Goulter School Handbook

2022 – 2023

Telephone: 204-748-2294

Website: http://goulter.flbsd.mb.ca/
Facebook: Goulter School

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

Updated September 2022

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 Staff

Administration

Principal – Will Noseworthy
Administrative Assistant – Janet White

Teaching Staff

Kindergarten – Karla Davidson
Grade K/1 – Karla Robertson
Grade 1 – Trudy Clarke
Grade 1 – Chelsey Kinnaird
Grade 2 – Jenn Anderson/Courtney Osudar
Grade 2 – Sasha Boyd
Grade 3 – Erin Draper/Val Heaman
Grade 4 – Kimorie Lees
Resource – Debbie Leslie/Jenn Anderson
Numeracy Support – Will Noseworthy
Literacy Support – Donnelda Wheelans
Music – Karyn Morrow-Penner
Phys. Ed. – Erin Draper
Dakota Language and Culture – Linda Eastman

Educational Assistants

Tonja Bokkel, Jolei Cuny, Randi Fouillard, Rachelle Gray, Carla Gabrielle, Candace Gerrand, Faye Hi-Eagle, Cindy Mahoney, Allison Price

Canupawakpa Education Director

Keely Woods

School Librarian

Cindy Mahoney

Head Custodian

Marc Talbot

Cleaner

Diane DeMare

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 everyone's physical safety in mind.
- 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 connect with the school at any time.
- Ensure that students regularly attend.

Code of Conduct

The Code of Conduct promotes a healthy, caring, and inclusive school culture where high levels of achievement occur within a positive school environment. Goulter School believes everyone has the right to learn, to be safe, and to be respected. As a result of these responsibilities and expectations, this school will not accept in any form any of the following:

- anti-social behavior (bullying, etc.);
- abusing physically, sexually, or psychologically – orally, in writing or otherwise;
- discrimination on the basis of any characteristic set out in subsection 9(2) of The Human Rights Code;
- unacceptable language
- obscenities, etc;
- vandalism;
- violent behavior towards others;
- verbal harassment of fellow members of our school community.

These actions will be treated seriously and have consequences which may be related to the parents or guardians. The consequences for inappropriate behavior will be administered as per the Fort La Bosse Student Discipline Policy.

Respectful School Climate

Appropriate Respectful Language

- We believe that appropriate language shows respect for self and others and helps foster the growth of positive self-esteem. Appropriate language avoids crude, racial or demeaning "put downs". Appropriate language reflects positive self-development and promotes the development of the same in others.

Respect for Property

- Students will avoid purposeful damage and treat personal and school property in a responsible manner. Students will learn how to care for and how to safely use equipment and materials.

Respect for Personal Space

- Students will not intimidate or threaten other students. They will respect the rights and feelings of other so that everyone may contribute to a caring, safe environment. Students should be aware that participation in playground games must be done with personal and peer safety in mind. Everyone has the right to play with respect to their own and others' personal space.

Respect for Self and Others

- Students must be helped to develop positive feelings about themselves and for others. When a child feels confident about him or herself, others can be viewed better as well. That is why we are compelled to give students and children the opportunities to develop these very desirable characteristics.

Appropriate Respectful Manners

- Students are expected to display appropriate manners in all situations. Manners are first learned at home and further developed at school. They include politeness and respect, taking turns, respecting opinions and following school rules.

Consequences

Consequences may range from removal of privileges to suspension from classes and school. All infractions and consequences will be recorded. Consequences for misbehaviour are varied. The seriousness of the action, the age of the child and the frequency of the misbehaviour are some of the points that are taken into consideration.

Unacceptable behaviours that will be dealt with in a firm manner:

- Fighting
- Disrespectful behaviour/language
- Vandalism
- Theft
- Violation of Division Policy
- Bullying/Threats/Intimidation
- Defiance

Possible consequences include but are not limited to:

- Interview with staff or principal
- Parental contact
- Loss of privileges
- Removal from classroom
- In or out of school suspensions
- Documentation in cumulative file
- Referral to outside agency or community resource

Arrivals & Departures

Students should arrive at 8:45 a.m. No early drop-offs, please.
Town students will be dismissed at 3:28 p.m.
Buses are dismissed between 3:25 and 3:40 p.m. depending on the route.
Please refrain from crossing in front of the building (Queen St.) during bus loading and unloading.
The front door is reserved for bus loading and unloading only.
A Before and After School Program is offered at our school.

All doors of the school remain locked during the school day. The main door on Queen Street West has a doorbell. 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.

Please consider calling ahead if you need to come to the school.

We thank the parents and students for their support in keeping our school safe.

School Hours

8:50 a.m.	First Bell
9:00 a.m. – 10:30 a.m.	1st Period
10:30 a.m. – 10:45 a.m.	**Recess**
10:45 a.m. – 11:55 a.m.	2nd Period
11:55 a.m. – 12:55 p.m.	**Lunch**
12:55 p.m. – 2:00 p.m.	3rd Period
2:00 p.m. – 2:15 p.m.	**Recess**
2:15 p.m. – 3:15 p.m.	4th Period
3:25 p.m.	Bus Dismissal begins
3:28 p.m.	Town Student Dismissal
3:30 p.m.	Bus dismissal continues

Attendance

School attendance is mandatory. We ask that parents **contact the school office at 204-748-2294 before 9:00 a.m.** when their 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 and After School Program and In-Service Day Child Care

A Before and After School program and In-Service Day childcare will be offered for children ages 6 – 12 years old. For more information, contact Frances Lansing at (204) 851-0056.

Snacks and Lunch

Goulter School is incredibly fortunate to have a Snack Program available for all students. Parents are expected to provide lunch for their child(ren) each day. **Students must bring a lunch that <u>does not need to be prepared, only reheated</u>.** 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.

Emergency lunches are provided in instances deemed appropriate.

Pre-paid milk and popcorn cards are available through the school office. Watch for further information to be sent home. Both chocolate and white milk will be offered daily. Popcorn days will be 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 are not possible in many instances.

Microwaves will be available on days scheduled on our school calendar. Thermoses and insulated containers are great alternatives. Please watch for updates.

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 and "Remind", along with many classroom-based notifications. Please consult our school webpage and our Facebook for other updates. 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 – Tricia Studer
Vice Chair/Secretary – Cynthia Braybook
Treasurer – Shona Frizzley

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

Illness and Injury

Parents/guardians should keep their child(ren) home when they are sick.
Please note that children unable to participate in recess due to being sick should remain at home to recover.
Goulter School will comply with any divisional, public health, and provincial directives regarding COVID-19 or other public health matters.

Important Phone Numbers

Kids Hotline..... 1-800-668-6868 (24 hr. counsellors)
Teen Touch ..... 1-800-563-8336 (24 hr. counsellors)
Suicide Counselling Services ..... 1-877-435-7170 (24 hr. counsellors)
Mobile Crisis Youth Stabilization Unit 1-204-949-4777
Child & Adolescent Treatment Centre (Brandon)..... 1-866-403-5459 (staff available 24 hours)
Children & Adolescent Mental Health 748-2321
Child and Family Services 1-800-483-8980
Mental Health Mobile Crisis Unit ..... 1-888-379-7699 (before 8:30 a.m. after 4:30 p.m. weekdays & 24 hrs. weekends)

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.

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. 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

Prescription medications will only be dispensed by school personnel upon completion of the "Administration of Prescribed Medication" form by a parent or guardian. Except for Tylenol, over the counter medications are not administered at school. A signed form is also required. These forms can be obtained at the office. For the safety of all students, parents/guardians are asked to deliver and pick up medications directly to/from the office. Medication sent to school without appropriate paperwork will not be administered and parents will be responsible for picking up the medication from the office.

Nut Aware 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.

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.

Please visit http://www.flbsd.mb.ca/wp-content/uploads/2011/07/JLCCB.pdf for further information about our Divisional Policy.

Scent Aware School

Help us keep the air we share healthy and fragrance free. The chemicals used in scented products can make some people sick, especially those with fragrance sensitivities, asthma, allergies, and other medical conditions.
Please do not wear perfume, cologne, after shave, and other fragrances. Consider using unscented personal care products.

Personal Device and Other Items

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.

Please refrain from sending toys, sports equipment, trading cards, and other personal items to school. The school assumes no responsibility for the loss, destruction, or theft of any of these items.