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**Barnhill
Memorial
School
Student Handbook
2023 – 2024**

Contact Information:

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Barnhill Memorial School:

SCHOOL VISION

Barnhill does their best. Better every single time.

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.

Positive Learning Environment

Barnhill Memorial School consists of grades 6,7 & 8 in both the English Prime program and the late French Immersion program. It is our goal to implement and promote methods and policies such as PBIS initiatives and restorative practices that will provide a positive and productive middle school experience.

- Students are to be on time with required material for all classes.
- Assigned work is to be completed at home or during Foundations/ class time as directed by the teacher.
- Students are to respect the school environment and assist in keeping it neat and tidy.
- Students are required to respect the rights of others by not interfering with the positive learning environment.

Role of the Student

- Participate in learning opportunities to their potential.
- Accept increasing responsibility for learning.
- Attend to assigned homework and assignments.
- Attend school regularly and punctually.
- Contribute to the safe and positive learning environment.
- Be responsible for their own behaviour while at school, and while on the way to and from school.
- Respect the rights of others.
- Comply with all school policies.

Role of Parent/Guardian

- Encourage their child to do their best and complete all assigned work/ homework and assignments.
- Communicate reasonably with school personnel for the best interest of their child. The parent/guardian has the right to a reasonable consultation with the students' teacher or the administration of the school when it comes to the education and safety of the student. All communication is to be conducted in a respectful manner.
- Ensure their child is attending school as required by the Education Act. Students must attend each day that school is in session. Everyone is required to be prepared and on time for each class.
- Ensure the basic needs of the child are being met.
- Encourage their child to behave appropriately while at school and on the way to and from school.

Closed Campus

Barnhill Memorial is considered 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.**

Students are not permitted to leave school property then return to catch the bus or participate or view activities or sports.

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.

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.

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/guardians, 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/ guardians) informed of upcoming assignments and tests. Agendas are provided for all students for them to record homework or any assignments or deadlines that are coming up.

Report cards are distributed in December, April and June

Student Fee:

All students are asked to pay a student fee of \$35.00. This fee will help to cover the cost of student handbooks, and the rental of the locker. The fee is used to support extra-curricular activities and events throughout the school year. Student fees are to be paid on SchoolCashOnline <https://asd-s.schoolcashionline.com/>

School Property

Items such as textbooks, desks, lockers, sports equipment and computers, as well as the building itself, are the property of Barnhill Memorial School and should 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. We strongly encourage that all student(s) keep their personal belongings locked in their locker and please do not share your combination to your lock. Students are required to keep personal belongings in their lockers and the school will not be held responsible for lost or stolen personal items.

There is a "Lost & Found" bin for items that students have misplaced in the school. The lost and found will be kept in the hallway outside the gym.

Scent Reduced 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 Reduced 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.

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.

- Walk, do not run.
- No sliding on the banisters.
- The designated lunch areas are cleared after lunch and students are not permitted in these areas unless it is a staff – supervised activity.
- Quiet movement in the hallway during class time is expected.
- At the end of the instructional day, students who are walking or being picked up should leave school property quickly. Students who take the bus are to convene at the bus loading zone in the back of the school. Students staying for an activity are to report to their activity.

Barnhill BOLT Matrix – Expectation of Behaviour at School

Barnhill has adopted the BOLT Matrix which is designed to teach students to understand appropriate behaviour within the school day.

Physical Education

Physical Education is a required subject in the school curriculum in the Province of New Brunswick. All students are required to participate in the physical education program unless they have a medical note for exemption and will be required to complete tasks assigned by the teacher. Each student is required to come to P.E. class prepared with a proper change of clothing and sneakers with non-marking soles.

Extracurricular Activities

Barnhill School strives to accommodate all students' abilities through participation in both sports and a variety of other activities. All students will sign a "Pursuit of Excellence" and must maintain a positive academic attitude and demonstrate appropriate behaviour. **It is very important to note that students who are absent from school or leave prior to the end of the school day, are not permitted to return for after school activities such as sports, drama, dances etc.**

School Dances

Barnhill School offers many social activities throughout the school year, including dances. This extra-curricular activity may be withdrawn from a student who is not in good standing ~ not behaving, disrespectful, missing school, etc.

- If a student is absent from the school on the day of a dance, or leaves sick, they are not permitted to return for school dances.
- School dances are on Thursday evening from 6:30 p.m. – 8:30 p.m. and are \$5.00 at the door.
- The dances are an extension of the school day, and all behaviour policies will apply.
- Students are not permitted to leave the school building during the hours of the dance other than to go home. During the dance if a student does leave without permission, they are not allowed to re-enter the dance and a parent/guardian will be called to pick their child up.

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.

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 lifelong lesson that will apply in many situations beyond school years.** Details are on our school website at <http://barnhill.nbed.nb.ca/>

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 electronic policy to contact parents.

Leaving School Due to Illness/Emergency

- Student informs teacher.
- Student must then report to the school administrative assistant, who will permit the student to contact home to make further arrangements. **Students are permitted to use their cell phone to call home, but they must come to the office to do so.**
- Students must follow the above procedure before leaving the building. This is for the safety of the student.
- Students travelling to or from school on bikes or scooters, must always wear a helmet.

Electronic Device Policy

At Barnhill Memorial School we believe in teaching students responsible use of technology. The use of cell phones or electronics, texting or taking pictures while on school property will be closely monitored and limited to specific times. Students who fail to comply with expectations for use of electronics will lose the privilege of accessing those items while on school property.

At Barnhill, we believe that it is important to model acceptable use of technology for our students. Students using electronics or other forms of technology on school property during the school day must adhere to the following guidelines:

- Electronics may be used in the morning before the 8:20 a.m. bell, at lunch and at dismissal.
- Electronics are not to be used during the instructional day, this includes between classrooms, in washrooms, in hallways or in any unsupervised areas.
- Teachers may choose to allow the use of electronics in their classrooms at specific times, but these times must be clearly set and monitored by the teacher and will only apply to that teacher in that classroom for that time and not to other classrooms or time periods.
- Electronics will not be used to send inappropriate, harassing or negative texts, messages or images.
- Under no circumstances will students be allowed to take pictures and /or videos; nor will they be allowed to post any information, pictures and/or videos to public internet sites.
- **Students wishing to contact parents/guardians during the school day must do so in the office. Parents/guardians wishing to contact their child during the school day must contact the school office directly. Students are NOT to be receiving texts during the instructional day.**

If a student is found in violation of the standards above, the following consequences will apply:

- 1st Violation: Cell phone/device is confiscated and returned at the end of the day. A note will be sent home to parent/guardian.
- 2nd Violation: Cell phone/ device is confiscated and held at the school office to be picked up by parent/guardian. Official warning of suspension from school is provided.
- 3rd Violation: Cell phone/device is held and held in the school office to be picked up by parent/guardian. Student is suspended from school for defiance of school rules. Loss of use of the electronics privileges, as per the above policy, for a time period up to and including the end of the school year may apply.

Fire Drills and Emergency Procedures

The school has an emergency plan containing detailed logistics for each emergency procedure: please refer to our website at <http://barnhill.nbed.nb.ca/>

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.

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 guardians/parents, teachers, administrators, peers, or they may self-refer.

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 on our website. We encourage parents to become involved in this important panel.

Visitors to the School

For the safety of our students, all doors are locked during the instructional day. We have a buzzer system to grant access at the front door. **All visitors**, including parents/guardians, are to report to the office upon entering the building.

Anglophone South School District – Student Placement and Promotion Guidelines

ASD-S follows the protocols for grade placement and promotion in accordance with the New Brunswick Department of Education and Early Childhood Development's inclusive Education Policy (Policy 322). Further information about the policy can be found on the Government of New Brunswick website under the Department of Education and Early Childhood Development policies (<http://www.gnb.ca/0000/policies.asp>).

The 2023 – 2024 School Calendar will go here...

Student contact with teachers....

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

