

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. Trevor Norum Principal



Mrs. Erin Ernst Vice-principal



Mrs. Karen Duchscherer Admin Assistant



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Staff List

Grade 4 Teachers Gr. 5 Teachers Mrs. Stevens Mrs. Ernst/Mrs. Prall Mr. Umpherville Mr. Haight Mrs. Webster **Gr. 6 Teachers** Mrs. Anthony

Educational Assistants

Mrs. Carriere Mrs. Drechsler

Ms. Fafard

Mrs. Rann

Mrs. Hobbins

Mrs. Friesen

Mrs. Harrower

Mrs. Hosaluk

Mrs. Nowasad

Mrs. Stene

Mrs. Umpherville

Mrs. Stankowski/Mrs. Doucette

Prep Teacher-Mr. Bowman

Diversity Teacher- Mrs. Carr

Librarian-Mrs. Syrenne

Outreach Workers-Mrs. Sisson

& Ms. Stafford

Custodians—Mrs. Syrenne &

Mr. Warren

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Bell Times

8:40 a.m.- Supervision Starts

8:50 a.m.- First bell

8:55 a.m.-Classes begin

10:35-10:50 a.m.- Recess

12:20 - 12:40 p.m. Lunch

12:40 - 1:00 p.m. Noon Recess

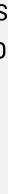
1:05 p.m.- Classes Begin

2:06 - 2:21 p.m.- Recess

3:21 p.m.- Classes Dismissed

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

be locked





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Wagner Way - page 1

THE WAGNER WAY

	CLASSROOM	HALLWAYS	PLAYGROUND	WASHROOMS	LIBRARY	LUNCH ROOM	COMPUTER ROOM
CONSCIENCE	BE HONEST Do the right thing even when not being watched Follow the school rules	➤ Do the right thing even when not being watched	Do the right thing even when not being watched Come in as soon as the bell rings	➤ Wash hands. Be prompt to and from ➤ Lights on ➤ Graffiti free ➤ Avoid vandalism	Return books on time Use a quiet voice Follow Library rules	Wash hands before eating Be ready to eat Complete milk duties, promptly Be ready to go outside when dismissed	➤ Be prepared ➤ Respect equipment ➤ Quiet voice
ЕМРАТНУ	Consider others Use kind words Encourage others Be helpful to others	➤ Greet others ➤ Walk safely ➤ Be helpful	➤ Play fair ➤ Play safe	Keep room clean Always flush Turn taps off Use quiet voices Graffiti free	> Quiet voice > Respect others and books > Return books > Follow Library rules	Inside quiet voice Recycle in proper container Clean up your own eating area	➤ Log off ➤ Respect equipment ➤ Quiet voice ➤ Listen to and follow instructions
RESPECTFUL	Listen to the speaker Raise your hand to speak Use indoor voice Try your best Take turns Respect others space and property (classroom equipment)	Hands and feet to yourself Use indoor voice Respect the rules Use fountains respectfully	> Put garbage in cans > Take care of playground equipment	Fands to yourself Hands to yourself Use quiet voice Be accurate Flush Proper use of washroom	Push in chairs Follow Library rules Carry visible pass Quiet voices Hands and feet to self	Remain seated at your own desk Eat your own lunch Ask supervisor when wanting to leave room Stay in your own personal space. Clean up	➤ Respect equipment ➤ Log off ➤ Stay on task ➤ Be prepared
SELF CONTROL	Walk in alstes Hands/feet to self Maintain personal space Wait your turn Raise your hand to speak Accept responsibility Be accountable Be here. Be ready.	Walk on the right in single file line Hands and feet to self Watch where you are walking	Follow playground rules Have a teacher assist you with problems Dress properly for weather Remember it's just a game	Wash hands Put paper towels into the garbage Leave lights on Graffiti free Proper use of washroom Avoid vandalism	Follow Library rules Hands and feet to yourself Sit within your personal space	Stay seated until dismissed Clean up your eating area Ask permission to leave, unless an emergency Put away lunch kits and garbage when dismissed Eat your own lunch	Remain at assigned personal spot Feet on floor. Respect the equipment Listen to and follow instructions Quiet voice Stay on task



THE WAGNER WAY

	GYM	ASSEMBLY	BEFORE and AFTER SCHOOL	BUS LINE	FIELD TRIPS	EMERGENCY SITUATIONS
CONSCIENCE	➤ Go to meeting place ➤ Participate ➤ Always do your best	➤ Quiet ➤ Walk ➤ Line up	Put outside/inside shoes on Walk Stay outside or go to the gym Hang things up in lockers	Treat others properly Be on time and in proper bus line Let the office know if you are not going to be on the bus	➤ Listen to and follow directions ➤ Stay with your group	Stay calm Contact adult Hands/feet to self If it applies, go to designated area
ЕМРАТНУ	➤ Listen ➤ Follow directions ➤ Play fair ➤ Include everyone	Enter/exit quietly Sit quietly 'Pretzel' legs Listen to the speaker	Leave desk area clear Walk Walt to be dismissed Be careful around doors	Be on time Let the office know if you are not going to be on the bus Interact positively with others	Listen Follow directions Stay with the group Keep track of things	Walk Be quiet Listen Follow directions Think before acting Stay with group
RESPECTFUL	> Treat equipment properly > Put equipment away > Listen > Hands/feet to self	Eyes forward Sit quietly Listen Hands/feet to self Use manners Proper body language Show your support, appropriately Stand and sing 'O Canada', with pride	Remove headwear Wait to be dismissed Be courteous Keep hands/feet to self	Be in appropriate line Respectful of own and other's possessions Respectful of other's feelings Listen to adults on supervision NO BUDGING!	'Wagner Way' applies Hats are removed at appropriate times	> Listen > Follow directions
SELF CONTROL	Follow directions Be a good sport Play by the rules Rememberit's JUST a game	Remain silent Sit flat, fold legs Sit in designated area Hands/feet to self	Follow playground rules Plave a teacher assist you with problems Dress properly for weather	Hands/feet and personal belongings to yourself! Stay a safe distance away from the bus road Wait until bus driver signals you to enter bus If waiting for siblings, go to designated area – away from bus line	Return permission slip Be on time Have required materials	> Be alert > React promptly and appropriately

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 9:15am, each day. The front entrance will be open until approximately 4:30pm, 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.

<u>Safety</u>

- 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 a written note 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

The North East School Division has developed a set of Physical Education Guidelines. The following are of particular interest to Wagner School students:

Cycling · All bikes must be in safe running order, All students are required to wear approved and correctly fitting helmets.

<u>Floor Hockey & Knee Hockey</u> · Goalies must wear a protective mask and players must wear goggles.

Football - No blocking or tackling





<u>lce Skating</u> - Students are required to wear correctly fitting helmers.

In-Line Skating · Students are required to wear correctly fitting helmets, elbow and knee pads, and wrist guards.

Scoopball - Goalies must wear a protective mask.



<u>Softball</u> · Catchers must wear protective masks and helmets. Batters and base-runners must wear helmets. · All fielders must wear gloves. · Hardball is NOT a recommended activity.

Bikes/Blades/Boards/Bicycles

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. Unfortunately, there is very little that the staff can do if a bicycle is stolen. If this should happen, we advise contacting the R.C.M.P.

Roller Blades/Skateboards/Scooters

Students are welcome to use blades, boards, or scooters o school. However, for the safety of all students and adults, they must not be used on the school grounds. These should be locked.



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. 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.

<u>Medication Policy</u> (prescription/counter drugs)

Parents or guardians are encouraged to administer medications at nome 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 Edsby 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.

Telephone and Cellular Policy

Students may use the school phone if they are unwell or he is an emergency. It is not be used to make arrangements for recreational activities or to go a friend's house after school. A phone pass from their teacher is required.

Student Personal Electronic Devices

I would encourage you to review our division's Acceptable Use Policy (AUP) on our division's website.

NESD recognizes that students are bringing their own personal electronic devices to school. Such devices include digital cameras, smart phones, tablets etc. Each school in our division has its own guidelines regarding the use of these devices in the school and classroom. NESD provides the following conditions if the devices are to be used in the schools.

- Student-owned devices in class may only be used with teacher's expressed permission.
- Students may record audio, video and take photos at school with permission from a staff member and those being recorded. School administration may search devices if it is suspected that school rules have been violated.
- If students are accessing wireless mobile services (e.g. 3G), they are under the same usage guidelines and expectations as in the NFSD AUP.

The following includes examples, but is not limited to, inappropriate uses of personal electronic devices: harassment, threats, intimidation, electronic forgery, cyber bullying/ cyber threats, invasion of personal rights, cheating on tests/exams, or other forms of illegal behavior during the instructional and non instructional day. Students are not to use material or text messages to invade personal privacy or harass another person, or disrupt the instructional day, or engage in dishonest acts.

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.

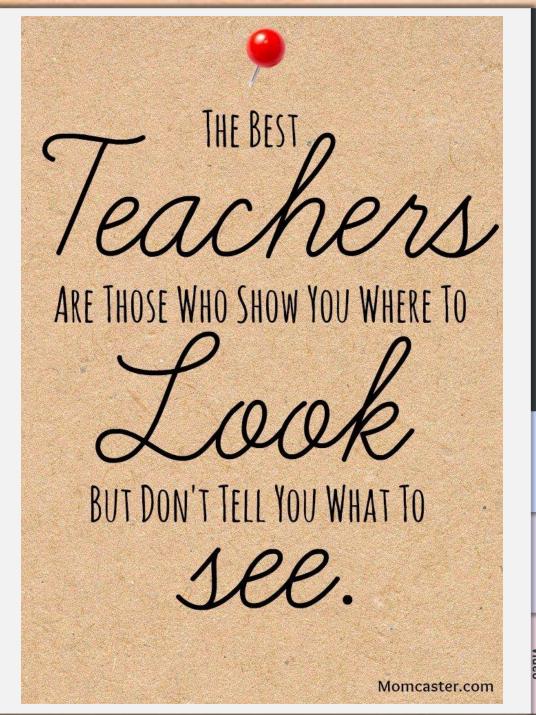




Dress and Appearance

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 should 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**



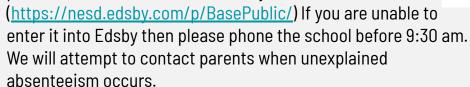


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General - page 1

School Absenteeism

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



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.

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.

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!



Leadership Group



This group is comprised of grade 6 students. The students are nominated by teachers based upon their 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





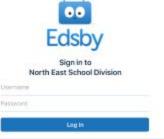
Step 2: When you open the app the first time, you will be asked to enter your Edsby server address.

→ 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
- Password Use forgot password if needed to reset your password



Welcome Video



How to Login to Edsby (Password Reset)



Edsby

North East School Division

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.





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

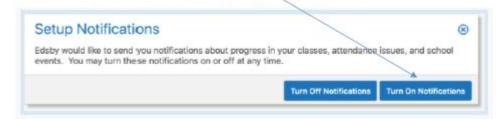


Background: Edsby permits teachers, students and parents to enable various Notifications, to stay organized and up-to-date with the many things happening in Edsby. Notifications are set by the user and include customized settings for items such as School Content, Classes, Calendars and Groups. This document 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.



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

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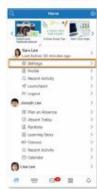
How to Manage Notifications - Mobile App

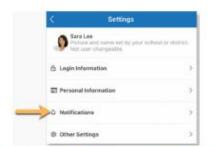


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Guiding Steps: Setting Up and Changing Notifications for the Web Version

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
- 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.





Viewing Your Student's Report Card



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.



Welcome Video - page 1

Welcome to Wagner Video





Thank you!

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