

# GEORGE WATERS MIDDLE SCHOOL

## SCHOOL HANDBOOK

### 2025-2026



**Principal**  
Ryan Miller

**Vice Principal**  
Tammy Wilson

#### **MISSION STATEMENT**

George Waters Middle School fosters meaningful relationships while creating *diverse opportunities for students to thrive socially, emotionally, and academically.*

#### **VISION STATEMENT**

George Waters Middle School strives to create a purposeful, inclusive, and supportive environment where students and staff embrace *empathy, responsibility, and personal growth to reach their full potential.*

## BALANCED SCHOOL DAY SCHEDULE

George Waters Middle School Timetable 2025-2026										
	Period 1	Period 2			Period 3	Period 4			Period 5	Period 6
	8:30 - 9:20 am	9:20 - 10:10 am	10:10 - 10:40 am	10:40 - 11:00 am	11:00 - 11:55 am	11:55 - 12:50 pm	12:50 - 1:25 pm	1:25 - 1:45 pm	1:45 - 2:30 pm	2:30 - 3:20 pm
Day 1										
Day 2			Morning Break	Numeracy Skills			Afternoon Break	Literacy Skills		
Day 3										
Day 4										
Day 5										
Day 6										

**\* Early Dismissal** – Students follow the same schedule but are dismissed at 2:40 pm from their period 5 classroom.

## RESPONSIBILITIES

### RESPONSIBILITIES OF STAFF:

Staff will be responsible for:

- Subscribing to the policies of the St. James-Assiniboia School Division and/or the tenets of the MTS Code of Professional Practice regarding responsible professional behaviour
- Treating parents, students and fellow staff with dignity and respect at all times
- Establishing and maintaining a safe, secure, non-threatening learning environment conducive to student progress
- Communicating information about student progress, attendance and behaviour to students, parents and administration, as appropriate
- Providing an environment that will promote self-esteem
- Providing role models and establishing a positive tone in the school

## DRESS CODE

We respect our students' rights to dress comfortably and express their individuality. Our student dress code supports all and any groups including gender, ethnicity, religion, sexual orientation, household income, gender identity or cultural observance.

All students who attend George Waters Middle School are expected to respect the school community by dressing appropriately for the environment. Student attire should facilitate learning participation and the health and safety of students and the adults that supervise them. This policy is intended to provide guidance for students, staff, and parents.

Students are not permitted to wear hats or hoods while in the school and are asked to leave bags & backpacks in their locker.

Students are not permitted to wear clothing and/or headwear with

- offensive images
- language or themes related to
  - profanity
  - pornography/sexualized content
  - hate speech
  - drugs or alcohol
- items that may be viewed as gang-related e.g. bandanas.

The primary responsibility for a student's attire resides with the parent/guardian and the student. The school is responsible for seeing that student attire does not interfere with health or safety and does not contribute to a hostile or intimidating atmosphere for any student or staff member.

Any concern regarding a student's choice of clothing should be brought to a school administrator. The administrator will address the concern with that student and their parent in a private and respectful way.

## GENERAL INFORMATION

### MORNING BREAK (10:10-10:40) AND AFTERNOON BREAK (12:50-1:25)

**Students do not have a lunch hour**, but instead, two 30-minute breaks. Students have options for where they would like to eat lunch, but once they choose an option, they are **required to stay in that location for the whole break**. Options include:

- Quiet Rooms – One room is designated per grade level as a quiet space to eat lunch
- Cafeteria – Food service is available (menu can be found on our school website)
- Outside – On school grounds
- Extra-Curricular Clubs – Teachers offer a variety of clubs that students can choose from
- Intramurals – Offered in the gym. Varies by grade level throughout the week
- Leaving School Grounds – Grade 7/8 students may leave school grounds for break. Grade 6 students **must** stay on the school grounds unless written parental permission is provided to the office prior to the start of the day.

Courteous behaviour and cleanliness are always expected. Food and drink are not to be consumed in the halls or gymnasium. **Anyone found to be misbehaving during break periods may lose their lunchroom privileges for part or all of the remainder of the school year.** If an infraction occurs, parents will be informed, and the student may receive a lunchtime detention, community service, or be suspended from the lunch program.

### ENTRY/EXIT

Students should be in the halls only at the beginning and close of school and while moving from one class to another. **Students should not enter the building prior to 8:15 am each morning and should exit the building promptly at 3:20 pm. The only exception to this is if they are engaged in a staff-supervised activity.**

### ELECTRONICS

Cell phones: Cell phones are to be in the locker and silenced during the school day. Students are permitted to use their phones during break periods. If they need to make a phone call outside of class time, they are asked to do so outside or in the front foyer.

Electronic items that can cause distractions (i.e. laser pointers) are not permitted at school.

## FIRE DRILLS

A minimum of 10 drills are held at irregular intervals throughout the school year. Instructions outlining exact procedures and routes are posted in each classroom. During a drill, everyone is expected to evacuate the building quickly and quietly. Students will line up in designated class areas for attendance checks.

## TORNADO DRILL

Students will practice a minimum of one tornado drill per year. During the drill, students will evacuate the rooms and relocate to one of the predetermined "Tornado Safe Zones".

## LOCKDOWNS

In conjunction with our Safe Schools and Threat Assessment Committees, lockdown practices will be held during the school year as a preventative step in case of an intruder or other safety risk. Before the first practice session, students will be instructed as to the procedure and the reasons for practicing this procedure.

## GEORGE WATERS MIDDLE SCHOOL CODE OF CONDUCT

In alignment with the Manitoba Education Provincial Code of Conduct and the St. James-Assiniboia School Division's Student Conduct policy (JK), George Waters Middle School's goal is to provide a safe, secure and caring learning environment, which fosters students' personal growth, self-respect, and a sense of belonging which encourages them to be responsible citizens in the present and in the future.

George Waters Middle School recognizes that disciplinary measures may be necessary when other approaches to challenging behaviour have not been successful. Interventions and consequences are consistent with the *Provincial Code of Conduct* and take into consideration the frequency, severity of the unacceptable behaviour, and the student's age and stage of development. Reasonable accommodations for students who have exceptional learning needs are considered. These accommodations consider the student's ability to comply, and the amount of support required. George Waters Middle School also recognizes that students are to be treated fairly, not equally, taking into consideration the individual needs of student(s) involved.

*Provincial Regulation: Appropriate Disciplinary Consequences in Schools* states that the principal has disciplinary authority

- over the conduct of students while they are at school
- over students in terms of their conduct towards one another on their way to and from school, and while being transported via school bus
- to ensure the appropriate use of social media and to address unacceptable student conduct including bullying, cyberbullying and abuse of a student by another
- to determine which consequence is appropriate in a given situation.

Principals will administer such discipline as might be exercised by a kind, firm and judicious parent. Discipline is administered with dignity and professional judgment in order to promote and maintain student self-respect, self-discipline and holds students accountable for unacceptable behaviour. Working to develop a safe and positive school climate is a shared responsibility that involves cooperation between the school and parents. George Waters Middle School will notify parents/guardians of situations involving their child in disciplinary situations. Parents are encouraged to contact the school any time they have a concern regarding a disciplinary matter.

Students/parents/guardians may choose to follow the appeal process. This involves an appeal to the staff member who made the disciplinary decision, then to the school principal if not resolved, then to the superintendent of schools if not resolved, and finally to the Board of Trustees. In cases of suspensions in excess of five days and expulsions, the appeal goes directly to the Board of Trustees.

All people on school property and/or engaged in school business must behave in a respectful manner and comply with the code of conduct

Unacceptable behaviours include, but are not limited to the following:

- Bullying/cyberbullying
- Social, physical, sexual, psychological, verbal or written abuse or aggression
- Harassment/discrimination
- Under the influence or in the possession of tobacco products, vape supplies, drugs or alcohol
- Threats to self and others
- Gang involvement
- Possession of a weapon
- Possession or being under the influence of an illicit drug
- Inappropriate use of the Internet and electronic devices/communication
- Clothing and accessories deemed inappropriate for school.
- Inappropriate use of skateboards and scooters.

(Under revised Section 2.12 of the Streets By law, #1481-77, students are allowed to ride their skateboard or scooter on the sidewalk. Therefore, students will be allowed to ride their skateboard or scooter to school. Upon arrival at school, students are **not** allowed to use them **on the front school property**. Skateboards/scooters must be kept in a locker while at school.)

At George Waters Middle School, we believe that mistakes are opportunities to learn, and our goal is to assist children to become the people they want to be. Learning is a growth process for everyone involved, adults as well as children. We can create conditions for children to lift themselves out of failure and leave behind blame and denial. A successful outcome allows a child to return to the group feeling strengthened.