

STUDENT PLEDGE

- I am a proud student.
- I believe in a safe school.
- I respect myself, others and my surroundings.
- I am responsible for my actions.
- I do my best and encourage others to do their best.
- I start each day with a new beginning.

**This is my pledge for success at
Devon Middle School**

DANCE EXPECTATIONS

Dances are postponed until further notice. They are held on Thursday evenings from **6:30 p.m. – 8:30 p.m.** Dance sign ins will be permitted for students in good standing. Sign in slips must be handed into the office at the deadline and approval determined by administration. The doors close 30 minutes after the start of the dance. **Parents are asked to pick up students at a pre-arranged location.**

Students are expected to behave in an appropriate manner at all school functions; dances are no exception. Future privileges could be denied if behaviour is unacceptable. Students must be in good standing prior to the school dance with no office referrals for disrespect towards staff, peer mistreatment, suspensions and students must attend school the day of the dance.

Electronic devices are not permitted at dances (cell phones, ipods, cameras etc.).

Behavior & Expectations For Extra-Curricular Activities

Every student has a right to take part in activities outside the classroom, athletic or otherwise. However, with this right comes responsibility. **Students who wish to take part in extra-curricular activities must behave within the school code of conduct.**

When our students take part in activities, they are representing our school. This is an important responsibility. They must behave in a manner that projects a positive image of Devon Middle School. Besides behaving within the rules that are generally in effect for all students in all areas, special attention should be given to the following categories:

- **Good Sportsmanship** – Students are expected to be good sports. We want our students to play hard and play fair. It is important to be able to accept defeat.

It is not acceptable for a student to lose his/her temper while taking part in these activities.

- **Attendance** – Students are expected to attend school regularly if they wish to take part in sports and other extra-curricular activities. Practices and rehearsals must also be attended; contact your coach or advisor if you are unable to attend.
- **Academics** – Students are reminded that academic results are most important. Involvement in sports and clubs must be done with a sense of balance so that your academics will not suffer.
- **Uniforms and Equipment** – Students are responsible for their uniforms and their equipment. Care must be taken to ensure these materials will be used to their maximum.
- **Athletic Fees** – Students are expected to pay an athletic fee for each sport. They are also expected to help out in fundraising campaigns designed to support our extra-curricular programs.

ATTENDANCE

Students are expected to attend school on a regular basis. The school will accept sickness, religious observances and emergencies for legitimate reasons for absence. **When a student is absent from school, a written excuse or email is required from a parent/guardian.**

ARRIVING LATE/LEAVING EARLY

Students who arrive late must report to the office to sign in. Any student needing to leave school during the day must also report to the office before leaving. Parents can send a note with a student who will be signing in late, arrive at the school and call from the parking lot, or ring the doorbell and a staff member will assist.

CLOSED CAMPUS POLICY

Devon Middle School Students are expected to remain on the school property for the entire school day. Students who are identified as walking students may go home for lunch. This is a prearranged plan between home and school.

CELL PHONES

Cell phones are not to be used during the instructional day (8:15 AM – 2:50 PM) and they should not be seen. They do cause a significant distraction. The only exception to this is during eating time for Grade 7 & 8 students. Parents will be contacted if cell phones become an issue.

STUDENT FEES

All students at Devon Middle School are required to pay a student fee of \$30.00 per student or \$40.00 per family (fees can now be paid online – please see Devon Middle School website). This fee will help cover various student/school expenses such as (but not exclusive to): student locks, twin pocket communication report covers, subsidizing special events, Breakfast Program, All Star rewards, maintaining school equipment, art supplies etc. All monies are spent with the purpose of benefitting all students in the school.

LOCKERS

Every student will be issued a locker and a school combination padlock. Students are advised to keep their combination private to ensure the security of their textbooks, notebooks and valuables. Please be advised that the school has the right to search lockers at any time.

NO SMOKING/VAPING POLICY

Smoking OR Vaping on school property is not permitted.

NO SCENT POLICY

(FOR STUDENTS, STAFF & VISITORS)

Perfumes, perfumed hairsprays or shampoos, scented after-shave or colognes are not permitted. Some staff have severe allergies to scents. Students will be asked to respect this policy.

FIRE DRILLS

Fire Drills are conducted throughout the school year. Other types of emergency measures will be explained and practiced by students.

LIBRARY RULES

The library offers fiction, non-fiction and magazines. All items are signed out for a one-week period. Fines will be in place for overdue materials from the library. Students lose their borrowing privilege if they owe fines.

SCHOOL BUS RULES

- Respect and obey the bus driver
- Respect other students on the bus
- Remain seated
- Keep aisle clear
- Talk quietly



N.B. Please note that students who walk to school are not permitted to travel on a school bus and/or bus students are not permitted to change buses to go to a friend's house. Normally, a change in the student's after school destination would require the parent/guardian to provide transportation. Exceptions may be made in the case of an emergency and the parent is in contact with the administration. Any infringement of the above rules may result in disciplinary action by school officials and possible loss of transportation privileges.

COMPUTERS: ACCEPTABLE USE POLICY DEVON MIDDLE SCHOOL

The computers in classrooms (including netbooks), computer lab or any other location within the school are provided to enhance the learning and educational opportunities of students and staff. Students are reminded that computer use is a privilege that comes with responsibility. Any misuse of such equipment could have serious consequences.

INCLEMENT WEATHER OPTIONS

During inclement weather situations, the following options are considered:

1. **Schools are open as usual:** no radio announcement will be made.
2. **All schools are closed for the day:** an announcement is relayed to local radio stations by 6:00 a.m. Parents are urged to listen to the radio early in the morning when inclement weather is predicted.
3. **Some schools** in the district **are closed:** a radio announcement is made.
4. **All school bus routes are delayed one hour.** A radio announcement is made. On these occasions, all schools in the district will be open at their regular

time to receive walking and drop-off students. Students arriving late will not be penalized.

5. **Schools may be closed early** on days when it is anticipated that weather conditions may deteriorate significantly. Every effort will be made to notify parents via radio or by telephone.

It is important that parents have alternate arrangements for their child, if they or another adult will not be at home to receive the students. **The school should have this information.**

Because of varying winter weather conditions throughout the district, there may be occasions when a particular bus route is hazardous. In cases where the bus driver has a safety concern, he or she has the responsibility to recommend either the cancellation or delay of his/her particular bus run. Whenever possible, such a cancellation or delayed bus run will be announced on the radio.

While the loss of instructional time is always a concern, if you find that weather conditions in your area are not conducive to your child's going to school, then you have the final decision whether to send your child to school or not. Absences on these days will not be a factor in a student's attendance record.

EMERGENCY PROCEDURES

FIRE BELL

Smoke, fire, gas, chemical smells, within the school.

Predetermined emergency exits will be used. Fire drills will be routinely practiced throughout the year.

1. At the sound of the alarm all students are asked to be **SILENT** in order to hear the instructions from their teacher.
2. Students are to remain silent as they are led to a specified area.
3. Students will be led into the school after an administrator or designate informs the teachers.

FIRE BELL

Smoke, gas, or chemical spill outside the school and students need to be moved upwind of the source of the concern.

Evacuation site is Ecole Les Eclaireurs:

1. Complete **SILENCE** throughout this procedure is necessary.

2. Teachers will group their classes in the usual fire drill location before they are led to the evacuation site.
3. Classes will be grouped outside Ecole Les Eclaireurs and be ushered into the building.

"THIS IS A LOCKDOWN. SECURE THE BUILDING."

Individuals posing an immediate threat is in the school.

All staff and students are to be behind locked doors sitting on the floor, away from windows with the lights out.

1. Complete **SILENCE** is essential!
2. Students will be positioned inside locked classrooms.
3. Students and staff outside should take cover and move away from the school.
4. The Police will determine that the school is safe and this will be announced to students and staff by administration.

"THERE IS A PENDING EMERGENCY SITUATION. ALL STAFF AND STUDENTS ARE TO REMAIN INSIDE THE SCHOOL. ADMIT NO ONE."

There is an individual outside the school who may pose a threat if allowed to enter.

All students will be expected to stay inside the building. Classes proceed as normal unless it involves an outside activity. No outdoor recess or outdoor lunch breaks for students until emergency is declared over.

"THERE IS A PENDING EMERGENCY SITUATION. ALL STUDENTS ARE TO BE INSIDE A LOCKED SUPERVISED ROOM."

Emergency personnel need cleared hallways and open spaces to carry out an investigation.

All students need to be in classrooms. Students may not go into hallways or leave the building. Within classrooms teaching may proceed as normal as possible. Class periods may be extended.

"MEDICAL SUPPORT TEAM IS REQUIRED IN (named location)."

For medical assistance at the school for schools who have an identified medical first responder team.

Medical Support Team will proceed to a designated location. All classes and school activities will proceed as normal as possible.

**“NVCi (Non-Violent Crisis Intervention) TEAM
REQUIRED IN (named location.)”
Staff or teacher needs assistance with a student.**

NVCI team will report to the named location. All classes and school activities will proceed as normal as possible.