

# **Wild Rose Public School**

## **Student-Family Handbook**

### **2022-23**



Mrs. Carrie Grant-Walker	Mrs. Rachelle Little
Principal	Secretary
<a href="mailto:cgrantwalker@srsd119.ca">cgrantwalker@srsd119.ca</a>	<a href="mailto:rlittle@srsd119.ca">rlittle@srsd119.ca</a>
306-747-2323	306-747-2323

# Wild Rose Public School

## REGISTRATION

All Parents/Guardians are to complete registration forms for their student (or a verification form for returning students). Forms are available at the office and on our school website. All new students must be registered for busing by completing the online transportation request form

<https://www3.srsd119.ca/busgarage/transport/request.php>

New students to the school, we ask that the parents/guardians accompany the student to register.

Please visit School Cash Online to register <https://srsd119.schoolcashionline.com/> if you haven't registered in the past school year. School Cash Online is used to pay registration fees, order milk cards, pay for hot lunch, etc.

## COMMUNICATION

Edsby is the platform used to report student absences, communicate with your child's teachers, and view grades and assignments. Invitation emails are sent to families that are not yet registered. Please follow the instructions on the email to sign-up for Edsby and to add your children.

### Bus Alerts - Bus cancellations

Please sign up to receive text updates from our school division transportation department. We suggest signing up for both SRPSD and Wild Rose bus updates.

- Text (902)701-9279 with the words "join srsdbus" to get updates from SRPSD bus via text message
- Text (902)701-9279 with the words "join wrosebus" to get updates from Wild Rose buses via text message

## VISITORS

While we strive to promote Wild Rose Public School as a welcome and inviting place, it is a building full of special young people and it is our responsibility to know who is in the building at all times. All visitors will be buzzed in using the Southwest doors. All outside doors will be locked during the school day.

## STUDENT DROP OFF AND PICK UP

Vehicle traffic in the school parking lot before and after school must occur with respect for the safety of the students and buses themselves. All vehicles should slowly enter the parking lot, and watch carefully for students walking in the parking lot.

## MESSAGES FOR STUDENTS

The school will gladly pass along notes or messages to students from home at the nearest time least disruptive to their day. We ask that you please do not ask us to disturb classes unless an emergency is occurring.

Because student cell phone use is limited to educational purposes during the school day, parents should avoid contacting students on personal cell phones during class time.

**CONTACTING THE SCHOOL**

Contact with the school can be made in several ways; most efficient during school hours is to call our office @ 306-747-2323 or leave a message. Parents/guardians are always welcome to call or email with questions or information for the school. Email address to be used is primarily that of our secretary, Mrs. Rachelle Little (rlittle@srsd119.ca).

**In order to contact a staff member directly through email please see the list below:**

Staff Member Name	Position	Email Address
Carrie Grant-Walker	Principal	<a href="mailto:cgrantwalker@srsd119.ca">cgrantwalker@srsd119.ca</a>
Rachelle Little	Secretary/Librarian	<a href="mailto:rlittle@srsd119.ca">rlittle@srsd119.ca</a>
Mitchell Byrne	Kindergarten	<a href="mailto:mbyrne@srsd119.ca">mbyrne@srsd119.ca</a>
Donna Autet	Gr.1/2 Homeroom	<a href="mailto:dautet@srsd119.ca">dautet@srsd119.ca</a>
Sydney Kvinlaug	Gr. 3/4 Homeroom	<a href="mailto:skvinlaug@srsd119.ca">skvinlaug@srsd119.ca</a>
Marni LaBrash	Gr. 5/6 Homeroom	<a href="mailto:mlabrash@srsd119.ca">mlabrash@srsd119.ca</a>
Heather Straf	Gr. 7/8 Homeroom	<a href="mailto:hstraf@srsd119.ca">hstraf@srsd119.ca</a>
Leanne Gunderson	Inclusive Learning & DC Coach	<a href="mailto:lgunderson@srsd119.ca">lgunderson@srsd119.ca</a>
Toni Brooman	Educational Associate	
Ashley Beaven	Educational Associate	
Shelley Oleksyn	Educational Associate	
Holly Cochrane	Social Worker	
Ronda Schnarr	Caretaker	

<b>BELL SCHEDULE</b>	
Morning Bell	8:50
Period 1	8:55-9:40
Period 2	9:40-10:30
AM Recess	10:30-10:45
Period 3	10:45-11:35
Period 4	11:35-12:25
Lunch Time Inside (Eating)	12:25-12:45
Lunch Time Outside (Recess)	12:45-1:05
Period 5	1:10-2:05
Period 6	2:05-3:00
Homeroom	3:00-3:15
Dismissal	3:15

## **ATTENDANCE**

Students must attend school regularly and punctually. Parents/Guardians please notify the school before 8:30 a.m. if your child is going to be absent or late. Parents of students who have not been excused prior to the start of the school day will be contacted by Mrs. Little.

## **STUDENT ASSESSMENT REPORTING**

Students/Guardians will receive feedback on student performance in many forms throughout the school year. Edsby will be used as a communication tool and gradebook. You can access the parent portal at any time to monitor your child's progress in each of their classes. There will be two formal reports sent home in January and June. Interim reports will be sent out three times during the school year and progress conferences will take place in November and March.

**Interim Reports** – Teachers will send home a report on the Factors Affecting Student Achievement (FASA) three times throughout the school year. This will be a snapshot of the students work ethic and will offer general comments, but it will not represent their achievement on outcomes.

**Progress Conferences** (Formally called Parent-Teacher Interviews). The purpose of the progress conferences is to discuss student progress and collaboratively set goals for the next part of the school year.

**Report Cards** – The purpose of the report card is to provide a summative evaluation of your child's progress to date. Their achievement will be based on assessment of the outcomes in the Saskatchewan Curriculum.

## **DRESS CODE**

School is a formal place of learning and dress should be appropriate for such an environment. Shirts of improper taste are not permitted. Clothing with messages that promote drugs or unhealthy lifestyles is not allowed. Clothing which creates discomfort in other students or staff will result in a conversation between students (and parents if desired) before a decision is made as to appropriateness. If a parent or student is not sure of the suitability of a piece of clothing, they may contact the Principal. Students may be asked to change clothes, cover the offensive piece or spend the duration of the day working independently.

Outdoor clothing **MUST** be worn outside at recess/noon hour dependent on weather and at the staff's discretion.

## **INDOOR SHOES & PE**

Every student must have a pair of running shoes with non-marking soles to wear in the school. These shoes will also be worn in the halls and classrooms – only indoor shoes will be allowed in the gym. These shoes must be proper athletic shoes (not sandals or boots).

Students in grades 3-8 are encouraged to have “gym clothes” at school so they can change for PE class.

### **MEDICATION**

Students will not be given **ANY** medication without parental consent (this includes over the counter medications such as Tylenol or Advil).

### **ALLERGEN AWARENESS**

Parent/Guardians are asked to complete the Allergen Awareness section of the registration form as it applies to their child. Please draw attention to any potentially dangerous allergies and the necessary actions to be taken should a reaction occur. This information is shared with all staff and posted in our staff room. Wild Rose is a nut free school.

### **BREAKFAST FOR LEARNING**

Our breakfast program, available for all students, will continue again this year in the mornings. Thank you to the Shellbrook Kinettes Club and the Oats Breakfast Bursary for providing funds for the 2021-22 school year.

### **LUNCH**

Students will be given time to wash hands and then eat lunch in their classrooms from 12:25 – 12:40 before cleaning their respective rooms and going outside for the remainder of the lunch time from 12:40– 1:10.

At Wild Rose we believe nutritional snacks and lunches make for healthier students who are better able to concentrate and attend to their educational tasks.

There are always allergy concerns in a school. If you receive a notification as to limitations on food in your child’s lunch or snacks, please follow the recommendations given.

### **MILK PROGRAM**

Students have the opportunity to purchase milk for lunch beginning September 12. Mrs. Little will provide further information.

### **NOON HOURS AND RECESSES**

Normally, students are expected to go outside during recess. Only in adverse weather conditions do students remain inside. They may use the washroom and water fountain as they leave and enter the school. If the washroom is needed during recess, students may go inside with the permission of a teacher. If a student is ill and needs to stay inside, parents are asked to send a note.

## **BEHAVIOUR PROTOCOL**

Students will always be expected to be responsible for their actions and their words. We continue to support an environment which celebrates the diversity that our student body has to offer. Bullying of any kind will not be supported by other students or tolerated by staff.

Initial consequences will be established by the staff member closest to the incident with administration involved where necessary. Families will be notified if consequences for behavior are necessary.

## **CLASSROOMS**

Teachers are responsible for the discipline in the classroom. Students, you have the right to learn and the responsibility to allow others to learn. Students are expected to:

- work diligently in each class;
- respect the classroom routines and expectations set by each teacher;
- behave responsibly and respectfully;
- complete all work to the best of their ability; and
- use technology responsibly and as directed by teacher.

## **STUDENT FEES**

Student fees enhance the learning program by assisting in covering the cost of students participating in special projects and events, extracurricular programs and field trips.

Please pay student fees as children register if possible. Please use the online School Cash program or send a cheque payable to Wild Rose Public School. All school fees should be paid by the end of September.

**Student fees this year are:**

- **\$30 for students Gr. 1-8**
- **\$20 for Kindergartens**

## **PERMISSION FORMS**

Permission forms are sent home for field trips and special events. For some low-risk educational experiences, a note or message to families from the teacher via Edsby or email will be deemed sufficient (no permission form needed).

When your child comes home with a permission form please sign and return to the office or designated teacher promptly. If you have any questions surrounding an event please feel free to call the school.

## **LOCKERS**

All students are assigned lockers. Students are to keep their belongings in their lockers. Lockers may be opened and inspected at the discretion of the principal. In order to prevent theft or damage of student

belongings, we would encourage all students to use their lockers and respect the privacy of others by never going into another's locker. The school is not responsible for loss or damage to student belongings.

## **INTERNET**

The internet is an environment of constantly changing, unregulated information that is used as an information resource. The use of the internet is a privilege, not a right, and inappropriate use may result in cancellation of this privilege.

Students are **not allowed** to access personal e-mail at school using school devices.

**No visits to chat rooms, Twitter, Snapchat, Facebook or any other such social media platforms at any time.**

## **CELL PHONES**

We live in a technological era – some students carry cell phones. We must however, use them appropriately at school. Therefore we ask our students to be responsible phone users.

The use of cell phones is prohibited during class time unless permitted by the teacher for research, calculations, music, etc. which support student learning. Parents can leave important messages by calling 306-747-2323.

**PARENTS:** We respectfully ask that you do not contact your child(ren) on their cell phone during class time. Please call the school and leave a message.

Most students are responsible and understand the proper use of cell phones. However, if students are not using their cell phone responsibly, they may be asked to turn it off and have it kept in the office until the end of the day.

## **VOLUNTEER DRIVERS**

Saskatchewan Rivers Public School Division views the safety of students as a priority and as such there are two main protocols in place to assist in keeping students safe:

1. Consent Forms – each time students are taken off the school grounds parents/guardians will be asked to complete a consent form acknowledging their child being allowed to take part in the event and giving permission for the taking and using of pictures by the school/school division.
2. Volunteer Driver authorization forms – to be complete yearly by drivers of students (other than their own) to or from school sponsored events. The school cannot provide consent for transportation that takes place outside this agreement as it asks drivers to declare information such as; liability insurance on vehicle, driver's license number, and agreement to abide by the Highway Traffic Act.

## FUNDRAISING

We are fortunate to have strong tradition and community connection in the form of a Walkathon each fall which supports the substantial offerings we provide students outside the school. Please support our once a year fundraiser however you can, and join us for the Walkathon and pancake breakfast on Friday, October 14<sup>th</sup>.

## TRANSPORTATION

### Bus Responsibilities for Students ([AP 720- Student Conduct on School Buses](#))

Please review SRPSD policy for student conduct on school buses accessed from the link above or on the SRSD website. In summary, students are asked to:

- Be prompt and ready to meet the bus. Stand well back when waiting for the bus, until it has come to a complete stop.
- Board the bus and get off the bus in an orderly manner.
- While on the bus, respect the driver's rules and sit in the place assigned to you. Remain seated while the bus is moving.
- Keep feet, lunch kits, school bags etc. out of the aisle. Oversized possessions are not allowed on the bus. Ask your driver if you have questions.
- No eating or drinking on the bus.
- If you will not be on the bus for some reason, please notify the bus driver.
- Dress suitably for the weather. I.e. Winter jacket, ski pants, toque, mitts in winter and at drivers discretion.

Students, please respect the rules and conduct yourself responsibly and respectfully while riding the bus. Failure to adhere to respectful behaviour may result in a loss of bus riding privileges.

### BUS CANCELLATIONS: COLD OR EXTREME WEATHER CONDITIONS

#### Administrative Procedure 551

Student safety is the Division's first priority. On occasion, weather conditions and/or road conditions may be such that safe transportation services are put at risk. The Division, therefore, authorizes the cancellation of bus operations as provided in this administrative procedure. Procedures When the temperature is at or below -40°C, bus runs will be cancelled. When the temperature is at or below 35°C and the wind chill temperature is at or below -45°C, bus runs will normally be cancelled. Wheelchair lifts will not be operated at or below -30°C. When the temperature is at or below -30°C, the developmental education buses will normally be cancelled. Bus run cancellations, as determined by the Manager of Transportation, can apply to the entire Division, to clusters of school attendance areas, or to individual schools. Regardless of temperatures or wind chill conditions, bus runs may be cancelled if severe storms or road conditions make travel dangerous. Weather information used for purposes of decision-making shall be as reported by the Weather Information Office of Environment Canada at the Prince Albert Airport, the Melfort Weather Station and the Spiritwood Weather Station.



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