

Grosse Isle School Handbook 2019-2020



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[http:// https://gi.interlakesd.ca/](https://gi.interlakesd.ca/)

Grosse Isle School Staff:

2018-2019

Mr. Justin Anderson Teacher	janderson@isd21.mb.ca	Grade 5 Homeroom, 5 Math, 5/6 ELA, 5-8 Science & Technology, 5-8 Arts
Mrs. Monica Baldwin Teacher	mbaldwin@is21.mb.ca	Grade 7/8 Homeroom, 6 – 8 Math, 5-8 Phys. Ed., 5-8 Resource
Ms. Trish Baldwin	tbaldwin@isd21.mb.ca	Administrative Assistant
Mrs. Amanda Clemis Teacher	aclemis@isd21.mb.ca	Grade 6 Homeroom, 5-8 ELA, 7/8 Social Studies, 5-8 Resource
Ms. Christie Crow Principal	ccrow@isd21.mb.ca	5/6 Social Studies, 5-8 French Guidance & Counselling
Mrs. Diana Dandeneau		Educational Assistant
Mrs. Deanna Hayward		Library Clerk
Mrs. Michelle Manchulenko		Custodian

— “ —
Alone we can do little; together we
can do so much

— —
- Helen Keller

Grosse Isle School Beliefs:

In OUR school community, WE believe in:

RESPECT, *this means:*

- Respecting others with how we communicate
(voice, volume, tone, listening, and body language)
- Respecting other's teaching and learning environments
(we are all responsible for the learning environment)

KINDNESS, *this means:*

- Being kind with the words we choose when we communicate
- Being kind through the inclusion of others
- Being supportive and helpful in positive ways

SAFETY, *this means:*

- Everyone is responsible in creating a PHYSICALLY and EMOTIONALLY safe space
- Being responsible for our own actions and words
- Getting an adult to help with challenging or unsafe situations

LEARNING, *this means:*

- Contributing in positive ways to the learning and teaching in our classrooms and in our school
- Taking ownership of and participating in our own learning through goal setting and working hard
- Having fun while learning in positive and supportive ways and at appropriate times.



*These beliefs apply to us when we are at school
or anytime we represent our school.*



Based on the philosophy of restitution, we as a school understand that we are all always learning and trying to be our best selves. The expectation is that we, as students and staff follow these school beliefs throughout our day, and will support each other in learning from our mistakes when they happen.

The bottom lines that will result in immediate consequence are:

- Physical violence towards another student or staff member
- Being under the influence of or in the possession of drugs or alcohol
- Using something as a weapon with the intent of harm

Interlake School Division Foundational Beliefs:

We believe...

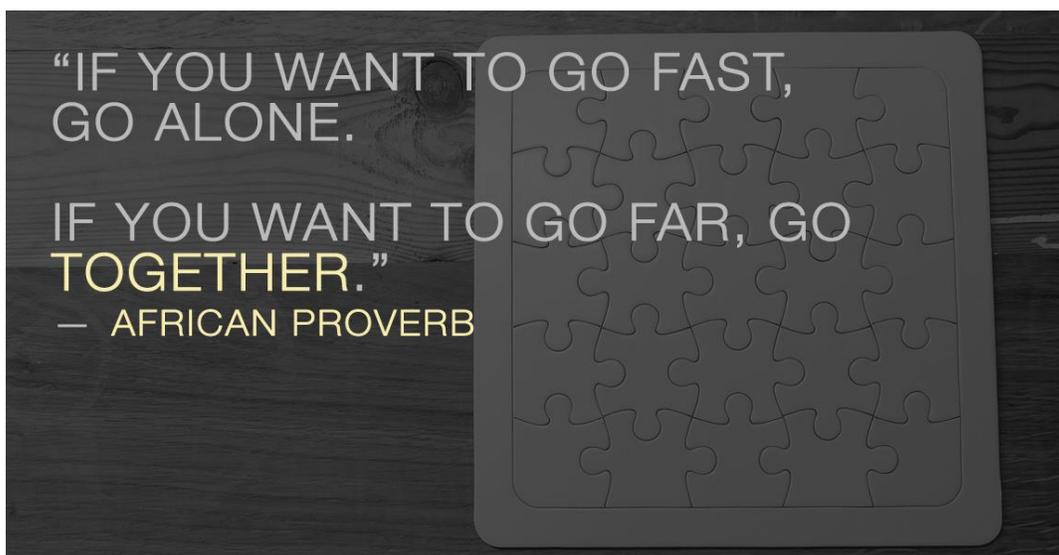
- In fostering independent, lifelong learners who are critical and creative thinkers.
- In nurturing responsible global citizens who have respect and empathy for others in a diverse society.
- In communicating in a way that facilitates the open-minded sharing of ideas.
- In creating a challenging, caring, inviting and respectful learning community.
- That we must address the needs of all learners in a safe and engaging learning environment.
- That we must provide appropriate resources to meet a range of learning needs.

Grosse Isle School Philosophy:

The success of a school is largely dependent upon the cooperative efforts of the staff and the community in providing a learning experience for each student in a secure environment that:

- Develops a positive self-concept in students
- Develops in each student the ability to think critically, read, communicate, and compute
- Encourages each student to adopt a healthy lifestyle which will enable them to become valuable, contributing members of society
- Develops in each student understanding, respect and a sense of responsibility towards others
- Cultivates interests in each student that may be the basis for personal development and leisure pursuits

In order to function as an institution dedicated to learning and to the implementation of life skills (cooperation, mutual respect, rights of personal property, etc.) the school will attempt to foster a wholesome, healthy learning environment, which is stimulating, friendly, organized, and consistent. It is our belief this kind of environment will allow for the development of happy, well-adjusted and productive students, who will be encouraged to show, through their actions, respect for the rights and property of others, as well as respect for themselves and our environment.



Grosse Isle School Code of Conduct:

Students in our school are expected to:

- Be aware of and respectful of all school division staff, visitors to the school and school procedures
- Be cooperative and responsible for their behaviour, attendance, and all assignments
- Arrive on-time, well rested, well nourished, and dressed in compliance with the dress code:

- Appropriate clothing is expected to be worn by all students in all schools and school related activities unless otherwise specified. These activities may include extracurricular activities.
- It is the intent of the dress code that in addition to the above, the following will filter all decisions:
 - Clothing must allow for **full and safe participation in all school activities**
 - Unacceptable print or images will not be permitted
 - Undergarments will not be visible
 - Hats MAY be worn inside the building, but will be removed during the playing of the national anthem and during school ceremonies. This follows the dress code of Warren Collegiate, our catchment area high school.

- Have the necessary materials, and to take care of these materials whether they are their own or belong to others

- This refers to all school supplies, *including the necessary change of clothes for Phys. Ed (t-shirt, shorts or sweats, non-marking runners), as well as the indoor non-marking shoes for daily wear.*

- Develop listening, writing, logical reasoning, and reading skills in their pursuit of their academic and personal goals
- Show common courtesy and to respect the rights of school facilities and environment as well as themselves
- Report safety concerns to a staff member
- Be responsible for their conduct on school premises, on the way to and from school, on out-of-school activities that are part of the school program, and while traveling on a school bus or in a vehicle being used as part of the school program

Parents/Guardians are expected to:

- Be partners with the school in achieving a high standard of education for their children in a safe and secure environment
- Be partners with the school in promoting appropriate school conduct
- Be partners with the school in modelling respectful behaviour when in conversation with staff and students
- Ensure that their children attend school regularly and punctually
- Communicate with school staff at parent-teacher conferences and on other occasions

Staff are expected to:

- Set and model good examples of behaviour, be respectful of parents, colleagues and students
- Acquire the skills and techniques necessary to deal effectively with a wide range of student needs
- Establish and maintain a pleasant and orderly learning environment throughout the school
- Encourage activities which promote a safe school environment
- Evaluate and communicate information about progress, achievement and inappropriate behaviour to students and parents
- Respect student safety and discipline concerns, and shall give students fair hearings on such matters

Restitution

Behaviour management is an ongoing focus within all educational environments. Traditionally, problem behaviours in the classroom and schools have often been punishment focused which, in many cases, does not bring about sustainable, long term positive changes in behaviour. Compliance with rules does not address underlying issues and concerns that need to be dealt with. In order to reverse this trend and to deal with misbehaviours in a more positive way, the Interlake School Division is implementing a restitution program. With restitution, students are expected to take responsibility for the actions and to repair their mistakes. The goal is always that students return to their group strengthened.

By engaging in the restitution process students learn better ways to be and become more self-disciplined. Instead of coercing students to behave through punishment, students are engaged in conversations that focus on ways they can get their needs met without disrupting the needs of others. Students are encouraged to behave in ways that support their values/beliefs rather than simply being compliant with rules.

The Interlake School Division began implementation of a division-wide restitution program in the 2015-2016 school year. This included training for all teaching and non-teaching staff. The Interlake School Division continues to collaborate with all stakeholders as we continue to make this shift towards a more positive behaviour management system.

This section was adapted, with permission from Centennial School Student Handbook.

Minor Classroom Management Offences: Classroom teachers will handle behaviours (academic/conduct), which are not deemed injurious to other people or property. It is expected that each teacher has developed classroom expectations and consequences in accordance to our school's beliefs and bottom-lines to deal in a consistent manner with day to day incidents. A restitution student plan may include but is not limited to: a conversation with parties involved, opportunities to "make it right", time away from the activity, individual counselling, loss of privileges, and/or parent contact.

Major Offences: Major offences are to be reported to the office and will be dealt with by the principal. The principal will deal with incidents using a restitution approach that supports the school's bottom lines and school beliefs.

Grosse Isle Programming:

Grosse Isle School provides the provincially approved programs in English Language Arts, Mathematics, Science, Social Studies, French, Music, Physical Education and Art. In addition, we offer the following:

Resource/Student Services

Resource services are available to assist teachers in identifying students with academic difficulties or special needs, and to collaborate with teachers to develop programs and instructional strategies to address the needs of these students. Individual and/or group student assistance is available. Support in the areas of Child Psychology, Social Work, Speech and Language, Physiotherapy and Occupational Therapy is available to those students/families who require these services. These services are accessed through the resource teacher.

Guidance Counselling Services

Counselling services will be provided to students in individualized and group format as required.

Family Life Education

Students in grades 5 and 7 will receive Family Life Education. Parents will receive information about the program from the Guidance Counsellor in advance. Parents who opt out of the program are required to deliver the information at home.

Life Skills Program

Grade 7 & 8 students will take a Life Skills program. The students leave Grosse Isle on Day 2 at 12:35 PM and return at 3:30 PM. The students will be instructed in Foods and Nutrition and Woodworking over the course of the year.

- Mrs. A. Schutz – Foods and Nutrition
- Mr. M. Hnatuk – Industrial Arts

Information Technology

Grosse Isle School has a substantial investment in information technology. At present, there are computers and laptops for student use throughout our building, as well as several iPads. In addition, high-speed internet access is available throughout the building. All students in the Interlake School Division are required to abide by the guidelines contained within the Interlake School Division Acceptable Use Agreement. Further, students and parents will be asked to sign a device behaviour contract by the end of September 2019, the signing of this contract allows a student to either bring their own device or use school devices during unstructured time.

Divisional Sports & Intramural Sports

The following sports programs are organized at the Middle Years level: Cross-country running, Volleyball, Basketball, Badminton, and Track and Field. Information on practices and competition dates will be sent home with the team members. Intramural sports are organized for grades 5 – 8. Some of the sports may include: Volleyball, Badminton, Basketball and other non-traditional games. These activities will take place at school during the activity breaks.

General School Procedures

1. Balanced School Day Schedule

- The balanced school day schedule divides the school day into three 100 minute blocks of instructional time. Two longer nutrition and activity breaks are provided in the morning and afternoon instead of the traditional am/pm recess and a noon-hour lunch.
- This schedule creates equally balanced teaching/learning blocks for the day. The nutrition/activity breaks of 40-55 minutes allow time for eating/activity in the morning AND afternoon.
- Nutrition/activity breaks provide 20-25 minutes for eating and 20-30 minutes for activity.

8:20	Buses Arrive – Doors open <ul style="list-style-type: none"> • Students may enter the school upon arrival from the buses. • Students being dropped off by parents or walking from home should not arrive before 8:20am • Please park in visitor parking area if you are dropping off students between 8:30 & 9:00am
8:45	1 st Bell – open gym finishes
8:55	2 nd Bell – students are in their homerooms for opening exercises
9:00 – 9:50	Period 1
9:50 – 10:40	Period 2
10:40 – 10:55	Morning Nutrition Break <ul style="list-style-type: none"> • After the bell, students will be dismissed and expected to go outside unless they are participating in intramurals, performing a task for a teacher, or have a note from their parent's/guardian's. • Students may bring food that can be heated in the microwave. Please make sure it is in containers that are microwave safe and do not require more than a few minutes of heating. • Grade 5 & 6 students are NOT permitted school or personal devices during this time • A canteen will be operational from approximately mid-September until mid-June. Hot lunch days will also be held throughout the school year. Info will be sent home.
10:55 – 11:20	Morning Outdoor Activity Break <ul style="list-style-type: none"> • To ensure the safety of our students, adult supervisors provide playground supervision • Students are expected to go outside for breaks except during periods of inclement weather • Please ensure your child has the necessary clothing so they are able to dress appropriately for prevailing weather conditions. • When the weather is questionable, the principal or designate will check Environment Canada and determine the "wind-chill" at the time. • Indoor recess will take place if the wind-chill and temperature reaches -25 Celsius or colder. • If the wind-chill is between -20 and -25 degrees Celsius, students may go outside for a maximum of 15 minutes. • If children are too sick to go outside, please consider if they are well enough to be at school
11:20 – 12:10	Period 3
12:10 – 1:00	Period 4
1:00 – 1:25	Afternoon Nutrition Break <ul style="list-style-type: none"> • Same as morning nutrition break
1:25 – 1:55	Afternoon Outdoor Activity Break and Intramural/Extra-curricular Time <ul style="list-style-type: none"> • Same as morning outdoor activity break
1:55 – 2:45	Period 5

2:45 – 3:35	Period 6
3:35 – 3:40	<p>Students return to homerooms to prepare for dismissal</p> <ul style="list-style-type: none"> • Please park in visitor parking area if you are picking up students between 3:30 & 4:00pm • If your child is going home with alternate plans (ie: friends house, different bus, another friend or family member, PLEASE let the school know via email, note, or phonecall prior to the end of the day)
3:40	Bus Departure
3:45	<p>Town students are dismissed</p> <ul style="list-style-type: none"> • Parents and guardians may come into the school to pick-up students, but are required to sign-in at the office.

2. Bus Transportation/Ridership

For the safety of our students we will be stressing the following rules during the loading and unloading of transported students.

- No vehicles will be allowed to enter, leave or manoeuvre in the parking lot while buses are loading and unloading transported students.
- A reminder to pick up and drop off students in the designated areas only.
- All students are requested to use the north sidewalk when loading and unloading the bus.
- Students who walk or ride bikes along the road allowance will remain by the north doors until all buses have left the parking lot.
- All vehicles in the parking lot during the loading and unloading times will remain stationary until all buses have left the parking lot.
- Students, who are walking or riding their bicycles, are asked to enter or exit the school parking lot through the east driveway.
- Parents/guardians, who must pick up or drop off students during bus loading times, are requested not to enter the parking lot to but to pick up the student(s) on the road allowance in front of the school.
- Also, we ask that students be picked up on the south side of the road so they do not have to walk across the road.
- The loading and unloading periods are from 8:30 – 8:45 AM and from 3:40 – 3:55 PM.

3. Attendance & Absences

- If your child is going to be absent, you should inform the school by phoning 204-467-2560 or **email tbaldwin@isd21.mb.ca** prior to 9:00 AM or send a note.
- Please leave a detailed message on the answering machine.
- If the school does not receive notice by 9:30 AM, we will make an effort to contact the parents/guardians to ascertain if anything has happened on the way to school.
- Students who arrive late are required to report to the office upon arrival.

4. Notes from home are required for the following:

- a) to change buses
- b) to stay in at noon or recess
- c) to give permission for a student to be picked up by someone other than a parent/guardian or bus driver
- d) to leave school before dismissal

- If a student wishes to go home with a friend, or on another bus for other reasons, a permission note from the parent/guardian must accompany the student **on that day**, and should be given to his/her home-room teacher. (Otherwise, the student will be asked to go home as usual.)
- All notes should be dated and signed by a parent/guardian.

5. Accident Procedures

- Our staff will attend to any student who receives a minor scrape, cut, or bruise. Should a child receive a more serious injury, the following procedure is followed:
- Parents/guardians or the designated emergency contact person will be notified. If possible they will transport the student to the doctor or hospital if necessary.
- Should no one be available for us to contact, we will transport the student to the hospital indicated on the student information sheet.
- Should we feel that an ambulance is required, **we will not hesitate to call one.**

6. Student Insurance

- Early in the school year insurance packages are sent home with all students. The package describes the insurance options that can be purchased from the insurance company. The insurance purchase is optional and is left to the parent/guardian's discretion.

7. Emergency Contact Alternate

- In the event that we are unable to contact the parents/guardians, the school administration requests that all parents/guardians leave the name and number of someone to contact in the event of a sudden illness, accident or other emergency situation.
- This may or may not be the same person that is your "storm day" alternate.
- **Please contact the school if phone numbers or other information changes throughout the year.**
- (If a cellular phone number is available please notify the school of the number)

8. Storm Day Procedure:

- Parents/Guardians are requested to listen to the radio early in the morning on stormy days to determine whether the school will be closed on that day (-40 temp. or -45 with windchill)
- **If the school is closed, the buses will not run.**
- If it should become necessary to close the school and send the students home early, we ask that parents/guardians be sure the school has the name of a person, preferably on the same bus route, to whom we can send their child in case parents are not at home.

9. School Safety

- To help ensure the safety of our students, certain potentially dangerous areas are out-of-bounds without supervisor permission. These areas include the furnace room, staff room, custodian's room, rink area in the fall and spring, and the parking lot.

10. Fire drills, Lockdowns, and Hold and Secure

- **Fire Drills:** Fire drills and evacuation procedures are practiced at least 10 times during the year to familiarize the students with fire procedures. **For this reason, students are expected to wear shoes in the building at all times.**
 - If a situation arises whereby the students cannot return to the school, they will be evacuated to the Grosse Isle Community Center.
- **Lock Downs:** Lock down procedures are practiced twice a year to familiarize students with lock-down procedures. Parents will be notified in writing following a lock-down practice.
 - **A Lockdown is where all classrooms are locked and students are asked to move to a safe place away from all windows and doors.**
- **Hold and Secure:** Hold and Secure procedures are practiced once throughout the year.
 - **A Hold and Secure is where all external doors are locked, any breaks would be taken indoors and classes continue as normal**

11. Student Fees

- Teaching staff of Grosse Isle purchase all school supplies necessary for the school year in August. We have discovered that this is both cost and time efficient for both parents and staff.
- This fee is incurred in September and is between \$30.00 – 60.00 depending on items needed for individual grades.
- Most sports have a small fee to help cover the costs of referees during tournaments.

12. Textbooks

- Students are responsible for the care of school textbooks. Damage to these books will result in students having to pay their replacement cost according to the following guidelines:
 - If a book in new condition is lost, the student must pay the full replacement value.
 - If a book in good condition is lost, the student pays $\frac{1}{2}$ the replacement value.
 - If a book in fair condition is lost, the student pays $\frac{1}{4}$ the replacement value.
 - If a book is returned in a condition far worse than when it was issued and damaged beyond normal wear, some remuneration will be expected.

13. Library Books

- Students can take out books from the school library.
- Lost or damaged books will be assessed at the replacement value.
- Stonewall Library provides a book mobile service once every three weeks.

14. Scholastic Book Sales

- Throughout the school year, students will be given the opportunity to order Scholastic books.
- Students will be provided with order forms that will be made available to students from the library.

15. Fundraising

- Grosse Isle School holds fundraising events throughout the year. Funds raised are used to supplement school funds and for special activities.

16. Student Planning

- Grosse Isle School will provide students the opportunity to be part of a student planning and/or leadership group.
- These groups will be responsible for organizing some student events throughout the school year and will assist in the operation of the school canteen, intramural sports, as well as the coordination and planning of various activity days.
- We encourage representation from all grade levels.

17. Aerosol Sprays

- Hair sprays and **spray** deodorants are discouraged at school because from time to time they are misused and pose a health risk to asthma students or students with allergies.
- Deodorants brought to school should be in stick form.

18. Sunflower Seeds

- Sunflower seeds are **not** allowed IN the school or ON the bus.

19. Allergy Awareness

- From time to time we have students that have severe nut allergies. We encourage parent's/guardian's to avoid packing items in their children's lunches that contain nuts.

20. Administration of Medication

- If a child is required to take medication during school hours, a designate at the school can administer the medication in compliance with the Interlake School Division policy.
- Written permission must be received from a parent/guardian **and the medication must be in an official container from a pharmacy.**
- The label must state the child's name, the medication's name and the dosage.

21. Communicable Diseases

- Occasionally, we find that communicable diseases occur in the school, (eg. lice, pink eye).
- When we suspect such a case, we immediately inform the student's parents/guardians.
- If the presence of lice has been detected, a letter will be sent home notifying parents/guardians and suggesting they check their children.
- The public health nurse will be contacted if we discover such a case. Parents/guardians are encouraged to contact the public health nurse or their family doctor to confirm the school's suspicions.
- Students are welcome to return back to school once the condition has been treated.

22. Lost & Found

- A large lost and found container is located in the front foyer.
- Please check this box when you are in the school.
- Items **will be** cleared out at each major school break and donated to a charitable organization.

23. GIPAC

- Parents are encouraged to form a Parent Advisory Council.
- Information is forwarded to parents/guardians through the school bulletins.
- Information regarding the AGM and regular GIPAC meetings can be found on our website on the calendar.

24. Electronic Device Policy

- The schools in the Interlake School division recognize that it may be necessary for students to be in possession of electronic devices for personal use or for communication with the family. However, the educational integrity of the school and privacy of others must be protected at all times; the following conditions will apply:
 - **All STUDENTS will leave their devices in their lockers or cubbies during classes, unless specific permission is obtained from the classroom teacher**
 - *Grade 5 and 6 students will NOT be permitted the use of either school or personal devices during the nutrition (eating) portion of breaks.*
 - *Grade 7 and 8 students MAY use their devices during this time, although persistent use at the cost of social interactions may result in the loss of this privilege.*
 - **Students and Parents will be asked to sign an Electronic Device Behaviour Contract by the end of September**
 - During school outings, field trips, or after school events, permission to use the electronic device must be given by the staff member in charge.
 - The school assumes **no responsibility**, in any circumstances for the loss, destruction or theft of an electronic device brought to school or to any school activity.
- If a parent needs to contact their child at school, please call the school office.
- If the students violate the above rules, consequences may include but are not limited to: parents may be asked to pick-up device, short or long term loss of privileges.

25. Digital Citizenship

- **Be aware of what you post online.**
- Social media venues including wikis, blogs, photo and video sharing sites. All are very public.
- What you contribute leaves a digital footprint for all to see.
- Do not post anything you would not want peers, parents, teachers, or a future employer to see.

- When writing online it is acceptable to disagree with someone else's opinions, however, do so in a respectful way. Make sure that criticism is constructive and not hurtful. **What is inappropriate in the classroom is inappropriate online.**
- Be safe online. Never give out personal information, including but not limited to, last names, phone numbers, addresses, exact birthdates, and pictures. Do not share your password with anyone besides your teachers and parents.
- Linking to other websites to support your thoughts and ideas is recommended. However, be sure to read the entire article prior to linking to ensure that all information is appropriate for a school setting.
- Do our own work! Do not use other people's intellectual property without their permission. It is a violation of copyright law to copy and paste other's thoughts. When paraphrasing another's idea(s) be sure to cite your source with the URL. It is good practice to hyperlink to your sources.
 - Be aware that pictures may also be protected under copyright laws. Verify you have permission to use the image. Students are encouraged to utilize images through Creative Commons, (<http://creativecommons.org>).
- **How you represent yourself online is an extension of yourself. Do not misrepresent yourself by using someone else's identity.**
- Follow writing conventions including proper grammar, capitalization, and punctuation. If you edit someone else's work be sure it is in the spirit of improving the writing.
- If you run across inappropriate material that makes you feel uncomfortable, or is not respectful, tell your teacher right away.
- Share your digital footprint with your parents and consider their suggestions. Get your parents' input about what information they feel should remain private and what is fine to post publicly. As a minor, your parents are responsible for what you do online, you may want to give your parents your passwords and usernames to monitor your social media use. It is a good idea to 'Google' yourself regularly, to see "what is out there" about you.
- Additionally, because technology is constantly changing, you may know more about social media than your family, so you may also want to show your parents and other family members how to create an online presence themselves.
- There are many ways to protect yourself online. For example, only accept friend requests from people you know. You may interact online with people you have never met in person, and tell a parent if you are considering meeting one of these people face to face.
- Additionally, while it is important to be yourself online, it is also important to remember not to post too many identifying details (such as where you live or your social insurance number) because revealing that information can be potentially dangerous or compromise your identity in some way.
- Do not share passwords with friends and be sure that the computers do not automatically save passwords. Always log off when you have finished using a site – do not just click out of the browser.
- Privacy settings are automatically set by social media providers governing who can see your posts, how information is linked, and what data is available to the public. Each social media platform has different privacy setting defaults and some change those settings without making it obvious to you. As a user of

social media, you should determine whether to change the default settings to make access to postings more or less private. For example, if you are creating a personal site to promote a social or political issue, you likely want to make that site open to everyone. However, if you want to discuss a project you are doing in class, it may be better to limit access only to a small group of classmates.

- **Students who do not abide by these terms and conditions may lose their opportunity to take part in the project and/or access to future use of online tools.**
- Cyberbullying takes many forms:
 - Cyberbullying is the use of electronic technologies to hurt or harm other people. Examples include:
 - Sending offensive text messages or emails,
 - Posting statements that are not true and create rumors,
 - Circulating embarrassing photos of a classmate online,
 - Sometimes, it may be difficult to draw the line between a harmless joke and one which goes too far and becomes hurtful.
 - The proposed Federal Bill C-13 has a comprehensive definition of the behavior that constitutes cyberbullying.
 - Report the behavior and get help.
 - It is important not to respond to, retaliate to, or forward any harassing, intimidating, or bullying content.
 - Unfriend, block, or remove people who send inappropriate content. It may also be a good idea to save harassing messages, as this evidence could be important to show an adult if the behavior continues.
 - If the behavior is school-related, print out the messages and provide them to the school when you report the incident.
 - If you are being cyberbullied or hear about/observe someone else being cyberbullied, or you become aware of harassing or discriminating behavior, including behavior conducted online report the behavior and get help. You can tell a parent, school staff, another adult family member, or a trusted adult. If no adult is available and you or someone else is in danger, call 911.
 - Students who violate these guidelines may be subject to discipline.

This section was adapted, with permission from Balmoral School Student Handbook.

26. Reporting Periods & Parent Conferences

- We have three formal reporting periods at Grosse Isle School.
 - Term 1 extends from September until November,
 - Term 2 extends from December to March, and
 - Term 3 is from April to the end of June.
- The first parent/teacher conversations will be in November and the second set of interviews will be held in March.
- We encourage all parents/guardians to meet with their child's teachers to discuss his/her progress. Telephone interviews can be arranged if necessary.

27. In-service and Administration Days

- Manitoba Education Citizenship and Youth allocates 10 days of the school year to be used for professional development and administration.
- Parents are informed at the beginning of the school year when these days are held, they can be found on the Interlake School Division's 6-Day calendar which is available on their and our website, as well as in our calendar on our website.

28. Communication with Parents

- Our **goal** is to create a post every Friday on our website with information regarding the past week or something coming up the next week.
- Information regarding the upcoming weeks or 'year at a glance' are now available on the calendar tab on our website.
- Permission slips, hot lunch order forms, or other pdf documents (**some** of which will also be send home in a paper copy format) will also be available through our website for printing or electronic completion.
- You may also receive emails through the week if there are changes or additions to any activities that we have planned throughout the week.
- Please ensure that your contact information and preferences are correct and up to date with the school.

29. Early Dismissal

- As part of an ongoing effort to improve achievement for our students, the Interlake School Division has one-hour early dismissals eight (8) times per year.
- Early dismissals will provide the opportunity for regular teacher group meetings at the school level. These meetings will focus on further development of instructional strategies to enhance student learning in all our schools.
- On early dismissal days, students will be dismissed one hour earlier than the school's normal dismissal time, at 2:35pm.
- Early dismissals will be scheduled the third Wednesday of each month, except in December and June.

2019-2020 Early Dismissal Schedule

September 18

October 16

November 20

January 15

February 19

March 18

April 22

May 20

30.5/6 & 7/8 Schedule

- Schedules are subject to change at teacher discretion in the best interest of daily planning.
- If permanent changes are made, new schedules will be sent home
- Our class schedule is posted on our website in September.

31. Canteen

- We stock a canteen that is available to students throughout the week.
- It is staffed and managed by volunteer students.
- **We will no longer have an IOU system.** Instead will operate with a credit system ONLY. Students/Parents can 'deposit' money into their canteen account at anytime throughout the year that can be used on canteen items.

Thank you for supporting Grosse Isle School!

