



# Dixonville School

## Student Handbook

### **Vision Statement**

To be the first choice in education for our community's students and families.

### **Mission Statement**

We foster a safe, caring, and student-centered learning environment where students flourish and develop independence.

### **Principle Beliefs**

- ❖ All children have talents, skills, and unique abilities.
- ❖ All children want to pursue their goals and dreams.
- ❖ A love of learning should be fostered for all students and staff, both formally and informally.
- ❖ Our school should support the physical, emotional, intellectual, and social development of all students
- ❖ Curriculum and instruction should challenge students academically: foster intellectual curiosity, provide knowledge, and develop effective communication, problem solving and critical thinking skills.
- ❖ We foster inclusive education where all children reach their full learning potential and decisions are based on the individual needs of the student and founded on evidence.

## **Dixonville School Staff**

### **Regular Classrooms**

Kindergarten - Mrs. Kathy Woods  
Grade 1/2/3 - Mrs. Christina Bullen  
Grade 4/5/6 - Ms. Signy Pasichnuk  
Grade 7/8/9 - Ms. Nicole Wiles

### **Other Assignments**

Principal - Mrs. Tracy Demeester  
Office Manager - Ms. Cassie Prokurniak  
Educational Assistant/Librarian/SSW (Student Support Worker) - Ms. Tanya Parkin  
Educational Assistant - Mrs. Trish Russell  
Educational Assistant- Mrs. Aarin Sorensen  
Inclusive Education - Mrs. Tracy Demeester  
Custodian - Hilda and Susie Bergen

### **School Supplies**

Class supply lists can be found on our schools website. They are shared with parents each year on facebook and in the school newsletter. Please ensure that all supplies are labeled when you bring them to school.

### **Telephone Use**

Phone messages from parents will only be given to students at recess, lunch time, or after school unless there is an emergency.

### **Leaving the School**

Please sign your child out at the office and let their teacher know if you are taking them out of the school during school hours.

### **Absences**

When a student is absent from school, Peace River School Division requires a phone call or note to the office, explaining their absence that is signed by a parent or guardian. When we do not have a note or phone call our office manager will call home to track absences. Education is very important and children learn the most when they are in school every day possible. Your help to see that they attend regularly is appreciated.

### **Daily Timetable**

8:50 Start of the Day  
10:34 First Recess  
10:48 Recess Over  
11:54 Lunch  
12:15 Recess  
12:35 Start afternoon classes  
2:11 Recess  
2:26 Recess Over  
3:30 End of the Day

### **Outdoor/Indoor Shoes**

Students need a pair of indoor non-marking shoes, which they will wear for gym class and in the school.

### **Appropriate Attire**

Students are expected to wear appropriate attire suitable for school and inclement weather.

### **Agendas**

Communication between home and school as well as organizational skills are imperative to successful learning. At Dixonville School, all students will be provided with a daily agenda. Parents are encouraged to initial the agenda and teacher will use it as a way to communicate with home. Each student will be supplied one book bag at the beginning of the year for their agendas to go back and forth in. If the student misplaced their agenda bag they will need to replace it at the cost of \$5.00.

## **GENERAL INFORMATION**

### **Volunteers**

Volunteers are an integral part of Dixonville School. Volunteer forms are sent home at the beginning of each school year and are submitted to the office when complete.

### **Accidents and Illnesses**

Should a child have an accident or be sick during school hours, we shall always try to contact the parent or guardian first, at home or work. If they cannot be reached, the emergency contact person is phoned. There is an infirmary located in the office and students may lay down there.

### **Lockers**

Each student at Dixonville School will be provided with their own individual locker. Lockers for junior high students can have a lock. Extra keys or combinations must be shared with the Office Manager. Students in Elementary must leave their lockers unlocked. Students are responsible

for keeping their lockers clean and orderly. No decorations or stickers are allowed on lockers, with the exception of a Teacher-Made nametag. Periodic locker cleanings will be done throughout the year for all grade levels. There should be no trading of lockers or locks or moving into an empty locker without the permission of the Principal.

Individuals have a right to privacy with respect to their personal property; however, privacy rights may be reduced or extinguished to protect the rights and enhance safety and security of all students. The Principal is to follow the procedures set out Administrative Procedure 354 with respect to the searching of individuals or their personal property, whether school administration is acting on its own, or in concert with a government authority.

### **Fire Drills**

When the fire alarm sounds students shall proceed in an orderly fashion from the room they are in, to their designated “safe” area outside the building. Teachers shall inform students of the correct escape route and alternate escape routes for each room they have classes in. Routes are posted in each room. Teacher will ensure that all students are safely out of the building. Fire drills are practiced six times per year so it is advisable to wear indoor footwear at all times, as students are not permitted to stop and put on boots during a fire drill.

### **Emergency Evacuation**

In case an emergency should ever arise, the Dixonville School Emergency Management Plan will be put into place.

### **Medication**

All medications brought in by students must be kept in the office. If your child is required to take medication during the day, parents/guardians must complete form 316-2 Administering Prescription Medication to Children/Students. Staff of Peace River School Division #10 will not give students medicine of any kind without written consent from both the parent and physician in accordance to Peace River School Division’s Administrative Procedure 316.

### **Parent Advisory Council**

To foster the well-being and effectiveness of our school community and to enhance student learning. PAC meetings will be held a minimum of 7 times during the school year and dates are set at the first PAC meeting of the school year.

### **Assemblies**

A monthly school-wide assembly will take place in the gymnasium throughout the school year. Each classroom will take turns running the assembly. Dates will be shared each year in the school calendar. Awards will be handed out at this time as well. Parents and community members are welcome to attend.

## **Awards Program**

**Awards Most Improved**

**Academic Achievement**

**Sarah Klein Memorial Award for Excellence in the Arts**

**Royal Canadian Legion Awards**

**Citizenship**

**Honors**

**Elementary Sportsmanship**

**Junior High Most Sportsmanlike Attitude**

**Perseverance Award**

**Grade 9 completion**

**Kindergarten Graduation**

**Howie Hauw Memorial Curling Bonspiel**

## **Student Expectations**

Divonville's Student Behaviour Policy is designed to help create a climate of cooperation, academic excellence, respect and safety for all students. Our school rules are designed to maintain a safe, happy, bully-free atmosphere.

### **Goal of Student Behaviour Policy**

- to encourage positive attitudes, good behaviour and respect for others
- to provide a safe environment for students
- address incidents of inappropriate behaviour in ways to facilitate corrective action and help the student improve his/her behaviour

## **Report Cards**

November 15, 2024 - Kindergarten to Grade 9 students

January 30, 2025- Grades 7, 8, and 9

March 4, 2025 - Kindergarten to Grade 6 students

April 17, 2025 - Grades 7, 8, and 9

June 26, 2025 - Kindergarten to Grade 9 students

## **Student Council**

Student Council consists of students in Grades 7-9. They are responsible for planning school spirit days and for ensuring the students have a voice in matters that pertain to school culture and climate. An election is held in September and the executive, along with a staff member meets once per month. Student Council meets with the Principal twice per year.

## **SPECIAL EVENTS**

### **School Photos**

Individual photos will take place in September each year.

### **Christmas Concert and Family Craft Night**

Please join us the last week before winter break for an evening of festive student performances. Everyone is welcome to help us spread the Christmas cheer!

### **Hot Lunch**

Hot lunches will be two times per month.

### **Hat/Hoods**

Dixonville School students are not permitted to wear heats in the school. Hats and hoods must be removed when entering our building.

### **Terry Fox Run**

Takes place in the month of September. Students spend time learning about Terry and his brave fight against cancer. A run/walk is held and students have the option to raise money for the Canadian Cancer Society.

### **Mental Health Mondays**

On select Monday's (approximately every two weeks) students will work in Dynamite Groups to learn a variety of mental health literacy topics.

### **Learning Buddies**

On Mental Health Monday's students will work through the Heart Smart program from the Heart and Stroke Foundation. Students will learn about concepts directly from the program of studedies in a guided peer learning environment.

### **Curling**

PE classes (Grades 4-9) will complete a curling unit each year. The Dixonville LIFE AG Society provides ice time for students. A bonspiel is also held at the end of the unit. All community members are welcome to attend.

### **Project Based Learning**

We believe Project Based Learning is an important instructional approach that enables students to master academic skills and content knowledge, develop skills necessary for future success, and build the personal agency needed to tackle life's, and the world's challenges.

### **Grade 7/8/9/ Trip**

Students will be traveling this year to the east coast. The next scheduled travel for junior high will be in the spring of 2028.

### **Swimming Program**

Swimming lessons are offered through the school when funding supports are in place.

### **School Spirit Wear**

Dixonville School clothing is available for order through Big North Graphics in Manning. Available are short sleeve T shirts, long sleeve T shirts, toques, sweatpants, caps, and drinking cups. Check it out. <https://shopbignorth.com/collections/dixonville-school>

### **Newsletters**

Monthly newsletters will be sent home on paper and digitally once per month.

### **School Supplies**

Lists are available on the Dixonville School's website.