Personal locks are not permitted.

Students will be required to agree to and sign a contract for the use of a locker. The terms of this contract appear on the following page.

Reason for Expected Behavior

Students sometimes leave food items in their lockers over weekends and holidays which can cause odor problems our janitors need to deal with. Further, school administrators may access the lockers to make sure the school remains free of alcohol, drugs and weapons.

BCS Student Locker Contract

We, at BCS, feel that having a locker with a lock is a privilege and needs to be treated with respect and responsibility. The following will outline what is expected of a student who uses a locker and what the consequences will be if a locker is not used properly.

Student Expectations/Responsibilities:

- 1. The locker must be kept neat and tidy at all times. Acceptable items may be displayed on the inside of the locker but must be removed before the end of the school year. The locker must be cleaned of all tape and stickers at the end of the year. Items cannot be displayed on the outside of the locker.*
- 2. Any and all food items are to be removed from the locker daily. This should prevent an insect infestation and will respect others around your locker if food is not allowed to spoil.*
- 3. Students are to bring all necessary items for their classes before class begins. Running to your locker for items (pens, pencils, paper, books) after class has started is not being responsible.*
- 4. All lockers are to be locked with a school issued lock that the homeroom teacher has a combination for. Combinations are NOT to be shared or given out to other students under any circumstances. This will protect your personal belongings from others who may not respect your items. Be conscious of others who may be trying to see your combination while you are opening your locker and try to prevent others from seeing your combination.*

Consequences for misuse of lockers:

- 1. If a student freely gives out his or her combination or a student tries to discover another's combination, that student:
 - a. will lose the use his/her locker for the remainder of the week, month or even year, at the discretion of the homeroom teacher, possibly in consultation with the administration of the school.*
 - b. will be required to carry home all person belongings each day and bring those items to school the next day. They will not have the use of a locker for a specified period of time.*
 - c. will lose his/her locker if he/she allows someone else to use the same locker after that person has lost the privilege of having their own locker.**
- 2. If a lock is lost or unnecessarily damaged or not returned at the end of the school year, the student will forfeit the caution fee of \$5.00.*

Student Signature

Parent Signature

SECTION 18 - ANTI-BULLYING BEHAVIOR

Expected Behavior

Battleford Central School will not tolerate bullying behavior. Such behavior will be dealt with in a serious and timely manner.

Definition of Bullying: Bullying is done on purpose and it is meant to hurt. Bullying can be physical and involve pushing, hitting, kicking and spitting. It can be done with words including put-downs, insults and taunting. Intentionally or falsely accusing another student of bullying shall be considered bullying behavior and shall be dealt with accordingly.

Students are expected to:

- Promote a positive and caring environment treating others with respect and dignity.
- Refuse to bully others and to be a bystander to acts of bullying.
- Actively participate in school-wide and classroom anti-bullying initiatives and special skills programming.
- Report all acts of bullying they may experience or observe to appropriate school personnel.

Reason for Expected Behavior

All students have a right to a safe, caring, and respectful environment, free from bullying behavior.

Consequences for Misbehavior

The in-school administration or the homeroom teacher shall determine whether it is appropriate to contact the parents/guardians of the students involved in the incident. Assistance may be requested from Student Services (counseling, behavior assessment) or other appropriate resources.

A written record of the incident shall be made. Consequences for bullying may include the following: counseling, reprimand, parental contact and involvement, apology, learning packages related to respect and/or bullying, retribution, loss of privileges, community service, in-school suspension, out-of-school suspension and referral to alternate programming (STEP, Phoenix School).

SECTION 19 - TELEPHONES, CELL PHONES AND PERSONAL ELECTRONIC DEVICES

Expected Behavior

Classroom phones are available for students with permission of the teacher. A telephone permission card must be obtained from a staff member and presented in the office before using an office telephone.

The use of cell phones, personal music devices at school is **not** permitted by students in prekindergarten to grade four.

For students in grades five to seven, the use of cell phones and personal devices at school may be used to enhance learning as per directed by their teacher. If personal devices interrupt the learning environment and/or are being misused they will be taken away and returned at the end of the day or to a parent. Any use of these devices must be with permission of the homeroom teacher and must not contradict the Battleford Central School Code of Student Behavior (disrupt classes, cheating etc.).

Video games may not be used at school.

Students assume full responsibility for this equipment in the case of loss or theft.

Reason for Expected Behavior

The use cell phones and personal electronic equipment may disrupt students and their learning. There is also the risk of loss of theft which is minimized by discretionary use of such equipment.

Consequences of Misbehavior

Any misuse of personal electronic equipment may result in the loss of the privilege to bring such devices to school. Personal electronic equipment may also be confiscated on a temporary basis.

Students who choose to bring this equipment to school assume full responsibility in the case of loss or theft.