

# REXTON ELEMENTARY SCHOOL

19 School Street, Rexton, NB, E4W 2E4

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Diane Wilson  
Principal

Virginia Richard  
Vice-Principal

## Rexton Elementary School's 2010-2011 Handbook

***School Mission:** To encourage the development of each student's full potential by **nurturing a love of learning** and fostering respect for the uniqueness of each individual through a safe and friendly community.*

***This RES HANDBOOK belongs to:***

***Student's Name:*** \_\_\_\_\_

***Address:*** \_\_\_\_\_

***Telephone:*** \_\_\_\_\_ ***Bus: a.m.*** \_\_\_\_\_

***Cell Phone:*** \_\_\_\_\_ ***p.m.*** \_\_\_\_\_

***Grade:*** \_\_\_\_\_ ***Homeroom Teacher:*** \_\_\_\_\_



Welcome/Bienvenue/Eptjilaasi to Rexton Elementary School for the 2010-2011 school year. We hope that each of you enjoyed a wonderful summer and that you are ready for a school year filled with learning and exciting experiences.

The RES teaching team is prepared & committed to providing each and every one of our young STARFISH students with the very best learning opportunities and challenges possible, all within a safe and positive learning environment.

Our teaching staff earnestly believe that the parents of our students play a vital role in their child's educational development - partnering with your child's teacher will ensure that your child continues to make progress in his/her academic, social, and physical development. We hope that during the 2010-2011 school year that all RES parents will strive to stay closely involved in their child's learning activities here at Rexton Elementary School.

The information in Rexton Elementary's Handbook is intended to help students and parents become familiar with the Rexton Elementary School procedures and Student Code of Conduct. We encourage you to refer to this Student Handbook when you are in doubt about our school regulations and procedures.

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Principal

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Vice Principal



TIME	ACTIVITY	
8:00	Supervision of students begins & buses arrive at RES	
8:20	Good Morning Bell	
8:35	Announcements & O Canada	
8:35 (K-2)	K-2 Literacy Block	1 <sup>st</sup> Period for Grades 3-5 students
8:40 (Gr. 3-5)		2 <sup>nd</sup> Period for Grades 3-5 students
9:10		3 <sup>rd</sup> Period for Grades 3-5 students
9:45		
10:20	RECESS	
10:40	4 <sup>th</sup> Period	
11:15	5 <sup>th</sup> Period	
11:50-12:15	Lunch for K-2 students / Outdoor recess for Grades 3-5 students	
12:15-12:40	Lunch for students in Grades 3-5 / Outdoor recess for K-2 students	
12:45	6 <sup>th</sup> Period	
1:20	7 <sup>th</sup> Period	
1:55	8 <sup>th</sup> Period / Dismissal for K-2 students	
2:30	9 <sup>th</sup> Period	
3:05	Grades 3-5 students prepare for dismissal	
3:10	Dismissal of Students	



Grade/Role	Teacher	Role	Support Staff		
Kindergarten	Lisa Collins	Administrative Assistant	Connie Agnew		
Kindergarten	Cynthia Wood	Librarian	Janice LeBlanc		
Grade 1	Susan Campbell	Teacher Assistants	Margaret Martin Jan Mingrone Nora Fillier Rose-Jean Cormier Toby Campbell Dianne Warren Darlene Fillmore Penny Robichaud		
Grade 1	Haley Murphy				
Grade 2	Stephanie Flanagan				
Grade 2	Maggie Murphy				
Grade 2	Angela Savory				
Grade 3 (French Immersion)	Julia Mazerolle				
Grade 3	Danelle Rioux				
Grade 4 Pre-Intensive French	Toby Daigle				
Grade 3/4 Pre-Intensive French	Wendy McLaughlin			Intervention Workers	Keitha Gallant Donna Hebert
Grade 5 Intensive French	Melanie Cox			First Nations Liaison	Mona Francis Shona Stark
Grade 5 Intensive French	Kevin Rioux				
Guidance	Nancy Hannay	Custodians	Gerald Richard Donny Hebert Fernand Mazerolle		
Resource	Barry Robertson				
Physical Education	Kim Bowes				
Music	Janice Hall-Short				
Reading Recovery & VP	Virginia Richard	Computer Technician	Troy MacKenzie		
Principal	Diane Wilson				

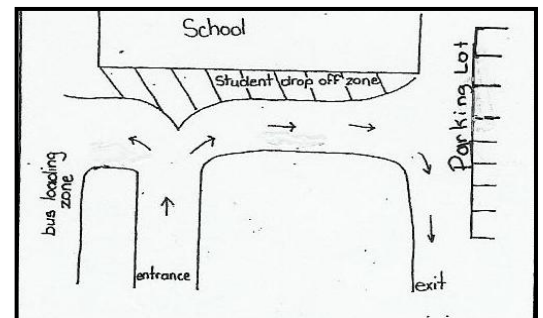
1. **Supervision of RES students begins promptly at 8:00 a.m.** every school morning. Based on the age of our young students and to ensure their safety, we thank all parents for their support in adhering to the Bus Loading Zone drop-off time of 8:00 a.m.
2. Students will be **considered on time** for school if they are **seated** in their homeroom class **when the bell rings at 8:35 a.m. for K-2 students and 8:45 a.m. for students in grades 3-5**
3. Prolonged absences or sporadic attendance results in a lack of continuity in learning. Therefore, when a problem occurs, parents will be requested to meet with teachers and school administration to seek a resolution.
4. It is very important for students to remain at school for the entire day and to have as few early dismissals as possible. **The dismissal time for K-2 students is @ 2:00 p.m. and Grades 3-5 students are dismissed at 3:10 p.m.**
5. Students **absent from school** must have a dated **excuse** signed by their parent/guardian stating the reason for their absence. This excuse is expected the day the child returns to school. We ask that parent's please contact the school during the child's absence to obtain missed assignments.
6. All RES students will remain on school premises during school hours **UNLESS** their parents/guardians sign them out at the office.



To avoid disruption of classroom instruction and within our very busy office, **students will only be permitted to use the school phone for emergency situations only.** Parents are requested to convey personal messages to their children prior to the children leaving for school in the morning.



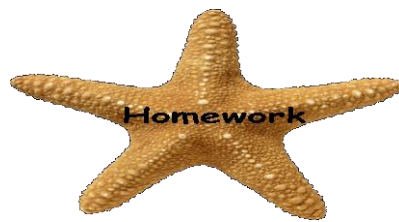
1. Buses begin arriving at Rexton Elementary **AFTER 8:00 a.m.**
2. **BUS TRANSFERS are not permitted at Rexton Elementary and are ONLY granted in EMERGENCIES** (not for birthday parties, sleepovers, etc). If a manageable emergency arises whilst your child is at school, we ask that you make arrangements with relatives/friends/trusted neighbor to meet your child at his/her regular bus stop.
3. All students are expected to follow the rules and procedures of their bus drivers at all times.  
**Disobeying bus rules will result in disciplinary action and possible loss of transportation privileges.**



1. Parents, visitors, and staff are to use the designated parking area for their vehicles.
2. In order to ensure the safety of our young children, **PARKING in the school Drop-off, Handicap, and Drive Through zones directly in front of the school is strictly prohibited.**
3. Motorists are reminded that it is required by law to **refrain from passing a school bus when its lights are flashing.** This law is certainly in effect in RES' school parking area.



1. Students are expected to go to their **designated playground area** at morning and noon recesses.
2. Students are expected to **play respectfully and follow the rules & procedures** of all teaching staff whilst on the school premises, **including the playground area and on fieldtrips.**
3. Students who are **unable to go outdoors for recesses due to medical reasons must have a written note from their parents/physician.**
4. Students are required to **dress according to the weather conditions.** When the weather is unfavorable during outdoor recess times, our students will be supervised in their homerooms.



1. **Students in grades K-2 may receive homework that will require nightly practice.**  
For example, a letter/sight word list OR math flashcards may come home that the parent/guardian will be expected to review/practice with their child.
2. **Students in grades 3-5 may expect to be assigned homework twice a week** and these homework nights will be decided by his/her homeroom teacher. Please note that during assessment periods, children may be required to do nightly homework.
3. **Students involved with Reading Recovery or Interventions will continue to have nightly homework.**



#### **SPEECH PATHOLOGIST**

The services of a speech pathologist are available 2-3 days every week. If a child is referred, parents will be contacted.

#### **GUIDANCE**

The guidance counselor, Mrs. Nancy Hannay, works with individual children, giving them specific support in areas that may be directly or indirectly affecting their schooling. To contact Mrs. Nancy Hannay please phone the school @ 523-7152.

#### **BREAKFAST PROGRAM**

Each morning, a nutritious breakfast program is available at the Rexton Elementary School. The program is for those students who were not provided with a breakfast at home. Volunteers from the community prepare and serve the breakfast every morning. Anne Robichaud is RES' Breakfast Program Coordinator.

**Rexton Elementary DOES NOT OFFER A FREE LUNCH PROGRAM.**

#### **VOLUNTEERS**

A major group of supporters at our school are our parents and community volunteers. If you are willing and able to offer your services to our students we encourage you to contact us at the school by calling 523-7152.

#### **HOME AND SCHOOL ASSOCIATION**

The Rexton Elementary Home and School Association is very active in supporting many endeavors at our school. The major fundraiser for the Home and School is the Christmas Tea and Craft Sale held each November. At RES' regular Home and School meetings, educational presentations are made on relevant and informative topics.

#### **PARENT SCHOOL SUPPORT COMMITTEE (PSSC)**

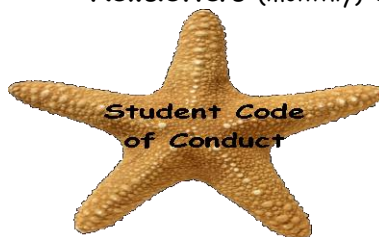
As a part of the provincial government structure for schools, a Parent School Support Committee has been formed at the school. All parents who have children attending this school are eligible and encouraged to serve on this committee. **The primary role of the PSSC is to:**

- ☆ advise the principal regarding the School Improvement Plan
- ☆ promote family and community involvement



Rexton Elementary School makes every effort to keep parents informed. The following means are used to accomplish this:

- ☆ **OPEN HOUSE** (September)
- ☆ **Talk Mail** (as needed)
- ☆ **Student Reports** (mid/end of term)
- ☆ **District Office** (1-800-661-6667)
- **Snow-Line for School Closures** (523-0900)
- **Web Page** ([www.rextonelementary.nbed.nb.ca](http://www.rextonelementary.nbed.nb.ca))
- **Parent/Teacher Interviews** (fall & winter)
- **Newsletters** (monthly) & **Notices** (as needed)



The staff of Rexton Elementary School believe that students choose their actions and behaviors. We expect Rexton Elementary students to consistently display the following REX-E STARFISH character traits:

- ☆ **Trustworthiness:** be honest and do the right thing
- ☆ **Respectful:** treat others the way you want to be treated
- ☆ **Responsibility:** prompt attendance at school, on time and prepared; accept the consequences of your choices
- ☆ **Fairness:** take turns and share
- ☆ **Caring:** be kind and helpful to others
- ☆ **Citizenship:** following class/school procedures; helping to make your school/community a better place to be!

To help motivate our young learners all Rexton Elementary students begin each school year as REX-E STARFISH. Students who are "caught" exhibiting exemplary STARFISH behaviors could potentially advance to RES' SPARKLING STARFISH level and be formally recognized at a school-wide Assembly.

Parents have a key role in helping students make good behavior choices at school. Parents are asked to:

1. Reinforce positive attitudes towards education and their teachers.
2. Review with their children what is expected of them and what the consequences will be.
3. Keep the lines of communication between home & school open. If a child is encountering difficulty in making good choices, the parents will be asked to meet with the teachers to establish a plan to support the child's efforts to improve.

If RES students choose to behave in an inappropriate manner one or more of the following consequences may result:

EXAMPLES OF INAPPROPRIATE BEHAVIOR	POSSIBLE CONSEQUENCES
<ul style="list-style-type: none"> <li>▪ Displaying impolite and/or disrespectful behavior towards staff or peers</li> <li>▪ Ignoring classroom &amp; school procedures/routines</li> <li>▪ Refusing to participate in class/school activities</li> <li>▪ Not completing classroom &amp; homework assignments</li> <li>▪ Participating in rough and/or aggressive play</li> </ul>	<ul style="list-style-type: none"> <li>▪ Student will be informed of inappropriate behavior</li> <li>▪ <i>Student will be sent to the Respect and Responsibility Room</i></li> <li>▪ Time-out from area (playground, cafeteria, classroom, etc)</li> <li>▪ Home contact by phone, note and/or letter</li> <li>▪ Parents and teachers will need to meet if inappropriate behaviors persist.</li> </ul>



The *Respect and Responsibility Room* is an alternate setting (classroom within our school) where a student who has chosen inappropriate behaviors reports to discuss her/his behaviors and more suitable choices. The student then composes a report of the incident, from his/her perspective, and develops a plan of action. The student's report is then sent home to be signed by the parent and returned to her/his homeroom teacher on the next school day.

There are behaviors (outlined in the NB's Department of Education Policy 703) that can jeopardize the safety of the students and interfere with the learning of others. Students who participate in these unacceptable behaviors should expect consequences such as those listed in the right-hand column of the following table:

ZERO TOLERANCE BEHAVIORS	POSSIBLE CONSEQUENCES
<ul style="list-style-type: none"> <li>- Bullying or fighting</li> <li>- Threatening/intimidating others</li> <li>- Name calling and/or swearing</li> <li>- Complete refusal to comply with requests of teaching or non-teaching staff</li> <li>- Ongoing behavior that does not respect the rights of others</li> </ul>	<ul style="list-style-type: none"> <li>- Letter sent home &amp; placed in the Student's Record Folder</li> <li>- Suspension (in and/or out of school)</li> <li>- Meeting with teachers and RES Administrator(s) before the student returns to school</li> <li>- A Behavioral Learning Plan/Contract</li> <li>- Moved to an alternative instructional setting</li> </ul>
<p>To ensure that all Rexton Elementary students and staff are able to work &amp; learn in a safe and positive environment, <u>all non-essential technological devices</u> (for example, Heelies, cell phones, I-Pods, lasers, hand-held gaming devices, etc.) <u>are prohibited at Rexton Elementary School</u>. Any technological device that does not enhance our learning environment will be taken away from the student and be stored at the office until the end of the school day. The child's parents will then be contacted &amp; asked to come and retrieve their child's technological device at their earliest convenience.</p>	



**September**

- September 6<sup>th</sup> - Labor Day
- September 7<sup>th</sup> - First Day of School
- September 16<sup>th</sup> - RES' Open House Event

**October**

- October 7<sup>th</sup> & 8<sup>th</sup> & 27<sup>th</sup> - Curriculum Implementation Days (no school for students)
- October 11<sup>th</sup> - Thanksgiving Day (no school)
- October 29<sup>th</sup> - Halloween Costume Party (in afternoon)

**November**

- November 4<sup>th</sup> - Curriculum Implementation Day (no school for students)
- November 5<sup>th</sup> - Parent/Teacher Meetings (no school for students)
- November 11<sup>th</sup> - Remembrance Day (no school)
- November 20<sup>th</sup> - RES' Annual Tea & Craft Sale (tentative date)

**December**

- December 4<sup>th</sup> - RES' Breakfast with Santa (tentative date ... depends on Santa's schedule)
- December 23<sup>rd</sup> - Last School Day of First Term



**January**

January 10<sup>th</sup> - Curriculum Implementation Days (no school for students)  
January 11<sup>th</sup> - First School Day of Second Term

**February**

February 28<sup>th</sup> - Curriculum Implementation Days (no school for students)

**March**

March 7 - 11<sup>th</sup> - March Break (no school)  
March 31<sup>st</sup> - Curriculum Implementation Days (no school for students)

**April**

April 1<sup>st</sup> - Parent/Teacher Meetings (no school for students)  
April 22<sup>nd</sup> - Good Friday (no school)  
April 25<sup>th</sup> - Easter Monday (no school)



**May**

May 5<sup>th</sup> & 6<sup>th</sup> - NBTA & Subject Council Days (no school for students)  
May 23<sup>rd</sup> - Victoria Day (no school)

**June**

June 24<sup>th</sup> - Last Day of School for students

**Parents/Guardians: Please review the contents of RES' Student Handbook (including RES' Code of Conduct) with your child. We ask that you sign & return the following notice to your child's teacher as soon as possible ☺**

✂-----

I, \_\_\_\_\_, have read and discussed RES' *Student Behavior*  
(Parent's Signature)

*Expectations and Consequences, Bus Transfer/Attendance Policies as outlined in the Rexton Elementary's*

2010 Student Handbook with my child, \_\_\_\_\_.  
(Student's Name)



