



Pipestone School

LEARNING TO SUCCEED

RR # 2
Millet AB
T0C 1Z0

Phone: 780-387-4395

www.pipestoneschool.ca

Email: ps@wrps11.ca

 [@pipestoneschool](https://twitter.com/pipestoneschool)

Principal: Mr. Kevin Gibson

"Learning To Succeed"

This planner belongs to: _____

If found, please return to Pipestone School at the address above.

- PIPESTONE SCHOOL'S MISSION STATEMENT:
"To provide each student with a safe, supportive learning environment where the school community creates the conditions for high student achievement"

- PRINCIPAL'S MESSAGE
At our school we have two main priorities for your child's education: 1) safe, caring and welcoming, and 2) optimum achievement especially in literacy and numeracy. Each day we do our best to uphold these priorities within the community values that make our small but robust rural school a great place for "Learning To Succeed". Thank you for the trust you place in us and your cooperation to create the best for your child's education and well-being.

- Mr. Kevin Gibson, Principal

- **BELL SCHEDULE : Students driven to school should arrive by 8:20 AM**

| | |
|------------------|-----------------------------------|
| 8:22 - 8:27 a.m. | Arrival |
| 8:27 - 9:15 | O Canada/Lord's Prayer - Period 1 |
| 9:15 - 9:55 | Period 2 |
| 9:55 - 10:00 | Snack |
| 10:00 - 10:18 | Recess |
| 10:18 - 11:00 | Period 3 |
| 11:00 - 11:40 | Period 4 |
| 11:40 - 11:55 | Lunch |
| | |

| | |
|---------------|---------------------------------|
| 11:55 - 12:25 | Recess |
| 12:25 - 12:35 | Drop Everything And Read |
| 12:35 - 1:15 | Period 5 |
| 1:15 - 1:55 | Period 6 |
| 1:55 - 2:00 | Snack |
| 2:00 - 2:14 | Recess |
| 2:14 - 2:55 | Period 7 |
| 2:55 - 3:36 | Period 8 |
| 3:40 | Dismissal |

- GENERAL SCHOOL INFORMATION

Office telephone.780-387-4395

Webpage www.pipestoneschool.ca

- PIPESTONE SCHOOL STAFF

Principal: Mr. Kevin Gibson
kevin.gibson@wrps11.ca

Teaching Staff:

Mrs. Holtby colleen.holtby@wrps11.ca
Mrs. Benson leonora.benson@wrps11.ca
Mr. Horyn stephen.horyn@wrps11.ca
Mrs. Phillips anjuli.phillips@wrps11.ca

Mrs. Harris Admin. Assistant
renee.harris@wrps11.ca
Mrs. Schmidt Education Assistant
Mrs. Leeuw Family School Liaison
marlies.leeuw@wrps11.ca
Mrs. Huber Custodian

■ SCHOOL PROGRAMS

Pipestone School offers programs from kindergarten through grade six. In each grade, Alberta Education prescribes the content taught. Information for parents is available at Alberta Education's web-site <https://www.learnalberta.ca/content/mychildslearning/>

■ ECS (Kindergarten)

Our ECS program is a full day program. It runs Tuesdays and Thursdays and some Fridays starting in December. Please see the calendar page in this planner or the school's website under the *Menu – Parent tab – Kindergarten and Grades 1-6 Calendars*

■ PARENT PORTAL FOR STUDENT ACHIEVEMENT, REPORT CARDS AND INTERVIEWS

Our school district uses PowerSchool for student information which includes a parent portal for timely access to each child's achievement. This portal can be accessed through our school website. If you need your username and password for this access, contact the school office. There are three formal reporting periods, Term One – September to November, Term Two – November to March and Term Three – March to June. Student-led conferences and/or interviews take place in evenings at the end of Term One and Two. It is important that you attend or be in contact with your child's teacher for best communication on your child's progress. Feel free to contact your child's teacher at any time during the school year should a concern arise.

■ HOMEWORK

Is meant to: help support the student's learning; reinforce what the student has learned in school; give the student more practice; support completion of class assigned work; prepare for upcoming learning and study habits in future years; include daily reading; support student learning in the event of necessary absence such as illness.

For more information on student assessment, parent portal on student achievement, report cards, homework, student assessment and reporting please go to the *Menu* tab on our school website, click on *Plans and Reports* and then on *Pipestone School Assessment and Reporting Principles*.

■ TECHNOLOGY USE

In September, before any student can use our Chromebooks/computers or Wi-Fi connection they must return a Technology Use Form signed by themselves and their parent(s). This form outlines the rules and regulations for our students at school. We stress the importance of these rules for the safety of our students and make no exceptions if they are not carefully and respectfully followed. Students who damage school devices are responsible for costs to replace or repair devices owned by the school. Our Technology use also includes a strong focus on citizenship not just as a digital citizen but as an all-around citizen of our classroom, school, neighborhood and global communities.

■ SAFETY DRILLS AND EMERGENCY PREPAREDNESS

The safety of your child is our highest priority each day at our school. Each year, schools are required to have at least six fire drills. The drills are a progression of learning for our elementary students, especially the new students to kindergarten. We also have at least one drill per year to be prepared for emergency security situations. There can be other drills, such as severe weather responses. Please take a moment to talk with your child(ren) about the necessity of their respectful participation in all of these safety drills.

■ ALLERGIES/ASTHMA/SCENT-FREE

We have procedures in place to support moderate to severe allergy needs. We have school supplied child and adult epinephrine injection pens (EPI-pens) on site. It is imperative that parents let us know immediately if there are any changes to medical needs for allergies or asthma for their child.

We are a scent-free school. Students, staff, volunteers and visitors, are asked to please be considerate of others and not wear anything strongly scented.

■ ILLNESS OR INJURY

Please phone the school and inform us if your child will be away from school for any reason, illness or otherwise. Normally, children who are too ill to go outside during recess are too ill to be at school and would recover more quickly at home. If a student becomes ill or injured at school we try to contact parents. If parents can't be promptly contacted we will attempt to connect with the emergency contact that parents/guardians listed in registration info. Beyond that, the staff will act on behalf of the parents. Please make sure that your family contact information (phone and email) is complete and up to date. If your home, business, alternate phone number(s) or emergency contacts change, please inform the office promptly.

■ FAIR NOTICE (WRPS Superintendent Statement)

The safety of our children is the top priority for us all. As a school system, some of our staff have been involved in safety training for Violence, Threat/Risk Assessment. This involves school and district staff and may include our community partners - the police, Mental Health and Child and Family Authority. Together we have developed a plan for responding to situations in which students may be posing a threat to themselves and/or others.

This is to inform you that we, as a school system, have a policy that requires principals to complete a "risk or threat assessment" in all cases of students making significant threats to harm themselves or others. The purpose of the assessment is to determine the level of risk the student poses, and how best to support high-risk students so that their behavior does not become hurtful or destructive. In all cases where staff know that a student has behaved in a threatening way please be assured that your principal will be taking measures to deal with the situation in a positive and proactive manner. If your principal invites you to a meeting to discuss safety concerns about your own child, please understand that policy is being followed and that the goal is safety, not punishment.

This is intended to serve our community with fair notice that we, as a school community, will not accept “no response” to a serious threat or high-risk behavior. Our goal is to respond to all high-risk situations in a professional manner that provides for a healthy and caring learning environment.

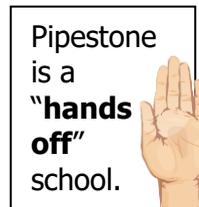
We are proud to be able to provide this level of support to our school communities and are most fortunate to have our community partners at our side.

■ EXPECTATIONS FOR STUDENT BEHAVIOUR

Pipestone School is a community where people learn and grow together. We encourage behaviours that foster positive peer relations, in the classroom and on the playground. It is our intent to encourage a safe, caring and orderly learning environment for all children. In order to establish and maintain this atmosphere, everyone must show respect for themselves, their learning, others, and property.

Appropriate or acceptable conduct includes behaviours that:

- Foster personal learning of self and others
- Is respectful and maintains an orderly environment
- Creates safe, welcoming, caring conditions
- Fosters kindness, support and conflict resolution.



Inappropriate behaviours will be dealt with on an individual basis with a plan of action developed and consequences implemented as required. You may receive a “Problem Solver Report” and/or a phone call if there is a significant incident involving your child.

■ WHAT DOES HANDS OFF MEAN?

Examples of following our school’s Hands Off rule: students being respectful of space and belongings, students using appropriate touching in a tag game, students asking permission then giving an appropriate hug. Anytime there is unwanted contact or the threat of unwanted contact as judged by any student or staff member, that’s a problem and it breaks our Hands Off rule. Examples of things that break our hands off rule include but are not limited to: playing too rough, grabbing, kicking, punching, pushing or using any object to hit another person.

■ STUDENT PLANNERS

This agenda book is an important strategy in home-school communications. We hope that it helps in organizing your school-family life. The school council has provided each student with this student planner to copy down homework and other important information. Parents are asked to check and initial their child’s agenda each evening. We find the agendas are a very successful tool for students to use. In the younger grades the agendas are primarily used as a communication tool between school and

home. In the older grades students are responsible for writing in assignments and exams and scheduling their time appropriately.

■ SCHOOL COMMUNICATIONS

There are several ways to foster best communication in support of your child's education. This planner is an excellent way to share day-to-day non-confidential information. It is a useful tool in setting your child's responsibility for planning, organizing and taking care of a personal planner. We also welcome telephone calls, email, text, our school website, some social media, Google Meet, or just good old fashioned stopping by in person at the office. Please note that if you have any matter that needs time and team work you are best to call and set up an appointment with the staff member(s)

■ SCHOOL COUNCIL and FRIENDS OF PIPESTONE SCHOOL (FOP\$)

We encourage parents to play an active role in School Council and FOP\$. The school council is a collective association of parents, teachers, the principal, staff and community members whose purpose is to advise the principal and the board respecting matters relating to the school. FOP\$ is our fundraising society and meetings are held right after school council meetings. Child care is available at most meetings. The first meeting of this school year is in September or early October.

■ OPENING EXERCISES

Pipestone School starts each day with O Canada and the recitation of the Lord's Prayer in each classroom. If you have any questions about our Opening Exercises please contact the principal or your child's teacher. Exemptions can be made but must be in writing to the principal.

■ FIELD TRIPS

Board Policy requires that each student have a signed permission slip at the school before any child is permitted to go on any field trip. Any child who does not have a signed, school generated permission slip at school on the day of a field trip may be required to remain at the school.

■ SNACKS AND LUNCHES

We have regularly scheduled snack times in the morning and afternoon. We ask that all students have a healthy snack for the first snack of the day. Grade 3 to 6 students **MAY** have access to microwave ovens. **If** we have microwave ovens, there is limited time. Items must be tightly sealed for the journey to school, microwave safe, and take a minute or less to heat in a microwave. Students may buy milk or juice for their lunch by purchasing a card. During any of our snack/lunch times we use WRPS and Government

of Alberta nutrition policies to help encourage healthiest choices to fuel your children through an active day at school.

■ HOT LUNCH PROGRAM

Parent volunteers provide families with an opportunity to pre-purchase lunches for some days during the school year. Orders must be completed on time in order for volunteers to best order and prepare meals. Late orders are not accepted. We strongly encourage online submission of orders and fees.

■ OUTDOOR POLICY

Students will enjoy their day and perform better in class when their school day includes opportunities for activity. Our school follows an outdoor policy whereby all students go outside for recess unless the weather is very inclement. Therefore, students must come to school dressed appropriately for the weather conditions. This also is a necessity for students who ride buses; to be best prepared in case the bus breaks down.

■ WRPS INCLEMENT WEATHER POLICY

Schools will not be closed in the event of inclement weather and bus cancellations. Parents are not required to send their children to school if, in their judgment, weather and/or road conditions are detrimental to the safety or well-being of their children. If an individual bus cancels, the bus operator will contact parents directly and advise them of the cancellation. Bus route cancellations will be posted on the Wetaskiwin Regional Public Schools' website www.wrps11.ca or the Pipestone School website www.pipestoneschool.ca usually by 6:00 AM. The school division also has an App, WRPS BUS STATUS, which parents may wish to download to be alerted directly for bus cancellations.

■ CHANGES IN REGULAR BUS ROUTINE

Changes to regular busing should be relayed through written notes; the student planners are ideal for this. We believe it is very important that good communication occurs regarding busing. In order for busing to go as smoothly as possible we ask that parents call the school (780-387-4395) and the driver **before 3:00 p.m.** to notify us of any bus changes. This would include students being picked up and not going on the bus or students that will be riding a bus other than their own. We ask that you call by 3:00 p.m. to ensure that we receive your message and inform your child/bus-driver of any busing change. Your attention to this procedure is very much appreciated.

***Occasionally students insist that they are to stay after school to wait for their parents or that they are going to a friend's house or to a birthday party. Sometimes students are mistaken. As per WRPS administrative procedures, a student without parental notification may be sent home on their bus.*

■ ■ LICE-CHECKERS

It is family responsibility to do regular lice-checks to prevent the spread of this nuisance. Our school does three regular lice-checks per year with volunteers and staff checking and educating students on lice prevention.

■ ■ VOLUNTEERS

The value of volunteers is recognized by the WRPS Board and your school. WRPS has developed a volunteer policy to ensure that the schools of this division remain a safe and secure place for students to work and learn. Volunteers must respect and maintain confidentiality of all students and staff. This policy states that all volunteers working in the school in any capacity are required to complete a Volunteer Registration form and in some cases provide a criminal record check. For volunteering, you can offer services that fit your strengths and interests, then teacher or principal, try to match up the school needs with what volunteers have to offer. **All visitors and volunteers in our school must sign in and out at the office at every visit.

2020-21 Pipestone Kindergarten Calendar

You can find this calendar on our school website. The WRPS Modified Calendar which is for our grade one to six students is available on our website or on the WRPS website.