

GEORGE WATERS MIDDLE SCHOOL

Principal
Adam Lister

Vice Principal
T. Scott Dempster

MISSION STATEMENT

George Waters Middle School is devoted to academic excellence, respect for individual rights and differences as well as to the development of individual strengths.

VISION STATEMENT

“Champions of Our Own Success”



BALANCED SCHOOL DAY SCHEDULE

George Waters Middle School Timetable 2023-2024										
	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			Morning Break	Numeracy Skills			Afternoon Break	Literacy Skills		
Day 2										
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 STUDENTS:

Students will be responsible for:

- Attending school regularly and arriving on time
- Being prepared for all classes by bringing required materials and completing homework assignments
- Completing missed work due to absence
- Developing self-discipline, showing courtesy to all people in the school community
- Engaging in educational opportunities through active classroom participation
- Showing respect for property, rights and safety of themselves and others
- Taking pride in their work and successes and the global school community
- Resolving conflicts and difficulties through discussion or by seeking assistance from school staff
- Complying with the Code of Conduct of the St. James-Assiniboia School Division and its individual schools
- Respecting and appreciating the diversity of all school members
- Expressing themselves using socially acceptable language and behaviour for the school setting

RESPONSIBILITIES OF PARENTS:

Parents will be responsible for:

- Subscribing to the tenets of the Public Schools Act, the Child and Family Services Act and the obligations outlined therein
- Regularly discussing school matters and concerns as pertinent to the education of their child
- Ensuring regular and punctual attendance and completion of all school assignments
- Treating staff and students with dignity and respect at all times and following established protocols for expressing concerns

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

ATTENDANCE

Parents and students are responsible for attendance. Students are expected to attend class regularly and to be punctual. Excusable reasons for absences include:

1. Personal illness.
2. Family illness requiring student's presence at home.
3. Death or funeral of a relative or close friend.
4. Religious holidays.
5. Emergency requiring student's presence at home.

Parents should phone the school or use the School Messenger app to report student absences. Please make sure all phone numbers, e-mail addresses are updated for communication between the school and home. Our SafeArrival system will make calls home if the absence is not entered in and reported.

HOMEWORK

Ongoing review of all material is essential. Consistent completion of homework and related assignments lead to good study habits and positive progress in each subject area.

Missed tests and assignments, when absent, are the **student's responsibility** and are to be made up upon your return to 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.

RESOURCE

The primary purpose of the resource program is to assist students with learning difficulties.

Referrals for resource teacher assistance may be made by:

1. the classroom/subject teacher
2. the student (self-referral)
3. the parent/guardian

Diagnosis may include classroom observations, work samples, formal assessments and diagnostic teaching. Collaboration with the student, parents and classroom teachers will lead to appropriate classroom adaptations and programming development.

Our resource teacher, Ms. Stern can be contacted at 204-888-4898 (ext. 4203).

GUIDANCE

A Guidance Counsellor is a certified teacher who works with and supports students individually and in groups. Counselling needs are often identified by teachers, parents, or students themselves and address the personal, social, educational and career needs of the students, keeping in mind the best interests of the student. A Guidance Counsellor is responsible for:

a) Co-ordinating

- Resources to meet student needs
- School-wide guidance prevention programs
- Referrals to community agencies
- Interactions between community and school

b) Consulting

- With parents, teachers, administrators, clinicians, and professional agencies about a student's behaviour, attendance and academic progress.

c) Counselling

- Individually or in small or large groups concerning such issues as understanding of self and others, conflict resolution, decision-making, family concerns, and career planning.

Our Guidance Counsellor, Mrs. Orloff can be contacted at 204-888-4898 (ext. 4209).

Scope: Please note that we are not able to provide services like those of regular visits with a psychiatrist, psychologist or therapist. If you are interested in these types of services, our guidance counsellor can provide contact information for those who can provide them.

LIBRARY

The library has a large collection of books and magazines that support both the curriculum and recreational needs of our staff and students. Middle School students have a regularly scheduled library period. Students are also welcome to use our resources before or after classes and at lunch hour. Materials are signed out for two complete 6-day cycles. Overdue fines are charged at the rate of 10 cents per item per day.

Visit the Library Webpage at <http://georgewaters.sjasd.ca/library/>

EXTRA-CURRICULAR ACTIVITIES

Belonging to the George Waters team comes with some additional responsibility to get involved in one or more of the wide range of activities offered at the school. These include student leadership, drama production, chess club, computer club, intramural activities, yearbook, interschool sports such as cross-country, volleyball, basketball, badminton, handball, indoor and outdoor track and field, marathon club, camping trips and many more.

SCHOOL ACCIDENT INSURANCE

School accident insurance is available to all students. A packet will be sent home to parents on the first day of classes. Purchase of this program is optional but is highly recommended as **it is required for students to participate in the school's co-curricular Athletic program and for any field trips outside of the perimeter highway (our Camp programs, for example)**

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.

GENERAL INFORMATION

TEXTBOOKS

The minimum life expectancy of textbooks issued by the school to the students is five years. Students whose texts are lost or unusually worn will be assessed a fee to defray replacement costs. Students are expected to keep their textbooks clean and in good shape. Graffiti and writing in textbooks are not acceptable.

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.**

REPORT CARDS

Report cards will be issued electronically, three times a year as follows:

Nov 29, April 3 and June 27.

If you do not receive the report card in your email inbox on these dates, please contact the office to ensure that we have the correct email address.

Individual student progress reports are available from teachers at any time upon request.

TELEPHONES

The office telephone is a business phone and is not to be used by pupils except for emergencies. Parents are asked to call for students only in cases of a real emergency.

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.

LOCKERS

Lockers are the property of the St. James-Assiniboia School Division. As such school administrators have the authority to inspect students' lockers whenever they have reasonable grounds to believe a school or division regulation, rule or discipline has been breached or a violation of the law has occurred, and the search will reveal evidence of that breach or violation.

In order for a student to be issued a locker in a school, both parent/guardian and student must sign the acknowledgement portion on the student registration form. This is in accordance with Policy JIHA, JIHA-R (Search of Student Desks, Lockers, Storage Areas, Student Effects and Student Driven Vehicles).

Students should consider whether they wish to keep items of a private nature in the locker.

BICYCLE

A cage containing bicycle racks is located on the south side of the main entrance to George Waters Middle School for your convenience. Please do not use the bike racks at Tim Horton's unless you are there as a customer. It is important that you make sure your bicycle is securely locked to the rack (cable-type locks are not recommended). Although we will do our best to investigate any problems, the school cannot be responsible for the damage or loss of bicycles. We encourage parents to file a police report for any lost or stolen bike.

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.