

*Wabamun
School*



The PRIDE of the Community

STUDENT HANDBOOK 2023-2024

Wabamun School has....

***P*erseverance *R*esilience *I*ntegrity *D*etermination *E*mpathy**

The Wabamun School **PRIDE** program centers on the core virtues of ***Perseverance, Resilience, Integrity, Determination, and Empathy.*** Our staff work at promoting the PRIDE virtues, and proudly give out recognition awards during the school year. All students may be nominated by any staff member, and these PRIDE awards are drawn to recognize all students.

Members of the Wabamun School community value these virtues as positive contributing factors to inclusion, citizenship, social responsibility, and wellness. The symbol for PRIDE is the WILD.

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| 2023-2024 Calendar of School Events |
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| | |
|---|---------------|
| 1 st Day of School Grade 1 - 9 | Sept. 5 |
| 1st day of school—Kindergarten | Sept. 6 |
| Terry Fox Run Day | Sept. 22 |
| Truth & Reconciliation Acknowledgement Day | Sept. 29 |
| Staff Planning & Development Day | Oct. 6 |
| Thanksgiving Holiday | Oct. 9 |
| Individual Student Photos | TBD |
| Remembrance Day Ceremony in School | Nov. 10 |
| Fall Break | Nov. 13-17 |
| Staff Professional Development Day | Dec. 22 |
| Christmas Break - Students return Jan. 8/24 | Dec. 25-Jan 5 |
| Teachers' Convention | Feb. 8 & 9 |
| Staff Professional Development Day | Feb. 16 |
| Family Day Holiday | Feb. 19 |
| Staff Professional Development Day | Mar. 22 |
| Spring Break (including Easter) | Mar. 25-Apr 1 |
| Staff Planning & Development Day | Apr. 28 |
| Swimming Lessons (Grades K-5) | May 6-10 |
| Staff Planning & Development Day | May 17 |
| Victoria Day Holiday | May 20 |
| Last Day of School | June 27 |
| Staff Planning & Development Day | June 28 |

PARKLAND SCHOOL DIVISION

2023-2024 CALENDAR



Total Days: 220

Operational: 195

Instructional: 182

PD Days: 13

Legend

Students' First Day



Students' Last Day



Non-Instructional



Non-Operational



Statutory Holiday



Diploma Examination



HS Transition



PD/New Teacher



| AUGUST | | | | | |
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| 28 | 29 | 30 | 31 | | |

| NOVEMBER | | | | | |
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| FEBRUARY | | | | | |
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| SEPTEMBER | | | | | |
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| DECEMBER | | | | | |
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| MARCH | | | | | |
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| JUNE | | | | | |
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| OCTOBER | | | | | |
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| JANUARY | | | | | |
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MONTHLY SUMMARY

| MONTH | TOTAL DAYS | STAT | NON- OPERATION | NON- INSTRUCT | OPERATIONAL | INSTRUCTIONAL | RUN TOTAL |
|--------|------------|------|-------------------|------------------|-------------|---------------|--------------|
| 8 | 4 | | | 4 | 4 | 0 | 0 |
| 9 | 21 | 1 | | 1 | 20 | 19 | 19 |
| 10 | 22 | 1 | | 1 | 21 | 20 | 39 |
| 11 | 22 | | 5 | | 17 | 17 | 56 |
| 12 | 21 | 2 | 3 | 1 | 16 | 15 | 71 |
| 1 | 23 | 1 | 4 | | 18 | 18 | 89 |
| 2 | 21 | 1 | | 3 | 20 | 17 | 106 |
| 3 | 21 | 1 | 4 | 1 | 16 | 15 | 121 |
| 4 | 22 | 1 | | | 21 | 21 | 142 |
| 5 | 23 | 1 | | 1 | 22 | 21 | 163 |
| 6 | 20 | | | 1 | 20 | 19 | 182 |
| TOTALS | 220 | 9 | 16 | 13 | 195 | 182 | |

INSTRUCTIONAL DAYS OF THE WEEK

| MONTH | MON | TUES | WED | THUR | FRI | TOTAL | SPLIT |
|--------|-----|------|--------------|------|-----|------------|-------|
| 8 | | | | | | | |
| 9 | 3 | 4 | 4 | 4 | 4 | 19 | |
| 10 | 4 | 5 | 4 | 4 | 3 | 20 | |
| 11 | 3 | 3 | 4 | 4 | 3 | 17 | |
| 12 | 3 | 3 | 3 | 3 | 3 | 15 | |
| 1 | 4 | 4 | 4 (3 FOR HS) | 3 | 3 | 18 (17 HS) | 89 |
| 2 | 3 | 4 | 4 | 4 | 2 | 17 | |
| 3 | 3 | 3 | 3 | 3 | 3 | 15 | |
| 4 | 4 | 5 | 4 | 4 | 4 | 21 | |
| 5 | 3 | 4 | 5 | 5 | 4 | 21 | |
| 6 | 4 | 4 | 4 | 4 | 3 | 19 | 93 |
| TOTALS | 34 | 39 | 39 | 38 | 32 | 182 | |

SPECIAL DATES

| 2023 | | 2024 | |
|---------------------|-------------------------|--------------------|-------------------------|
| August 28 | New Teacher Orientation | January 31 | HS Transition Day |
| August 29 – Sept 1 | PD (No Students Attend) | February 8-9 | Teachers' Convention |
| September 4 | Labour Day (Stat) | February 16 | PD (No Students Attend) |
| September 5 | First Day for Students | February 19 | Family Day (Stat) |
| October 6 | PD (No Students Attend) | March 22 | PD (No Students Attend) |
| October 9 | Thanksgiving (Stat) | March 25 – April 1 | Spring Break / Easter |
| November 13-17 | Fall Break | May 17 | PD (No Students Attend) |
| December 22 | PD (No Students Attend) | May 20 | Victoria Day (Stat) |
| December 22 – Jan 5 | Winter Break | June 27 | Last Day for Students |
| | | June 28 | PD (No Students Attend) |

PARKLAND SCHOOL DIVISION

2023 - 2024 KINDERGARTEN CALENDAR



| | |
|--|--|
| Mon/Wed | |
| Tue/Thu | |
| Early Years PD Days | |
| Non-instructional Days | |
| Non-Operational Days | |
| Fall/Winter/Spring Break | |
| First and Last Day of instruction for students | |
| Staggered Entry | |

| AUGUST | | | | |
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| SEPTEMBER | | | | |
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| OCTOBER | | | | |
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| NOVEMBER | | | | |
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| DECEMBER | | | | |
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| JANUARY | | | | |
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| FEBRUARY | | | | |
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| MARCH | | | | |
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| APRIL | | | | |
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| MAY | | | | |
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| JUNE | | | | |
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| 24 | 25 | 26 | 27 | 28 |

VISION

Our students possess the confidence, resilience, insight and skills required to thrive in and positively impact the world.

MISSION

We assure supportive learning environments, meaningful experiences and healthy relationships that create opportunities to develop resilience, to gain diversity in perspectives and to achieve enduring success.

FOUNDATIONAL STATEMENT

Our Ultimate Goal is Student Success and Well-Being.

We therefore value:

- Learning opportunities that are:
 - * Purposeful
 - * Essential
 - * Relevant
 - * Authentic
 - * Responsive
- Excellence in achievement
- Trustworthy, respectful relationships
- Resilience with self-awareness

SCHOOL MOTTO

*The **PRIDE** of the Community*

PRIORITIES

Numeracy is the ability, confidence and willingness to engage with quantitative and spatial information to make informed decisions in all aspects of daily living.

Literacy is the ability, confidence and willingness to engage with language to acquire, construct and communicate meaning in all aspects of daily living.

Resilience is the ability to bounce back from tough situations. Despite challenging or stressful experiences, resilient individuals have developed skills to adapt and move forward. Resiliency is built through the combination of supportive relationships, adaptive skill building and positive experiences.

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| School Time Table |
|--------------------------|

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|---------------|----------------------------------|
| 7:35 - 7:45 | Bus Arrival |
| 7:35 - 7:57 | Morning Supervision |
| 7:57 - 8:02 | Attendance/Agendas/Announcements |
| 8:02 - 8:43 | Block 1 |
| 8:43 - 9:24 | Block 2 |
| 9:24 - 10:05 | Block 3 |
| 10:05 - 10:20 | Recess |
| 10:20 - 11:01 | Block 4 |
| 11:01 - 11:42 | Block 5 |
| 11:42 - 12:02 | Lunch in Classrooms |
| 12:02 - 12:32 | Lunch Recess |
| 12:32 - 1:13 | Block 6 |
| 1:13 - 1:54 | Block 7 |
| 1:54 - 2:35 | Block 8 |
| 2:35 - 2:45 | After School Bus Supervision |

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|-----------------------------|
| Wabamun School Staff |
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|--|---------------------|
| Mr. L. Worthington: Les.Worthington@psd.ca | Principal |
| Mrs. D. Harris: Debbie.Harris@psd.ca | Secretary |
| Mrs. K. Campbell: Kristi.Campbell@psd.ca | Early Years |
| Mr. D. Kucher: Doug.Kucher@psd.ca | Early Years |
| Mrs. K. Fetter: Kendalin.Fetter@psd.ca | Middle Years |
| Mr. R. Dhaliwal: Ramandeep.Dhaliwal@psd.ca..... | Middle Years |
| Mr. B. Pon: Brian.Pon@psd.ca | Middle Years |
| Mrs. V. Hamilton: Vanessa.hamilton@psd.ca | Middle Years |
| Mrs. R. Chase: Raina.Chase@psd.ca | Librarian/E.A. |
| Mrs. J. Ross: Janice.Ross@psd.ca | Education Assistant |
| Mrs. B. Proulx: Brenda.Proulx@psd.ca | Education Assistant |
| Mrs. C. Woloszyn: Carrie.Woloszyn@psd.ca | Education Assistant |
| Mrs. P. Brusnyk: Patricia.Brusnyk@psd.ca | Custodian |

ALL VISITORS, INCLUDING PARENTS AND GUARDIANS, ENTERING THE SCHOOL DURING CLASS TIME MUST SIGN IN AT THE SCHOOL OFFICE.

This is to ensure the safety and security of our students and staff during an emergency and to minimize interruption of instructional time. We are more than happy to assist visitors by collecting students from their class or drop off belongings, lunches etc. to students.

Other Student Policies:

Attendance: Students are expected to attend school every day and arrive on time. The first bell at 7:57 A.M. is the attendance bell. Lunch break is from 11:42 A.M.— 12:32 P.M. School dismisses at 2:35 P.M. If your child will be away (ill, appointment, etc.) call the school by 9:00 A.M. and let us know the reason for the absence. Voicemail messages can be left at any time.

Internet/Network/Computer Use agreement: All parents/guardians are required to complete this user agreement online prior to student use of school computers.

Locker License Agreement (grades 4 - 9): This agreement must be completed online before a locker & lock may be assigned. This agreement is subject to the conditions identified in the PSD70 Drug Free Protocol. There is no locker rental fee. Locks are provided and must be used to keep belongings safe.

Classroom Interruptions: To minimize classroom interruptions, we ask that parents dropping off lunches, books, etc. leave them in the office and students will be called down to pick them up. If you phone the school to speak to your child on a non-urgent basis, please leave a message and they will be called to the office to return the call during a break.

Bike Safety

Bikes ridden to school should be locked and stored in the designated area. Helmets are the law and must be worn by all students. Students riding bikes are to remain on sidewalks and stay clear of the parking areas at all times.

Bus

The school bus is considered an extension of the classroom and therefore classroom conduct is to be observed at all times. Read and retain the 'School Bus Regulations' which each family receives from your bus driver at the beginning of each school year.

Field Trips: **Written consent** is required for students to attend field trips where transportation is required. Staff can, and will, keep students back from field trips and other school activities due to misbehavior or at the discretion of staff.

Phone Calls: Students are welcome to use the school phones to reply to urgent or important messages from parents, or to call home if they are ill, as cell phone use is not permitted during class time.

Leaving School Property : Students are not permitted to leave school property during the school day, other than to go home for lunch or to a scheduled appointment. If a student must leave early (e.g. medical appointment), parents are to come into the school and sign them out at the office. All bus students are to remain at the school during lunch, unless picked up by their parent and arrangements have been made through the office. Students who live within the Village and do not ride the bus to school are required to have their parents complete a form to indicate permission for their child to leave the school property during lunchtime to go home and eat. Students are not supervised by the school when they are off school property at lunchtime.

Outdoor Recess: Students should be dressed appropriately for the weather conditions, and are expected to be outside for morning and lunch recess unless the temperature is very cold or it is extremely wet. Students may play in the playground or fenced in area of the schoolyard. No play is permitted at the front of the school. Students are expected to follow playground behavior and safety expectations.

Medication: If your child requires long-term medication contact the school for information and to complete the necessary forms. If your child requires medication on a temporary basis, please adjust the dosing schedule, if possible, so medication is taken at home. If this is not possible please send a single dose with your child to take and write a note in the agenda so their teacher is aware that they have the medication with them.

Nut Aware: Wabamun School is a Nut Aware School. As a nut aware school, we ask that you please consider peanut/nut alternatives for individual lunches and snacks out of consideration for those who may have severe, life threatening allergies.

Electronics / Technology usage : Students who chose to bring cellular phones into the school are to keep these devices in their lockers during the day. Students are provided Chrome Books at school to aid in their learning at the teachers discretion. Students are to bring mathematic calculators for use in classes as indicated on the supply list, as cell phones are not permitted to be used as calculators.

Electronic equipment may be confiscated when not used in compliance with Parkland School Division Policy. This means that during the duration of the school day (breaks & recesses included), personal devices are to remain in lockers. At a staff members request, students may use Chrome Books, and wired headphones if needed. Students are required to provide their own headphones. Repeated use of personal devices may result in the devices being kept in the office for the day, or kept until they are claimed by a parent/guardian.

Report Cards

Parents receive two electronic Progress Reports per year in January and June Wabamun School utilizes the Parkland School Division computer generated reporting system. Report Cards are available online through the PowerSchool Parent Portal.

Dress Code, Grooming and Footwear

The Dress Code of Wabamun School exists to ensure that the appropriate conditions for learning exist in all areas of our school. All students are required to dress in an appropriate manner conducive to a positive school atmosphere and learning environment, and doesn't inhibit (prevent) learning from happening. While decisions regarding appropriate clothing may be subjective, the Parkland School Division Code of Conduct states that everyone must: 1. Acknowledge the right of everyone to be treated with dignity, at all times; 2. Honour the role(s) of persons in positions of authority.

Students will be asked to alter their clothing if it is deemed unacceptable, overly revealing or disrespectful in any way by a member of Wabamun School's staff. If required, students will be asked to change clothing if it is not appropriate. Parents will be notified if an issue persists.

Please note the following:

- Each teacher sets the classroom specific conditions for learning that are to be respected and followed by each student in that classroom.
- Appropriate school clothing means that it is:
 - Effective for the learning task
 - ◊ Gym apparel is suggested for students in grades 4- 9.
 - ◊ Footwear MUST match the activity
 - Not revealing
 - ◊ tops must meet waistband of pants, undergarments must be completely covered
 - ◊ shorts or skirts must be appropriate in length
- Not harmful in message: messages printed on clothing are in good taste (alcohol/ drug related, profanity, violence, and sexually inappropriate are not allowed).
- For the purpose of student safety, staff members must be able to make eye contact with students at any time. Sunglasses, hoods and hats that obstruct eye contact are not permitted.
- Outdoor clothing must reflect weather conditions. In winter, you must have warm boots, jackets, mitts and something to cover your head. You are asked to wear footwear appropriate to the weather conditions. Please place your outdoor shoes in the designated areas of the school. Remember, we are always trying to leave a place better than we found it.

Students are to wear indoor shoes at all times in the school for health reasons as well as in the event of a fire drill.

Parkland School Division's Patriotic Exercises Administrative Procedure 267 states that O'Canada will be played in all schools at the beginning of each school day. Notwithstanding individual classroom conditions for learning, hats must be removed during the National Anthem.

Wabamun School Fee Schedule 2023-2024

| <i>Wabamun School Student Fees</i> | <i>\$ Amount</i> |
|---|-------------------------|
| Cultural Events - All Grades | 25.00 |
| Class Field Trips - All grades | 50.00 |

| <i>CTF Complimentary Courses</i> | <i>\$ Amount</i> |
|---|-------------------------|
| Select Complimentary Courses – CTF (Career Technology Foundation) - (Grade 6-9) | 90.00 |

| <i>Wabamun School Optional Fees</i> | <i>\$ Amount</i> |
|---|-------------------------|
| Yearbooks | 20.00 |
| Swimming Lessons (May 6-10, 2024) Grades K-5 only | 55.00 |
| Horse Therapy (6 sessions) | 300.00 |
| Full Time Kindergarten (to be paid prior to attendance) | 150/month |
| Basketball/Volleyball/Soccer (Fees are per team) | 50.00 |
| Cross Country Running (covers all races) | 20.00 |
| Archery (Additional fees for individual tournaments) | 20.00 |
| Track & Field/Badminton (Fees are per team) | 20.00 |

Additional Fees may be added after the publication of this Fee Schedule

Agenda Planners will be provided for all students free of charge. If a replacement is required they may be purchased for a fee of \$10.

Cultural Fees are \$25 per student in Kindergarten - Grade 9 to assist with costs of Cultural Events, Performances and Guests throughout the school year.

Field Trip Fees are \$50 per student in Kindergarten - Grade 9 and cover all classroom and virtual fieldtrips and transportation associated with those field trips.

Swimming: \$55.00 This fee covers: access to the site, instruction fees and subsidizes transportation costs for students in Grades K-5.

Extra-Curricular Sports: Wabamun School participates in the PCAA and a fee of \$20—\$50 is required by students participating in **each** school team sport. Team uniforms are provided and a deposit may be required. Deposits will be returned upon return of the uniform. Additional Fees will be charged for Archery Tournaments.

Some sports fees may be granted through the JumpStart grant. Contact the school for more information.

Parkland School Division Code of Conduct

In Parkland School Division, all members of our school community are expected to promote and demonstrate respect, civility, and responsible citizenship. With these goals in mind, everyone must:

- Demonstrate honesty and integrity
- Respect differences in people, their ideas and their opinions
- Acknowledge the right of everyone to be treated with dignity, at all times
- Take appropriate measures to help those in need
- Use non-violent means to resolve conflict
- Honour the role(s) of persons in positions of authority
- Show care and regard for school property and the property of others
- Comply with all applicable federal, provincial and municipal laws

In Parkland School Division, we are all models for the kinds of citizens we desire to be. We teach and learn by example.

Conflict, Mean Behavior and Bullying: What's the difference?

When a child is having a problem with her or his peers, it can be hard for parents to know what is really happening – is it bullying? Or is it something else?

Each type of behaviour must be handled differently, to keep children safe and help them learn how to get along with others.

Peer Conflict

Conflict between and among peers is a natural part of growing up. Children will have times when they disagree and can't solve their own problems. They may even become so frustrated that they say mean things or act out physically by hitting, kicking or trying to hurt.

If it's peer conflict you will be aware that these children:

- Usually choose to play or hang out together;
- Have equal power (similar age, size, social status, etc.);
- Are equally upset;
- Are both interested in the outcome; and
- Will be able to work things out with adult help (after calming down).

Adults can respond by helping the children talk it out, and see each other's perspective. This is often referred to as "conflict resolution".

Mean Behavior

Children may try out behaviors to assert themselves – sometimes saying or doing mean things – such as making fun of others, using a hurtful name, taking something without permission, leaving a child out, or “budging” in line.

If it is mean behavior, usually:

- It is not planned and seems to happen spontaneously or by chance;

- It may be aimed at any child nearby;

- The child being mean may feel badly when an adult points out the harm they’ve caused.

When adults see mean behavior they should not ignore it. Adults should respond quickly, firmly and respectfully to stop the behavior, to let kids know that their actions are hurtful and to re-direct children to more positive behavior.

This quick response stops children from developing a pattern of mean behavior as their way of interacting with peers, and prevents mean behavior from escalating into bullying. It is a lot easier to correct a child for one nasty comment than to change a pattern of cruelty that grows over time.

Bullying Behavior

Bullying is serious behavior that has three key features – all three must be present for the situation to be considered bullying:

- Power imbalance** --- one child clearly has power over the other(s), which may be due to age, size, social status, and so on.

- Intention to harm** --- the purpose of the bullying behavior is to harm or hurt other(s) – it’s intended to be mean and is clearly not accidental.

- Repeated over time** --- Bullying behavior continues over time, and gets worse with repetition. There is a real or implied threat that the behavior will not stop, and in fact will become even more serious.

The effect on the child who is being bullied is increased fear, apprehension, and distress. Often by the time adults find out about what is happening, the child has tried many ways to stop the bullying but cannot do so on their own.

Adults must address the bullying behavior and ensure the safety of the student who has been targeted. They also need to reassure the children who may have witnessed the behavior that adults are taking care of it.

When schools respond to bullying, staff will also help the child who has been bullying others to take responsibility for their actions, and change their behavior. They will monitor the situation to ensure the bullying stops, and will support the child who has been bullied to regain confidence and a sense of safety. Staff may follow-up with the students who observed the behavior to help them learn what to do when they see bullying.

The “conflict resolution” style of bringing the children together is not recommended in bullying situations, until considerable time has gone by and all children are feeling safe enough to talk about what happened so that relationships can be healed.

Daily 5, Fountas & Pinnell and Jump Math

Daily 5, Fountas & Pinnell and Jump Math are school wide programs used at Wabamun School to improve students' academic performance and overall success.

Daily 5 – The Daily 5™ is a framework for structuring literacy time so students develop lifelong habits of reading, writing, and working independently. Students select from five authentic reading and writing choices, working independently toward personalized goals, while the teacher meets individual needs through whole-group and small-group instruction, as well as one-on-one conferring. These choices include: Read to Self, Work on Writing, Read to Someone, Listen to Reading, and Word Work.



For more information please visit: www.thedailycafe.com/daily-5



Fountas & Pinnell – The Fountas & Pinnell Benchmark Assessment System (BAS) seamlessly links assessment to instruction along the continuum of literacy learning. This comprehensive system for one-on-one assessment reliably and systematically matches students' instructional and independent reading abilities to the F&P Text Level Gradient™.

For more information please visit:
www.heinemann.com/fountasandpinnell/BAS2_Overview.aspx

Jump Math – JUMP Math is a numeracy program. JUMP Math is dedicated to enhancing the potential in children by encouraging an understanding and a love of math in students and educators. JUMP Math replaces the self-fulfilling myth that some people are born with mathematical ability while others do not have the ability to succeed with assumptions that all children can be led to think mathematically.



For more information please visit: <http://jumpmath.org/jump/en/>

Student Recognition

Student of the Week

Each week a student will be chosen to be recognized as the Wabamun Wild Student of the Week for demonstrating Wabamun School PRIDE virtues.

Year End Awards

Every year in June we hold our annual awards assembly to recognize some of the great accomplishments of our students.

Our Awards Program is set out as follows:

Fine Arts - Students who have demonstrated dedication to learning through participation and productivity in their Fine Arts classes.

Athletics - Students who have demonstrated participation in Extracurricular athletics through their participation in athletics endeavors throughout the school year.

Academic Achievement - Students in grades 4-9 who achieve the Acceptable standard and/or Standard of Excellence in at least 3 of the 4 core subjects.

Student Leadership - Recognize students for their participation in Leadership.

Outstanding PRIDE Award - Outstanding all-around student - Students who have demonstrated success in all areas, based on the School's core virtues; Perseverance, Resilience, Integrity, Determination, and Empathy.

Attendance - Students who have attendance equal to or greater than 90% for the year.

WABAMUN SCHOOL

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