



WHO ARE WE?

BEARS FOUNDATIONAL STATEMENTS

MOTTO:

Everyday. Every student. A success!

MISSION:

Cultivating a community of lifelong learners through innovation, passion, and play.

VISION:

Dream. Believe. Achieve.

VALUES:

Belonging. Independence. Generosity. Mastery. (Circle of Courage)

ASPIRATIONS:

To be better than I was yesterday.

RESPONSIBILITIES:

Be Kind
Empathetic
Accountable
Respectful
Safe

PYRAMID OF SUCCESS

Character is a Skill
Learning is Slow
Growth is Intentional

Be BEARS!

School Community Council

Chairperson- Syrita Emery

The School Community Council is a vital part of our school. Meetings run on a bi-monthly basis, and everyone is welcome to attend. The Annual General Meeting is held each year in November and elections for the following year occur during this time. We would encourage parents and community members to consider becoming involved in our school community council! As well, some students from our Student Leadership Team will also represent the student body on the SCC.

Good Spirit School Division Representatives

Director-	Mr. Quintin Robertson
Superintendent of Schools-	Mr. Mick Parmar
Local Board Member-	Mr. Gord Gendur
Student Services Coordinator-	Mrs. Valerie Ruf
Transportation Manager-	Mr. Ryan Hall

Good Spirit School Division- "Students Come First"

Dr. Brass School Staff

Support Staff

Administrative Assistants-	Mrs. Sharlene Eritz and Mrs. Linda Weinmaster
Educational Assistants-	Mrs. Tayna Bilan, Mrs. Chipuer, Mrs. Emery, Mrs. Gleason, Mrs. Langley, Mrs. Roussin, Mrs. Taylor,
Library Technician-	Mrs. Fleury
School Counsellor-	Ms. Alison Kawa
Speech Language Pathologist-	Mrs. Rheannon Currie
Custodians-	Mr. Hancheroff and Mr. O'Buck
Bus Driver-	Mrs. Tayna Hamilton

Teaching Staff

Band	Mr. Scott Yemen
Daycare	Mrs. Darlene Holliday
Pre-Kindergarten	Ms. Britt Hansen
Kindergarten	Mrs. Kristine Vaughan
Grade 1	Mrs. Edralin Badowich
Grade 2/3	Ms. Shayna Kemp

Grade 3/4	Mrs. Amie Malkoske
Grade 5	Mrs. Susan Muir
Grade 6/7	Ms. Kristen Nagy
Grade 7	Mr. Jonathon Muir
Grade 8	Mr. Murray Kittelson
Cultural Academy + Interventions	Mr. Darcy Lepowick and Mr. Jeff Davis
Indigenous Community Worker	Ms. Littlewolfe
Indigenous Student Success Coach	Mr. Darcy Lepowick and Mr. Jeff Davis
Interventions	Mrs. Kitchen, Mrs. Malkoske, and Mrs. Oudie
Nutrition Worker	Mrs. Amanda Banga
Dance and Performing Arts	Mrs. Tammy Kostersky
Mental Health Capacity Team	Ms. Ami Dzuba, Ms. Michelle Goulden
SST	Mrs. Chantel Kitchen
Vice-Principal	Mrs. Patti Zerr
Principal	Mr. Noel Budz

RIGHTS AND RESPONSIBILITIES OF STUDENTS

In this school, I have the right to:	In this school, I have the responsibility to:
Learn	listen to instruction, work quietly in my desk and to raise my hand if I have questions, a concern, or need to leave
hear and be heard	use appropriate language and to listen respectfully without interrupting when others are speaking
be respected	treat others with respect
be safe	refrain from any aggressive behaviour that would be threatening to others
privacy and my own space	respect the personal property, personal space and privacy of others
use the school and it's contents	respect the school and it's property

STUDENT CONDUCT

We believe in setting high standards for our students, both in learning and behaviour. This means that, for a positive and relaxed learning environment, students are managed in a firm but fair, compassionate manner. Learning is optimized when behavioural expectations are known, consequences are logical, and when students are provided with the opportunity to make appropriate choices. At Dr. Brass School, we endeavour to utilize a discipline plan which teaches positive relationships and promotes learning. We hope to accomplish this through supporting students' efforts in making good choices and meeting behavioural expectations.

Some of the great choices we can make include...

- Display good sportsmanship
- Being courteous, honest, and respectful at all times, in and out of the school
- Conducting yourself in an acceptable manner at school activities and functions
- Showing respect for the property of others, as well as school property
- Being punctual for classes
- Being helpful
- Being prepared to participate in a learning environment by having all necessary materials and supplies ready

Here are the expectations and consequences for our Minor Incidents.

Minor Incidents

Minor Behaviours

- Interrupting
- Swearing
- Wandering
- Incomplete work
- Theft or vandalism of small value
- Misuse of technology
- Roughhousing

When we see minor behaviours in our classrooms, this is the protocol all classroom teachers will follow.

Strike 1 - Reminder/Reteach

Strike 2 - Warning and verbalize consequence

Strike 3 - R360, Phone call home, Consequence (led by teacher)

The 4th R360 within the week/month results in referral to a major incident. Admin will check in with CT to confirm which consequences have been given.

Consequence Ideas

- *Missed Break
- *Write a letter home
- *Lunch detention
- *Student calls parent
- *Restitution (righting your wrong)

Be sure to utilize Kevin and Joletta prior to strike 3, and prior to moving to a major.

More severe incidents will be addressed in the following manner...

Major Incidents

Major Behaviours

- Fighting
- Racist/derogatory language
- Vandalism
- Weapons
- Drugs/Alcohol*
- Repeated 360's within time frame
- Technology Misuse - Unsolicited photos, etc

*Incidents with astrix have their own AP that must be followed by school admin team.

Progressive Discipline Plan

1st Offence: Restitution with admin with half day removal from class. (phone call home)

2nd Offence: In school suspension, parent meeting, act of generosity (restitution)

3rd Offence: 3 day in school suspension, parent meeting, act of generosity (restitution)

4th Offence: Begin out of school suspension protocol (1,3,5,10 days) *Board Involvement

In-School Suspension Room

Students receiving an In-School Suspension will be monitored by a staff member. The student will work with a staff member in a room near the library. Students will work on an apology letter, restitution, and habit tracker plan to assist develop the more desired behaviours. Once these materials are completed then the student will be required to

complete assigned work from class. Students must complete all the expectations to be permitted back into the classroom.

Regulation Room

An essential quote is, "we need to regulate before we can learn". Therefore, students who need extra time to regulate will be provided the opportunity in a quiet, calm, and supportive environment. Students will be given 30 minutes to return to a regulated state. If 30 minutes has passed and the student is still not regulated, then a call will be made home regarding the next steps.

PRIDE IN OUR BUILDING

Students are expected to show pride in and respect for our school facility. To ensure the cleanliness of our school:

- **All outdoor winter and soiled footwear are to be removed at the entry point into the school building**
- Sunflower seeds are prohibited within the school facility and the playground area
- Our school is used by other community groups and therefore we encourage all students to assist us in maintaining cleanliness in our washrooms and hallways.

CARING, FRIENDLY ENVIRONMENT POLICY

Dr. Brass School is committed to providing a caring, friendly school environment for all our students so that they can learn in a safe and secure learning atmosphere. Bullying of any kind is unacceptable at our school. If bullying does occur, all students should be able to speak up and know that their bullying incident report will be dealt with promptly and effectively. We are a **REPORTING** school. This means that anyone who knows that bullying is happening is expected to report the incident to a staff member.

What is Bullying?

Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain and distress for the victim. Furthermore, Bullying must be repeated after the individual has made it clear that the Bullies actions are unwanted and must stop.

Bullying can be:

Emotional – being unfriendly, excluding, tormenting (ex. Hiding books, threatening gestures, etc.)

Physical – pushing, kicking, hitting, punching, or any us of intimidation

Racist – racial taunts, gestures, graffiti

Sexual – unwanted physical contact or sexually abusive comments

Verbal – name calling, sarcasm, spreading rumors, teasing

Cyber – all areas of the internet (email, social networks, & chat rooms), Mobile threats (text messaging & calls), as well as the misuse of technology such as cameras and videos

Why is it Important to Respond to Bullying?

Bullying hurts. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect. Students who are bullying need to learn different ways of behaving. Bullies also need to be taught that their inappropriate behaviour is unacceptable at our school.

Dr. Brass School has a responsibility to respond promptly and effectively to issues of bullying.

Procedures for Response to Intervention

The procedures listed below will be used to intervene in bullying behaviour but are not limited to:

- All staff, students, and parents/guardians will receive a summary of the policy prohibiting bullying: at the beginning of the school year, as part of the student handbook and/or information packet, as well as part of new student orientation.
- The school will make reasonable efforts to keep a report of bullying and the results of investigation confidential. Staff are expected to immediately intervene when they see a bullying incident occur.
- People witnessing or experiencing bullying are encouraged to report the incident; such reporting will not reflect on the victim or witnesses in any way.

Procedures for Responding to a Bullying Incident

- A first offense will result in an office visit and a phone call will be made home to the parent(s)/guardian(s) to notify them of the incident.
- A second offense will result in parents being informed and they will be asked to have a meeting to discuss the problem. At this point, a letter will be placed in the student's file and a copy will be forwarded on to the Superintendent of Schools (Mr. Mick Parmar). Students will also be referred to our school counselor.
- If bullying continues to be a problem, some of the following consequences may be administered:
 - Temporary removal from the classroom (in school suspension)
 - Loss of privileges
 - Out of school suspension
 - RCMP may be notified
 - Expulsion
- Depending upon the severity of the incident, serious consequences may be imposed upon a first offense.

SCHOOL ATTIRE

We believe that how we dress affects our attitude and our behaviour, and we try to encourage good sense in school clothing. Some very popular shirts, t-shirts, and caps have logos or statements on them that we do not feel are appropriate for wear at school. Clothing with vulgar language or suggestive thought, alcohol, drug or tobacco logos, or that is too revealing is not acceptable at school. Students who come to school wearing such items will be asked to change into something more appropriate. All students are required to have both indoor (non-scuffing) and outdoor shoes, it is a courtesy to our custodian that students remove their outside shoes in the entrance. Students are required to wear their indoor shoes at all times. This is important in the event of a fire drill or actual fire.

We rely on the good judgement of parents in determining what kinds of clothing children should wear. Students should dress appropriately for the weather, and since all students are encouraged to go out for recess, this is particularly important. Furthermore, we all can be great role models for one another and make everyone feel comfortable with our choice of proper attire.

Head Covering: hats are permitted. However, no head rags, bandanas, or scarves. Allowances may be allowed for religious or medical purposes.

Our appearance should not distract others from learning.

Please assist us by labelling all coats, boots, mittens, scarves, backpacks, lunch boxes and school supplies. This will help us a great deal when things get lost. Ball caps, toques, hats, hoods are to be removed upon entering the building.

Dr. Brass School has a lost and found container that frequently holds valuable clothing items. We encourage parents and students to periodically check to reclaim missing articles.

ELECTRONICS

Dr. Brass School believes that students need to learn the importance of using electronics for learning purposes. In saying that, the school will attempt to provide devices for students from Grade 5-8. Students will sign the device out at the beginning of the school year, just like a library book, and will be responsible for the device until the end of the year (when checking it back in). In providing the device to our students, students do not need to use their cell phones. Therefore, cell phones will be stored in the students' pockets or lockers. Students can use cell phones during their breaks. Students are not permitted to take any photos/videos of other students or the school with staff permission.

Consequences for miss using technology result in staff following the Minor Incident Behaviour Plan.

NEWSLETTERS, SCHOOL WEBSITE, FACEBOOK, TWITTER, AND INSTAGRAM

Our school is attempting to meet our community's need for information. Our school provides information through newsletters, school website, Facebook, Twitter, and Instagram. Newsletters are distributed once a month. They are sent home with the youngest or only child in the family, emailed upon request and posted on the website.

FIELD TRIPS AND EXTRA-CURRICULAR TRIPS

An integral part of the education provided at Dr. Brass School is the out-of-school learning experiences. Parents will be given advance written notice of any out-of-school trips. In most cases, transportation is provided for students both to and from the activity however, there are instances when students will be required to have parents pick them up from an activity.

BUSSING

Bussing is a very important facet of our Innovative Programming. Many of our students will ride on a GSSD school bus at least once throughout the school year for a variety of reasons. It is therefore important that all students adhere to the rules and regulations set out by the Good Spirit School Division as well as the directives of the individual bus driver. All guidelines established by the bus drivers are for the safety and well-being of our students while in transit.

We ask that parents do their best to have their children ready for their daily pick-up time. If your child will not be on the bus, please notify your bus driver in advance if at all possible. If your child will be riding the bus home, please inform your bus driver ahead of time to eliminate delays in bus departure from the school. It is also very important that the bus drop off points in front of our school be respected as such and are not used for parking throughout the school day. We ask for your cooperation and appreciate your efforts in keeping the loading and unloading for buses only.

For all extra-curricular, and the occasional curricular, trip students may be required to pay a user fee for transportation.

A "guest" rider needs a permission note to ride on the bus to another student's house.

If you have concerns regarding busing issues, please discuss these with your child's bus driver. If you have further concerns, please feel free to contact the Principal or Transportation Manager at the Good Spirit Division Office in Yorkton.

STUDENT TELEPHONE USE

The school phone is a business phone. All students must ask a teacher for permission to use the phone. If a teacher feels the request is reasonable, the student will be given permission to use the phone. It is expected that students will make social arrangements with their parents before or after school – not during the school day.

SCHOOL PROCEDURES

School Schedule

Morning Bell	8:50 a.m.
School Begins	8:55 a.m.
Noon Hour	12:10-12:55 p.m.
Dismissal	3:30 bus students/3:33 p.m. city students

NOON HOUR SUPERVISION

Dr. Brass School is a closed campus; thus students must remain on the grounds from their arrival in the morning until going home after school. We understand that some of our students live close and eat at home during the noon hour. We just ask that parents share that plan with our homeroom teachers and for the student to sign out at the office. Furthermore, we also understand that, at times, students may want to eat "downtown". Once again we ask **parents** to contact the homeroom teacher to inform the school of the plan. In stating this, if the student is late for lunch, the school will contact parents and it will be their responsibility to track their child. Leaving the grounds without permission is a major offence and can warrant a suspension.

Doors

All doors will be opened until 9:00. After that, for the safety of our students and staff, the main door will remain unlocked. If a student arrives after 9:00, then the child must enter through the main doors.

Doors to be used prior to 9:00 are:

Pre-K, K, Grade 1: Doors by the Grade 1 classroom

Grades 2/3, 3/4, 5: Doors by the library.

Grades 6-8: Doors off of Darlington

Injury or Illness

All injuries or illness should be reported to the nearest staff member and then homeroom teacher. In the case of serious accident or injury at school, parents will be notified immediately when possible. It is important that the staff member has access to a family member or guardian for assistance.

Should the emergency warrant immediate medical attention, a school official would accompany the student to the hospital and plan to meet a family member at the hospital.

Here is the protocol below...

1. Student Reports Injury

2. Supervisor Examines Student Injury

3. Minor Injury

- a. Supervisor or Designated Individual informs/Call(s) School (office)
| (306)-786-5520
- b. Informs Administration
- c. If necessary, Supervisor completes Accident Report (all head injuries)
– if head injury, breathing concern, loss of too much blood **someone must stay with student**
- d. direct supervisor calls home – use teacher on prep to supervise class

4. Major Accident

- a. Supervisor or Designated Individual
- b. Call 911 (if needed)
- c. Call School (office) (306)-786-5520
- d. Informs Administration
- e. Office Contacts Parent
- f. if needed administration goes to location
- g. Supervisor completes Accident Report

Be BEARS!

Be Kind
Empathetic
Accountable
Respectful
Safe

Medications

The school administration may administer medicine to a pupil ONLY if the family has completed the Medical Forms in the GSSD AP regarding medications.

Evacuation Drills

All schools in the province must practice at least six fire drills and two lockdown drills per school year. On occasion the school will involve the fire and police departments to

support our development with these drills. For fire drills, staff lead students to the elementary playground where attendance is taken to account all students and staff.

SUPERVISION OF STUDENTS

Teachers provide supervision for students from **8:40 to 8:55 a.m.**, at recesses and noon hour. Students are requested to arrive at school no sooner than 8:40 am unless they are involved in a school activity. Students are expected to go directly home after school unless they are involved in a classroom or school activity with the prior knowledge of their parents/guardians. Students are expected to be in areas where supervision is provided and to remain on school property during recess and noon hours. All bus students are required to remain at the school throughout the duration of the noon hour unless a dated, written parental consent has been received by their homeroom teacher.

STUDENT ARRIVAL BEFORE AND AFTER SCHOOL PROVISION

Students involved in our Academies that live outside the school's boundaries are permitted to access the Before and After School Supervision. Before and After School supervision starts at 8:00 (before school) and is provided until 5:00 after school.

SCHOOL FEES

School fees will be collected at the beginning of each school year and provide opportunities for our students to participate in other critical activities.

ATTENDANCE

The homeroom teacher takes attendance every morning and afternoon immediately after the 8:55 a.m. and 12:55 p.m. bell. We ask that Parents/Guardians assist us by notifying the school either by phone or a note in the agenda if your child will be absent on a given day. Our answering machine is available 24 hours a day. You may leave a message explaining your child's absence. On days that we do not receive notice regarding your child's absence an automated message will be sent to parents/guardians at 10:00 a.m. This message indicates that you must inform the school of the reason for the absence. The Ministry of Education requires the information through the school data system.

Regular attendance and punctuality are very important. We assume that all students are able to meet these criteria. Students who must be absent, however, are responsible for making up missed work. Whenever possible, please make appointments (dentist, physician, etc.) outside of school time. Should your child be absent for several days, please keep his/her teacher informed regarding a return date.

<p>10 days absence over the whole year</p> <p>95%-100% Good Attendance</p> <p>Good chance of success and progress</p>	<p>19 days absence over the whole year</p> <p>90%-95% Worrying</p> <p>Less chance of success Harder to make progress</p>	<p>29 days absence over the whole year</p> <p>Under 90% Serious Concern</p> <p>Detrimental to success and progress</p>
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We understand that many parents have the opportunity to take vacations during the school year. Such chances for family time and exploration of different places, add a dimension to young children's understanding of the world that cannot be learned in a classroom. We ask parents to be aware, however, of the teacher's plans and their child's learning needs when making plans. Although teachers do their best to help, they simply do not have the capacity to make up for lost time by preparing learning material beforehand or retesting afterwards. Because learning no longer depends as much upon textbooks and worksheets, it is often impossible for teachers to provide instructional material for children heading out on vacation. It is important for parents to know that when children are vacationing during instructional time they may disrupt small group assignments, miss important concepts, or key learning strategies.

STUDENT AWARDS CRITERIA

Honor Roll (Grade 6, 7 & 8)

- Awarded to a grade 7 and 8 student with a majority of “3” or “4” on the report card. Students will have no “2s” in Language Arts, Math, Science, and Social Studies on term 3 assessments.

Award of Excellence (Grade 6, 7 & 8)

- Awarded to a grade 7 and 8 student with a majority of “3” or “4” on the report card. This student must have at least 20% (9) of “4s” in Language Arts, Math, Science, and Social Studies. As well, this student must receive at least one “4” in all the above subjects.

Most Improved Pre-Kindergarten to Grade 8 (Coleman Genaille)

Several years ago, our school lost a member of our Dr. Brass Family when Coleman Genaille was taken from us. During Coleman’s short life, staff were pleased to see him change and grow into a fine young man with a good heart. His performance as a student improved steadily throughout his school years. In Coleman’s memory, we are presenting this award to a person who displays significant improvement in personal growth. The criterion for this award is not necessarily based on academic achievement, although academic achievement often follows personal growth. The student must have attended regularly at Dr. Brass School and displayed a positive change in personal characteristics, such as attitude, cooperation, participation, and academic achievement.

The Bears Award for Citizenship (Grade 6, 7 & 8)

- Awarded to those students who demonstrate what it means to be Bears (Be Kind, Empathetic, Accountable, Respectful, and Safe). That is, they are conscientious of academic responsibilities, respectful and caring of teachers, support staff, peers and themselves. They promote their school and community by participating in various extracurricular and/or school activities.

The Bears Resiliency Award (Grade 8)

- Awarded to a Grade 8 student who has shown resiliency, determination and growth through his/her educational journey at Dr. Brass School. This student has faced daily challenges and shown perseverance in achieving personal and academic outcomes despite experiencing trials and setbacks.

The Honda Civic Bear Award (Grade 8)

- This award is given to exceptional students that
 - Demonstrates leadership, enthusiasm and passion through volunteerism,
 - Puts in personal time to foster the development of younger students,
 - Demonstrates initiative and creativity in his/her service to others,
 - Inspires others to engage in volunteer service.

Staples Award (Grade 8)

As selected by STUDENTS, recipients are generally considered the top citizens within the school community. They are the friend of the friendless. They show a close connection with Living the Code and demonstrate positive student conduct and a co-operative attitude resulting in significant contribution to the school. Student would be in good standing academically.

CanadaWest Lifestyles Award

PASSION and Commitment (Digger) – selected by the staff member teaching these classes. Student must be passionate and committed to the program above anyone else.

Building Active Leaders

Growing Citizens

Hockey Academy

Indigenous Cultural Academy

Performing Arts

Visual Arts