

BARNHILL MEMORIAL SCHOOL

Contact Information:

Address: Barnhill Memorial School
750 Manawagonish Road
Saint John, NB E2M 3W5

Website: <http://barnhill.nbed.nb.ca/>

Twitter: @BarnhillMiddle

Telephone: (506) 658 - 5393

This agenda belongs to:

NAME _____

ADDRESS _____

CITY/TOWN _____

POSTAL CODE _____ PHONE _____

STUDENT NO. _____ HOMEROOM _____



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SCHOOL VISION

Barnhill Memorial School: Handbook – 2019-2020

Barnhill does their best. Better every single time.

Barnhill Memorial School consists of grades 6, 7 & 8. It is our goal to implement and promote methods and policies such as PBIS initiatives & restorative practices that will best provide a positive and productive middle school experience for each and every child.

Principal's Message

Here at Barnhill Memorial School we strive to provide a safe, caring and challenging environment. We are here to provide a culture that fosters strong academic achievement and self-esteem. The year of 2019-2020 promises to be an exciting year. With the hard work of our staff and students in our inclusive school, we are positive that the students of Barnhill Memorial will achieve academic success and prosper as global citizens.

Middle school is an exciting time, but it can also be a challenging time with the increase in academic expectations, multiple classes and adjusting socially as a young teenager. We encourage all of you to work hard and to participate in school life. We offer a strong educational program and a variety of sports teams as well as clubs. We believe that every student can develop their social awareness, self-esteem and of course their learning skills through positive interactions with others. We want every student to be the best they can be.

Go Lightning!

Have a great year.

Ms. Jill Ferguson

SCHOOL MISSION STATEMENT

The community of Barnhill Memorial School provides a variety of quality learning experiences to support students in reaching their potential and becoming contributing members of society.

L'école Barnhill Memorial offre une diversité d'expériences d'apprentissage de qualité pour aider les élèves à atteindre leur plein potentiel et de devenir des membres actifs de la société.

Closed Campus

Barnhill Memorial is a closed campus. Students are to remain on site when they arrive in the morning (by bus, car or foot) until they leave after school. During the lunch time students are not allowed off school property. Any student leaving school property at any time during the day **must be signed out of the school by a parent or guardian and it should be put in School Messenger,**

Curriculum

All teachers will follow the curriculum prescribed by the Department of Education and Early Childhood Development. Each teacher will prepare a course outline for their subject and it will be available to all students and posted to the school website.

Fire Drills and Emergency Procedures

When the fire alarm sounds (distinct continuous ringing) all students must leave the building. Directions are posted in each classroom. Students must assemble in an assigned place outside the building and wait for the signal to re-enter the building.

In case of an emergency or dangerous situation, in our school, specific *lockdown* or *evacuation* procedures will take place. Parents and guardians will be informed by phone or e-mail as soon as possible should these situations arise.

Phone Use and Messages

Phone messages from parents will be taken by the administrative assistant and delivered to the student during the next break. Please keep in mind that all phone calls by both students and parents should be of an important nature. Social arrangements for students to visit friends etc. after school should be prearranged. Phone calls for students from individuals other than parents or guardians will not be forwarded. Students may also use their cell phones during times indicated in school policy to contact parents.

Student Fees

All students are asked to pay a student fee of \$35.00. This fee will help to cover the cost of student agendas and locks for grade 6 students, special presentations, assemblies, consumable materials for art, music, and technology supplies and field trip subsidies. Only school issued locks will be permitted on the lockers and are available for \$7.00. Students can use the lock for the duration of their time at Barnhill. They may also use a lock from a previous student. Student fees are to be paid on SchoolCashOnline <https://asd-s.schoolcashonline.com/>

School Property

Items such as text books, desks, lockers, sports equipment and computers, as well as the building itself, are the property of Barnhill Memorial School and are to be treated respectfully. Students who cause damage or lose textbooks will be expected to pay for loss or repair. It should be noted that lockers and desks are subject to search at the discretion of teachers and school administration.

Lost Items

Students are encouraged not to bring sums of money or expensive items to school as the school will not assume responsibility for them. Items that are found may be turned into the office and students may check for them there. There is a "Lost & Found" box on the main level outside the gymnasium.

Guidance

The Barnhill School Guidance and Counselling program provides support to all students. This is accomplished through school-wide initiatives, classroom guidance, small group intervention and individual counselling. The focus of school counselling services is to assist students in their social / emotional development through a better understanding of themselves, to be aware of the educational and career opportunities available to them and to learn to be responsible decision makers. Students may be referred to the counsellor by parents, teachers, administrators, peers, or they may self-refer.

Alternate Transportation

An alternate bus may be taken for *emergency* situations only. Once the situation has been determined by the principal to be an emergency, an alternate transportation form will be provided. This

form must be presented to the bus driver. The same procedure must be followed by students who wish to get on or off the bus at a different stop. Such arrangements have to be made *24 hours in advance*.

Transportation of students in private vehicles:

Volunteer drivers for all extra-curricular activities require, by school law, an individual criminal check and \$2 million liability for vehicle insurance purposes.

Students, normally traveling by school bus, who make arrangements to leave school by walking or being picked up by a parent, for example, must present a note to their teacher.

Pupil Work Standards

All students are expected to work to the best of their ability in order to maintain a high academic standard. While teachers will make every effort to communicate student performance to parents, students must understand that it is also their responsibility to keep their parents informed of how they are doing at school. As students' progress through middle school, they must become increasingly more responsible for their own learning. It is up to each student to keep themselves (and their parents) informed of upcoming assignments and tests. Agendas are provided for all grade 6 student students for them to record homework or any assignments or deadlines that are coming up. Agendas will be available for grade 7 & 8s to purchase if they wish. Students will be assigned to the *Homework Room* when assignments are not completed in a timely manner.

As well, when a student is absent, it is their responsibility to find out what work was missed or what projects were assigned. A homework website that posts homework and assignments for each class is maintained by teachers and students.

The website address is:

<http://barnhill.nbed.nb.ca/> Click on "Our School" and then, "Faculty and Class Web Sites" OR <http://www.barnhillhomework.com/>

Achievement reports are distributed in November, March and June.

Physical Education

All students are required to participate in the physical education program unless they have a medical note. Each student is required to come to P.E. class prepared with the proper clothing and sneakers required by the Physical Education teacher.

Scent and Nut Free Policy

Students are required to refrain from using scented products that may interfere with the health of others in the building. This is in accordance with the Anglophone South School District Scent Free Policy. Deliberately spraying or emitting a scented product is prohibited and will result in serious consequences. All facilities in Anglophone South School District are nut free and we appreciate you not sending food with nuts of any kind to school with your child.

Barnhill BOLT – Expectation of Behaviour at School

Barnhill has adopted a Code of Conduct designed to teach students in understanding appropriate behaviour within the school day. Our code of conduct is:

- Be Respectful**
- Own your Learning**
- Live Safely**
- Take Responsibility**

Student Behaviour

We believe that all students have the right to a safe and healthy environment. To achieve this, students are asked to develop and demonstrate a sense of responsibility and accountability for their actions.

Book bags and jackets are to be kept in lockers. Riding bicycles to school is encouraged, but must be parked and locked in the designated area upon arrival. Skateboards are to be stored in lockers and not used on school grounds.

Technology

Computers are available throughout the school for educational purposes. All students will be adequately informed of, and expected to comply with, appropriate computer use in accordance with district and provincial policies (Provincial Policy 311).

Each student will be provided with their own password in order to log on to any school computer. This password will change every year. Students are responsible for remembering their own password and must not share it with others.

Sports and Extra-curricular Activities

During the 2019-2020 school year, a wide variety of sports programs and extra-curricular activities will be offered. Students will have the opportunity to be

involved in such activities as basketball, student leadership, lunch helpers, recycling team, and peer helpers to name a few. Athletic fees will apply and a list of fees will be provided in the Lightning News and on the school website for each sport at the beginning of the school year.

Medication

Nonprescription medication (such as Tylenol) cannot be given to students by school staff. Policy 704 forms will be sent home in the fall for students who require them.

Visitors to the school

A security system is in place in our school including a buzzer system to grant access. All visitors, including parents, are to report to the office upon entering the building. In order to proceed through the building they will be given a "Visitor's Tag" by school personnel in the office.

PSSC –Parent School Support Committee

Each September elections for our PSSC are held. Information regarding participation on this committee can be obtained from the school office or at our Open House on September 5th. We encourage parents to become involved in this important panel.

Volunteers

In order to have successful extra-curricular program, and also to meet the numerous needs of our school, we require volunteers to provide us with assistance. If interested in volunteering in any capacity, please make your interests known to the school principal. All volunteers will be asked for personal references and will be asked for a valid Criminal Record Check along with Policy 701 training.

Student Dress Policy

Students are expected to dress appropriately for school. **The purpose of the dress code policy is to educate students that there are different expectations for dress in different environments, a life long lesson that will apply in many situations beyond school years.**

~ Shirts and tops must be waist length to cover the midriff; skirts and shorts must be of a modest length; undergarments must be completely covered by outer clothing.

~ Shirts may be sleeveless, but must have, at minimum, a wide shoulder strap (2 fingers wide). Spaghetti straps, racer backs and halter tops do not meet the dress code.

~ When wearing shear blouses, the under shirt must follow the above mentioned guidelines.

~ Clothing or jewelry must not reflect messages promoting drugs, alcohol or violence. Clothing and jewelry are certainly not to reflect messages that are sexually oriented or offensive and demeaning to any person or group.

~ Any form of dress that reflects gang involvement is strictly prohibited.

~ Students' dress should reflect consideration of self and others. Clothing is to be suitable for any public place. Common sense and decency are the guidelines.

~ Hats and toques are not to be worn in the building. The only exception is for a medical condition.

~ Jackets, backpacks, and cinch bags are to be stored in lockers and not to be worn in class.

~ During Phys. Ed classes students must wear appropriate athletic clothing. Students cannot wear clothing that will inhibit them from performing the activities in the gym. Students are to bring their Phys. Ed clothing home to wash regularly.

~ Clothing should be clean and free from odors. Students in grades 6-8 need to be cognizant that it is important to be attentive to personal hygiene.

~ During the winter months and cooler fall and spring weather, we ask that parents/guardians ensure that their child comes to school dressed for the weather. We expect children to be outside in the morning and at lunch to enjoy the fresh air.

The school administration reserves the right to determine whether the student's attire is within the limits of decency and modesty. The principal may allow exceptions in special circumstances or occasions such as holidays or special performances and may further specify dress in certain classes such as physical education, technical studies, and science labs.

Any student not dressed in accordance with this policy shall be subject to the following consequences:

- 1) Correct violation or be sent home.
- 2) Repeat offenders shall be subject to additional measures that will include parent conferences, in-school suspension, and out-of-school suspension.

Daily Schedule

8:25 - 8:35am	Homeroom
8:35 - 9:00am	Foundations
9:00am - 10:00am	Period 1
10:00am - 10:05	Break
10:05am - 11:05am	Period 2
11:05am - 11:10am	Break
11:10am - 12:10pm	Period 3
12:10pm - 12:50pm	Lunch
12:50pm - 1:50pm	Period 4
1:50pm - 1:55pm	Break
1:55pm - 2:55pm	Period 5
2:55pm	Dismissal

Electronic Device Policy

We recommend that all electronic equipment **remain at home**. These are usually expensive and the school will **not** be responsible for broken, lost or stolen items. However, we are aware that most students will bring their cellular devices to school. They can use these devices before the school day begins, before 8:20 a.m. at lunch and after dismissal, at 2:55p.m. During class time and breaks, the electronic devices are to be locked in their lockers not on their person.

At Barnhill Memorial School we believe in teaching students responsible use of technology.

Therefore, students must adhere to the following:

- Set phones to mute or vibrate.
- No electronics in washrooms or change rooms.
- No pictures or videos are to be taken without permission.
- No Snapchat, Instagram or Facebook or other distracting forms of social media.
- The staff has the last word.
- Devices are permitted on the school bus, however the school bus is an extension of school and students need to adhere to the expectations listed above.

If a student has their electronic device during class time or uses the electronic device inappropriately, it will be taken to the office where parents/ guardians will be able to pick it up at their convenience. If a student continues to misuse their electronic device at school; they will be told to keep it home.

There is a phone in the office if students wish to contact their parents/guardians for reasons of illness or transportation. If parents/guardians wish to speak with their child during the day, they can phone the school 658-5393, we will put you in contact with your child.

Parents, Guardians & Students: Please sign below indicating that you have read the above student handbook and communicated any questions or concerns:

X _____

X _____

<u>Subject</u>	<u>Teacher</u>	<u>Email Address</u>	<u>Website</u>
English			
Math			
Science			
Social Studies			
French			
Physical Education			
Art			
Music			
Technology			
PDCP/Health			

	Monday	Tuesday	Wednesday	Thursday	Friday
8:35 – 9 :00AM	Foundations in Homeroom Classroom				
Period 1 9 :00-10 :00					
Break 10 :00-10:05	BREAK				
Period 2 10:05 -11:05					
Break 11:05-11:10	BREAK				
Periode 3 11:10-12:10					
12:10-12 :50	LUNCH				
Period 4 12:50-1:50					
1:50-1:55	BREAK				
Period 5 1:55-2:55					
2:55	DISMISSAL				