

Nashwaaksis Memorial School

2020-2021 Parent Handbook



*Nashmore says:
"Be the best you can be"*

Nashwaaksis Memorial School
80 Main Street
Fredericton, NB
506-453-5421

<http://nms.nbed.nb.ca>
Twitter: @MemorialNasis

Nashwaaksis Memorial School

Table of Contents

Nashwaaksis Memorial School

About Us	3
School Hours	3
Mission Statement	3
Vision Statement	3
Academic Programs	3

Students

NMS Code of Conduct	4
Dress Code	4
Student's Role	4
Medication / Illnesses	5
Homework	5
School Bus Rules	5

Traffic

Flow	6
Drop off & Pick-up	7

Visitors and Volunteers

Visitors	7
Volunteers	7

Money and Payments

Cashless School	7
Student Fees	7

Nutrition Programs

Breakfast Program	8
Hot Lunch	8
Milk Program	8

Parents

Student Records	8
Parent – School Communication	8
Changes to After School Routines	8
Closure of Schools	9
Roles and Responsibility during Outbreak	9

Important Health & Safety Links

ASD-W Policies

Discipline & Allergies	10
Lice, Recess, Paying of Monies	11
Safe Arrival/Attendance & Toys/Electronics	12

Nashwaaksis Memorial School

About us

Principal: Mrs. Jackie Hay

Vice-Principal: Mr. Alex Yaychuk

80 Main Street
Fredericton NB E3A 1C4
Phone: 506-453-5421
Fax: 506-453-3942

We are a K-5 elementary school which houses approximately 365 students. We offer both English and French Immersion Programs. We are fortunate to work with students from various countries and backgrounds, as well as our immediate neighborhood and the surrounding community. We have a hard working and dedicated Home and School Association (Friends of Nashmore), a productive Parent School Support Committee (PSSC), and a community and staff that all work together to create the best learning environment possible for our students.

School Hours

7:55-8:20 am Drop off – Students enter building immediately with masks on

1:55 pm Primary Dismissal (K-2)

3:10 pm Intermediate Dismissal (Grades 3-5)

	Morning Recess	Noon Recess**	In-class Lunch time**
Group A	9:45-10:00	11:40 – 12:10	12:15 – 12:35
Group B	10:05 – 10:20	12:15 – 12:45	11:50 – 12:10
Group C	10:25 – 10:40	12:50 – 1:20	12:25 – 12:45

**No noon recess or in-class lunch on Wednesdays due to 12:10 dismissal for all students. *NEW in 2020-2021:*
Classroom bubbles are assigned playground zones on a weekly basis in order to respect physical distancing.

Mission & Vision Statements

The mission of Nashwaaksis Memorial School is to educate children so that they will successfully contribute to our evolving society.

Our vision is for our students to become a community of self-motivated learners who are critical thinkers, creative problem solvers, effective communicators, and global citizens.

Academic Programs

- Kindergarten Entry
- Grade 1 Early French Immersion Program
- Grade 1 English Prime Program
- Grade 5 Intensive French program

Nashwaaksis Memorial School Students

NMS Code of Conduct

As a student of Nashwaaksis Memorial School,
I will use helping hands.
I will use kind words.
I will think of safety first. (I can be safe.)
I will make good choices.
I will do my best.

Dress Code

As a student of Nashwaaksis Memorial School,
I will wear sneakers or sandals with straps, not dress shoes or flip flops.
I will wear shorts and skirts that go just above my knee or longer.
I will wear clothing that covers my midriff and bottom.
I will wear shirts and hats with appropriate messages only.
I will dress appropriately for the weather.
I will take my hat or hood off when I enter the building
I will wear tank tops with thick straps.
I will use unscented products only.
I will wear indoor shoes in the classroom.

Student's Role

Nashmore Expectations

These 15 expectations are taught and promoted to create a positive environment.

1. Always use your manners (please, thank you, excuse me).
2. When someone speaks to you, stop and respond.
3. Congratulate and encourage others. Use kind words.
4. Hands off, feet off. Always be safe.
5. Hold the door for the person behind you.
6. Always be honest.
7. Be neat and organized and on time. Clean up after yourself.
8. Move quickly and quietly in class and in the hallway.
9. Making mistakes is okay. Your brain WILL grow!
10. Always work hard and try your best.
11. Sit properly and quietly in class, on the bus, and in assemblies.
12. Follow directions quickly, the first time.
13. Wait for your turn to speak.
14. Stand quietly and do not cut in line.
15. Follow the SAME expectations with ALL staff.

Nashwaaksis Memorial School

Medication

Students who require medication for a short or long term, either administered by staff or on their own, must have the appropriate paperwork. Please inform administration in order to receive the necessary forms.

Homework

Nightly reading is expected. Any additional homework is at the discretion of the teacher. The usual guideline is 10 minutes per grade level.

School Bus Rules/Transportation

NEW for 2020-2021 - All students in Kindergarten to Grade 5 will maintain a physical distance of one meter (one student per seat), unless they are seated with members of their same household. They are not required to wear a community mask on the school bus.

Once students exit the school bus, they are expected to wear a community mask while entering the school building until they reach their classroom.

- Be on time and never stand on the road while waiting for the school bus.
- Pupils will be picked up only at bus stops approved by the school district.
- Obey the driver promptly and avoid any unnecessary conversation with him/her while the bus is in motion.
- Do not cross the road behind the bus. Cross 10 feet out in front of the bus while looking in both directions.
- Occupy seats assigned by the driver or other school official.
- Obtain approval of the driver to open the emergency door or bus window.
- Do not throw anything out of the windows or extend hands, arms, or legs through the opening.
- Do not throw garbage on the floor of the bus. Help the driver keep the bus clean.
- Eating or drinking is not permitted on a school bus.
- Be courteous to the driver and fellow passengers. Rough or unexpected conduct will not be permitted on the bus.
- In case of any road emergency, remain seated on the bus until ordered to evacuate.
- Students are not allowed to ride the bus for “playdates.”

**Any permanent change in bussing must have permission from the Principal, with a minimum of 24 hours written notice. Temporary or short-term changes are not permitted this year.

Note: *Willful damage to the bus must be paid for by the offender. Any infringement of the above rules may result in disciplinary action by the school officials and possible loss of transportation privileges.*

Nashwaaksis Memorial School Traffic

Traffic Flow



* = playground entrance

Zone 1 – Parents can park in the GoGo/**church parking lot**. Student will cross at the crosswalk and walk into the building through their assigned entrance door, see table below.

Zone 2 – Parents can turn onto Johnston Avenue and park on the side near the **Left Entry/Exit**. Students will walk onto the playground. Please do not park in the restaurant parking lot.

Right side of the building classrooms (Enter/Exit through the bus doors)	Middle of the building classrooms (Enter/Exit through the front doors)	Left side of the building classrooms (Enter/Exit through the Johnson Av. Doors)	Modular wing classrooms (Enter/Exit through the class doors)
Amie Caverhill - Kindergarten	Nikki Bélanger-Turcotte – Grade 1 FI	Wendy Hartt – Grade 5	Debbie Lister – Grade 2
Annie Murphy - Kindergarten	Tristan Workman – Grade 2 FI	Karen Matheson – Grade 5 FI	Tanya Carr – Grade 2
Katie Lyons - Kindergarten	Carolyn Beers – Grade 4 FI	Terri Deponte – Grade 1	Lisa Cowie – Grade 1
Maygan Monteith – Grade 1 FI	Tracy Thibodeau – Grade 5 FI	Jamie Frenette – Grade 3 FI	Lynsey Wall – Kindergarten/Grade 1
Shawna Stephens – Grade 2 FI	Sonya House – Grade 3 FI		Natalie Leclerc – Grade 2/Grade 3 FI
Elizabeth MacArthur – Grade 3	Cassidy Hilworth – Grade 4/5		Jannah DeMerchant – Grade 1 FI
Andrea Green – Grade 4			

Nashwaaksis Memorial School

Drop Off & Pick Up

NEW for 2020-2021: This year, students are not permitted on the school playground at drop off time. All students enter the building between the hours of 7:55-8:20 using their assigned doors. At the end of the day dismissal time (1:55 for K-2 & 3:10 for gr.3-5), students will exit through these doors. At both drop off and pick up times, we ask that all students wear their community masks. Please use the designated drop off locations as specified on the map.

Please note that parents are not permitted to park in the school parking lot as this area is designated for staff and busses. Due to COVID-19 restrictions, Parents/Guardians are also not permitted to enter the building unless an appointment has been scheduled through the classroom teacher and administrative assistants (453-5421).

Visitors and Volunteers

Visitors

As mentioned, due to COVID-19 restrictions, Parents/Guardians must book an appointment either through the classroom teacher or the school office (453-5421) if they desire to visit the school. We require **ALL** visitors to wear a community mask, notify the office by buzzing at the front door, sanitize their hands upon entering the front doors of the building, and visit the office first to sign in. Teachers should not be interrupted during teaching-learning times unless an emergency occurs or a previously arranged appointment has been made. This is part of our Safe Schools Policy as well as our 2020-2021 School Operational Plan.

Volunteers

Volunteers are an integral and important part of Nashwaaksis Memorial School. Some areas in need of volunteers are field trips, Home and School, Parent School Support Committee, the Breakfast Program, etc. If you would like to volunteer, please contact the school or your child's teacher at 453-5421. All volunteers who work with students must have a Criminal Record Check and review the N.B. Child Protection Policy 701.

Money and Payments

Cashless School

We have a cashless system where on-line payments can be made for various school fees. Please contact the office should you wish to complete a transaction online.

Student Fees

Student fees (\$40) are payable each September. These fees cover the cost of all school supplies needed for the students throughout the year. All supplies purchased are consumables such as paper, pencils, crayons, workbooks, etc.

Note: Please see school Policy Paying of Monies on page 12.

Nashwaaksis Memorial School Nutrition Programs

Breakfast Program

The Breakfast Program is available to all students who have not had the opportunity to eat breakfast at home. It consists of a variety of healthy breakfast options often including, fruit, boiled eggs, cheese, yogurt, dry cereal, etc.) It is funded by a grant application each year and community donations. Grade 5 students may have the option of being a part of this program by helping with distribution once we are able to offer that.

Hot Lunch

Due to the present Covid-19 Safety Plan, hot lunch is not available for purchase.

Milk Program

Milk will hopefully be available for purchase by the end of September. We have both white and chocolate options. Orders are collected 5 times a year. Parents pay for two months in advance. Milk is delivered to students by their homeroom teacher.

Be sure to send a snack, a lunch, and a bottle of water with your child each day.

Parents

Student Records

Maintaining accurate up-to-date records is important to the well-being of your child. Please always be sure that your child's teacher has your accurate name, address, phone numbers and emergency information including an alternate number in the event of an urgent matter. It is also important that the school be informed of any medical needs or allergies, or special legal (custodial) matters affecting the student.

Parent-School Communication

We believe in active communication with a strong parent-guardian/school partnership. Working together will support students academically, socially, and emotionally. Parents/Guardians should first contact their child's teacher if they have concerns. In the event of an emergency, a phone call will be made. It is important that the phone number we have is updated and you have access to it during the day.

Changes to After School Routines

A written note must accompany a student when changes occur to their usual after school routine. We understand emergencies arise and a phone call is sometimes needed at the last minute. Please attempt to speak to someone in person versus leaving a message on the answering machine. Please note, busses cannot be used for travel to friends' homes to play after school.

Nashwaaksis Memorial School

Closure of Schools and Bus Cancellations Policy

The district is committed to a safe and efficient transportation of students and recognizes that it may be necessary to cancel bus runs and close schools to ensure that students are not endangered by hazards brought on by poor weather or road conditions. The final responsibility for determining if students attend classes on days when hazardous weather conditions exist and school remains open, rests with the parents/guardians. Please call 506-453-5421, listen to the local radio for details on school closures, or check the website

<http://web1.nbed.nb.ca/sites/ASD-W/transportation/Pages/Closures.aspx>

Please note, Nashwaaksis Memorial School is in **Zone 6**.

Roles and Responsibility during Outbreak

NEW in 2020-2021: If a student is ill, it is critical that they stay home. Call 811 or a medical professional if your child has COVID-19 symptoms. Follow medical professional's advice:

- Daily screening before leaving for school, cooperation and communication are key to manage an outbreak.
- If you get an urgent call regarding the health of your child during the school day, you will be required to pick up your child as soon as possible, consistent with school practice.
- Parents should have an alternative plan for pick up.

Important Health and Safety Links

<https://www.youtube.com/watch?v=WXQjQ74IsrE&t=3s> – Virtual Tour of our School!

<https://www.youtube.com/watch?v=piWQuSVNIZw> – Bus Safety Protocol

<https://www.youtube.com/watch?v=Rrrj4XheipE> – Bus Safety Protocol (French version)

<https://www.youtube.com/watch?v=W5SrP6ZW7jc> – Return to School

<https://www.youtube.com/watch?v=oBHoTGwYYIo> – Return to School (French Version)

https://www.youtube.com/watch?v=Aq_72maTMZI&feature=youtu.be – Community Masks in Schools

The EECD link below contains a wealth of information pertaining to COVID-19 considerations for public schools, parents, and children. It also contains learning at home resources!

<https://www2.gnb.ca/content/gnb/en/corporate/promo/education-and-early-childhood-development-covid-19.html>

Nashwaaksis Memorial School

ASD-W Policies

Policy 703: Discipline

Definition: This policy refers to expectations and steps taken to maintain a positive learning environment. The safety of our students is a priority.

Policies Referenced:

The Education Act 14.1-E (The duties of a student) and ASD-W Policy 703 (Positive Learning and Working Environment).

1. Our school team (administration, guidance, resource, and ISD resource) meets weekly and works closely with teachers, parents, ASDW staff and students to develop plans to support all students that may be experiencing difficulty. We work hard to develop plans that support students' individual needs and use positive discipline on a regular basis with all students.
2. It is expected that students make their best effort during the day.
3. They do not interfere with others' learning and follow all classroom and school rules and complete all schoolwork to the best of their ability.
4. Students are expected to raise their hands, use indoor voices, and keep their hands and feet to themselves and use good manners. Students who have difficulty following school and classroom rules may experience consequences that include but not limited to; a time out, recess detention, call or note home, alternate placement within the school or a loss of privileges.
5. Serious misbehaviours or consistent interrupting of our learning environment may result in an in-school or out-of-school suspension. Each case is evaluated by the administration in consultation with staff members.

Policy 704: Allergy Management

Definition: This policy refers to extreme allergy management and emergency plans.

1. Parents of students with severe allergies are to notify the school.
2. A policy 704 (severe allergy) plan is created in collaboration with the school administration, resource and parents.
3. Our school is a tree nut and peanut free zone. This includes but not limited to almonds, peanuts, Nutella, almond milk or flour.

Nashwaaksis Memorial School

Policy: Lice

Definition: This policy refers to cases of head lice in the school. We attempt to minimize the spread of lice in the school.

1. Please inform the school if you detect head lice on your child.
2. The school will in turn inform the parents that head lice is present in the school and ask that all parents check their children for head lice.
3. Upon notice that a student has head lice, we inform the parents, ask them to treat accordingly and to comb out all nits prior to returning to school.
4. We will check the student to ensure that they are nit free.
5. If nits are found, we will call parents and ask that the student be picked up and treated accordingly.
6. In the event live lice are found, parents are called immediately to pick up and treat their child.

Policy: Outdoor Recess

Definition: This policy refers to indoor versus outdoor recess

1. Students will be outside for recess at -20°C or warmer, including wind-chill.
2. The temperature is checked online prior to recess.
3. At any time, a duty teacher may make the decision to send the children inside if the weather takes a turn for the worse while they are outside.
4. Students should be dressed appropriately for the weather from sun to light rain/mist to -20°C .

Policy: Paying of Monies

Definition: This policy refers to paying for school fees, trips, hot lunch, milk etc.

1. Please send in the correct change (teachers will not make change).
2. Please be aware of whom to make a cheque out to prior to sending it in. This is indicated on the order forms.
3. Cash online is available for some payments. You will be advised when it is available to use.
4. Please send your child's money in a marked envelope or baggie with their name and teacher's name. Families with siblings are asked to send in separate payments to each child's teacher.

Nashwaaksis Memorial School

Policy: Safe Arrival/Student Attendance/Tardiness

Definition: This policy refers to the expectations centered on student attendance at school.

Policies Referenced: Education Act, section 14D, EEC 319 and ASDW 319-6.

1. Please call the school in the morning if your child will be absent (453-5421). If parents have not called the school to notify us of an absence, the school will call home or work to determine if your child is home safe. When reporting an absence, should the absence be a result of a communicable or infectious disease, it would be helpful to report the nature of the absence.
2. Students arriving past 8:20 a.m. are considered tardy and must report to the office upon arrival. We realize, there may be the occasional day students are late. We do expect students to arrive on time for school on a regular basis. Arriving past 8:20 a.m. impacts students learning and the learning of others and should not occur on a regular basis.
3. Regular attendance at school is expected and mandatory.
4. Students exhibiting poor attendance will receive communication from their home room teacher to discuss how they can support regular attendance.
5. Should poor attendance continue, the administration will communicate with the family and attendance concerns will be brought to the attention of ASD-W staff.

Policy: Toys and Electronic Devices

Definition: This policy refers to the use of toys and electronic devices during the school day. Toys would include stuffed animals, marbles, etc. and electronic devices would include cell phones, game pads, etc.

1. Students may bring such items to school for use during non-instructional day (recess, lunch).
2. All toys and electronic devices are to be left inside students' book bags during the instruction day (all other times aside from recess and lunch). No phone calls are to be made with cell phones (calls can be made at the office if the need arises.)
3. Students may not use electronic devices to take pictures or videos.
4. The school is not responsible for lost, damaged or stolen items.
5. Should the bringing of such items to school cause disruptions, it is at the teachers' discretion to limit or ask an item to be kept at home.