



# VICTOR SAMMURTOK SCHOOL

P.O. Box 6

Chesterfield Inlet, Nunavut

X0C 0B0

Tel: 867-898-9913

Fax: 867-898-9143

---

## VICTOR SAMMURTOK SCHOOL HANDBOOK:

### **Our Vision:**

We would like Victor Sammurtok School to be a place in which teachers and students have increased opportunities for growth and success.

We envision Victor Sammmurtok School as a community of learners and leaders where everyone develops respect for self and others and a sense of responsibility. We expect high student achievement, and a vigorous school community in which students interact with their peers and teachers, develop pride in their culture and confidence in them-selves, thereby building positive self-esteem and self-worth...

### **Our Mission:**

We at Victor Sammurtok School aim to nurture the whole child (emotionally, socially, physically and academically); by building a safe atmosphere in which each child is encouraged to attain his/her own potential, to share in peaceful living, to endeavour to become a responsibility member society.

### **Introduction:**

This handbook is for you, the parents and students of Victor Sammurtok School. The purpose is to make you aware of school policies and procedures and to answer some of the questions you might have about the school.

If you have any concerns or questions please, call us at the school Telephone: (867) 898-9913 (VSS) or (867) 898-9007 (DEA).

Our school will do everything possible to provide a warm, safe and friendly environment for your children, In order to do this effectively we will need your support, understanding and cooperation.

Parents are an important part of our school community team. As role models and leaders, the students of our community need to provide solid guidance and structure for our children and students from a very young age. They need to know

that we have reasonable and healthy expectations of them. Our children deserve our attention and effort at all times.

Please, get involved in your child's education and future. Feel free to visit the school at your convenience.

### **District Education Authority:**

The District Education Council consists of residents of Chesterfield Inlet who are elected or appointed to represent the whole community in matters related to education. Its purpose is to advise the principal on school policies and procedures, and to assist with the direction of culture and language education programs. The D.E.A. is an important member of "Partners in Education" and works closely with the school administration, parents and students to ensure the smooth running of the school.

If you have any questions or concerns about specific school policies or procedures, please call the school first or talk to a District Education Authority member. All community residents are welcome to DEA meetings.

### **Contacting the School:**

Parents are welcome to visit the school at any time to observe their child or their child's classroom. Parents are also welcome at anytime to discuss their child's progress. However, teachers are very busy during the day and are not able to leave their students to have discussions with parents who come in. If you wish to visit the school or talk with a teacher, please call or approach us to make necessary arrangements.

Students cannot be called away from their classes to take telephone calls during the day. Students are not allowed out of the class to receive phone calls unless it is urgent. If you wish to speak with someone, leave a message and they will return your call as soon as possibly.

### **School Hours:**

Classes Begin	8:50am
Recess for Grade K-6	10:20am
Recess Ends	10:30am
Lunch	11:50am
Class Begin	1:00pm
Recess for Grade 1-6	2:20pm
Recess Ends	2:30pm
Dismissal	3:45pm

**Attendance:**

Excellence attendance is absolutely necessary for students to achieve well academically. A student who attends only part of the time cannot complete all of the work required of them at that level. We ask that parents do as much as possible to get their children to school on time every day. Children need to know that being on time is important.

According to the **Education Act**, students may be excused from school for the following reasons:

- Sickness
- Unavoidable causes
- Traditional activities
- Suspension or expulsion
- Home schooling
- Spiritual or religious observances
- School approved activities

Students between the ages of 5 and 16 are required by law to attend school so that they may learn the skills to become independent. Under the Education Act, the D.E.A. has the authority to recommend that parents be fined for neglecting to provide an education for their children.

**Absence from the School:**

If your child is absent from the school for any reason with your permission, please be responsible for sending a note to the school or for calling. If you know that your child will be absent or has an appointment elsewhere, please call the school beforehand so the students' teacher can be notified. Parental permission is required otherwise, a student will be assumed to be truant.

**Health Concerns:**

Please, advice the school of any health concerns your child may have; we cannot help if we do not know. This would include such things as hearing or vision problems, allergies or injuries. The teacher will ensure that these will have as little effect as possible on the student's learning.

**Accidents:**

Parents will be notified as soon as possible of any accidents occurring during the school day on school property.

**Weather:**

Please, ensure that your children are properly dressed for the weather when they come to school. This includes wet weather as well as cold. Leaving to and from the school, and playing outside at recess can be very unpleasant for students who are not dressed properly.

On days of extreme cold, wind or rain, students will have indoor recess in their classrooms under the supervision of their teacher.

School will be closed on days when it is stormy. An announcement will be made on radio or C.B. for those occasions.

**Fire Drills:**

Fire drills will be conducted a minimum of five times per year. Their purpose is to practice evacuating the school building quickly and safely. When the fire alarm is sounded, students will line-up at their classroom door and leave the building when given instructions by their teacher. Re-entry is not permitted until the outside buzzer is sounded.

**Reporting to Parents and Students:**

Three reporting periods are divided evenly throughout the school year for student academic evaluation and character development. At the end of the year, a student's marks will determine whether he/she will be **socially placed or academically placed**. This distinction will be made clear on the final report card. If you have any questions or concerns about your child's progress, please do not wait until the end of the term. Let the school know as soon as possible, so we can discuss it. Parents are encouraged to keep in regular contact with their child's teachers between reporting periods regarding their academic progress.

**Tobacco Products:**

As both teachers and adults, we are role models and need to set positive examples for our students and children. The school supports official government policy that prohibits smoking or using any tobacco products during the school hours on school property.

**Student Discipline Procedures:**

To make sure that our school is a safe environment where our students can learn, we must have standards of conduct. Since, we have many students in the

classrooms, housed within one building, it is absolutely necessary that everyone within and on these premises follow some simple, common sense rules so that students can develop to their fullest potential in a safe learning environment. Any behaviour that offends other or disrupts learning is inappropriate. Student discipline can be dealt with at many levels, beginning with the teacher and thereafter involving the parent, principle, the D.E.A. or the Kivalliq School Office.

We wish to take an **Assertive Discipline Approach** to student discipline. This approach is hierarchical (given the student chances at each level of seriousness to improve their behaviour), consistent and positive. It consists of three parts:

1. **RULES** that students must follow at all times
2. **POSITIVE RECOGNITION** that students will received for following the rules
3. **CONSEQUENCES** that result when students choose not to follow the rules

As, students matures, we expect they will take more responsibility for their own behaviour. When a student misbehaves, he/she will be disciplined appropriately and progressively.

Also, for some misbehaviour there is **ZERO TOLERANCE**. The Assertive Discipline Approach is wavered. The zero tolerance rules apply to fighting, swearing and aggressive defiance of authority. The consequence for breaking the zero tolerance rules is suspension from the school for a specific time/period.

### **Rights of Students:**

1. Every student is entitled to have access to the education program in accordance with the Education Act and Regulations if the student is:
  - a: On or before December 31<sup>st</sup> of academic school year has attained the age of five years and is younger than 21 years of age
  - b: Is a resident of the Territory and;
  - c: Is a Canadian citizen, or is lawfully admitted to Canada for temporary or permanent residence or is a child of a person so admitted
2. Every student is entitled to have access to the education program in a regular instructional setting in a public denominated school in a community in which the student resides
3. To receive the best education possible
4. To be treated with dignity and respect
5. To be encouraged and allowed to learn in a positive

**In Return for these RIGHTS the Student has the RESPONSIBILITY:**

1. To conduct himself or herself responsibly while on the school premises;
2. To comply with the school rules and the code of conduct for students;
3. To co-operate with the principle, teachers and all persons authorized by the District Education Authority to provide school programs and other services;
4. To be respected of the cultural, spiritual or religious values or beliefs of others while on school premises;
5. To be respectful of the person and of the property of others while on school premises; and
6. To participate in the education program and make his or her best effort to learn
7. To attend scheduled classes regularly
8. To account to the principal and teachers for his/her conduct