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<http://wagner.nesd.ca>

Wagner Elementary School

Student Handbook 2025-2026



Wagner Elementary School
Open for Learning

Staff List &
Bell Times

Wagner
Way

Safety

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General

Edsby

Welcome
Video

Wagner Elementary School

Mission

Open for Learning

Vision

By respecting ourselves and others, the family of Wagner Elementary School will equip students with the tools to become respectful, productive citizens in our ever-changing world

Values

- Mutual respect
- High expectations of myself and others
- Embrace change and challenges
- Strengthen our moral core
- Responsibility and accountability

Wagner Admin Team

Mr. Erik Kendrick
Principal



Mrs. Kathy Chabot
Vice-principal



Mrs. Karen Duchscherer
Admin Assistant



Staff List

Grade 4 Teachers

Mrs. Smith
Mr. Umpherville
Mrs. Chabot/Mrs. Bleich
Miss Demmans

Gr. 6 Teachers

Ms. Fafard
Mrs. Hobbins
Mrs. Rann

Educational Assistants

Mrs. Carriere
Mrs. Jacobsen
Mrs. Friesen
Mrs. Harrower
Ms. Johnson
Mrs. Nowasad
Mrs. Stene
Mrs. Umpherville
Mrs. By
Miss. McKinnon

Gr. 5 Teachers

Mrs. Mamer
Mr. Webster
Mrs. Nickel

PhysEd Teachers:

Mr. Bowman/Mrs. Webster/Mr. Kendrick

Diversity Teachers- Mrs. Carr & Mrs. Bleich

Librarian- Mrs. Syrenne

Outreach Workers- Mrs. Sisson

CCT Teacher: Mrs. Prall

Custodians—Mrs. Syrenne & Mr. Mason

Meet Our Staff

Bell Times

8:40 a.m.- Supervision Starts

8:50 a.m.- First bell

8:55 a.m.-Classes begin

11:05-11:20 a.m.- Recess

12:20 – 12:40 p.m. Lunch

12:40 – 1:00 p.m. Noon Recess

1:05 p.m.- Classes Begin

2:05 – 2:20 p.m.- Recess

3:20 p.m.- Classes Dismissed

4:00 p.m.- The doors to school will be locked



Wagner Way - page 1



Wagner Elementary School

ROAR is the Wagner Way

Respect Others Act Responsible	Be Responsible	Be Respectful
All Settings	<ul style="list-style-type: none"> Be engaged and ready to learn Give your best effort Ask for help when you need it Keep your hands and feet to yourself Recycle bottles, cans, and paper in appropriate bins Keep your locker organized and clean 	<ul style="list-style-type: none"> Be caring and committed to our community Help others when they ask Share with others Keep hands, feet, and objects to self Put your garbage in the trash Wear footwear Tell an adult if something is unsafe
Hallways and Entrance Ways	<ul style="list-style-type: none"> Go directly to your destination Put garbage in the trash Walk Keep hallways clean 	<ul style="list-style-type: none"> Use a quiet voice Use respectful words to others Walk on the right
Playground	<ul style="list-style-type: none"> Have fun on the playground Follow rules in games Take turns Bring your equipment and clothing in Dress for the weather Stay on the playground 	<ul style="list-style-type: none"> Be kind and helpful Be a good sport Include others Respect playground equipment and natural surroundings Be aware of others Listen to the supervisor
Library	<ul style="list-style-type: none"> Renew or return books by due date Use a book stick Keep the library free of food and drinks Log off devices 	<ul style="list-style-type: none"> Be gentle with books Use a quiet voice
Computer Lab and Technology	<ul style="list-style-type: none"> Use resources to support your learning Keep the computer lab free of food and drinks Carry the devices with two hands Plug in devices and cart to charge Leave personal devices at home or in your locker. 	<ul style="list-style-type: none"> Clean your area Use a quiet voice Only post things that are constructive and positive Share relevant information that helps with our learning Push chairs in after use
Washrooms	<ul style="list-style-type: none"> Flush toilet and toilet paper Wash hands Put paper towels in the garbage Take care of your needs and then leave the restroom 	<ul style="list-style-type: none"> Respect the privacy of others Flush toilet Keep the facilities clean Use quiet voices Wash hands Return straight to class
Lunch	<ul style="list-style-type: none"> Eat only your food and do not share foods Sit down when eating or drinking Clean up your area If you need a lunch, get it before 9:30 or talk to your homeroom teacher 	<ul style="list-style-type: none"> Use good manners Use a quiet voice Wash or sanitize your hands before eating Clean up any spills Wait to be sent outside Make sure milk containers are empty and recycled
Bus	<ul style="list-style-type: none"> Be on time Take your possessions with you when you leave the bus 	<ul style="list-style-type: none"> Keep the bus clean and pick up trash Use a quiet voice Sit in your seat

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Respect for Staff

Wagner School believes strongly, that a positive relationship between staff and students is essential to learning.

- Students must take responsibility for their actions.
- Students must recognize that it is the staff's duty to represent the interests of the school as well as promoting the safety and well-being of all students.
- Students deserve to have their side of the story heard but, in return, must listen to other students, teachers and supervisors when opposing viewpoints are presented.
- Students are expected to respond appropriately when a request is made of them by an adult.

Respect for the School

It is essential that students take pride in their school; the appearance of the building is a reflection of this pride.

- Games that could cause damage to the school must be played at a safe distance from the school.
- Any actions that damage school property and vandalism within the school itself are forbidden.
- Students are encouraged to take an active role in keeping the classroom and hallways clean and attractive.

Respect for Academic Preparation

Wagner School is dedicated to helping students form habits that will be essential to their future success:

- Students are expected to be on time.
- Students are expected to do homework when required by the teacher.

- Students should make sure that their day to day work is organized, neat and complete. · Students should form the habit of studying for exams and tests.
- Students are encouraged to read on their own and add to the classroom with their own experience with learning.
- Students and teachers are encouraged to involve parents in learning through homework help and involvement in the classroom whenever possible.

Respect for Other Students

Wagner School is dedicated to creating strong and healthy relationships between students.

- Students should try to treat others in the school with the same respect they wish for themselves.
- Students should recognize the difference between telling on other students to get them in trouble and seeking out a teacher to help solve a problem or resolve a particularly dangerous situation. Tattling is discouraged. Seeking out staff to help resolve situations for the benefit of all students is encouraged.
- While the staff believes that inclusion of all students in activities is a worthy goal and that exclusion from activities by staff or students is rarely beneficial, it also obligates the students to play cooperatively and with a sense of fairness towards other students.
- The students should use appropriate language and tone of voice when addressing other students and should refrain from taunting or teasing other students.

Safety - page 1



Locked Doors

For the safety of our students and staff, our doors will be locked after 9:05am, each day. Our students are encouraged to use the front door for emergency reasons, at recess. All staff members can easily access the doors, during recess times, with keys. Students arriving late to school as well as any visitors will utilize the doorbell/video system to be given access to the school.

Safety

- Students coming to school on bicycles should ride slowly on school grounds and proceed directly to the bike racks - 2nd St. West entrance.
- During the school day, riding bicycles, scooters, skateboards or using rollerblades is forbidden.
- Bullying in all its forms (physical, verbal or intimidation) is forbidden.
- Body contact games on the playground are forbidden, as well as, rough play in non-contact games.
- Students are not allowed to play on the bus road or parking lot.
- Bus line-ups should be orderly and students should be prepared to board the bus when it arrives.
- Students leaving the school grounds at noon must have communicated parent permission and proceed directly to their destination.



Student Accident Insurance

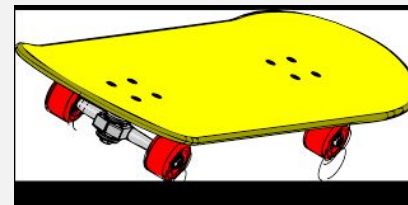
The Board of Education entered into an agreement with Marsh and McLennan to obtain student accident insurance. The cost is covered by the school division. This insurance covers students under the following circumstances: (a) injury occurring in or on school buildings or premises by reason of attending classes on a regular school day; (b) injury occurring while in attendance at or participating in any school activity approved and supervised by proper school authority.

Physical Education Safety Guidelines

All students are expected to have a pair of running shoes in good condition to safely participate in Physical Education. Water bottles are also recommended.

Bikes/Blades/Scooters/Skateboards

Racks are provided for bicycle storage. Students are encouraged to lock up their bicycles and to get them stamped by the Oasis Centre. This free service helps to identify stolen bicycles - Wagner School is not responsible for stolen bicycles. Students riding scooters, rollerblades or skateboards to school are expected to keep their skateboards and scooters inside for the duration of the school day. Again, the school is not responsible for lost or stolen skateboards or scooters.



Policies – page 1



Lunch Policy

If students are staying for lunch, they are to eat their lunches in their classrooms and in their own desks from 12:20 – 12:40 p.m. If students have finished their lunch at 12:35, they may go outside early when advised by a supervisor. Students are expected to follow basic lunchroom rules and, if they do not follow the rules, they will be given a warning. If a second offense occurs, the parents will be contacted and informed. Lunch privileges may be removed. On the third offense, parents will be contacted and lunch privileges will be removed for a period of time determined by the principal and lunch supervisors.

Students who normally eat lunch at school and who wish to leave the schoolyard, are required to bring a note from their parent or guardian indicating they have permission to do so.



Medication Policy (prescription/counter drugs)

Parents or guardians are encouraged to administer medications at home and during school hours. If this is not possible, you are required to complete a Medication Permission Form (*available at the office*) and provide it to the school before any medications can be administered by employees of the Board.

School Trip Policy

Field trips are planned to provide both educational and recreational opportunities for our students. While these trips follow curriculum outcomes, they are also a privilege. Students earn the right to take advantage of these trips by displaying acceptable behaviour and by working conscientiously throughout the year. Students who do not meet these expectations may not be allowed to take part in the trips or parents may be asked to come along.



Student Personal Electronic Devices

In adherence to the Saskatchewan Government and NESD guidelines, students at Wagner school may not use PEDs during the school day, including breaks/recess. It is strongly encouraged that students leave all PED's (including cell phones) at home. If PEDs are brought to school, they will no be readily accessible during school hours. Students may use the school phone to communicate with their parents/guardians if they are unwell or if there is an emergency.

School Use Electronic Devices

It is advised that you review the Technology Acceptable Use Agreement – Student Agreement

Music Devices and other electronics Usage

We encourage students to leave these at home. The school is not responsible for lost or stolen devices. Students cannot use these during school time or at recesses.



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Dress and Appearance

Students are expected to have an appearance that is reasonable, modest, decent and respectable. They are encouraged to dress in clothing suitable for an elementary school, the weather, and the education program. Outdoor clothing should not be worn in the classroom. Caps, hats, and toques are to be removed once students and adults are in the school. Students must have inside footwear. Runners with non-marking soles are required to be worn in the gym. Due to health and safety reasons, **No bare feet will be permitted**



THE BEST
Teachers
ARE THOSE WHO SHOW YOU WHERE TO
Look
BUT DON'T TELL YOU WHAT TO
See.

General - page 1

School Absenteeism

If you know that your child will be absent from school, please enter the absence into Edsby.

(<https://nesd.edsby.com/p/BasePublic/>) If you are unable to enter it into Edsby then please phone the school before 9:30 am. We will attempt to contact parents when unexplained absenteeism occurs.

More and more students are missing school for numerous reasons, including family holidays. We understand that outside activities and holidays can provide a valuable learning opportunity for our students. However, with the many changes to curriculums and instructional methods, this makes it difficult for students to catch up on all missed learning opportunities or classroom discussions. We will provide as many learning opportunities as possible for your child, despite the missed time. We need to communicate that this may result in your child missing curricular outcomes.

Grade 6 Farewell

Traditionally, there is a grade 6 awards ceremony at the end of each year. Certificates are presented by the homeroom teachers along with awards for perfect attendance and general improvement. The winner of the R.C.M.P. Citizenship Award is also announced. Students who have volunteered their time and energy during the year to help are also recognized.

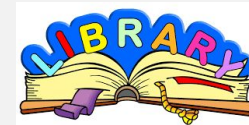
A red rectangular stamp with the word "ABSENT" in bold, black, capital letters.



Cancellation of School and Bus Routes



When the weather conditions are such that there is a danger to students, bus runs may be cancelled. Individual bus drivers may also cancel their routes when they feel it is unsafe or foolhardy to attempt to make their run. The cancellation of bus runs will be announced over CKBI, CJVR, or CJNE radio stations and on both the NESD (<https://www.nesd.ca/division/buscancellations/>) and Wagner website. If you are in doubt as to whether or not buses will be running, please listen to the above mentioned radio stations. Note: If your child will not be riding his or her regular bus, please inform the bus driver and the school prior to the end of the school day.



Wagner Elementary School Library

The library at Wagner School offers many varieties of English and French print and non-print resources to students and staff. There is a large selection of picture books, magazines, reference resources, fiction, and nonfiction books available to everyone. Students can borrow books and magazines for a two-week loan period. Students are welcome to use the five networked computers to access high-speed Internet for research. World Book Encyclopedia is available online and students and staff have access to the new Destiny library database to search for books. Special displays highlight new arrivals, Willow Award nominated books, and themed displays. A library clerk assists with the everyday activities and maintenance of the library. The library is a busy place with much to offer everyone. Come in and check it out. We look forward to having you visit often!

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Leadership Group



This group is comprised of grade 6 students that display maturity, leadership ability and willingness to work hard for the betterment of their school. The group itself is intended to enhance the spirit of Wagner School through various spirit and intramural activities.

House Systems

Students at Wagner School are placed in one of four houses: Cheetahs, Cougars, Panthers, and Siberian Tigers. During the year, students may partake in any program or activity and earn points for their house. At the end of the year, points are tabulated and the winning house is awarded the Wagner House System Trophy.



School Supply Lists

<https://wagner.nesd.ca/About/SupplyLists/>

Click the link above to view our school supply lists.



Edsby - page 1

Click the link below to access the Edsby support site for parents and students.

[Edsby Parent/Student Site](#)

There are many videos and good information sheets on the website.



How to Log Into the Edsby App



Background: A downloadable app for Edsby is available for Android and iPhone devices.

Guiding Steps:

Step 1: Download the Edsby App for your device through Google Play or the Apple App Store



Step 2: When you open the app the first time, you will be asked to enter your Edsby server address.

→ Enter "NESD" into the space provided.



Step 3: Enter the username and password used during your first login.

- Username - The email you have shared with the school
- Password - Use forgot password if needed to reset your password



Page 2



How to Login to Edsby (Password Reset)



Background: Logging into the web version of Edsby provides greater functionality including access to Report Cards.

Guiding Steps: Logging into Edsby (Web Browser)

Step 1: Go to nesd.edsby.com

**** If asked for an Edsby server address/special code use: NESD**

Step 2: Login using the email and password you used when setting up your Edsby account

Username: Email you shared with the school

Password: The one you created when you set up your Edsby account.

Step 3: Select Log In

Guiding Steps: Forgot Password

Step 1: If you've forgotten your password, select "Forgot Password"

Step 2: Enter the email address used to set up your Edsby account.

Forgot Password?

Having trouble logging in?
Please enter your username or email into the box and I'll do my best to help.

Username or email address

Continue Close

Edsby

Sign in to
North East School Division

Username

Log In

☐ Keep me logged in

or connect with

Staff Login Student Login

Forgot Password?

Step 3: Select Continue

Step 4: Check email and follow the steps to create a new password

Step 5: Use your new password to login to nesd.edsby.com



How to Manage Notifications – Web Version



Background: Edsby permits teachers, students and parents to enable various Notifications, to stay organized and up-to-date with the many things happening in Edsby. Notifications are set by the user and include customized settings for items such as School Content, Classes, Calendars and Groups. This document will show you how to set-up your notifications for the web version, as well as, explaining the types of Notifications available.

Guiding Steps: Setting Up and Changing Notifications for the Web Version

Step 1: Turning on Notifications

When first logging in to Edsby, all accounts will be prompted with the option to turn Notifications on for the account. Please select Turn on Notifications.

Setup Notifications

Edsby would like to send you notifications about progress in your classes, attendance issues, and school events. You may turn these notifications on or off at any time.

Turn Off Notifications Turn On Notifications

By turning these on, teachers and parents will be notified of:

- Replies and Likes on your posts (Both Groups and Classes)
- Grades commented on
- Upcoming Assessments (assignments, projects, tests, etc.)
- Class Calendar Reminder
- Digest – daily summary of activity

Notes

- Notification settings can be changed at any time!
- Students must enable their own notifications as well

Page 3



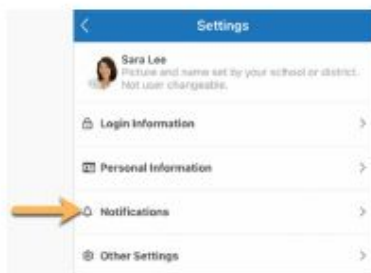
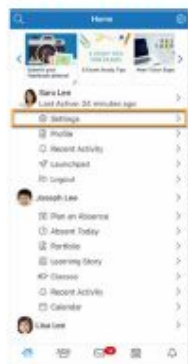
How to Manage Notifications – Mobile App



Background: Edsby permits teachers, students and parents to enable various Notifications, to stay organized and up-to-date with the many things happening in Edsby. Notifications are set by the user and include customized settings for items such as School Content, Classes, Calendars and Groups. This document will show you how to set-up your notifications for the web version, as well as, explaining the types of Notifications available.

Guiding Steps: Setting Up and Changing Notifications for the Web Version

Step 1: On your home screen select "Settings" > "Notifications"



Step 2: Begin customizing your notifications by selecting one of the following that may be available:

1. Messages
2. Activity Digest
3. Personal Calendar
4. Organization (School)
5. Children
6. Groups (if any)



How to Manage Notifications – Mobile App



Step 3: Choose the type(s) of notifications you prefer for each of the categories listed above. The options will be Edsby, Email, or Mobile.



Note: These notifications can be updated and changed at any time.



Viewing Your Student's Report Card

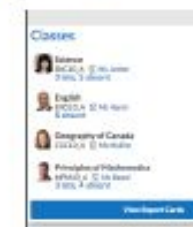


Background: NESD is continually moving towards publishing student report cards in an electronic manner. With Edsby, parents can view their student's report card in the web version or on the Edsby App.

Guiding Steps: Web Version

Step 1: Login to Edsby using a web browser - nesd.edsby.com

Step 2: Select the "View Report Cards" link on the Classes panel for the student. This will open the student's most recent Report Card.

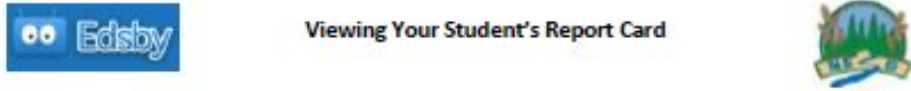


Once a student has multiple report cards, parents can navigate to their child's Report Cards from all years in which they have been published online.

Step 3: Click the drop-down arrow at the top right corner of the Report Card to reveal a list of previously published reports.



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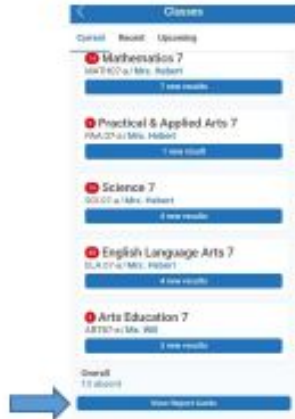
Guiding Steps: Edsby App

Step 1: Login to Edsby App (remember to use NESD as the server)

Step 2: From the homepage select the Classes tile.



Step 3: Scroll to the very bottom of the Classes page and select View Report Cards.



Step 3: To view previously published reports select from the drop-down on the top-right of your screen.



Thank you!



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Sharing is caring!

