



# **UNIACKE DISTRICT SCHOOL**

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# **Welcome to Uniacke District School**

**2018-2019**

We are proud of our school, our students and staff, as well as our programs, facilities and resources, and we want to share our excellence with you.

We educate over 400 students in Grade Primary to Grade 9. Uniacke District School includes 19 regular homeroom classrooms, Intensive French in Grade 6, Learning Centers for Program Support, Reading Recovery and Intensive Math Support, Guidance Counselling Services, Family Studies and Technology Education classes, Music and Computer rooms, a Band program, a Gymnasium, Auditorium, Library, Cafeteria, and Main Office.

We are pleased to take this opportunity to welcome new and returning students to our school. We are committed to providing the best education possible to all learners and we want Uniacke District to be a great place for all students.

We look forward to working together with students, parents/guardians, and staff in a spirit of cooperation to make the school year a great one for everyone.

# **Uniacke District School Bell Schedule**

**7:40** First Bus Arrival & Doors Open for Students

**8:00** First Bell - Classroom Registration

Announcements / O Canada

**8:05** Classroom Instruction Begins

**9:40-9:50** Junior High Recess (7-9)

**10:15-10:30** Elementary Recess (P-3)

**10:15-10:30** Elementary Recess (4-6)

**11:20-12:00** Elementary Lunch (2-5)

**11:40-12:20** Elementary Lunch (P,1, 6)

**12:20-1:00** Junior High Lunch (7-9)

**2:00** End of Day / Bus Dismissal

- All visitors are asked to announce themselves at the main office.
- Teachers are not available to speak with parents during instructional times.
- Please try to avoid phone calls to the office close to 2 p.m. dismissal.
- Students arriving after 8:00 must sign-in at the office and carry a late slip to class.
- Students must also sign-out at the office if permitted to leave school early.
- Student pick up and walking students will be dismissed at 2:05 following first bus dismissal.

## **2018 - 2019 Year at a Glance**

September 6 - 1st day for students

September 13 - Curriculum Night 6:30pm

September 28 - Inservice - No school

October 2 - School Picture Day

October 4 – Inservice Day- No school

October 8 - Thanksgiving Holiday

October 26 - Inservice - No School

November 12 - Remembrance Day

November 16 - Inservice - No School

November 27 - Report cards go home

Nov. 29 - Parent Teacher 6:00-8:00pm

Nov. 30 - Parent Teacher 1:00-3:00pm

No school for students Nov 30

December 12 – Christmas Concert 6:30

December 13 – Christmas Concert Snow date if necessary

December 21 - Last day of classes

January 3 - Classes resume

February 18 - Heritage Day -No school

March 8- Assessment Day- No school

March 18 – 22 - March Break

March 26 – Report cards go home

March 28 – Parent Teacher 6-8 pm

March 29 – Parent teacher 1:00-3:00pm

No school for students March 29

April 19 – Good Friday

April 22 - Easter Monday

May 20 - Victoria Day - No school

June 26 - Last day of classes

June 27 - Marking/Admin Day

June 28 - Report Card Day

# **Uniacke District School Teaching Staff 2018 -2019**

**Primary:** Nicole Sanson & Patty Williams

**Grade 1:** Jennifer Clarke & Katherine MacIssac

**Grade 2:** Susan Linton/Dawn McCarthy & Tracey Trenholm

**Grade 2/3:** Andrea Beaton

**Grade 3:** Shelaine O'Donnell-Larade

**Grade 3/4:** Lauren Barrett

**Grade 4:** Rebecca Sharkey

**Grade 4/5:** Jillian Locke

**Grade 5:** Craig Daniels

**Grade 6 Intensif:** Sam Gilliss

**Grade 6:** Amy Crowell

**Grade 7:** Katie Creelman & Mike MacDonald

**Grade 8:** Judy MacDonald & Brittany Garvie

**Grade 9:** Jeanna MacAvoy & Amy Miller

**Guidance & Family Studies:** Matthew Cohen

**Music:** Mandy Brown

**Phys. Ed:** Chris Horne & Laura Sanders

**French Circuit:** Tanya Wiseman

**Elementary Resource:** Connie Parker

**Elementary Resource/Reading Recovery:**

Jennifer MacMaster-Steele

**Grade 6 -9 Resource:** Amanda Kincade

**Learning Center:** Jennifer Bonner

**Educational Assistants:** Cathy Arscott, Trish Raymakers, Christa MacDonald, Sheila Derby, Jean Rendall, Linda Mitchell, Charlene Corbin, Wendy Swimamer

**Administrative Assistants:** Paula George, Marie Hodder-Hartlen

**School Custodians:** Nancy Clarke, Lavinia Hibberts, Jim Hibberts, Steve Mitchell

### **Student Success Planning**

Uniacke District School is participating in Nova Scotia Student Success Planning (SSP), a program that promotes the improvement of student achievement and school performance that is results based and data driven. The focus is on identifying our needs and implementing a plan to promote growth in our specific areas of need. Our focus in 2018-2019 in literacy is Reading Comprehension and Writing Traits. We also have a school wide focus on Mathematics instruction.

### **PEBS**

Our school adheres to the provincial model of PEBS. PEBS (Positive Effective Behavior Systems) is a broad range of strategies for achieving important social and learning outcomes while encouraging appropriate behavior with all students.

Students who may persist in displaying inappropriate behavior will be referred to school administrators and dealt with according to the Chignecto-Central Regional School Board Code of Conduct. Administrators will contact the home when deemed necessary.

### **Weekly Cycle**

Uniacke District School operates on a Monday to Friday schedule. Using this system, we recognize the days of the week in planning our educational programs.

### **Attendance**

Attendance is important and compulsory. There is a recognized, close relationship between attendance and achievement. Regular attendance, coupled with consistent work, should be the objective of each student. We appreciate parents/guardians working closely with the school to assure their child's regular and prompt attendance.

- It is important that parents/guardians telephone the school (866-5100) as soon as they know their son/daughter will be late or absent from school. If the school does not answer, please leave a detailed message including the student's full name, grade, and teacher. This phone call provides us with the excuse required for all absences.
- We must know where our students are at all times. Therefore, students are not permitted to leave school property during the day without the permission of a guardian.
- Students who arrive late in the morning or afternoon must first report to the office for a late slip.
- Students who wish to participate in school events, outside of regular school hours, must have been in attendance for that full school day.

### **School Cancellations**

Whenever it is necessary to close school for the full day (stormy weather, etc.) the notice is broadcast over the appropriate radio stations in Truro (CKCL), Windsor (CFAB), Halifax (CHNS, CJCH, and CBC). You will hear one of the following announcements:

“All schools in the Chignecto-Central Regional School Board (CCRSB) are cancelled”

or,

“All schools in Colchester East Hants” (Uniacke District is included in Colchester-East Hants)

If our school must close for any reasons during the day (storm, lack of heat/water, etc.) then students are sent home as soon as reasonably convenient. Every effort will be made to notify elementary families. Parents/guardians should make arrangements in advance to prepare for such situations and inform their children. Please have a pre-arranged plan with a neighbor if you are not going to be home. It is also important to inform your children of where they are to go after arriving home at their bus stop. Checking with your neighbor before you leave home will ensure no child is “left out in the cold” should school be canceled for any reason.

### **Gym Dress Expectations**

The gym dress expectation will ensure appropriate dress during physical education activities. All students should have the following clothing for taking part in gym:

1. Gym shorts or pants (no cut offs or clothing with belt loops, snaps, or buttons).
2. T-shirt or sweatshirt
3. Clean, non-marking sneakers

### **Extra-curricular Activities**

UDS recognizes the importance of developing the whole individual. The school offers opportunities for student involvement in extra-curricular activities. These extracurricular activities are a privilege and should a student present with concerns *academically or behaviorally*, privileges may be denied until the student demonstrates improvement.

### **Dances**

When Junior High dances are held, they will be from 6:30 to 8:30 in the evening. Parents are expected to pick up their children promptly at 8:30p.m. Students wishing to leave the dance early must check with staff at the office so that arrangements can be made. The office phone is available for students to contact their parents. Please note the following guidelines for dances:

- The school dress code and school rules, including expectations for electronic devices, are in effect for all dances.
- Students wishing to bring a guest must contact the guidance counselor 2 days before the dance so that the guest’s school can be contacted. Guests are expected to follow all school rules and they are the responsibility of the UDS student who invited them.
- All students, including guests, must be “in good standing” to enjoy the privilege of attending a dance.
- If a student has been In-School or Out-of-School suspended since the last dance or is not in attendance on the day of the dance, they will **not** be permitted to attend.
- Food and drinks are not permitted in the gym.

### **Text Books and Library Books**

All textbooks are the property of the school and must be returned in good condition. Students and their families are responsible for the replacement costs of missing or damaged texts.

### Homework

The importance of homework is that it serves as a check of students' understanding and as a review of class work. It is important that students set aside time each night for reading and practice /review of skills taught in school. Teachers will assign *purposeful and meaningful* homework throughout the year. The amount will vary by subject, age, and grade. We are not establishing 'time requirements' by grade as the type and amount of homework will fluctuate through the three terms. When homework is given, we ask that you support your child's learning by giving a best effort to complete assigned work.

### Extra Help

Extra help is available at recess, lunch or after school to students who may need it. Transportation for students who stay after hours is the responsibility of the parents.

### Lockers

Junior High students are issued school lockers. School lockers and locks are the property of the Chignecto-Central Regional School Board. Lockers are subject to inspection and search, without notice to the student, if administration believes there is due cause.

Each year, parents of students using lockers must sign a locker acknowledgement confirming:

- Receipt of a copy of school locker guidelines
- Locker and lock are the property of the school board
- School personnel have the authority to inspect and/or search lockers without notice.

### Valuables

Students are cautioned to avoid bringing cash or valuable items to school. We recommend that clothing and other personal items, along with school bags and supplies, always be labeled for easy identification. The school cannot be responsible for lost, stolen or damaged items.

### Electronic Devices

The following rules are to be respected regarding electronic devices:

- Junior high students are only permitted to use music & game electronics during their scheduled lunch break or on the school bus.
- Cell phones and devices must remain turned off and locked in lockers during the school day.
- Cameras and recording devices, of any type, are not permitted on school property.
- Consequences for failing to follow instructions will be dealt with according to school policy and the code of conduct.

### Cell Phones:

Uniacke District School does not expect students to bring cell phones to school as they are not required for instructional purposes. **Uniacke District is not a Bring Your Own Technology school.** In September all parents were given the *Cell Phone Policy* (with a form to sign) which clearly articulated school expectations and policies.

### **Appropriate Dress**

All students are expected to dress respectfully and appropriately for the school environment. The school is considered a place of work for staff *and students*.

### **Appropriate dress does not include:**

Hats.

Hoodies worn up over the head.

Clothing with advertisements, labels, or graphics for alcohol, tobacco, or other illegal substances on them.

Clothing with violent or sexual images/graphics/language.

T-shirts or tops baring the midriff.

Short-shorts/skirts.

Strapless tops.

Muscle shirts.

**Students are dressing to come to ‘their place of work.’ School-appropriate clothing should be comfortable and respectful, and should cover body parts.**

### **Hats:**

Adults and students are expected to remove their hats upon entering the school and they are to remain off while in our building. Students may wear hats while outside during recess and lunch, but not while inside the building.

### **Gum:**

We are a gum-free school. Staff and students are not permitted to chew gum inside the school or outside on the fields and play areas. Gum can be a safety issue while playing outside as well as a distraction during the instructional day.

### **Toys:**

Students are **not** to bring toys to school. Toys cause distraction in the classroom and have proven to cause problems on the playgrounds by being broken, misplaced, or taken. Please do not pack toys nor allow your child to bring toys to school.

### **Microwaves in lunchrooms:**

Microwaves are available for student use in grades 4-9 in the cafeteria. Please do not pack microwavable foods that require “cooking” times of 3-5 mins. Please only send re-heatable foods in your child’s lunch. At any given time there can be 50-100 students in the cafeteria, so in effort to have microwaves available for all grades 4-9, we ask that time be used to re-heat food only.

### **Lost and Found**

Lost articles are held in the school until the end of each school term. Lost items not claimed by the end of the term are donated to charity.

### **Visitors**

All school visitors and volunteers are required to first report to the Main Office. Visitors/volunteers will be issued appropriate school identification to wear while they are at school. Contact with students must be arranged through the office and will be limited to parents/guardians.

### **Phone Calls**

To maintain the effective operation of our school, we thank parents/guardians for making advanced arrangements and providing written notes for their children so that the school day is not interrupted. Should there be a need for students to contact home, they may come to the office, with written permission from teaching staff.

### **Bus Changes**

Students are only permitted to travel on their assigned buses, unless there is a change in the location of child care. Upon receipt of a written request, signed by the parent/guardian, an official bus pass will be issued from the main office for the student to give the bus driver.

**We regret that bus changes for completing homework projects or social reasons such as play dates, birthday parties, and sleepovers cannot be honored.**

### **Bus Conduct**

Students are expected to practice safety and demonstrate respect at all times while traveling on school buses. Students who do not listen to bus drivers' instructions follow bus safety rules or display inappropriate behavior will be referred to school administrators for disciplinary actions. It will be the responsibility of parents to provide transportation if a student should be denied the privilege of traveling on a school bus.

### **Nuts and Allergies**

We have children in our school who have severe nut/peanut allergies. We are a nut-free school. This includes all nuts and peanuts and peanut butter. We ask parents to be respectful of this when packing student snacks and lunches.

If your child has an allergy that we need to be aware of, please contact the main office.

### **Scent Free**

We are a scent-free school. We have students and staff with environmental sensitivities that include fragrances. Please refrain from wearing heavily scented products: perfumes, body-sprays, creams/lotions, AXE deodorants, etc.

### **Caffeinated Beverages and Energy Drinks**

We do not sell coffee, hot chocolate, caffeinated beverages, or pop in the school. We ask parents *not* send students to school with caffeinated drinks/pop as their lunch drink.

We do not permit 'energy drinks' such as Red Bull, Monster, Rockstar, etc. Please do not send them in your child's lunch.

**Thank you for supporting us as we create a safe, secure, and respectful learning environment for your child.**