

Goulter School Handbook

2016-2017



Telephone: 204-748-2294

Fax: 204-748-1803

Website: <http://goulter.flbsd.mb.ca/>



Conscious of our roots, aware of the present, preparing students for the future.

Mission Statement

Goulter School is dedicated to the development of the whole child, promoting lifelong learning in an innovative, challenging and caring environment. We celebrate our uniqueness while striving to further develop our partnerships with community, business and neighbourhood.

Welcome to Goulter School

Goulter School was built to accommodate the increased population in Virden and area due to the oil boom of the 1950's. Goulter School was ready for occupancy on January 1, 1957. The school's name honours one of Virden's pioneer families. Over the years, Goulter School has had a few different educational configurations and currently is an Early Years School housing Grades K-4.

Goulter School continues to focus on being a family school – a place where parents and staff work closely together for the benefit of the children. The school embraces time-tested values that help strengthen student development. We offer a high quality of education as the staff provides an array of co-curricular activities that complement and enhance curricular endeavours.

Goulter School Beliefs

Our belief is that students must:

- Show respect and be respected.
- Demonstrate courtesy, empathy and tolerance.
- Treat one another as they would like to be treated.
- Use appropriate language.
- Respect their property as well as the personal property of others.
- Respect school property and learn the safe use of equipment.
- Respect the personal space of others.
- Play with regard to everyone's physical safety.
- Demonstrate manners that convey respect.
- Resolve conflicts through discussion and/or seeking assistance.
- Behave in a way that promotes self-esteem in self and others.

Our belief is that staff must:

- Help establish an atmosphere of respect and caring.
- Assist students to develop strategies that help students make choices.
- Exemplify qualities of character that they want students to develop.
- Promote the development of positive self-esteem.
- Clearly identify limits for acceptable behaviour.
- Diligently promote the overall development of each student.

Our belief is that parents must:

- Work in a cooperative partnership with the school.
- Assist the school in the disciplining of their children.
- Support the disciplinary policies of their school.
- Enable their children to develop respect for the rights of others.
- Assist their children to develop appropriate strategies for self-discipline.
- Promote tolerance and respect for others.
- Feel welcome to come to the school at any time.
- Ensure that students regularly attend

Goulter School Staff

Administration

Principal – Amy Schiltroth
Administrative Assistant – Deb Higginbotham

Teaching Staff

Kindergarten – Karla Davidson
Kindergarten/Grade 1 – Chelsey Kinnaird
Grade 1 – Trudy Clarke
Grade 1/2 – Lisa Puhach
Grade 2 – Donnelda Wheelans & Malorie Vodon
Grade 3 – Val Heaman (even) & Erin Draper (odd)
Grade 3/4 – Sasha Boyd
Grade 4 – Will Noseworthy
Resource – Debbie Leslie
Music – Michelle Chzyk
Phys. Ed. – Erin Draper
Dakota – Linda Eastman

Educational Assistants

Kelby Dwyer, Bonnie Girardin, Faye Hi-Eagle, Cindy Mahoney,
Guy Panachyse, Allison Price, Jenny Scharff

School Librarian

Cindy Mahoney

Canupawakpa Student Support

Karrie Sandy

Custodial Staff

Donna Barre
Isabel Zorn

School Hours

8:50 a.m.	First Bell
9:00 a.m. – 10:30 a.m.	1 st Period
10:30 a.m. – 10:45 a.m.	Recess
10:45 a.m. – 11:55 a.m.	2 nd Period
11:55 a.m. – 12:55 p.m.	Lunch
12:55 p.m. – 2:15 p.m.	3 rd Period
2:15 p.m. – 2:30 p.m.	Recess
2:30 p.m. – 3:30 p.m.	4 th Period
3:30 p.m.	Fort La Bosse Bus Dismissal
3:35 p.m.	Canupawakpa Bus Dismissal
3:38 p.m.	Town Student Dismissal (Intercom Announcement)

Arrivals & Departures

Due to safety concerns and no supervision, our doors will remain locked until 8:40 a.m.. At that time, students are welcome to enter the school and wait for the first bell. Because buses could be arriving around this time, we encourage drop offs at the Kindergarten door entrance or Lyons Street entrance (rink side). In the case of an emergency or problem, students are to enter the school through the front door and seek help as soon as possible. A Before and After school program is offered at our school (see below for details).



Doors will be unlocked for parent pickup at the end of the day. Students are expected to clear the school and school grounds immediately after dismissal unless involved in a teacher-directed activity (e.g: extra-curricular activities).

All doors of the school, with the exception of the front door on Queen Street East, remain locked during the school day. Students will enter and exit through their scheduled doors before school, at recess and at dismissal times. Staff will be assigned to open these doors to allow students to enter. The doors are always available to exit. **Students that arrive late for school are asked to use the front entrance and report their arrival to the office.**

All parents, guardians and visitors are asked to report to the office before proceeding to the classroom.

We thank the parents and students for their support in this preventative measure to enhance the safety of our school.

Attendance

School attendance is mandatory. We ask that parents **contact the school office at 204-748-2294 before 9:00 a.m.** when your child is absent so attendance can be monitored. If the school is not notified of the child's absence, parents will be contacted. All students will be dismissed at the appropriate dismissal times. If the school office is not notified, students will be sent home according to regular after school dismissal plans. Bus drivers must be notified by parents if the after school plans have been changed.

To ensure appropriate arrivals and dismissal plans are received, **we ask parents to contact the school office via telephone (204-748-2294)**, as emails or messages can be missed by classroom teachers throughout the school day.

Before & After School Program & In-Service Day Child Care

This year a Before and After School program and In-Service Day child care will be offered for children ages 6 – 12 years old. The cost for Before **or** After School care is \$6.15 per child. If you require both Before **and** After School care, the cost is \$8.60 per child. In-Service Day child care is \$20.80 per child. Snacks and meals will be provided for In-Service Day child care, whereas only snacks are provided for Before and After School care. For more information, contact Frances Lansing at 851-0056.

Breakfast & Lunch

Goulter School is incredibly fortunate to have a daily Breakfast Program available for all students. Parents are expected to provide lunch for their child(ren) each day. **Students must bring a lunch that does not need to be prepared, only reheated.** Students must bring all necessary cutlery, dishes, and condiments for their lunch as they are not provided at school. Please label your child's food and beverage containers.

Milk (\$20) and popcorn (\$10) cards are available through the school office. Both chocolate and white milk are offered daily. Popcorn days are identified on the monthly calendar.

Hot lunches are served throughout the school year and listed on the monthly calendar. This program is run by dedicated volunteers, parents, and staff members. Refunds will only be made if your child has been excused for their absence.

Communication

New phone, change of address, or new daycare arrangements? To assist us in keeping in contact with you, personal information that changes during the school year should be reported to the school as soon as they occur.

The school produces a monthly calendar/newsletter, along with many classroom-based notes. Formal parent-teacher conferences are held in November and April, but feel free to contact homeroom teachers to discuss your child's learning throughout the year. All students in grade one to grade four have an agenda. These agendas go home every day and are to be read, and signed by parents. Agendas contain important information about homework and special events.

Dress

Students are required to wear clothing and footwear appropriate for the weather. Indoor, non-marking shoes are required inside the building. Clothing found in the hallway or playground will be placed in the Lost and Found.

Emergency Procedures

Regular fire drills and emergency response drills (e.g.: tornado and lock downs) will be held throughout the year to practice student safety procedures.

Fair Notice: Student & Staff Safety

Please be advised that in accordance with our Division Policies JLDBB and JICFB, we are providing Fair Notice that violence or threats of violence will not be tolerated in or around our school facilities, while individuals are transported for Fort la Bosse activities, or for the duration of participation in Fort la Bosse or related activities. Included are any digital activities which may be initiated off campus. All staff and students or any member of the school community having knowledge of high-risk student behaviour or having reasonable grounds to believe there is a potential for high-risk or violent behaviour should promptly report the information to the school principal and/or his/her designates. Our School Administrators, identified members of school staff and division office staff are trained to respond in these situations when called upon to do so. Both policies are available for you to access on our division web site.

Goulter School Advisory Council (GSAC)

GSAC is registered with the Manitoba Parent Advisory Council Association. The council works in cooperation with students, school staff, trustees, parents and members of the Fort La Bosse school division and local Community in the following ways:

- Provide information on school issues, identify initiatives for consideration, and give advice and recommendations to the school, administrators and to the Division Board.

- Promote parental and community involvement in educational issues, activities, decision and policies.

- Circulate information about the school and parental priorities and involvement within Goulter school.

- Enhance the educational opportunities and well being of children attending Goulter School.

- Fundraising for ongoing needs of the school.

GSAC Council members:

Chairperson - Krista Paton **Vice Chair** - Carla Gabrielle

Secretary - Megan Gerring **Treasurer** – Melissa Girardin

Members: Adele Clarke, Allison Price, Tricia Studer, Melissa Hancharyk

Please join our Facebook page, "Goulter School PAC", for information on Goulter School and GSAC events and information.

Inclement Weather

When it is raining or when the temperature/wind-chill drops to -25°C. an indoor recess may be held. The decision will be made by the principal or teacher in charge, and announced over the intercom. Please note that School Patrols will not be on duty on days when the temperature/wind-chill drops below -25°C. Please be sure to send your child to school dressed for the weather.

Medication

Parents must complete the Request for Administration of Medication at School form for any student requiring medication during the day.

Microwaves

Microwaves will only be available for warm-ups on Mondays and Thursdays. These dates will also be marked on the school calendar. Thermoses and insulated containers are great alternatives.



Nut Safe School

We are asking for your help to provide a safe school environment.

Any exposure to peanuts/nuts may cause a life-threatening allergic reaction that requires emergency medical treatment. To reduce the chance of this occurring, we are asking that you do not send any peanut or nut products to school with your child that will be eaten in the classroom or lunchroom. If your child has eaten peanuts/nuts before coming to school, please be sure your child's hands and face have been thoroughly washed before entering the school.

NEW

There will be practices in place to help prevent allergic reactions:

1. Students will wash their hands before and after eating.
2. Continue to educate our students about safe and unsafe foods, lunchroom rules, and what to do if they have brought food with peanuts/nuts to school.
3. There will be special days and occasions that students may want to bring a snack to share, please contact your child's classroom teacher for "allergy safe" options.
4. Signage at the front entrance to inform school visitors and identify Goulter School as a "Nut Safe" environment.

For further information about our Divisional Policy, please visit: <http://www.flbsd.mb.ca/wp-content/uploads/2011/07/JLCCB.pdf>

Personal Device

Students do not require a personal device (e.g.: ipods, ipads, cellular phones and gaming devices) during school hours. If the personal device is brought to school, it must remain in a backpack during school hours (including recess and noon hour). The school assumes no responsibility in any circumstances for the loss, destruction, or theft of any communication device brought to the school or to any school-related activity by a student. Students using any device during school hours, will have the device held until school is over. Parents may be notified. We appreciate the cooperation of parents/guardians in promoting the safe and responsible use of technology.

School Clothing

Please visit <http://www.yourschoolgear.ca/> to purchase Goulter School clothing. This website allows the purchase of Goulter School clothing at your convenience.

School Patrols

Grades three and four students, and parent volunteers act as school patrols for the crosswalks near the school. We urge all students to use these crosswalks and to be respectful of the school patrol duties. This is not always an easy job.

