

Webster Niblock School



909 4 Ave NE, Medicine Hat, AB T1A 6B6
Ph: (403) 527- 4541 Fax: (403) 526-5097
Website: <http://websterniblock.mhpsd.ca/>

School Handbook

2020-2021



Webster Niblock School Staff

2020-2021

Acting Principal:	Mrs. Rachelle Ulmer
Vice Principal:	Mr. Doug Ashmore
Administrative Assistant:	Ms. Bast
Classroom Support Teacher:	Mrs. Carrie Maxwell
ELP Program Teacher (AM):	Ms. Michelle Conway
Kindergarten Teacher (PM):	Ms. Michelle Conway
Play and Learn Educator:	Mrs. Treva Heron
Gr. 1 Teacher:	Ms. Ali Payze
Gr. 2 Teacher:	Mrs. Carol Rogers
Gr. 3 Teacher:	Mrs. Cheryl Scholly
Gr. 4 Teacher:	Ms. Tania Haynes
Gr. 4/5 Teacher:	Ms. Cassidy McKelvey
Gr. 5/6 Teacher:	Mr. Dean Brandt
Gr. 6 Teacher:	Mr. Daniel Wilson
Library Assistant:	Mrs. Frances Anheliger
Educational Assistants:	TBA at the beginning of each school year
Out of School Care Program:	YMCA of Medicine Hat
Custodians:	Mr. Barry Thompson Mrs. Lindsay Bonogofski

Please note that staff is always subject to change in the Fall

DIRECTORY
WEBSTER NIBLOCK SCHOOL

909-4 Avenue N.E.
Medicine Hat, AB.
T1A 6B6

Phone: 403-527-4541 *Fax:* 403-526-5097

Board of Trustees

Mr. Rick Massini
Ms. Deborah Forbes
Ms. Celina Symmonds
Mrs. Carolyn Freeman
Mrs. Catherine Wilson Fraser

School District Administration

Superintendent	Mr. Mark Davidson
Deputy Superintendent	Mr. Lyle Cunningham
Business Administration & Secretary-Treasurer	Mr. Jerry Labossiere
Associate Superintendent- Student Services	Mrs. Tracey Hensel
Assistant Superintendent – Inclusive Mindset	Mr. Corey Sadlemyer
Assistant Superintendent- Universal Design & Learning	Mr. Jason Peters



Webster Niblock School

909 - 4th Ave. N.E., Medicine Hat, Alberta

Phone: 403.527.4541 Fax: 403.526.5097 Email: webster@sd76.ca

Acting Principal: **Mrs. Rachelle Ulmer** Vice Principal: **Mr. Doug Ashmore**

"Learning For Our Future!"

Message from the Acting Principal – Rachelle Ulmer

Welcome Everyone!

I am beyond thrilled to continue as the Acting Principal at Webster Niblock. This school year will be my fourth year at Webster Niblock, and I can honestly say that the staff, students, and parent community are committed whole heartily to achieving the best education possible. It is my goal to continue to support as well as find new ways to continue this goal.

The staff, at Webster Niblock, are a passionate and driven group of professionals. Every day, in every classroom, our staff work to maintain an optimal learning environment where students can reach their potential. Our staff also understands the importance of developing and maintaining positive relationships with students as well as our members within the school community.

This school year will look differently; however, the heart and passion at Webster Niblock has not changed. Together we will strive for the best education possible for the students at Webster Niblock.

I look forward to working with each of you to ensure the success of your child. With your support, we can ensure your child's success at Webster Niblock.

Rachelle Ulmer

Acting Principal Webster Niblock

**WEBSTER NIBLOCK
SCHOOL CALENDAR
2020-2021**

*** Tentative - Dates may change at any time, Please watch the website calendar and refer to the Parent Weekly Update sent on Sundays. ***

August

31 **First Day of school**

September

07 **Holiday – No School**
08 **ELP STARTS**
15 **School Council Meeting (6:30-7:30)**
18 **School-Based PD- School closed for Students**
23 & 24 **Goal Setting Sessions ONLINE**
30 **No ELP**

October

02 **School Individual & HUB Picture ELP – Grade 6**
09 **School-Based PD Day – School Closed for Students**
12 **Thanksgiving – School Closed**
13 **School Council Meeting (6:30-7:30)**
28 **No ELP**
30 **Halloween Activities – afternoon only**

November

10 **School Council Meetings (6:30-7:30)**
11 **Remembrance Day – School Closed**
12 **School Picture Individual Retakes**
20 **School-Based PD Day – School Closed for Students**
19 **Report Cards Issued**
25 **No ELP**
25&26 **Parent-Teacher Interviews - ONLINE**

December

11 **School-Based PD Day – School Closed for Students**
16 **No ELP**
18 **Christmas Vacation – 12:15pm Dismissal**

January

04 **School Reopens**
12 **School Council Meetings (6:30-7:30)**
22 **School Based PD Day – School Closed for Students**
27 **No ELP**

February

09 School Council Meetings (6:30-7:30)
12 Valentine's Day activities– afternoon only
15 Family Day - School Closed
16 & 17 Days in Lieu – Parent/Teacher Interviews - School Closed
18 & 19 Teacher Convention - School Closed
24 No ELP

March

09 School Council Meetings (6:30-7:30)
19 District PD Day – School Closed for Students
24 No ELP
26 Report Cards Issued
27- April 5 Easter Vacation

April

06 School Reopens from Easter Vacation
07 & 08 Student Led Conferences - ONLINE
13 School Council Meetings (6:30-7:30)
28 No ELP

May

10 Spring Photos ELP to Gr.6
11 School Council Meetings (6:30-7:30)
21 School Based PD Day – School Closed for Students
24 Victoria Day – School Closed
26 No ELP

June

16 NO ELP
22 Last day of ELP
25 Last Day for Students – 12:15 Dismissal
28 School Based PD
29 Last Day for Teachers

Medicine Hat Public School Division



Our Vision

To learn. To grow. To build a better world. .

Mission Statement

Our mission is to provide an inclusive, progressive learning community through trust, courage and collaboration.

Division Motto

Where kids count!

Webster Niblock School Mission Statement



Webster Niblock School is a community of learners who create and maintain a safe, caring and supportive environment, which encourages high standards of student learning. Ongoing collaboration and positive school climate will create opportunities for learners to become well-balanced, responsible and self-directed citizens.

Webster Niblock School Vision Statement



“Learning for Our Future”

At Webster Niblock School we believe teaching and learning is interdependent, engaging and varied. Innovative and involved facilitators will work individually and collaboratively to address student needs through effective regular monitoring and assessment of student progress.

We will encourage a positive, cheerful and energetic school climate where teachers, students, parents and the community work together in a respectful and cooperative manner.



SCHOOL DAY

8:35-8:45am	Arrival Time
8:45-9:15am	Period 1
9:15-9:45am	Period 2
9:45-10:15am	Period 3
10:15-10:45am	Period 4
Various Times	Recess
10:45-11:15am	Period 5
11:15-11:45am	Period 6
11:45-12:15pm	Period 7
12:15-12:45pm	Lunch
Various Time	Recess
12:45-1:15pm	Period 8
1:15-1:45pm	Period 9
1:45-2:15pm	Period 10
2:15-2:45pm	Period 11
2:45-3:00pm	Agendas/Dismissal

Kindergarten Timetable:

Play & Learn 8:45 a.m. to 12:30 p.m.
K - PM Class 12:30 p.m. to 3:00 p.m.

ELP Timetable:

AM Class 8:45 a.m. to 11:15 a.m.

LUNCH AT SCHOOL

Students are supervised in their classroom during their lunch time.

MILK

Milk will not be available for the 2020-2021 school year.

BEFORE/ AFTER SCHOOL SUPERVISION PROGRAM

All information can be found at :

<https://medicinehatymca.ca/Programs/Child-Care/Before-After-School-Program?nolocation=1>

The Before /After School Program runs on all school days when students are in attendance. The B.A.S.P. operates from 7:00-8:30 a.m. and from dismissal time 3:00pm until 6:00 p.m. each day. This program is run by the Medicine Hat YMCA program. Registration forms are available at the main office or from the B.A.S.P. site director. If you should require further information please contact Victoria Potter @ victoria.potter@medicinehatymca.ca.

STUDENT INFORMATION

KINDERGARTEN FEES

\$60.00 Activity Fee

Kindergarten fees should be paid by **September 30, 2020 Online**. However, if this is not possible please contact the school and an alternative payment arrangement can be made.

If you have any further questions please phone the school at 403-527-4541.

STUDENT WITHDRAWAL

If a family is moving, the school should receive notice of withdrawal at least two school days before that student's last day of attendance. With reasonable notice, the teacher can prepare a report and obtain information for the transfer slip. Please be sure that all school property, such as textbooks, is returned so that transfers can be processed quickly.

LOST AND FOUND

All "Lost and Found" articles are placed in the "Lost and Found" box in the bootrooms. Clothing and miscellaneous articles are to be delivered and recovered there. It is strongly recommended that mittens, runners, caps, and boots be labeled for identification purposes.

BICYCLES

Bicycle racks are located at the back of the school building. Students are strongly urged to lock their bicycles. The school is not responsible for lost or stolen bicycles. Students must walk their bicycles to the nearest crosswalk when leaving the school. Skateboards, Rollerblades and running shoes

with heel rollers are not to be used on school property.

SAFETY GUIDELINES FOR ALBERTA SCHOOLS - Helmets

The law requires all students to wear bike helmets. The Safety Guidelines for Alberta Schools indicate that all students should wear helmets while skateboarding and rollerblading etc. If students are cycling, skateboarding, rollerblading etc. they must wear a helmet.

ILLNESS/COVID SYMPTOMS

No person should enter the school if they have symptoms of COVID-19. We ask parents of children who have a pre-existing condition with symptoms similar to COVID to contact the school to provide this information. Parents/guardians must assess their children's health every day before they leave for school. As per provincial and MHPSD direction, we must maintain a zero-tolerance policy for any COVID-19 symptoms. If symptoms are observed while a student is at school, the child will be masked and safely isolated. Parents will be called to pick their child up immediately. Please ensure we have accurate multiple emergency contacts for your child. We will provide supervision while children wait to be picked up. Please know your child will be treated with compassion and kindness.

For a successful school re-entry, all students, families and staff must work together to minimize the risks. One of the critical strategies is testing in order to determine if self-isolation needs to occur. If anyone answers YES to any of the questions on the Alberta Health Daily Checklist, they are prohibited from entering the school and must stay home for ten days

or until they receive a negative COVID-19 test result. Use the assessment tool to determine if a COVID-19 test is necessary. Once a negative result is received, the individual may return to school. However, AHS and MHPSD ask that individuals who are ill (even if they have tested negative for COVID-19) remain home until they are fit to return to normal activities.

STUDENT TELEPHONE AND CELL PHONES

Due to new health guidelines, students will use classroom phones.

Students who have cell phones at school are required to shut them off during school hours. Cell phone use is not permitted during school hours without staff supervision.

MEDICATIONS

If students require medications to be given at school, additional forms must be completed. Please see the office to obtain a request for school assistance with administration of medication form. All medication needs to be clearly marked.

DROP OFF AND PICKUP OF STUDENTS

At 8:35 am staff members will open entry doors for students to come into the school. Supervision for students will start at 8:35 am and will take place inside their classroom. Each class will be assigned a specific door that will be the door that they will use when they arrive at school, when they go out for recess, and when they leave at the end of the day. Our bell will not ring until 8:45 am, therefore, students will be able to arrive between 8:30 am and 8:45 am. Bus students will head directly to their assigned door when arriving at the school. We

encourage kids to walk, ride bikes or get a ride from parents. We appreciate that students like to come to Webster Niblock early to visit, but unfortunately, until things become more stable, this will not be allowed (i.e. students will not be allowed to come to school early or stay after school). There will be no supervision on the playground before or after school. This means that students should NOT arrive at school before 8:30 am. Dismissal will be at 3:00 pm. Your teacher will send a video later this week showing you your assigned door and more specific information regarding your arrival.

It is important to note that all our doors will be locked, including the front doors. Please call ahead to the office to make any necessary meetings. Any students who are late, arriving after 8:45 am, will come to the front door, ring the doorbell and someone will come and let them in.

Please remember to read the section in the re-entry plan regarding no visitors, including parents in the school. Before and After School care will walk around the outside of the gymnasium and use the door by the sheds.

The school parking lot is not a designated area for the picking up and dropping off of students as this becomes a safety concern. Parents are encouraged to make arrangements to pick their children up from the playground area, as this is away from the bus zone and less congested than the front of the school. The front of the school has a bus loading zone, as well there are no crosswalks at this point for students.

STAFF PARKING LOT

Please remember that the parking lot in front of the school is for handicap and staff only! Staff members pay for their parking stall. Tickets may be issued by the Medicine

Hat Police Service. During school hours this area has great safety concerns. We advise students to stay clear of this area for their well-being. Please encourage your child to use the sidewalk when walking or biking to the school. At busy times of the day, pylons will be set up at the parking lot entrance and exit to ensure no vehicles enter or exit the lot when students arrive and are dismissed. We ask for your cooperation in this matter as safety for all students is our primary concern.

PARENT COMMUNICATION

A weekly email will be sent to parents by admin outlining any important information and dates.

FAMILY MESSENGERS

In an effort to cut down on our paper use, we are asking that only **one child in each family** bring home informational items from the school. Normally this will be the oldest child in the family. By doing this, we can save a significant amount of time and money each year. However, it is essential that the child remembers to bring these items home.

BUS STUDENTS

Bus students are asked to abide by the rules and be respectful of the bus drivers as well as the other students riding the bus. If there are concerns the school will contact home. If there are persistent problems students may be suspended and parents will be required to provide transportation during the suspension. The school bus is a privilege. Due to COVID, pre-registration is required and a seating plan needs to be followed.

CARDS AND OTHER TRADING ITEMS

We ask that students please leave cards and trading items at home, as trading is not allowed in school. Additionally, items of value could be lost or damaged.

ACCIDENTS

We want to assure parents that every precaution is taken to prevent accidents and injuries to students. In the event of any accident involving a student, every effort will be made to contact the parents or guardians. The staff can only offer minimum first-aid treatment in case of injury. No medication or drugs may be administered by a staff member of Webster Niblock School. If the staff feels that a child has been severely injured, the child will be transported (possibly by ambulance) to the emergency ward of the Medicine Hat Hospital.

ATTENDANCE – SAFE ARRIVAL

Regular attendance is necessary for success in school. When your child will be absent or late from school please report this through our SafeArrival Attendance Reporting system. This information is on our school website but there are 3 easy ways to do this:

Mobile Device-Download
"SchoolMessenger" App

Website: -

<https://go.schoolmessenger.ca/#/home>

Toll Free # 1-833-219-9070.

Attendance phone calls will be sent out at 9:05am and 1:15pm to the main phone number that was provided to the school. Webster Niblock no longer has an attendance line, this is the way you will need to report your child's absence.

ABSENCES / LATE

Lates: Chronic lates will be first addressed at the classroom level and then will be referred to administration.

Absences: When attendance becomes a concern parents will be contacted by the classroom teacher. If the attendance issue persists administration will contact parents and work together to look for solutions, as attendance is an important factor in student success.

COLD AND INCLEMENT WEATHER

We believe that recess for elementary school students is a time to provide a break from regular school routines and a chance to get some exercise and fresh air. It is expected that children will be dressed warmly enough to be outside for 15 minutes. When the temperature is colder than approximately -20 Celsius, or if the wind-chill factor creates an equally cold situation, or if there is a storm with extreme wind conditions, regular outside recess is cancelled and students are allowed to remain indoors under their teachers' supervision.

District schools are generally not closed during periods of cold weather, heavy snowfall, or rain. It can be expected that unless weather conditions become extremely severe, all schools will remain open. Any notice of school closures will be made known through television or radio announcements.

Please ensure that your child is dressed for the weather we are experiencing-this includes: coats, hats, mittens, scarves, boots, and ski-pants. Also, parents are reminded to pick their children up PROMPTLY after the dismissal bell. With the wind chill sometimes dipping into the -30°S, it is not safe for students to wait outdoors for extended periods of time.

DISCIPLINE PROCEDURE

Under the Education Act students are not permitted to interfere with other students' learning and must demonstrate respectful behaviors towards all people in the building. Students who are being disruptive may be removed from the classroom. Students who intentionally hurt other students may be sent home for a period of time while a reentry plan is put in place. Parents and/or guardians must accompany their child and attend a meeting before the student returns to school.

Homeroom teachers will establish their own classroom expectations, rules, consequences and rewards.

If a student acts inappropriately according to the school rules and expectations the teacher will use his/her discretion in dealing with the behavior.

SCHOOL PROGRAMS

EXTRA CURRICULAR ACTIVITIES PROGRAM

****Postponed for 2020-2021 school year due to health guidelines.**

PHYSICAL EDUCATION PROGRAM

In accordance with Alberta Education regulations, all students at Webster Niblock School receive instruction in Physical Education. However, if your child has any disability which might limit his/her participation, we would request you bring this to our attention.

Running shoes will be required for Physical Education classes, non-marking white soles are preferred.

During the winter or inclement weather we would ask students to wear outside footwear and change into their runners when in the school.

Please send a written note with your child if they are not to participate in Physical Education classes because of medical reasons.

KINDERGARTEN PROGRAM

There will be one Kindergarten class at Webster Niblock School for this school year. Your child must be 5 years of age by **DECEMBER 31, 2020** to qualify.

The philosophy of Kindergarten requires that parent participation is a major component. At Webster Niblock School we have a School Council, chaired by a volunteer parent. We hope that parents of Kindergarten students take time to become involved in the program.

The Kindergarten teacher for the 2020-2021 School Year is Ms. Michelle Conway. If you have any concerns or questions regarding Kindergarten, please feel free to contact the school.

EARLY LEARNING PROGRAM (ELP)

Webster Niblock ELP provides young children from the ages of 3-5 with a smart, beautiful, engaging preschool program. Our Early Learning Program offers children a rich educational experience embedded with literacy, numeracy, art, music, discovery and exploration. Children are exposed to developmentally appropriate activities through child centered, play based learning which includes an emergent curriculum that unfolds as inquiry areas emerge from children's interests. Children have the opportunity to explore and learn based on their individual interests, developmental needs and abilities.

ELP staff thoughtfully and deliberately work towards enhancing and supporting young children's competencies. It is our intention to honor each child's needs and strengths as well as build a community of caring learners who can play, learn and problem solve both together and alongside of one another. We will create opportunities for children to thrive through their own natural learning styles, with supports and enhancement from staff. ELP is a program for all children.

In addition to our regular classroom staff which consists of a certified teacher and educational assistants, we have service providers who consult to our program and help identify children's strengths and needs. These service providers assist us in optimizing children's speech and language

development, fine motor skills, gross motor skills, sensory based needs, mental health, regulation and pro-social behavior skills.

Our goal is to instill a sense of joy and wonder for learning and developing while enhancing your child's total development.

LIBRARY

Our Library is an integral part of our school's instructional program which promotes reading as a life-long leisure activity. This is the beginning of a process to provide library services to all students in our school. We look forward to seeing this program continue to grow.

The Webster Niblock library consists of the following sections K to 6 fiction and non-fiction, beginning readers with a coded reading level.

LEARNING SUPPORTS

Mrs. Carrie Maxwell is our classroom support teacher (CST). She will be coordinating our wrap around services that could include our occupational therapist, speech language therapist and other outside service providers. She will provide support to students, classroom teachers and parents based on the response to intervention (CRM). We will always begin with universal supports that can be put in place in the classroom and benefit all students. If more support is required, targeted strategies may be put in place for small groups or individual students. Finally, specialized one on one support will be put in place if the previous levels of support have not met the child's needs.

Students are identified in their classroom by their teachers through the Collaborative Response Model during Collaborative Team Meetings. Parents who feel that their child is experiencing difficulties with learning should discuss their concerns with the classroom teacher who can then access the support of our Classroom Support Teacher. If your child is new to the school and has received targeted or specialized supports in the past, it would be greatly appreciated if that information would be shared with your child's homeroom teacher as soon as possible.

MENTAL HEALTH SUPPORTS

Mental Health Services are provided by our Family School Liaison Worker and HUG worker. This program offers the following:

- individual counseling
- parent consultation
- teacher consultation
- universal support within classrooms
- coordination with community agencies

Currently our Family School Liaison Worker is at the school 2 days a week. Our HUG worker is also at the school two full days a week.

DRESS CODE

Hat Policy

On regular school days we ask that all students remove their hats when they enter the school building. Students are allowed to

wear them outside of the building at recess. Thank you for your cooperation.

Clothing

Clothing should be appropriate for the school setting. Clothing should only contain appropriate language and not portray any profanity or pictures that are deemed offensive. We ask that students do not wear revealing or short tops and shorts. Tops must have shoulder straps. No underwear should be visible and no midriff should be showing.

Footwear must be worn at all times.

EARLY ARRIVAL AND SUPERVISION OF STUDENTS

Students are encouraged not to arrive before 8:35 a.m. in the morning. Outside supervision will not be provided on the playground due to COVID. Teachers will be supervising the meeting areas for their classes and will meet students no earlier than 8:35 am.

INTERNET ACCEPTABLE USE AGREEMENT

The following section was taken from the Medicine Hat Public School Division Internet Acceptable Use Agreement. Please read it and then sign the appropriate form on your child's registration form. If there are any questions, please contact the school.

Internet access is available in Medicine Hat Public School Division schools. The Internet is an electronic highway connecting thousands of computers all over the world and millions of individual subscribers. We believe the Internet offers vast, diverse and unique resources to both students and teachers. The proper use of the Internet

promotes educational excellence in schools by facilitating resource sharing innovation, and communication.

We (Medicine Hat Public School Division) firmly believe that the valuable information and interaction available on the worldwide network far outweighs the concerns that users may obtain material which is not consistent with the educational goals of the Division. The smooth operation of the network relies upon the proper conduct of users who are expected to adhere to strict guidelines. The guidelines are provided here in order that everyone can be aware of the responsibilities that come with Internet usage.

Internet – Terms and Conditions of Use

- 1) **Acceptable Use** – The use of the Internet within the Division must be consistent with the educational objectives of Medicine Hat Public School Division.
- 2) **Privileges** – The use of the Internet is a privilege, not a right, and inappropriate use may result in the cancellation of those privileges. Division staff will decide what is inappropriate use and their decision is final.
- 3) **Network Etiquette** – You are expected to abide by the generally accepted rules of network etiquette. These include:
 - a) Be polite and use appropriate language.
 - b) Respect the privacy of other users' personal communication and files.

c) Do not reveal your personal address, phone number, or those of other users.

d) Think before you type. Communication on the Internet is not private.

e) Do not disrupt the use of the network.

f) Activities, which are otherwise illegal, are strictly forbidden and may be reported to the authorities.

4) **Information On-line** – Medicine Hat Public School Division makes no guarantees of any kind for the service it is providing. Use of any information obtained via the Internet is at the user's risk. The Division is not responsible for the accuracy or quality of information obtained through its Internet services.

5) **Security** – Security on any computer system is a high priority, especially when the system involves many users. Attempts to log onto the Internet using another person's password may result in cancellation of user privileges. Every user has a responsibility to notify a staff member if a problem arises. Any user identified as a security risk, or having a history of problems with other computer systems, may be denied access to the Internet.

6) **Vandalism or Theft** – Vandalism or theft will result in cancellation of privileges for the individual(s) and full restriction of damage will be the responsibility of the aggrieving individual(s). Vandalism is defined as any malicious attempt to harm or destroy **Vandalism or Theft** – Vandalism or theft will result in cancellation of privileges for the individual(s) and full restriction of damage will be the responsibility of the

aggrieving individual(s). Vandalism is defined as any malicious attempt to harm or destroy hardware, software, and data of another user, the Internet or other networks.

PARENT VOLUNTEERS

Unfortunately this year we are unable to have parents in the school and therefore cannot have parent volunteers in the school. However, there may be projects, etc that your child's teacher could need some help with that could be completed outside of the school. If you would like to help out in this way please contact your child's teacher and let them know you would be interested.

SCHOOL COUNCIL

The School Council continues to play an integral part in the promotion of family and school activities at Webster Niblock School.

The School Council is not merely a fund-raising committee. It is an opportunity for you to contribute to and influence the activities and opportunities that are available at our school during the coming school year. Please plan to attend at least one meeting this year – we need your ideas and concerns. Meetings will be held in the school in the staffroom on the third Tuesday of each month. Due to COVID these meetings will be ZOOM meetings.