

George Street Middle School

Information Handbook 2019-2020



575 George Street
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Mr. Pierre Plourde, Principal
Ms. Tonë Meeg, Vice Principal
Ms. Michelle Ashfield, Vice Principal

Mission Statement:

**At George Street Middle School, we believe that all students can learn and we will work to help them achieve high standards of learning.
We are committed to do what it takes for our students to become responsible and resourceful life-long learners.**

Welcome to



George Street Middle School

Dear Students:

Welcome to another school year at George Street Middle School! Being ‘in the middle’ is a very special part of your school years and we invite you to enjoy every minute of it!

George Street is a positive, active school, and I know I speak for all of your teachers when I say we truly want you to be happy during your stay here. Your administration, guidance counselors, and teaching teams are all working together to do “whatever it takes” in order to help you have a positive experience, so please don’t hesitate to talk to one of us if something in your school life is not going well.

In this book, you will find a Statement of Student Rights and Responsibilities that your teachers will discuss with you. That statement tells a lot about what we believe is important in our school. Please take your agenda home and show your parents or guardians. Also, make use of this book from the first day of school to help you keep yourself and your work organized. That’s the first step toward success! Please read and discuss with your parents.

Finally, I invite you to work hard, make friends, and get involved in school activities. Being a highly engaged student and taking full advantage of everything that GSMS has to offer will make your middle school years very rewarding. I look forward to getting to know each and every one of you.

Dear Parents,

At George Street School, we try on a daily basis to reflect our concern for your children and our awareness of the uniqueness of the middle level years. You may not need to be reminded that it is not easy being the caregiver of a middle level child! Please keep in mind that it is in fact, not always easy being a middle level child; nor is it easy being a teacher of middle level students!

Please read this agenda carefully with your child. On the last page, there is a threat assessment waiver. We do ask that you sign and return to your child’s teacher!

P. Plourde, Principal

Statement of Student Rights And Responsibilities

1. *I have a right to learn at George Street Middle School.*

It is my responsibility to listen to instructions, to work diligently, and to follow general classroom guidelines set by my teachers.

2. *I have a right to hear and be heard.*

It is my responsibility not to talk, to shout, to make loud noises, or to otherwise distract or disrupt when others are speaking.

3. *I have a right to be respected at George Street Middle School.*

It is my responsibility not to annoy, to harass other people, or to otherwise hurt their feelings.

4. *I have a right to be safe at George Street School.*

It is my responsibility not to threaten, to kick, to punch, or to physically harm anyone else.

5. *I have a right to expect that my personal belongings will not be tampered with, stolen, or damaged by other students.*

It is my responsibility to respect the personal property of others and to accept their right to privacy.

At George Street Middle School we envision:

- A school that has high standards for students and staff.
- A school that is structured and orderly.
- A school that is safe and is based on respect and determination.
- A school where student learning is the responsibility of the entire school community: students, teachers, teacher assistants, administration, and parents.
- Students and staff who take pride in their work.
- Students who have a mastery of concepts.
- Grade eight students who are independent learners, are high school ready, and are role models and leaders for the grades six and seven students.

GEORGE STREET MIDDLE SCHOOL ANTHEM

**George Street Middle School,
Lifelong learning is the rule.**

**On the field-purple and gold,
We are fast, brave and bold.**

**We work hard, we're proud to say,
We learn and try our best each day.**

**We're the rivers, strong and free,
A building full of history.**

**It doesn't matter who you are,
At George, You'll always be a star.**

**We're Crusaders! Blazing our trail.
George Street Middle,
Best without fail!!**

School Schedule

The school day at George Street is organized to allow opportunities for flexibility and team planning. The highlights of the organization are as follows:

7:50 – 8:10	Supervision begins at 7:5. Teacher on duty for bus arrivals. Please be seated in the balcony when you arrive.
8:10 – 8:20	First bell rings for students to go to classrooms. At this time you prepare for the morning classes. If you are hungry, you may go to the cafeteria to purchase a snack or to the breakfast program. Please check in with your homeroom teacher before going to cafeteria or breakfast room.
8:20	Students should be prepared and seated at their desk. Teachers may review announcements and share important news items.
8:25	School day begins with morning announcements – If you arrive after this time you must sign in at the office.
8:35-9:35	Period #1
9:35-10:35	Period #2
10:35-10:50	Nutrition Break – cafeteria is open to purchase snacks
10:50-11:50	Period #3
11:50-12:40	Grade 6 eat at 11:50 then have options (free time), Grade 7 have options then eat at 12:15 Grade 8 – Period #4 11:50-12:50
12:45-1:45	Period #4 grade 6 and grade 7 Grade 8 Lunch and Options (12:50-1:45)
1:45-2:45	Period #5
2:50	Dismissal – We complete this in several steps. First we call busses and then we call for students who are walking or being picked up

Lunch and Options

All students eat lunch in the cafeteria. Students may either bring a lunch from home or purchase from the cafeteria. We do daily updates on our Facebook page *George Street Middle School Cafeteria*. All lunch periods are complemented by a lunch options time of 25 minutes.

During lunch options, students have the *OPTION* to go to one of the following:

- Library and Resource Centre to do research, work on assignments and projects, or read
- Supervised classroom work
- Outside on the 'Strip' (our playground area along Regent St)
- Noon-hour clubs in PRA wing
- Peer Helpers for homework
- Games room
- Balcony to watch gym activities (during winter months and rainy weather)
- Gym for organized games
- Student Lounge

NOTE: Indoor running shoes are required for participation in gym activities.

Fire Drills/Crisis Response

Throughout the school year, fire drills and crisis response training will be held. When a drill occurs, each student must:

1. Know the proper exit from any part of the building. Each room will have this information posted.
2. If the fire alarm should ring when classes are not in session (i.e., during lunch), leave the building via the nearest exit and proceed outside to the designated area for your homeroom class.
3. Walk in a quiet, orderly manner.
4. Stay with your teacher.
5. Exit the building and stay out until instructed to return.
6. Refrain from talking at all times.

Practice lock-down and evacuation drills are held to prepare students to respond appropriately in the event of a crisis. Our designated evacuation site is St. Paul's United Church.

Work Habits and Expectations Belief Statement

At George Street, we believe grades should reflect a student's level of mastery of prescribed outcomes. We believe grades should:

1. Guide student learning.
2. Report to parents their child's level of mastery of the learning outcomes.
3. Guide teachers in planning instruction.

Grades will reflect learning outcomes and provincial standards. Attitudes, behavior, and work habits will not be included in a grade and will be represented separately.

Homework

Homework must be kept current and is considered for grading within each subject. Use your student agenda to plan your time and make preparations. Develop habits that will help you produce your best work. Use your class time effectively and there will be less work to carry home. Failure to complete homework will result in disciplinary measures such as detentions or loss of privileges.

Late Assignment Policy

Steps for this policy are as follows:

1. Noon detention with teacher is assigned.
2. Home is contacted and additional noon hour(s) are assigned.
3. If work is not completed after steps 1 – 2 above. Admin is contacted and student will lose privileges such as school dances, school trips, and other events and rewards until the work is submitted.

Student Recognition Programs

Student engagement is very important at George Street Middle School. We want students to be actively involved in their learning. This means participating in classroom lessons as well as extracurricular activities. We value student engagement and recognize and reward this in many ways.

Student of the Month

Each month, 6 students (2 from each grade level) will be selected as the Student of the Month. This is an academic/citizenship award based on nominations from your teachers. Nominations are submitted for students who have worked diligently to their maximum potential and who have displayed ongoing positive regard for others. Students earning the most nominations are recognized and are awarded a special certificate and a unique medal. The winners' photographs are also displayed on our video monitor in the front hallway.

Renaissance Program

GSMS Renaissance stimulates the acceptance and excitement for academics that is traditionally reserved for athletics. Through the Renaissance, GSMS aims to increase student performance, teacher passion and to raise the level of community involvement in our school. Renaissance raises the profile of students who perform well, improve or surpass expectations academically, and demonstrate community citizenship.

The Renaissance philosophy is doing *whatever it takes* to help build and express pride in our GSMS school community.

Our Renaissance program has organized: Positive Persons Party, Principal's Luncheon for strong academic achievement, Smoothie parties for class goals, Renaissance STARS for students with positive attitude.

Purple and Gold G

Students can work toward earning a participation certificate at the end of the year by joining clubs, sports and activities. Students who are regularly involved may receive a Purple G certificate. Students who demonstrate significant commitment and involvement may qualify for our top award, the Gold G.

Year End Awards

Student Recognition Awards are held at the end of the year. The Athletic Department acknowledges students who have contributed to individual teams. Grade level houses identify students who have excelled in various subject areas. Students may also qualify for school level awards such as School Spirit, Helping Hands, Fine Arts, Leadership and Student of the Year.

Extra-Curricular Activities

We have a large number of extra-curricular activities to choose from. For a complete list of activities please consult our 'Extra-curricular Handbook' located on our school website.

Student Representative Council

The George Street Student Representative Council (SRC) oversees all student activities. An executive of six students is elected in an exciting school-wide election each spring. Two students from each house are then chosen to be the house reps. These students attend regular meetings and vote on all important decisions concerning student events at the school.

Clubs

Clubs and activities that draw students from all grade levels meet at noon or after school. These include such popular groups as Student Representative Council, Yearbook Committee, Social Committee, Drama, Library Club, Tech Crew, Art Club, Band, and many others. A Peer Helpers Group includes students who volunteer to assist other students or teachers in a variety of ways.

Dances

School dances are held on a regular basis. Dances are usually big social events attended by many students. Students must be in good standing (all work complete – attendance – behavior) to attend our dance. Music is provided by our D.J. club and the dress must reflect the school policy. **Dances are from 6:30 – 8:30 pm. Students must be picked up promptly at 8:30 pm.** We do not guarantee adult supervision after 8:45pm. Students are required to stay at the dance unless a parent arrives at the door to pick them up. A complete set of Dance Rules are available on the school website.

Students are able to sign in guests from other middle schools. These guests must be in good standing at their own school and their attendance is subject to the approval of GSMS administrators. Invited guests must show their student ID card at the door. GSMS students must arrive with their invited guest and assume responsibility for them and their behavior.

S.P.A.R.K.

S.P.A.R.K. (Student Participation, Activity, Recreation, and Knowledge) is offered as a co-curricular activity. It is an opportunity for students to try new skills, discover hidden talents and spark new interests. SPARK is offered three times a year and runs over four sessions. Students are offered a range of activities/topics such as Archery, Musical Theater, Dance, Art, Swimming, Golf, Community Volunteering, Coding, Robotics, Biking, Movie Making and many more. Topics will vary and students will have an opportunity to select and sample a number of such activities throughout the year. Parents are encouraged to volunteer for our SPARK program by offering a session, facilitating contacts or simply helping with supervision.

How do I get involved?

As new clubs, activities, and teams develop, announcements will be made. Students need to listen carefully to morning announcements and video announcements so they are aware of meeting, tryout and audition times. As well, this information is frequently posted on our school website. Parents and students are encouraged to check back regularly so they can plan to attend.

Athletics

Gymnasium / Physical Education

The gym gets used as a multi-purpose center with the balcony seating and stage also present. The gym floor gets used before school, all day for physical education classes, assemblies, musical productions, options for students at lunch and after school for sport teams. In order to keep it looking great, we ask that only clean, non-marking sneakers be worn on the gym floor during any activity.

During Physical Education classes, students are asked to change into clothing appropriate for lots of physical movement as students are likely to get sweaty and we want to promote good hygiene. Clean sneakers are a must for safety reasons. Students who come unprepared for class will be required to participate as dressed or potentially complete an alternate assignment. Students can change in our gym locker rooms.

All students attend Physical Education twice during the six day rotation schedule. Homerooms are

combined during classes to maximize physical education time within the space available. Physical Education is a compulsory, curriculum-driven course, prescribed by the Department of Education. Attendance is mandatory and achievement levels are assigned. If a student cannot participate, he/she must bring a note dated and signed by his/her parent/guardian or family doctor stating the reason to be excused from class.

Athletic Teams

For athletic teams, please refer to the Athletics section on the school website and the Extra-Curricular Handbook on the school website for information on the programs and the expectations to for participation

Parents of Athletes

Please consider volunteering to coach a team. We try to maximize student participation and rely on parents to help. Please contact the school Phys. Ed. Department if you would like to coach.

Parents are also asked to honor similar expectations as members of our school community. We believe we can foster a high quality of athletic experience for all participants through:

- Fun, fair play and sportsmanship.
- Quality coaching.
- A safe and healthy environment.

We hope that parents will help foster a positive experience for all by considering the following:

1. Be realistic about your child's physical ability and emphasize improved performance, not winning.
2. Control your own emotions at games and events. Don't yell at other players, coaches, or officials.
3. Be a cheerleader for your child and the other children on the team.
4. Respect your child's coaches and remember they are volunteers. If you have a concern please contact our Phys. Ed. Department to discuss the issue.

Playing / Practice Fields and Times

We do not have outdoor facilities. We will often use Barker's Field (located on Northside just off the walking trail/old train bridge) Queen's Square, and O'Dell Park. Many students will walk or bike to those locations. We encourage the students to travel with a buddy or as a small group. They are not escorted by an adult as often coaches are volunteers who meet the team at the field.

If practice or game times are later than 4:30, students should go home after school. There is no afterschool supervision although students are welcome to sit in the balcony area until their game/practice time starts.

Quick Things to Know

School Colors

The George Street School colors are purple and gold.

Website

We recommend students and parents check our website at <http://georgest.nbed.nb.ca> for information regarding our programs and school events. There are links to our athletic schedule, teacher pages, clubs and school news.

Student Fee

A student fee of \$40 will provide all students with an ID card, locker rental and lock, lab supplies for all Practical and Related Arts courses, and funding for all our positive rewards programs – including guest speakers. Families of two or more will pay a family fee of \$60.

Student Use of the Telephone

In case of emergency students can get a phone pass from their teacher and use the phone in the office.

Cellphones

Cell phones should be kept in student lockers and used only at the end of the day. Students are not permitted to text or call from personal devices during the school day. There is a 'Bring Your Own Device' program available in grade 8. As required, students will be given permission from teachers to use these for academic purposes.

Locker Searches

The school reserves the right to search lockers assigned to students.

Scent Reduction Policy

In keeping with the District 18 policy (18-758) George Street Middle School requires that staff and students avoid the use of fragrances and perfumed personal care products while in our schools, school vehicles, and school district office.

Lost and Found

All lost or found are placed in an area outside the band room. If you are missing something you should check in that location. If you find something, please give it to a teacher or to the office. Unclaimed items will be display once or twice a year. Unclaimed items will be donated to charity after a reasonable period of time.

Personal Items

We encourage students to leave valuables and personal electronic devices such as iPods and cell phones at home. Theft of such items can be a problem in any large public space and schools do not have insurance to cover the replacement cost. As well, they can cause a distraction for students who bring them to class and may lead to temporary confiscation of the item.

Library/Resource Centre

George Street has an excellent librarian and library facility. It is open to students from 8:30 a.m. to 3:30 p.m., Monday – Friday. Books and magazines may be signed out to be read at home or in class. Overdue materials are subject to a fine of \$.05 per day. Accounts must be clear before new sign-outs are accepted. Reference materials such as encyclopedias, CD's, etc. must be used in the library. Internet-accessible desktop computers and iPads are available in the resource center for student use.

When the Library/Resource Centre is used, a quiet atmosphere must prevail. No food or beverages are permitted. Books are available in both languages for recreational reading or project research.

Culture and Etiquette

The culture of George Street Middle School is honest, respectful and courteous. We demonstrate this social norm in the way we speak and dress. When at school, you are expected to be mindful of the positive school image we wish to project, considerate of others and appreciative of the school as a place of learning and work. We ask that you respect the following social norms:

- Please do not wear clothing with slogans or images referencing drugs, alcohol or other material that may be considered inappropriate or offensive.
- Please refrain from using profanity.
- Please be polite and treat others with respect.

Discipline Policy

The discipline policy at George Street School has three main goals:

- To foster a climate of mutual respect.
- To create a positive learning environment for all students and staff.
- To ensure the safety of students and staff.

Common sense dictates that meaningful learning can only take place in orderly surroundings and in an atmosphere of respect for oneself and for others. This respect must be demonstrated in both student-to-student relationships and student-to-staff relationships.

Rules of Conduct

Students at GSMS are expected to:

- Be punctual, attend regularly, and arrive prepared for each class.
- Report to the office for early departure or late arrival.
- Complete all assigned work to the satisfaction of the subject teachers.
- Report to a subject teacher when requested.
- Change into appropriate attire for Physical Education class.
- Contribute to the cleanliness of the school.
- Restrict eating and drinking to appropriate times and places (i.e., cafeteria and homeroom periods).
- Leave restricted items such as lighters, matches, water pistols, jack knives, fire crackers, and skateboards and scooters at home.
- Maintain Hands-Off Feet-Off.

The following unacceptable behaviours will not be tolerated on school property, on busses, or at school sponsored events and may result in out of school suspensions:

- Insubordination (disobedience, disrespect, rudeness, etc.)
- Deliberate and/or repeated disruption
- Vandalism and acts of destruction
- Cheating
- Swearing
- Inappropriate displays of affection
- Vulgar or offensive gestures or language, either written or spoken
- Loitering, running, pushing or other unsafe actions
- Skipping classes
- Failure to identify oneself upon request
- Inappropriate use of the phone, including randomly calling 911 (it even works with no coin)

Beyond these rules, consistently applied classroom rules will be explained and implemented by teachers.

Adherence to school District and Provincial Policy is both expected and required. Students who do not meet these standards will receive detention, in or out of school suspension, and/or loss of privileges. Your teacher will fully explain George Street Middle School's policy for discipline and rewards earned through our Renaissance Recognition and House activities.

!!! Attention !!!

The following areas of discipline are considered to be very serious and will be treated seriously. Students who do not comply with these standards will be suspended from school. Police will be involved as necessary.

1. Fighting
2. Smoking / Vaping
3. Drugs or Alcohol
4. Bullying (cyber, verbal, physical)
5. Weapons (including the throwing rocks and snow)
6. Assault (verbal or physical)
7. Sexual Harassment

Attendance

School attendance is essential for student success and academic achievement. When a student is absent they miss important instruction and classroom discussion. Please note that if a parent plans or permits prolonged or frequent absences, the teacher will not provide additional personal time to make up that instruction.

The Education Act refers to regular school attendance as both a duty of the pupil and an expectation on the part of parents to cause attendance to take place. The Act recognizes that regular attendance supports the learning success of the student and contributes to the learning environment of the school. (Article 13 -1). Students who miss school without cause often create difficulties for themselves, other students and school staff. Regular attendance at school is expected and mandatory under Section 14(d) of the Education Act.

School regulations state that an excused absence may be for one of the following reasons. They must be verified by a message from home.

1. Personal illness
2. Medical or dental appointments
3. Death or serious illness in the family
4. School related activities or field trips
5. Religious observances
6. Other reasons approved by the administration

NOTE: Parents/guardians are asked to call the school and inform the office of any absences, otherwise calls will be made daily to verify absences not called in.

Returning After an Absence

Whenever an absence occurs, the parent/guardian must contact the school to provide the following information:

1. Student's name
2. Date of absence and reason

It is the student's responsibility to get caught up on work they missed. They should speak to their subject teachers the day they return to make arrangements and collect missed assignments.

Signing In and Signing Out Policy

The procedures concerning absences will also apply to early dismissals. If a student is to be dismissed from school, they must bring a note stating the reason, date, and time for dismissal. The note must be given to the homeroom teacher before the beginning of the school day.

If a student becomes ill during the school day, they should report to their teacher and/or the main office. Students will be dismissed only after a parent or guardian has been contacted.

Sign In- Students arriving late or returning after an appointment must sign in at the office, no parent required.

Sign Out – A parent or guardian must be present to 'sign out'. Please come to the office to sign out.

Tardiness

George Street Middle School and the Education Act of the Province of New Brunswick believes that punctuality is important. Tardiness not only interferes with the student's learning, but also disrupts the educational process of others. Therefore, unexcused tardiness will not be tolerated. A tardy student arriving to school must report to the main office and request a late slip.

Students must be in their seats at 8:25. A student will be considered tardy when he/she is not at the appropriate location on time. Students who are tardy in the morning must sign in.

Home and School

The GSMS Home and School Association is a parent group that focuses on school improvement and student welfare through our fund raising efforts. We host monthly meetings to plan events such as our family fun night in November. Our school liaison, Vice Principal Tone Meeg shares information about the school at these meetings in the form of a monthly school report. The home and School is a fun group that provides you an opportunity to be connected to the school, meet new families and contribute to the improvement of your children's school.

Parent Involvement

GSMS invites parents to help build, grow and contribute to our learning. Frequently, parents have talents, interests, connections and experiences that they are able to share and these opportunities help enrich learning. You may wish to volunteer for a SPARK activity, be a guest speaker or support a special project.

If you are interested in contributing to our school please contact the administration or your child's teacher.

Parent Messages for their Children

Due to the tremendous number of messages received daily at the office, it is requested that students make all necessary after school arrangements before leaving home in the morning. We cannot guarantee the delivery of phone messages after 2 pm. If you are contacting teachers via email, please remember that they are busy with instruction and may take up to 24 hours to respond. The office phone is not answered between 2:40-3:10.

Student Drop Off and Pick Up

We ask that from 8-8:20 am and 2:45-3:10 pm that parents please do not park, drop off or pick up in front of the school on either side of George Street. This poses a significant safety risk.

It is very congested in front of the school during peak transportation times. Busses are attempting to unload/load students and there is a great deal of through traffic as we are located on the corner of a busy street. It is not safe for students to be crossing the street between parked cars and busses at this time.

To avoid a potentially dangerous situation, we ask that parents pick up and drop off their child away from the school's front parking lot. You may wish to park further away near Carlton Street or



ANGLOPHONE WEST SCHOOL DISTRICT

across the street at the Market. Another option would be to simply avoid these peak traffic times.

OFFICE OF THE SUPERINTENDENT

1135 Prospect Street • Fredericton, New Brunswick E3B 3B9 • www.asd-w.nbed.nb.ca

September 2019

Dear Parents/Guardians:

Anglophone West School District is committed to creating and maintaining an environment in schools where students, staff, and visitors feel safe. To enhance safety and security, district protocol requires intensive threat assessment training of School Administrators, Education Support Services, Teachers and District Staff. Further to this, partners from policing, Social Development and Mental Health are also trained in this multi-disciplinary approach.

The protocol requires trained school staff, as a team, to complete a Violence Threat Risk Assessment (VTRA) in all cases where students make significant threats to harm themselves or others. The purpose of the VTRA process is to use the best knowledge, skill, and experience available to assess level of concern so that appropriate interventions can be identified to protect individuals from harm and to ensure a climate of safety in schools and the community. As noted above, a multi-disciplinary approach is used. Please be assured that the school team will be taking measures to deal with all known threats/high-risk behaviours in a positive and proactive manner. If the school team invites you to a meeting to discuss safety concerns about your own child, please be assured that our protocol is being followed and that the goal is safety.

Anglophone West School District will respond to all serious threats. If there is a need, a school may initiate a state of "lock down" or "hold and secure" within the facility. A principal has the authority to declare either condition and will often do so through collaboration with district office officials and/or emergency responders. Please note...a **"hold and secure"** allows those who are in the building to continue with their normal routines, but calls for increased monitoring of entrances and for no one to enter or leave the building. A **"lock down"** requires all who are within the building to immediately stop what they are doing and assume a quiet, hiding position within their current space. Staff and students practice this as a drill each year. In either case, it is important for parents/guardians to know that they will not be able to retrieve their child(ren) until the "all clear" is given. The school and district will do their best to provide communication throughout the situation, although the priority will always be to ensure the safety of individuals first.

To help keep our school communities safe, there is an expectation that parents, students, and community members who have knowledge of a threat or high-risk behaviour will report this information to the principal. It would be helpful if you would discuss this protocol with your child(ren). Our goal is to respond to all threats in a professional manner that provides for a safe, healthy and caring learning environment.

We appreciate your support in helping ensure our schools are safe environments for all children and staff.

Sincerely,

Catherine Blaney
Acting Superintendent